

**Town of Annapolis Royal
Regular Council Minutes
March 17, 2014, 6:00 pm**

1. PRESENT: Mayor Michael Tompkins, Deputy Mayor Pat Power, Councillor Sherman Hudson, Councillor Byron Mersereau, Councillor Paul Paquette, CAO Carol St-Amour, Recording Secretary Dawn Bourke.

2. REGRETS: None

3. CALL TO ORDER: Mayor Tompkins called the meeting to order at 6:02 pm.

4. APPROVAL OF COUNCIL MINUTES:

i. Regular Council January 20, 2014

MOTION #C-2014-MAR-17-1

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the minutes of the Regular Council meeting held January 20, 2014 as presented. **CARRIED.**

ii. Regular Council February 17, 2014

MOTION #C-2014-MAR-17-2

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the minutes of the Regular Council meeting held February 17, 2014 as amended: Page 1, Item 1 Present: add Derrick Hawkins and Lesley MacDonald; and Page 4 Top of Page 1st paragraph, delete the words “contributable to prior events or”. Mayor Tompkins abstained from voting as he did not attend the February 17, 2014 meeting. **CARRIED.**

iii. Special Council March 1, 2014

MOTION #C2014-MAR-17-3

It was moved by Councillor Paquette, seconded by Councillor Mersereau, to approve the minutes of the Special Council meeting held March 1, 2014 as presented. **CARRIED.**

5. ADDITIONS TO AGENDA:

Business Arising: Item iv. Valley Region Solid Waste Resource Management By-law 2014

Business Arising: Item v. Unsightly properties

In Camera: Item iv. Reason (e) contract negotiations

6. APPROVAL OF AGENDA:

MOTION #C-2014-MAR-17-4

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau to approve the agenda as amended. **CARRIED.**

7. PUBLIC INPUT: None

8. PRESENTATIONS: None

9. PUBLIC HEARING: None

10. BUSINESS ARISING:

- i. Annapolis Valley Regional Library Board Representative – Letter of Application Lillian Stewart and Letter of Support from Annapolis Royal Friends of the Library Board

MOTION #C-2014-MAR-17-5

It was moved by Councillor Mersereau, seconded by Councillor Paquette to appoint Lillian Stewart to serve as the Town's representative to the Annapolis Valley Regional Library Board. **CARRIED.**

- ii. Pension Plan after March 31, 2014

It was noted this item has been moved to In Camera 16, Item iii. Reason (e) Contract Negotiations.

- iii. Borrowing Resolution from Committee of the Whole held March 5, 2014

MOTION #C-2014-MAR-17-6

It was moved by Councillor Mersereau, seconded by Councillor Hudson to approve the changes made by the Bank of Nova Scotia to the Borrowing Resolution without the inclusion of the word "operational" in point 5 and that the Mayor and Chief Administrative Officer be given authority to sign the resolution. **CARRIED.**

- iv. Valley Region Solid Waste Resource Management By-law 2014

MOTION #C-2014-MAR-17-7

It was moved by Councillor Mersereau, seconded by Councillor Hudson that Council gives Valley Region Solid Waste Resource Management By-law 2014 second and final reading. **CARRIED.**

- v. Unsightly Premises

Councillor Paquette noted that the unsightly premises at 380 St. George Street has gone from bad to worse, further noting the Town does not have to automatically approve a Building Permit when an applicant applies. The Town is going to have two major anniversary years and the area of concern is at a major intersection. The owner of the property is not doing what he said he would do to remedy the situation. It was also noted that another property has had scaffolding up for several years. Mayor Tompkins voiced concern about work being in progress and does it alleviate the deadline. Councillor Paquette suggested it would be appropriate to know the extent of the Town's authority. CAO St-Amour was directed to provide a report to Council on the procedure for proceeding with unsightly premises. Councillor Mersereau inquired if the Town undertakes the work and bills the property owners can the Town get first lien on the property, as opposed to a lien behind a mortgage company.

11. NEW BUSINESS:

- i. Union of Nova Scotia Municipalities (UNSM) re: Input into Gas Tax Formula

Councillor Mersereau asked where is the evaluation of the options including how it would affect the Town and rural municipalities. Councillor Mersereau suggested it would be appropriate for the UNSM to identify 3 plausible options, and to calculate existing impact on the members if it was changed, and to ask for an analysis. It was agreed to direct CAO St-Amour to contact the UNSM regarding Councillor Mersereau's questions.

- ii. Request for Support & Community Spirit Award – Annapolis Valley Apple Blossom Festival

MOTION #C-2014-MAR-17-8

It was moved by Councillor Mersereau, seconded by Councillor Paquette to give the Annapolis Valley Apple Blossom Festival permission to list the Town of Annapolis Royal as a supporting organization in their application for the Lieutenant Governor's Community Spirit Award. **CARRIED.**

iii. Request for Consideration – 100 Poppies – Anniversary WWI

MOTION #C-2014-MAR-17-9

It was moved by Councillor Hudson, seconded by Councillor Mersereau to plant poppies in front of the Town Hall or near the Masonic Memorial, to advertise the planting of poppies in the Town Crier and on the Town website, to contact the Historic Gardens with the request to plant poppies, to contact the Legion with the request to plant poppies, to contact Mary Ritchie of Thexton's regarding the promotion of planting poppies, and to respond to the letter advising of the decision. **CARRIED.**

iv. Invitation: Battle of the Atlantic Ceremony – May 4, 2013

Mayor Tompkins will be attending the HMCS/CFB Cornwallis Military Historical Association's Battle of the Atlantic ceremony at 11:00 am, but will not be attending the dinner.

MOTION #C-2014-MAR-17-10

It was moved by Councillor Hudson, seconded by Councillor Paquette to donate Twenty Five Dollars (\$25.00) which will be used for museum renovations and upgrades at the Cornwallis Military Museum. **CARRIED**

v. Financials April 1, 2013 – February 28, 2014

- a) Town Operating Income Statement
- b) Town Operating Balance Sheet
- c) Water Utility Income Statement
- d) Water Utility Balance Sheet
- e) Water Capital Balance Sheet
- f) General Capital Balance Sheet
- g) Reserve Capital Balance Sheet

Councillor Mersereau noted that according to the General Capital Balance Sheet Line Item 04-36112Z and Line Item 04-36112A that as of a year ago February 28th, 2013 the Town had the Transit Bus or pieces of it in the amount of \$21, 200.00 and it appears to be written off. Councillor Mersereau inquired did Council approve the write off noting it might have been done around year end process; somebody decided to write it off; it is the write off of an asset, and approval should be under the domain of Council. Councillor Mersereau also inquired with regard to Line Item 04-41111Z and to what is the specific reason for the decrease, and Line Item 02-32725Z what is the reason for the increase.

vi. Aged Receivables

- a) Utilities and Taxes

Councillor Mersereau noted account 02045516 has tax arrears from 2010 and suggested the Town consider a Tax Sale. Councillor Mersereau suggested the Aged Receivables for Utilities and Taxes be broken down by fiscal year. Councillor Mersereau noted the aged utilities have decreased by 38% in total from last listing and he hoped that a similar decrease will be seen in next months' Taxes Aged Receivables.

12. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Planning and Heritage Advisory Committee meeting held March 3, 2014

MOTION #C-2014-MAR-17-11

It was moved by Councillor Hudson, seconded by Councillor Mersereau to accept the one page two-sided informative hand-out regarding Wooden Windows with amendments to include "this is an educational reference"; "for heritage properties go to Nova Scotia Heritage Grant Program at

www.gov.ns.ca/cch/exploring/heritage/” and to include a sentence at the bottom of both sides that would say “for more information contact the Town Hall or visit the Town website”. **CARRIED.**

- ii. Committee of the Whole Meeting held March 6, 2014

MOTION #C-2014-MAR-17-12

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that the proposal from Kimberly Gunn of Red Shed Graphic Design be accepted for the provision of a professional document designed in high resolution digital and print format for the Annapolis Royal Regional Academy promotional brochure. **CARRIED.**

13. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Mayor’s Report – Mayor Tompkins advised he attended the meeting with representatives from Municipal Affairs; and attended Saturday budget meetings as the 2014/15 budget process has started.
2. Marketing and Economic Development Committee – Mayor Tompkins advised he is the new Chair of the Committee; the Committee is meeting regarding the presentations from community groups requesting funding; this is a new process and the applicants have to describe what the project is, what funding amount they are looking for and what benefit it provides to the Town; also doing a review on the marketing logo and colors, branding audit; investigation of increased signage; two new members Suzan Hebditch and Holly Sanford; the position of Vice Chair remained open until the new members were sworn in and Adele Macdonald agreed to accept nomination of Vice Chair; the spring luncheon is being held April 17th at the Fire Hall; redeveloping the tourist survey.
3. Board of Police Commissioners – Deputy Mayor Power provided an update of a meeting held in Halifax with the Nova Scotia Police Governance Association; discussed the 2014/15 budget at the Board of Police Commissioners meeting; Councillor Mersereau, Brian Keevill and Police Chief McNeil met regarding the document of Police Initiatives/Strategic Plan for the upcoming year; and Police Chief McNeil asked about repairing the camera. Mayor Tompkins advised that a review of activity in Town was to be undertaken with respect to the existing cameras being in appropriate areas as there was concern with theft from Fortier Mills. Discussion was held regarding the Portable Speed Monitor device noting they are either battery operated or plug in. Councillor Mersereau advised that at the Board of Police Commissioners meeting of December 11, 2014, \$2,700 was the amount for camera repairs or \$ 6,000 for a new camera. Deputy Mayor Power noted that the Police Chief and one other member of the Board expressed displeasure with the process that was recently held for the appointment of a Board member.
4. ARRA – Councillor Mersereau advised that the last meeting was held February 6th, 2014, and subsequently Greg Heming District Councillor for the Municipality of Annapolis County has advanced a motion to the County Council that provides the County would offer direct or designated consulting services to the ARRA Sub-Committee which should be helpful going forward. The next ARRA meeting is scheduled for Wednesday March 19th at 7 pm. Mayor Tompkins suggested consideration be given to a school of restoration similar to Willow Banks in Ontario. Mayor Tompkins noted that the Town Council was to receive an update from the Annapolis West Education Centre and this has not taken place yet. Topics for discussion include general maintenance of the building as paint is chipping off and who is going to be responsible; furnishings; the scoreboard and nets; the chairs as this could be used as a community hall and other similar items.
5. Planning Services – The Town of Annapolis Royal February 2014 Planning Services Report was attached with the agenda.

6. REMO – Councillor Hudson noted the drafts minutes of the Regional Emergency Advisory Committee meeting held January 19, 2014 were attached with the agenda.
7. Valley Waste Resource Management Meeting- Councillor Hudson advised the next meeting is scheduled to be held Wednesday March the 19th and he will be attending.
8. Planning and Heritage Advisory Committee – Councillor Paquette noted this was discussed under Number 12 Recommendations from Committees, Boards and Commissions.
9. Traffic Flow Advisory Committee – Mayor Tompkins noted the Committee had not met recently
10. Pool Committee – Councillor Paquette advised that Christine Igot, President of the Friends of the Pool gave a thorough report and the Treasurer presented the financials. Christine Ingot will be making a presentation March 24th, 2014 and they are looking for funds for the position of Pool Manager.
11. CAO's Report – The CAO's report was attached with the agenda. Councillor Mersereau inquired if the Active Living Coordinator will be assisting with the Natal Day Soccer Tournament. Mayor Tompkins noted the Soccer Association is folding and that may have an impact on the Natal Day Tournament. Deputy Mayor Power requested an update on the Irving Building. CAO St-Amour advised she is waiting for a response.
12. Water Report- Meets the required parameters.

14. OTHER BUSINESS:

15. CORRESPONDENCE:

- i. Enhancing Green Spaces in Communities re: Communities in Bloom

16. IN CAMERA:

MOTION #C2014-MAR-17-13

It was moved by Councillor Hudson, seconded by Councillor Paquette to move in camera at 8:00 pm.
CARRIED.

- i. Reason (d) Labour Relations
- ii. Reason (a) Acquisition, sale, lease and security of municipal property
- iii. Reason (e) Contract Negotiations

MOTION #C2014-MAR-17-14

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to come out of in camera at 9:25 pm. **CARRIED.**

MOTION #C2014-MAR-17-15

It was moved by Councillor Hudson, seconded by Councillor Paquette that Council authorize Mayor Tompkins and CAO St-Amour to sign the agreement between the Town of Annapolis Royal and Mr. Brian Keevill for carrying on Business as Ye Olde Towne Pub for the period of April 01, 2014 to November 15, 2014, for the purpose of utilizing a portion of Town lands for outdoor dining, as amended. **CARRIED.**

17. ADJOURNMENT

MOTION #C2014-MAR-17-16

It was moved by Councillor Hudson, seconded by Councillor Paquette to adjourn the meeting at 9:30 pm.
CARRIED.

Mayor Michael Tompkins

CAO Carol St-Amour