

**Town of Annapolis Royal  
Council Meeting  
Approved Minutes  
March 21, 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 Sandi Millett-Campbell. Also in attendance Alan Melanson and Nancy Anderson for her presentation only.

**2. REGRETS:** N/A

**3. CALL TO ORDER:** Chair Tompkins called the meeting to order at 6:00 p.m.

**4. ADDITIONS TO AGENDA:**

- Under Section 11, New Business: Streets and Sidewalk By-Law request from Annapolis Royal Historical Association
- Under Section 18, In-Camera: Possible Litigation

**5. APPROVAL OF AGENDA:**

**MOTION #C-2016-03-21-01**

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

**6. APPROVAL OF COUNCIL MINUTES:**

- i. Council – February 16, 2016

**MOTION #C-2016-03-21-02**

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the Council minutes from February 16, 2016 with the following amendment: under Section 11, Item iii) Awarding of Janitorial Tender in motion #C-2016-02-16-03 insert Janitorial tender in front of the word proposal. Motion carried.

- ii. Special Council – February 22, 2016

**MOTION #C-2016-03-21-03**

It was moved by Councillor Paquette, seconded by Deputy Mayor Power to approve the Special Council minutes from February 22, 2016 as presented. Motion carried.

- iii. Public Hearing – March 9, 2016

**MOTION #C-2016-03-21-04**

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the Public Hearing minutes from March 9, 2016 as presented. Motion carried.

- iv. Special Council – March 9, 2016

**MOTION #C-2016-03-21-05**

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

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<sup>1</sup> Chief Administrative Officer

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

**8. ROUND TABLE:**

Deputy Mayor Power: Relayed that she is pleased to see things moving at the Farmers Market. Remind everyone that King's Theatres AGM<sup>2</sup> is on March 30<sup>th</sup> at 7pm and the Historic Gardens AGM on March 29<sup>th</sup>. Regarding the February CoW<sup>3</sup> not pleased that motions were missed and request that CAO and EA<sup>4</sup> keep Council on track while making motions.

Councillor Mersereau: Is concerned with the content of the motions and thinks there is room for the content to be added to the motions so if the motion is read back out of context the motion makes sense.

Mayor Tompkins: He received a complaint on the Fire Services going at excessive speeds in Town going to a fire or the Fire Hall. Would like to see the CAO speak with the Fire Chief on the speed of the vehicles in Town limits.

**9. PRESENTATIONS: Nancy Anderson**

Nancy Anderson outlined her letter submitted to Council on March 9, 2016 and handed out an information sheet on murals. Nancy Anderson is willing to set up a mural project for the Town in exchange for the Town's reconsideration for her outstanding taxes. Planning a mural project would be part of the economic development strategy from a tourism prospective. Council thanked Nancy for her presentation and will add the project to the next Marketing and Economic Development Committee meeting. This will give staff time to investigate if and where a mural has been proposed in the past.

**10. BUSINESS ARISING: None.**

**11. NEW BUSINESS:**

i. Relocation of Library

Deputy Mayor Power updated Council that the Friends of the Library are looking at the ARRA<sup>5</sup> location favourably. Deputy Mayor Power is concerned if the location is contingent on the condos going through. Councillor Mersereau pointed out the Library identified they needed more space and there are two options to fulfill that need that were discussed. One: to add an addition to Town Hall. Two: to relocate to ARRA. Councillor Mersereau pointed out that both options would require capital investment. The Annapolis Valley Regional Library board is not going to give money for capital improvements so the Friends of the Library will be responsible to find the funds.

ii. Transfer of Surplus Balances

Councillor Mersereau voiced his concerns for the transfer of the surplus balance to the operating reserve. CAO Barr explained this was the practice that all municipal units were advised to use. A discussion was held on the reasoning for the transfer, but Council decided not to move forward with the transfer.

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<sup>2</sup> Annual General Meeting

<sup>3</sup> Committee of the Whole

<sup>4</sup> Executive Assistant

<sup>5</sup> Annapolis Royal Regional Academy

iii. Consumer Price Index

Council discussed the CPI<sup>6</sup> over the past four years. CAO Barr reported that some Towns and Counties match the unionized member's rate for the non-union members. Discussion was held about adding a merit increase to the current policy and that Council is open to discussion on a minimum and maximum cost of living in budget discussions as part of the budget process.

iv. Infrastructure Replacement Priority Plan – Integrated Weightings

Council discussed the infrastructure replacement priority plan received from the engineers. Councillor Mersereau thinks that the weighting percentages should be adjusted. Councillor Mersereau would like to have the engineers review the sewer treatment plant and see what life expectancy is left on the structure and if Public Works or the engineers can finish the video project of the sewer system.

**MOTION #C-2016-03-21-06**

It was moved by Councillor Mersereau, seconded by Councillor Paquette to recommend for the purpose of completing the engineer's assessment of infrastructure that the integrated priority list be assigned the following priorities: water 30%, sewer 30%, asphalt/streets 25% and sidewalks 15%.

v. Insurance Tender Recommendation

Council discussed the tenders received for Insurance tender. Mayor Tompkins and DoF<sup>7</sup> Robinson reviewed the tenders and made recommendation to Council on their review.

**MOTION #C-2016-03-21-07**

It was moved by Councillor Mersereau, seconded by Councillor Paquette to accept and approve the recommendation from staff to accept the tender from MacCoy Insurance & Jardine Lloyd Thompson. Motion Carried.

vi. Sidewalk Policy request from Annapolis Royal Historical Association

Alan Melason requested permission from Council to allow the Annapolis Royal Historical Association to cut into the sidewalk in front of the Lighthouse so that they can bury the wires going to the lighthouse. CAO Barr added that in our current Streets and Sidewalk By-Law the applicant needs permission from Council to cut into our sidewalks and return the sidewalk to the original state.

**MOTION #C-2016-03-21-08**

It was moved by Councillor Hudson, seconded by Councillor Paquette to give permission to the Annapolis Royal Historical Association to proceed with the application to cut into the sidewalk in front of the Lighthouse. Motion Carried.

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

**Planning and Heritage Advisory Committee:**

**MOTION #C-2016-03-21-09**

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<sup>6</sup> Consumer Price Index

<sup>7</sup> Director of Finance

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council gives the applicant at 36/38 St Anthony Street heritage approval to demolish the house as detailed in the application and if a demolition permit is approved by the Town's Planner. Motion Carried.

**MOTION #C-2016-03-21-10**

It was moved by Councillor Hudson, seconded by Councillor Mersereau that Council gives the applicant at 245 St George Street heritage approval to replace the asphalt shingles to wooden shingles on the three dormers as detailed in the application AR16-003-HER, providing the requirements of the Land Use By-Law are met. Motion Carried.

**MOTION #C-2016-03-21-11**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that Council gives the applicant at 280 St George Street heritage approval to install a window sign as detailed in the application AR16-004-HER, providing the requirements of the Land Use By-Law are met. Motion Carried. 1 Nay vote.

**Traffic Flow Advisory Committee**

**MOTION #C-2016-03-21-12**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council approves to change the two hour parking limits to four hour parking, using the sticker "4" on the signs. Motion Carried.

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

**MOTION #C-2016-03-21-13**

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the amount of \$500 to be given to the Easter Eggstravaganza from the current year's budget. Motion Carried.

**Committee of the Whole (CoW)**

**MOTION #C-2016-03-21-14**

It was moved by Councillor Hudson, seconded by Councillor Mersereau that the template for Advanced Project Information on Gas Tax Fund Projects Nova Scotia be completed to indicate the preferred areas of investment in the following percentages: 50 percent local roads, 25 percent waste water, and 25 percent tourism and trails infrastructure, and the inclusion of last year's unused funds in the same percentages. Motion Carried.

**MOTION #C-2016-03-21-15**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power to appoint Melony Robinson as the Returning Officer for the October 2016 Municipal Election for the Town of Annapolis Royal. Motion Carried.

**MOTION #C-2016-03-21-16**

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that the Department of Municipal Affairs be advised that the Town of Annapolis Royal elects to use the list of electors from the most recent Provincial or Federal Electors. Motion carried.

**MOTION #C-2016-03-21-17**

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the establishment of a Policing service Review Committee and the mandate and other terms of reference for the Committee as set out in the February 16, 2016 draft terms of reference document included in the briefing package provided to this meeting, with the provision under the Heading "TERM"; amended to the following: "It is intended the term of appointment shall extend until such time as the mandate has been fulfilled at which point a final report will be presented to Council." Motion carried.

**MOTION #C-2016-03-21-18**

It was moved by Councillor Hudson, seconded by Councillor Mersereau to appoint the following to serve on the Policing Service Review Committee:

Voting Members: Mayor Michael Tompkins, Deputy Mayor and Board of Police Commissioners Chair Pat Powers, Councillor and Board of Police Commissioners Secretary Byron Mersereau, and Board of Police Commissioners Member Jane DeWolfe. Non-voting Members: Chief Administrative Officer Gregory Barr, Police Chief Burt McNeil, and a Representative of the Nova Scotia Department of Justice Donald Spicer. 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 no meeting last month.

5. Planning Services Report

Some discussion from Council on the report. Councillor Mersereau would like a detailed report on the Fire Inspection stats.

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

Councillor Paquette updated Council on PHAC and Council discussed the project on promoting our National Historic District.

7. Traffic Flow Advisory Committee (TFAC) – Councillor Paquette

Items addressed in the recommendation from TFAC and discussions of a flashing light at the corner of Prince Albert Road and St Anthony Street.

8. CAO's Report

Council discussed.

9. Police Report – Deputy Mayor Power

Noting to report this month.

10. Library Report – Deputy Mayor Power

Budget numbers received and will pass on to DOF Robinson.

11. Valley Waste Resource Management – Councillor Hudson

Everything is fine and there is a regional conference April 27, 28, and 29.

12. Water Report

All reports good.

13. Waterfront Development Committee - Mayor Tompkins

Meeting was changed due to March break and the Committee meets this week.

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

Councillor Mersereau provided a MEAC status update.

**16. OTHER BUSINESS:** None.

**17. CORRESPONDENCE:** None.

**MOTION #C-2016-03-21-19**

It was moved by Councillor Hudson, seconded by Councillor Paquette to move the meeting in-camera at 8:50 p.m. Motion carried.

**18. IN-CAMERA:**

- i. Sale of Property – Prince Albert Road
- ii. Personnel Matters
- iii. Possible Litigation

**MOTION #C-2016-03-21-20**

It was moved by Councillor Hudson, seconded by Councillor Paquette to move the meeting out of camera at 9:45 p.m. Motion carried.

**19. ADJOURNMENT:**

Councillor Paquette adjourned the meeting at 9:45 p.m.

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Chair Michael Tompkins

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Recording Secretary Sandi Millett-Campbell