

**Town of Annapolis Royal
Council Meeting Approved Minutes
October 19, 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, Presenter Brock Junkin from the Society of Nova Scotians for a Sustainable Rural Economy (left after presenting), and a member of the public.

2. REGRETS: N/A

3. CALL TO ORDER: Chair Tompkins called the meeting to order at 6:05 p.m.

4. ADDITIONS TO AGENDA:

- i. Under Section 11, New Business: VWRM Operating Reserve Fund - moved to Section 16, In-Camera: contract negotiations
- ii. Under Section 11, New Business: Questions for Ministers' Panel at USNM Conference
- iii. Under Section 11, New Business: Sidewalk Machine
- iv. Under Section 11, New Business: Appointments to Council Sub-committees
- v. Under Section 15, Correspondence: Proposed New England Day
- vi. Under Section 16, In-camera: legal advice eligible for solicitor-client privilege
- vii. Under Section 16, In-camera: personnel matter

5. APPROVAL OF AGENDA:

MOTION #C-2015-10-19-01

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

6. APPROVAL OF COUNCIL MINUTES:

- 1) Regular Council September 21, 2015

MOTION #C-2015-10-19-02

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the minutes from the Council meeting held September 21, 2015, with the following amendments:

Suggestions from Councillor Mersereau:

- Under Section 8, Round Table: the sentence "He was a bit taken aback by the criticism of Town Council by the Chair as the chair thought that the Town should pay for the new Santa suit in addition to the extra \$350.00 given to the Annapolis Board of Trade" be changed to "He was a bit taken aback by the criticism of Town Council by the Chair as the chair thought that the Town should pay for the new Santa suit in addition to the \$350.00 remaining from a previous contribution to ABoT for Christmas related expenses.";
- Under Section 11, Business Arising, **MOTION #C-2015-09-21-04 be changed from** "It was moved by Councillor Mersereau, seconded by Councillor Hudson that the Town commit to \$200,000 cash plus in-kind donation for the proposed waterfront development projects" to "It was moved by Councillor Mersereau, seconded by Councillor Hudson that the Town commit in principal to

¹ Chief Administrative Officer

\$200,000 cash plus in-kind donation for the proposed waterfront development projects subject to review and receipt of the documented business case”;

- Under Section 11, New Business, **MOTION #C-2015-09-21-08**: for clarity purposes, change the wording in the first sentence from “It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the ratification of **MOTION 1** as approved by electronic vote on August 7, 2015: It was moved...” to “It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the ratification of the following motion as approved by electronic vote on August 7, 2015: MOTION 1- It was moved...”
- Under Section 11, New Business, **MOTION #C-2015-09-21-09**: for clarity purposes, change the wording in the first sentence from “It was moved by Deputy Mayor Power, seconded by Councillor Hudson to approve the ratification of **MOTION 2** as approved by electronic vote on August 7, 2015 with the amendment as suggested by UNSM, that past tense be used in the document: It was moved by...” to “It was moved by Deputy Mayor Power, seconded by Councillor Hudson to approve the ratification of the following motion as approved by electronic vote on August 7, 2015 with the amendment as suggested by UNSM, that past tense be used in the document: MOTION 2- It was moved by...”.
- Under Section 12, Recommendations from Committees, Boards and Commissions, **MOTION #C-2015-09-21-14**; for clarification purposes, add to the minutes that the motion pertains to inspection work on the Lequille water tower.
- Correction of the spelling of Tompkins (a couple of misspellings in the minutes)

7. PUBLIC INPUT: N/A

8. ROUND TABLE:

Councillor Paquette: Remarked that he has received pleasant comments from the public that the ongoing yard sale has ceased.

Councillor Hudson: Stated that the topics he wants to address are on tonight’s agenda.

Councillor Mersereau: Noted that he went to the Ghost Town events and recommends them to those who have not yet attended.

Deputy Mayor Power: Relayed that she attended the Municipal Government Act Review on October 9th. It was not well organized.

Mayor Tompkins: The Annapolis Board of Trade/Marketing and Economic Development Committee luncheon went well. He and CAO Barr met with the Honourable Stephen McNeil this morning. Mayor Tompkins summarized the meeting.

9. PRESENTATIONS:

- Presentation by Society of Nova Scotians for a Sustainable Rural Economy

Brock Junkin presented on the topic of the Department of the Environment’s proposal to place ~19,000 hectares of the Medway Lakes Forest area under the Wilderness Protected Act legislation of the Province. Council will consider writing a letter of support but first requires more information and research on the matter.

10. BUSINESS ARISING: N/A

11. NEW BUSINESS:

- i. Questions for Ministers' Panel at UNSM Conference
Council discussed questions to put forward to the Ministers' Panel.

MOTION #C-2015-10-19-03

It was moved by Councillor Hudson, seconded by Councillor Paquette to submit, on behalf of the Town of Annapolis Royal, Councillor Mersereau's questions to the Ministers' Panel at the UNSM Conference. Motion carried.

- ii. Proposed New England Day in Nova Scotia
Council discussed the proposed New England Day in Nova Scotia put forward by Councillor Bill MacFarlane. Councillor MacFarlane had suggested the first Saturday in August each year. Council discussed. As this will be addressed during the voting section of the UNSM conference and Council will not be attending this, this is for information only

- viii. Motion to be ratified from electronic vote September 29, 2015

MOTION #C-2015-10-19-04

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that Council approve the ratification of the following motion as approved by electronic vote on September 29, 2015; MOTION 1 - It was moved by Deputy Mayor Power, seconded by Councillor Mersereau that the applicant at 146 St. George Street be given heritage approval to replace the roofing on the 1995 addition and garage metal roofing as detailed in the application AR15-016-HER, providing the requirements of the Land Use By-law are met. Motion carried.

- ix. Municipal Effectiveness Advisory Committee (MEAC) Mandate
Council discussed the revised policy and meetings procedures documents and made suggestions.

MOTION #C-2015-10-19-05

It was moved by Councillor Mersereau, seconded by Councillor Hudson to approve the draft MEAC Policy and draft Policy on Meetings, Procedures, and Presentation with the amendments discussed. Motion carried.

Council directed CAO Barr to send letters to the groups who have expressed interest in sitting on the MEAC Committee. Included in the letter will be a copy of the Policy and meeting procedures. Council also directed CAO Barr to advertise the committee positions on the website, email list, the Town Crier Newsletter, and social media. Applicants will be required to submit a resume.

- x. Holiday Light Exchange

MOTION #C-2015-10-19-06

It was moved by Councillor Paquette, seconded by Councillor Hudson to have staff make an application to Efficiency Nova Scotia's 2015 Holiday Light Exchange. Motion carried.

- xi. MGA Review
Council directed staff to publicize in the Town Crier public participation for suggestions to the MGA Review.

xii. **Appointments to Committees**

CAO Barr requested clarification on appointments to subcommittees of council. Council discussed and directed CAO Barr on the process.

xiii. **Under Section 11, New Business: Sidewalk Machine**

Council discussed the proposed purchase of a new sidewalk machine for winter maintenance. Council discussed all the equipment options reviewed by Public Works and agreed with the Kubota being. Council directed the CAO to obtain a minimum of three quotes from Kubota dealers and consultation from Donnie Brown. Councillor Mersereau advised that he believed the proposed sidewalk machine purchase should be put to tender as called for in the procurement policy.

MOTION #C-2015-10-19-07

It was moved by Deputy Mayor Power, seconded by Councillor Hudson that the CAO proceed with obtaining tender quotes from Kubota dealers on the purchase of a replacement tractor based on the recommendation and research done by the administration. Motion carried with one nay vote from Councillor Paquette.

12. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Planning and Heritage Advisory Committee (PHAC) – Meeting September 8, 2015

MOTION #C-2015-10-19-08

It was moved by Councillor Hudson, seconded by Deputy Mayor Power that the applicant be given heritage approval to add a handicap ramp to the back door, replace the current back door with a steel door, and enlarge the current deck as detailed in the application AR15-018-HER, providing the requirements of the Land Use By-Law are met. Motion carried.

MOTION #C-2015-10-19-09

It was moved by Councillor Paquette, seconded by Councillor Mersereau that the applicant be given heritage approval to repair and extend the current deck, as detailed in the application AR15-019-HER, providing the requirements of the Land Use By-Law are met. Motion carried.

Board of Police Commissioners (BOPC) – Meeting October 14, 2015

MOTION #C-2015-10-19-10

It was moved by Councillor Paquette, seconded by Councillor Hudson to accept in principal the terms agreed to under the police union contract. Motion carried.

Council thanked CAO Barr and Councilor Mersereau for their work on the contract.

Committee of the Whole (CoW) – Meeting September 9, 2015

MOTION #C-2015-10-19-11

It was moved Councillor Mersereau, seconded by Councillor Paquette that Council adopt the Logo Usage Policy with the amendments provided in writing by Councillor Mersereau.

MOTION #C-2015-10-19-12

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to approve the rebate/reduction for the following properties: Roll 00479993 in the amount of \$2,311.50; Roll 02355256 in the amount of \$2,049.00; Roll 00092428 in the amount of \$768.00; Roll 02045486 in the amount of \$142.50; Roll 02045494 in the amount of \$1,846.50; Roll 03611957 in the amount of \$1,489.50; Roll

1033204 in the amount of \$733.50; Roll 04997409 in the amount of \$2,803.50; Roll 00092398 in the amount of \$660.83; and Roll 06445721 in the amount of \$1,912.50. Motion carried.

Councillor Mersereau requested further information for Roll 06445721. This year's request is approved but he believes the organization is a commercial endeavor and wants to make sure that the organization is eligible for the rebate/reduction.

MOTION #C-2015-10-19-13

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the following Seasonal Business Reductions for 2015: Roll 92274 in the amount of \$3,403.58; Roll 1408402 in the amount of \$833.18; Roll 2466988 in the amount of \$2,623.95; Roll 3144577 in the amount of \$1,385.21; and Roll 4542975 in the amount of \$2,344.39. Motion carried.

13. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Mayor's Report – Mayor Tompkins
Mayor Tompkins summarized the ABoT/MEDC luncheon and the meeting with the Honourable Stephen McNeil. The meeting was to discuss ARRA and waterfront development projects. The second part of the meeting was with the Premier and various municipal units. Topics of discussion included the issue of internet service, job creation and the Regional Economic Network's effect.
2. Marketing and Economic Development Committee – Mayor Tompkins
No meeting was held.
3. ARRA – Councillor Mersereau
ARRA was partially addressed earlier in the meeting and the remainder is addressed in the CAO's Report.
4. REMO – Councillor Hudson
No meeting was held.
5. Planning Services Report
Councillor Mersereau noted that there is one fire inspection listed where the property owner has not responded to a deficiencies report and there is no follow-up date attached.
6. Planning and Heritage Advisory Committee
No comments.
7. Traffic Flow Advisory Committee – Mayor Tompkins
No meeting was held.
8. CAO's Report
Councillor Mersereau inquired about the meeting with the roof contractor. The meeting did not take place. Councillor Mersereau also noted that camera work for sewer inspections for the infrastructure assessment project is not included in the summary and will be need to be added. The Mayor stated that the proposal submitted for the dog park is not what he had envisioned in

regards the entrance and location. Council discussed the first submitted drawing of the dog park. CAO Barr will speak with the Active Living Coordinator regarding the placement and design of the dog park.

MOTION #C-2015-10-19-14

It was moved by Councillor Hudson, seconded by Councillor Mersereau to extend the meeting by half an hour to 9.30 p.m. Motion carried.

1. Police Report

Deputy Mayor Power relayed that the Board discussed names of individuals to approach to sit on the Board of Police Commissioners, that the Chief of Police will be contacting the Department of Justice to ask for a written guide for the process review.

2. Library Report

No report; meeting tomorrow night.

3. Valley Waste Resource Management

Will be addressed during the in-camera section of the agenda.

4. Water Report

The water testing policy and practices were discussed. CAO Barr will ask for results in Granville Ferry and update the Town water policy to reflect current practice.

5. Waterfront Development Committee

No meeting was held. Alan Melanson noted about the \$40,000.00 worth of work that will be put into upgrading the Lighthouse next year and offered that perhaps there was a way the Committee could leverage that in funding requests.

As an addition: Council discussed the official opening of AWEC on November 9th.

14. OTHER BUSINESS:

15. CORRESPONDENCE:

- Compact of Mayors Invitation for Mayor Tompkins

Mayor Tompkins will decline.

- Postcard from Christine Igot

Council noted that the postcard was a nice gesture and will send Ms. Igot a congratulatory letter.

- Atlantic By-law Officers Association

Mayor Tompkins will put in his calendar for a tentative attendance.

- Request form ABoT

Council discussed and directed CAO Barr to notify ABoT that the Town of Annapolis Royal will contribute \$100.00 from the \$400.00 budget for the Christmas events.

- Proposed New England Day in Nova Scotia (addressed under New Business)

16. IN-CAMERA:

MOTION #C-2015-10-19-15

It was moved by Councillor Hudson, seconded by Councillor Paquette to move the meeting in-camera at 9:24p.m. Motion carried.

- i. In-camera item: contract negotiations - APA update
- ii. In-Camera Item: acquisition, sale, lease and security of municipal property – ARRA discussion
- iii. In-camera item: legal advice eligible for solicitor-client privilege
- iv. In-camera item: personnel matter

MOTION #C-2015-10-19-16

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

MOTION #C-2015-10-19-17

It was moved by Councillor Mersereau, seconded by Councillor Hudson that Council accept the retraction of the allegation of misappropriation of town funds that was made by Councillor Paquette. Motion carried.

MOTION #C-2015-10-19-18

It was moved by Councillor Paquette, seconded by Councillor Hudson that the Town of Annapolis Royal not support the establishment of an operating reserve fund by Valley Waste Resource Management. Motion carried.

17. ADJOURNMENT:

Chair Tompkins adjourned the meeting at 10:25 p.m.

Chair Michael Tompkins

Recording Secretary Amy MacManus