

**Town of Annapolis Royal  
Approved Council Minutes  
June 17, 2019 at 4:00 pm**

1. **PRESENT:** Mayor William MacDonald (Chair), Councillor Holly Sanford, Councillor John Kinsella, Chief Administrative Officer (CAO) Kelly Rice, Director of Finance (DoF) Melony Robinson and Recording Secretary Amber Brown
2. **REGRETS:** Deputy Mayor Pat Power
3. **CALL TO ORDER:** Chair MacDonald called the meeting to order at 3:59 p.m.

**4. ADDITIONS TO AGENDA:**

- i. Under Section 13, Correspondence: FCI's
- ii. Under Section 10, New Business: MEDC Appointment - Theresa Carlisle
- iii. Under Section 10, New Business: Letter to Condominium Owners June 16, 2019
- iv. Under Section 10, New Business: Letter to Town Council
- v. Under Section 10, New Business: Traffic Policy
- vi. Under Section 14, In-Camera: Contract negotiation
- vii. Under Section 9, Business Arising: Fire Hall Intersection
- viii. Under Section 10, New Business: Proclamation of Pierre Dugua, Sieur de Mons Day June 18th
- ix. Under Section 10, New Business: proclamation Rose Fortune Plaza July 20<sup>TH</sup>
- x. Under Section 10, New Business: Utility board Hearing

**5. APPROVAL OF AGENDA:**

**MOTION #C2019-JUNE-17-01**

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

**6. APPROVAL OF MINUTES:**

- i. Council Minutes- May 21, 2019

**MOTION #C2019-JUNE-17-02**

It was moved by Councillor Kinsella and seconded by Councillor Sanford to approve the May 21, 2019 Council minutes as presented. **Motion carried.**

**7. PUBLIC INPUT:**

**8. PRESENTATIONS:**

**9. BUSINESS ARISING:**

i. Streetlight (resident request)

CAO spoke with Public Works; the Town have no extra lights in inventory. Mayor will respond to the author of letter to communicate that council will have to decline with regret.

ii. Addition: Intersection at fire hall

Update from Traffic flow committee. Originally scheduled to take place next fiscal year, the fire hall intersection project has been pushed forward to this current year.

**10. NEW BUSINESS:**

i. Election Duty Designations and Official Timeline

**MOTION #C2019-JUNE-17-03**

It was moved by Councillor Kinsella seconded by Councillor Sanford to designate Melony Robinson as the Returning Officer, Monica Mills as the Deputy Returning officer and Amber Brown as the Poll Clerk.

**Motion Carried**

|                            |                            |
|----------------------------|----------------------------|
| July 4 <sup>th</sup>       | Declaration of By-Election |
| August 20 <sup>th</sup>    | Official Nomination Day    |
| September 10 <sup>th</sup> | Advanced Poll              |
| September 14 <sup>th</sup> | Election Day               |

ii. Water Operating & Capital Budget

Budget discussion;

**MOTION #C2019-JUNE-17-04**

It was moved by Councillor Sanford and seconded by Councillor Kinsella to approve the 2019 to 2022 Water Capital budget and Water Operating Budget.

**Motion carried.**

iii. August Council and Committee Meetings

**MOTION #C2019-JUNE-17-05**

It was moved by Councillor Kinsella seconded by Councillor Sanford that Council agrees to suspend regular August Council and Subcommittee meetings with the provision that a special meeting can be called in the event of a pressing matter. **Motion carried.**

iv. Addition: MEDC Appointment - Theresa Carlise

**MOTION #C2019-JUNE-17-06**

It was moved by Councillor Sanford and seconded by Councillor Kinsella for discussion purposes, to appoint Theresa Carlise to MEDC until December 31, 2019.

**Motion Carried.**

v. Addition: Letter to Condominium Owners June 16, 2019

Staff to communicate to Condo Board that, at this time, the Town is not in favor of employing gardeners and or hiring staff for gardening at the academy due to the increase in condo fees.

vi. Addition: Travel Policy – Rectifying the lack of signature for the new travel policy.

vii. Addition: Letter to Town Council

Concern for recent changes to committees with respect of minute taking and staff involvement in committees. Discussion ensued.

Staff will have a three-month trial with flex hours for staffing involvement for subcommittees and revisit this topic in September for an update.

viii. Addition: Proclaim June 18 as Pierre Dugua, Sieur de Mons Day

**MOTION #C2019-JUNE-17-07**

It was moved by Councillor Kinsella and seconded by Councillor Sanford that council acknowledge and celebrate Sieur de Monts day on June 18 2019 for this year with a proclamation on the date and to have further discussion with the Twinning committee.

**Motion Carried.**

ix. Addition: Proclamation of rose Fortune plaza July 20<sup>TH</sup>

**MOTION #C2019-JUNE-17-08**

It was moved by Councillor Sanford and seconded by Councillor Kinsella that council proclaim the Plaza by the King's Theatre be named Rose Fortune Plaza on July 20, 2019.

**Motion carried.**

Staff will have a plaque made for planter box "Rose Fortune Plaza".

x. Addition: Water Utility Board Hearing

CAO Rice, DoF Robinson and SoPW Mclean attended the Water utility review board Hearing June 17, 2019. CAO Rice gave council and update.

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

**Committee of the Whole**

**MOTION #C2019-JUNE-17-09**

It was moved by Councillor Kinsella seconded by Councillor Sanford that we omit the word "heritage" from #4 in the Flag Policy and include among the list of flags, the rainbow Pride flag for May 17<sup>th</sup> and Annual Pride event.

**Motion Carried.**

**MOTION #C2019-JUNE-17-10**

It was moved by Councillor Sanford seconded by Councillor Kinsella that whose duties "past and present" be inserted and "while in the line of duty" be omitted from the Flag Policy.

**Motion Carried.**

**MOTION #C2019-JUNE-17-11**

It was moved by Councillor Kinsella seconded by Councillor Sanford to allow the owner of 6 Grange Street to apply for rezoning of her property.

**Motion Carried.**

**MOTION #C2019-JUNE-17-12**

It was moved by Councillor Sanford seconded by Councillor Kinsella to delete section 6 #2 from the Burning Permit.

**Motion Carried.**

**MOTION #C2019-JUNE-17-13**

It was moved by Councillor Kinsella seconded by Councillor Sanford to grant the Natal Day Committee permission to close St. George Street at 5:30 pm from Victoria Street to Drury Lane for a street dance on Friday August 2, 2019 and the public be informed of the street closure in the Town Crier and Facebook.

**Motion Carried.**

**Planning and Heritage Advisory Committee**

**MOTION #C2019-JUNE-17-14**

It was moved by Councillor Sanford seconded by Councillor Kinsella that Council gives the applicant at 285 St George Street heritage approval to remove the current wooden railing and ramp and install new aluminum railings, as detailed in the application AR19-013-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

**MOTION #C2019-JUNE-17-15**

It was moved by Councillor Kinsella seconded by Councillor Sanford that Council gives the applicant at 164 St George Street heritage approval to add a wooden shed and install two front decks, as detailed in the application AR19-015-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

**MOTION #C2019-JUNE-17-16**

It was moved by Councillor Sanford seconded by Councillor Kinsella that Council gives the applicant at 9 Church Street heritage approval to remove the current window and replace with a wooden door and add a wooden fire escape to the side of the building and install a projecting wall sign 24" x 24", as detailed in the application AR19-017-HER, providing the requirements of the Land Use By-Law are met.

**Motion carried.**

**MOTION #C2019-JUNE-17-17**

It was moved by Councillor Kinsella seconded by Councillor Sanford that Council gives the applicant at 643 St George Street heritage approval to install a ground sign 4' x 2', as detailed in the application AR19-019-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 attended a Children's Wish radio event in Kentville.

- ii. Marketing and Economic Development Committee

Canada day \$1200. The Vice-Chair has developed a scavenger hunt. Pride Day is set for July 27<sup>th</sup>.

iii. REMO – Mayor MacDonald

Meeting was cancelled.

iv. Planning Services Report

For information purposes.

v. Planning and Heritage Advisory Committee

Councillor Kinsella provided council with an update from the last PHAC meeting with MEAC.

vi. Traffic Flow Advisory Committee

Councillor Kinsella updated council on the last TFAC meeting specifically parking issues and the creation of a map for public parking availability for the Down Town area.

vii. Police Report

Mayor MacDonald gave council an update in the absence of Councillor Elliot and Deputy Mayor Power. Meeting was informal – a discussion meeting only as there was no quorum.

viii. Investment Committee – Councillor Kinsella 1:50

ix. Library Report – Deputy Mayor Power was absent from council meeting.

x. Valley Waste Resource Management

Councillor Kinsella gave an update to council; the next board meeting is set for Wednesday, June 19<sup>th</sup>.

Mayor Macdonald would like to express his appreciation for the Valley Waste board for the work they do.

xi. Water Report: for information purposes only.

xii. Municipal Effectiveness Advisory Committee

Mayor MacDonald informed council that MEAC met with PHAC and had a very productive and useful meeting.

xiii. Environment Advisory Committee

Councillor Sanford updated council on the last Environment Committee meeting; the committee may have an opportunity to work with NSCC on a Sea Level Rise project.

xiv. Annapolis Royal Historic Gardens

No update given.

xv. King's Theatre

Councillor Sanford provided an update on upcoming Fundraiser.

xvi. Friends of the Annapolis Pool Society – Councillor Sanford

Pool is ready for opening season. The Society were appreciative for Councils approval of negotiated financial support and repayment terms.

xvii. Academy Condo Board

CAO Rice gave an update. Solar project has been delayed. Meeting at the end of the month. CAO to update council on status. There have been key issues due to staff change overs. Issue has been resolved.

xviii. Upper Clements Park

Mayor MacDonald informed council that the Board will be receiving a tour of the improvements on site.

xix. Twinning Committee

Councillor Kinsella reminded council of the farewell reception being held for the Royan Students on June 18<sup>th</sup> at 6 pm.

### 13. CORRESPONDENCE:

i. Letter of Resignation- Councillor Owen Elliot – Receive and files.

Mayor would like to thank Councillor Elliot for his effort, work and time chairing committees; council wish him well on his new enterprises and wish him the best for the future.

**MOTION #C2019-JUNE-17-18**

It was moved by Councillor Kinsella seconded by Councillor Sanford to accept the resignation of Councillor Elliot with regret.

**Motion Carried.**

- ii. Letter re- new lights at Amphitheatre \* Issue has been rectified
- iii. Addition: Letter from Municipal affairs - FCI's (Financial Condition Indicators)  
Action plan due by October. CAO will bring action plan to Council for review once finished.

**MOTION #C2019-JUNE-17-19**

It was moved by Councillor Sanford seconded by Councillor Kinsella to go in camera at 6:02pm to approve minutes and discuss 1 contract negotiation. **Motion Carried.**

**14. IN-CAMERA:**

Under Section 22(2) of the *Municipal Government Act*:

- i. Council In- Camera Minutes- May 21, 2019

Business Items:

Addition: Contract Negotiation


**MOTION #C2019-JUNE-17-21**

It was moved by Councillor Sanford seconded by Councillor Kinsella to move out of camera at 6:35p.m.  
**Motion Carried.**

**15. ADJOURNMENT**

Councillor Kinsella Moved Adjournment at 6:38 p.m.

**16. NEXT MEETING:** July 15, 2019 at 4 p.m.

  
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Chair William MacDonald  
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Recording Secretary Amber Brown