

**Town of Annapolis Royal
Council Meeting Approved Minutes
July 16, 2018 at 4:00 pm**

1. PRESENT: Mayor William MacDonald (Chair), Deputy Mayor Power, Councillor Holly Sanford, Councillor John Kinsella, Councillor Owen Elliot, CAO¹ Gregory Barr, Recording Secretary Amy MacManus, members of the public, applicant of AR18-022-HER (in attendance for application only)

2. REGRETS: N/A

3. CALL TO ORDER:

Chair MacDonald called the meeting to order at 3:59pm.

4. ADDITIONS TO AGENDA:

- i. Under Section 13, Correspondence, Item i: Fire Chief of the Year Award

5. APPROVAL OF AGENDA:

MOTION #C2018-JULY-16-01

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

6. APPROVAL OF COUNCIL MINUTES:

- i. Council – June 18, 2018
- ii. Special Council – June 21, 2018
- iii. Special Council – June 28, 2018

MOTION #C2018-JULY-16-02

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the June 18, 2018 Council minutes, June 21, 2018 Special Council minutes, and June 28, 2018 Special Council minutes as presented. **Motion carried.**

7. PUBLIC INPUT:

Alan Melanson distributed to council 'This Week in Annapolis Royal', a weekly schedule of events produced the Explorer Guide. The Explorer Guide has had this publication online for several years but now they are printing copies and distributing them for free to anywhere that has copies of the Explorer. Council thanked Alan and expressed their pleasure at seeing a printed weekly schedule of events for the area.

8. PRESENTATIONS: None

9. BUSINESS ARISING:

- i. Film Project – Update

Mayor MacDonald provided a verbal update on the film project, *Port of Origins*, which will depict the early origins of Canada (history of Annapolis Royal). He distributed a draft copy of the corresponding booklet explaining the project in detail.

¹ Chief Administrative Officer

ii. ARVFD Assets Recommendation – RFD

CAO Barr summarized staff recommendations regarding the request by the Annapolis Royal Volunteer Fire Department (ARVFD) to assume ownership of the Fire Department's assets. Council tabled the issue pending the outcome of the report and recommendations from the Province.

iii. AIM Network

CAO Barr summarized the correspondence from the Aim Network. Council discussed.

MOTION #C2018-JULY-16-03

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to approve the \$3,000 cost associated with the AIM Network & FCM Municipal Asset Management Program, to be paid over the 2018/2019 and 2019/2020 fiscal years, and to approve the transfer of \$1,500 from the operating reserve for the 2018/2019 payment. **Motion carried.**

10. NEW BUSINESS:

i. Motions – General Discussion

CAO Barr requested that when council are making motions that the motions are made in a more formal way with careful attention given to providing specifics; staff can prepare a draft motion, where possible a 'Request for Decision' will be issued, and motions can be read back by the recording secretary. Discussion ensued and council agreed.

ii. Awarding of Plow/Dump Truck Tender

MOTION #C2018-JULY-16-04

It was moved Councillor Kinsella, seconded by Councillor Sanford to accept the tender bid from Tusket Sales & Services LTD., for the purchase of a 2019 plow/dump truck for Public Works at the price of \$66,463 + HST. This price includes a trade in value of \$18,000.00 from the current 2008 F550 1 Ton Truck. **Motion carried.**

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2018-JULY-16-05

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that council initiate a dedication of the middle swing at the playground to Gwynneth Thompson with the following text; "You are invited to share Gwynnie's swing". **Motion carried.**

MOTION #C2018-JULY-16-06

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the Capital Investment Plan for the next five years beginning in 2018. **Motion carried.**

MOTION #C2018-JULY-16-07

It was moved by Councillor Sanford, seconded by Councillor Elliot to approve the operating budget for the year ending March 31, 2019 for Valley Waste. **Motion carried.**

MOTION #C2018-JULY-16-10

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the capital budget for the year ending March 31, 2019 for Valley Waste. **Motion carried.**

MOTION #C2018-JULY-16-08

It was moved by Councillor Elliot, seconded by Deputy Mayor that we approve a cooperative project between the Annapolis Board of Trade and the Town of Annapolis Royal to do an additional compost pick-up for restaurants bi-weekly until mid-October as a pilot project, contingent on the participation of the Annapolis Board of Trade. **Motion carried.**

MOTION #C2018-JULY-16-09

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that council recommends that a letter be forwarded on behalf of council regarding the Town of Shelburne's request for support relating to the Disaster Mitigation and Adaptation Fund. **Motion carried.**

MOTION #C2018-JULY-16-11

It was moved by Councillor Sanford, seconded Councillor Sanford that council grants the Natal Day Committee permission to close St. George Street at 5:30 pm from Victoria Street to Drury Lane for a street dance on Friday August 3, 2018 and the public be informed of the street closure in the Town Crier **Motion carried.**

MOTION #C2018-JULY-16-11

It was moved by Councillor Sanford, seconded by Councillor Elliot that we give SOFAAR permission to use the King's Theatre boardwalk plaza space every second Wednesday and Saturday during the Market season. **Motion carried.**

MOTION #C2018-JULY-16-12

It was moved Councillor Elliot, seconded by Deputy Mayor Power to continue with the start time at 4pm for Council meetings for the next six months on an ongoing trial basis. **Motion carried. One nay vote - Councillor Elliot.**

Planning and Heritage Advisory Committee

MOTION #C2018-JULY-16-13

It was moved by Deputy Mayor, seconded by Councillor Kinsella that the applicant at 204 St. Anthony Street be given heritage approval to add a wood corner trim, wood window trim, skirt board and heat pump as detailed in the application AR18-023-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

Applicant and Alan Melanson spoke regarding application AR18-022-HER. Discussion from council.

MOTION #C2018-JULY-16-15

It was moved by Councillor Kinsella, seconded by Councillor Sanford that the applicant at 494 St. George street be given heritage approval in principal to add the addition to the rear of the building in keeping with the character of the building design, as detailed in the application AR18-022-HER, and subject to submitting detailed construction drawings meet the intent of approval by the municipal heritage staff, and providing the requirements of the Land Use By-Law are met. **Motion carried.**

MOTION #C2018-JULY-16-16

It was moved by Councillor Sanford, seconded by Councillor Elliot that the applicant at 494 St. George Street be given heritage approval to replace the 49 wood windows to vinyl inserts as detailed in the

application AR18-022-HER subject to Council receiving a quote on the cost of the restoration of the windows. **Motion carried.**

Marketing & Economic Development Committee

MOTION #C2018-JULY-16-14

It was moved by Councillor Kinsella, seconded by Councillor Sanford to issue the Request for Proposals for the Design and Recommendations for Town Wayfinding System and Signage in January 2019 with the updated deadline of February 8, 2019. **Motion carried.**

Recommendation 14:

...that Council gives a \$50 contribution to the first issue of the *This Week in Annapolis Royal*.

The individual who was going to produce this publication has asked that the recommendation be withdrawn.

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Mayor's Report – Mayor MacDonald

Mayor MacDonald provided a summary of events attended and going on in town, with particular focus on Pride events.

ii. Marketing and Economic Development Committee (MEDC) – Councillor Elliot

Councillor Elliot relayed what MEDC has been working on.

iii. REMO – Mayor MacDonald

Mayor MacDonald summarized the REMO meeting.

iv. Planning Services Report

Deputy Mayor Power requested a more detailed report on the four fire inspections that were granted extensions.

v. Planning and Heritage Advisory Committee (PHAC) – Councillor Kinsella

Councillor Kinsella provided an update from PHAC.

vi. Traffic Flow Advisory Committee (TFAC) – Councillor Kinsella

TFAC has not met since the last council meeting.

vii. CAO's Report

CAO Barr summarized his report. Discussion ensued.

MOTION #C2018-JULY-16-17

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Mayor MacDonald be appointed as an alternate as the commercial representative for the Condo Board Association. **Motion carried.**

viii. Police Report – Councillor Elliot

Councillor Elliot provided an update on the Board of Police Commissioners.

ix. Investment Committee – Councillor Kinsella
The Investment Committee has not met.

x. Library Report – Deputy Mayor Power
The Board has not met since the last report.

xi. Valley Waste Resource Management – Councillor Kinsella
Valley Waste has been addressed elsewhere in the agenda.

xii. Water Report
Council acknowledged.

xiii. Municipal Effectiveness Advisory Committee (MEAC) – Mayor MacDonald
Mayor MacDonald provided an update.

xiv. Annapolis Royal Historic Gardens – Councillor Elliot
Councillor Elliot provided an update.

xv. King's Theatre – Councillor Sanford
The Board has not yet met for the month of July.

xvi. Upper Clements Park – Mayor MacDonald
Mayor MacDonald provided an update.

xvii. Twinning Committee – Councillor Kinsella
Councillor Kinsella provided an update.

13. CORRESPONDENCE:

i. Fire Chief of the Year Award
Council directed staff to forward the information to the Deputy Fire Chief, with support for Chief Malcolm Francis.

ii. CARP – Invitation to Sea Level Rise Information Workshop
Council acknowledged.

iii. Complaint – Development Fees
CAO Barr summarized the issue. Council directed staff to refer the issue to by-law enforcement.

iv. Federal Regulations Regarding Cannabis Act
Council acknowledged.

v. Suggestions for a Guardrail in the Town Hall Parking Lot
CAO Barr summarized the suggestion by a citizen to install a guardrail in the Town Hall parking lot. CAO Barr recommended that this not be done as the area is utilized for snow removal and does not appear to be a hazard. Council agreed and directed staff to not add a guardrail in the location.

vi. NS Trails – Strategic Framework
Council acknowledged.

MOTION #C2018-JULY-16-18

It was moved by Councillor Elliot, seconded by Councillor Kinsella to move-in-camera at 6:16pm for litigation & contract negotiations. **Motion carried.**

14. IN-CAMERA:

i. Litigation & Contract Negotiations

MOTION #C2018-JULY-16-19

It was moved by Councillor Elliot, seconded by Councillor Kinsella to move out-of-camera at 6:44pm. **Motion carried.**

15. ADJOURNMENT

It was moved by Councillor Kinsella to adjourn the meeting at 6:45pm.