

**Committee of the Whole
Approved Minutes
March 1, 2018 at 4:00 p.m.**

1. PRESENT: Mayor William MacDonald (Chair), Deputy Mayor Pat Power, Councillor Owen Elliot, Councillor Holly Sanford, Councillor John Kinsella, CAO¹ Gregory Barr, CDC² Sandi Millett-Campbell (left after AVLIU presentation), Recording Secretary Amy MacManus, presenter Trevor Robar (left after AVLIU presentation), and presenters Katie McLean and Levi Cliche (left after the CARP presentation)

2. REGRETS: N/A

3. CALL TO ORDER: Chair MacDonald called the meeting to order at 4:02pm

4. ADDITIONS TO AGENDA:

- i. Under Section 11, New Business, item v: Royal Robots
- ii. Under Section 11, Business Arising, item iv: Wharf Inspection Estimate
- iii. Under Section 11, New Business, item vi: Purple Day – Epilepsy Awareness Month

5. APPROVAL OF AGENDA:

MOTION #C2018-MAR-01-01

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

6. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:

- i. February 1, 2018

MOTION #C2018-MAR-01-02

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the February 1, 2018 minutes as presented. **Motion carried.**

7. PUBLIC INPUT:

8. PRESENTATIONS:

- i. AVLIU – Trevor Robar, Landmark Geographic Solutions Inc.

Trevor Robar gave a presentation demonstrating the current AVLIU website, how it is run, and the need for an updated LIU website and what this would entail; to do this will require a larger financial investment. Questions and answers between Council and the presenter.

- ii. Solar Energy Demonstration Project Proposal – Katie McLean and Levi Cliche, Clean Annapolis River Project (CARP)

CARP representatives pitched the idea of having a solar energy demonstration site at the soon-to-be Innovation Centre in Annapolis Royal. Discussion ensued. CARP asked for a letter of support for the concept so that they can submit a funding application. Council requested that the draft letter be sent to them for review and they will issue an electronic vote of support.

¹ Chief Administrative Officer

² Community Development Coordinator

9. ROUND TABLE:

Deputy Mayor Power: Expressed concern that with the proposed dissolution of school boards, it appears that there will be about the lack of regional input.

Councillor Sanford: Had a resident speak with her about water in her basement. The resident was told it was best to speak with the CAO.

Councillor Elliot: Has noticed ATV tracks on the trail in town. The sign that stated no ATVs are permitted in town has disappeared – this needs to be replaced prior to summer.

10. BUSINESS ARISING:

i. Public Washrooms – Discussion

Council discussed the issue of public washrooms in town. CAO Barr presented options with associated costs. There is a need for improved signage and electronic information on where the washrooms are located.

MOTION #C2018-MAR-01-03

It was moved by Councillor Elliot, seconded by Councillor Kinsella to recommend to Council to direct staff to enter into negotiations with the King's Theatre concerning the washroom hours and to pursue renting porta potties. **Motion carried.**

ii. Environment Advisory Committee

CAO Barr presented the draft of the proposed Environment Advisory Committee policy. Council offered feedback and suggested changes.

MOTION #C2018-MAR-01-04

It was moved by Councillor Kinsella, seconded by Councillor Elliot to recommend to Council the establishment of a committee of council entitled the Environment Advisory Committee with the adoption of the draft policy as amended. **Motion carried.**

iii. Strategic Planning Overview Document Review

CAO Barr summarized the changes that were made to the draft strategic plan as requested by council.

MOTION #C2018-MAR-01-05

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to recommend to Council that the proposed Strategic Planning Overview document be reformatted by the CAO for further presentation to council. **Motion carried.**

iv. Wharf Inspection Estimate

The submitted engineer's wharf inspection estimate was discussed. It is higher than expected but it is necessary for due diligence. After discussion with Council, it was determined that CAO Barr will express to Hatch that the estimated cost is far higher than anticipated, he will also speak with the Wharf Association to inquire if there is existing data (drawings and surveys).

MOTION #C2018-MAR-01-06

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to recommend to Council to accept Hatch's offer for engineering and consulting services for wharf inspection to a maximum of \$9,300.00 + HST. **Motion carried.**

11. NEW BUSINESS:

i. Financial Condition Indicators Review

CAO Barr summarized the Financial Condition Indicators. Discussion ensued. This year's indicators are quite good.

ii. Annapolis Royal Film & Television Commission – Discussion

Mayor MacDonald explained that Screen Nova Scotia has established a website to register properties as potential film locations. He proposes that we register the National Historic District of the town and encourage property owners to do the same. Discussion ensued. Whether or not a committee needs to be set up will be deferred to the Marketing and Economic Development Committee at a later date.

MOTION #C2018-MAR-01-07

It was moved by Councillor Sanford, seconded by Councillor Kinsella to recommend to Council that the Town registers the National Historic District as a location and to put in the Town Crier to encourage property owners to login and submit their photo. **Motion carried.**

iii. Harvest Moon Trail Initiative Proposal – Verbal by Mayor

Mayor MacDonald met with the Jeff Cantwell, Mayor of Wolfville. They discussed the two towns partnering to host events such as a cycle event during Pride Week. Council is supportive of this endeavour and Mayor MacDonald will follow-up with Mayor Cantwell.

iv. 2018/2019 Budget Progress – Verbal Update

CAO Barr updated Council on the status of the 2018/19 budget.

v. Royal Robots

CAO Barr has received a financial ask (\$5,00.00) toward Royal Robots competing in an international competition. Council discussed.

MOTION #C2018-MAR-01-08

It was moved by Councillor Sanford, seconded by Councillor Kinsella to recommend to Council to contribute a \$500.00 donation to the Royal Robots in relation to the international competition. **Motion carried.**

vi. Purple Day – Epilepsy Awareness Month

The Epilepsy Foundation of Nova Scotia has requested that the Town issue a proclamation in honour of Epilepsy Awareness Month and has sent purple ribbons to have Council wear and take a photo and send back to the foundation for them to use as social media promotion. Council decided not to have a proclamation but will have a photo taken at the March 19th Council meeting.

12. CORRESPONDENCE:

i. Valley Waste – Management Minute

Council acknowledged.

ii. People's School on Affordable Housing Invitation
Council acknowledged.

iii. Ad-hoc addition to the agenda: FCM hotel bookings
Council discussed attendance at the FCM conference. A budget request will be made to allow for two council members to attend.

MOTION #C2018-MAR-01-09

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to move the meeting in-camera at 6:24pm to discuss litigation, municipal property sale, and municipal property acquisition. **Motion carried.**

12. IN-CAMERA:

- i. Litigation
- ii. Municipal Property Sale
- iii. Municipal Property Acquisition (added at 6:17pm)

MOTION #C2018-MAR-01-10

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to move the meeting out-of-camera at 7:10pm. **Motion carried.**

13. ADJOURNMENT:

MOTION #C2018-MAR-01-11

It was moved by Councillor Kinsella to adjourn the meeting at 7:12pm.

Chair William MacDonald

Recording Secretary Amy MacManus