

**Committee of the Whole
Approved Minutes
June 5, 2013, 6:00 pm**

PRESENT: Mayor Tompkins, Deputy Mayor Power, Councillor Hudson, Councillor Mersereau, Councillor Paquette, CAO St-Amour, Recording Secretary Bourke.

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

2. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES: May 8, 2013

MOTION 1

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to approve the minutes of May 8, 2013 as amended, Page 2 Item 9, insert “conflict of” before the word “interest”.

CARRIED.

3. ADDITIONS TO AGENDA:

Business Arising:

- iii Follow Up to FAPS Discussion
- iv Police Office Tour
- v ARRA Questions
- vi Property Tax Legion
- vii Update on Dangerous Properties in Town
- viii Valley Waste Update
- ix NSPI Building 211 Prince Albert Road Update

New Business:

- iv Fibre Optics

In-camera:

- iii Reason (d) Labour Relations

4. APPROVAL OF AGENDA:

MOTION 2

It was moved by Councillor Paquette, 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:

i. Building Permit AVEC – Verbal Update from CAO

CAO St-Amour noted the Town’s Development Officer advised the development permit is pursuant to the Land Use By-law not the Building Code and suggested continuing to pursue the request for a development permit; estimated cost value of the extension built without a permit \$312,295; based on the extension, fees payable to the Town \$1450.00; if legal issues ensued lawyers may cost more than fees.

Councillor Mersereau noted it is important that the renovations meet the Land Use By-law; may be encroaching on Town land; Council should be satisfied that the improvements are acceptable. Mayor Tompkins suggested issuing a stop work order.

It was agreed to direct CAO St-Amour to contact the School Board to request they make a presentation to Council for the purpose of providing full details of the renovations and answer any questions Council may have.

ii. Events Protocol Update – Councillor Paquette

- May 31 Apple Blossom Coronation, annual event - has changed slightly Mayor does not walk Princess down aisle, reserved seating, suit and business attire, no chain of office or speech, in Wolfville at Acadia University, Friday of Apple Blossom Festival
- Royal Princess Tour and Photo Shoot at Historic Gardens, annual event, Monday afternoon, 1/2 hour, welcome speech, chain of office, business attire
- Masons Event – may be once every five years, formal, speech, chain of office, beginning first weekend in June, full Town Council and CAO
- Cadet Review, formal attire, chain of office, speech, cadet review, presentation of awards, view of exhibits, present town pins.

iii. Follow Up to FAPS (Friends of the Pool Society) Discussion

CAO St-Amour noted Pierre Igot provided a list of the three FAPS members who would be willing to sit on the Town Pool Committee as follows: Anna Guest (President), Lynn Longmire (Secretary) and Pierre Igot (Treasurer). An updated draft of the 2013/14 budget for the pool has been received and will be distributed to Council.

CAO St-Amour advised the Terms of Reference for the Annapolis Pool Committee would be available to Council at the Special Council meeting of June 8, 2013. The Committee would be made up of 2 members of Council, 3 members of FAPS, an annual term November to November.

MOTION 3

It was moved by Councillor Mersereau, seconded by Councillor Paquette to recommend to Council that Councillor Hudson and Councillor Paquette be appointed the Town representatives on the Annapolis Pool Committee. **CARRIED.**

iv. Police Office Tour

Councillor Mersereau noted it would be helpful to understand the operations of the Police Department and how it is set up; advising a tour will be scheduled and members of Council are invited. It was suggested to include a voluntary invite to the members of the police staff. CAO St-Amour noted Police Chief McNeil advised he has 2 cadets that will be working during July and August.

v. ARRA Questions

Councillor Mersereau advised a meeting of the Sub-Committee ARRA is scheduled to be held June 6th at 6 pm.

CAO St-Amour advised of an e-mail received from Shona Poirier, Acquisition and Disposal Officer of Real Property Services for the Department of Transportation and Infrastructure, advising of a transaction in 2007 where the province conveyed back to the Town a portion of the ARRA at the Town's request and approved by Order in Council dated March 1, 1988. The letter went on to state the OIC approved the re-conveyance back to the Town; Shona Poirier has contacted the Municipality and they are in agreement with the remainder portion being conveyed to the Town as approved in the OIC; she will be using the original description for the entire site and reserving out the lot already conveyed in order to not incur any additional costs for the site.

Discussion was held and it was noted the Town only wants the Town's portion (10%), the Municipality of the County of Annapolis does not want their portion, the e-mail from the solicitor made no reference to the 2007 transaction;

It was agreed to direct CAO St-Amour to request a copy of the March 2007 OIC.

vi. Property Tax Legion

Councillor Paquette raised business occupancy tax for the Royal Canadian Legion; noting as a landlord there is the percentage that needs to be taxed for business occupancy; would like to see this as a precedent which may be useful in the future. CAO St-Amour will check to see if PVSC made the change on the assessment roll.

vii. Dangerous property

Discussion was held regarding the property located at 98 Victoria Street noting $\frac{1}{4}$ of the roof was fixed last year; and question arose regarding the repair to the other $\frac{3}{4}$ of roof. CAO St-Amour advised there is an ongoing permit.

Discussion was held regarding the property located at 278 St. George Street. CAO St-Amour advised that she has a meeting with the owner on Monday June 10, 2013; the owner will bring in a list of proposed repairs, the timeline and sign the document.

Discussion was held regarding the properties located at 209, 211 and 213 St. Anthony Street. CAO St-Amour noted the owners are waiting for funds from a sale of a property, then will make repairs and put it on the market.

Discussion was held regarding the property across the street from the Town office, specifically the paint on the building.

The question arose regarding sandwich boards and it was noted there is an application form which includes size restrictions and fees.

CAO St-Amour mentioned during the Mason Celebration numerous tourists spoke of the poor signage to the Town of Annapolis coming from Digby and Cornwallis and because of the poor signage ended up in Bridgetown.

viii. Valley Waste

CAO St-Amour advised Town Council has been invited to attend an open house at the Valley Waste facility in Lawrencetown this Sunday June 9th, 11am-2pm.

Council has also been invited to a meeting of the Board of Valley Waste June 26th, 9am; and discussion will be held regarding the rules and responsibilities of the Board. Fall clean up 2nd week of October.

ix. NSPI Building 211 Prince Albert Road Update

CAO St-Amour noted Alfred Doucette the Building Inspector from Digby will be in Annapolis tomorrow and will be going to 211 Prince Albert Road to determine what is being done with the property.

9. NEW BUSINESS:

i. Smoke Free Vehicles – Discussion Draft Policy

It was agreed to direct CAO St-Amour to draft a policy with respect to Smoke Free Vehicles and to bring this item forward.

ii. Letter from William Squires re: Request for Buried Culvert Behind 62 Chapel Street

Discussion was held regarding the letter received from William Squires. It was noted that Superintendent McLean did not suggest a buried culvert and did not think it necessary; the cost of a buried culvert would be between 3-5 thousand dollars. The ditch is on town property; and questions arose as to where the source of the water that is draining into the ditch is coming from. CAO St-Amour advised the Town of Bridgetown takes the stand it is the responsibility of the landowner to ensure safety of individuals with respect to water in the ditch.

It was agreed to direct CAO St-Amour to contact Mr. Squires and advise that the matter is under the control of public works; as cleaning the ditch alleviated the issue.

iii. All in a Day's Drive – Feature in the Chronicle Herald

Discussion was held, noting the deadline has been missed and further it would be more appropriate to advertise in a magazine that would have a longer life than a one day advertisement.

iv. Fibre Optics

Councillor Paquette noted the situation of being trapped in the middle of a dead zone with regards to fibre optics, and asked if the Town can write a letter requesting fibre optics. Mayor Tompkins advised that money was spent to have fibre optics throughout the valley and further that Cornwallis has been using it since it has been set up. Questions arose as to who owns it and who is running it. Mayor Tompkins suggested dark fibre optics should be looked at; and if it is here availability to access.

It was agreed to direct CAO St-Amour to initiate the initial conversation with Eastlink or Bell for the purpose of accessing fibre optics within the Town. Mayor Tompkins will also contact the Administrator of the Annapolis Basin Conference Centre regarding discussion about fibre optics.

Mayor Tompkins advised that Wi-Fi is being set up at the Dunromin Camp Ground by a local person and suggested contact between CAO St-Amour and the local person.

10. GENERAL CORRESPONDENCE: (FOR INFORMATION ONLY)

i. **Arts Council – Request for Letter of Support by May 29, 2013 and Mayor’s Letter**
It was agreed to accept the correspondence for information.

MOTION 4

It was moved by Councillor Hudson, seconded by Councillor Mersereau to move in-camera at 7:30 pm. **CARRIED.**

11. IN-CAMERA:

- i. Reason (a) Acquisition, Sale, Lease and Security of Municipal Property
- ii. Reason (h) Public Security
- iii. Reason (d) Labour Relations

MOTION 5

It was moved by Councillor Hudson, seconded by Councillor Mersereau to come out of in-camera at 8:27pm. **CARRIED.**

MOTION 6

It was moved by Councillor Mersereau, seconded by Councillor Paquette to recommend to Council that Mr. John H. Armstrong be advised that Council is willing to accept property #'s 05347904, 05347939 and 05347912 on condition that the owner of the property cover all costs associated with the land conveyance from the owner to the Town of Annapolis Royal.
CARRIED.

12. ADJOURNMENT:

MOTION 7

It was moved by Councillor Hudson, seconded by Councillor Mersereau the meeting adjourn at 8:31 pm. **CARRIED.**

NEXT MEETING: July 3, 2013

<i>Action</i>	<i>Date</i>	<i>Signature</i>
Reviewed by CAO		
Changes made by Admin		
Approved for website by CAO		
Sent to webmaster		