

**Committee of the Whole  
Unapproved Minutes  
May 4, 2016 at 6:00 p.m.**

**1. PRESENT:** Mayor Michael Tompkins, Deputy Mayor Pat Power, Councillor Byron Mersereau, Councillor Sherman Hudson, Councillor Paul Paquette, CAO<sup>1</sup>Gregory Barr, and Executive Assistant Amy MacManus as Recording Secretary

**2. REGRETS:** N/A

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

**4. ADDITIONS TO AGENDA:**

- Under Section 11, New Business: Canada Legacy Society Update – Ottawa Meeting
- Under Section 11, New Business: Canada 150 Fund – general discussion regarding other grants as well
- Under Section 11, New Business: Burning By-Law

**5. APPROVAL OF AGENDA:**

**MOTION CoW2016-05-04-01**

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

**6. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:**

- i. Committee of the Whole – April 7, 2016

**MOTION CoW2016-05-04-02**

It was moved by Councillor Mersereau, seconded by Councillor Hudson to approve the Committee of the Whole meeting minutes from April 7, 2016. Motion carried.

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

**8. ROUND TABLE:**

Councillor Paquette: Noted that he has heard rumours that the ongoing yard sale from last year will be reopening soon. He stated that the Municipal Planning Strategy needs to be enforced. If the yard sale is a business then the owner needs to be paying business taxes. Plus, the area is not zoned for business. On another note, Public Works has done a good job of repairing the winter damage to town land.

Councillor Hudson: Relayed that he received a call today regarding the state of property PID# 05002522. Councillor Hudson attended the funeral for the Middleton councillor who died recently.

Councillor Mersereau: Stated that he attended the Princess Dinner on Friday night and also attended a funeral for a neighbour this afternoon.

Mayor Tompkins: Stated that he will be attending the funeral for Nick Graham this Friday. He reiterated that there needs to be a formal policy for council's attendance at funerals. He attended the Princess

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<sup>1</sup> Chief Administrative Officer

Dinner and thought that the speaker was wonderful and the meal was good. Unfortunately it was not that well attended. The public Waterfront Development meeting was held and was well attended. Generally feedback was positive. Many questions were fielded, a large number of which pertained to environmental impacts. Additionally, the local women's volleyball team won the Provincials.

Deputy Mayor Power: Stated that she has noticed a lot of work occurring on the Home Hardware lot. Discussion from council ensued about the work being done at Home Hardware. Mayor Tompkins noted that there has been some discussion on the debris being donated as fill for the dog park.

**9. PRESENTATIONS: N/A**

**10. BUSINESS ARISING:**

i. 2016/17 Draft Budget – Discussion

CAO Barr presented the draft budget. Council discussed and posed questions. Council will send CAO Barr any further comments on the budget by May 11<sup>th</sup>. CAO Barr and staff will review and revise accordingly and have a second draft ready for the Council meeting on May 16<sup>th</sup>.

ii. Equipment Replacement Policy

CAO Barr summarized the policy. Council is pleased with the policy and thinks that it should be used as a planning tool but that independent experts ought to be consulted before buying large scale items.

**MOTION CoW2016-05-04-03**

It was moved by Councillor Mersereau, seconded by Councillor Paquette to recommend to council that the Equipment Replacement Policy, in the form of the draft submitted to Committee of the Whole on May 5, 2016, be adopted. Motion carried.

iii. Waterfront Development Projects – Budget

CAO Barr summarized the ACOA budget that was submitted for the waterfront projects. Discussion ensued.

**MOTION CoW2016-05-04-04**

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power to recommend to council to give in principal approval for continuing to proceed with the project outlined in the ICF Concept Paper of April 25, 2016. Motion carried.

**11. NEW BUSINESS:**

i. Infrastructure Replacement Priority Plan

CAO Barr presented the *2016 Conditional Assessment Rehabilitation Recommendation* document prepared by Hatch and his and the Superintendent of Public Works recommendations for priority for infrastructure replacement. Discussed ensued and it was decided to approve the following three recommendations:

- 1) St. George Street (Drury Lane to Victoria Street) –both sidewalk replacement and asphalt replacement. While the water infrastructure in this area is likely not in need of replacement, we recommend that investigation of the sanitary sewer lines be undertaken with potential replacement at the same time.
- 2) Sanitary Sewer lines – it is recommended that sanitary sewer line sections 1910, 1920, 1930, 1940, 1950, 1460, 1470, 1490, and 1500 be added as priorities. A small section, 1120, is also recommended to be further investigated with possible replacement.

- 3) Asphalt – in addition to the section of St. George Street identified above, it is recommended that the remainder of St. George Street from Victoria Street to Town limits be repaved. The water and sanitary sewer systems are in very good condition in this area and reside under the sidewalk, which is also in a good state of repair. Therefore, it is only recommended that the asphalt work be established as a priority.

**MOTION CoW2016-05-04-05**

It was moved by Councillor Paquette, seconded by Deputy Mayor Power to recommend to council to approve recommendations 1, 2 and 3 from the Infrastructure Replacement Priority List. Motion carried.

ii. Canada 150 Fund and Additional Grants

CAO Barr explained the current predicament with the regional project for the Canada 150 Fund. CAO Barr asked council if they want to submit a project for the town of Annapolis Royal or whether to leave focus on the regional project. Mayor Tompkins summarized the federal government's feedback on the ask that was submitted as a regional group to the Canada 150 Fund. Council directed staff to submit an application for an event hosted by the Town.

CAO Barr explained the Flood Risk infrastructure Investment Program (FRIIP) Grant and asked council whether they want to proceed with an application. Council directed staff to publicize that the engineering documents and recommendations have been reviewed and it as per this, the Town will be pursuing a regional approach that examines a solution to be put in place at the Digby gut. Mayor Tompkins will compose a response letter to the community that explains this and why the Town will not be pursuing the construction of a dyke system. Council directed staff to not apply for FRIIP.

iii. Canada Legacy Society Update – Ottawa Meeting

Mayor Tompkins explained that the Canada Legacy Society group wants to send as many representatives as possible to Ottawa next week (a two day trip) to meet with federal government officials regarding funding of the Legacy Project. Currently the government is saying that they are not willing to fully fund the project.

**MOTION CoW2016-05-04-06**

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau to recommend to council that council make available to the Mayor the cost of travel, accommodation, and meals for a two day trip to Ottawa in support of the Legacy Fund presentation to the Federal Government to a maximum of \$1,500.00. Motion carried. Mayor Tompkins declared a conflict of interest.

iv. Outdoor Fires By-law

Mayor Tompkins wants the Outdoor Fires By-Law re-examined as he thinks some burning in town limits should be permitted and that the burning of some yard waste should be permitted. The Burn Permit contradicts the Outdoor Fires By-law. Council discussed. Council directed staff to add this by-law to the list of by-laws currently being reviewed.

**MOTION CoW2016-05-04-07**

It was moved by Councillor Hudson, seconded by Councillor Mersereau to extend the meeting from 9:10pm for 30 minutes to 9:40p.m.. Motion carried.

v. Financials

- a) Town Operating March 2016 - Income Statement

- b) Town Operating March 2016 – Balance Sheet
- c) Water Operating March 2016 – Income Statement
- d) Water Operating March 2016 – Balance Sheet
- e) Capital Water March 2016 - Balance Sheet
- f) General Capital March 2016 – Balance Sheet
- g) Capital Reserve March 2016 - Balance Sheet
- h) Operating Reserve March 2016 – Balance Sheet

Council discussed.

- vi. Aged Receivables
  - a. Aged Receivables Water
  - b. Aged Receivables Taxes

Council discussed.

**12. CORRESPONDENCE:**

- i. FEED NOVA SCOTIA

Council discussed and directed staff to contact the local food bank to inquire if they want to include a write-up in the Town Crier regarding customers at the Independent being able to donate their PC points to the food bank.

**MOTION CoW2016-05-04-08**

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

**13. IN-CAMERA:**

- a) contract negotiations
- b) acquisition, sale, lease and security of municipal property
- c) litigation or potential litigation

**MOTION CoW2016-05-04-09**

It was moved Councillor Paquette, seconded by Councillor Hudson to move the meeting out of camera at 10:15 p.m.. Motion carried.

**14. ADJOURNMENT:**

Chair Tompkins adjourned the meeting at 10:15p.m.

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Chair Michael Tompkins

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Recording Secretary Amy MacManus