

**Town of Annapolis Royal
Special Council Meeting
March 16, 2020
Approved Minutes**

1. PRESENT: Mayor William MacDonald (Chair), Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor John Kinsella, CAO Sandi Millett-Campbell, Director of Finance Melony Robinson, Active Living Coordinator Noah Scanlan.

2. REGRETS: Councillor Paula Hafting

3. CALL TO ORDER: Mayor called the meeting to order at 9:04 am.

MOTION #SC2020-Mar-16-01

It was moved by Councillor Sanford, seconded by Councillor Kinsella to move in-camera to discuss personnel issues. **Motion carried.**

4. BUSINESS ARISING:

i. Personnel

Council discussed the Coronavirus and how to safely move forward for staff and residents of the Town of Annapolis Royal. Council recommended to follow the NS Health Authority on the three weeks closure of all recreational events, programs at the Community Hub. Council will meet every Monday to reevaluate the situation and make changes as required. Reduce the Town Hall staff, all staff is encouraged to work from home, or if they need to access work at the Town Hall to come in when the office is closed. Council recommended to have the office open from 10-3pm, but it up to the CAO to make the final decision. All permanent staff will be pay regular pay as they work from home. Water Bill will be due the end of April and if necessary, Council will consider an extension to the due date, depending on how long the provincial requirements are. Notices will encourage payments on-line, at bank or drop off box at Town Hall. Correspondence will be sent out to the residents on Facebook, website with all the information and the link to the 811 information. Council would like staff to inquire on if the grocery stores will set up a delivery service for seniors. The reader board will be updated with a Stay well and safe message.

MOTION #SC2020-Mar-16-02

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to move out of in-camera. **Motion carried.**

5. ADJOURNMENT:

Councillor Kinsella moved adjournment at 10:02 am.

Chair William MacDonald

CAO Millett-Campbell