

**Town of Annapolis Royal
Regular Council Approved Minutes
May 20 2015, 7:00 pm**

1. PRESENT: Mayor Tompkins, Deputy Mayor Power, Councillors Hudson, Paquette, Mersereau, CAO¹ Barr, PHMC² Millett-Campbell (left at 8:30 pm), Executive Assistant Amy MacManus as recording secretary, Town Planner Chris Millier, NSPI³ Representatives: Cletus MacIssac, Jonathan Lorette, and Wes Trimper, and members of the Public

2. REGRETS: N/A

3. CALL TO ORDER: Mayor Tompkins called the meeting to order at 7:00 pm.

4. ADDITIONS TO AGENDA:

- Under Reports, Section 12: Police Report
- Under Reports, Section 12: Library Report
- Under New Business, Section 10: Capital Guarantee - Valley Waste Resource Management
- Under In Camera, Section 15: In Camera - Litigation
- Under New Business, Section 10: Greg Kerr Dinner Attendance

5. APPROVAL OF AGENDA:

MOTION #C 2015-05-20-01-A

It was moved by Councillor Paquette, seconded by Deputy Mayor Power the agenda dated May 20, 2015 be approved as amended. Motion carried.

6. APPROVAL OF COUNCIL MINUTES:

MOTION #C 2015-05-20-01

It was moved by Councillor Hudson, seconded by Councillor Paquette that the Council minutes dated April 20, 2015 be approved with an amendment that the Apple Blossom Festival Committee is requesting money for the bursary. Motion carried.

MOTION #C 2015-05-20-02

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau that the Special Council minutes dated April 27, 2015 be approved as presented. Motion carried. Abstention Councillor Paquette.

¹ Chief Administrative Officer

² Planning Heritage and Marketing Coordinator

³ Nova Scotia Power Incorporated

MOTION #C 2015-05-20-03

It was moved by Councillor Paquette, seconded by Councillor Mersereau that the Special Council minutes dated May 11, 2015 be approved as presented. Motion carried.

7. BUSINESS ARISING: N/A

8. PUBLIC INPUT: N/A

9. PRESENTATIONS: N/A

10. NEW BUSINESS

i. Public Hearing Follow-Up: NSPI Development Agreements

1. Mayor Tompkins did a second reading of the below proposed Development Agreement.

MOTION #C 2015-05-20-04

It was moved by Deputy Mayor Power, seconded by Councillor Hudson that the existing Development Agreement between the Town of Annapolis Royal and Industrial Wiper Supply and GEM's Good Used Clothing, dated May 23, 1996 and registered in the Annapolis County Registry of Deeds as Document 1624 be released; and the existing Development Agreement between the Town of Annapolis Royal and Q.T.B. Holdings Limited, dated March 9 1995 and registered in the Annapolis County Registry of Deeds as Document 5260 be released. Motion Carried.

2. Mayor Tompkins did a second reading of the below proposed Development Agreement.

MOTION #C 2015-05-20-05

It was moved by Councillor Hudson, seconded by Councillor Paquette that the Town enter into a Development Agreement with Nova Scotia Power Inc. to permit the development of warehouse and accessory office use in an existing building at 211 Prince Albert Road, PID 05265012, as detailed in the application dated December 22, 2014. Motion carried.

The motion, **MOTION #C 2015-05-20-05**, was approved with the following friendly amendment on motion by Councillor Hudson, seconded by Councillor Paquette. The friendly amendment from Councillor Mersereau was on page 6 of the proposed Development Agreement dependent on wording and specifications as provided in the Site Plan. This was accepted by the maker of the motion and Councillor Paquette, who seconded the motion. Motion Carried.

3. Mayor Tompkins did a second reading of the proposed Development Agreement.

MOTION #C 2015-05-20-06

It was moved by Councillor Paquette, seconded by Councillor Hudson that the Town enter into a Development Agreement with Nova Scotia Power Inc. to permit signage at the Tidal Generation

Station property, Prince Albert Road, PID 05131800, as detailed in the application dated December 22, 2014.

Mayor Tompkins expressed the community's appreciation to Nova Scotia Power for the changes that Nova Scotia Power made to the signage.

The motion, **MOTION #C 2015-05-20-06**, was approved with the following friendly amendment on motion by Councillor Paquette, seconded by Councillor Hudson. The friendly amendment from Councillor Mersereau was to change the wording in Clause 4 of the Draft Development Agreement to ““shall be restricted to a single sign facing the water, behind the warehouse building, as shown on the Site Plan”. This was accepted by the maker of the motion and Councillor Hudson, who seconded the motion. Motion Carried.

Town Planner Chris Millier addressed questions and provided clarification.

- ii. Request for Decision tabled from Committee of the Whole May 6, 2015: Regarding the third option for logo design

Discussion around the third option logo, of which there were two new choices. Council noted that comments from voters about previous logo options need to be taken into consideration and that the third option is a happy medium. Mayor Tompkins iterated that he appreciated the work that was done on the Town logo. It was decided that the new logo would be announced in the Town Crier and added to the Town's website after Marketing and Economic Development Committee members were advised of the decision.

MOTION #C 2015-05-20-07

It was moved by Councillor Paquette, seconded by Councillor Hudson that the top logo (white image of Fort Anne) be adopted as the new town logo. Motion carried.

iii. Recommendation from PHMC Millett-Campbell

Discussion around the wording of the motion to appoint Hank Sawchuk as an “additional” Fire Inspector. Clarification was given and it was decided to appoint Hank Sawchuk as “a” Fire Inspector.

MOTION #C 2015-05-20-08

It was moved by Councillor Mersereau, seconded by Councillor Hudson that Hank Sawchuk be appointed a Fire Inspector for the Town of Annapolis Royal on a fee-for-service basis for the period ending December 31, 2015.

- i. ARRA Proposed Interim Rental Rates
Council conferred on the rates listed. Giving the Library a discounted rate was debated and the possible expectations of other non-profits and their rental rates. Rental rate options for non-profit organizations were discussed. CAO Barr relayed that ARRA

Committee thought that the Library should not be given a special rate as Council would be setting a precedent and they would then have to give the same deal to other non-profits.

MOTION #C 2015-05-20-09-A

It was moved by Councillor Mersereau, seconded by Councillor Paquette that CAO Barr be authorized to negotiate an off-standard rental rate for Friends of the Library. Motion carried.

MOTION #C 2015-05-20-09-B

It was moved by Councillor Paquette, seconded by Councillor Hudson that the proposed interim rental rates be approved. Motion carried.

ii. Painting of ARRA windows

CAO Barr relayed that ARRA Committee believes that in order to attract interested parties that the windows should be painted and suggested that the matter be put to tender. Council discussed the matter; it was felt that it was too costly an endeavor. Councillor Mersereau suggested that the matter be a part of ARRA budget discussions. It was decided that ARRA Project Manager McCormick would discuss potential costs with a professional painter and relay the information to Council and compose a priority list of what work should be undertaken.

iii. Funding request for Twinning Committee

Council discussed the Twinning Committee's request for funding assistance for the upcoming visit of the Royan delegation and clarification of whether Council advised the Twinning Committee to cease charging committee members dues. Council thought that as committee members, a mandatory membership fee should not be charged but rather voluntary donations. It was suggested that the Twinning Committee seek fundraising opportunities, work with the Annapolis Board of Trade and the Marketing and Economic Development Committee to plan for the Royan visit. Council will put the Twinning Committee request into the Budget.

iv. Approval of Policy on Establishing Waterfront Development Committee

Mayor Tompkins noted that the first meeting is scheduled for May 21, 2015. Motions required in order to obtain funding. Mayor Tompkins listed the community members he asked to join the committee: Holly Sanford, Addie MacDonald, Donnie Brown, Danny McClair, and Harry Jost. Council noted that when local community groups are referenced in the Draft Policy that the Wharf Society be referenced as a primary participant in the existing waterfront.

MOTION #C 2015-05-20-10

It was moved by Councillor Mersereau, seconded by Councillor Paquette that Council adopt the Draft Policy of the Waterfront Development Committee. Motion carried

MOTION #C 2015-05-20-11

It was moved by Councillor Paquette, seconded by Councillor Hudson that Mayor Tompkins and Deputy Mayor Powers be nominated to the Waterfront Development Committee. Motion carried.

MOTION #C 2015-05-20-12

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve Holly Sanford, Addie MacDonald, Donnie Brown, Danny McClair, Harry Jost to sit on the Waterfront Development Committee. Motion carried.

v. Pre-approval Requests:

1. Remaining ABoT⁴ budget request

CAO Barr requested clarification on the process for budget requests. Council provided clarification. CAO Barr noted that a decision for ABoT was overdue. Council discussed the budget request.

MOTION #C 2015-05-20-13

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council advance ABoT an additional pre-approval of \$1500.00 which equates to the Town's contribution last year. Motion defeated.

MOTION #C 2015-05-20-14

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that **MOTION #C 2015-05-20-13** be amended to include an additional pre-approval of \$2000.00 to a total of \$4500.00. Motion carried.

2. Custodial services for ARRA - \$3,500.00

Deferred to budget.

3. ARRA signs and equipment

Deferred to budget.

4. Funding for ARTs Unleashed - \$2,000.00

Deferred to budget.

5. Tree Removal at the pool - \$750.00

Council sought clarification on whether the \$750.00 request is in addition to what had previously been approved. This was confirmed. CAO Barr relayed that the \$750.00 is the fee charged by a professional arborist. Council agreed that if possible, Public Works should remove the trees. If an arborist is required, any amount paid would have to come out of the existing budget for the pool.

6. Copier/fax (multipurpose machine) required by Police Department

⁴ Annapolis Board of Trade

CAO put forward the request for a new multipurpose printer for the Police Department. Chief McNeil identified one for \$499.00. Council proposed that a less expensive model be purchased. It was noted that the Town requires a procurement policy. Various purchasing processes were discussed.

7. MP⁵ Greg Kerr Roast June 13, 2015

Council conferred regarding which members were attending the dinner in honour of MP Greg Kerr and whether the cost of the ticket would be covered by Council. It was decided that though Town will co-sponsor the event, it is up to those attending (Town Council and CAO Barr) to submit an expense claim if they choose to be reimbursed 50 percent of the ticket cost

MOTION #C 2015-05-20-15

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that the meeting be extended for 30 minutes to 9:30 pm. Motion carried.

8. Valley Waste Resource Management – Capital Guarantee

Council discussed the Capital Guarantee. Mayor Tompkins and CAO Barr signed the agreement.

MOTION #C 2015-05-20-16

It was moved by Councillor Hudson, seconded by Councillor Paquette to guarantee the Town of Annapolis' portion of the Capital Guarantee.

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole May 6, 2015:

MOTION #C 2015-05-20-17

It was moved by Councillor Paquette, seconded by Councillor Hudson that a letter of support be sent to Annapolis Heritage Society from the proposal and concept of the project. Motion carried.

MOTION #C 2015-05-20-18

It was moved by Councillor Hudson, seconded by Councillor Mersereau that the Request for Expressions of Interest (REI) for ARRA repurposing be finalized with the amendments, and that the document be available to the public. Motion carried

MOTION #C 2015-05-20-19

It was moved by Councillor Mersereau, seconded by Councillor Hudson that Council write-off the interim tax bill for the following Town owned properties, roll # 4997409 in the amount of \$2803.50 and roll # 00092398 in the amount of \$660.83. Motion carried

⁵ Member of Parliament

MOTION #C 2015-05-20-20

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council sign the Intermunicipal Services Agreement for Canadian Legacy 2017 Society dated May 4th, 2015 (updated May 14, 2015).

MOTION #C 2015-05-20-21

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council allocate \$500.00 from the funds raised from the ARRA yard sale to go towards the purchase of Junior High student school sport uniforms. Balance of funds raised to be used for additional youth programming. Motion carried

MOTION #C 2015-05-20-22

It was moved by Councillor Hudson, seconded by Councillor Mersereau that the Town of Annapolis Royal provide funding for \$250.00 provided that the Municipality of the County of Annapolis matches the Town's \$250.00 contribution and that the funds be sanctioned to the Age Advantage Association. Motion carried as amendment.

Planning and Heritage Advisory Committee May 6, 2015

MOTION #C 2015-05-20-23

It was moved by Councillor Mersereau, seconded by Councillor Paquette that the applicants at 324 St George Street be given heritage approval to install a projecting wall sign as detailed in the application AR15-009-HER, providing the requirements of the Land Use By-law are met. Motion carried

MOTION #C 2015-05-20-24

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that the applicants at 209 St George Street be given heritage approval to install wooden windows, wooden storm windows, repair the wooden front door, add a masking shelter to host all the heat pump equipment, add rain gutters and downspouts, and repair or replace the signage as detailed in the application AR15-010-HER, providing the requirements of the Land Use By-law are met. With the following amendments; that "additional building" be replaced with "masking shelter". Motion carried.

MOTION #C 2015-05-20-25

It was moved by Councillor Hudson, seconded by Councillor Mersereau that the applicants at 393 St George Street be given heritage approval to shingle the two steeple roofs with metal shingles, and remove and replace the protective covering on the stain glass windows as detailed in the application AR15-011-HER, providing the requirements of the Land Use By-law are met. Motion carried

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Mayor's Report – Mayor Tompkins

Mayor Tompkins explained the proposal to relocate the Fort Anne office to the current Town Hall site and create an interactive visitor centre. A letter has been sent to the Minister of the Environment. Council had a high level discussion regarding the semantics of this proposal. Mayor Tompkins also noted that there had been two funding announcements; ARTs Unleashed and the \$3.2 million for Parks Canada (Fort Anne).

MOTION #C 2015-05-20-26

It was moved by Councillor Mersereau, seconded by Councillor Hudson that the meeting be extended from 9:37 pm to 10:00 pm. Motion carried

2. Marketing and Economic Development Committee – Councillor Paquette –
Councillor Mersereau suggested that minutes from the meeting be circulated and read.

3. ARRA Committee – Councillor Mersereau

Councillor Mersereau conveyed that ARRA Project Manager McCormick is pursuing REI distribution. A cold calling list has been created. CAO Barr wants to be able to provide direction to PM McCormick on the REI. Mayor Tompkins suggested that the REI is posted and see what response is received. It was suggested that the REI be posted on the procurement website and a mail out with a July 3 as a soft closing date. Budget concerns, business plans and consultation with Atlantic Canada Opportunities Agency were discussed.

4. Planning Services

See TAB for information only.

5. REMO – Councillor Hudson

Councillor Hudson was unable to attend today's meeting and the next meeting is in September.

6. Planning and Heritage Advisory Committee

Councillor Paquette requested a list of properties that have been plaqued provincially and federally and documents on why they were plaqued. The data would be used for the Planning and Heritage Committee to create a tiered system.

7. Deputy Mayor Power provided a summary and noted that financials will be addressed at the budget meeting. Chief McNeil will be off on sick leave for two weeks then returning to light duties for three weeks. The advertisement for a board member for the Board of Police Commissioners will rerun with re-wording to allow for all residents to apply. Also, the Department of Justice will be consulted to inquire if another audit is due.

8. Library Report:

Deputy Mayor Power relayed that the Library is having a raffle in September and mentioned the need for storage space.

8. Traffic Flow Advisory Committee – Mayor Tompkins

Mayor Tompkins stated that Superintendent of Public Works Kevin McLean will be looking at options for paving and that a conversation with the School Board is required regarding AWEC signage, drop-off, and smoking areas.

8. CAO's Report

CAO Barr provided the CAO Report. All items included in the report were outside of the day-to-day operations and meeting to do lists. In the future, he will have departmental reports included.

9. Water Report

All water levels are safe.

13. OTHER BUSINESS: N/A

14. CORRESPONDENCE:

- i. Walking path resurfacing and bench

Request to Council to resurface a walking trail and install a bench. It would be named in honour of John Rodie; John Rodie Way. The walking trail being discussed is located behind the funeral home and liquor store. Grant money has been obtained for this endeavour. Council discussed positives and negatives. Council requests clarification on which side of the street is the proposed venture and asked that it be emphasized that this is an area for additional Market parking.

Motion #C-2015-05-20-27:

It was moved by Councillor Hudson, seconded by Councillor Paquette that the meeting move in camera at 10:00 pm.

15. IN CAMERA:

In camera - litigation

Motion #C-2015-05-20-28:

It was moved by Councillor Paquette, seconded by Councillor Hudson that the meeting move out of in camera at 10:20 pm. Motion carried.

16. ADJOURNMENT

Motion #C-2015-05-20-29:

It was moved by Councillor Paquette, seconded by Councillor Hudson that the meeting be adjourned at 10.20 pm. Motion carried.

Chair Mayor Michael Tompkins

Recording Secretary Amy MacManus