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DRAFT MINUTES
TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
August 17, 2009
7:00 p.m.

The regular meeting of Council was held on Monday, August 17, 2009 in Council Chambers at Town Hall. In attendance were Chair Mayor Phil Roberts, Deputy Mayor Doug Shaffner, Councillors Sherman Hudson, Pat Power and Kathie Fearon, CAO Amery Boyer, Director of Finance Melony Robinson and Jackie Longmire as recording secretary. Also in attendance were Caroline Bosley, Kent Thompson, Shela Breau and Craig Fancy.

APPROVAL OF REGULAR COUNCIL MINUTES

July 20, 2008

Motion # 1

It was moved by Councillor Hudson, seconded by Councillor Shaffner, that the regular Council minutes dated July 20, 2009 be approved as amended Motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

Under New Business add:

{f} Notice of Public Meeting for September 8, 2009

APPROVAL OF AGENDA

August 17, 2009

Motion # 2

It was moved by Councillor Power, seconded by Councillor Fearon, that the agenda dated August 17, 2009 be approved as amended. Motion carried.

Mayor Roberts briefly closed the Council meeting to move into the Public Hearing regarding the Runciman House.

PUBLIC HEARING – Runciman House – Town Planner Roger Sturtevant explained that the Runciman House, owned by Heritage Canada, had been sold to private owners. It is necessary to change the current Institutional I1 Zone to the Residential R1 Zone as the new owners simply want to live in the residence. All of the information had been previously reviewed by members of Council and PHAC; no objections were noted.

It was moved by Councillor Fearon, seconded by Councillor Hudson, that subsequent to the report of the Planner; on recommendation of PHAC, after holding a public hearing thereon; and following full consideration by Council of Section 27.7 of the MPS and all related policies, that the Scromeda property known as “Runciman House”, located at 478 St. George Street, be rezoned from Institutional (I1) Zone to Residential Light Density (R1) Zone. Motion carried.

The Public Hearing was closed and the Council meeting resumed.

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Outdoor Fire By-law	This By-law will be reviewed at the ADPC/CAO meeting in September, 2009.	CAO Boyer	
{b} Policy – Contractors on Town Property – Not hired by the Town	It was noted that Middleton has not adopted this policy. Feedback will be requested from other municipal units.	CAO Boyer	
{c} Procurement Policy	CAO Boyer said that the Town cannot go ahead by a buy-local policy and the federal policy overrides the policy that the Town currently has in place. CAO Boyer will ask the Town Solicitor for advice and provide a revised policy for Councils’ review.	CAO Boyer	
{d} Orderly and Peaceful Conduct By-law	CAO Boyer requested similar by-laws from other municipal units and two were received. Mayor Roberts suggested that this item be referred to the new Environment Committee for further review and recommendation.	Environment Committee	

{c} Police Vehicles	ecoNova Scotia has committed to \$12,000.00 for the purchase of two Ford Escape Hybrids. An application has been submitted to Conserve Nova Scotia to match the funds provided by ecoNova Scotia but no response has been received. All members of Council agreed that the purchase of any vehicles should not take place until a response is received from Conserve Nova Scotia.	Executive Assistant	
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Tests	The tests continue to be within the required parameters.	CAO Boyer	
{b} Letter from the Canadian Heraldic Authority regarding the Annapolis Royal Coast of Arms	It had been previously determined that the Town did not have the authority to use the current coat of arms. The processing fee has been paid to the Heraldic Authority and it has provided a sketch of a proposed coat of arms. Mayor Roberts suggested that he query as to whether or not the Monarch had been approached. The process will proceed and the final sketch of the coat of arms will be submitted to Council for approval.	Mayor Roberts	
{c} Municipal Wastewater Effluent Strategy	CAO Boyer said that a strategy is being developed at the provincial and federal level. It is assumed that this strategy will be similar to the provincial strategy on drinking water and more testing, reporting and monitoring will be required. CAO Boyer also said that a meeting has been scheduled for August 25, 2009 with the Municipality of the County of Annapolis to discuss the joint water/sewer agreement. Members of Council will not be involved with the initial meetings and will be called only if there is an impasse.	CAO Boyer	
{d} RRFB ¹ Resolution	The Municipality of Yarmouth is submitting a resolution regarding the RRFB at the Annual General Meeting of the UNSM ² and is requesting support from other municipal units. The resolution will be reviewed and attendance at the meeting will be discussed.		

{e} Invitation to the Retirement Celebration of Annapolis County Special Constable Roy Sabean	For information only.		
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¹ - Resource Recovery Fund Board

²- Union of Nova Scotia Municipalities

{f} Notice of Public Meeting for September 8, 2009	A Public Meeting will be held with Bernard Smith to discuss the future of the Town and outline what has been done to date. Mayor Roberts will lead the meeting that will be held at the Annapolis Royal Community Centre.		
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RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

Item	Decision / Action	Responsibility	Target Date
{a} Recommendations from Committee of the Whole	<p>5. It was moved by Councillor Power, seconded by Councillor Fearon, that the Accessibility Rebate Policy be accepted and approved. Motion carried.</p> <p>6. It was moved by Councillor Hudson, seconded by Councillor Fearon, that the license agreement proposal from Parks Canada for Petit Parc be approved and that the lease agreement for the Town Hall and adjacent parking lot be separate from the license of Petit Parc. Motion carried</p>		
{b} Board of Police Commissioners	A meeting of the Board of Police Commissioners has not been held since June, 2009. A meeting will be scheduled for September, 2009.	Deputy Mayor Shaffner and Councillor Fearon	

{c} Mayor's Report	<p>Mayor Roberts' report includes participation in the following:</p> <p>July 21 – Meeting with Mike Gushue, ADEDA July 27 – Greeting for the NS Tip to Tip bicycle tour July 30 – Greeting at the ARRA Reunion July 31 – Greeting at the Natal Day opening Ceremony August 2 – Greeting at the Natal Day crowning ceremony August 3 – Natal Day parade August 6 – Cadet inspection at HMCS Acadia graduation August 11 – Greetings for les Amities acadiennes at lunch at the Garrison House August 15 – Greeting at the O'Dell Museum 40th anniversary</p>	Mayor Phil Roberts	
{d} ADEDA	No recent meetings have been held.	Councillor Hudson	
{d} King's Theatre	A short meeting was held to discuss on-going items such as the website and fundraising	Councillor Fearon	
{e} REMO	The next REMO meeting will take place in the Fall of 2009.	Councillor Hudson	
{g} Historic Gardens	Councillor Power attended two meetings in the month of August. Phase 2 of the main fundraising project has been successfully completed with more raised than anticipated. Phase 3 will soon be launched and will be made easier by the success of Phase 2.	Councillor Power	
{h} Business Liaison Committee	<p>A meeting was held on August 11 with several items discussed including the Farmers' Market. All of the issues with the Farmers' Market will continue to be reviewed.</p> <p>Beth Fairn has been appointed as the Chair of the Committee.</p>	Councillor Power	
{i} Twinning Committee	Student Exchange Programs are currently being explored.	Mayor Roberts	

CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} Velo Cape Breton Bicycle Club – Thank you letter	For information only.		

GENERAL DISCUSSION

Meetings with the Mayor - Mayor Roberts will be hosting an informal meeting at 7:00 p.m. at the Annapolis Royal Community Centre on August 31, 2009. These meetings will take place on a monthly basis, on the last Monday of the month.

Wharf Rat Rally Events – A parade of lights and a Ski-doo stunt show will take place in Annapolis Royal during Wharf Rat Rally weekend. The details will be confirmed on August 18, 2009.

IN CAMERA

It was moved by Councillor Hudson, seconded by Councillor Fearon to move in camera to discuss a personnel issue.

It was moved by Councillor Fearon, seconded by Councillor Hudson to move out of camera.

NEXT MEETING September 21, 2009 at 7:00 p.m.

ADJOURNMENT

It was moved by Councillor Hudson to adjourn the meeting.

Action:	Date	Signature
Reviewed by Mayor Phil Roberts		

Changes made by Administrative Assistant, Jackie Longmire		
Approved for website by Mayor or CAO		
Forwarded to the Website		