

**Committee of the Whole
Approved Minutes
September 6, 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, DoF¹ Melony Robinson in lieu of CAO Barr, Recording Secretary Amy MacManus, presenter Lawrence Lake from Morse Brewster Lake (left after his presentation), and a member of the public

2. REGRETS: CAO² Gregory Barr

3. CALL TO ORDER: Chair MacDonald called the meeting to order at 3:55pm

4. ADDITIONS TO AGENDA:

- i. Under Section 12, Correspondence: Church in Action Committee, St. George and St. Andrew United Church
- ii. Under Section 12, Correspondence: NSFM Board Initiatives Report
- iii. Under Section 12, Correspondence: WCB Rates
- iv. Under Section 13, In-camera: Personnel
- v. Under Section 10, Business Arising: Request for Information Regarding the Intersection of Victoria and St. Anthony Streets

5. APPROVAL OF AGENDA:

MOTION #C2018-SEPT-06-01

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

6. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:

- i. July 5, 2018

MOTION #C2018-SEPT-06-02

It was moved by Deputy Mayor Power, seconded by Councillor Elliot to approve the July 5, 2018 minutes as presented. **Motion carried.**

7. PUBLIC INPUT: A member of the public commended the management of the Town's resources.

8. PRESENTATIONS:

- i. 2017/2018 Audited Financial Statements – Morse Brewster Lake
Lawrence Lake, of Morse Brewster Lake, presented the 2017/18 Audited Financial Statements.
- ii. Sarah Osborne, Veteran Family Program Coordinator - Greenwood Military Family Resource Centre (5pm)
No presentation as the presenter failed to attend.

¹ Director of Finance

² Chief Administrative Officer

9. ROUND TABLE:

Deputy Mayor Power: N/A

Councillor Kinsella: All points will be addressed in the agenda.

Councillor Sanford: A woman fell on the stairs that lead from the boardwalk to the beach; perhaps we need a rail at that section.

Councillor Elliot: Topics are being addressed on the agenda or have been addressed in email.

Mayor MacDonald: Topics are being addressed on the agenda or have been addressed in email.

10. BUSINESS ARISING:

- i. Revised Capital Investment Plan - RFD³

DoF Robinson presented the revised Capital Investment Plan.

MOTION #C2018-SEPT-06-03

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

- ii. Wharf Inspection Report - Discussion

DoF Robinson presented the Wharf Inspection Report by HATCH. Council requested that a meeting be set up with the Wharf Association to discuss the report (within the next week) and that the report by HATCH is forwarded to the Wharf Association. Further discussion tabled until such time.

- iii. Commercial Compost - RFD

Council discussed commercial compost collection in town and alternative solutions. Councillor Elliot declared a conflict of interest.

MOTION #C2018-SEPT-06-04

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to council 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.**

- iv. Request for Information Regarding the Intersection of Victoria and St. Anthony Streets

Deputy Mayor Power queried if the report on the intersection of Victoria and St. Anthony Streets had been received. Councillor Kinsella relayed that a report has not been submitted to staff.

11. NEW BUSINESS:

- i. Approval of 2017/2018 Audited Financial Statements

MOTION #C2018-SEPT-06-05

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

- ii. Quarterly Financial Statements

³ Request for Decision

DoF Robinson presented the quarterly financial statements. Discussion ensued.

iii. Investment Committee Report

DoF Robinson presented the Investment Committee Report. Discussion ensued.

iv. Travel Policy - RFD

DoF Robinson presented the Draft Travel Policy for Town staff and council. Provincial legislation will be coming into effect that requires that the Town publish travel expenses for council and staff quarterly. Discussion ensued.

MOTION #C2018-SEPT-06-06

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

Motion carried.

v. REMO Mutual Aid Agreement - RFD

Chair MacDonald summarized the REMO Mutual Aid Agreement.

MOTION #C2018-SEPT-06-07

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to recommend to council 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.**

vi. Appointment to Western Nova Scotia Housing Board

Council discussed the Housing Board appointment.

MOTION #C2018-SEPT-06-08

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

vii. Tourism Revitalization of Icons Program – Update and Discussion

Chair MacDonald summarized the Tourism Nova Scotia (TNS) announcement that includes Annapolis Royal as an icon to be featured in TNS's Revitalization of Icons Program.

12. CORRESPONDENCE:

i. Garbage Complaints

Council discussed the received complaints.

ii. Response from Province Regarding Cannabis Legislation

Council acknowledged and Councillor Elliot summarized the current municipal by-law regarding smoking in public places.

iii. Overgrown Roses on Trail

Council acknowledged. The issue has been rectified by staff.

iv. Thank you Letter from Annapolis Royal Football Club
Council acknowledged.

v. Complaint Regarding Issuing of Parking Tickets in Town
Councillor Elliot summarized the discussion that occurred at the Board of Police Commissioner meeting regarding the issuing of parking tickets in town. Discussion ensued; no action to take as the Police are enforcing Town by-laws.

vi. Perpetual Yard Sale on Victoria Street
Council requested that this item be added to the Traffic Flow Advisory Committee.

vii. Trademark Cradle of Our Nation Confirmation
Chair MacDonald summarized the approval of the trademark "Cradle of Our Nation". Deputy Mayor questioned whether trademarking this as the tagline for the town was ever approved by council.

viii. ANSA Tier 2 Application
Chair MacDonald summarized the application, fundraising efforts for the Daurene E. Lewis bust, the memorial dedication of the plaza on September 9th, and requested consent from council to issue a payment cheque prior to receiving the funds raised. The funds are guaranteed through African Nova Scotian Affairs (ANSA). All of council consented.

ix. Letter from ABoT Regarding Lack of Public Washrooms
Council acknowledged. DoF Robinson relayed that CAO Barr has replied to ABoT and that the purchase of the bus garage has gone through with the intention of being turned into public washrooms.

x. Complaint Regarding State of a Property in Town
DoF Robinson relayed that the Dangerous and Unsightly Inspector assessed the property and it does not meet any criteria of being dangerous and unsightly.

xi. ATVs on Trail
Some discussion by council but there is no appetite by council for ATVs in town.

xii. 2017-18 Annual Report for Property Valuation Services Corporation
Council acknowledged.

xiii. Donation to Fix Park Bench
Chair MacDonald summarized the donation to fix the bench in front of the Legion. Maritime Blasting has agreed to do the blasting to fix up the bench for free.

xiv. Suggestion for Dog Poop Bags
Council discussed the location of dog poop drop-offs in town. No further action to be taken.

xv. Offshore Oil & Gas Exploration Concerns – Municipality of the District of Barrington
Council awaiting the recommendation from the Environment Committee.

xvi. Complaint Regarding Location of Wigwam
Chair MacDonald relayed that Bear River First Nations has removed the wigwam for an upcoming event.

xvii. Cyber Coverage

DoF summarized the upcoming federal legislation regarding cyber insurance coverage. It does not pertain to the Town due to our server and the public not having access to logon to it to make bill payments.

xviii. High Speed Internet – Province of Nova Scotia
Council acknowledged.

xix. Church in Action Committee, St. George and St. Andrew United Church
DoF Robinson relayed that CAO Barr will follow-up.

xx. Nova Scotia Federation of Municipalities – Board Initiatives Report
Council acknowledged.

xxi. WCB Rates
DoF Robinson relayed that the police Workers' Compensation Board rates will increase in January 2019.

MOTION #C2018-SEPT-06-09

It was moved by Councillor Kinsella, seconded by Councillor Sanford to move in-camera at 5:53pm.
Motion carried.

13. IN-CAMERA:

- i. Contract Negotiations
- ii. Contract Negotiations
- iii. Litigation or **Potential Litigation**
- iv. Contract Negotiations
- v. Personnel

MOTION #C2018-SEPT-06-10

It was moved by Councillor Elliot, seconded by Councillor Sanford to move out-of-camera at 6:42pm.
Motion carried.

MOTION #C2018-SEPT-06-11

It was moved by Councillor Sanford, seconded by Councillor Kinsella to recommend to council that council reimburse Jacob Tanner for the appraisal cost of ARRA \$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 legal costs incurred (total \$63,716.70) which is \$1633.76 inclusive of HST. This motion is made without prejudice.
Motion carried.

MOTION #C2018-SEPT-06-12

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to recommend to council that without prejudice to the future negotiation of the withdrawal of Annapolis County from the Valley Waste Management Authority, 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-06-13

It was moved by Councillor Elliot, seconded by Councillor Kinsella to recommend to council that without prejudice to the future negotiation of the withdrawal of Annapolis County from the Valley Waste Management Authority, 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-06-14

It was moved by Councillor Elliot, seconded by Councillor Sanford to recommend to council to approve the Draft Agreement between the Town of Annapolis Royal and Valley African Nova Scotia Development Association for the Rose Fortune Interpretive Panels. **Motion carried. (One nay vote – Deputy Mayor Power)**

14. ADJOURNMENT:

Councillor Sanford moved adjournment at 6:47pm.

Chair William MacDonald

Recording Secretary Amy MacManus