

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

1. Call to Order	Mayor Boyer called the meeting to order at 5:00 p.m.
2. Present	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Sanford, Councillor Hafting, Councillor Tompkins, Chief Administrative Officer (CAO) Sandi Millett-Campbell and Recording Secretary Taylor Robinson. All members joined via Zoom.
3. Regrets	None
4. Additions to the Agenda	Remove i. Soulina Energy Inc. Proposal under 7. PRESENTATIONS. Under 9. NEW/UNFINISHED BUSINESS vi. Cleaning Annapolis River Project (CARP) Efficiency Project Under 9. NEW/UNFINISHED BUSINESS vii. Right of Way Request Under 10. CORRESPONDENCE iii. Fire Fighters Benevolent Fund Under 12. IN CAMERA ii. Contract Negotiations Under 12. IN CAMERA iii. Contract Negotiations Under 12. IN CAMERA iv. Personnel
5. Approval of the Agenda	MOTION #CoW2021-03-04-01 It was moved by Councillor Tompkins, seconded by Councillor Sanford to approve the March 4, 2021 agenda as amended. Motion carried.
Edits to the Minutes	None
6. Approval of the Minutes	MOTION #CoW2021-03-04-02 It was moved by Deputy Mayor Power, seconded by Councillor Hafting to approve the February 4, 2021 Committee of the Whole minutes as amended. Motion carried.

7. PRESENTATIONS: None

8. PUBLIC INPUT: None

9. NEW/UNFINISHED BUSINESS:

i. State of Emergency Update

CAO Millett-Campbell informed Council that the State of Emergency is extended to March 7, 2021. The restrictions in the central zone are being lifted on March 5, 2021 as the number of COVID-19 cases are remaining low.

ii. Strategic Planning Update

Mayor Boyer stated that Council had their fourth strategic planning meeting on February 23, 2021 where all the public feedback from the first draft plan was reviewed. It was noted that Mayor Boyer and CAO Millett-Campbell are currently working on revising the second draft of the plan and will be available for the public to submit feedback in March.

iii. RFD Closing Town Hall Public Washroom

Council reviewed the request for decision report that was previously circulated. CAO Millett-Campbell shared that staff is requesting that the public washroom be closed to the public at Town Hall to reduce cleaning costs and staff safety. Council discussed the matter and ultimately decided to keep the washroom open.

MOTION #CoW2021-03-04-03

It was moved by Councillor Sanford, seconded by Councillor Hafting to recommend to Council that public washroom located at Town Hall be closed to the public until further notice. **Motion defeated.** (3 Nays)

iv. Accessibility Committee Appointment

Council reviewed the application for the Accessibility Committee.

MOTION #CoW2021-03-04-04

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to recommend to Council to appoint Brenda Escibano to the Accessibility Committee until December 2021. **Motion carried.**

v. ISMA Agreement

Council reviewed the Memorandum of Understanding document and agreed that CAO Millett-Campbell should sign it. It was noted that the only shared service that the Town of Annapolis has within this agreement is Valley Waste Resource Management.

MOTION #CoW2021-03-04-05

It was moved by Deputy Mayor Power, seconded by Councillor Tompkins to recommend to Council to approve the enclosed Memorandum of Understanding outlining the process for a joint review of Intermunicipal Service Agreements and authorize its signature by the Mayor and Chief Administrative Officer.

vi. Clean Annapolis River Project (CARP) Efficiency Project

CAO Millett-Campbell expressed gratitude towards CARP and their student worker for all their great work on the energy efficiency project for Town owned buildings. It was also acknowledged that CARP found a grant which replaced inserts for lighting at the Comfort Station and the Town is very thankful. Mayor Boyer noted that the employees had a great final report that was very informative.

vii. Right of Way Request

Council reviewed a request for decision report that staff drafted. CAO Millett-Campbell noted that all questions from last month's Council meeting have been answered by the applicant and that a memorandum of understanding will be drafted if Council approves the request. Council discussed and agreed to grant the right of way (RoW).

MOTION #CoW2021-03-04-06

It was moved by Councillor Sanford, seconded by Councillor Tompkins to recommend to Council that the Town grants the Right of Way, as described, under the conditions that the direction and width of the RoW be mutually agreed, the Town bears no cost, is released from all liability, and provides no on-going maintenance or snow clearance based on environmental considerations. **Motion carried.**

10. CORRESPONDENCE:

- i. Safe Restart Agreement Funding

For information purposes. It was noted that this funding will cover additional costs enhanced by COVID-19 practices for the current fiscal year.

ii. 2019-20 Annapolis Royal Financial Condition Indicator Index

For information purposes. The report indicates that the Town of Annapolis does not require any action this year.

iii. Fire Fighters Benevolent Fund

Mayor shared that this funding this for financial assistance for firefighters and will hand off to Ms. Robinson to distribute to Council.

11. ROUND TABLE:

Mayor Boyer stated that there has been a response to the letter to the Nova Scotia Health Authority regarding radiology and will keep Council updated accordingly. She also mentioned that she has been busy working on the NSPI Task Team and strategic planning.

Deputy Mayor Power confirmed that she had nothing to report other than Council and staff have had three budget meetings so far.

Councillor Hafting reported that she felt the public input submissions for the strategic plan were very interesting and insightful. It was also noted that budget meetings are underway.

Councillor Sanford acknowledged the Canadian and United States Coastguard for rescuing all 31 crewmembers aboard the Atlantic Destiny after issuing a mayday call on March 2, 2021.

Councillor Tompkins stated that he had nothing new to report.

MOTION #CoW2021-02-04-07

It was moved by Councillor Sanford, seconded by Councillor Hafting to move into in-camera at 5:28 p.m. to discuss three contract negotiations and one 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 – February 4, 2021

Business Items:

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

MOTION #CoW2021-03-04-09

It was moved by Councillor Tompkins, seconded by Councillor Sanford to move out of in-camera at 6:13 p.m. **Motion carried.**

MOTION #CoW2021-03-04-10

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to recommend to Council that the Town of Annapolis Royal approve the Valley Waste Temporary Borrowing Resolution in the amount of \$462,731 and the guarantee share amount of \$4859 to refinance 36-A-1 Balloon payment. **Motion carried.**

MOTION #CoW2021-03-04-11

It was moved by Councillor Hafting, seconded by Councillor Tompkins to recommend to Council to approve Valley Waste's General Operating Budget as presented with the Town of Annapolis Royal's share of \$65,310. **Motion carried.**

MOTION #CoW2021-03-04-12

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to recommend to Council to approve the Memorandum of Understanding outlining the regulations for the Visitor Information Centre as presented. **Motion carried.**

MOTION #CoW2021-03-04-13

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council approve the engineering cost to design and upgrade the Home Hardware lift station up to the amount of \$1600 effective immediately. **Motion carried.**

13. ADJOURNMENT: Councillor Sanford moved adjournment at 6:18 p.m.

Next Meetings:

Strategic Planning, March 8th @ 5:00 p.m.
Marketing & Economic Development Committee, March 9th @ 6:00 p.m.
Board of Police Commissioners, March 10th @ 10:00 a.m.
Traffic Flow Advisory Committee, March 11th @ 9:00 a.m.
Council, March 15th @ 5:00 p.m.
Valley Waste, March 17th @ 9:00 a.m.
Audit Committee, March 18th @ 10:00 a.m.

Mayor Amery Boyer

Recording Secretary Taylor Robinson