

**Committee of the Whole
Approved Minutes
December 4, 2013, 6:00 pm**

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, Peter Davies Town Crier.

1. **CALL TO ORDER:** Mayor Tompkins called the meeting to order at 6:00 pm.

2. **APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:** November 4, 2013
MOTION 1

It was moved by Councillor Paquette, seconded by Councillor Mersereau to approve the minutes of the Committee of the Whole meeting held November 4, 2013 with the following amendment, Page 2, 9. New Business Item i. first sentence delete the word “save” and insert “support.”
CARRIED.

3. **ADDITIONS TO AGENDA:** None

4. **APPROVAL OF AGENDA:**
MOTION 2

It was moved by Councillor Hudson, seconded by Councillor Mersereau to approve the agenda as presented. **CARRIED.**

5. **PUBLIC HEARING:** None

6. **PUBLIC INPUT:** None

7. **PRESENTATIONS:**

i. **Peter Davies, Town Crier re: Boston**

Peter Davies gave a presentation regarding the provincial government funding the Guild of Nova Scotia Town Criers to sponsor a town crier to travel to Boston with a Christmas tree. Peter Davies Town Crier and Consort Valerie Davies attended the delivery of the tree in Boston November 12th. Council thanked Peter Davies for his dedication in promoting the Town of Annapolis Royal and Nova Scotia, as a whole.

8. **BUSINESS ARISING:**

i. **Response to Council Questions re: October 31, 2013 Financial Statements**

The Committee of the Whole received this report for information.

ii. **Water Infiltration Upstairs Back Middle Office Window re: Update**

The Committee of the Whole received this report for information.

iii. **Legion/Town Parking Lot**

Considerable discussion was held regarding the legion/town parking lot, noting the Legion owns the entire parcel of ground, the Town uses approximately 20 parking lots for employees of businesses on St. George Street, an estimated cost to resurface the parking lot is approximately \$165,000, there are extensive drainage issues, and various options that could be considered for parking were discussed.

Councillor Hudson suggested the Town meet with Legion representatives to discuss the parking lot. Councillor Mersereau suggested thought be given to determine if the Town wants to maintain the parking lot for visitors and town parking. Mayor Tompkins suggested the first step is to decide the parking requirements for the Town and does it fit into the Town's infrastructure plans, and the need to review parking requirements according to present day need. The parking lot serves a function, could be a joint project if grant funding is available. It was agreed to obtain updated cost to repair/resurface the parking area, determine annual maintenance costs, how much of the parking lot does the Town require, to research cost and needs, then discuss with Legion representatives.

It was agreed to forward this item to the Traffic Flow Advisory Committee meeting scheduled for Monday, December 9th.

iv. **Request from Annapolis Valley Regional School Board – Easement – AVEC – re: Update**

CAO St-Amour advised the Town solicitor has revised the agreement since Council's last review on November 28, 2013 and NSPI is now reviewing the agreement to see if they will accept the changes.

v. **Events Protocol**

Councillor Paquette reviewed the Christmas Tree Lighting, noting it started at 7 pm at the Court house, then a walk down to the Town Hall where Mayor Tompkins gave a short speech and turned on the lights, following by a walk to the market for hot chocolate and ending up at the O'Dell House Museum. Councillor Paquette advised he met with the organizers of the 4 Christmas craft markets and discussed making it a 3 day event in the future, lighting of the Christmas trees on Friday, Saturday have the crafts shows and plan events for Sunday. Mayor Tompkins suggested King's Theatre may be able to hold a night event on the evening of the Christmas Tree Lighting. The Annapolis Board of Trade will be meeting with the Marketing & Economic Development Committee to discuss holding a three day event.

January 1st noon to 4 pm is the New Year's Levee. Council suggested that when the Legion advertises the Levee, the Town's financial contribution should be acknowledged and advertisements should be placed in the Annapolis Spectator, on the front page of the January Town Crier and sent out to the community reminders list. The Levee is formal dress, Mayor gives a speech, and dignitaries normally arrive by 11 a.m.

vi. **Theft at Fortier Mills**

Mayor Tompkins advised that building materials were stolen from a job site at Fortier Mills on Sunday December 1st. Mayor Tompkins noted he spoke with Police Chief McNeil and discussed the placement of a camera by the entrance way and suggested this matter be brought forward during budget deliberations.

viii. **Danger Signs**

Mayor Tompkins inquired about the danger signs being installed by NSPI along the basin. CAO St-Amour advised that a letter of non-compliance was sent on November 26th to NSPI; and she subsequently met with two representatives from NSPI December 3rd.

Representatives from NSPI will be attending the December 16th Council meeting to discuss the safety issues around the Tidal Power Project water areas. Councillor Mersereau noted it would be appreciated to hear from the water rescue people as they deal with this issue when called out.

CAO St- Amour advised that NSPI has been requested to remove the signs that do not comply with the Town's Land Use By-law.

9. NEW BUSINESS:

i. Annapolis Valley Regional School Board – AWEC re: Proposal for Student Drop Off

In his proposal David Floyd advised the reason for the student drop off on Champlain Street is to separate the public traffic from the school traffic. Discussion was held regarding the student drop off on Champlain Street and the fact vehicles stopping on the street is a safety issue. It was suggested that a pull through could be planned. The existing drawing excludes public parking for access to the tennis courts and swimming pool. Regarding the stairs, Councillor Mersereau advised the Town agreed to reinstate access to the stairs, not reinstate the stairs. It was agreed to request clarification regarding the parking area being used for cars and not busses; and it was noted the additional sidewalk, curbing and new stairs should be part of the Annapolis Valley Regional School Board's budget. Council discussed safety and traffic flow concerns with the existing plans. Councillor Hudson also noted consideration should be given to the seniors who live nearby and the addition of foot and vehicle traffic.

ii. Annapolis Partnership Steering Committee and Protocol Document

Councillor Mersereau suggested the following housekeeping changes to the Protocol for Regional Cooperation: Page 2, referring to top of page 2 section 5th bullet should state Appendix 1 (not Section 5); sixth bullet should state Appendix V (not Section 6), 7th bullet should state Section 5 (not Section 7), Page 3 item 1.9 should be item 1.8; at the end of the agreement there should be a provision that stipulates notices are to be in writing and clarify where notices are to be sent; and the signatory page should be included and As of "Date".

MOTION 3

It was moved by Councillor Mersereau, seconded by Councillor Paquette to recommend that Council approve the Protocol for Regional Cooperation as amended. **CARRIED.**

iii. Valley Waste Resource Management re: 2014/15 Budget

CAO St-Amour advised that CAO's attended a Valley Waste Resource Management budget meeting, Valley Waste provided an overview that included 36 potential options for reducing the draft 2014/15 budget, it was decided to form a budget subcommittee with representatives from Valley Waste Resource Management, and other representatives from Municipal units including a Director of Finance, a Town Engineer, and two CAO's.

10. CORRESPONDENCE:

- i. Town of Yarmouth re: Yarmouth-New England Ferry Service
- ii. Nova Scotia Attorney General Justice re: 911 Cost Recovery Fund
- iii. Valley Waste Resource Management re: Management Minute

MOTION 4

It was moved by Councillor Hudson, seconded by Councillor Mersereau to take a short break at 7:36 pm. **CARRIED.**

MOTION 5

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to move in-camera at 7:50 pm. **CARRIED.**

11. IN-CAMERA:

- i. Reason (a) Acquisition, sale, lease and security of municipal property
- ii. Reason (c) Personnel matter
- iii. Reason (g) Legal advice eligible for solicitor-client privilege

MOTION 6

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to come out of in-camera at 9:35pm. **CARRIED.**

12. ADJOURNMENT:

MOTION 7

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to adjourn the meeting at 9:40 pm. **CARRIED.**

NEXT MEETING: January 8, 2014

Mayor Michael Tompkins

CAO Carol St-Amour