

**Committee of the Whole
Approved Minutes of Meeting held
June 4, 2014, 6:00 pm**

PRESENT: Mayor Michael Tompkins, Deputy Mayor Power, Councillor Sherman Hudson, Councillor Byron Mersereau, Councillor Paul Paquette and Recording Secretary Bourke.

REGRETS: CAO Carol St-Amour

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

2. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES: May 7, 2014

MOTION #CoW-2014-June-4-01

Moved by Councillor Hudson, seconded by Councillor Mersereau, to approve the minutes of the Committee of the Whole meeting held May 7, 2014 as amended: Page 3 Business Arising Item ii. first paragraph, last sentence add “and Councillor Mersereau” after “Deputy Mayor Power”; and Page 8, New Business, first paragraph add “notifications of “ after “4”. **CARRIED**

3. ADDITIONS TO AGENDA:

Business Arising v. Green Bins at Restaurants

4. APPROVAL OF AGENDA:

MOTION #CoW-2014-June-4-02

Moved by Councillor Mersereau, seconded by Councillor Paquette to approve the agenda as amended. **CARRIED**

5. PUBLIC HEARING: None

6. PUBLIC INPUT: None

7. PRESENTATIONS: Re-scheduled to June 16, 2014

i. Angelika Waldow and Doug Dockrill re: Expansion of Community Garden
Discussion was held regarding the expansion of the community garden behind the Legion.

8. BUSINESS ARISING:

i. **Redistribution of Accumulated Surplus in General Operating Fund and Clean Up of 2011 Balance – Councillor Mersereau (Tab 1)**

Councillor Mersereau distributed copies of a document he prepared regarding year end interfund transactions.

MOTION #CoW-2014-June-4-03

Moved by Councillor Hudson, seconded by Councillor Paquette to recommend that Council transfer \$190,000.00 from the General Operating Fund to the General Capital Fund 2013/14 on the understanding the funds are to be used to liquidate the balance of the 2011 advance to the General Capital Fund.

CARRIED

Councillor Mersereau advised with regards to general operating reserve fund and the proposed transfer of \$150,000.00, the minimum or threshold is 5% of total operating or about \$80,000.00, noting most Nova Scotia Town's budget in the amount of 8% of total expenditures, which would be \$140,000.00 for the Town of Annapolis Royal.

Councillor Mersereau advised with regards to the transfer of \$700,000.00 to the General Capital Reserve Fund, that over a 5 year period, the Town can contribute as a ratio of depreciation accrual for 5 years. Councillor Mersereau advised the Town's General Capital depreciation accrual is running about \$300,000.00 per year and the threshold is 10% or \$30,000 minimum per year.

Councillor Mersereau noted that under the proposed Financial Condition Index (FCI) commentary the recommendation was out of every annual budget, \$100,000.00 of the Operating Budget fund capital items with a minimum of \$15,000.00 towards the Capital Reserve and the balance could be made available for miscellaneous capital purposes.

MOTION #CoW-2014-June-4-04

Moved by Deputy Mayor Power, seconded by Councillor Mersereau to recommend Council transfer \$700,000.00 to the Operating Reserve fund as of March 31, 2013/14. **CARRIED**

ii. **Daurene Lewis Memorial**

MOTION #CoW-2014-June-4-05

Moved by Councillor Mersereau, seconded by Councillor Hudson to recommend that Council approve a rose bush or small flower bush like the Snow Day Surprise be purchased and planted as soon as possible near the corner of the stairs and the ramp going into Town Hall. **CARRIED**

iii. **Lane to Lift Station**

It was agreed to move this item to in camera.

iv. **Events Protocol**

Councillor Paquette noted the July 1st Canada Day, Mayor attend the opening ceremonies, all of Council should be present as there will be a presentation of a medal of bravery; fireworks in Bridgetown 10:00 pm and Mayor Tompkins was invited last year. Every 3 weeks in the summer there is a cadet review in Cornwallis, last Thursday in August is the final cadet review. When checking the dates for the cadet final review, could also invite them to use the wharf facilities. Princess Tea for Natal Day committee usually the Thursday before the 1st weekend in August.

It was agreed to direct administration to write a letter to the cadets inviting them to use the wharf and inquire as to the cadet review schedule and the final cadet review date.

v. **Green Bins at Restaurants**

Mayor Tompkins advised he has received complaints regarding the green bins at restaurants and the volume produced by the restaurants; comparing prior pick up services to what is available under Valley Waste Resource Management. Mayor Tompkins noted there is one establishment that previously had eight green bins and now has two; paying for extra bins from the Town is another tax burden. Mayor Tompkins suggested investigating what other Towns do.

It is not a tax hike, it is a service fee for those that use the service, either use the system in place, or pay a service fee. It was agreed to discuss this item again.

9. NEW BUSINESS:

i. Sign Approval Parks Canada

MOTION #CoW-2014-June-4-06

Moved by Deputy Mayor Power, seconded by Councillor Hudson to recommend that Council give approval to the applicant to replace the current two Parks Canada directional signs on Prince Albert Road, providing all the requirement of the Land Use By-Law are met. **CARRIED**

ii. New Building Canada Fund

Councillor Mersereau advised his three priorities are, in terms of the most essential service the Town provides and easiest to qualify for is: integrated waste water and drinking water, broadband connectivity, and either innovation or disaster mitigation.

It was agreed to have Council input at the next Special Council budget meeting.

10. CORRESPONDENCE:

i. Valley Waste-Resource Management Minutes

The Valley Waste-Resource Management Minutes were accepted for information. Mayor Tompkins advised he and CAO St-Amour have signed the formal agreement with Valley Waste Resource Management.

Date of Budget Meeting

It was agreed to hold a Special Council meeting June 11th, 2014 at 6pm for the purpose of budget deliberations.

It was agreed to break at 7:20pm

Mayor Tompkins reconvened the meeting at 7:25 pm

11. IN-CAMERA:

MOTION #CoW-2014-June-4-07

Moved by Councillor Hudson, seconded by Councillor Paquette to move in camera at 7:26 pm.

CARRIED

- i. Reason (a) Acquisition, sale, lease and security of municipal property
- ii. Reason (a) Acquisition, sale, lease and security of municipal property
- iii. Reason (h) Public security
- iv. Reason (f) Litigation or potential litigation

MOTION #CoW-2014-June-4-08

Moved by Councillor Hudson, seconded by Councillor Paquette to come out of in camera at 8:10 pm. **CARRIED**

MOTION #CoW-2014-June-4-09

Moved by Councillor Hudson, seconded by Deputy Mayor Power to recommend that Council approve the letter to the Province regarding the Annapolis Royal Regional Academy be prepared for Mayor Tompkins signature. **CARRIED**

MOTION #CoW-2014-June-4-10

Moved by Councillor Paquette, seconded by Councillor Hudson, to recommend that Council direct Administration to write a letter to the property owner of 98 Victoria Street advising that any renewal of the development permit would be dependent on visible progress towards completion which must be shown this year of the current development permit. **CARRIED**

12. ADJOURNMENT:

MOTION #CoW-2014-June-4-11

Moved by Councillor Hudson, seconded by Councillor Paquette to adjourn the meeting at 8:12 pm. **CARRIED**

Mayor Michael Tompkins

Recording Secretary Dawn Bourke