Town of Annapolis Royal
Council Meeting Approved Minutes
March 19, 2018 at 4:00 pm

1. **PRESENT:** Mayor William MacDonald (Chair), Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor John Kinsella, Councillor Owen Elliot, CAO[1] Gregory Barr, Recording Secretary Amy MacManus, presenters Malcolm Francis and Herb Anderson, and Richard Foster (Mr. Foster arrived at 4:24pm. All three left after the Fire Department's presentation), presenter Katie McLean (left after CARP presentation), and members of the public (left periodically throughout the meeting)

2. **REGRETS:** N/A

3. **CALL TO ORDER:** Chair MacDonald called the meeting to order at 4:01pm

4. **ADDITIONS TO AGENDA:**

   i. Under Section 10, New Business: Motions from Valley Waste resource Management
   ii. Under Section 10, New Business: Potential Start Time Change to Committee of the Whole Meetings
   iii. Under Section 10, New Business: Purple Day - Epilepsy Awareness
   iv. Under Section 14, In-Camera: Contract Negotiations
   v. Under Section 14, In-Camera: Contract Negotiations

5. **APPROVAL OF AGENDA**:

MOTION #C2018-MAR-19-01
It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the agenda as amended. **Motion carried.**

6. **APPROVAL OF COUNCIL MINUTES:**
   i. Council – February 20, 2018

MOTION #C2018-MAR-19-02
It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the February 20, 2018 council minutes. **Motion carried.**

7. **PUBLIC INPUT:**

A member of the Annapolis Climate Change Action Group spoke on behalf of the members of public in attendance; they are curious about the Town's establishing of an environment committee.

8. **PRESENTATIONS:**
   i. Annapolis Royal Volunteer Fire Department (ARVFD) – Malcolm Francis and Herb Anderson

Representatives from ARVFD presented their annual budget ask of the Town. Discussion ensued. The Fire Department is particularly concerned about rising capital costs. The representatives noted that changes in parking need to be made at the Wharf as a fire truck is not able to access the hydrant on a busy Saturday morning. The blue florescent civic signs are not displayed on properties (this is a safety

[1] Chief Administrative Officer

need). In addition, the representatives spoke about and requested the ARVFD be given access to ownership of their assets.

ii. Clean Annapolis River Project (CARP) – Katie McLean

CARP representative, Katie McLean, presented an ask for a donation of time from the Town and letter of support for CARP's application to the Eco Action Project. Council will discuss and she will be notified tomorrow of the outcome.

9. BUSINESS ARISING:

i. The Academy (Gym) Roof – RFD

MOTION #C2018-MAR-19-03

It was moved by Councillor Elliot, seconded by Councillor Kinsella, that the Town accept responsibility for remedying the Academy gym roof deficiency identified in the Condominium Reserve Fund Study, award the necessary roof replacement work to the lowest quote, and transfer $48,875 (including HST) from the Capital Investment Bank Account to fund this expenditure. **Motion carried.**

10. NEW BUSINESS

i. Ratification of Electronic Vote – Letter of Support for CARP, March 2, 2018

MOTION #C2018-MAR-19-04

It was moved by Councillor Elliot, seconded by Councillor Sanford, to ratify the electronic motion #2018-03-02-01, held March 2, 2018, that Council approves the forwarding of a Letter of Support to CARP for the purpose of funding applications related to the proposed solar power project at The Academy, as drafted and presented. **Motion carried.**

ii. Electronic Poll Ratification – Heritage Conference , March 12, 2018

MOTION #C2018-MAR-19-05

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to ratify the electronic motion #2018-03-12-01, held March 12, 2018, that that the Town of Annapolis Royal enter into a partnership with the Association of Nova Scotia Museums to co-host the Provincial Heritage Conference in Annapolis Royal - September 26th to 28th; and that the 2018-2019 budget include the Town of Annapolis Royal's contribution of $10,000. **Motion carried.**

Council discussed the pros and cons of hosting the conference and that this motion required discussion and should not have been held as an electronic vote.

iii. Electronic Polls – Discussion

Council discussed the use of electronic votes for motions. They want to ensure that there is transparency and room for discussion if the motion requires. Council was assured that if they are not comfortable with a motion being electronic they can request that it is held in person by special meeting.

iv. First Responders Appreciation Dinner Event

Council discussed but will not be participating in the event.

v. Battle Street Maintenance – Discussion

The Municipal Effectiveness Advisory Committee brought forward the notion of resurrecting Battle Street. Discussion ensued. Council agreed that the street should be maintained but not paved. A street resident spoke to the lack of maintenance of the street. Direction was given to the CAO to prepare an estimate for clearing, prepping, and restoring Battle Street, including the impact on adjacent properties.

vi. Purple Day - Epilepsy Awareness

Mayor MacDonald distributed purple ribbons to members of the galley and council will take a picture donning the ribbons at the end of the council meeting.

vii. Motions from Valley Waste Resource Management

Councillor Kinsella read the recent motions from Valley Waste that are a result of the Municipality of the County of Annapolis giving notice that they may withdraw from Valley Waste. Discussion ensued.

viii. Potential Start Time Change to the April Committee of the Whole Meeting

CAO Barr requested that the April 5th Committee of the Whole meeting begin at 2pm as it is a budget discussion meeting and staff will make presentations. Council agreed.

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2018-MAR-19-06

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

MOTION #C2018-MAR-19-07

It was moved by Councillor Elliot, seconded by Councillor Kinsella, that we amend the policy under discussion to have paragraph 5 read "The Environment Advisory Committee shall have a maximum of five (5) members and minimum of three (3) members as well as one additional member from the Clean Annapolis River Project as an advisory member". **Motion carried**. **1 nay vote (Deputy Mayor Power)**

MOTION #C2018-MAR-19-08

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the establishment of a committee of council entitled the Environment Advisory Committee with the adoption of the draft policy as amended. **Motion carried. 1 nay vote (Deputy Mayor Power)**

MOTION #C2018-MAR-19-09

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

MOTION #C2018-MAR-19-10

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that council accept Hatch's offer for engineering and consulting services for wharf inspection to a maximum of $6,120.00 + HST. **Motion carried.**

MOTION #C2018-MAR-19-11

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that council have the Town register 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.**

MOTION #C2018-MAR-19-12
It was moved by Councillor Kinsella, seconded by Councillor Sanford that the Town contributes a $500.00 donation to the Royal Robots in relation to the international competition. **Motion carried.**

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Mayor's Report – Mayor MacDonald

Mayor MacDonald presented a gift to the Town from Paul and Valerie Stackhouse- one of three copies of the proclamation of the declaration of the Charter that also hangs in Fort Anne. Council requested that a formal letter of thanks be sent to them. Mayor MacDonald provided updates on his activities. A member of the public relayed that many town residents would be happy to host guests to the fall Heritage Conference and suggested the Town develop a billeting system for the conference.

ii. Marketing and Economic Development Committee – Councillor Elliot

The meeting was postponed due to inclement weather.

iii. REMO – Mayor MacDonald

There has not yet been a meeting however, REMO has been sending storm related updates. CAO Barr provided an update on staffing in case of an emergency. Councillor Kinsella shared an update on the lack of Doppler in the Yarmouth area – Environment Canada made a presentation explaining that with the new weather satellite system, there is no need for a Doppler in the area.

iv. Planning Services Report

No report due to staff vacation

v. Planning and Heritage Advisory Committee – Councillor Kinsella

Councillor Kinsella provided an update. A member of the public voiced his opinion on heat pumps in town.

vi. Traffic Flow Advisory Committee – Councillor Kinsella

The committee has not met recently.

vii. CAO's Report

CAO Barr summarized his report.

viii. Police Report – Councillor Elliot

Councillor Elliot provided an update.

ix. Investment Committee – Councillor Kinsella

Nothing further to report since the last update.

x. Library Report – Deputy Mayor Power

Friends of the Library have not met since the last meeting.

xi. Valley Waste Resource Management – Councillor Kinsella

Addressed in New Business Section and further discursion in-camera.

xii. Water Report

Council acknowledged.

xiii. Municipal Effectiveness Advisory Committee – Mayor MacDonald

Mayor MacDonald provided and update.

xiv. Annapolis Royal Historic Gardens – Councillor Elliot

Councillor Elliot provided an update.

xv. King's Theatre – Councillor Sanford

Councillor Sanford provided an update.

xvi. Upper Clements Park – Mayor MacDonald

Mayor MacDonald provided an update.

xvii. Twinning Committee – Councillor Kinsella

Councillor Kinsella provided an update.

13. CORRESPONDENCE:

i. Annapolis Valley Apple Blossom Festival

Councillor Sanford relayed that this letter is no longer relevant.

ii. Low Carbon Economy Challenge Fund

Mayor MacDonald summarized the email. It was suggested that perhaps a member of the Clean Annapolis River Project or Annapolis Climate Change Action Group attend.

iii. UNSM Board Initiatives Report

Council acknowledged.

iv. Precarious Housing and Homelessness Report

Council acknowledged.

v. 2018 AWEC Dance Sponsorship Request

Council discussed whether the Town ought to make a donation. It was decided that the Town will share the information and individuals can donate.

vi. MFC GFOA Sponsorship Program

Council acknowledged.

vii. Community Foundation of Nova Scotia

Mayor MacDonald will gather more information on the organization.

viii. Engagement 101 Workshop

Council acknowledged. Two members of staff will be attending.

MOTION #C2018-MAR-19-13
It was moved by Councillor Sanford, seconded by Deputy Mayor Power to move in-camera at 6:41 pm to discuss a personnel matter and two contract negotiation items. **Motion carried.**

14. IN-CAMERA:

i. Personnel
ii. Contract Negotiations
iii. Contract Negotiations

MOTION #C2018-MAR-19-14
It was moved by Councillor Kinsella, seconded by Councillor Elliot to move out-of-camera at 7:35 pm. **Motion carried**

MOTION #C2018-MAR-19-15
It was moved by Councillor Elliot, seconded by Councillor Kinsella to approve additional funding to a maximum of $200,000.00 in relation to the Library and Innovation Lab project to be included in the 2018/2019 capital budget and be contingent on ACOA, through the ICF program, providing the balance of the additional estimated funding required. **Motion carried.**

MOTION #C2018-MAR-19-16
It was moved by Deputy Mayor Power, seconded by Councillor Sanford to not support the initiative as presented by the Municipality of the County of Kings in relation to the proposed temporary regional service delivery model. **Motion carried. One nay vote (Councillor Elliot).**

15. ADJOURNMENT

MOTION #C2018-MAR-19-17
It was moved by Councillor Kinsella to adjourn at 7:43pm.

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Chair Mayor William MacDonald Recording Secretary Amy MacManus