

**MUNICIPAL COUNCIL, SPECIAL SESSION
NOVEMBER 16, 2015
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Minutes of the special session of **Municipal Council** held on November 16, 2015, at 9:05 a.m. in Council Chambers of the Municipal Administration building, Annapolis Royal, N.S.

Present: Warden Reg Ritchie, Deputy Warden Timothy Habinski; Councillors, Brian “Fuzzy” Connell (9:25 a.m.), Wayne Fowler, Paul McDonald, Gregory Heming, Alex Morrison, Timothy Habinski, Martha Roberts, Diane LeBlanc, and Horace Hurlburt.

Absent: Councillors Frank Chipman and Marilyn Wilkins

Present: CAO John Ferguson, Municipal Clerk Carolyn Young, other staff, and 4 members of the public.

The Warden noted that this special session was held in order to review and prioritize economic development initiatives. Introductions were made around the room, councillors and staff, and the CAO welcomed everyone to this workshop.

New Business

Re: Economic Development Strategies

The full details of the presentation are captured in a PowerPoint presentation attached to these minutes as Schedule A.

Introduction - The CAO reviewed the agenda and the process for today’s workshop, and noted that questions arising during the presentation of new initiatives would be captured for review and to be answered later in the meeting. The suggested agenda includes: Introduction; Community Development Concepts; Presentation of Initiatives; Regular Business of the Municipality; Current Economic Development Target Efforts; Review of Pending Strategies/Prioritizing Economic Development Strategies; and Regional Enterprise Networks. He reviewed the strategic plan – historically, and the primary role of the Municipality in relation to the Canadian Government, the Nova Scotia Government, and Regional Approach.

Community Development Concepts – the Director Community Services, Albert Dunphy, noted three departments – Recreation, Economic Development, and Planning - were recently reorganized under a Community Economic Development Directorate with the main focus being development by communities. He explained how these departments work together to achieve community development and identify leakages (lost opportunities). Tourism is a major economic player, with the potential areas of opportunity being: the Annapolis River; rails to trails; and road networks. He provided examples of how these items could be a tourism and business opportunity.

Presentation of New Initiatives

- **Economic Development, Cody Joudry** – presented six new initiatives:
 - Adequate Rural Broadband Service
 - Increased Cellular Coverage
 - Annapolis County Stewards Village
 - Energy Ranchers Program
 - Grass Pellet Residential Pilot Program
 - Good Ideas Talk

- **Municipal Operations, Stephen McInnis** – The CAO noted the Municipal Operations Director is working on 60 capital projects right now. The Director presented two additional new initiatives:
 - Power Production Project
 - Standby Power Generation

- **Recreation, Debra Ryan** – the Manager presented the following two new initiatives:
 - Healthy Eating Policy
 - Promote Gardening
- **Finance, Shelly Hudson** – the Manager presented the following initiative:
 - Financial Policy on Future Projects and Training
- **Human Resources/Policy/Bylaw, Dawn Campbell** – the Director presented the following initiative:
 - Human Resources Capacity Building and Work Plan Development
- **Community Services, Albert Dunphy** – the Director presented the following three initiatives:
 - Home Renovation Workshop Series
 - Review Annapolis County MPS/LUB
 - Small Homes – Permitting and Showcase

Regular Business, Carolyn Young

The Clerk provided a visual of “a day in the life” of the municipality that included the duties of the Municipal Clerk, Municipal Operations, Finance, Planning Services, Recreation, Human Resources and IT, Community Economic Development, Protective Services noting these are the functions that could happen on any given day in each service group. These are the services provided to citizens on Council’s behalf. She asked that Council keep in mind as they move forward with adding community economic development initiatives that some of the current functions may have to be put aside.

Current Economic Development Strategies

The CAO drew Council’s attention to the following current efforts:

- Road To 2017
- Annapolis River Heritage Project
- Financial Policy
- Amend Local Purchasing Policy
- On The Job Training Opportunities Program
- Basinview Energy Reduction
- Sustainable Practices For Parks, Trails And Opens Spaces
- Clean Water
- Grass Pellet Boiler
- Ed Streetlight Conversion
- Low Cost Spay Neuter Cat Program
- Pet Waste Station Pilot

It was asked by Councillor Morrison and agreed by consensus that the terms *targets* and *policies* are being used interchangeably.

Review of Pending Strategies/Prioritizing Economic Development Strategies

John Ferguson drew council’s attention to the pending new initiatives discussed at today’s meeting: Home Renovation Workshop Series; Adequate Rural Broadband Service; Increase Cellular Coverage; Annapolis County Stewards Village; Energy Ranchers Program; Good Ideas Talk; Grass Pellet Residential Pilot Program; Financial Policy on Future Projects and Training; Human Resources Capacity Building and Work Plan Development; Power Production Project; Standby Power Generation; Review Annapolis

County MPS/LUB; Small Homes – Permitting and Showcase; Healthy Eating Policy; and Promote Gardening.

Councillor Connell noted he would not be present this afternoon due to prior commitments, but wanted to add that the County is short on pull off areas on highways that are signed or plaqued so the travelling public can tell what they are looking at. He felt this should be added as an initiative.

Lunch

Upon motion of Councillors LeBlanc and Hurlburt, Council broke for lunch at 11:45 a.m., with all returning with the exception of Councillor Connell at 1:00 pm.

- **The Exercise** (of prioritizing)

The Exercise

The CAO ran the exercise and asked if there was permission to add (from members of the public):

- Bicycle lanes –how many have to die? (already in active transportation plan) – on question list
- invasive species – maintaining farmland (wild rose, parsnip, other invasive species) on question list
- Reducing impacts of ever-changing climate (already have an climate change action plan) on question list

It was moved by Councillor Heming, seconded by Deputy Warden Habinski, to add *Preserving Farmland* and *Interpretation Vistas* to the list for the exercise. Motion carried unanimously.

The initiatives that were presented were posted on the wall. Councillors were asked to ‘score’ the initiatives that were presented, by selecting which year they should start (start in year one, start in year two, start in year three, other future).

Recess

A brief recess was held at 1:35 – 1:50

MOTION 151116.01 Additions to List for Prioritization

Upon motion of Councillor Heming, seconded by Deputy Warden Habinski, Preserving Farmland and Interpretation Vistas were added to the list for the exercise. Motion carried unanimously.

Deputy Warden Habinski reminded Council that municipal government can do three things: create policies, create programs, and create projects.

Councillors were asked to score the new initiatives presented in order of what they believe should **start** in Year 1, **start** in Year 2, **start** in Year 3 and beyond.

Recess

A brief recess was held at 1:35pm.

Results of Prioritizing New Initiatives:

Initiative	Year 1	Year 2	Year 3	Future
Energy Ranchers	4	0	0	0
Adequate Rural Broadband	3	0	0	1
Power Production	3	4	1	1
Increase Cellular	2	1	0	0
Promote Gardening	2	0	1	1
Grass Pellet	1	1	2	0
Healthy Eating	1	1	1	4
Small Homes	0	2	4	3
Good Ideas Talk	1	0	2	0
Viewing Vistas	1	4	0	0
Annapolis County MPS/LUB	1	2	2	2
Standby Power	0	1	1	1
Annapolis County Steward Village	0	2	1	1
Preserving Farmland	0	0	1	4
Home Renovation Workshop	0	0	1	4

A brief recess was held at 2:02 p.m.

Results of Prioritizing New Initiatives to Start in a Particular Year:

Year 1: green

- Power Production Project
- Adequate Rural Broadband Service
- Energy Ranchers Program

Year 2: yellow

- Small Homes - Permitting And Showcasing
- Review Annapolis County MPS/LUB
- Viewing Vistas

Year 3: blue

- Healthy Eating Policy
- Preserving Farmland
- Home Renovation Workshop Series

Year 4 (Future):

- Grass Pellet Residential Pilot Program
- Annapolis County Stewards Village
- Promote Gardening
- Increase Cellular Coverage
- Good Ideas Talk
- Standby Power Generation

Councillor Fowler left the meeting at 2:38 p.m.

Councillor Morrison noted Council had indicated the projects it would like to see started, and felt the CAO could be directed to provide to Council his view as to whether there are other initiatives, which because of their categories, could be started in Year 1 as well. He suggested the rest be forgotten until this time next year, when Council will have had a year to see how the process evolved.

MOTION 151116.02 Items to Begin Year 1, Additional Initiatives

Deputy Warden Habinski moved, seconded by Councillor Morrison, to refer the Energy Ranchers Program, Adequate Rural Broadband Service, and Increase Cellular Service to Council as initiatives to be begun in Year 1, and refer the remainder of the list to the CAO to decide what other initiatives can be included in Year 1. Motion carried, 7 in favour, 1 against.

Re: Regional Enterprise Network (REN) – discussion

Council discussed their ability to join any regional enterprise network if that network accepts the Municipality and if there is an opportunity for the province to provide the County funding if it decides to operate on its own.

MOTION 151116.03 Regional Enterprise Network – Invite Speaker

It was moved by Councillor Heming, seconded by Councillor Morrison, to invite Gordon Smith, Director of Planning, Municipal Affairs, to attend and speak to Committee of the Whole at his earliest convenience regarding regional enterprise networks. Motion carried unanimously.

Adjournment:

Upon motion of Councillors Leblanc and McDonald, the meeting adjourned at 3:08 p.m.

Warden

Municipal Clerk