

**Town of Annapolis Royal  
Council Meeting  
Approved Minutes  
June 15, 2020 at 4:00 p.m.**

**1. PRESENT:** Mayor William MacDonald, Deputy Mayor Pat Power, Councillor Paula Hafting, Councillor Holly Sanford, Director of Finance (DoF) Melony Robinson, CAO Sandi Millett-Campbell, and Recording Secretary Taylor Robinson. All members joined by a Zoom meeting. One member of the public attended for a short time to discuss item v. under Business Arising.

**2. REGRETS:** Councillor John Kinsella

**3. CALL TO ORDER:** Mayor MacDonald called the meeting to order at 4:00 p.m.

**4. ADDITIONS TO AGENDA:**

- i. Move under Section 9. BUSINESS ARISING iv. Paving St. George Street to i.
- ii. Under Section 9. BUSINESS ARISING ii. Water Capital
- iii. Under Section 10. NEW BUSINESS iv. Truck Tender
- iv. Under Section 10. NEW BUSINESS v. Black Lives Matter Town Support
- v. Under Section 10. NEW BUSINESS vi. AWEC Graduate Recognition
- vi. Under Section 13. CORRESPONDENCE ii. Annapolis County Search & Rescue

**5. APPROVAL OF AGENDA:**

**MOTION #C2020-06-15-01**

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

**6. APPROVAL OF MINUTES:**

- i. Council Minutes – May 19, 2020

**MOTION #C2020-06-15-02**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the Council minutes of May 19, 2020 as presented. **Motion carried.**

- ii. Special Council Minutes – May 25, 2020

**MOTION #C2020-06-15-03**

It was moved by Councillor Sanford, seconded by Councillor Hafting to approve the Special Council minutes of May 25, 2020 as presented. **Motion carried.**

- iii. Special Council Minutes – June 1, 2020

**MOTION #C2020-06-15-04**

It was moved by Councillor Hafting, seconded by Deputy Mayor Power to approve the Special Council minutes of June 1, 2020 as presented. **Motion carried.**

- iv. Special Council Minutes – June 8, 2020

**MOTION #C2020-06-15-05**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the Special Council minutes of June 8, 2020 as presented. **Motion carried.**

**7. PUBLIC INPUT – None**

**8. PRESENTATIONS – None**

**9. BUSINESS ARISING:**

- i. Paving St. George Street

DoF Robinson reported that the quote to pave St. George Street was a very good rate and reminded Council that the Town could borrow the money from the province. Council discussed the possibilities of getting infrastructure funding from the province to help with cost share and agreed that it is a perfect time to complete this project since the roads will be filled with less traffic. Councillor Sanford asked for the possibility of including lower St. George Street in the project which CAO Millett-Campbell explained that it would cost \$2,500 for Dexter's to develop the quote for the additional part of the street due to its changing widths. Councillor Hafting suggested that Council not rush into the project because of the uncertainty with COVID-19 and the Tidal Power Plant. Majority of Council agreed to move forward with paving St. George Street.

**MOTION #C2020-06-15-06**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council express interest to the province to proceed with discussions regarding paving as quoted from Dexter's for Route 8 and Route 1. **Motion carried.** (1 Nay: Councillor Hafting)

- ii. Water Capital

DoF Robinson stated that there needs to be a chlorine analyzer installed at the firehall and a motion is needed to do so since the Water Capital Budget has not been approved.

**MOTION #C2020-06-15-07**

It was moved by Councillor Sanford, seconded by Councillor Hafting that Council preapprove the purchase of the chlorine analyzer in the amount of approximately \$13,000 prior to the approval of the Water Capital Budget. **Motion carried.**

**MOTION #C2020-06-15-08**

It was moved by Councillor Sanford, seconded by Councillor Hafting to move in-camera at 4:24 p.m. to discuss a legal advice. **Motion carried.**

**MOTION #C2020-06-15-09**

It was moved by Councillor Sanford, seconded by Councillor Hafting to move out of in-camera at 4:38 p.m. **Motion carried.**

**MOTION #C2020-06-15-10**

It was moved by Councillor Sanford, seconded by Deputy Mayor Power that Council approve the wheeling rate as discussed for the water rate hearing. **Motion carried.**

iii. Dog By-Law

CAO Millett-Campbell reported that she has had further discussion with Constable Theriault who recommended that more work needs to be completed and should be sent to the solicitors before the first reading. Council discussed some changes they would like to be made on the by-law. CAO Millett-Campbell made note of the suggestions and will work on a new draft with the proposed changes to present to Council at July's Committee of the Whole meeting.

iv. 11 St. James Street Right Away

CAO Millett-Campbell provided an update to Council on 11 St. James Street Right Away. It was noted that there was a suggestion to close access to Church Street for cars and make into a walkway, but Council agreed that it is problematic for business owners if they do so. The property owners are not interested in an easement and would rather a one-year term. Council requested that the property owners present their suggestions face-to-face (via Zoom) at July's Committee of the Whole meeting so they can better understand their requests. CAO Millett-Campbell will reach out to ask the individuals if they are interested and let Council know.

v. Annapolis Brewing Company Extension – 438 St. George Street

Mayor MacDonald explained that the pandemic has had an impact on Annapolis Brewing Company's construction of their new building and Nova Scotia Liquor Corporation is not giving out brewing licenses until August. The owners of Annapolis Brewing Company have asked for an extension until August 31, 2020. CAO Millett-Campbell mentioned that the neighbors are having a slight issue with the smell when brewing is going on but overall are supportive. Council agreed to make an extension for another month as two months is extensive, and their situation could be different in a month's time.

**MOTION #C2020-06-15-11**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council grant an extension until July 31, 2020 to allow brewing to continue at 438 St. George Street due to construction delays. **Motion carried.**

vi. AIM's 2020

Mayor MacDonald explained that AIM could be delayed but is still a great project for the Town and recommended that they still apply. CAO Millett-Campbell noted that there is

still not enough staff to take on the project and suggested that they wait until next year. Council agreed and asked CAO Millett-Campbell to keep them updated.

**10. NEW BUSINESS:**

i. Heartland Tour

CAO Millett-Campbell reported that Heartland Tours is a popular annual event and they are planning on doing it virtually this year due to COVID-19. Noah Scanlan, the Active Living Coordinator emailed CAO Millett-Campbell and encouraged the participation as it is very well planned and organized. Council agreed and supported participation of the event.

ii. 636 St. George Street

CAO Millett-Campbell explained that Council received the email about the inquiry and noted that everything has been taken care of.

iii. No Meetings for August

CAO Millett-Campbell requested that there be no meetings in the month of August as per usual so staff and Council can have some vacation time but can call for emergency meetings. Mayor MacDonald noted that everyone has been doing a great job by meeting every week virtually and staying up to date during the pandemic. Council quickly discussed when the public will be allowed back into Town Hall and ensured that safety procedures will be taken.

**MOTION #C2020-06-15-12**

It was moved by Councillor Sanford, seconded by Deputy Mayor Power that Council agree to have no meetings for the month of August 2020. **Motion carried.**

iv. Truck Tender

CAO Millett-Campbell reported that truck tenders were opened on June 12, 2020 at 1:00 p.m. and six were received. CAO Millett Campbell and Superintendent of Public Works requested that Council accept the tender of the 2020 Chevrolet Silverado as it is four-wheel drive and they will include delivery to Annapolis Royal with the automatic tailgate installed with no additional costs. CAO Millett-Campbell also explained that the price is under budget so they will be able to have decals made for all Public Works vehicles too.

**MOTION #C2020-06-15-13**

It was moved by Councillor Sanford, seconded by Deputy Mayor Power that Council accept the tender for the 2020 Chevrolet Silverado from O'Reagans in the amount of \$30,390 plus HST from the capital budget. **Motion carried.** (1 Nay: Councillor Hafting)

v. Black Lives Matter Town Support

Council discussed their interests to make a public statement to show support for the Black Lives Matter movement. It was agreed that on June 19, 2020 at 12:00 p.m. the

citizens of Annapolis Royal will be asked to take a moment of silence to show their support. Mayor MacDonald will reach out to the local churches to see if they will ring their bells at that time and requested that CAO Millett-Campbell publicize the initiative on Facebook.

vi. **AWEC Graduate Recognition**

Mayor MacDonald stated that Council should show support to the AWEC graduates of 2020 since they had a very unexpected year. CAO Millett-Campbell explained that she has been in contact with the graduate committee who is organizing a drive-up graduation, and a procession of vehicles down St. George Street. The committee did ask permission to use Town property for a special gathering in which the graduates could throw their caps in the air and it be captured by drone. Council denied permission as they cannot support a public gathering higher than 10 people; but agreed to show their support by giving a monetary donation.

**MOTION #C2020-06-15-14**

It was moved by Councillor Sanford, seconded by Councillor Hafting that Council agree to donate \$100 to the AWEC Graduate Committee of 2020. **Motion carried.**

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

**Committee of the Whole**

**MOTION #C2020-06-15-15**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to hold the October 17, 2020 Fall Election by electronic and telephone voting due to COVID-19. **Motion carried.**

**MOTION #C2020-06-15-16**

It was moved by Councillor Sanford, seconded by Councillor Hafting to adopt the first reading of the Town of Annapolis Royal Alternative Voting By-Law. **Motion carried.**

**MOTION #C2020-06-15-17**

It was moved by Councillor Hafting, seconded by Deputy Mayor Power that Council agrees to extend the Interest Charges Outstanding Tax & Water to be continued to August 1, 2020.

**Motion carried.**

**MOTION #C2020-06-15-18**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council agrees to post the Dog On Leash Signage with the addition of the Annapolis Royal Dog By-Law wording at the bottom. **Motion carried.**

**Marketing & Economic Development Committee**

**MOTION #C2020-06-15-19**

It was moved by Councillor Sanford, seconded by Councillor Hafting that Council agrees that restaurants and cafés have the application fee waived for sidewalk tables following the current regulations and other health authority guidance until the end of this year. **Motion carried.**

**MOTION #C2020-06-15-20**

It was moved by Councillor Hafting, seconded by Deputy Mayor Power that Council gives permission to the Board of Trade to use a portion of the Comfort Station for the use of the Visitor Information Centre for 2020. **Motion carried.**

**Board of Police Commission**

**MOTION #C2020-06-15-21**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council adopt the first reading Police By-Law as presented. **Motion carried.**

**MOTION #C2020-06-15-22**

It was moved by Councillor Sanford, seconded by Councillor Hafting that Council appoints Don Droy as the town representative for the Board of Police Commissioners until December 2020. **Motion carried.**

**MOTION #C2020-06-15-23**

It was moved by Councillor Hafting, seconded by Deputy Mayor Power to extend Constable Cleaves as acting Corporal from August 28, 2020 with pay retroactive to May 31, 2020. **Motion carried.**

**MOTION #C2020-06-15-24**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council approves the 6% cost of living salary increase to Chief Moser and to be retroactive to April 1, 2020. **Motion carried.**

**12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

- i. Mayor's Report – Mayor MacDonald  
Mayor MacDonald noted that he has been very busy with many virtual meetings and mentioned that Developing Nova Scotia has reached out in hopes to develop some initiatives and projects to enhance the Town of Annapolis Royal. Mayor MacDonald also noted that he has been working hard to get funding for the Board of Origins Film Project and expects to be meeting with several groups from the province soon to get the project moving forward.
- ii. Marketing and Economic Development Committee – Councillor Sanford  
Councillor Sanford reported that Sharon Hall from the Board of Trade spoke about the VIC. The Committee also discussed sidewalk tables, Rock the Block, and the Nova Scotia Tourism slideshow. Ken Knox will be stepping down as Chair since he has accepted the position as Community Development Coordinator for the Town.
- iii. REMO – Mayor MacDonald  
Mayor MacDonald mentioned that Nova Scotia is still in a State of Emergency and that there was nothing further to add.

- iv. Planning and Heritage Advisory Committee – Councillor Kinsella  
Councillor Sanford noted that there was only one solar panel application that was submitted to PHAC which they approved.
- v. Traffic Flow Advisory Committee – Councillor Kinsella  
Councillor Sanford reported that TFAC met virtually on June 12, 2020 and discussed “oops” parking warnings, parking signage on the side of the road, and an inquiry from an individual about designating a specific parking space.
- vi. Board of Police Report – Deputy Mayor Pat Power  
Deputy Mayor Power reported that besides the four motions recommended to Council the Board discussed the Chief’s evaluation, a new policy for evaluations and hiring, police station renovations, contract negotiations, and the Chief informed the Board on a officer safety incident. It was also noted that Ken Knox can no longer be Chair as he has accepted the position as Community Development Coordinator for the Town and Jim McGinis will take over in the meantime.
- vii. Library Report – Deputy Mayor Power  
Deputy Mayor Power informed Council that the library has had a couple virtual meetings to discuss reopening guidelines. They are planning to reopen to the public at the beginning of July. The Board is having their Annual General Meeting June 18, 2020.
- viii. Valley Waste Resource Management – Councillor Kinsella  
Councillor Kinsella was not present to provide an update on Valley Waste.
- ix. Environment Advisory Committee – Councillor Hafting  
Councillor Hafting reported that EAC is meeting on June 17, 2020 and is having a special presentation from Ecology Action Centre’s Nancy Annison. Councillor Hafting and Mayor MacDonald have been attending webinars focusing on coastal erosion and shorelines.
- x. Annapolis Royal Historic Gardens – Councillor Hafting  
Councillor Hafting informed Council that the Historic Gardens have remained opened and are running smoothly. The gardeners have been doing a great job. Councillor Hafting explained that the Historic Gardens have been charging early season admission fees and calling it the “Nova Scotia Strong Special”. It was noted that they have been averaging around 50 visitors a day and their gift shop has been reopened. They are also doing online sales which their tartan face masks have been very popular, reaching people as far as the UK. The Historic Gardens have been featured in a new edition of Victoria magazine that reaches approximately 1 million readers which is perceived as huge success.
- xi. King’s Theatre – Councillor Sanford

Councillor Sanford reported that King's Theatre has received \$15,000 in funding from the Annapolis County and is planning to have their Annual General Meeting virtually on June 24, 2020. The Board is optimistic that they will still be able to have their golf tournament fundraiser in September.

- xii. Friends of the Annapolis Pool Society – Councillor Hafting  
Councillor Hafting stated that public pools have permission to begin maintenance, so they have been working on draining, cleaning, and refilling the pool. The staff is preparing for reopening with extra cleaning and signage. They are working hard to get the pool back up and running for the community and are hopeful for a mid-July opening.
- xiii. Academy Condo Board – CAO  
CAO Millett-Campbell met with the Board via Zoom to work on their upcoming Annual General Meeting on July 29, 2020 and discussed the procedure for proxy votes. CAO Millett-Campbell mentioned that they are in search of four new board members.
- xiv. Twinning Committee – Councillor Kinsella  
Councillor Kinsella was not present to provide an update for the Twinning Committee.
- xv. Planning Services Report  
CAO Millett-Campbell explained that there has been construction moving ahead, such as the single-family dwelling at Fortier Mills. It was noted that there have been many inquiries for building and maintenance.
- xvi. Water Report – Update CAO  
CAO Millett-Campbell reported that the water reports are being received regularly now and have been backdated for the month of April and May.
- xvii. Chief Administration Officers Report  
Council reviewed the CAO Report. CAO Millett-Campbell noted that the Town's insurance will cover the VIC's display in Comfort Station.

### **13. CORRESPONDENCE:**

- i. Acadian Games  
Council reviewed the email about the Acadian Games and agreed to respond to see if surrounding communities would be involved. Council is very interested in partnering as the region should help host the event.
- ii. Annapolis County Search & Rescue  
Mayor MacDonald made note of all the challenges the Annapolis Valley Search & Rescue encounter and mentioned that they do amazing work. Council discussed and agreed to reach out to the province to see if they could provide funding to the organization.



**MOTION #C2020-06-15-25**

It was moved by Councillor Hafting, seconded by Councillor Sanford to move in-camera at 7:06 p.m. to discuss personnel. **Motion carried.**

**14. IN-CAMERA:**

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

- i. Council In-Camera Minutes – May 19, 2020

**BUSINESS ITEMS:**

- i. Personnel

**MOTION #C2020-06-15-27**

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to move out of in-camera at 7:20 p.m. **Motion carried.**

**15. ADJOURNMENT:** Councillor Hafting moved adjournment at 7:21 p.m.

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Chair William MacDonald

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Recording Secretary Taylor Robinson