

# MUNICIPAL COUNCIL

November 21, 2017

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Minutes of the regular session of **Municipal Council** held on November 21, 2017, at 10:05 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 (11:11a.m. – attending funding announcement in Bridgetown), Gregory Heming, Alex Morrison, Michael J Gunn, Wendy Sheridan, and Diane LeBlanc.

**Absent:** Warden Timothy Habinski (attending FCM Board)

**Also**

**Present:** CAO John Ferguson, Municipal Clerk Carolyn Young, and other staff.

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

Requests were made for the following items to be added: under In-Camera: under Section 22(2) (a) acquisition, sale, lease and security of municipal property (e) contract negotiation; and under Additions: 11(A) Correspondence from Delores Zwicker, (B) Drugs, (C) Import Replacement, and (D) FCM Board of Directors.

### **Approval of the Agenda**

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

### **Minutes**

#### **MOTION 171121.01 Minutes – Regular Session 2017-10-17**

It was moved by Councillor Fowler, seconded by Councillor MacDonald, that the minutes of the regular session of Council held on October 17, 2017, be approved as circulated. Motion carried unanimously.

#### **MOTION 171121.02 Minutes – Special Session 2017-11-01**

It was moved by Councillor Sheridan, seconded by Councillor Heming, that the minutes of the Special Session of Council held on November 1, 2017, be approved as circulated. Motion carried unanimously.

### **In-Camera**

It was moved by Councillor LeBlanc, seconded by Councillor Wilkins, to meet in-camera at 10:07 a.m. until 12:03 p.m. in accordance with Sections 22(2) (a) acquisition, sale, lease and security of municipal property, and (e) contract negotiations, of the *Municipal Government Act*. Motion carried unanimously.

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

Re: Municipal Solicitor - A report dated 15 November 2017 was circulated in the agenda package. It was moved by Councillor Gunn, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

### **LUNCH**

The Deputy Warden declared a lunch break at 12:09 p.m. All returned at 1:30 p.m. as previously noted, including Councillor McNeil.

**Addition to the Agenda**

Councillor MacDonald moved, seconded by Councillor Gunn, to add 11(E) Fire Services Funding and (F) December 2017 Rent Basinview Centre. Motion carried unanimously.

**Business Arising From the Minutes**

There was no business arising from the minutes.

**Councillor's Comments**

*District 3* – Councillor Fowler attended lots of meetings, and attended to regular business as a councillor.

*District 2* – Councillor MacDonald covered the ‘usual’ regular items - calls, emails, daily interaction with the residents, assisting them where he is able.

*District 11* – Councillor LeBlanc attended the Municipal Cannabis Consultation in Wolfville, a Turkey Supper at Three Rivers Community Hall on October 26. She attended UNSM Halifax, Remembrance Day in Middleton, Town Hall in Clementsvale, and an information session on PACE.

*District 6* – Councillor Morrison noted the following: **Congratulations to a Christmas Daddies Superstar** - Cindy McGowan of District 6 is hosting her 25th Annual Christmas Daddies fundraiser at the Clementsport Legion on Monday November 27 at 7pm. She has raised many thousands of dollars and is to be commended. **Clementsport Branch, Royal Canadian Legion and Clark Rutherford School**. A varied program of hospitality and education on the subject of Remembrance Day was held with and for the students. Breakfast at the Legion attendance was more than 150 students and staff. The following week, individual teams of Legion members visited the school and spoke with students in their classrooms. Legion members come to Clark Rutherford School each term and honour deserving students with gifts. **Basinview Centre Parking Lot Paving**. Preliminary work has been finished and folks are eagerly awaiting the laying of asphalt. He thanked Staff, patrons, and operators of Basinview Centre goods and services for their patience. **Annapolis Royal Branch of the Annapolis Valley Regional Library System**. The Annapolis Royal Library Branch Friends of the Library group is and always has been very active. There is continuing development of the new branch location that ought to be in operation early in 2018. He also attended the annual book sale, thanking all who organized and participated. **Christmas Season Activities** - Seasonal events planned include: Children's' Christmas Party at the Legion, Community Breakfast at Cornwallis Park, dinner at Annapolis Basin Conference Centre, lunch of the Good Neighbours Club, and weekly Wednesday coffee break at the Legion.

*District 8* – Councillor Gunn attended Remembrance Day service at the Clementsvale cenotaph, Town Hall in Clementsvale, and has been fielding questions in his District.

*District 5* - Councillor Heming noted he is dealing with zoning and road reconstruction and is talking with individuals about zoning and other items the municipality is working on.

*District 9* – Councillor Sheridan attended Remembrance Day at Nictaux church, UNSM, Nictaux Firettes craft sale and supper, and lots of meetings.

*District 4* – Councillor McNeil attended: UNSM; breakfast at the Bear River Fire Hall on the 25<sup>th</sup>; Turkey Supper at the Bear River Fire Hall; and Annapolis Royal on Remembrance Day where there was a large crowd. He noted it was good to see younger people attending.

*District 1* – Councillor Wilkins recently returned from a trip to Europe, where she was reminded how small the world is. She met with folks who were amazed by the free-access trail in Wilmot, a gentleman whose sister bought a condo in the former ARRA complex, and one who spent Thanksgiving in Digby! Canada and Nova Scotia, even Annapolis County, are held in high regard. Always nice to come home, where we are the envy of the world.

**MOTION 171121.03    Congratulatory Letter to Cindy McGowan**

It was moved by Councillor Wilkins, seconded by Councillor Morrison, that Municipal Council send a congratulatory letter to Cindy McGowan on her 25<sup>th</sup> Annual Christmas Daddies fundraiser being held at the Clementsport Legion on Monday, November 27, 2017. Motion carried unanimously.

*District 10* – Deputy Warden Roberts attended a supper at the Inglisville Community Hall noting great improvements and more to come. Christmas in the Village is December 2<sup>nd</sup> starting at 4:00 p.m. She attended Remembrance Day at Springfield and Lawrencetown.

**New Business**

There was no new business.

**Reports and Recommendations**

Re: Committee of the Whole (November 14th)

• ***Nova Scotia Ground Search and Rescue Publication***

**MOTION 171121.04    Nova Scotia Ground Search and Rescue Publication**

In accordance with the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor Fowler, that Municipal Council purchase an ad not to exceed \$560 including HST in the Nova Scotia Ground Search and Rescue publication *Wilderness Survival Guide*, which will be circulated provincially in May of 2018. Motion carried unanimously.

• ***Fundy Thread and Thimble Grant***

**MOTION 171121.05    Fundy Thread and Thimble Grant**

Councillor MacDonald moved, seconded by Councillor Heming, in accordance with the recommendation of Committee of the Whole, that Municipal Council approve a grant in the amount of \$1,200 in accordance with AM-1.4.9 Community Grants Policy, Community Halls and Centres Assistance Program 2017-18 to the Fundy Thread and Thimble Club. Motion carried unanimously.

• ***Inglisville Community Hall Grant***

**MOTION 171121.06    Inglisville Community Hall Grant**

Pursuant to the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor McNeil, that Municipal Council approve a grant in the amount of \$1,200 in accordance with AM-1.4.9 Community Grants Policy, Community Halls and Centres Assistance Program 2017-18 to the Inglisville Community Hall. Motion carried unanimously.

• ***Fundy Community Recreation Club (Youngs Cove Community Hall) Grant***

**MOTION 171121.07 Fundy Community Recreation Club (Youngs Cove Community Hall) Grant**

Councillor MacDonald moved, seconded by Councillor Heming, pursuant to the recommendation of Committee of the Whole, that Municipal Council approve a grant in the amount of \$1,200 in accordance with AM-1.4.9 Community Grants Policy, Community Halls and Centres Assistance Program 2017-18 to the Fundy Community Recreation Club (Youngs Cove Community Hall). Motion carried unanimously.

- **Moschelle Community Hall Grant**

**MOTION 171121.08 Moschelle Community Hall Grant**

In accordance with the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor McNeil, that Municipal Council approve a grant in the amount of \$2,400 in accordance with AM-1.4.9 Community Grants Policy, Community Halls and Centres Assistance Program 2017-18 to the Moschelle Community Hall Society. Motion carried unanimously.

- **Cottage Cove District Wharf Society Grant**

**MOTION 171121.09 Cottage Cove District Wharf Society Grant**

Councillor MacDonald moved, seconded by Councillor Fowler, in accordance with the recommendation of Committee of the Whole, that Municipal Council approve a grant in the amount of \$10,000 in accordance with AM-1.4.3 Harbour Authorities & Societies Capital Assistance Program Policy Small Project Matching Grant 2017-18, to the Cottage Cove District Wharf Society. Motion carried unanimously.

- **AM-2.1.3 Statutory Holidays and Paid Holidays Policy - Amend**

**MOTION 171121.10 AM-2.1.3 Statutory Holidays and Paid Holidays Policy - Amend**

Pursuant to seven day notice having been given, Councillor MacDonald moved, seconded by Councillor Fowler, that Municipal Council amend AM-2.1.3 Statutory Holidays and Paid Holidays Policy by:

- In Section 3 replacing “*General*” with “*Statutory*” in all places that it appears;
- In Sub-section 3.5 deleting “*if the employee has received or is entitled to receive pay for at least 15 days during the 30 calendar days immediately preceding the general holiday and the employee has worked on the employees scheduled day immediately preceding and immediately following the holiday*” and replacing with “*in accordance with the Labour Standards Code.*”
- In Sub-section 4.3 deleting “*The Municipality shall grant each employee a day off from work with pay only when Remembrance Day falls on a day that is a working day for employees.*” and replacing with “*When Remembrance Day falls on a day that is a non-working day for an employee, the Municipality shall grant the employee a day off from work with pay on the next working day immediately following Remembrance Day.*”

Motion carried unanimously.

- **AM-2.7.1 Occupational Health and Safety Policy – Amend**

**MOTION 171121.11 AM-2.7.1 Occupational Health and Safety Policy**

Councillor MacDonald moved, seconded by Councillor LeBlanc, pursuant to seven day notice having been given, that Municipal Council amend AM-2.7.1 Occupational Health and Safety Policy by:

- In Sub-section 3 (12) adding “*Joint*” before “Occupational Health and Safety Committee”
- Motion carried unanimously.

- **66520-35 East End 2017 MPS/LUB-002: Wesley Sproule MPS/LUB Amendment Application**  
**MOTION 171121.12 66520-35 East End 2017 MPS/LUB -002 Wesley Sproule MPS/LUB Amendment Application**  
In accordance with the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor Wilkins, that Municipal Council consider the Wesley Sproule application to amend the East End Area Municipal Planning Strategy (MPS) Future Land Use Map (FLUM) and the Land Use Bylaw (LUB) Zoning Map and to adopt a public participation process involving the referral of the application to the East End Area Advisory Committee (date to be determined) and the Planning Advisory Committee (PAC) on Tuesday, December 5, 2017 at 6:30 p.m. at the Melvern Square Community Centre, 165 Bridge Street, Melvern Square, for their review and recommendation.  
Motion carried unanimously.
- **66520-35 Bridgetown 2017 LUB-001: Saunders Squires MPS/LUB Amendment Application**  
**MOTION 171121.13 66520-35 Bridgetown 2017 LUB-001: Saunders Squires MPS/LUB Amendment Application**  
Councillor MacDonald moved, seconded by Councillor Fowler, in accordance with the recommendation of Committee of the Whole, that Municipal Council consider the Saunders Squires application to amend the Bridgetown LUB Zoning Map and to adopt a public participation process involving the application referral to the Bridgetown Area Advisory Committee (date to be determined) and the Planning Advisory Committee (PAC) on Thursday, December 14, 2017, at 6:30 p.m. at the Bridgetown Volunteer Fire Hall, 31 Bay Road, Bridgetown, for their review and recommendation.  
Motion carried unanimously.
- **Audit Committee (Policy AM-1.3.5.1)- Citizen Member – Waive by Resolution**  
**MOTION 171121.14 Audit Committee Citizen Member – Waive by Resolution**  
Pursuant to the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor LeBlanc, that Municipal Council waive by the restriction regarding consecutive appointments, and appoint Glen Goodall as the citizen member of the Audit Committee for a one-year term ending November 30, 2018. Motion carried unanimously.
- **Annapolis County Municipal Housing Corporation – Appointments for a Term Ending November 30, 2019**  
**MOTION 171121.15 ACMHC Appointments for a Term Ending November 30, 2019**  
Councillor MacDonald moved, seconded by Councillor Fowler, pursuant to the recommendation of Committee of the Whole, that Municipal Council appoint Robert (Bob) Elliott as a citizen member of the Annapolis County Municipal Housing Corporation for a two-year term ending November 30, 2019. Motion carried unanimously.
- **Annapolis County Municipal Housing Corporation – Appointments for a Term Ending November 30, 2019 – Waive by Resolution**  
**MOTION 171121.16 ACMHC Appointments for a Term Ending November 30, 2019 – Waive by Resolution**  
In accordance with the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor Sheridan, that Municipal Council waive the restriction

regarding consecutive appointments, and appoint Shaun Tanassee, Carol Ward, and Mary Steele as citizen members of the Annapolis County Municipal Housing Corporation for an additional two-year term ending November 30, 2019. Motion carried unanimously.

- ***Council Representation on Outside Boards (Joint, Regional, or Community Organizations)***  
**MOTION 171121.17 Council Representation on Outside Boards (Joint, Regional or Community Organizations)**

Councillor MacDonald moved, seconded by Councillor Morrison, in accordance with the recommendation of Committee of the Whole, that the Municipality's relationship with current outside boards be formalized and the information necessary to formalize those relationships be collected by the Nominating Committee as soon as possible. Motion carried unanimously.

- ***Bear River Comfort Centre***  
**MOTION 171121.18 Bear River Comfort Centre - Study**  
Pursuant to the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor Gunn, that Municipal Council approve the estimated cost of \$10,955 for HATCH to complete the Bear River Comfort Centre Costing study funded from the Other Administration budget. Motion carried unanimously.
- ***Bear River Comfort Centre – Invite Participation by Municipality of the District of Digby***  
**MOTION 171121.19 Bear River Comfort Centre – Invite Participation by District of Digby**  
Councillor MacDonald moved, seconded by Councillor LeBlanc, pursuant to the recommendation of Committee of the Whole, that Municipal Council approach the Municipality of the District of Digby with a cost-sharing opportunity for the study for the Bear River Comfort Centre. Motion carried unanimously.
- ***Granville Ferry Road Fort to Fort Bike Lane***  
**MOTION 171121.20 Granville Ferry Road Fort to Fort Bike Lane**  
In accordance with the recommendation of Committee of the Whole, Councillor MacDonald moved, seconded by Councillor Heming, that Municipal Council request Transportation and Infrastructure Renewal to undertake a construction cost estimate and provide cost-sharing options for the Fort-to-Fort bike lane installation from Granville Ferry to Port Royal in the 2018-19 road construction season. Motion carried unanimously.

**MOTION 171121.21 Letter to TIR re Blue Route**

It was moved by Councillor Wilkins, seconded by Councillor Heming, that Municipal Council send a letter to Transportation and Infrastructure Renewal urging them to include the Fort-to-Fort section be designated as part of the Blue Route in any promotion of that program. Motion carried unanimously.

### **Correspondence**

Re: Royal Canadian Legion Branch 122 Clementsport (October 17<sup>th</sup>) – extending thanks for the \$2,400 grant. Councillor Fowler moved, seconded by Councillor Gunn, to receive for information. Motion carried unanimously.

Re: Town of Clark's Harbour (copy, October 17<sup>th</sup>) – supporting the District of Barrington's suggestion to amend the UNSM process which determines priority resolutions. It was moved by Councillor Wilkins, seconded by Councillor Heming, to receive for information. Motion carried unanimously.

Re: Middleton Railway Museum (October 26<sup>th</sup>) – thanking for the \$500 grant. Councillor Wilkins moved, seconded by Councillor Sheridan, to receive for information. Motion carried unanimously.

Re: Royal Canadian Legion Branch 21 Port Royal (October 26<sup>th</sup>) – inviting Council to attend their Remembrance Day Service. It was moved by Councillor Wilkins, seconded by Councillor Leblanc, to receive for information. Motion carried unanimously.

Re: Nova Scotia Justice (October 30<sup>th</sup>) – noting an established budget in consultation with UNSM and RCMP for RCMP services provided under the Provincial Police Services Agreement for April 1, 2017 to March 31, 2018, in the amount of \$2,319,912, inclusive of \$130,787 for shared services. Councillor Fowler moved, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

Re: Town of Middleton (November 3<sup>rd</sup>) – invitation for a joint meeting with Middleton Town Council.

**MOTION 171121.22 Town of Middleton – Joint Meeting Re Service Levels**

Councillor Fowler moved, seconded by Councillor Sheridan, that the Warden accept the invitation for Municipal Council to join with Town Council to discuss ways to share services and/or collaborate on initiatives, and request prior clarification on what issues are seen as outstanding or have not seen significant progress, so that we can move forward together for the betterment of our communities. Motion carried unanimously.

Re: Wharf Rat rally (November 9<sup>th</sup>) – thanking for support. It was moved by Councillor LeBlanc, seconded by Councillor McNeil, to receive for information. Motion carried unanimously.

### **Additions**

Re: Correspondence – Laurie Zwicker – a hand-delivered letter received on November 16<sup>th</sup> was received regarding an unsightly vacant property in Bridgetown.

**MOTION 171121.23 Unsightly Property Bridgetown**

It was moved by Councillor Morrison, seconded by Councillor LeBlanc, to refer this item to the Administrator of Dangerous or Unsightly Premises. Motion carried unanimously.

Re: Drugs – Councillor Morrison noted a citizen who lives in a duplex with health challenges has remarked on strong fumes from the attached unit. It was suggested the citizen call the RCMP.

Re: Import Replacement – Councillor Heming reported that the Centre for Local Prosperity is doing a local import study for the Atlantic Provinces, and are finalizing the report for release in February 2018. They want to include good examples of good local economic development and are requesting permission to cite the Annapolis County Economic Development Strategy and the process followed by the County in preparing the document, in order that other municipalities would be able to replicate the process.

**MOTION 171121.24 Permission to Centre for Local Prosperity to Cite Annapolis County Economic Development Strategy**

Councillor Wilkins moved, seconded by Councillor MacDonald, that Municipal Council grant permission to the Centre for Local Prosperity to cite the Annapolis County Economic

Development Strategy and the process followed to achieve it in their Import Replacement Study. Motion carried unanimously.

Re: FCM Board of Directors – Councillor Heming noted that the 21018 FCM Board of Directors at Annapolis Basin Conference Centre is moving forward. A committee has been struck to work on this (Habinski, Heming, Morrison, Roberts and McNeil). There will be a lot of opportunity, economic spinoffs, and ability to showcase Annapolis County. Committee should meet soon. Councillor Morrison noted he had raised this with the Warden, who preferred to have the first meeting after he had a chance to attend some FCM board meetings.

Re: December 2017 Rent Basinview Centre

**MOTION 171121.25 December 2017 Rent – Basinview Centre First Floor**

Councillor MacDonald moved, seconded by Councillor Morrison, to recommend that Municipal Council approve that the month of December 2017 be rent free for the first floor tenants (Pizza Twice, JLD’s Esthetics and Gel Nails, Being Hair Care and Body, Fundy Massage, Valufoods) at Basinview Centre, due to the negative impact of the municipal paving project on business activity. Motion carried unanimously.

Re: Fire Services Funding

It was moved by Councillor MacDonald, seconded by Councillor LeBlanc, to recommend that Municipal Council support in principle, the consideration of, and refer the information presented to Fire Services to Staff for further review of implications to the operating and capital budgets and report back to Committee of the Whole (COTW). Motion carried unanimously.

It was requested that the 2011-12 presentation on the Fire Services Funding formula be presented at December COTW.

**Adjournment**

Upon motion of Councillors Wilkins and Sheridan, the meeting adjourned at 3:52 p.m.

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Warden

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Municipal Clerk