

**Committee of the Whole
Approved Minutes
January 3, 2018 at 4:00 p.m.**

1. PRESENT: Mayor William MacDonald (Chair), Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor John Kinsella, CAO¹ Gregory Barr, DoF² Melony Robinson, Recording Secretary Amy MacManus, presenter Doug Brown (left after his presentation), Chief Moser and Constable Jon Theriault (left after Chief Moser's presentation), member of the public

2. REGRETS: Councillor Owen Elliot

3. CALL TO ORDER: Chair William MacDonald called the meeting to order at 4:03 p.m.

4. ADDITIONS TO AGENDA:

5. APPROVAL OF AGENDA:

MOTION #C2019-JAN-03-01

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

6. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:

- i. Committee of the Whole – December 6, 2018

MOTION #C2019-JAN-03-02

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the December 6, 2018 minutes as presented. **Motion carried.**

7. PUBLIC INPUT:

A member of the public commended the Town regarding the public meeting by the Municipal Effectiveness Advisory Committee to present the draft amendments to the Land-use By-law (LUB) and Municipal Planning Strategy (MPS). He then posed questions regarding changes to zoning for some of the land.

8. PRESENTATIONS:

- i. Annapolis Royal Farmers & Traders Market – Doug Brown

Doug Brown president of the Annapolis Royal Farmers & Traders Market, brought forward a request from the Farmers Market to have the Town offer a written guarantee of the Market Square being the location for the Annapolis Royal Farmers & Traders for the long-term. Discussion between council and the presenter ensued. Council requested that the Farmers Market submit a request in writing so that council can have a formal discussion.

- ii. Smoke Free Places Act – Town of Annapolis Royal – Chief Moser

¹ Chief Administrative Officer

² Director of Finance

Chief Moser provided a summary of current legislation and smoking by-laws within the Town and where he thinks there are deficiencies. Discussion ensued. It was decided to seek public input and have the topic added to the upcoming public meeting to discuss traffic items and the leaf and yard waste site.

9. ROUND TABLE:

Mayor: Relayed that Annapolis Royal has been included in Canadian Living magazine as one of 22 small towns to visit in Canada.

Deputy Mayor Power: The New Year's Levee was a nice event.

Councillor Kinsella: Thanked council for their patience with him having to be away for a period. Will have updates from Valley Waste for the January Council meeting.

Councillor Sanford: The New Year's Levee was a great event.

10. BUSINESS ARISING:

- i. Community Development Policy - RFD³

Council had requested that a draft policy be created for a Community Development Advisory Committee. CAO Barr summarized the policy. Discussion ensued. Council referred the policy to the Marketing & Economic Development Committee for their review to make recommendations to Council.

11. NEW BUSINESS:

- i. Municipal Services Specification Manual RFD

CAO Barr summarized the need for the Municipal Services Specifications Manual. Councillor Kinsella will forward changes to the Town's Community Development Coordinator.

MOTION #C2019-JAN-03-03

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that Council approve and adopt the Municipal Specifications Manual dated January 2019. **Motion carried.**

- ii. Audit Committee Policy - RFD

DoF Robinson summarized the provincially required Audit Committee Policy.

MOTION #C2019-JAN-03-04

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to recommend to Council the adoption of the Audit Committee Policy as presented. **Motion carried.**

- iii. Ad-hoc Addition to the Agenda: Town Finances

Deputy Mayor Power posed questions regarding the financial statements. DoF Robinson responded.

12. CORRESPONDENCE:

- i. Congres Mondiale Acadien Committee – Letter of Support Request

The Committee is seeking a letter of support for the Municipalities of Clare and Argyle to host the World Acadian Congress in 2024. Discussion ensued.

MOTION #C2019-JAN-03-05

It was moved by Councillor Kinsella, seconded by Councillor Sanford that the letter of support for the Congres Modiale Acadian letter be forwarded to the group for the 2024 bid application, to be done

³ Request for Decision

immediately. **Motion carried.**

ii. Nova Scotia Accessibility Act – Nova Scotia Attorney Justice

Council acknowledged and noted the need to begin planning for the Town to meet the changes to the Nova Scotia Accessibility Act. Council will accept the offer of Jeff Cantwell to lead council through town in wheelchairs to gain a glimpse into the difficulties faced by those who use wheelchairs...Greg min 1.26

MOTION #C2019-JAN-03-06

It was moved by Councillor Sanford, seconded by Councillor Kinsella to move in-camera at 5:35pm to discuss a personnel item and contract negotiations. **Motion carried.**

13. IN-CAMERA:

- i. Personnel
- ii. Contract Negotiations

MOTION #C2019-JAN-03-07

It was moved by Councillor Kinsella, seconded by Councillor Sanford to move out-of-camera at 6:01pm. **Motion carried.**

14. ADJOURNMENT:

MOTION #C2019-JAN-03-08

It was moved by Councillor Kinsella, seconded by Councillor Sanford to adjourn the meeting at 6:02pm. **Motion carried.**

Chair William MacDonald

Recording Secretary Amy MacManus