

**Town of Annapolis Royal
Council Meeting - Approved Minutes
November 16, 2015 at 6:00 pm**

1. PRESENT: Chair Mayor Michael Tompkins, Deputy Mayor Pat Power, Councillor Sherman Hudson, Councillor Byron Mersereau, Councillor Paquette, CAO¹ Gregory Barr, Recording Secretary Amy MacManus, Presenters Angelika Waldow and Karen Achenbach (they left after their presentation), and a member of the public

2. REGRETS: N/A

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

4. ADDITIONS TO AGENDA:

- Under Section 9, Presentations: Dutch Elm Disease
- Under Section 10, Business Arising: Police Review
- Under Section 10, Business Arising: Tree Lighting Ceremony - Logo launch
- Under Section 10, Business Arising: Public meeting on December 1st
- Under Section 11, New Business: UNSM Conference Summary

5. APPROVAL OF AGENDA:

MOTION #C-2015-11-16-01

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

6. APPROVAL OF COUNCIL MINUTES:

- 1) Regular Council October 19, 2015

MOTION #C-2015-11-16-02

It was moved by Councillor Hudson, seconded by Deputy Mayor Power to approve the minutes from the Council meeting held October 19, 2015 with the following amendments: Under Section 11, New Business: Sidewalk Machine- Councillor Mersereau asked that the opinion he expressed regarding the sidewalk machine be added in the following words: "Councillor Mersereau advised that he believed the proposed sidewalk machine purchase should be put to tender as called for in the procurement policy."; under **MOTION #C-2015-10-19-17** the "s" be removed from the word "accepts"; and under **MOTION #C-2015-10-19-18** the word "does" be removed from the motion. Motion carried.

7. PUBLIC INPUT:

Alan Melanson: relayed to Council that he likes that PHAC² conducted an electronic vote for a building permit as it greatly reduces the wait time for the applicant.

8. ROUND TABLE:

Councillor Paquette: Noted that Town Hall did not have the flag at half mast on Remembrance Day and that there should be a staff member responsible to ensure this is done.

¹ Chief Administrative Officer

² Planning and Heritage Advisory Committee

Councillor Hudson: Echoed the same sentiment as Councillor Paquette and stated that members of the public had mentioned this to him as well.

Councillor Mersereau: Relayed that he is planning to attend the County's strategic planning meeting on the November 19th. It will be interesting to see how they proceed with the process.

Deputy Mayor Power: Wants to make sure that the winter parking regulations are posted in the December issue of the Town Crier.

9. PRESENTATIONS:

Angelika Waldow and Achenbach presented on Dutch elm disease; how it affects trees in Annapolis Royal and possible ways to treat the problem. Council asked questions and the presenters responded.

10. BUSINESS ARISING:

i. Appointments to the Municipal Effectiveness Advisory Committee (MEAC)

CAO Barr summarized the applications received for MEAC. Council discussed how to proceed with seeking more applications. It was decided to re-advertise with expanding the criteria to allow for a wider variety of applicants. Council directed staff to speak with the realtors and develop a list of potential groups/individuals that Council members could approach to see if they would be interested in sitting on MEAC. CAO Barr requested that Council review paragraph 4 of the MEAC Policy to revise it to meet the new expanded criteria.

MOTION #C-2015-11-16-03

It was moved by Councillor Mersereau, seconded by Councillor Paquette that the Town of Annapolis Royal re-advertise the committee openings on MEAC and that the wording be broadened to make it clear that anybody whether a resident or not, who can demonstrate a vested interest will be considered. Motion carried.

MOTION #C-2015-11-16-04

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to make the following changes to the MEAC Policy: make a change to Section 4 of the Policy to remove "could" and replace it with "will", change the "ones" to "a", and to add "a resident of Annapolis Royal and/or area who demonstrates a vested interest in the Town". Motion carried.

ii. Committee Appointments – Update

Council discussed advertisement of committee openings. It was decided to have one ad that lists all the open vacancies. Council also wants to send thank you cards to those who are stepping down.

iii. Aviva Community Fund

CAO Barr relayed that the skating rink did not make the final stage of the competition. Mayor Tompkins thanked staff for their efforts.

iv. Crosswalk on Highway 1

Item will be addressed in Section 12, Recommendations.

v. Police Review

Deputy Mayor Power inquired if this should be announced at the December 1st public meeting. It was decided not to mention the police review at the public meeting.

vi. Public Meeting on December 1st

Council discussed presentation topics and how to present the information.

vii. Tree Lighting Ceremony - Logo launch

Council discussed the logo launch and the activities for the Mayor for a Day winner. It was decided to hold the December 9th Committee of the Whole meeting in two sections so as to allow the winner to attend and act as "Mayor" for the meeting. The meeting will be held from 12 noon-1pm, for the winner to attend, and the usual time of 6pm. It was also suggested that the winner could be "Mayor" for the Parade of Lights and tree lighting.

11. NEW BUSINESS:

i. Dangerous and Unsightly Properties

Item was moved to Section 16, In-camera- litigation or potential litigation

ii. Volunteers for the Christmas Light Exchange

Councillor Mersereau and Deputy Mayor Power will volunteer for the event.

iii. Municipal Electric Vehicle Charger Initiative

Council discussed the letter from David Stevenson regarding his ceased involvement in the implementation of electric vehicle charger stations throughout Nova Scotia.

iv. Nova Scotia Power Development Agreement Alteration

CAO Barr summarized the submitted proposed changes to the Nova Scotia Power Development Agreement. Council discussed as depending on the changes, a new development agreement would have to be submitted and a public hearing held. Council would like to see a solution that does not require a new development agreement and public hearing.

MOTION #C-2015-11-16-05

It was moved by Councillor Hudson, seconded by Councillor Paquette that Council accept the berm with plant material as being in general conformity with the site plan. Motion carried.

Council has asked that Nova Scotia Power provide a more detailed sketch that provides dimensions to scale. Council directed CAO Barr to ask Town Planner, Chris Millier, if the proposed art piece falls within the Land Use By-law.

v. UNSM Conference Summary

Item to be addressed in Section 13, Reports from Committees, Boards, and Commissions - CAO's Report.

12. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Planning and Heritage Advisory Committee:

MOTION #C-2015-11-16-06

It was moved by Councillor Paquette, seconded by Councillor Hudson that Council gives the applicant at 330 St George Street heritage approval to add the extension of the roof over the front door as detailed in the application AR15-020-HER, providing the requirements of the Land Use By-Law are met. Motion carried.

Deputy Mayor Power abstained from voting due to a conflict of interest.

Committee of the Whole (CoW) – Meeting November 3, 2015

The following motion was moved by Councillor Mersereau, seconded by Councillor Paquette; that town staff proceed with requesting provincial approval to erect a crosswalk that consists of paint and signage at the French Basin Trail on Prince Albert Road. After discussion, the following motion was adopted:

MOTION #C-2015-11-16-07

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that Council request that staff and the traffic authority install a crosswalk that consists of paint and signage at the French Basin Trail on Prince Albert road. Motion carried.

Council directed CAO Barr to look at the feasibility of adding a street light to the poll where the crosswalk will be erected.

MOTION #C-2015-11-16-08

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau to approve the CAO's recommendation of the acquisition of a replacement Kubota tractor as recorded in his email of October 30, 2015 at a net cost of \$36,350. Motion carried.

MOTION #C-2015-11-16-09

It was moved by Councillor Paquette, seconded by Councillor Hudson that that the Town initiate the process for a strategic review as presented by the CAO. Motion carried.

MOTION #C-2015-11-16-10

It was moved by Councillor Hudson, seconded by Councillor Mersereau that Town Hall be closed on December 24, 2015 to January 4, 2016 and further, that Town Hall staff use vacation time, unpaid leave or time in lieu in the equivalent amount of three days, or use the option to work part or all of the three days that are not holidays during the period. Motion carried.

MOTION #C-2015-11-16-11

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that Council write-off the tax on property Roll #04997409 in the amount of \$2803.50 and property Roll #00092398 in the amount of \$660.83, both of which are town properties. Motion carried.

MOTION #C-2015-11-16-12

It was moved by Councillor Paquette, seconded by Councillor Hudson to extend the meeting by half an hour to 9:30p.m. Motion carried.

MOTION #C-2015-11-16-13

It was moved by Deputy Mayor Power, seconded by Councillor Paquette that Council write-off interest accrued in the amount of \$56.06 to water utility account 00000643.00, as the account is provincial government and their policy is that they do not pay interest. Motion carried.

13. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Mayor's Report – Mayor Tompkins

Mayor Tompkins was present at the Remembrance Day ceremony, which was well attended. He noted that it was nice to see the large number of people who stayed afterward to attend the

luncheon. He also relayed that he met with the Honourable Stephen McNeil and discussed waterfront plans and met with Mayors and Wardens of the County to discuss regional possibilities. Mayor Tompkins communicated that he, Chief McNeil, and CAO Barr made a presentation this morning to AWEC students as part of Municipal Awareness Week. There was a draw for "Police Chief for a Day" and "Mayor for a Day". Mayor Tompkins summarized the AWEC opening ceremonies.

2. Marketing and Economic Development Committee (MEDC) – Mayor Tompkins

Mayor Tompkins summarized recent MEDC events as follows: one of the meetings to discuss the mandate went "sideways"; there has since been some discussion around the mandate and that going forward the Committee will focus more on the mandate to guide their actions; and there has been discussion of budgeting and marketing tools and the budget as it relates to policy. Council had a conversation around the proposed Tancook Whaler project for the Irving lot on St. George Street. Council asked that the Waterfront Development Committee provide a summary report of the project that includes the budget.

3. ARRA – Councillor Mersereau

Sub-committee meeting is November 25th.

4. REMO – Councillor Hudson

The next meeting is in December. Interviews have taken place for EMO position.

5. Planning Services Report

Council noted that is positive that two additional residential lots have been built.

6. Planning and Heritage Advisory Committee

No new information.

7. Traffic Flow Advisory Committee

No meeting has been held.

8. CAO's Report

Council has read the report. Most items have already been discussed in tonight's meeting or will be discussed in-camera. There was some discussion on the priority list. Council is displeased about having a contractor do the Farmers Market stall roof as they think it should be done by Public Works; discussion regarding this ensued. CAO Barr summarized the Union of Nova Scotia Municipalities conference he attended in early November.

MOTION #C-2015-11-16-14

It was moved by Councillor Mersereau, seconded by Councillor Hudson to extend the meeting by half an hour from 9:50pm to 10:20pm. Motion carried.

9. Police Report

Meeting is later this week.

10. Library Report

No new items to report.

11. Valley Waste Resource Management
Meeting is later in the week.

12. Water Report
Council has reviewed the reports

13. Waterfront Development Committee
The Committee meets next week.

14. OTHER BUSINESS:

15. CORRESPONDENCE:

- Email regarding suggestions for MEAC
Council noted the suggestions.
- Dutch Elm Disease – Angelika Waldow
The topic was addressed earlier in the meeting.

MOTION #C-2015-11-16-15

It was moved by Councillor Hudson, seconded by Councillor Paquette to move the meeting in-camera at 9:56pm. Motion carried.

16. IN-CAMERA:

- In-camera item: Contract negotiations – ARRA
- In-camera item: Contract negotiations – APA
- In-camera item: Litigation or potential litigation - Dangerous and Unsightly Properties

MOTION #C-2015-11-16-16

It was moved by Councillor Hudson, seconded by Councillor Paquette to move the meeting out of camera at 10:45pm. Motion carried.

17. ADJOURNMENT:

Chair Mayor Tompkins adjourned the meeting at 10:46pm.

Chair Mayor Michael Tompkins

Recording Secretary Amy MacManus