

**Town of Annapolis Royal  
Council Meeting Approved Minutes  
June 20, 2016 at 6:00 pm**

**1. PRESENT:** Chair Mayor Michael Tompkins, Deputy Mayor Pat Power, Councillor Sherman Hudson, Councillor Byron Mersereau, Councillor Paul Paquette, CAO<sup>1</sup> Gregory Barr, DoF Melony Robinson, Executive Assistant Amy MacManus as Recording Secretary, presenters Linda Moffat and Ann Marie Mathieu along with Library representatives, and members of the public

**2. REGRETS:** N/A

**3. CALL TO ORDER:** Mayor Tompkins called the meeting to order at 6:05pm.

**4. ADDITIONS TO AGENDA:**

Under Section 16, In-camera: Litigation or Potential Litigation

Under Section 16, In-camera: Contract Negotiations

Under Section 16, In-camera: Personnel

**5. APPROVAL OF AGENDA:**

**MOTION #C-2016-06-20-01**

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

**6. APPROVAL OF COUNCIL MINUTES:**

i. Council – May 16, 2016

**MOTION #C-2016-06-20-02**

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the May 16, 2016 minutes as presented. Motion carried. Councillor Mersereau abstained from voting.

ii. Special Council – May 26, 2016

**MOTION #C-2016-06-20-03**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to approve the Special Council May 26, 2016 meeting minutes as presented. Motion carried.

iii. Special Council – June 2, 2016

**MOTION #C-2016-06-20-04**

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the June 2, 2016 Special Council minutes as presented. Motion carried.

iv. Special Council – June 9, 2016

**MOTION #C-2016-06-20-05**

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the June 9, 2016 Special Council minutes as presented. Motion carried.

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<sup>1</sup> Chief Administrative Officer

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

**8. ROUND TABLE:**

**Councillor Paquette:** Noted the need to address the appearance of the property at the corner of St. George Street and Prince Albert Street. The house appears to be abandoned. The property needs to be fixed up for Canada's 2017 anniversary. He suggests that the Town pay for the painting of one side and gardening. CAO Barr explained steps that have been taken to date with the property and intended future actions. Council directed CAO Barr to investigate if the high grass in the property's yard is in breach of a town by-law.

**Deputy Mayor Power:** She has noticed new sandwich board signs and sidewalk seating at cafes/restaurants and wants to make sure that the business owners have permits for these. CAO Barr relayed that sidewalk leases have been obtained by businesses and sandwich board letters and applications sent out to businesses and organizations.

**9. PRESENTATIONS:**

- Linda Moffat and Ann Marie Mathieu - Library Proposal for ARRA

Presentation of a proposal for the Library moving to ARRA. The proposal included an ask of a creation of a Library Expansion Joint Committee which would include representatives from the Town.

**10. BUSINESS ARISING:**

- i. 2016/17 Budget

Council discussed the 2016/17 budget, with particular focus on the capital budget. A few changes were made prior to passing the final budget.

**MOTION #C-2016-06-20-07**

It was moved by Councillor Mersereau, seconded by Councillor Paquette to move to approve a 1.5M Capital Budget that provides for all the projects outlined on the Draft Capital Budget presented tonight except for the repaving from Prince Albert Road to the town limits subject to a maximum of \$465,000 in internal funding of which \$365,000 is provided by way of a 10 year inter-fund loan from the investment account, payable over 10 years with interest at a rate comparable to the MFC rate (3%). Motion carried.

**MOTION #C-2016-06-20-08**

It was moved by Councillor Mersereau, seconded by Councillor Hudson that we pass the Operating Budget totalling \$1,786,300 with the tax rates to continue at \$1.65 residential and \$3.15 commercial for the 2016/17 year with the details as stated in the Draft circulated to this meeting. Motion carried.

- ii. Strategic Planning

Council reviewed the mission statement and vision of the Strategic Plan and set public meeting dates of July 13<sup>th</sup>, 20<sup>th</sup>, and 27<sup>th</sup> from 6:30pm-8pm, to take place at ARRA.

**11. NEW BUSINESS:**

- i. Dog Sign Vote Ratification

Ratification of Motion from Electronic Vote held May 26, 2016:

**MOTION #C-2016-06-20-09**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power to that we ratify the Dog Sign Vote as moved in electronic vote on May 26, 2016: MOTION 1 -It was moved by Councillor Mersereau, seconded by Deputy Mayor Power to approve the erection of a 4' x 6' sign, as per the revised proof

provided on May 26, 2016, at the entrance to the skate board park for the promotion of the fundraising efforts in relation to the dog park construction. The sign will be erected as soon as possible and removed following the completion of the fundraising campaign. Motion carried.

ii. Motion from Annapolis Partnership Steering Committee (APSC)  
CAO Barr summarized the APSC meeting that was held on May 19, 2016 and the issues identified by the Committee. Discussion ensued.

**MOTION #C-2016-06-20-10**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that as per the recommendation from the Annapolis Partnership Steering Committee (APSC) that the Town of Annapolis Royal participate with the Town of Middleton, the Village of Lawrencetown, and the Municipality of the County of Annapolis in a regional Council/Commission meeting to discuss options around the development of regional recreation services and facilities. Motion carried.

iii. Request for Special Council Meeting July 6, 2016

**MOTION #C-2016-06-20-11**

It was moved by Councillor Mersereau, seconded by Councillor Hudson to move that we hold a Special Council meeting immediately before the Committee of the Whole meeting on July 6<sup>th</sup> for the purpose of considering Planning and Heritage Advisory Committee's recommendation on the ARRA application for a development permit. Motion carried.

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

**Planning and Heritage Advisory Committee (PHAC):**

**MOTION #C-2016-06-20-07**

It was moved by Councillor Paquette, seconded by Councillor Hudson that the applicant at 790 St. George Street be given heritage approval to an addition to the house as detailed in the application AR16-016, providing the requirements of the Land Use By-Law are met. Motion carried.

**MOTION #C-2016-06-20-12**

It was moved by Councillor Paquette, seconded by Councillor Hudson that the applicant at 47 St. James Street be given heritage approval to replace windows, a wooden storm door, and a wooden deck, as detailed in the application AR16-018-HER, providing the requirements of the Land Use By-Law are met. Motion carried.

**MOTION #C-2016-06-20-13**

It was moved by Councillor Hudson, seconded by Councillor Mersereau that the applicant at 218 St. George Street be given heritage approval to install a wall sign as detailed in the application AR16-019-HER, providing the requirements of the Land Use By-Law are met. Motion carried.

**Board of Police Commissioners:**

**MOTION #C-2016-06-20-14**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that the Town commence billing back the costs for mental health calls to the Annapolis Community Health Centre. Motion carried.

Deputy Mayor Power explained the background to this recommendation from the Board of Police Commissioners.

**Marketing and Economic Development Committee (MEDC):**

**MOTION #C-2016-06-20-15**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council accept Amy Matthews offer to volunteer her time to update the Town's Facebook page as the content is clearly directed to market the Town. Motion carried.

**MOTION #C-2016-06-20-16**

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council accept Amy Matthews as the social media volunteer and to implement the social media strategy submitted to MEDC on June 14, 2016. Motion carried.

**MOTION #C-2016-06-20-17**

It was moved by Councillor Hudson, seconded by Councillor Mersereau to direct staff to contact Irving to get permission to use the property on St George Street on Saturday July 30<sup>th</sup> of Natal Day weekend for a two hour boat rigging demonstration by Cornwallis Cadets. Motion defeated. Five nay votes.

The motion was defeated as council determined that a motion was not required as staff could make the decision. The Cadets are to be granted permission to use the property during Natal Day weekend.

**MOTION #C-2016-06-20-18**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that we ask staff to refer the mural concept project proposal to the Annapolis Board of Trade for input on whether or not their membership is in favour of participating in the project. Motion carried.

**MOTION #C-2016-06-20-19**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that the Town collaborates with Lillian Stewart at Parks Canada on a citizenship ceremony for July 1, 2017 at Fort Anne. Motion carried.

Councillor Mersereau asked that it be recorded in the minutes that the cost to the Town would be minimal.

**Committee of the Whole (CoW)**

**MOTION #C-2016-06-20-20**

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council accept the CAO's recommendation to award the contract to Mumford Connect Web Design for updating the Town's website. Motion carried.

**MOTION #C-2016-06-20-21**

It was moved by Councillor Hudson, seconded by Councillor Mersereau that Council accept the Alternate Recommendation as printed at the end of the CAO's briefing paper; provide a CPI increase with a minimum amount of 1% and a maximum amount of 3% each year for non-unionized staff, effective for the 2016/2017 fiscal year. Also, further consideration of the primary recommendation will be given subject to a new performance appraisal system being developed. Motion carried.

**MOTION #C-2016-06-20-22**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that Council approve the request by the Queen Anne Inn for noise exemption for July 23, 2016 and September 24, 2016 at a fee of \$50.00 each. Motion carried.

**MOTION #C-2016-06-20-23**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette Council to direct the CAO to send a letter of support for the legislation, *Bill 177* (in relation to business taxes). Motion carried.

**MOTION #C-2016-06-20-24**

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council to direct the CAO to develop a draft for a by-law to then apply *Bill 177*, with the allowed maximums and make a public announcement. Motion carried.

**MOTION #C-2016-06-20-25**

It was moved by Councillor Hudson, seconded by Councillor Mersereau that Council to suspend regular August council and committee meetings with the proviso that a special meeting can be called in the event of a pressing matter. Motion carried.

**MOTION #C-2016-06-20-26**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that the Town to Council that Council write-off the tax bills for roll # 04997409 in the amount of \$2688.53 and roll # 00092398 in the amount of \$660.83 (both being town owned properties). Motion carried

**MOTION #C-2016-06-20-27**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council to accept the application from Carol Hanson for participation on the Planning and Heritage Advisory Committee. Motion carried.

**MOTION #C-2016-06-20-28**

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council start the process of selling requested parcel of land on Riverview Drive subject to confirmation by Public Works of snow removal requirements of the Town and the Town's use of the remaining narrow parcel of land that extends to St. George Street. Motion carried.

**MOTION #C-2016-06-20-29**

It was moved by Councillor Paquette, seconded by Councillor Hudson to extend the meeting. Motion carried.

- Ad-hoc addition to the agenda: Discussion on the presentation by Linda Moffat and Ann Marie Mathieu

Council discussed who should represent the Town on the proposed joint library committee. It was decided Mayor Tompkins and CAO Barr will sit on the committee and Deputy Mayor Power will be the Mayor's alternate. Council discussed the proposal submitted in the presentation.

**MOTION #C-2016-06-20-30**

It was moved Councillor Mersereau, seconded by Councillor Paquette that the Town appoint Mayor Tompkins, CAO Barr, and Deputy Mayor Power as the alternate to the proposed library expansion joint committee. Motion carried.

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

1. Mayor's Report – Mayor Tompkins

Reported that he had dinner at Annapolis Basin Conference Centre the municipal bylaw officers, attended the Apple Blossom Festival, attended the Space Balloon Launch, and attended the Father's Day Brunch at the Legion

2. Marketing and Economic Development Committee (MEDC)

Councillor Paquette summarized MEDC's recent undertakings.

3. ARRA – Councillor Mersereau

All new ARRA information was addressed at other points in the meeting.

4. REMO – Councillor Hudson

No recent meeting.

5. Planning Services Report

No comments.

6. Planning and Heritage Advisory Committee – Councillor Paquette

Councillor Paquette summarized recent PHAC meetings and the Public Consultation meeting. Most updates pertained to the Academy.

7. Traffic Flow Advisory Committee – Mayor Tompkins

No recent meetings.

8. CAO's Report

Verbally made an addition to the report that Historic Gardens proposed utilizing ARRA to host an event on July 10<sup>th</sup>.

9. Police Report – Deputy Mayor Power

Deputy Mayor Power summarized recent Board of Police Commissioners meetings -focus has been on the budget and personnel.

10. Library Report – Deputy Mayor Power

Meeting is next week.

11. Valley Waste Resource Management – Councillor Hudson

12. Water Report

13. Waterfront Development Committee - Mayor Tompkins

14. Municipal Effectiveness Advisory Committee - Councillor Mersereau

**14. OTHER BUSINESS:**

**15. CORRESPONDENCE:**

- i. UNSM Resolutions Policy
- ii. Annapolis Royal Farmer's Market Finances
- iii. Management Minute

**MOTION #C-2016-06-20-31**

It was moved by Councillor Mersereau, seconded by Councillor Paquette to move the meeting in-camera at 9:50pm. Motion carried.

**16. IN-CAMERA:**

- i. Contract negotiations
- ii. Litigation or Potential Litigation
- iii. Litigation or Potential Litigation
- iv. Personnel

**17. ADJOURNMENT:**

Mayor Tompkins adjourned the meeting at 10:40pm.

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Chair Michael Tompkins

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Recording Secretary Amy MacManus