

**AGENDA**  
**TOWN OF ANNAPOLIS ROYAL**  
**REGULAR COUNCIL**  
**April 18, 2011**  
**9:00 a.m.**

Present: Mayor Roberts, Deputy Mayor Shaffner, Councillor Fearon, Councillor Power, Councillor Hudson CAO<sup>1</sup>Boyer, DOF<sup>2</sup> Robinson, Administrative Assistant Monica Mills as recording secretary, Dan Harvey from ADEDA<sup>3</sup>, members of the public.

Regrets: Councillor Mueller-Sparenberg

**CALL TO ORDER: Mayor Roberts called the meeting to order at 9:00am.**

**APPROVAL OF REGULAR COUNCIL MINUTES:**

It was moved by Councillor Hudson, seconded by Councillor Power that the minutes from March 21, 2011 be approved with the following amendments: page one, the spelling of Jennex should be corrected, page three item 3 should read, " A new light for the lower parking lot...". Motion carried.

**ADDITIONS/DELETIONS TO AGENDA:**

1. Page three item 3 of agenda should read, "...from 10:00 am to 3:00pm...".
2. Clarification of item #3 under the heading Recommendations from Committees, Boards and Commissions
3. The Town's Coat of Arms ( New Business)
4. Provincial Funding (New Business)
5. Personnel Matters (In camera)

**APPROVAL OF AGENDA:**

It was moved by Deputy Mayor Shaffner, seconded by Councillor Fearon that the agenda for April 18, 2011 be approved with additions. Motion carried.

**PRESENTATIONS**

- 9:10 am ADEDA Business plan (Appendix A), Dan Harvey, Acting Managing Director of ADEDA.

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<sup>1</sup> Chief Administrative Officer

<sup>2</sup> Director of Finance

<sup>3</sup> Annapolis District Economic Development Agency

-10:10 am Stantec regarding ADPC<sup>4</sup> Commission Organization Review presentation of the Final Report (Appendix B, Appendix C)

# **BUSINESS ARISING FROM MINUTES**

Item	Decision / Action	Responsibility	Target Date
1. PHAC By-law second reading (Tab 2)	Motion 1: It was moved by Councillor Fearon , seconded by Councillor Hudson that the PHAC By-law be approved. Motion carried		
2. Weapons By-law second reading (Tab 3)	Motion 2: It was moved by Councillor Power, seconded by Councillor Hudson that the Weapons By-law be approved. Motion carried		

# **NEW BUSINESS**

Item	Decision / Action	Responsibility	Target Date
1. Request for decision regarding extending the sidewalk at Pickles and Mills Building. (Tab 4)	Council discussed the extension of the sidewalk to the Pickles and Mills building. It was determined that it was a matter of public safety and it should be done to eliminate a potential liability risk. Motion 3: It was moved by Councillor Fearon, seconded by Councillor Hudson that the proposed extension of sidewalk to the Pickles and Mills building be approved without curbs and for a budget of \$5300.00. Three votes in favour, one vote against by Councillor Power. Motion carried.		
2. Coat of Arms	Mayor Roberts reported that the Town's solicitor advised that the Town could use its coat of arms without legal ramifications. This is due to the fact that the Town's usage of the Coat of Arms predates the Canadian College of Heraldry.		

<sup>4</sup> Annapolis District Planning Commission

3. Provincial Funding	<p>CAO Boyer explained that the Town's Municipal Advisor recently provided the Town with numbers relating to the provincial budget and its impact on the Town. At least one of the numbers provided was incorrect. She is in the process of obtaining confirmation</p> <p>It was agreed by Council that a special Committee of the Whole meeting will be scheduled for May 3, 2011 at 9:00am to discuss the budget.</p>		
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#### RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS

Item	Decision/Action	Responsibility	Target Date
1. Recommendations from Committee of the Whole	<p>Telephone poll motion:</p> <p>It was moved by Councillor Fearon, seconded by Councillor Hudson that Council approve the purchase of a fire-proof filing cabinet for \$1499.00 plus taxes.</p> <p>Motion 4:</p> <p>Moved by Councillor Fearon, seconded by Councillor Hudson that the above motion be ratified by Council. Motion carried</p>		
(Tab 5)	<p>Motion 5:</p> <p>It was moved by Deputy Mayor Shaffner, seconded by Councillor Power that the marketing budget of \$15,000 be approved, of which \$3500 is allocated to the Annapolis Royal Fire Department. Motion carried.</p>		
(Tab 6)	<p>Motion 6:</p> <p>Moved by Councillor Power, seconded by Councillor Hudson that the Policy on Website Links and Listings be approved by Council as amended. Motion carried.</p>		
(Tab 7)	<p>Motion 7:</p> <p>Moved by Councillor Hudson seconded by Councillor Fearon that the Policy on Council and Staff Expenses be approved by Council as amended. Three votes in favour, one vote against by Councillor Fearon. Motion carried.</p>		

	<p>Motion 8:</p> <p>Moved by Councillor Fearon, seconded by Councillor Hudson that Council approve that Councillor Power act as Deputy Mayor for the next nine months and Councillor Mueller-Sparenberg act as Deputy Mayor for the following nine months. Motion carried</p>		
	<p>Swearing in of Pat Power as Deputy Mayor and signing authority.</p> <p>It was decided by Council that there was no need to swear in Councillor Power as Deputy Mayor as she had already been sworn in as Councillor.</p>		
2. Recommendations from PHAC <sup>5</sup>	<p>There was no meeting in April. The next meeting is scheduled for May 9, 2011.</p>		
3. Board of Police Commissioners	<p>The tentative date for the open house will be May 9, 2011 from 10:00am to 3:00pm to provide an opportunity for the businesses to visit the new Police Station. This will coincide with the Town's general open house.</p> <p>Mayor Roberts stated that the intent was to have the police quarters open house from 10:00 am to 11:00am for the business community and the general open house would be from 11:00 am to 3:00pm.</p>		
4. Environment Committee	<p>Council discussed the Environmental Committee's recommendation to increase the number of neighbourhood compost collection sites. It was decided that the topic would be left with Town staff and Public Works for further research.</p>		
	<p>Council discussed the Environmental Committee's recommendation to publicize the new Provincial Government regulations regarding pesticide use. It was decided that this would be published in May's Town newsletter.</p>		

<sup>5</sup> Planning & Heritage Advisory Committee

	Council discussed the recommendation from the Environmental Committee that the Town institutes a 35km/hr speed limit and/or "school zone" signs on Champlain Drive. Council decided to refer the recommendation to the Town's Traffic Authority for review.		
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#### **REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS**

(a) Board of Police Commissioners	<p>Councillor Power reported that Chair McGinis has returned from his vacation. She updated Town Council on the recruitment of a new Police Corporal. She added that the Board was considering using Skype for the interviews. Councillor Power stated that the Board had discussed the open house. She added that the police had been informed that the Lion's Club Canteen Bus would be located in the lower parking lot of Town Hall and that the Police Department would be parking their vehicles in their old parking spaces by the library for that weekend.</p> <p>Councillor Power stated that there has been one additional response to the position of citizen representative; she added that Peter Wyman has been attending the meetings.</p>	Councillor Power & Councillor Mueller-Sparenberg	
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(b) Mayor's Report	Mayor Roberts reported that he had attended the following events: March 23: The ADPC review in Bridgetown. March 25: Friends of Annapolis Regional Academy Meeting March 25: Queen Annapolis Royal Luncheon April 6: An audition for My NS, pseudo commercial April 10: The Royal Canadian Legion open-house April 13: Annapolis Royal Library open-house April 16: Community clean-up	Mayor Roberts	
(c) ADEDA <sup>6</sup>	CAO Boyer stated that she is assisting with the search for a new managing director. She added that there is a hiring committee of four. CAO Boyer added that it is estimated that the position should be filled by July.	CAO Boyer	
(d) ADPC <sup>7</sup>	Council reviewed the following reports: 1. Fire inspection Report ( Tab 8) 2. Development / Building Report ( Tab 9)		
(e) King's Theatre	Due to Councillor Fearon's absence there was nothing to report.	Councillor Kathie Fearon	
(f) REMO <sup>8</sup>	There was no meeting in April. The next meeting is scheduled for May 5, 2011.	Councillor Sherman Hudson and Mayor Roberts	

<sup>6</sup> Annapolis Digby Economic Development Agency

<sup>7</sup> Annapolis District Planning Commission

<sup>8</sup> Regional Emergency Measures Office

(g) Historic Gardens	Councillor Power stated that there was no April meeting. She added that the executive meeting is scheduled for May 5, 2011. This will be the first meeting since the AGM; the topic for discussion will be the implementation of the business plan. A main area of concern will be trying to relieve the work load of the manager, especially in the area of bookkeeping.	Councillor Pat Power	
(h) Twinning Committee	There was no meeting.	Mayor Phil Roberts	
{i} Hanse Society	Deputy Mayor Shaffner reported that the property acquisition from the Department of Natural Resources has been signed, sealed and delivered. This acquisition includes the picnic park to the west of Upper Clements Park. The adventure park is in the planning stage. There are two firms that are bidding on a design contract. He added that construction would start in the near future and they are hoping to have it operational by the fall. Deputy Mayor Shaffner stated that there are hopes to proceed with the paintball facility by the wildlife park. He added that the concessions have been put in place and they include a presence from the First Nations community. The next meeting is scheduled for April 28, 2011.	Deputy Mayor Doug Shaffner	
{j} Environment Committee	Mayor Roberts stated that there was nothing to report other than the recommendations that were covered earlier in the meeting.	Mayor Phil Roberts	
{k} Planning and Heritage Advisory Committee	There was no meeting in April. The next meeting is scheduled for May 9, 2011.	Councillors Kathie Fearon and Sherman Hudson	
{l} CAO's Report (Tab 10)	Council discussed the CAO's report. She added that Jane Nicholson has sent a letter of support for the World City Prize nomination by ADEDA.	CAO Boyer	

## **CORRESPONDENCE.**

1. Letter from Minister of Canadian Heritage regarding the Building Communities through Arts and Heritage Program. (Tab 11)

## **DISCUSSION:**

-Mayor Roberts stated that a trail link had been built from the soccer field to the trail in one day.

-Council discussed a letter from the Mallinsons which was a request that a bench not be placed in front of their house.

## **OTHER BUSINESS**

Calendar: Environment Committee	May 5, 2011
Committee of the Whole:	May 4, 2011
Council Meeting:	May 18, 2011
Board of Police Commissioners':	May 11, 2011
PHAC:	May 9, 2011

It was moved by Councillor Fearon, seconded by Councillor Hudson that the meeting move in camera at 11:50.

## **IN CAMERA**

In camera: Personnel


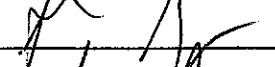

**NEXT MEETING**                      **Monday, May 16, 2011 at 9:00 am**

## **ADJOURNMENT**

It was moved by Councillor Fearon, seconded by Councillor Hudson that the meeting be adjourned at 12:00pm.



Town of Annapolis Royal  
Council Agenda  
April 18, 2011

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Mayor Roberts	2011.04.29	
Changes made by CAO	April 29, 2011	
Approved for website by CAO	April 29, 2011	
Sent to webmaster	April 29, 2011	