

**Committee of the Whole  
Approved Minutes  
December 5, 2019 at 4:00 p.m.**

**1. PRESENT:** Mayor William MacDonald (Chair), Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor John Kinsella, Councillor Paula Hafting CDC / Interim CAO Sandi Millett-Campbell, Recording Secretary Amber Brown and for presentations, a member from the Farmers and Traders Market, 3 board members from King's Theatre and a member of the public.

**2. REGRETS:**

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

**4. ADDITIONS TO AGENDA:**

- i. Under New Business: Nova Scotian African Heritage Application
- ii. Under New Business: Copier Options
- iii. Under New Business: Academy Condo

**5. APPROVAL OF AGENDA:**

**MOTION #C2019-Dec-05-01**

It was moved by Councillor Kinsella, seconded by Councillor Sanford to move acceptance of the agenda as amended. **Motion carried.**

**6. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:**

- i. Committee of the Whole – November 12, 2019

**MOTION #C2019-Dec-05-02**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the November 12, 2019 minutes. **Motion carried**

**7. PRESENTATIONS:**

- i. Farmers Market Request – 3 main market improvements have been identified as priority: \$2500.00 for electrical upgrades. Internet access is becoming an issue for vendors with the use of devices for their transactions. Tripping hazards at the Market have been identified where bricks have lifted.
- ii. King's Theatre – The theatre has requested a percent of Town's budget be allocated to Theatre operations each year. They're approaching their 100<sup>th</sup> year and are applying for federal funding. Part of the application King's requires municipal support to be shown. Interim CAO will investigate options for in-kind support and further discuss at Council.

**8. PUBLIC INPUT: None**

**9. ROUND TABLE:**

Councillor Kinsella informed Council of the upcoming meeting for Valley waste.  
Councillor Sanford and Councillor Hafting reported positive feedback from the Parade of Lights.  
Mayor Macdonald spoke to the item under correspondence and informed Council that he will speak to Upper Clements Parks at Council.

**10. NEW / UNFINISHED BUSINESS:**

- i. Establishing the Accessibility Committee

**MOTION #C2019-Dec-05-03**

It was moved by Councillor Sanford and seconded by Councillor Kinsella to recommend to council to approve the policy for the accessibility committee with the change of 4 voting members and 1 council, total of 5 members. **Motion Carried.**

- ii. First reading LUB amendment - Public Hearing January 7<sup>th</sup> or 8<sup>th</sup>  
Council has chosen January 8<sup>th</sup> at 4:00pm to Hold a Special Council meeting.

- iii. Comfort Station – Cleaner & winter/ Holiday hours  
Interim CAO will provide recommendation for Council opening and closing of Comfort Station and the item will be added to the agenda for Board of Police.

Ad-Hoc: Provide cost breakdown for Comfort Station in the January Town Crier.

- iv. Volunteer Week – Nominations

**MOTION #C2019-Dec-05-04**

It was moved by Councillor Sanford and seconded by Councillor Kinsella to recommend to council that Council nominate Elsa Riley for Volunteer week. **Motion Carried.**

- v. Gardening Proposal  
Gardening services will go back out to tender.

- vi. St Anthony Street intersection update  
Department of transportation has decided to roll the project into next years budget. The survey is still underway.

- vii. Staff recommended Policy amendments

**MOTION #C2019-Dec-05-05**

It was moved by Councillor Kinsella and seconded by Councillor Sanford to recommend to council that the Environment Advisory Committee Policy have the following amendment: composed of 5 members, including 1 council and 1 CARP. **Motion Carried.**

\*Councillor Hafting declared a Conflict of Interest in the discussion for Annapolis Pool Committee Policy Changes.

**MOTION #C2019-Dec-05-06**

It was moved by Councillor Sanford and seconded by Councillor Kinsella to recommend to council that the Annapolis Pool Committee Policy have the following amendments: Remove # 7 and be composed of 1 council and 3 FAPS and appointed in December each year. **Motion Carried.**

**MOTION #C2019-Dec-05-07**

It was moved by Councillor Kinsella and seconded by Councillor Sanford to recommend to Council to dissolve the Municipal Effectiveness Advisory Committee as per the Policy mandate; thanking Committee and its chairs for all their hard work. **Motion Carried.**

**MOTION #C2019-Dec-05-08**

It was moved by Councillor Kinsella and seconded by Deputy Mayor Power to recommend to council to dissolve the investment committee with thanks to chair and its members. **Motion Carried.**

viii. Committee Appointments:

- a. Audit Committee – All Council
- b. Planning and Heritage Advisory Committee – Councillor Kinsella and Councillor Sanford
- c. Environment Committee – Councillor Hafting
- d. Waterfront Development Committee – Deputy Mayor Power

**MOTION #C2019-Dec-05-09**

It was moved by Councillor Kinsella and seconded by Deputy Mayor Power to recommend to council that the Waterfront Development Committee shall be composed of 5 members, including 1 council member and exclude Marketing and Economic Development Committee members. **Motion Carried.**

- e. Annapolis Pool Committee – Councillor Hafting
- f. Traffic Flow Advisory Committee – Councillor Kinsella and Councillor Sanford
- g. Marketing and Economic Development Committee – Councillor Sanford and Councillor Hafting
- h. Municipal Effectiveness Advisory Committee - Dissolved
- i. Investment Committee - Dissolved
- j. Board of Police Commissioners – Councillor Kinsella and Deputy Mayor Power
- k. Accessibility Committee – Mayor MacDonald
- l. Historic Gardens – Councillor Hafting
- m. Upper Clement Parks Society – Mayor MacDonald
- n. King's Theatre – Councillor Sanford
- o. REMO – Mayor MacDonald and Deputy Mayor Power
- p. Friends of the Library

**MOTION #C2019-Dec-05-10**

It was moved by Deputy Mayor Power and seconded by Councillor Kinsella to recommend to council that the council representative position for the Friends of the Library be dissolved and that Deputy Mayor Power remain the representative on Annapolis Valley Regional Board. **Motion Carried.**

Valley Waste – Councillor Kinsella and Deputy Mayor Power as alternate.  
Twining – Councillor Kinsella

Condo – COA and Mayor Macdonald as alternate  
Hr Committee – All Council, policy will be developed.

**MOTION #C2019-Dec-05-11**

It was moved by Councillor Kinsella and seconded by Councillor Sanford to recommend to council that the Council members be appointment to the committees as listed. **Motion Carried.**

- i. African Heritage – CAO and Mayor will make arrangements for a small ceremony after Februarys meeting - 6 pm
- ii. Copier Options

**MOTION #C2019-Dec-05-12**

It was moved by Councillor Hafting and seconded by Councillor Kinsella to recommend to council that we adopt the recommendation of staff for the new copier option B. **Motion Carried.**

- i. Condo Separation – Council wishes to secure our unique status. CAO to seek counsel from the Town’s Lawyer.

**11. CORRESPONDENCE:**

- i. Canadian Nurses Association re: Nomination for Dr. Daurene Lewis  
Received and filed.

**MOTION #C2019-Dec-05-13**

It was moved by Councillor Kinsella, seconded by Councillor Hafting to move in-camera at 6:32 p.m. to discuss 2 personnel matter and a contract negotiation. **Motion carried.**

**12. IN-CAMERA:**

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

**Approval of Minutes:**

- i. Committee of the Whole, In-Camera – November 12, 2019

**Business Items:**

- i. Contract Negotiation
- ii. Personnel
- iii. Personnel

**MOTION #C2019-Dec-05-15**

It was moved by Councillor Kinsella, seconded by Councillor Hafting to move out of camera at 7:00 p.m. **Motion carried.**

**MOTION #C2019-Dec-05-16**

It was moved by Councillor Sanford and seconded by Councillor Kinsella that a hiring committee is established for the hiring of a new CAO which will be advertised publicly again, and will consist of Mayor Macdonald, Councillor Hafting, Superintendent of Public Works Kevin MacLean and Chief of Police Tim Moser. **Motion Carried.**

**13. ADJOURNMENT:** Councillor Kinsella moved adjournment at 7:01 pm

**Meetings:**

December 2nd at 9:00 am  
December 10<sup>th</sup> at 6:00 pm  
December 11<sup>th</sup> at 10:00 am  
December 12<sup>th</sup> at 9:00am  
December 16<sup>th</sup> at 4:00 pm  
December 16<sup>th</sup> at 4:30 pm

Planning and Heritage Advisory Committee  
Marketing and Economic Development Committee  
Board of Police Commissioners  
Traffic Flow Advisory Committee  
Public Hearing  
Council

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Chair William MacDonald

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Recording Secretary Amber Brown