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| 1. **Call to Order**
 | Mayor Boyer called the meeting to order at 18:03  |
| 1. **Present**
 | Mayor Boyer (Chair), Deputy Mayor Power, Councillor Hafting, Chief Administrative Officer (CAO) Sandi Millet-Campbell, Recording Secretary Ken Knox.  |
| 1. **Regrets**
 | Councillor Sanford, Councillor Tompkins |
| 1. **Additions to the Agenda**
 | New Business item 9.ix Valley Waste and 9.x IMSA pilot programIn-Camera Agenda Item 3 – personnel |
| 1. **Approval of the Agenda**
 | **MOTION #CoW2021-12-01-01**It was moved regularly moved and seconded to approve the agenda as amended. **Motion carried.** |
| **Edits to the Minutes** | None |
| 1. **Approval of the Minutes**
 | **MOTION #CoW2021-12-01-02**Approved by Unanimous Consent |

**Committee of the Whole**

**Approved Minutes**

**December 1, 2021 at 18:00**

1. **PRESENTATIONS: None**
2. **PUBLIC INPUT:** None
3. **NEW/UNFINISHED BUSINESS:**
	* 1. RFD Non for Profit tax deductions

Discussion tabled

* 1. Bear River First Nations Flag and Statement

In a meeting with Mayor Boyer, Chief Potter of Bear River First Nation requested that the Town begin using a land acknowledgement and flying the Mi’kmaq flag at Town Hall. Council discussed the proposal and reviewed the land acknowledgement used by Parks Canada as an example. Council is, in general, favourably disposed toward a land acknowledgement, the form of which needs to be determined. Council also asked for additional details regarding the flag request (when, where etc.)

* 1. Retention/Destruction of Records Policy

The Committee reviewed the Request for Decision (RfD) regarding destruction of records in compliance with the Municipal Government Act (MGA). The bulk of records is becoming an issue, so compliant destruction of records was requested. Council discussed the procedure for digital retention.

**MOTION #CoW2021-12-01-03**

It was regularly moved and seconded to recommend to Council to approve the Retention/Destruction of Records Policy #2021-06 as presented. **Motion carried**

* 1. Ratification of Electronic Vote for tender

Council reviewed the electronic vote for the tender regarding the lift station upgrade.

**MOTION #CoW2021-12-01-04**

It was regularly moved and seconded to recommend to Council to recommend that Council ratify the following motion, “that Council award the lift station Upgrade tender #210123-01-001 to Gary Parker Excavation Limited in the amount of $410,799.18 plus hst”. **Motion carried**

* 1. RFD: Purchase of Mobile Generator

The Committee discussed the RfD recommending the purchase of a generator to allow lift station operation ion times when grid power has failed. Both the details of the generator and its use were discussed.

**MOTION #CoW2021-12-01-05**

It was regularly moved and seconded to recommend to Council to recommend to Council the preapproval from the General Capital Budget for a mobile generator in the amount of $55,000 for a portable 3 phase 6000-watt generator as there is a lengthy wait to receive them. **Motion carried**

* 1. Update on Climate Change Intern

The search continues. While offers have been made, the timing has not worked out. The team will continue to search with an intention of finding the right candidate in the next graduating class (in January).

* 1. RFD: Reduction of Building fees for Pool

The Committee reviewed the RfD to reduce the building permit fee for the accessible washroom at the community pool. Council was happy to see the project progress and hopes to encourage similar development.

**MOTION #CoW2021-12-01-06**

It was regularly moved and seconded to recommend to Council to recommend to Council that Council rebates the development fee for the accessible washroom addition at the community pool, in the amount of $50.00. **Motion carried**

* 1. Appointments

**MOTION #CoW2021-12-01-07**

It was regularly moved and seconded to recommend to Council to appoint Susan

Jost CARP Representative to the Environment Advisory Committee for a term of 2 years until December 2023. **Motion carried**

**MOTION #CoW2021-12-01-08**

It was regularly moved and seconded to recommend to Council to appoint Teresa Carlisle and Connie Arnold to the Marketing & Economic Development Committee for a term of 1 year until December 2022. **Motion carried**

**MOTION #CoW2021-12-01-09**

It was regularly moved and seconded to recommend to Council to appoint Brian Bohaker and Wilfred Allan to the Planning & Heritage Advisory Committee for a term of 2 years until December 2023. **Motion carried**

**MOTION #CoW2021-12-01-10**

It was regularly moved and seconded to recommend to Council to appoint Brenda MacDonald, Brenda Escribano, Sharon Elliot and Brant Hamilton Brown, and to the Accessibility Committee for a term of 1 year until December 2022. **Motion carried**

**MOTION #CoW2021-12-01-11**

It was regularly moved and seconded to recommend to Council to appoint Chief Mark Kane and Superintendent of Public Works Kevin MacLean to the Traffic Flow Advisory Committee for a term of 1 year until December 2022. **Motion carried**

**MOTION #CoW2021-12-01-12**

It was regularly moved and seconded to recommend to Council to appoint Anna Kate Newman, Jenni Cram and Lesley Hodder to the Pool Committee **Motion carried**

* 1. Inter-Municipal Services Agreement (IMSA) 2-year Pilot Project

Progress has been made in the IMSA discussions and a 2-year project has been proposed. The project seeks to improve both transit services and waste resource management

**MOTION #CoW2021-12-01-13**

It was regularly moved and seconded to recommend to Council that it authorize the Mayor and Chief Administrative Officer to execute the attached Interim Inter-Municipal Services Agreement for the 2-year pilot project **Motion carried**

* 1. Valley Waste TBR

**MOTION #CoW2021-12-01-14**

It was regularly moved and seconded to recommend to Council to approve the extension of the borrowing of the aggregate principal amount of $670,920 for an additional period of 12 months, with the Town’s portion of repayment of $6,978 and authorize the Chief Administrative Officer to execute the resolution **Motion carried**

**10. CORRESPONDENCE:**

1. Warden Parish

The Committee reviewed the letter from Warden Parish (to Minister Lohr) regarding the housing crisis.

1. Minister Lohr

The Committee reviewed the letter from Minister Lohr regarding forthcoming work on Codes of Conduct.

**11. ROUND TABLE:**

**Mayor Boyer** thanked the Board of Trade for the Parade of Lights. She commented that it was a spectacular event with the lighting of 3 trees. Feedback has been very positive. Tidal power

**Deputy Mayor Power** attended the wonderful Parade of Lights and fireworks event. She noted it was lovely to see folks come out. She also shared that the Friends of the Library earned $3000.00 from the recent book sale, and that this money has been used for an automatic accessible door for the library. The Deputy Mayor also noted that the Volunteer Fest was also well attended.

**Councillor Hafting** attended the Solar Garden seminar. This type of project may be a good fit for Annapolis Royal. There will be a door-to-door survey undertaken to gauge interest. Councillor Hafting was also sad to note the closure of Fundy YMCA and queried whether the Town may have suitable facilties for the future re-establishment of the YMCA.

**MOTION #CoW2021-12-01-15**

It was moved regularly moved and seconded to move into in-camera to discuss contract negotiations and personnel matters at 18:50. **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 3, 2021

**Business Items:**

* + 1. Contract Negotiations
		2. Personnel matter
		3. Personnel matter

**MOTION #CoW2021-12-01-16**

It was moved regularly moved and seconded move out of in-camera at 19: 09. **Motion carried.**

**13. ADJOURNMENT:** Councillor Hafting moved adjournment at 19:10

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**Mayor Amery Boyer Recording Secretary Ken Knox**