

**Committee of the Whole
Approved Minutes
October 9, 2013**

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.

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

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

It was moved by Councillor Mersereau, seconded by Councillor Hudson to approve the minutes of the September 4, 2013 meeting of the Committee of the Whole with the following amendment: Page 2, eighth bullet New Business xv delete “Standard Live” and insert “Standard Life”. **CARRIED.**

3. ADDITIONS TO AGENDA:

New Business vi. Request to Police Commission

New Business vii. Length of Council Meetings

In camera v. Reason (f) Possible Litigation or potential litigation

Councillor Mersereau suggested the following items for future agenda: unsightly premises update; update on implementation of Valley Waste Resource Management and feedback from first pick up and the method for proceeding with additional restaurant pick-ups by the Town.

4. APPROVAL OF AGENDA:

MOTION 2

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

5. PUBLIC HEARING: None

6. PUBLIC INPUT: None

7. PRESENTATIONS: None

8. BUSINESS ARISING:

i. **Fundy Web Broadband re: Dissolved**

MOTION 3

It was moved by Councillor Mersereau, seconded by Councillor Hudson to recommend that Council agree that the FUNDYweb Broadband Board be dissolved in accordance with Sub-section 32(1) of the signed Intermunicipal Agreement and Sub-section 30(1) of the unsigned agreement between FUNDYweb Broadband Board and Nova Scotia Community College.

CARRIED.

ii. Draft Amendment to Flag Flying Policy 2011-1

MOTION 4

It was moved by Councillor Mersereau, seconded by Councillor Paquette to recommend that Council approve the draft amendment to Flag-flying Policy 2011-1 dated October 9, 2013 with the following amendments: change half staff to half mast throughout; under Procedure Item 4, appropriate to include Union Jack as the Royal Union Flag - Victoria Day, Anniversary of the Adoption of the Statue of Westminster Commonwealth Day; under Display of Flags on Power Poles becomes number 5 under Procedure; expand to read "Flags may be flown on power poles within the guidelines of Canada Heritage rules and regulations as set out in Flag Etiquette in Canada; and further, flags other than the national flag, provincial flag and town flag on power poles will be allowed on a temporary basis and will be removed within a reasonable amount of time (within one week) from the date of the event of the or the occasions they are used to commemorate." **CARRIED.**

iii. Water Utility Capital Fund

MOTION 5

It was moved by Councillor Paquette, seconded by Councillor Hudson that the Committee of the Whole accept the report for information. **CARRIED.**

iv. Strategic Plan – Next Meeting Date

Discussion was held regarding Acadian Centre for Social & Business Entrepreneurship (ACSBE) or grant facilitation from ACSBE to go ahead, it is due for a further look, from a time line perspective it would be appropriate for the Town to do this before the budget perhaps in January or February. The Municipality of Annapolis County is proceeding with a strategic planning exercise, to the extent possible items that we share a joint interest should try to mesh. It was agreed to hold the Strategic Planning Meeting November 16th from 10 am to 2pm.

v. Alan Hubley Well Rights

CAO St-Amour advised the Hubley well is being used for potable water and the Hubley's are firm in their belief they have exclusive rights to the well. CAO St-Amour will see if the former Town Solicitor may have documentation from 1997. The Department of Transportation may have sourced other wells in the area.

9. NEW BUSINESS:

i. UNSM Resolution from East Hants – Off Highway Vehicle Use

Councillor Mersereau suggested to provide direction to the voting member Deputy Mayor Power at the UNSM Conference, it may be appropriate for the Town to sustain from voting, due to lack of information and documentation, nothing to quantify the economic benefits, no analysis for safety considerations, no input from police or provincial traffic authority, concerns with conflicts to noise by-laws and the absence of information to back up the recommendation. Councillor Paquette noted the entire environmental issue is being neglected.

MOTION 6

It was moved by Councillor Paquette, seconded by Councillor Hudson to recommend to Council that the Town of Annapolis Royal not support the East Hants Off-Highway Vehicle Resolution UNSM. Councillor Mersereau voted Nay, Mayor Tompkins voted Nay, **CARRIED.**

**ii. Board Member Appointments to Marketing and Economic Development Committee
MOTION 7**

It was moved by Councillor Mersereau, seconded by Councillor Hudson to recommend Town Council appoint Adele MacDonald as a business representative and Bill Monk as a member at large representative on the Marketing and Economic Development Committee for the remainder of the two terms vacated to December 2013, and further, that Council will consider re-appointment of all members on the Marketing and Economic Development Committee in December 2013 as per Policy 2012-3. **CARRIED.**

Mayor Tompkins suggested sending a letter to the new premier offering congratulations.

iii. Town Hall Roof Quotes

It was moved by Deputy Mayor Power, seconded by Councillor Paquette to recommend that Council approve L.D.Fairn as the contractor to proceed with repairing the roof as outlined in his quote and that an overage of \$2,562.31 be approved.

Discussion was held and it was noted Director of Finance coordinated the quotes, invited 6 quotes and received 2. Mayor Tompkins advised he was told there were at least 4 multiple offers being prepared for the town hall roof and this expenditure falls under the Procurement Policy. Mayor Tompkins inquired if there is a need to sheath the entire roof (80 sheets of plywood) or as needed, need it as a complete roof as needed. CAO St-Amour advised when the Town hall roof was fixed in the spring the contractor noted nails would not stay in and the roof leaks. Councillor Mersereau suggested it would be appropriate to find out from the Director of Finance what is the deadline to receive the quotes. Mayor Tompkins noted a Genie (lift) is being used and suggested while the Genie is here it may be an opportunity to take advantage of the use as the Town is paying for it anyway.

Councillor Mersereau advised the main question is on call backs, basically warranty work and also references are important for work and service. Councillor Paquette mentioned the clean up.

It was agreed to bring this item to the next regular meeting of the Town Council.

iv. Request to Police Board

Councillor Paquette referred to a meeting held earlier today with representatives from the Department of Justice. At that meeting, reference had been made to a document that contains priorities, objectives and goals respecting police services in the Town. A copy will be made available to all Council members.

It was noted that Boots on the Streets provincial funding is received for 1 of the 3.5 police members.

Council discussed the opportunity mentioned by the Department of Justice for the Chief of Police, Board of Police Commissioners and the CAO to conduct a service level standards review to identify levels of service for the Town including but not limited to patrolling and by-law enforcement, and to consider what services are provided now and what services would be optimal.

The Chief of Police would then prepare a plan that describes how expectations outlined in the review would be met.

It was noted that the topic of 'Policing' would be on the next agenda for the Annapolis Partnership Steering Committee meeting scheduled for October 24, 2013.

Length of meetings

Mayor Tompkins suggested meetings be held to 2 ½ to 3 hours maximum, be more prepared, presentations kept to time limits.

MOTION 8

It was moved by Councillor Hudson, seconded by Councillor Mersereau, to recommend Council amend the Meeting and Procedure Policy to include Council meetings shall be a maximum of 3 hours and time set for presentations could be extended only by a motion of Council. **CARRIED.**

10. CORRESPONDENCE: (For Information)

- i. Municipality of Annapolis County – Municipal Council August 20, 2013 Summary of Motions
- ii. Nova Scotia Emergency Management Office – Emergency Management Program Evaluation
- iii. Nova Scotia Provincial Lotteries & Casino Corporation – Responsible Gambling Awareness Week
- iv. Nova Scotia Transportation and Infrastructure Renewal – Notice of Surplus Property

MOTION 9

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

11. IN-CAMERA:

- i. Reason (c) Personnel Matter
- ii. Reason (c) Personnel Matter
- iii. Reason (d) Labour Relations
- iv. Reason (g) Legal Advice

MOTION 10

It was moved by Deputy Mayor Power seconded by Councillor Hudson to come out of in camera at 9:00 pm. **CARRIED.**

MOTION 11

Moved by Councillor Mersereau, seconded by Councillor Hudson to recommend to Council that the Town of Annapolis Royal not proceed with an appeal of the Nova Scotia Utility and Review Board (NSUARB) decision of April 25, 2013 and further, not to proceed with an appeal of the Supplementary Decision dated October 3, 2013. **CARRIED.**

12. ADJOURNMENT:

MOTION 12

It was moved by Councillor Paquette seconded by Deputy Mayor Power to adjourn the meeting at 9:05 pm. **CARRIED.**

NEXT MEETING: November 4, 2013

Mayor Michael Tompkins

Recording Secretary Bourke