

**Committee of the Whole
Approved Minutes of Meeting Held
May 6, 2015 at 6:00 pm**

PRESENT: Mayor Michael Tompkins, Deputy Mayor Pat Power, Councillor Byron Mersereau, Councillor Sherman Hudson, Councillor Paul Paquette, CAO Greg Barr, Recording Secretary Sandi Millett-Campbell. Also in attendance Bill MacDonald, Heather LeBlanc, and Jim McGinis.

REGRETS: None.

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

2. **APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:** April 8, 2015
MOTION #CoW-2015-05-06-01

It was moved by Deputy Mayor Power, seconded by Councillor Hudson, the minutes of the Committee of the Whole meeting held April 8, 2015 were approved with the following amendments: Page 2, Round Table, fourth paragraph should read Spring UNSM workshop, and fourth line should read regional meeting instead of workshop; Page 5 New Business xii) ARP Association – Notice of Meeting, second line should read as the arbitration hearing is in October.
CARRIED

3. **APPROVAL OF AGENDA:**
MOTION #CoW-2015-05-06-02

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power, that the agenda dated May 6, 2015 be approved with the following additions: 11 In Camera, Item iii) Litigation; 10 Correspondence, Item ii) Annapolis Royal Police Arbitration location and date; 9. New Business, Item xi) Lequille Water Tower. **CARRIED**

4. **PUBLIC HEARING:** None

5. **PUBLIC INPUT:** None

6. **ROUND TABLE:**

Councillor Paquette requested that the Church Street flower beds be included in budget discussions.

Councillor Paquette received a complaint about the bees from property owners and requested that CAO Barr investigate a Bee By-Law for the Town.

Councillor Paquette would like CAO Barr to proceed with numerous by-laws, especially the Dog By-Law, so that the Town can start to enforce them.

Councillor Paquette requested an update on the unsightly properties discussed at the last meeting. CAO Barr informed Council that the letters had been sent to both properties, but no response has been received from either one.

Councillor Hudson reported that the first budget meeting went well, and he is hoping the tax rate will stay the same. All the departmental reports received went well.

Councillor Mersereau questioned if there was any further discussion on the compost issue. CAO Barr updated the Committee on the conversations with the business owner.

Deputy Mayor Power advised that she did not have any round table items to discuss.

Mayor Tompkins would like to see further discussion with Valley Waste and moving the compost bins towards the back of the street.

7. PRESENTATIONS: Annapolis Heritage Society (AHS)

Bill MacDonald presented Council with the Business plan and the funding request that Annapolis Heritage Society will be seeking to move ahead with the project. Bill MacDonald explained the background of the building and the importance to the down town area. Annapolis Heritage Society would like to acquire the building and showcase the building by relocating the genealogy centre, the administration of AHS, a new business centre, costume storage, and a public washroom available seven days a week. AHS is requesting a partnership with the Town on the washrooms portion of the project, to receive a reduction in the property tax, and a letter of support stating that the Town will be willing to support the project financially or in-kind. Mayor Tompkins requested to see if a tour of the building would be possible for Council, and Bill MacDonald would organize a tour for anyone interested. The three representatives from AHS left the meeting and further discussion was held.

MOTION #CoW-2015-05-06-03

It was moved by Councillor Mersereau, seconded by Councillor Paquette, to recommend to Council that a letter of support be sent to Annapolis Heritage Society from the proposal and concept of the project. **CARRIED.**

8. BUSINESS ARISING:

i. Request for Decision tabled for Regular Council

Mayor Tompkins updated Council on the process to get to the two options received today in packages. Discussion was held on the two options and a request for a third option was put forth. PHMC Millett-Campbell will send the designer the request to use the fort from Logo B on the design of Logo A. The new design will go on the Council agenda for May.

ii. ARRA Proposed Request for Expressions of Interest (REI) and Proposed Rental Rates

Council reviewed the document for the Proposal of Interest, and Mayor Tompkins explained that the sub-committee wanted to keep the document as open as possible. Councillor Mersereau suggested that on page 3 under Development Suggestions it should also include recreational programs; page 4 should read and “attachments”.

MOTION #CoW-2015-05-06-04

It was moved by Councillor Mersereau, seconded by Councillor Hudson, to recommend to Council that the Request for Expressions of Interest be finalized with the amendments, and make the document available to the public. **CARRIED.**

Council reviewed the rate schedule and made a few changes to the categories, and the hourly and daily rates. The rate schedule should be reviewed in six months.

9. NEW BUSINESS:

i. Financials

- i. Town Operating Income Statement
- ii. Town Operating Balance Sheet
- iii. Water Utility Income Statement
- iv. Water Utility Balance Sheet
- v. Water Capital Balance Sheet
- vi. General Capital Balance Sheet
- vii. Reserve Capital Balance Sheet
- viii. Operating Reserve Balance Sheet
- ix. Year End Forecast/Budget 2015-2016
- x. Capital Budget 2015-2016

Council reviewed the budgets provided. Councillor Mersereau had a question on the budget for other receivables, and CAO Barr would look into the breakdown and report back to Council.

ii. Aged Receivables

i. Taxes Receivable

Council reviewed the accounts and liked the new format. Council would like to see the detailed report included in their packages quarterly.

ii. Utilities Receivable

Council reviewed the accounts and liked the new format. Council would like to see the detailed report included in their packages quarterly.

iii. Request for Write-offs on Town Owned Properties

MOTION #CoW-2015-05-06-05

It was moved by Deputy Mayor Power, seconded by Councillor Hudson, that it be recommended to Council that Council to 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. **CARRIED.**

iv. Canada 150 Fund

CAO Barr updated Council on the new Canada 150 fund that has just been released. The project that the municipalities are working on will be a documentary on the history and heritage of the area and a national level of significance. The application deadline is May 29th, and other municipalities have approved the project in principal. CAO Barr requested Council's approval and support.

MOTION #CoW-2015-04-08-06

It was moved by Councillor Hudson, seconded by Councillor Paquette, to recommend to Council that Council sign the Intermunicipal Services Agreement dated May 4th, 2015. **CARRIED.**

v. **King's Theatre – Terms and Conditions of Financial Support for Rejuvenation Project.**

CAO Barr met with the King's Theatre Board, and reviewed the conditions on the rejuvenation project terms. CAO Barr added the following "that the condition that no impact is made to adjacent property owners in the completion of the project or that consent/approval is appropriately obtained" to the contract to be negotiated. Council agreed that CAO Barr should proceed with the King's Theatre Board.

vi. **ARRA Yard Sales Funds**

CAO Barr reported that a little over \$2000 was raised at the ARRA yard sale, with the funds to go towards youth programming. The junior high school now does not have any team uniforms and it was suggested to give \$500.00 of the proceeds for the purchase of new uniforms.

MOTION #CoW-2015-04-08-07

Moved by Councillor Paquette, seconded by Councillor Hudson to recommend to Council to allocate \$500.00 from the funds raised from the ARRA yard sale to go towards the purchase of Junior High student school sport uniforms. **CARRIED.**

vii. **Future Budget Meeting Schedule**

CAO Barr reported that Council needs to continue to work on the budget, and would like to schedule another budget meeting. The next budget meeting will be on Monday, May 11th at 7:00 pm, in CAO Barr's office.

MOTION #CoW-2015-05-06-08

Moved by Councillor Paquette, seconded by Councillor Hudson, to extend the meeting to 9:30 pm. **CARRIED.**

viii. **Age Advantage Annapolis Community Mapping Project – Request for Funding & Letter of Support.**

Councillor Paquette updated Council on the presentation received at the Marketing and Economic Development Committee (MEDC) meeting and the Age Advantage request for funding. At the time, Age Advantage Community Mapping did not have a specific project to be funded and requested to table the request at a later date. The Age Advantage group now has a project and is looking for funding from the Town. The project is to develop a web page to host the Annapolis Community mapping project.

MOTION #CoW-2015-05-06-09

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau, to recommend to Council 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. **CARRIED.**

ix. **Lequille Water Tower**

CAO Barr reported that an inspection of the water tower in Lequille was done and sediment and numerous rust spots were found on the tower. The average life span of a water tower is 40 years and ours is currently 50 years old. It was suggested that a diver go in and remove the sediment, clean the rust and secure the walls of the tank for a price of \$9000.00. CAO Barr will get a second opinion on the damages or reference on other jobs that the company has completed. CAO Barr will also confirm with our water engineer at Hatch Mott MacDonald on the water tower.

10. **CORRESPONDENCE: (For Information)**

- i. Board of Police Commissioners – no applications received for vacant position
- ii. Police Association Arbitration – Letter was received and the meetings will now be held in Annapolis Royal on the same dates.

11. **IN-CAMERA:**

MOTION #CoW-2015-05-06-10

It was moved by Councillor Hudson, seconded by Councillor Paquette that the meeting move in camera at 9:35 pm. **CARRIED**

- i. Reason (a) Contraction negotiations
- ii. Reason (c) Contraction negotiations
- iii. Reason – Litigation

MOTION #CoW-2015-05-06-11

It was moved by Councillor Hudson, seconded by Councillor Paquette that the meeting come out of in camera at 10:50 pm. **CARRIED**

12. **ADJOURNMENT:**

MOTION #CoW-2015-05-06-12

It was moved by Councillor Paquette, seconded by Councillor Hudson that the meeting be adjourned at 10:52 pm. **CARRIED**

Mayor Michael Tompkins

Recording Secretary Millett-Campbell