

APPROVED MINUTES

PLEASE READ THESE MINUTES CAREFULLY AND TAKE ACTION AS NECESSARY. PLEASE BRING A COPY OF THESE MINUTES TO THE NEXT COMMITTEE/COUNCIL MEETING.

TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
December 15, 2003
7:00 p.m.

The regular session of Town Council was held on December 15, 2003 at 7:00 p.m. in the Council Chambers at Town Hall. In attendance were Mayor J. Kinsella, Deputy Mayor T. Fry, Councillors W. Morgan, R. Microys, M. Tompkins and J. DeWolfe, Chief Administrative Officer A. Boyer, Administrative Assistant M. Feener as recording secretary, and B. Clark from the Spectator.

CALL TO ORDER

Mayor Kinsella called the meeting to order at 7:07 p.m.

APPROVAL OF REGULAR MINUTES **17/11/03**

MOTION #1

It was moved by J. DeWolfe, seconded by M. Tompkins, that the minutes of Regular Council held November 17, 2003 be approved as circulated. MOTION CARRIED

ADDITIONS/DELETIONS TO AGENDA **15/12/03**

Under Correspondence add items

- {a} King's Theatre Lease
- {b} Letter from Ruth Ross re Rail to Trails
- {c} Proposed Quarry at Victoria Beach

APPROVAL OF AGENDA **15/12/03**

MOTION #2

It was moved by T. Fry, seconded by R. Microys, that the Agenda for Regular Council of December 15, 2003 be approved as amended.
MOTION CARRIED

PUBLIC HEARINGS - None.

PRESENTATIONS

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Policy on vacation suites	Referred to Roger Sturtevant. Roger Sturtevant will return in January 2004. Remove from Agenda.	Roger Sturtevant	
{b} Real Estate Policy	Two listings are on the Town's website now. Remove from agenda.	Council	
{c} Town application for Land Use Bylaw amendment	Referred to ADPC for development of standard height ratios for accessory buildings. Remove from agenda.	Council	
{d} Process for evaluating competing proposals for development of train station building	Process complete. Evaluation criteria include: <ul style="list-style-type: none">• potential for revenue generation• protection of heritage interests• adherence to provincial interest• degree of comfort with developer• viability of each proposal (including cost/benefit analysis)• solution with longer term benefit Staff will draft a policy for future development of Town owned property (with potential for rewording).	Council	
(e) Evaluation of Christmas	Ballots for special 96.5 radio promotion are now being tabulated by the Town on	Staff	

Promotion	behalf of 20 participating businesses		
{f} Decision re Family Matters	Family Matters have requested rent forgiveness (rent based on Town costs). Family Matters were advised in March 2003 that they would be charged rent effective June 2003. Discussion was held. Some members voiced concerns that the Town covers the bulk of the expenses for the building and that the province and other municipalities should contribute more. It was decided to forgive this year's rent and look at charging them rent starting April 2004.	Council	
{g} Reps for PHAC	Follow up required.	CAO	

MOTION(S) OF RECONSIDERATION: none

MOTION(S) OF RESCISSION: none

OTHER NOTICE(S) OF MOTION

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Planned Closure of Pearson Peacekeeping Institute by the federal government (1)	A letter requesting a long term commitment will be sent to the Prime Minister with wide circulation.	Council	
{b} Changes to fees under Building Bylaw (2)	According to Sections 49 and 253 of the Municipal Government Act, the fee schedule for all fees under the Building Bylaw are subject to change through the ADPC Board. No motion required. Staff will proceed with the revisions to the bylaw for compliance with the MGA.	Staff	
{c} Annapolis West Education Centre Letter dated October 14, 2003	Request for participation in funding \$600 for a student was received from AWEC; Council expressed support for funding for Town students; waiting for deadline for response. Item will go on Committee of the Whole for a decision.		
{d} Acadian Lines	Alternate pick up and drop off venue required due to discontinuation of agreement with Annapolis Royal Inn. Staff will investigate to see if businesses which are open	Council (for input)	

	late are interested in having Acadian Lines stopping at their business.		
{e} Bill 40, Changes to Assessment Act (3)	Copies to all members of Council for comment at a future date. Staff will flag changes to the Assessment Act.	Council	
{f} Reimbursement policy for staff and Council members attending functions	On hold pending development of policy draft	CAO	
{g} Change to heritage property Application, M. Tompkins (5)	for review	Council	
{h} other			

RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

Item	Decision / Action	Responsibility	Target Date
{a} Committee of the Whole {1} Finance {2} Physical Asset Management {3} Environment {4} Bylaws / Policy	None	Council (for decision)	
{b} Human Resource Committee	Members of HRC participated in selection process for Finance Director. The successful candidate is Brian McQuarrie and the letter of offer has been signed.	CAO	
{c} Board of Police Commissioners	<p>The Board has indicated that it will be developing a list of objectives to be included with the Town's objectives for the Police Department that are contained in the 2003-2004 strategic planning document.</p> <p>PANS agreement will expire soon. Chief Campbell will sit as an observer on the negotiating committee.</p> <p>The Department of Justice will place an ad in the local paper for a Provincial Government Appointee for the Board of Police Commissioners.</p>	Board of Police Commissioners	

See document (4)	Request for direction in view of letter from the Minister of Justice dated November 20, 2003	Council	
{d} Water Reports	The results of the water reports have been reviewed and found fully satisfactory.	CAO	
{e} Port Royal 400 th and Focus 2005	Greg Pyle has taken over Chair of the Port Royal 400 th Society/	Councillor Wayne Morgan Deputy Mayor Trish Fry	
{f} Mayor's Report	Mayor Kinsella gave an oral report.	Mayor John Kinsella	
{g} Natal Day	M. Tompkins will write a letter and forward to the Traffic Authority to request the closure of St George Street for Natal Day 2004.	Councillor Michael Tompkins	
{h} Other			

CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} King's Theatre Lease	Mayor Kinsella congratulated the Board for their accomplishments. <i>It was moved by J. DeWolfe, seconded by W. Morgan that the Town of Annapolis Royal sign a the Lease Agreement for King's Theatre. MOTION CARRIED</i>		
{b} Ruth Ross's Letter re Rails to Trails	The Town of Annapolis Royal has applied to the Province for the management of all trails within Town limits. Staff will request information from the Town of Kentville.	CAO	
{c} Proposed Quarry in Victoria Beach	Information only.		

QUESTIONS

ADDED ITEMS

In camera session required to discuss a legal issue.

It was moved by T. Fry, seconded by J. DeWolfe, that the meeting move to an in camera session to discuss a legal matter. MOTION CARRIED

It was moved by T. Fry, seconded by J. DeWolfe, that the meeting move back into regular session. MOTION CARRIED

NEXT MEETING

January 19, 2004 at 7:00 p.m.

ADJOURNMENT

It was moved by T. Fry, seconded by J. DeWolfe that the meeting adjourn. MOTION CARRIED

Action:	Date	Signature
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Reviewed by Mayor John Kinsella		
Changes made by Administrative Assistant Marlene Feener		
Approved for website by Mayor or CAO		