

**Town of Annapolis Royal  
Council Meeting Approved Minutes  
February 16, 2015 at 6:00 pm**

**1. PRESENT:** Chair Mayor Michael Tompkins, Deputy Mayor Pat Power, Councillor Sherman Hudson, Councillor Byron Mersereau, Councillor Paquette, CAO<sup>1</sup> Gregory Barr, Recording Secretary Amy MacManus, and a member of the public for part of the meeting

**2. REGRETS:** N/A

**3. CALL TO ORDER:** Chair Tompkins called the meeting to order at 6:10 p.m.

**4. ADDITIONS TO AGENDA:**

- Under Section 11, New Business: Possible Change of Date for the April Committee of the Whole Meeting
- Under Section 11, New Business: Gas Tax

**5. APPROVAL OF AGENDA:**

**MOTION #C-2016-02-16-01**

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the agenda as amended. Motion carried.

**6. APPROVAL OF COUNCIL MINUTES:**

- i. Council – January 18, 2016

**MOTION #C-2016-02-16-02**

It was moved by Deputy Mayor Power, seconded by Councillor Hudson to approve the Council minutes from January 18, 2016 with the following amendment: under Section 11, Item 4- Potential Funding Partnership with the Annapolis Heritage Society (AHS) that it be added that the student who is hired will have no decision making authority as the job will be solely data collection and making recommendations.

Ad-hoc item added: CAO Barr updated Council that he will be meeting with the Annapolis Heritage Society in March about the above strengthening the relationship between the Annapolis Heritage Society and the Town.

**7. PUBLIC INPUT: N/A**

**8. ROUND TABLE:**

Councillor Paquette: He appreciates the format in which the CAO's Report to Council is presented. He relayed that he received complaints about the amount of overtime for Public Works regarding snow removal. Councillor Paquette does not agree with the complaint but is passing it along. Regarding a couple of the dangerous and unsightly properties that require painting, his understanding is that because the buildings abut town property, scaffolding is required for painting the higher sections of the properties. From what he has heard, this can deter some of the property owners from undertaking the

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<sup>1</sup> Chief Administrative Officer

painting as it is a makes it a costly endeavour. Councillor Paquette queried whether this is an actual rule and is it municipal or provincial? CAO Barr will research this and report back to Council.

Councillor Hudson: He received a couple of complaints from residents that the sidewalks were not plowed on Sunday.

Mayor Tompkins: He thinks that Public Works could have improved on the snow clearing of the sidewalks on Sunday and thinks that Public Works needs to make Upper St. George Street sidewalks a priority, especially on a Sunday as people need to be able to attend church.

Councillor Mersereau: He noted that the snow removal is not done as quickly as in the past but that it is quite meticulous and completed to a high standard.

Deputy Mayor Power: Relayed that she attended the County session at Inglewood. The Premier and Minister Ince were in attendance. There was some good information and she enjoyed the session.

#### **9. PRESENTATIONS: N/A**

#### **10. BUSINESS ARISING:**

i. Capital Improvement Plan

This item on the agenda should have been labeled Equipment Replacement Policy, not Capital Improvement Plan. CAO Barr guided Council through the Policy. Council provided feedback on the draft policy. Discussion ensued. The topic will be revisited in further detail at the next Committee of the Whole meeting.

#### **11. NEW BUSINESS:**

i. Possible Change of Date for the April Committee of the Whole (CoW) meeting

CAO Barr will be away for the CoW meeting on April 6<sup>th</sup>. Council discussed moving the meeting but decided to keep the April 6<sup>th</sup> date.

ii. Gas Tax

The deadline for submission of intentions for the Gas Tax money is March. Last year's money was not spent. Council discussed DoF<sup>2</sup> Robinson's suggestions of what to include in the submission to the Province. CAO Barr will present the compiled list at the next CoW meeting for Council's approval.

iii. Awarding of Janitorial Tender

Council discussed the recommendation of who to award the Janitorial Tender.

#### **MOTION #C-2016-02-16-03**

It was moved by Councillor Mersereau, seconded by Councillor Paquette to accept the Janitorial tender proposal subject to at least one more satisfactory reference and a plan on how they would manage the workload if they were to go away or fell ill. Motion carried.

iv. Strategic Planning Survey - Discussion

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<sup>2</sup> Director of Finance

Council discussed the draft of the public survey. The survey will be made public in the coming days and offered in hard copy and online format.

## **12. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

### **Planning and Heritage Advisory Committee:**

#### **Recommendation 1:**

To recommend to Council to enter into a Development Agreement with King's Theatre Society and the Annapolis Royal Wharf Association to permit the construction of an accessory structure (deck) on the portions of PID 05004213 and PID 05003769 as proposed in the application dated November 18, 2015; that the development of the proposed accessory structure to be reviewed by the Planning and Heritage Advisory Committee with respect to alterations to a registered heritage property; and that the development of the proposed structure is in compliance with the J. Elliott "Deck Concept" and "Deck Elevation" drawings submitted.

**Recommendation 1 was not read and no motion was made on the recommendation. The following motion was made instead:**

#### **MOTION #C-2016-02-16-03B**

It was moved by Councillor Paquette, seconded by Councillor Hudson that Recommendation 1 be tabled until such time that the issue of public access to the washrooms has been resolved. Councillor Mersereau and Deputy Mayor Power voted nay. Councillors Paquette and Hudson voted yay. Quorum not met therefore no resolution.

#### **MOTION #C-2016-02-16-04**

It was moved by Councillor Hudson, seconded by Councillor Mersereau to hold a Special Council meeting for the purpose of a public hearing to be held in the Council Chambers of the Annapolis Royal Town Hall at 6:00 pm, March 9, 2016. The purpose of this Public Hearing is to receive comment from the public on its intention to enter into a Development Agreement with King's Theatre Society and Annapolis Royal Wharf Association. Motion carried.

#### **Recommendation 2:**

To recommend to Council to enter into a Development Agreement with Daniel and Krista McClair to permit the construction of a dwelling unit in an existing accessory structure at 438 St George Street (PID 05002126) as proposed in the application dated December 7, 2015; that development of the proposed accessory structure be reviewed by the Planning and Heritage Advisory Committee with respect to alterations to a registered heritage property; and that the applicant prepare and submit a Site Plan suitable for inclusion in the Development Agreement, accurately representing the existing property and condition, which is consistent with the image provided with the application. **Recommendation 2 was not read and no motion was made on the recommendation.**

#### **MOTION #C-2016-02-16-05**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to hold a Special Council meeting for the purpose of a public hearing to be held in the Council Chambers of the Annapolis Royal Town Hall at 6:00 pm, March 9. The purpose of this Public Hearing is to receive comment from the public on its intention to enter into a Development Agreement with Daniel and Krista McClair. Motion carried. Councillor Mersereau abstained from voting due to conflict of interest.

**Traffic Flow Advisory Committee**

**MOTION #C-2016-02-16-06**

It was moved by Councillor Paquette, seconded by Councillor Hudson that the temporary stop signs used at the intersection of Prince Albert Road and St. George Street be removed. Motion carried. Councillor Mersereau voted nay.

**Committee of the Whole (CoW)**

**MOTION #C-2016-02-16-07**

It was moved by Councillor Hudson, seconded by Councillor Mersereau that Council approve the amendments to the Municipal Effectiveness Advisory Committee Policy. Motion carried. Councillor Mersereau voted nay.

**MOTION #C-2016-02-16-08**

Councillor Mersereau, seconded by Deputy Mayor Power that Council accept Ruth Thorbourne's application to become a member of the Municipal Effectiveness Advisory Committee and appoint her to the Committee as a replacement for Ashley McCormick. Motion carried.

**MOTION #C-2016-02-16-09**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power to approve the adoption of the Draft for the Municipal Planning Strategy, Policy Number 2016-1, as presented to the Committee of the Whole meeting on February 3, 2016. Motion carried.

**MOTION #C-2016-02-16-10**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council nominate Harry Jost as the Town's nominee for the 2016 Volunteer awards. Motion carried.

**15. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

1. Mayor's Report – Mayor Tompkins

Mayor Tompkins updated Council on his Mayoral undertakings of the last couple of weeks.

2. Marketing and Economic Development Committee (MEDC) – Mayor Tompkins

Mayor Tompkins provided a MEDC status update.

3. ARRA – Councillor Mersereau

CAO Barr provided a status update on the ARRA redevelopment project.

4. REMO – Councillor Hudson

There was a meeting last month but no one from town was able to attend and minutes have not yet been distributed.

5. Planning Services Report

Some discussion from Council on the report.

6. Planning and Heritage Advisory Committee (PHAC) – Councillor Paquette

Councillor Paquette updated Council on PHAC and Council discussed the Development Agreements.

Ad-hoc agenda item:

Council discussed the accessory building that has been placed on a property along St. James Street.

7. Traffic Flow Advisory Committee (TFAC) – Mayor Tompkins

Items addressed in the recommendation from TFAC.

8. CAO's Report

Council discussed.

9. Police Report – Deputy Mayor Power

Deputy Mayor Power and Councillor Mersereau updated Council on the Board of Police Commissioners.

10. Library Report – Deputy Mayor Power

No items to report as the meeting is next month.

11. Valley Waste Resource Management – Councillor Hudson

No items to report as the meeting is tomorrow.

12. Water Report

No discussion.

13. Waterfront Development Committee - Mayor Tompkins

Initial drawings of some of the projects have been completed. These drawings will be tweaked. The next meeting is later this week.

14. Municipal Effectiveness Advisory Committee (MEAC) - Councillor Mersereau

Councillor Mersereau provided a MEAC status update.

**16. OTHER BUSINESS:**

**17. CORRESPONDENCE:**

i. Parks Canada

Council discussed the letter from Parks Canada and directed staff to respond in writing stating that Council is 'disappointed'.

**MOTION #C-2016-02-16-10**

It was moved by Councillor Paquette, seconded by Councillor Hudson to move the meeting in-camera at 9:28 p.m. Motion carried.

**18. IN-CAMERA:**

i. Contract Negotiations – King's Theatre

**MOTION #C-2016-02-16-11**

It was moved by Councillor Paquette, seconded by Councillor Hudson to move the meeting out of camera at 10p.m. Motion carried.

**19. ADJOURNMENT:**

Mayor Tompkins adjourned the meeting at 10p.m.