

**Town of Annapolis Royal
Council Meeting
Approved Minutes
September 17, 2018 at 4:00 pm**

1. PRESENT: Mayor William MacDonald (Chair), Deputy Mayor Power, Councillor Holly Sanford, Councillor John Kinsella, Councillor Owen Elliot(arrived at 4:05pm), CAO¹ Gregory Barr, Recording Secretary Sandi Millett-Campbell

2. REGRETS:

3. CALL TO ORDER: Chair MacDonald called the meeting to order at 3:57 pm.

4. ADDITIONS TO AGENDA:

- i. Under Section 9 Business Arising, item ii) Tancook Whaler Update
- ii. Under Section 9 Business Arising, item iii) Provincial Fire Department Update
- iii. Under Section 14 In-Camera, item iv) Personnel
- iv. Under Section 14 In-Camera, item v) Personnel
- v. Under Section 9 Business Arising, item iv) Annapolis Royal Wharf Association Meeting Update

5. APPROVAL OF AGENDA:

MOTION #C2018-SEPT-17-01

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 – July 16, 2018

MOTION #C2018-SEPT-17-02

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the July 16, 2018 minutes as presented. **Motion carried.**

7. PUBLIC INPUT: None

8. PRESENTATIONS: None

9. BUSINESS ARISING:

- i. NSFM Interim Resolutions – Discussion

CAO Barr summarized the request from Nova Scotia Federation of Municipalities regarding feedback on the Interim Resolutions Report. Discussion ensued. Mayor MacDonald and CAO Barr agreed to attend the meeting on the September 21, 2018 in Truro.

- ii. Tancook Whaler Update

CAO Barr updated Council on the status of the Tancook Whaler and will report back next month after reaching out to Mike Gunn for an update.

¹ Chief Administrative Officer

iii. Province Response on the Fire Department

CAO Barr updated Council on the status of the report. CAO Barr is meeting with the Annapolis Royal Volunteer Fire Department this week to discuss the report.

iv. Annapolis Royal Wharf Association Meeting – Discussion

The meeting is confirmed for September 24, 2018. Councillor Sanford is not available to attend that day.

10. NEW BUSINESS:

i. Ratification of Electronic Vote – Held August 8, 2018

MOTION #C2018-SEPT-17-03

It was moved by Councillor Kinsella, seconded by Councillor Sanford to ratify the electronic motion #2018-08-08-01, held August 8, 2018; that Council authorize staff to apply to the Ministry of Communities, Culture and Heritage for funding in support of the Daurene E. Lewis Memorial.”

Motion carried.

ii. Ratification of Electronic Vote – Held September 7, 2018

MOTION #C2018-SEPT-17-04

It was moved by Councillor Sanford, seconded by Councillor Elliot to ratify the electronic motion #2018-09-07-01, held September 7, 2018; that Council authorize Chief Moser to proceed with hiring a Police Constable on a one year term basis as stated in the attached job posting. **Motion carried.**

iii. Valley Waste Supplementary Budget – Reallocation

CAO Barr and Councillor Kinsella summarized the request for a supplementary budget by Valley Waste. Discussion ensued.

MOTION #C2018-SEPT-17-05

It was moved by Councillor Kinsella, seconded by Councillor Sanford, on recommendation from the Valley Waste Board of Directors, that Council approve the supplemental budget to reallocate funds to cover the additional costs associated with the cessation of service to Annapolis County. **Motion carried.**

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2018-SEPT-17-06

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the Capital Investment Plan for the next five years beginning in 2018, as amended. **Motion Carried.**

MOTION #C2018-SEPT-17-07

It was moved by Councillor Kinsella, seconded by Councillor Sanford to direct staff to compile a list of businesses in town that are interested in supplemental compost collection and implement an additional commercial compost program through EFR Environmental, with participating businesses being responsible for paying 50 percent of the service fees and the Town will pay the remaining 50 percent. The program will be on a trial basis and begin mid-May 2019 and run through mid-October 2019. **Motion Carried.**

MOTION #C2018-SEPT-17-08

It was moved by Councillor Sanford, seconded by Councillor Elliot council to approve the 2017/2018 audited financial statements as presented. **Motion Carried.**

MOTION #C2018-SEPT-17-09

It was moved by Councillor Kinsella, seconded by Councillor Sanford that council accepts the adoption of the Travel Policy as presented, with an effective date of October 1, 2018. **Motion Carried.**

MOTION #C2018-SEPT-17-10

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the Municipal Emergency Management Mutual Aid Agreement between the Annapolis REMO and the Municipality of the District of Digby and the Town of Digby as presented. **Motion Carried.**

MOTION #C2018-SEPT-17-11

It was moved by Councillor Kinsella, seconded by Councillor Sanford to appoint Kenneth Knox as the Town of Annapolis Royal representative on Housing Nova Scotia's Western Nova Scotia Housing Board. **Motion Carried.**

MOTION #C2018-SEPT-17-12

It was moved by Councillor Sanford, seconded by Councillor Elliot that Council reimburse Jacob Tanner Developments for the appraisal cost of ARRA in the amount \$2500.00 plus HST, 22% of the Chubb Edwards Security Invoice (total \$1964.50) which is \$432.19 plus HST, and 1/39th of the costs incurred for establishing the condo corporation (total \$63,716.70) which is \$1633.76 inclusive of HST. This motion is made without prejudice. **Motion Carried.**

MOTION #C2018-SEPT-17-13

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that without intending, in any way, to release or otherwise limit the liability or responsibility of any one or more current or former members of VWRM to contribute to or guarantee the accrued indebtedness of VWRM, Council guarantees the 2018 VWRM Spring Debenture, in the amount of \$586,335.00 with the Town of Annapolis Royal Share being 1.00% or \$5,863.00 as outlined in the percentage cost sharing table provided in the VWRM correspondence of August 23, 2018. **Motion Carried.**

MOTION #C2018-SEPT-17-14

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that without intending, in any way, to release or otherwise limit the liability or responsibility of any one or more current or former members of VWRM to contribute to or guarantee the accrued indebtedness of VWRM, Council guarantees the CIBC Line of Credit, in the amount of \$1,000,000.00 with the Town of Annapolis Royal Share being 1.00% or \$10,000.00 as outlined in the percentage cost sharing table provided in the VWRM correspondence of August 22, 2018. **Motion Carried.**

MOTION #C2018-SEPT-17-15

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the Draft Agreement between the Town of Annapolis Royal and Valley African Nova Scotia Development Association for the Rose Fortune Interpretive Panel. **Motion Carried.**

Environment Advisory Committee

MOTION #C2018-SEPT-17-16

It was moved by Councillor Sanford, seconded by Councillor Elliot that the Environment Advisory Committee meet once a month. **Motion Carried.**

Recommendation 2:

... to support the Municipality of Shelburne letter in principal but that Council not support offshore oil/gas exploration in Nova Scotia. **Item tabled for further discussion.**

MOTION #C2018-SEPT-17-17

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Council participate and support the letter from the Town of Shelburne regarding the disaster mitigation and adaption fund. **Motion Carried.**

Planning and Heritage Advisory Committee

MOTION #C2018-SEPT-17-18

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council gives the applicant at 324 St. George Street heritage approval to install a wall sign on the side of the building as detailed in the application AR18-025-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

MOTION #C2018-SEPT-17-19

It was moved by Councillor Kinsella, seconded by Councillor Sanford that Council gives that the applicant at 302 St. George Street heritage approval to install a projecting wall sign, as detailed in the application AR18-026-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

Board of Police Commissioners

MOTION #C2018-SEPT-17-20

It was moved by Councillor Sanford, seconded by Councillor Elliot to appoint Kenneth Knox as a citizen representative on the Board of Police Commissioners. **Motion Carried.**

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Mayor's Report – Mayor MacDonald

Mayor MacDonald Updated Council on the event last Sunday for the dedication on the Daurene E. Lewis Plaza being a great success. The Heritage Conference is coming next week and looking forward to it. Mayor MacDonald attended the FCM delegates in Cornwallis last week.

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

Councillor Elliot provided an update on MEDC's activities. The next event is Keg, Cast and Food Festival. Discussion on the idea of a new Community Development Committee for next Committee of the Whole meeting.

iii. REMO – Mayor MacDonald

The next meeting is scheduled for October.

iv. Planning Services Report

Council acknowledged.

v. Planning and Heritage Advisory Committee – Councillor Kinsella

The sub-committee met and will provide more information at the next meeting.

vi. Traffic Flow Advisory Committee – Councillor Kinsella

The Committee is meeting on September 25th.

vii. CAO's Report

CAO Barr summarized his monthly report. Discussion ensued. CAO Barr also provided a detailed financial review of the Academy project.

viii. Police Report – Councillor Elliot

Councillor Elliot updated Council on the need to appoint a new board member as the Department of Justice member. Attended the police conference last week.

ix. Investment Committee – Councillor Kinsella

The Committee is meeting October 1st.

x. Library Report – Deputy Mayor Power

The Friends of the Library haven't met this summer and next meeting is Sept 24th. Regional board met and is looking to increase the membership.

xi. Valley Waste Resource Management – Councillor Kinsella

Councillor Kinsella meeting tomorrow and regular board meeting on Wednesday. The Board agreed to receive a request from the District of Chester to receive district 5 garbage in Shelburne. Collection of the green bins will start this week.

xii. Water Report

Council acknowledged.

xiii. Municipal Effectiveness Advisory Committee – Mayor MacDonald

Deputy Mayor Power updated Council on the progress of the review.

xiv. Annapolis Royal Historic Gardens – Councillor Elliot

Councillor Elliot reported that the numbers are holding steady. Concerns in staffing and that the tractor is not registered to access the road.

xv. King's Theatre – Councillor Sanford

Councillor Sanford meet next Monday. Golf tournament sold out.

xvi. Upper Clements Park – Mayor MacDonald

Mayor MacDonald working to plan for next year's season with the Valley REN² and the County of Annapolis.

xvii. Twinning Committee – Councillor Kinsella

Did not meet in August.

13. CORRESPONDENCE:

i. Rainbow Crosswalk Complaint

Mayor MacDonald outlined the safety concerns have been addressed by the Traffic Authority. Staff will respond with a letter.

ii. Invitation – Access by Design

Community Development Coordinator Millett-Campbell will attend the webinar.

MOTION #C2018-SEPT-17-21

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to move in-camera at 5:44pm.

Motion carried.

14. IN-CAMERA:

i. Lease of Municipal Property

² Valley Regional Enterprise Network

- ii. Sale of Municipal Property
- iii. Personnel
- iv. Personnel
- v. Personnel

MOTION #C2018-SEPT-17-22

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to move out-of-camera at 6:39 pm. **Motion carried.**

MOTION #C2018-SEPT-17-23

It was moved by Councillor Kinsella, seconded by Councillor Sanford that Council approve the issuance of the Request for Proposals for a portion of PID #05002217 as presented. **Motion carried.**

15. ADJOURNMENT

It was moved by Councillor Kinsella to adjourn the meeting at 6:40 pm.

Chair William MacDonald

Recording Secretary Sandi Millett-Campbell