

**Town of Annapolis Royal  
Approved Minutes of Special Council Meeting held  
May 31, 2014 at 10:00 am**

- 1. CALL TO ORDER:** Mayor Tompkins called the meeting to order at 10:10 am
- 2. PRESENT:** Mayor Michael Tompkins, Deputy Mayor Pat Powers, Councillor Sherman Hudson, Councillor Byron Mersereau, Councillor Paul Paquette and Chief Administrative Officer Carol St-Amour.
- 3. REGRETS:** None

**4. AGENDA:**

**1. Adoption of Minutes**

- i. Minutes of Special Council Meeting held March 15, 2014
- ii. Minutes of Special Council Meeting held March 24, 2014
- iii. Minutes of Special Council Meeting held April 5, 2014
- iv. Minutes of Special Council Meeting held April 7, 2014
- v. Minutes of Special Council meeting held April 22, 2014

It was agreed to adopt the minutes at the regular Council meeting of June 16, 2014.

**2. Revenue Changes**

- i. 01-17804Z Marketing/Development Canada Day  
CAO St- Amour advised the Town is receiving a grant in the amount of \$700.00 from Canadian Heritage for Canada Day activities; down from the previously budgeted amount of \$1,000.00.

**3. Expenditures Changes**

Council reviewed the Employee Assistance Program and the various line items that will increase for a total of \$367.80 if the program is included in the budget. The amount was added to the draft budget.

- i. 01-21130J, 01-21214Z, 01-22129Z, 01-23113Z, 01-24213Z, 01-27601Z, 01-28338E
- ii. 01-21140A Miscellaneous Expense and 01-22523A – Trees

**MOTION #SPC-2014-MAY-31-01**

Moved by Councillor Hudson, seconded by Councillor Paquette that up to \$260.00 for two items be added to the draft budget, one for a plaque and the other for a plant/shrub/tree in honour of the memory of Daurene Lewis. **CARRIED**

- iii. 01-21214B Admin Meeting Pay  
Discussed increase from \$550 to \$700.
- iv. 01-21214C Admin Conference and Travel  
Discussed decrease from \$5,200. To \$4,200.
- v. 01-21251C Town Hall Cleaning  
Discussed increase to \$5,150.

vi. 01-21251I King's Public Washroom

Discussion was held regarding the King's Theatre washrooms and Schedule B of the Lease. It was agreed to direct Administration to write a letter to the King's Theatre Society to invite them to meet for the purpose of discussing the public washrooms.

**MOTION #SPC-2014-MAY-31-02**

Moved by Councillor Paquette, seconded by Councillor Hudson to provide funds in the amount of One Thousand Five Hundred Dollars (\$1,500.00) when the budget is adopted and the balance as expended monthly and submitted monthly to Town Hall to a maximum total expenditure of Three Thousand Dollars (\$3,000.00) to King's Theatre for washroom maintenance. **CARRIED**

vii. 01-24320Z Garbage Collection Expense

Actual expected cost is \$43,003.

viii. Recommendations from the Marketing and Economic Development Committee

**MOTION #SPC-2014-MAY-31-03**

Motion by Councillor Paquette, seconded by Councillor Hudson to increase line item 01-27629Z Marketing General in the amount of Two Thousand Dollars (\$2,000.00) to be used for Queen Annapolis which includes a honourarium, and other Queen related promotions, and additional unforeseen general marketing expenses. **CARRIED**

It was agreed to increase line item 01-21251J Repairs and Maintenance for Town Properties other than Town Hall to Twenty One Thousand Dollars (\$21,000.00).

It was agreed to recess at 12:10pm.

Mayor Tompkins reconvened the meeting at 12:39 pm

ix. 27190Z Programs

Discussion to increase from \$3,090 to \$3,340.

x. 27200Z Facility Maintenance and Repair

Discussion to increase from \$8,000 to \$10,500.

xi. 01-28401Z FourSite – Outside Planning

Discussion to increase to \$35,471.

xii. 01-28405Z –GIS Consulting Services and 01-28407Z GIS Mapping Services

No change to draft budget.

**4. Other Budget Related Items**

i. Approval of the Valley Region Solid Waste-Resource Management Authority 2014-2015 Operating and Capital Budget

**MOTION #SPC-2014-MAY-31-04**

Moved by Councillor Hudson, seconded by Deputy Mayor Power, to approve the Valley Region Solid Waste-Resource Management Authority 2014-2015 Operating and Capital Budget as presented. **CARRIED**

i. General Government Services – Legislative

The budget line items will be reviewed against the Chart of Accounts and items under Legislative Services may be broken down to more accurately reflect expenses directly affected by Council and those that are legislative by nature.

- ii. Additional Budget Review Items  
Various other line items were reviewed.

01-28410Z- ARRA – Economic Development  
Discussed increase from \$4,000 to \$9,000.

**5. IN CAMERA:**

- i. Reason (g) Legal Advice
- ii. Reason (a) Acquisition, sale, lease and security of municipal property

**MOTION #SPC-2014-MAY-31-05**

Moved by Deputy Mayor Power, seconded by Councillor Hudson to move in camera at 1:15pm. **CARRIED**

**MOTION #SPC-2014-MAY-31-06**

Moved by Deputy Mayor Power, seconded by Councillor Hudson to come out of in camera at 2pm **CARRIED**

**6. ADJOURNMENT:**

**MOTION #SPC-2014-MAY-31-07**

Moved by Deputy Mayor Power, seconded by Councillor Hudson to adjourn the meeting at 2:01 pm. **CARRIED**

---

Mayor Michael Tompkins

---

CAO Carol St-Amour