

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

**1. PRESENT:** Mayor William MacDonald (Chair), Deputy Mayor Power, Councillor Holly Sanford, Councillor Owen Elliot, Chief Administrative Officer (CAO) Gregory Barr, and Recording Secretary Sandi Millett-Campbell

**2. REGRETS:** Councillor John Kinsella

**3. CALL TO ORDER:** Chair MacDonald called the meeting to order at 4:00 p.m.

**4. ADDITIONS TO AGENDA:**

- i. Under Section 10, New Business: Investing in Canada Infrastructure Program
- ii. Under Section 14, In-camera: Delete one personnel item

**5. APPROVAL OF AGENDA:**

**MOTION #C2018-DEC-17-01**

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

**6. APPROVAL OF COUNCIL MINUTES:**

- i. Council – November 19, 2018

**MOTION #C2018-DEC-17-02**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to approve the November 19, 2018 Council Minutes as presented. **Motion carried.**

**7. PUBLIC INPUT:** None

**8. PRESENTATIONS:** None

**9. BUSINESS ARISING:**

- i. Town Owned Properties Usage Policy

Town staff and CAO Barr are currently working on revising the Town Owned Properties Usage Policy including the Amphitheatre and public library spaces. CAO Barr will be taking the revised policy to the Management Team meeting for review and recommendation for Councils consideration.

**10. NEW BUSINESS:**

- i. Amendment to Valley Waste IMSA

CAO Barr updated Council on the recommendations from the King's County CAO. Council discussed that the motion in no way releases the County from its financial responsibilities.

**MOTION #C2018-DEC-17-03**

It was moved by Deputy Mayor Power, seconded by Councillor Elliot that Council approve that the solicitor representing the parties in the Valley Waste IMSA is authorized to amend Section 21 to provide

the Authority the ability to issue quarterly invoices in advance; amend Schedule B Budget Cost Shares to remove the Municipality of Annapolis County and reallocate percentages among the parties, delete references to Municipality of Annapolis County and Hantsport, and to authorize the Mayor and CAO to execute the amended IMSA, provided that the changes to the IMSA in no way removes the financial obligations from the County of Annapolis. **Motion Carried.**

ii. Project Updates

CAO Barr updated Council on the announcement for the infrastructure grants with the Hillside Drive and Branch Line Water Utility and the Pumping Station by Home Hardware is now available through the Green Environmental Quality Stream. The application period closes January 18, 2019.

**11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

**Committee of the Whole**

**MOTION #C2018-DEC-17-04**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to accept the three amendments to the Travel Policy as presented in the Request for Decision dated December 6, 2018, which is compliant with the newly formed travel/expense policy legislative requirements as provided by the Department of Municipal Affairs. **Motion Carried.**

**MOTION #C2018-DEC-17-05**

It was moved by Councillor Sanford, seconded by Councillor Elliot to accept the adoption of the Hospitality Policy as presented, with an effective date of January 1, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-06**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint Owen Elliot and Pat Power as council representatives, and James McGinis as a citizen member of the Board of Police Commissioners for two-year terms, ending December 31, 2020. **Motion Carried.**

**MOTION #C2018-DEC-17-07**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to re-appoint Owen Elliot and Holly Sanford as council members; Amy Barr, Kenneth Knox, and Chris Hopkins as citizen members of the Marketing and Economic Development Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-08**

It was moved by Councillor Sanford, seconded by Councillor Elliot to re-appoint Holly Sanford and John Kinsella as council members, and Barry Moody as a citizen member of the Planning and Heritage Advisory Committee for two-year terms, ending December 31, 2020. **Motion Carried.**

**MOTION #C2018-DEC-17-09**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint Owen Elliot and John Kinsella as council members of the Traffic Flow Advisory Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-10**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Bill MacDonald and Pat Power be re-appointed as council members; Jane Nicholson, Alyn How, Brian Bohaker, and Paul Paquette as citizen members of the Municipal Effectiveness Advisory Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-11**

It was moved by Councillor Sanford, seconded by Councillor Elliot to re-appoint Holly Sanford and John Kinsella as council representatives on the Annapolis Pool Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-12**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint Holly Sanford and John Kinsella as members of the Human Resources Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-13**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to re-appoint John Kinsella as a council representative on the Twinning Committee for a one-year term, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-14**

It was moved by Councillor Sanford, seconded by Councillor Elliot to re-appoint Pat Power and Bill MacDonald as council representatives on the Regional Emergency Management Office Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-15**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint Pat Power and Bill MacDonald as council representatives on the Annapolis Partnership Steering Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-16**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to re-appoint Pat Power as a council representative on the Annapolis Valley Regional Library Board for a one-year term, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-17**

It was moved by Councillor Sanford, seconded by Councillor Elliot to re-appoint Pat Power as a council representative on the Friends of the Library Liaison Committee for a one-year term, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-18**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint John Kinsella and Owen Elliot (as an alternate) as council representatives on Valley Waste Resource Management Board for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-19**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to re-appoint Peter Davies as the Town Crier and Valerie Davies as consort for the Town of Annapolis Royal for one year, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-20**

It was moved by Councillor Sanford, seconded by Councillor Elliot that Hank Sawchuck and Alfred Doucet be re-appointed as Fire Inspectors for the Town of Annapolis Royal on a fee-for-service basis for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-21**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint Alfred Doucet and Cathy Barr as Building Inspectors for the Town of Annapolis Royal on a fee-for service basis for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-22**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to re-appoint James "Zak" Rose and Tanichia Hamm as the Animal Control Officers for one year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-23**

It was moved by Councillor Sanford, seconded by Councillor Elliot to re-appoint Pat Power as a council representative on the Annapolis Royal Wharf Association for a one-year term, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-24**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to re-appoint Sandi Millett-Campbell as Civic Addressing Coordinator for a one-year term, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-25**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to re-appoint Chris Millier as Development Officer & Planner for a one-year term, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-26**

It was moved by Councillor Sanford, seconded by Councillor Elliot to re-appoint John Kinsella and Owen Elliot as council members; Byron Mersereau as a citizen member, and Melony Robinson as a staff member of the Investment Committee for one-year terms, ending December 31, 2019. **Motion Carried.**

**MOTION #C2018-DEC-17-27**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to direct staff to approach the Nova Scotia Electoral Boundaries Commission, requesting that they schedule a public meeting in the Town of Annapolis Royal. **Motion Carried.**

**Environment Advisory Committee**

**MOTION #C2018-DEC-17-28**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to create a new line item for an Ash Tree Preservation & Replacement Program for the 2019/20 fiscal year budget. **Motion Carried.**

**MOTION #C2018-DEC-17-29**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Council request the Environment Advisory Committee prepare a comprehensive report with respect to single use plastic bags for consideration by Council. **Motion Carried.**

**Planning and Heritage Advisory Committee**

**MOTION #C2018-DEC-17-30**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that the applicant at 240 St. George Street be given heritage approval for an addition 56' x 24' with asphalt roofing, wood windows, and painted wood siding to match current building, as detailed in the application AR18-035-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

**MOTION #C2018-DEC-17-31**

It was moved by Councillor Sanford, seconded by Councillor Elliot that the applicant at 240 St. George Street be given heritage approval to remove and relocate the back ell and reuse as a storage unit, as detailed in the application AR18-035-HER, subject to the ell remaining on the property at 240 St. George Street and further details of the appearance are submitted, and providing the requirements of the Land Use By-Law are met. **Motion Carried.**

**Marketing & Economic Development Committee**

**MOTION #C2018-DEC-17-32**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power, to approve the financial support of \$400.00 to the Touring Annapolis Venue Guide project. **Motion Carried.**

**MOTION #C2018-DEC-17-33**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to refer the proposed volunteer coordinator position back to MEDC for further research and consideration. **Motion Carried.**

**12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

i. Mayor's Report – Mayor MacDonald

Mayor MacDonald summarized his activities for the last month and upcoming events and initiatives. Mayor MacDonald thanked everyone for attending the positive public meeting.

ii. Marketing and Economic Development Committee – Councillor Elliot

Councillor Elliot relayed updates from the last MEDC meeting.

iii. REMO – Mayor MacDonald

Council signed the Inter-municipal agreement.

iv. Planning Services Report

Council acknowledged.

v. Planning and Heritage Advisory Committee – Councillor Sanford  
Councillor Sanford relayed the updates from the last meeting.

vi. Traffic Flow Advisory Committee (TFAC)– Councillor Elliot  
No meeting this month.

vii. CAO's Report  
CAO Barr summarized the monthly report. Discussion ensued.

viii. Police Report – Councillor Elliot  
Councillor Elliot summarized the last Board of Police Commissioners meeting.

ix. Investment Committee – Councillor Kinsella  
No report this month.

x. Library Report – Deputy Mayor Power  
Deputy Mayor Power updated Council on the last meeting.

xi. Valley Waste Resource Management – Councillor Elliot  
Councillor Elliot provided updates from the Valley Waste Resource Management Board.

xii. Water Report  
Council acknowledged.

xiii. Municipal Effectiveness Advisory Committee – Mayor MacDonald  
Chair MacDonald provided an 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  
No meeting this month.

xvii. Twinning Committee – Councillor Kinsella  
No report this month.

### **13. CORRESPONDENCE:**

i. Workshop Registration: Integrating Climate Considerations into Asset Management  
Mayor MacDonald, CAO Barr and Sandi Millett-Campbell will be attending.

ii. Compliant Regarding Date for Municipal Effectiveness Advisory Committee Public  
Meeting Date  
Correspondence received and acknowledged.

iii. Interest in Pilot Program to Remove CAP  
Council not interested at this time.

iv. Friends of the Annapolis Pool Society  
For information only.

v. NSFM Board Report – December 7, 2018  
For information only.

**MOTION #C2018-DEC-17-34**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to move in-camera at 5:52 p.m. to discuss Contract Negotiations and Personnel matters. **Motion carried.**

**14. IN-CAMERA:**

- i. Contract Negotiations
- ii. Personnel
- iii. Personnel
- iv. Personnel

**MOTION #C2018-DEC-17-35**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to move out-of-camera at 6:20 p.m. **Motion carried.**

**MOTION #C2018-DEC-17-36**

It was moved by Councillor Sanford, seconded by Councillor Elliot to appoint Heather Sprague as a member of Planning and Heritage Advisory Committee, effective immediately for a two year term ending December 31, 2020. **Motion Carried.**

**MOTION #C2018-DEC-17-37**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to appoint Connie Arnold as a member of the Marketing and Economic Development Committee effective immediately, for a one year term ending December 31, 2019. **Motion Carried.**

**15. ADJOURNMENT**

Deputy Mayor Power moved adjournment at 6:22 p.m.

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Chair William MacDonald

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Recording Sandi Millett-Campbell