

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

1. PRESENT: Mayor William MacDonald (Chair), Deputy Mayor Pat Power, Councillor Sanford, Councillor John Kinsella, CAO¹ Gregory Barr, Recording Secretary Melony Robinson, Danny McClair (left after application AR17-037-HER was addressed)

2. REGRETS: Councillor Owen Elliot

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

4. ADDITIONS TO AGENDA:

- i. Under Section 10, New Business, item 2: Valley Waste Borrowing Resolution
- ii. Under Section 14, In-Camera, item i: Contract Negotiations

5. APPROVAL OF AGENDA:

MOTION #C2017-DEC-18-01

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

6. APPROVAL OF COUNCIL MINUTES:

- i. Council – November 20, 2017 (Tab 1)

MOTION #C2017-DEC-18-02

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the November 20, 2017 Council minutes as presented. **Motion Carried.**

7. PUBLIC INPUT:

Danny McClair updated Council on his application and presented current drawings for consideration, explaining structural changes required by the engineers that would not provide for the ability to maintain the transom window as originally intended.

8. PRESENTATIONS: N/A

9. BUSINESS ARISING: N/A

10. NEW BUSINESS

- i. BCAH Funding

CAO Barr spoke of the opportunity for funding for capital. This was tabled for COW January as this will give further time for council/staff to think of possible opportunities.

- ii. Valley Waste Borrowing Resolution

MOTION #C2017-DEC-18-03

It was moved by Councillor Kinsella, seconded by Council Sanford to approve the Guarantee Resolution for Valley Region Solid Waste – Resource Management Authority in the amount of \$4,040 in relation to

¹ Chief Administrative Officer

the capital borrowing requirements for the Authority as approved in their 2017-2018 budget. **Motion Carried.**

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole (CoW)

MOTION #C2017-DEC-18-04

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to support the proposed *Winter at King's* schedule for January-March 2018 in the amount of \$2,000.00, contingent on their finding four other partners that would provide that amount as well. **Motion Carried.**

MOTION #C2017-DEC-18-05

It was moved by Councillor Kinsella, seconded by Council Sanford that Brian Bohaker and Carol Hanson are re-appointed as citizen members of the Planning and Heritage Advisory Committee for two-year terms, ending December 31, 2019. **Motion Carried.**

MOTION #C2017-DEC-18-06

It was moved by Councillor Sanford, seconded by Deputy Mayor Power, to re-appoint Danny McClair as a citizen member of the Board of Police Commissioners for a two-year term, ending December 31, 2019. **Motion Carried.**

MOTION #C2017-DEC-18-07

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella, to re-appoint Owen Elliot, Holly Sanford, and Bill MacDonald as council members; Amy Barr, Chris Hopkins, and Samantha Myhre as citizen members of the Marketing and Economic Development Committee for one-year terms, ending December 31, 2018 and to recommend to Council to appoint Ken Knox as a citizen member of the Marketing and Economic Development Committee for a one-year term, ending December 31, 2018. **Motion carried.**

MOTION #C2017-DEC-18-08

It was moved by Councillor Kinsella, seconded by Council Sanford to recommend to Council to re-appoint Owen Elliot and John Kinsella as council members of the Traffic Flow Advisory Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-09

It was moved by Councillor Sanford, seconded by Deputy Mayor Power, that Bill MacDonald and Pat Power be re-appointed as council members; Jane Nicholson, Alyn How, Brian Bohaker, and Paul Paquette as citizen members of the Municipal Effectiveness Advisory Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-10

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to recommend a variance in the 'Establishing the Municipal Effectiveness Advisory Committee' Policy to permit the Committee to operate with a minimum of six members, instead of the current minimum of seven members. **Motion Carried.**

MOTION #C2017-DEC-18-11

It was moved by Councillor Kinsella, seconded by Council Sanford to re-appoint Holly Sanford and John Kinsella as council representatives on the Annapolis Pool Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-12

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to re-appoint Holly Sanford and John Kinsella as members of the Human Resources Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-13

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to re-appoint John Kinsella as a council representative on the Twinning Committee for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-14

It was moved by Councillor Kinsella, seconded by Council Sanford to re-appoint Pat Power and Bill MacDonald as council representatives on the Regional Emergency Management Office Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-15

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to re-appoint Pat Power and Bill MacDonald as council representatives on the Annapolis Partnership Steering Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-16

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to re-appoint Pat Power as a council representative on the Annapolis Valley Regional Library Board for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-17

It was moved by Councillor Kinsella, seconded by Council Sanford to re-appoint Pat Power as a council representative on the Friends of the Library Liaison Committee for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-18

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to re-appoint John Kinsella as a council representative on the Granville Ferry Source Water Protection Advisory Committee for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-19

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to re-appoint John Kinsella and Owen Elliot (as an alternate) as council representatives on Valley Waste Resource Management Board for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-20

It was moved by Councillor Kinsella, seconded by Council Sanford to re-appoint Peter Davies as the Town Crier and Valerie Davies as consort for the Town of Annapolis Royal for one year, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-21

It was moved by Councillor Sanford, seconded by Deputy Mayor Power, that Hank Sawchuk and Alfred Doucet are re-appointed as Fire Inspectors for the Town of Annapolis Royal on a fee-for-service basis for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-22

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to re-appoint Alfred Doucet and Cathy Barr as Building Inspectors for the Town of Annapolis Royal on a fee-for service basis for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-23

It was moved by Councillor Kinsella, seconded by Council Sanford to re-appoint James "Zak" Rose and Tanichia Hamm as the Animal Control Officers for one year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-24

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to appoint Owen Elliot as a council representative on Nova Scotia Association of Police Boards for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-25

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to re-appoint Pat Power as a council representative on the Annapolis Royal Wharf Association for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-26

It was moved by Councillor Kinsella, seconded by Council Sanford to re-appoint Sandi Millett-Campbell as Civic Addressing Coordinator for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-27

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to recommend to Council to re-appoint Chris Millier as Development Officer & Planner for a one-year term, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-28

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to re-appoint John Kinsella and Owen Elliot as council members; Jason MacLeod and Byron Mersereau as citizen members, and Melony Robinson as a staff member of the Investment Committee for one-year terms, ending December 31, 2018. **Motion Carried.**

MOTION #C2017-DEC-18-29

It was moved by Councillor Kinsella, seconded by Council Sanford that the Town issue the Request for Proposals for PID #05002217 as amended. **Motion Carried.**

MOTION #C2017-DEC-18-30

It was moved by Councillor Sanford, seconded by Deputy Mayor Power that the Town enter into the lease agreement for use of the Market Square on Sundays with Annapolis Brewing Company Ltd. as presented, subject to the release of first option rights by the existing lease. **Motion Carried.**

CAO Barr indicated that he had been in touch with Corinne Warner, Jay Stone, and Murray Harris from the Farmer's Market and they are in full support of this as section 1G of the current lease agreement provides for this and provided confirmation in writing.

MOTION #C2017-DEC-18-31

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that approval is provided to Annapolis Brewing Company Ltd. to operate a craft brewery and similar product market on Sundays as per the Vending By-Law and that the Town issues a letter of approval as per request from NSLC².

Motion Carried.

Planning and Heritage Advisory Committee (PHAC)

MOTION #C2017-DEC-18-32

It was moved by Councillor Kinsella, seconded by Council Sanford that the applicant at 324 St. George Street be given heritage approval to install a projecting wall sign and two window signs as detailed in the application AR17-035-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

MOTION #C2017-DEC-18-33

It was moved by Councillor Sanford, seconded by Deputy Mayor Power that the applicant at 619 St George Street be given heritage approval to install a four foot wooden picket fence along the front and sides of the property changing to a six foot wooden solid board fence as detailed in the application AR17-036-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

It was noted that the fence on this property is for dogs and the neighbours had been informed and were in agreement.

MOTION #C2017-DEC-18-34

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that the applicant at 300 St. George Street be given heritage approval to install wood siding, reduce the inset of the two store front doors, create the addition of the roof between the two buildings, retain the appearance of the wood trim on the first floor and improve the appearance of the wood trim around the windows on the second floor, as detailed in the application AR17-037-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

A copy of the current drawings as presented by the applicant will be provided to PHAC³ as they address structural deficiencies

MOTION #C2017-DEC-18-35

It was moved by Councillor Kinsella, seconded by Council Sanford that the applicant at 300 St. George Street be given heritage approval to install vinyl windows and four metal doors on the bottom floor, as

² Nova Scotia Liquor Commission

³ Planning and Heritage Advisory Committee

detailed in the application AR17-037-HER, providing the requirements of the Land Use By-Law are met.
Motion Carried.

At 6:55pm Councillor Sanford declared a Conflict of Interest and left the meeting.

MOTION #C2017-DEC-18-36

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to support the request that Council initiate an interim amendment to consider extending the Waterfront Comprehensive Development District 1 designation and the Water Front 1 zone to the lands on the water side of St George Street between the Amphitheatre to Chapel Street, and require all development of current Commercial 1 uses in this area by Development Agreement, to ensure compatibility with existing architecture, streetscape and enhancement of the waterfront and boardwalk. **Motion Defeated.** 2 Nay votes, Deputy Mayor Power and Councillor Kinsella

Discussion ensued and although this is a sensitive issue with good intentions, it was decided to incorporate this with the future MPS/LUB review due to the high costs involved.

At 7:20pm Councillor Sanford joined the meeting.

Investment Committee (IC)

MOTION #C2017-DEC-18-37

It was moved by Councillor Sanford, seconded by Councillor Kinsella that the draft RFP (attached) and that the RFP be sent for solicitations to Scotia Securities, Global Investment Banking, and CIBC Investment Banking. **Motion Carried.**

MOTION #C2017-DEC-18-38

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council authorize a) enrollment by the Town in the MFC⁴ HISA⁵ program and b) completion of the account documents by the Investment Committee Chair and DOF⁶ Robinson. **Motion Carried.**

Discussion ensued.

Board of Police Commissioners (BoPC)

MOTION #C2017-DEC-18-39

It was moved by Councillor Kinsella, seconded by Council Sanford to accept the amendment to the APA⁷ collective agreement regarding the shift schedule. **Motion Carried.**

Discussion ensued. The Mayor noted the collaborative effort made by the new Chief of Police.

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Mayor's Report – Mayor MacDonald

Mayor MacDonald noted that Parade of lights was a huge success with well over 300 people in attendance. MEDC took over the Christmas decorations and market square was lit up. This included a

⁴ Municipal Finance Corporation

⁵ High Interest Savings Account

⁶ Director of Finance

⁷ Atlantic Police Association

tree that was donated by Mark and Sherry from the Health Food Store. Santa was moved to Market Square where there was better lighting. NSPI gave a financial contribution for more lights in the future. The carolling at the Market had approximately 50 people in attendance despite the very cold temperatures that evening. Mayor MacDonald attended a wrap up meeting for Tall Ships with Sandi Millett-Campbell. He noted that it has been estimated that approximately 5000 people attended Rendez-Vous event in Annapolis Royal. The Town was given a gift from NS Crystal to commemorate this event.

2. Marketing and Economic Development Committee – Councillor Sanford

Councillor Sanford advised on December 12th a new member, Chris Hopkins joined the committee. A date of September 29th has been set for the “Crate and Barrel” festival. Local breweries, wineries and distilleries will be present as will local food and music. Councillor Sanford advised that the strategic planning was almost complete. CAO Barr also added that glitches with the printing of the Town’s newsletter were also being worked out.

3. REMO – Mayor MacDonald

Mayor MacDonald advised that he attended a joint council meeting to talk about shared regional issues. CAO Barr also advised that the Incident Command System for the Town is now fully staffed. Future training requirements will be identified by the EMO⁸ coordinator.

4. Planning Services Report- October 2017 & November 2017

No comments from council.

5. Planning and Heritage Advisory Committee – Councillor Kinsella

Councillor Kinsella advised that a subcommittee has been set up to review files and to make recommendations. They will also be looking at the wording and communications surrounding windows, doors and the use of vinyl.

6. Traffic Flow Advisory Committee – Councillor Kinsella

Councillor Kinsella advised that the committee is currently awaiting reports from the engineers.

7. CAO’s Report

CAO Barr provided a high level overview of his report with particular focus on the Priority One “RED” projects.

8. Police Report – Councillor Elliot

In Councillor Elliot’s absence, Deputy Mayor Power reported that the Chief is still searching for carbines. The old police car will be sold and changes to the contract were discussed.

9. Investment Committee – Councillor Kinsella

As reported earlier.

10. Library Report – Deputy Mayor Power

Deputy Mayor Power advised that there was no meeting in December but the AGM is slated for January 23rd, 2018.

⁸ Emergency Measures Organization

11. Valley Waste Resource Management – Councillor Kinsella

Councillor Kinsella advised that Rick Ramsey is the acting GM and he will be putting together a strategic plan for Valley Waste.

12. Water Report

Discussion ensued and Councillor Kinsella will provide Mayor MacDonald with his water reports. The water in the Town of Annapolis Royal is fine.

13. Municipal Effectiveness Advisory Committee – Mayor MacDonald

As reported earlier.

14. Annapolis Royal Historic Gardens – Councillor Elliot

Councillor Elliot was not in attendance.

15. King's Theatre – Councillor Sanford

Councillor Sanford advised that the AGM is March 28th. Further she advised that a working group would be looking at the offer to purchase the building.

16. Upper Clements Park – Mayor MacDonald

Mayor MacDonald advised that there has been significant loss from the adventure park. A marketing committee is being put together, of which the Mayor will sit on.

13. CORRESPONDENCE:

i. Valley Waste Management Minutes

Council acknowledged the information.

ii. UNSM Board Report

Council acknowledged the information.

iii. UNSM Board Initiatives Report

Council acknowledged the information.

iv. Cannabis Update & Consultation Report

Council acknowledged the information.

v. NDP Caucus

Council acknowledged the information.

vi. Legion Levee Invite

Council acknowledged the information.

MOTION #C2017-DEC-18-40

It was moved by Councillor Kinsella, seconded by Council Sanford to move in-camera at 8:50pm. **Motion Carried.**

14. IN-CAMERA:

i. Contract Negotiations

MOTION #C2017-DEC-18-41

It was moved by Councillor Kinsella, seconded by Council Sanford to move out of in-camera at 9:27pm.
Motion Carried.

MOTION #C2017-DEC-18-42

It was moved by Councillor Kinsella, seconded by Council Sanford to approve the grant agreement with Breakwater Studios, Ltd. as amended in relation to the development of the funding submission for the "Cradle of Our Nation" film project, further to motion C2017-AUG-15-03. **Motion Carried.**

15. ADJOURNMENT

MOTION #C2017-DEC-18-43

It was moved by Councillor Kinsella to adjourn the meeting at 9:29pm.

Chair William MacDonald

Recording Secretary Melony Robinson