

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

**1. PRESENT:** Mayor William MacDonald (Chair), Deputy Mayor Power, Councillor John Kinsella, Councillor Owen Elliot, Chief Administrative Officer (CAO) Gregory Barr, Director of Finance (DoF) Melony Robinson, and Recording Secretary Amy MacManus

**2. REGRETS:** Councillor Holly Sanford

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

**4. ADDITIONS TO AGENDA:**

- i. Under Section 9, Business Arising: Municipal Effectiveness Advisory Committee (MEAC) Public Meeting
- ii. Under Section 10, New Business: Town Insurance Policy Term Extension

**5. APPROVAL OF AGENDA:**

**MOTION #C2018-NOV-19-01**

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

**6. APPROVAL OF COUNCIL MINUTES:**

- i. Council – October 15, 2018

**MOTION #C2018-NOV-19-02**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the October 15, 2018 Council Minutes as presented. **Motion carried.**

**7. PUBLIC INPUT:**

**8. PRESENTATIONS:**

**9. BUSINESS ARISING:**

- i. REMO - Mutual Aid Agreement

**MOTION #C2018-NOV-19-03**

It was moved by Councillor Elliot, seconded by Councillor Kinsella to rescind **MOTION #C2018-SEPT-17-10. Motion carried.**

**MOTION #C2018-NOV-19-04**

It was moved by Councillor Elliot, seconded by Councillor Kinsella that the Mayor and Chief Administrative Officer be authorized to sign the Municipal Emergency Management Mutual Aid Agreement between the Municipality of the District of Digby, Town of Digby, Municipality of the County of Annapolis, Town of Annapolis Royal, and the Town of Middleton. **Motion carried.**

ii. MEAC Public Meeting

CAO Barr relayed the details of the date and time of the MEAC public meeting taking place in December. MEAC will present their draft Land-Use By-law and draft Municipal Planning Strategy (MPS)

**10. NEW BUSINESS:**

i. Tax Write-off for Town Owned Property

**MOTION #C2018-NOV-19-05**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to write-off the town portion of taxes at the Academy for the 2018-2019 tax year in the amount of \$9,154.84. **Motion carried.**

ii. Town Insurance Policy Term Extension

**MOTION #C2018-NOV-19-06**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to extend the existing insurance policy term of Archway for one more year and going to tender for March 2020. **Motion carried.**

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

**Committee of the Whole**

**MOTION #C2018-NOV-19-07**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to direct staff to submit an application to the Tourism Revitalization of Icons Program for the redevelopment of 24 Drury Lane for the purpose of installing a comfort station (public washroom) and commercial space, and a roofing solution at the Farmers Market, with the Town's contribution of \$50,000.00 from the General Capital bank account. **Motion carried.**

**MOTION #C2018-NOV-19-08**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to direct staff to draft a Tennis Court Use policy and erect a sign at the tennis courts that states "Children under the age of 12 must be accompanied by an adult" and "Tennis courts are to be used for racquet sports only – absolutely no hockey, bicycles, skateboard, rollerblades permitted. **Motion carried.**

**MOTION #C2018-NOV-19-09**

It was moved by Councillor Elliot, seconded by Councillor Kinsella to have Pat Power stay on as deputy mayor. **Motion carried.**

**MOTION #C2018-NOV-19-10**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to write-off roll 00092398 and roll 04997409 final taxes in the amounts \$660.83 and \$2382.98 respectively for the Town of Annapolis Royal's Town owned properties. **Motion carried.**

**MOTION #C2018-NOV-19-11**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to implement the following provincially mandated Seasonal Business Reduction for 2019 for roll 1408402 in the amount of \$819.79, roll 0092274 in the amount of \$3,666.60, roll #2466988 in the amount of \$2,823.19, roll 3144577 in the amount of \$1,536.41, and roll 4542975 in the amount of \$2,543.63. **Motion carried.**

**MOTION #C2018-NOV-19-12**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power to approve the tax rebate / reduction for the following not-for-profit properties for the 2019 year: roll 00479993 in the amount of \$2,311.50; roll 02355256 in the amount of \$2,094.00; roll 00092428 in the amount of \$768.00; roll 02045486 in the amount of \$142.50; roll 02045494 in the amount of \$1,927.50; roll 036111957 in the amount of \$1,356.00; roll 1033204 in the amount of \$759.00; roll 04997409 in the amount of \$2,382.98; roll 00092398 in the amount of \$660.83; and roll 06445721 in the amount of \$1,918.50. **Motion carried.**

**MOTION #C2018-NOV-19-13**

It was moved by Deputy Mayor Power, seconded by Councillor Elliot to appoint Councillor John Kinsella to the Granville Ferry Source Water Protection Advisory Committee for the term ending November 30, 2020. **Motion carried.**

**MOTION #C2018-NOV-19-14**

It was moved by Councillor Kinsella, seconded by Councillor Elliot that the Town to provide temporary interim assistance in the amount of \$5,000.00 to the Friends of the Pool Society to be accompanied by related correspondence. **Motion carried.**

**Planning and Heritage Advisory Committee**

**MOTION #C2018-NOV-19-15**

It was moved by Councillor Elliot, seconded by Councillor Kinsella that the applicant at 324 St. George Street be given heritage approval to replace the current windows with vinyl windows all the same size and include a sliding door with a Juliet balcony on the side of the building as detailed in the application AR18-032-HER, providing the requirements of the Land Use By-Law are met. **Motion carried. Deputy Mayor Power declared a conflict of interest.**

**MOTION #C2018-NOV-19-16**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that the applicant at 164 St. George Street be given heritage approval to install aluminum seamless gutters and down spouts as detailed in the application AR18-034-HER, providing the requirements of the Land Use By-Law are met. **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.
- ii. Marketing and Economic Development Committee – Councillor Elliot  
Councillor Elliot relayed updates from the last MEDC meeting.
- iii. REMO – Mayor MacDonald  
No update as the last couple of meetings have been cancelled.
- iv. Planning Services Report  
Council acknowledged.
- v. Planning and Heritage Advisory Committee – Councillor Kinsella

Councillor Kinsella was not in attendance at the last meeting therefore no update.

vi. Traffic Flow Advisory Committee (TFAC)– Councillor Kinsella  
Councillor Kinsella provided an update from the last TFAC meeting. It was determined that as Councillor Kinsella will be away, Mayor MacDonald will speak with the owner of the Guardian Pharmacy regarding the area used by delivery trucks for unloading goods.

vii. CAO's Report  
No CAO report this month due to the CAO's absence.

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

ix. Investment Committee – Councillor Kinsella  
Councillor Elliot provided updates from the Investment Committee.

x. Library Report – Deputy Mayor Power  
No meetings have occurred.

xi. Valley Waste Resource Management – Councillor Kinsella  
Councillor Kinsella 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  
No update as Councillor Sanford not in attendance.

xvi. Upper Clements Park – Mayor MacDonald  
Chair MacDonald relayed updates from Upper Clements Park Board.

xvii. Twinning Committee – Councillor Kinsella  
Councillor Kinsella relayed the updates from the last Twinning Committee meeting.

### **13. CORRESPONDENCE:**

i. African Nova Scotian Affairs - African Heritage Month Civic Proclamation  
Chair MacDonald proposed a submission from the Town of Annapolis Royal for African Heritage Month Civic proclamation. Chair MacDonald will put together a write-up. Council directed staff to submit an application.

ii. NSFM Launches New Online Asset Management Courses for Municipalities  
The course will be reviewed to determine if it is necessary and/or aligns with the Town's asset management goals.

iii. Wharf Rat Rally Thank You and Report  
Council acknowledged.

iv. New Fire Chief  
Council acknowledged Chief Francis' contribution to the Fire Department over the years and wishes him well.

v. Tourism Nova Scotia – Digital Content Marketing Program  
Chair MacDonald suggested that he and CAO Barr meet to determine if this is a worthwhile investment.

vi. AD-hoc addition to the agenda:  
Chair MacDonald read the letter submitted by the Town of Shelburne to the Deputy Minister Dean of Municipal Affairs regarding having a central dispatch service for fire. Chair MacDonald will follow-up with the incoming Fire Chief to inquire about the Fire Department's satisfaction with their current dispatch service.

**14. IN-CAMERA:**

**15. ADJOURNMENT**

Councillor Elliot moved adjournment at 5:16 p.m.

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Chair William MacDonald

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Recording Secretary Amy MacManus