

MUNICIPAL COUNCIL  
April 18, 2017

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Minutes of the regular session of **Municipal Council** held on April 18, 2017, at 10:00 a.m. in Council Chambers of the Municipal Administration Building, Annapolis Royal, N.S.

**Present:** Deputy Warden Martha Roberts; Councillors: Marilyn Wilkins, John A MacDonald, Wayne Fowler, Burt McNeil, Gregory Heming, Alex Morrison, Michael J Gunn, and Wendy Sheridan.

**Absent:** Warden Timothy Habinski (attending other municipal business); Councillor Diane LeBlanc.

**Also**

**Present:** CAO John Ferguson, Acting Municipal Clerk Wanda Atwell, and other staff.

### **Additions to the Agenda (to end of Agenda)**

Requests were made for the following items to be added: under New Business 8(D) Request from County Crier, and under Additions: 11(A) FCM 2017-18 Board Membership.

### **Approval of the Agenda**

Upon motion of Councillors McNeil and Wilkins, the agenda was approved as amended. Motion carried unanimously.

### **Minutes**

#### **MOTION 170418.01 Minutes Regular Session March 21, 2017**

It was moved by Councillors Fowler and Sheridan, that the minutes of the regular session of Council held on March 21, 2017, be approved with the following amendment on page 2 of 10, under Councillor Comments – Councillor MacDonald is now a commissioner of Clan Donald Annapolis Valley (not County). Motion carried unanimously.

#### **MOTION 170418.02 Minutes Special Session, April 4, 2017**

Councillor Fowler moved, seconded by Councillor McNeil, that the minutes of the special session of Council held on April 4, 2017, be approved as circulated. Motion carried unanimously.

#### **MOTION 170418.03 Minutes Special Session, April 6, 2017**

It was moved by Councillor Fowler, seconded by Councillor Gunn, that the minutes of the special session of Council held on April 6, 2017, be approved as circulated. Motion carried unanimously.

### **In-Camera**

It was moved by Councillor MacDonald, seconded by Councillor Heming, to meet in-camera at 10:05 a.m. until 12:14 p.m. in accordance with Section 22(2) (e) contract negotiations of the *Municipal Government Act*.

### **Municipal Solicitor's Report**

Re: Municipal Solicitor (April)

Councillor McNeil moved, seconded by Councillor Wilkins, to receive the monthly report for information. Motion carried unanimously.

**Lunch**

Upon motion of Councillors Wilkins and MacDonald, Municipal Council adjourned for lunch at 12:15 p.m. All returned at 1:35 p.m. as previously noted. Motion carried unanimously.

**Additions to the Agenda (to end of Agenda)**

It was moved by Councillor Wilkins, seconded by Councillor Sheridan, to add: 11(B) Letter in Support of the Municipality's and Mainland Telecom's Application to Connect to Innovate; and (C) Town of Annapolis Royal – Public Washroom. Motion carried unanimously.

**Business Arising From the Minutes**

There was no business arising from the minutes.

**Councillor's Comments**

*District 2* – Councillor MacDonald reported that he had attended 24 homes to assist with the low-income rebate, finding it a life changing process that he looks forward to doing again. He attended a breakfast in Margaretville, and worked at one in Port George. Many people have contacted him about internet on the shore: Annapolis County Ground Search and Rescue is still looking for a home base; attended Tartan Day ceremony at Old Orchard Inn. Talking a lot and having fun being a councillor.

*District 6* – On April 3 Councillor Morrison attended a workshop on the subject of housing, organized by Health Promotion and Public Housing (NS Public Health Authority) covering various matters (Housing organizations, Home Share, Packet Communities; Tiny Homes, Housing Shortages, and Zoning Issues). On April 6<sup>th</sup>, he attended a Gardening Workshop hosted by County of Annapolis Recreation Services on Growing Fruits and Herbs. He appreciated the introduction which noted this workshop is in keeping with the Annapolis County Strategic Plan. On April 8<sup>th</sup>, the Clementsport Branch of the Royal Canadian Legion staged a highly-successful and highly-enjoyable Oscar parody night, complete with suitably attired attendees, award winners, and speeches. He added that there will be a Cornwallis Community Garden pruning workshop on April 18<sup>th</sup> at 5pm.

*District 8* - Councillor Gunn attended a conference in Brookfield sponsored by the Healthy Forest Coalition, noting topics against clear-cutting, against Glyphosate spraying, and disappointment in the choices by the NS Department of Natural Resources. He attended the re-dedication of the Town Hall in Annapolis Royal which was well attended. Attended 2 public meetings: the French Basin Dock; and Annapolis Community Mapping Project at NSCC in Lawrencetown. He noted his thanks to Heather LeBlanc and the volunteers who made the event in Lawrencetown happen. He reminded all of the annual Maple Fest at Milford Community Hall, Saturday April 22, with two sittings: 12-2 and 4-6pm. He reported that Warden Habinski, CAO John Ferguson and he had met with MP Colin Fraser and aide Jason Deveau, our MLA's designate Pam Van Roestel and Digby Warden MacAlpine, regarding the issue of water in Bear River, and notes the issue is at an impasse, as neither county is either willing or able to solve the problem of limited potable water on the Annapolis County side. He hopes to participate in future meetings with provincial and federal representatives as they strive to solve this decades-old problem. He also enjoyed a supper in Maitland Bridge and a chicken dinner at the Bear River Legion.

*District 5* – Councillor Heming reported he has been working with local Dentabella and Queen Anne marsh bodies, noting the danger in keeping the dykes together. He gave the keynote address at a University of Denver conference titled: *On Balance: Art, Science and Politics of the 21st Century*. The

conference was part of a one-month project involving artists and scientists from across North America and his attendance was made possible through the support of the Marisco Visiting Scholars Committee for Arts and Humanities as the Marco Visiting Scholar. His address demonstrated the importance of small rural communities to the overall success of climate change initiatives. He also unveiled the new book *Drawdown: The Most Comprehensive Plan Ever Proposed to Reverse Global Warming*, which is the collaborative work of over 100 scientists, academics, and policy experts on achievable global climate solutions.

*District 9* – Councillor Sheridan attended the annual Tea and Sale of Easter baskets and baked goods, as well as a fundraiser breakfast at the Nictaux Fire Hall. She enjoyed spending time with her grandson at the Nictaux playground. She added that the Nictaux Fire-Ettes are hosting a breakfast at the Nictaux Fire hall on April 23<sup>rd</sup>.

*District 4* – Councillor McNeil attended the re-dedication of Annapolis Royal’s ‘Soldiers and Sailors Memorial Town Hall’ – unveiling of the cornerstone, on April 9<sup>th</sup>. This was followed by the opening of an exhibit honouring the sacrifices of soldiers from Annapolis Royal area, a Legion Honour Guard led a parade to Port Royal Legion Branch 21 for the laying of wreaths and a reception.

*District 1* – Councillor Wilkins noted it has been very quiet in Melvern Square.

*District 10* – Deputy Warden Roberts judged 4H demonstrations this year for 7-8 year olds. It was very well done and well organized by volunteers. The kids were amazing and the speeches were great! She noted Councillor Heming’s presentation at the University of Denver on April 13<sup>th</sup>, noting he had reported that it was a lot of fun and that we’re led to believe rural places are going to fall apart - but that’s not it, urban centres are.

**New Business**

Re: Centennial Drive – Award Tender – Staff is still awaiting information from the NS Utility and Review Board and will bring it to Council as soon as possible.

Re: Active Transportation Connectivity – Granville Ferry to Annapolis Royal – Staff is still waiting on figures for the total cost – sidewalks within community, sidewalk connectivity to causeway, and an additional item being the raising of man holes and water valves. He will bring the information to Council as a funding agreement will need to be signed. A special meeting of Council may be necessary.

Re: Valley Waste-Resource Management Authority Intermunicipal Services Agreement (Amendment) – The CAO noted they have worked through the proper language which will have Annapolis Royal admitted as a party to the intermunicipal services agreement.

**MOTION 170418.04 VWRM Intermunicipal Services Agreement – Third Amending Agreement**

Councillor Fowler moved, seconded by Councillor MacDonald, that the Town of Annapolis Royal be added as a Party to the Valley Region Solid Waste-Resource Management Authority Inter-municipal Services agreement dated October 1, 2001 (the “Agreement”) as described in the amendment to the second amendment, and that the Warden and Clerk be authorized to sign the Third Amending Agreement, attached as **Schedule A**. Motion carried unanimously.

Re: Request from County Crier – Councillor Wilkins reported that County Crier P. Davies had reflected upon and wishes to withdraw his request for the County of Annapolis to participate by including

graphics/words on the back of a tabard currently under construction. This is in keeping with his other uniforms which do not have anything on the back. He noted that the tabard in question will only be used at Town of Annapolis Royal events.

## **Reports and Recommendations**

Re: Committee of the Whole (*April 11, 2017*)

- ***Cornwallis Park Recreation & Parks Society – Transfer Cornwallis Veterans Memorial Park to County Parks System***

In accordance with the recommendation of Committee of the Whole, I move that Municipal Council approve the management transfer of the Cornwallis Veterans Memorial Park to become part of the County parks system for 2018, and to work with Chair John Conway to understand the operational needs of the park throughout the transition.

- ***Cornwallis Park Recreation & Parks Society – Lease Management Agreement and Insurance - Cornwallis Veterans Memorial Park***

I move, in accordance with the recommendation of Committee of the Whole, that Municipal Council support a one-year lease-management agreement and pay for the insurance for the Cornwallis Park Recreation & Parks Society (during) the 2017-18 transition year.

- ***Cornwallis Park Recreation & Parks Society – Friends of the Cornwallis Veterans Memorial Park***

Pursuant to the recommendation of Committee of the Whole, I move that Municipal Council authorize staff to work on developing a Friends of Cornwallis Veterans Memorial Park to keep a watchful eye on the park and report any issues.

Councillor Morrison moved, seconded by Councillor Wilkins, that the three previous motions be withdrawn and discussed further at May Committee of the Whole to clarify intent. Motion carried unanimously.

- ***Jubilee Park Floating Dock Rules and Guidelines***

**MOTION 170418.05 Jubilee Park Floating Dock Rules and Guidelines**

Councillor McNeil moved, seconded by Councillor Wilkins, pursuant to the recommendation of Committee of the Whole, that Municipal Council approve the rules as listed for the Bridgetown Jubilee Floating Dock:

1. The park is open dawn till dusk (7am-9pm).
2. No overnight use.
3. No boats can be left unattended more than six (6) hours.
4. If boats are left unattended, owners assume all responsibility for their pleasure craft.
5. Docks shall be kept clean from grease, oil, spray paints or any other staining material. Boaters shall be responsible for all clean-up costs.
6. No boat maintenance at the dock area.
7. Maximum speed in the boat launch and floating dock area is four knots or no wake, whichever occurs first.
8. Boaters shall adhere and follow Transport Canada Safe Boating Guidelines.
9. Owners responsible for securing their boats and small craft safely and securely on visits.
10. Do not block the boat access ramp.

11. Parking of trucks and trailers must be in the upper parking area and cannot be left at the boat launch parking area.
12. Children under twelve (12) years of age must be accompanied by an adult at all times while on the ramp and floating dock and boat launch area.
13. Pets shall be leashed at all times.
14. Pet owners must clean up after their animals and dispose of excrement in a proper container.
15. Please pack out all garbage and do not leave containers or other debris behind.
16. No barbecues on the floating dock.
17. Alcohol cannot be consumed outside in any public areas.
18. No smoking.
19. The County reserves the right to move or confiscate any items.
20. No bikes, skateboards allowed on floating dock or ramps.
21. No running for your safety and those of others.
22. No swimming.
23. No diving or jumping off dock.
24. Docking area #1 has a twenty minute time limit (northwest side).
25. Due to special events there will be limited use at the floating dock. Please call ahead to ensure there are no special events going on. Call Monday to Friday 902-665-4637.

Please be respectful of the facilities at Jubilee Park, the river, landowners and other outdoor recreational users.

Motion carried unanimously.

• ***Jubilee Park Floating Dock - Friends of Jubilee Park***

**MOTION 170418.06 Jubilee Park Floating Dock – Friends of Jubilee Park**

In accordance with the recommendation of Committee of the Whole, Councillor McNeil moved, seconded by Councillor Fowler, that Municipal Council authorize staff to create Friends of Jubilee Park, an informal group that will allow volunteers to check on the park and communicate any concerns as it relates to the park, the boat ramp, and the floating dock. Motion carried unanimously.

• ***AM-2.2.1 Interim Staff Appointments Policy – New***

**MOTION 170418.07 AM-2.2.1 Interim Staff Appointments Policy - New**

It was moved by Councillor McNeil, seconded by Councillor Sheridan, in accordance with seven day notice having been given, that Municipal Council approve AM-2.2.1 Interim Staff Appointments Policy. Motion carried unanimously.

• ***AM-6.6.6 Signing Authorities Policy – Amend***

**MOTION 170418.08 AM-6.6.6 Signing Authorities Policy - Amend**

Pursuant to seven day notice having been given, Councillor McNeil moved, seconded by Councillor Sheridan, that Municipal Council amend AM-6.6.6 Signing Authorities Policy by: Including additional permission for a Deputy CAO to sign in circumstances that the CAO may be incapacitated or in a circumstance that would be perceived as a conflict for the CAO to sign. Motion carried unanimously.

Councillor Wilkins moved, seconded by Councillor MacDonald, that the second part of the request: (Adding permission for a Deputy Clerk to sign in circumstances that the Municipal Clerk may be absent, incapacitated or in a circumstance that would be perceived as a conflict for the Municipal Clerk to sign.) be sent back to staff for re-submission to May Committee of the Whole for clarity and reconsideration. Motion carried unanimously.

• ***Digby-Annapolis Development Corporation (DADC) – Write-offs***

**MOTION 170418.09 Digby-Annapolis Development Corporation – Write-offs**

It was moved by Councillor McNeil, seconded by Councillor Sheridan, pursuant to the recommendation of Committee of the Whole, that Municipal Council write-off \$89,290.84 in operating expenditures due from Digby-Annapolis Development Corporation to General Operating, in addition to \$100,905 in loan principal; and \$17,063 in loan interest due to Operating Reserve from Digby-Annapolis Development Corporation. Motion carried unanimously.

• ***2017 Kayak/Canoe Rental Fee at Jubilee Park***

**MOTION 170418.10 2017 Kayak/Canoe Rental Fee – Jubilee Park**

In accordance with the recommendation of Committee of the Whole, Councillor McNeil moved, seconded by Councillor Fowler, that Municipal Council waive the rental fee for use of the kayaks and canoes at the Queen Elizabeth II Jubilee Park for the summer of 2017, in celebration of Canada 150 celebrations. Motion carried unanimously.

• ***Heritage Tree Designation – Granville Ferry***

**MOTION 170418.11 Heritage Tree Designation – Granville Ferry**

It was moved by Councillor McNeil, seconded by Councillor Fowler, in accordance with the recommendation of Committee of the Whole, that Municipal Council send a letter to Art and Martha VanderMeulen, Grand Oak Manor, 5345 Granville Road, explaining that the municipality does not have a heritage tree designation process. Motion carried unanimously.

• ***Rendezvous 2017 Tall Ships Request from the Town of Digby***

**MOTION 170418.12 Rendezvous 2017 Tall Ships – Request from Town of Digby**

Pursuant to the recommendation of Committee of the Whole, Councillor McNeil moved, seconded by Councillor Morrison, that Municipal Council authorize an out-of-budget expenditure of \$2,000 from the 2017-18 Economic Development budget to sponsor the Captain's luncheon to be held at the Digby Pines during the Tall Ships visit (August 15<sup>th</sup> and 16<sup>th</sup>). Motion carried unanimously.

Councillor Morrison noted he was appointed to be council's rep to Rendezvous 2017 Tall Ships, working in conjunction with the Towns of Digby and Annapolis Royal. He sat with the Mayors and asked how the County could help, and this is how the County can help Digby. A representative from the County can speak during the lunch and distribute information on the County if they choose.

- ***Rendezvous 2017 Tall Ships – Request from the Town of Annapolis Royal***

**MOTION 170418.13 Rendezvous 2017 Tall Ships – Request from Town of Annapolis Royal**

It was moved by Councillor McNeil, seconded by Councillor Fowler, pursuant to the recommendation of Committee of the Whole, that Municipal Council authorize an out-of-budget expenditure of \$3,000 from the 2017-18 Economic Development budget to cover the costs of a contracted transportation company to operate shuttle buses between Digby and Annapolis on August 15<sup>th</sup> 2017, for crew members of the Tall Ships to visit areas in Annapolis County. Motion carried unanimously.

Councillor Morrison noted the figure of \$3,000 was arrived at by the Annapolis Royal representative who was seeking quotes for the service. A shuttle bus will stop at Cornwallis Park to view the museum, at Upper Clements Park to let people off to enjoy the park, stop at Annapolis Royal, then Port Royal, and make the return trip. This gives recognition for the County, and we can distribute brochures or materials on the bus if we choose. He thanked Councillor Wilkins, and other members of the working committee, in particular HAC member Ron Wesman, who has been involved from the beginning.

- ***2017 Provincial Heritage Conference***

**MOTION 170418.14 2017 Provincial Heritage Conference Committee**

In accordance with the recommendation of Committee of the Whole, Councillor McNeil moved, seconded by Councillor Fowler, that Municipal Council authorize Councillor Wilkins to sit on the provincial Heritage Conference Committee and that the Municipality cover associated travel costs. Motion carried unanimously.

- ***Police Advisory Board - Letters of Thanks***

**MOTION 170418.15 Police Advisory Board – Letters of Thanks**

It was moved by Councillor McNeil, seconded by Councillor Sheridan, in accordance with the recommendation of Committee of the Whole, that Municipal Council send letters of thanks to the following members who have completed their service at the Annapolis Detachment: Cst. Sheldon Clouter; Cst. Irene Clouter; Cst. Reg Ripley; and Cst. Ross Lloyd. Motion carried unanimously.

- ***Excuse Meeting Attendance Requirements – Morrison***

**MOTION 170418.16 Excuse Meeting Attendance Requirements - Morrison**

Pursuant to the recommendation of Committee of the Whole, Councillor McNeil moved, seconded by Councillor Fowler, that Municipal Council excuse Councillor Morrison from meeting attendance requirements for the April 11<sup>th</sup> Committee of the Whole meeting. Motion carried unanimously.

## **Correspondence**

Re: Ernest Buckler Literary Event Society (March 16<sup>th</sup>) – from President Jane Borecky, thanking Council for the generous grant for their upcoming June 3, 2017 event “Reading Where We Live – A Celebration of Local Writing”. Councillor Wilkins moved, seconded by Councillor MacDonald, to receive for information. Motion carried unanimously.

Re: FCM – Legal Defense Fund (March 17<sup>th</sup>) – from FCM President Clark Somerville, reporting that the FCM Legal Defense fund is fully depleted, and requesting the voluntary invoice for \$549.00 be paid. It was noted that we are unable to fund outside of our municipality - if it was asked for as part of the membership fees, that would be possible.

**MOTION 170418.17 FCM Legal Defense Fund - Letter**

It was moved by Councillor Wilkins, seconded by Councillor Heming, that Municipal Council send a letter of response, noting that we do not have the ability to fund outside of the municipality; suggesting, however, it could possibly be accommodated as part of the membership fee. Motion carried unanimously.

Re: West Hants – Intermunicipal Services Agreement for Waste Services (March 21<sup>st</sup>) – a copy of correspondence from CAO Cathie Osborne, informing Valley Waste that the community of Hantsport will be withdrawing from the Solid Waste-Resource Management Services effective March 31, 2018. Councillor Wilkins moved, seconded by Councillor Fowler, to accept for information. Motion carried unanimously.

Re: NSTIR – Request Guard Rail in Bear River East Safety Issue (March 24<sup>th</sup>) – from Area Manager Tony Harvey, in response to Council’s letter of March 3<sup>rd</sup>, informing that a guard rail will be installed on the Clementsvalle Road at the area in question (near the Annapolis Highland Vineyard) in Bear River East during the upcoming 2017 construction season.

**MOTION 170418.18 NSTIR Guard Rail Bear River East Letter of Thanks**

Councillor Wilkins moved, seconded by Councillor Gunn, that a letter of appreciation be sent to Transportation and Infrastructure Renewal thanking for addressing the safety concern so quickly. Motion carried unanimously.

Re: NSTIR Maitland Bridge Speed Limit Sign Safety Concern (March 24<sup>th</sup>) – from Area Manager Tony Harvey, in response to Council’s letter of March 3<sup>rd</sup>, informing that this concern has been forwarded to Glen Strang, Area Manager for Lunenburg/Queens (responsible for that area) and Joe Crowell, District Traffic Supervisor.

**MOTION 170418.19 NSTIR Maitland Bridge Speed Limit Sign - Follow Up**

It was moved by Councillor Wilkins, seconded by Councillor Gunn, to receive for information and follow up to ensure that we receive a response. Motion carried unanimously.

Re: CARP – Rural Community Foundation of NS Rural Vitality Program (March 29<sup>th</sup>) – thanking for the support for CARP’s application to the Rural Community Foundation of Nova Scotia’s Rural Vitality Program. Councillor Wilkins moved, seconded by Councillor Heming receive for info. Motion carried unanimously.

**Declaration of Interest**

Councillor Gunn declared an interest in the following item because he might become part of the Arts Council’s project and removed himself from the table, and did not participate in any discussion or subsequent motion.

Re: ARCAC – Maritime Culture Project (April 6<sup>th</sup>) – of thanks for the support of their Maritime Culture Project, and providing an update on their progress to date. It was moved by Councillor Wilkins, seconded by Councillor McNeil, to receive for information. Motion carried unanimously.

*Councillor Gunn returned to the table.*

**Additions**

Re: Federation of Canadian Municipalities (FCM) 2017-18 Board Membership – Councillor Heming reported he is required to reduce his workload and wishes to withdraw his name for election for 2017-18 FCM Board membership. He apologized to Council, noting the options that it is still possible for someone else to submit an application until May 5<sup>th</sup> and attend meeting in June in Ottawa.

Deputy Warden Roberts asked if any others had an interest in sitting on the Board.

Councillor Heming moved, seconded by Councillor Wilkins, that Councillor Morrison put his name forward. Councillor Morrison did not accept the nomination.

Re: Letter in Support of Mainland Telecom Inc.’s Application for Connect to Innovate Funding

**MOTION 170418.20 Mainland Telecom – Support Application to Connect to Innovate**

Councillor Heming moved, seconded by Councillor Sheridan, that Municipal Council provide a letter confirming the Municipality of the County of Annapolis (County of Annapolis) supports the joint application from the County of Annapolis and Mainland Telecom Inc. to the *Connect to Innovate* funding program. Motion carried unanimously.

Re: Bell Aliant Request for Support for Application to Connect to Innovate Funding

**MOTION 170418.21 Bell Aliant – Request Support for Application to Connect to Innovate**

It was moved by Councillor Heming, seconded by Councillor McNeil, that Municipal Council decline a request from Bell Aliant requesting a letter of support for their application to the *Connect to Innovate* funding program. Motion carried unanimously.

Re: Public Washrooms in Annapolis Royal – CAO noted that the Municipality owns the land where the school board bus garage is located in Annapolis Royal. Initial discussions indicate that the Annapolis Valley Regional School Board will be transferring the building to us, and the Town of Annapolis Royal has inquired if they could have the building for use as public washrooms. It was the consensus for staff to look into the issue further.

**Adjournment**

Upon motion of Councillors McNeil and Wilkins, the meeting adjourned at 3:05 p.m.

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Warden

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Municipal Clerk