

**Committee of the Whole
Approved Minutes
February 4, 2021 at 5:00 p.m.**

1. Call to Order	Mayor Boyer called the meeting to order at 5:15 p.m.
2. Present	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Sanford, Councillor Hafting, Councillor Tompkins, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (left at 6:00 p.m.) and Recording Secretary Taylor Robinson. One member of the public joined the meeting to provide a presentation. All members joined via Zoom.
3. Regrets	None
4. Additions to the Agenda	None
5. Approval of the Agenda	MOTION #CoW2021-02-04-01 It was moved by Councillor Sanford, seconded by Councillor Hafting to approve the February 4, 2021 agenda as presented. Motion carried.
Edits to the Minutes	Under section 9. NEW/UNFINISHED BUSINESS iv. Request for Decision for Pay Phone & Toll Free: add "1 Nay: Councillor Hafting"
6. Approval of the Minutes	MOTION #CoW2021-02-04-02 It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the January 7, 2021 Committee of the Whole minutes as amended. Motion carried.

7. PRESENTATIONS:

- i. Long-Term Beautification Strategy – Jane Nicholson (TAB 1)
Mrs. Nicholson presented a proposal for the beautification of the Town's public green spaces that was put together by herself, Kirsty Lasch, and Bob Howard. The comprehensive public landscape plan that would bring the garden budget up to \$14,300 over the next three fiscal years. The additional \$3,504 over and above the Town's current gardening budget would be provided by the Nicholson Foundation as a grant to the Town. The presentation overviewed the importance of maintained green spaces for economic and mental health. Mrs. Nicholson also informed Council of the project's timeline, plan, and budget for the next three fiscal years. Council asked questions and thanked Mrs. Nicholson for the proposal.

8. PUBLIC INPUT: None

9. NEW/UNFINISHED BUSINESS:

- i. Third Quarter Financial Update
DoF Robinson went over the third quarter operating and capital budget reports that were previously circulated. It was noted that the Town is well within both budgets. Council thanked DoF Robinson for the update.
- ii. State of Emergency Update
CAO Millett-Campbell reported that the Province will be providing another COVID-19 update on Friday, February 5th and indicated that some restrictions could be lifted. It was also noted that the government has announced that the ferry service between Yarmouth and Bar Harbor, Maine will not operate due to the pandemic which suspects will have an impact on the tourism industry for the year according to CAO Sandi Millett-Campbell.

iii. Long-Term Beautification Strategy

Members of Council discussed the proposal, shared their thoughts, and looked at the gardening budget for previous years. It was agreed to refer the matter to budget discussions.

iv. Strategic Planning Update

Mayor Boyer noted that the deadline for the public to submit their input on the draft strategic plan is February 5, 2021 and is looking forward to reviewing the submissions. CAO Millett-Campbell stated that she has received seven response so far and that she will forward them all to Deputy Mayor Power and Councillor Hafting to collate. The information will be presented at the next strategic planning session.

Action: Collate all public input submissions

Responsibility: Deputy Mayor Power and Councillor Hafting

Date: By the next strategic planning session on February 23, 2021

v. Approval of Character Defining Elements for Heritage Properties

CAO Millett-Campbell explained the process and purpose of outlining the character defining elements for heritage properties. The Town asked Rhodri Windsor-Liscombe to review the heritage property files that are missing information, and he has put together documentation for assessment. PHAC has reviewed the heritage property files that do not have the character defining elements listed, has made the necessary modifications, and has recommended them to Council for approval.

MOTION #CoW2021-02-04-03

It was moved by Councillor Sanford, seconded by Councillor Hafting to recommend to Council approval of the character defining elements for the heritage properties listed and posting to the Town's website. **Motion carried.**

vi. Task Team

CAO Millett-Campbell previously circulated a draft outline for terms of reference for a new NSPI Task Team. The first step is to appoint members to the team so they can start work on a risk management plan. Council agreed that it was a good idea and a good start to prepare for the potential impacts.

MOTION #CoW2021-02-04-04

It was moved by Councillor Tompkins, seconded by Councillor Sanford to recommend to Council to appoint Mayor Boyer, CAO Millett-Campbell, and Byron Mersereau to the Task Team. **Motion carried.**

vii. Planning & Heritage Advisory Committee Appointment

Council reviewed the application and agreed to make the recommendation to appoint new the member.

MOTION #CoW2021-02-04-05

It was moved by Councillor Sanford, seconded by Councillor Tompkins to recommend to Council the appointment of Mike Bernard to the Planning & Heritage Advisory Committee for a term of 2 years until December 2022. **Motion carried.**

viii. **Engineering Tender**

CAO Millett-Campbell reported that the engineering tender closed the previous week. Council and staff are reviewing the tenders and will make a recommendation at the next Council meeting.

10. CORRESPONDENCE:

i. **Tree Cutting By-Law**

For information purposes. Council agreed to refer the by-law developed by the Town of Wasaga Beach to the Environment Advisory Committee.

11. ROUND TABLE:

Mayor Boyer mentioned that she and Deputy Mayor Power had a meeting with Warden Alan Parish, Alex Morrison from Annapolis County and Dr. Simon Bonnington to discuss concerns with the availability of a radiologist at the Health Centre. A joint letter was drafted after the meeting addressing their concerns and sent to Nova Scotia Health Authority and the Province. Mayor Boyer stated that she was hopeful as they wait to hear back.

Deputy Mayor Power stated that Dr. Bonnington provided them with some good advice in their meeting about how to attract doctors to the area. She also noted that Public Works did a great job clearing the roads during the snowstorm on February 2nd.

Councillor Hafting reported that she enjoyed the EMO training with both Town and Annapolis County Councils. Councillor Hafting shared that it is exciting to have the rink open and acknowledged Community Active Coordinator Noah Scanlan and Community Development Coordinator Ken Know for all their work. She also thanked the Fire Department and all volunteers for their help with the rink.

Councillor Sanford agreed with Councillor Hafting. She noted that it is so nice to have the rink to increase community spirit.

Councillor Tompkins thanked Public Works and Brown Bros Excavating Ltd for their work on the Riverview Drive water line. He also wanted to inform the public that the tractor on his property is his own, not the Town's.

MOTION #CoW2021-02-04-06

It was moved by Councillor Tompkins, seconded by Councillor Sanford to move into in-camera at 6:30 p.m. to discuss a personnel matter. **Motion carried.**

12. IN CAMERA:

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

Approval of Minutes:

- i. Committee of the Whole, In-Camera – December 3, 2020 (TAB A)

Business Items:

- i. Personnel

MOTION #CoW2021-02-04-08

It was moved by Councillor Tompkins, seconded by Councillor Sanford to move out of in-camera at 7:05 p.m. **Motion carried.**

13. ADJOURNMENT: Councillor Sanford moved adjournment at 7:06 p.m.

Next Meetings:

Marketing & Economic Development Committee, February 9th @ 6:00 p.m.
Board of Police Commissioners, February 10th @ 10:00 a.m.
Budget Meeting, February 10th @ 1:00 p.m. to 4:00 p.m.
Traffic Flow Advisory Committee, February 11th @ 9:00 p.m.
Budget Meeting, February 11th @ 1:00 p.m. to 4:00 p.m.
Audit Committee, February 16th @ 10:00 a.m.
Council, February 16th @ 4:30 p.m.
Strategic Planning Session, February 23rd @ 5:00 p.m.

Mayor Amery Boyer

Recording Secretary Taylor Robinson