

**Committee of the Whole  
Approved Minutes of Meeting held  
July 9, 2014 at 6:00 pm**

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

**1. CALL TO ORDER:** Mayor Tompkins called the meeting to order at 6:04pm

**2. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:** June 4, 2014  
It was agreed to place the June 4, 2014 minutes on the September agenda of the Committee of the Whole as the minutes were distributed at the meeting.

**3. ADDITIONS TO AGENDA:**

New Business vii. Taser Use

New Business viii. Library Parking

New Business ix. Welcome Wagon

New Business x. Story Mob

In Camera v Reason (a) Acquisition, sale, lease and security of municipal property

**4. APPROVAL OF AGENDA:**

**MOTION # CoW-2014-JULY-9-01**

Moved by Deputy Mayor Power seconded by Councillor Hudson to approve the agenda as amended. **CARRIED**

**5. PUBLIC HEARING:** None

**6. PUBLIC INPUT:** None

**7. PRESENTATIONS:** None

**8. BUSINESS ARISING:** None

**9. NEW BUSINESS:**

**i. Heide Richells/Blaine Schumacher re: Fall Special Clean-Up**

Discussion was held regarding the fact that there will be no fall special clean up by Valley Waste. Mayor Tompkins gave merit to comments in the letter regarding containers being set up for a one time fall clean up this year. Mayor Tompkins suggested a short period for two days only; 2 construction type containers can be set up at public works; items to be placed in the containers could include couches, chairs and other fall pick up items.

It was agreed to have the CAO check with CN Ordes, Valley Waste and EFR for cost of containers and tipping fees. It was also agreed to reply to the second part of letter received from Heide Richells and Blaine Schumacher.

**ii. Power Outage**

CAO St- Amour provided an update on the power outages caused by Tropical Storm Arthur noting a conversation was held this morning with the County of Annapolis and everything is up and running; chlorine a little higher than normal; generators were brought in which helped to bring up water levels; the sewer lagoons are back in full working order; checked all lift stations and all are in good working order.

CAO St-Amour advised that she spent considerable time on Monday driving around the Town making a list of all down trees and checking which trees the Town is responsible for; trees are a big issue; the average cost for tree removal is between \$900-\$1000; NSPI talked to their Supervisor-in-Charge of this area to determine if NSPI would pay for any portion of the cost of tree removal; this was an emergency situation and NSPI only took the limbs resting on the lines and do not intend to come back. Both the CAO and PHMC spent time on Monday going through the Schedule C Map of the Land Use By-law, with respect to center lines and Town owned property. With regards to St. George and Highway 8 arterial the measurement is 32 feet 10 inches from center line; with regards to Drury Lane to St. Anthony Street arterial the measurement is 26 feet 3 inches from center line; with regards to all other residential streets all are the same which is 26 feet 3 inches from center line. CAO St-Amour advised there may be 7-10 trees on Town owned property that requires attention to be taken down. It was agreed to have CAO St-Amour contact Jay Stone with regards to a professional assessment of tree damage in Town.

Discussion was held regarding the Public Works Department picking up the tree and brush debris that residents have placed in front of their properties.

Discussion was also held regarding the lack of communication services available throughout the period of the storm; the lack of communication from Nova Scotia Power Incorporated; having Nova Scotia Power Incorporated being a member of the Regional Emergency Measures Organization.

Currently there are no funds available from the province with respect to the clean up after Tropical Storm Arthur.

Councillor Hudson suggested sending a thank you to the Annapolis Royal Volunteer Fire Department for their service provided during and after the storm.

**iii. Financials April 1, 2014— May 31, 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 with regard to Line Item 01-24320 Garbage Collection Expense; it appears that in two months used 30% of the annual budget and the explanation is the numbers were based on the initial budget and adjustments will be made in June.

**iv) Unaudited Financials April 1, 2013 to March 31, 2014**

- a) Town Operating Income Statement
- b) Town Operating Balance Sheet
- c) Water Utility Income Statement
- d) Water Utility Balance Sheet

Councillor Mersereau advised the Unaudited Financials are the preliminary year financials and the entries that Council approved at the June 16, 2014 Council meeting have not been posted yet.

**v. Aged Receivables**

**a) Taxes and Utilities**

Councillor Mersereau noted that decent progress has been made on getting arrears down.

**vi. Krista Jane May re: Benches on St. Anthony Street**

A letter was received from Krista Jane May regarding benches on St. Anthony Street. CAO St-Amour advised that benches have been placed along St. Anthony Street and further Ms. May was contacted and advised of such.

**vii. Use of Tasers**

Deputy Mayor Power advised that at the last Board of Police Commissioners the use of tasers by the Police Department was raised. The Board of Police Commissioners has a Conducted Energy Device Policy that states that all members of the police department are not permitted to: possess, carry, use, Conducted Energy Devices while executing their duty as members of the Annapolis Royal Police Department. Deputy Mayor Power noted that the Chief of Police is quite adamant that he would like it recorded that both he and the Annapolis Royal Police Department will not be held responsible for any repercussions that may occur for not being equipped with tasers. It was noted tasers may be required under the Use of Force Continuum.

Mayor Tompkins extended compliments to Constable Foster regarding his handling of a drunk and disorderly incident of last week.

**viii. Library Parking**

Deputy Mayor Power advised that while at a recent meeting of the Friends of the Library Expansion the matter of Town staff parking along the fence by the Parks Canada administration building was brought up, and it was suggested the parking was for library patrons only.

Councillor Mersereau suggested reviewing the lease agreement between Parks Canada and the Town of Annapolis Royal noting the Town may have exclusive use of the property under the terms of the lease. Deputy Mayor Power distributed a copy of the plans for the library expansion.

**ix. Welcome Wagon**

Deputy Mayor Power advised that some new residents have not been visited by the Welcome Wagon. CAO St-Amour advised she will review the official process and how the information is communicated between the Town and the Welcome Wagon representative.

**x. Storymob**

Members of the Town Council were extended an invitation from the Annapolis Valley Regional Library to be a part of a StoryMob, with the event taking place in Annapolis Royal on Saturday, July 12 at 11 am.

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

**i. Nova Scotia Transportation and Infrastructure Renewal re: ARRA**

It was agreed to refer this item to the in camera portion of the meeting as Item e) Reason (a) Acquisition, sale, lease and security of municipal property.

**ii. William E. Green re: ARRA**

The letter was discussed and accepted for information.

**iii. Health and Wellness Officer of the Minister re: AWEC**

The letter was accepted for information.

**iv. Annapolis Valley Regional School Board re: 2014-2015 Municipal Contributions, Enrollments and Calculations**

Deputy Mayor Power noted the assessment is \$10,000 less than budgeted. Councillor Mersereau advised this is influenced by the uniform assessment and it has decreased over last several years.

**v. Valley Waste Resource Management Minutes**

CAO St-Amour advised the Valley Waste Resource Authority is moving forward with seeking the approval of partner Councils, through an amendment to the Intermunicipal Services Agreement, to allow the Authority to adjust the timelines for the budget development process and to allow for the retention of any surplus funds; and to amend the agreement to adjust time lines for the budget process. Councillor Mersereau advised he would like to see a cap for the amount the Authority can retain with regards to surplus funds.

**vi. Valley Region Solid Waste-Resource Management Authority re: Draft Financial Statements**

The Draft Financial Statements were accepted for information.

**vii. U16 Basketball Nova Scotia re: Support**

Mayor Tompkins advised that requests for financial support should go through the Marketing and Economic Development Committee and the process that is in place.

**viii. Communities in Bloom re: Symposium and Awards Preliminary Program**

The letter was accepted for information.

**ix. Orris Orlando re: Thank you**

The letter was accepted for information.

**x. Royal Robots re: Thank you**

The letter was accepted for information.

**ix. Elizabeth Foster re: Canada Day**

The letter was accepted for information

**MOTION # CoW-2014-JULY-9-02**

Moved by Councillor Hudson, seconded by Councillor Paquette to move in camera at 7:55 pm. **CARRIED**

**11. IN CAMERA:**

Reason (f) Litigation or potential litigation

Reason (h) Public Security

Reason (a) Acquisition

Reason (e) Contract negotiations

Reason (a) Acquisition, sale, lease and security of municipal property

**MOTION # CoW-2014-JULY-9-03**

Moved by Councillor Paquette, seconded by Councillor Hudson to come out of in camera at 8:37 pm. **CARRIED**

**MOTION # CoW-2014-JULY-9-04**

Moved by Councillor Paquette, seconded by Deputy Mayor Power that Committee of the Whole recommend that Council approve the Chief Administrative Officer to enter into an agreement with Nova Scotia Tourism Agency for funding under the Tourism Development Investment: Rejuvenating First Impressions Program for 2014/2015 March 31". **CARRIED**

**12. ADJOURNMENT:**

**MOTION # CoW-2014-JULY-9-05**

Moved by Councillor Hudson, seconded by Deputy Mayor Power to adjourn the meeting at 8:40 p.m. **CARRIED**

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Mayor Michael Tompkins

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CAO Carol St-Amour