

MINUTES
TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
DECEMBER 17, 2012
6:00 pm

PRESENT: Mayor Tompkins, Deputy Mayor Power, Councillor Hudson, Councillor Mersereau, Councillor Paquette, CAO St. Amour, One Ratepayer, Recording Secretary Bourke

REGRETS: None

CALL TO ORDER: The meeting was called to order at 6:00 pm by Mayor Tompkins.

APPROVAL OF REGULAR COUNCIL MINUTES: November 19, 2012

Motion 1:

It was moved by Councillor Hudson, seconded by Deputy Mayor Power that the minutes be approved as amended:

Discussion was held:

Councillor Paquette stated that for clarification and correction as it pertained to the presentation by Chris Millier; that he has been in contact with the Department of Justice and with the Registry Board and there is a clarification that needs to be made - mainly that ALLI is a registered partnership under NS law and is a commercial business; and further that under Canada Revenue Agency rules ALLI is considered to be a not-for profit organization for tax purposes only. Councillor Paquette advised that the two definitions are separate and distinct and the not for profit status of ALLI should not be mistaken or construed in any way to be a registered society under Nova Scotia law. Councillor Paquette noted that there is a practice that once council has made a decision we all stand behind the decision but further noted that there is a rule of law that states “that if a deception was used whether by error or intent consensus or the agreement has not taken place”.

Mayor Tompkins inquired if we are looking at making a change to the minutes or debating an issue within the minutes. Councillor Paquette advised that he wants the editorial clarification put into the minutes because the statement by Chris Millier Page 3, 2nd paragraph “Chris Millier explained that ALLI was a legally incorporated non-profit organization that may in the future evolve to be for-profit” is false and fraudulent because the intent is that it is a society and it is not: it is a partnership; the not for profit status is strictly based on its taxation options. Deputy Mayor Power inquired how this would affect the zoning change. Councillor Paquette stated that he could ask that the NSUARB¹ vacate the motion because of this false statement; noting he is not interested in having the motion vacated but interested in having the clarification inserted. CAO St. Amour advised that by stating what was just stated, it would be noted in the minutes of this meeting but it cannot be put into the minutes of November 19, 2012 because this discussion just brought forward did not take place at the time.

¹ Nova Scotia Utility and Review Board

Councillor Paquette advised that on Page 4, Paragraph 3 of the November 19, 2012 Council meeting minutes, where Deputy Mayor Power stated that she did not share Councillor Paquette's concern due to the fact that ALLI will be evolving to a for profit organization; this statement is erroneous based on Chris Millier's statement which then nullifies the validity. Deputy Mayor Power noted that it was not erroneous at the time. Councillor Paquette Paul stated that it was erroneous at the time because any attempt not to follow the definition is false. Councillor Paquette advised that something was said that led us to believe something that was not true. Mayor Tompkins advised that what he understood was that in the future they are going to be a for profit. Councillor Paquette noted that is false because they are a registered partnership so they are a for profit organization period; further advising that under taxation laws a start up organization can opt to be a not for profit organization up to a \$200,000 maximum and then at that point they become a for profit; but they are a not for profit under the rules of Revenue Canada not under the Societies Act of NS; so there is a delicate balance between the two. Councillor Paquette noted that he wants it clear that they are a for profit organization because they are registered as a partnership and if they want to be a not for profit they must register as a not for profit.

Deputy Mayor Power advised that she does not see how this affects the minutes or the motion with regards to the zoning as there was no specification as to ALLI when the zoning was changed. Councillor Paquette noted that the zoning was changed based on a document and statements that they were not for profit where it was understood that they were a society, and that is grounds to ask that the motion be vacated. Councillor Paquette noted that he understands where Council wants the motion to be and further that he is willing to agree as long as the distinction is clearly stated.

Deputy Mayor Power stated that she does not see how this affects the zoning. Councillor Paquette advised that it affects the zoning because the motion that was passed can be said not to have taken place because of the level of misinformation. Deputy Mayor Power advised that when it is proven she would be willing to reconsider but not at this point. Mayor Tompkins advised that we are not considering changing the motion noting that Councillor Paquette would like to see the clarification and correction noted in this set of minutes. Mayor Tompkins advised that his decision was not based specific to that organization.

Councillor Paquette advised that the minutes should be amended to reflect where the discussion took place in relation to the motion being voted on with regards to Page 4, Motion 5, noting it should be placed just above motion 6 as discussion took place before the motion. CAO St Amour advised that the dilemma is the motion is moved and seconded then there is the discussion then the motion is actually voted on. Councillor Paquette suggested the motion could be below the discussion as it appears the discussion took place after the vote. Mayor agreed that in the future the presentation of the minutes should appear with the motion, followed by the discussion, then motion carried or defeated below the discussion.

Councillor Paquette referred to Page 3 Item 3 "Kevin Burnell said that he would find the answer and report back to Council" and inquired if that has happened. Mayor Tompkins advised that will be followed up.

Councillor Paquette referred to Page 17 Number 1 Committee of Whole Motion 12, one opposed Councillor Paquette - advising that he does not remember voting against it and Deputy Mayor Power agreed; therefore deleting "One opposed Councillor Paquette".

Councillor Mersereau advised that on page 5 about the 3rd sentence starting with “she noted that in addition to the presented information and as a result of an inquiry from Councillor Mersereau there is a requirement” – it is more accurate to say what resulted from the inquiry was that she learned therefore requested the insertion of “she learned that” prior to the words there is a requirement

Councillor Mersereau also referred to Page 5 the sentence near the bottom of the page as follows “Councillor Mersereau stated that safety and speeding throughout the Town is vital and the first step would be establishing a committee” requesting the minutes reflect his words and intent thereby deleting “is vital” and adding the words “are vital issues”.

Councillor Mersereau referred to Page 6 under income and expense statement, where “Councillor Mersereau stated he would like a balance sheet and a report on the number of unpaid tax accounts and water accounts” the intent of this request was a report on unpaid tax accounts and water accounts – Delete the “number of”

Councillor Mersereau referred to Page 11 under Friends of ARRA requesting the word “differed” be deleted and added the word “deferred”.

Motion carried.

ADDITIONS/DELETIONS TO AGENDA

Business Arising:

#5 Strategic Planning Next Steps

#6 Follow Up From Kevin Burnell

#7 Follow Up Meeting with County and Council

New Business:

#12 Reaffirm Town Crier and Consort

#13 Compost Issue

#14 EMO Alternate

In Camera:

#3 Litigation Potential

#4 Public Security

APPROVAL OF AGENDA

Motion 2:

It was moved by Councillor Hudson, seconded by Councillor Paquette that the agenda dated December 17, 2012 be approved as amended.

Motion carried.

PRESENTATIONS **none**

PUBLIC HEARING **none**

<p>BUSINESS ARISING FROM MINUTES 1. Green Streets Application</p>	<p>Update on application by CAO² CAO St. Amour advised that the Green Streets Application is due on Jan 7, 2013. She advised that since Council discussed applying for the grant, she had a meeting with Angelika Waldow and the CAO of Bridgetown Rachel Turner. CAO St. Amour noted CAO Turner on behalf of Bridgetown indicated agreement to work together. CAO St. Amour advised that due to time constraints the application may not be completed by the deadline. Mayor Tompkins suggested that because of the time deadline that the CAO proceed if possible and submit a completed application this year. Deputy Mayor Power noted that she would like to see the Town of Annapolis apply for their own grant. CAO St. Amour stated that the purpose of working with Bridgetown is the partnership aspect, as the green streets program are actively looking for municipalities who are willing to work cooperatively together. Councillor Paquette noted in the current budget there is a line item for Angelika Waldow to do work for the Town and further inquired if this would preclude her from this. Mayor Tompkins advised no. Councillor Mersereau noted that when the grant is approved it does not obligate the Town to go ahead.</p> <p>Motion 3 It was moved by Councillor Mersereau, seconded by Councillor Paquette that CAO St. Amour be authorized to work in conjunction with the Town of Bridgetown for the purpose of completing and submitting a Green Streets grant application by the deadline of January 8, 2013 if possible. Mayor Tompkins stated that there are a lot of things done by the town public works crew that is technically green space which could be incorporated into the green streets application.</p> <p>Motion carried.</p> <p>Mayor Tompkins advised that he votes in favour of motions unless otherwise stated.</p>	<p>CAO</p>	
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² Chief Administrative Officer

<p>2. Future of Planning Services Update of Digby meeting by CAO</p>	<p>Brought forward from November 19, 2012 meeting</p> <p>CAO St. Amour gave an update on building inspections and fire services. CAO St. Amour advised that she along with the CAO's of Bridgetown and Middleton met with the County of Digby's Building/Fire Inspectors. CAO St. Amour stated that the County of Digby is pleased to provide the service and willing to continue at the lower price. CAO St. Amour noted that building inspections will continue as previously and further noted no fire inspections have been completed yet as the planning coordinator of Middleton is putting together a schedule of the ones that are required so that the town is in compliance under the Fire Safety Act.</p>		
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<p>3. Council Committees and Representation Update and Draft Terms of Reference for the Traffic Flow Advisory Committee and the Marketing and Economic Development Committee</p>	<p>Councillor Mersereau suggested that it might be appropriate for both committees to establish sub-committees and/or task forces for the purpose of utilizing experts to further the Committees mandate and it would be advisable for the sub-committees and/or task forces to either be chaired or have a member of the main committee on them. CAO St. Amour clarified that the recommendation be that the sub-committees or task forces be chaired by a member of the regular committee. Councillor Mersereau advised that the main committee would be the standing committee but they would be able to set up subcommittees within the mandate.</p> <p>Mayor Tompkins advised that with regards to the Marketing & Development Committee that they should be looking at a review of the Strategic Plan and further that they should also be able to work with and liaison between interested groups within Town and report to Council. Deputy Mayor Power indicated that she thought council was going to review the Strategic Plan as a council. Mayor Tompkins noted the Council will review the Strategic Plan. Mayor Tompkins stated the plan needs to be updated and the Committee can look at the implementation thereof.</p> <p>Motion 4:</p> <p>It was moved by Councillor Paquette, seconded by Councillor Hudson that Council approve the Terms of Reference for the Traffic Flow Advisory Committee and the Marketing and Economic Development Committee dated December 17, 2012 with an amendment to include that the Committees would be authorized to form sub-committees and/or task forces to be chaired by a member of the regular standing committee; and that cover letters and resumes submitted for Committee membership be discussed by Council in Camera December 17, 2012.</p> <p>Motion carried.</p>	CAO	
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4. Open Governance	<p>Discussion was held regarding open governance and it was noted that Councillor Hudson supported the proposal as presented. Deputy Mayor Power noted that this basically related to the website. Councillor Mersereau suggested that this be tried for two months. Councillor Paquette noted the draft watermark is working well.</p> <p>Motion 5</p> <p>It was moved by Councillor Paquette, seconded by Councillor Mersereau that council direct Administration to proceed with the actions for Open Governance as outlined in the Report for Decision “Open Governance” dated December 17, 2012, with an amendment to provide a 2 month trial period and that the Policy on Meetings and Procedures and Presentations be amended to reflect actions 2, 3 and 4 as policy</p> <p>Motion carried.</p> <p>CAO St. Amour advised that the minutes were prepared within the time frame.</p>	CAO & AA	
5. Strategic Planning	<p>Councillor Mersereau asked to confirm January 12th as a workable date for everyone. Councillor Mersereau also offered thanks to CAO St. Amour for sending out the 2011 plan with updates.</p> <p>It was agreed to schedule a Strategic Plan meeting for January 12, 2013 from 10:00 a.m. to 2 pm and to include a catered lunch.</p>		
6. Follow up to Kevin Burnell	<p>Councillor Paquette discussed Page 3 of the Council minutes of November 19, 2012 noting that Kevin Burnell advised he would find the answer and report back to Council and further inquired what has become of this. CAO St. Amour advised that she has not received anything. Mayor Tompkins suggested that CAO St. Amour contact Kevin Burnell regarding clarification as to who the governing body of ALLI would be.</p>	CAO	

<p>7. Follow up with the Meeting with the County</p>	<p>Councillor Paquette noted that he was very pleased with the meeting as cooperation is something the Town has been wanting. CAO St. Amour advised that as of this morning a meeting of the CAO's the 2 deputy CAO's and DOF Robinson will be held Wednesday of this week. She further noted the purpose is to start discussions with regards to expired water and sewer agreements, water consumptions and any other issues. CAO St. Amour advised that she will report back to Council. Mayor Tompkins inquired if there was any further discussion with Valley Waste. CAO St. Amour noted not at this time. Mayor Tompkins noted that this may be an item for budget discussions. Councillor Paquette suggested Council request the next meeting if there is no meeting scheduled. Deputy Mayor Power noted there was a recommendation to include Bridgetown; Councillor Paquette also suggested including Middleton.</p> <p>Councillor Mersereau noted that there was a comment from the engineering technician for the county regarding concerns about water consumption and some investigation should be done. CAO St. Amour advised that Public Works Superintendent McLean has been working on this and reported every single hydrant in the Town has been checked and calibrations checked to make sure there is no pressure loss. CAO St. Amour stated that it is not confirmed there is a water leak. Considerable discussion was held regarding the potential water leak. Mayor Tompkins stated the Town of Annapolis Superintendent should be getting the reports. CAO St. Amour advised that she meets with Superintendent of Public Works daily as this situation will be closely investigated and monitored.</p>	<p>CAO & DOF</p>	
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Building Communities through Arts & Heritage Program	Discussion was held regarding the local festivals component and the significant local anniversaries component of the BCAH program further noting the deadline for applications is January 30 th , 2013. Councillor Mersereau suggested that it may be appropriate for our local not for profit organizations be made aware of the availability of grant money and encouraged to participate. Councillor Paquette noted North Hills Museum in 2014 will celebrate the 250 th anniversary of the construction of the house and the 50th year of purchase by Mr. Patterson run by our Heritage Society. Councillor Mersereau advised that the Town accessed this program in 2005 for the 400 th anniversary celebration and received a \$250,000 grant. Mayor Tompkins inquired why this information is not on the Town website. Councillor Paquette suggested this item can be brought to the Marketing and Economic Development Committee. CAO St. Amour requested confirmation of Councils wish to place this on the Town website. Councillor Mersereau suggested this information be sent to the distribution list of the Administrative Assistant. Mayor Tompkins also requested this item be advertised in the Town Crier.	CAO & AA	
2. Request for Letter of Support re: Lowering Speed Limits	Councillor Paquette suggested that in view of the fact the Council have tried to lower the speed limits; the Town should send a letter of support. Mayor Tompkins noted there have been no studies set up to prove this. Councillor Mersereau agreed that the Towns Traffic Authority should have the ability to post speed limits below 50 km rather than go to the province each time. Councillor Mersereau noted the UNSM speaks on behalf of the majority of municipalities and further if the Town wants this to proceed the letter should come from the UNSM further indicating the first step should be to ask the UNSM where they stand on this issue. Councillor Paquette noted that Mr. Hill's letter was sent out to 54 municipalities. Mayor Tompkins proposed getting feed back from UNSM. Councillor Mersereau agreed that it would be his recommendation to follow up with the UNSM and further that a letter be written to Mr. Hill advising this will be followed up through the UNSM.	CAO & AA	
3. Request for Grant – Southwest Nova Biosphere Association	Deputy Mayor Power proposed that this item be tabled for budget discussion.	CAO	

<p>4. Parks Canada & CAO Meeting – Washrooms and Opportunities</p>	<p>CAO St. Amour met with Lillian Stewart from Fort Anne and discussion was held regarding the hours of operation and access to washrooms facilities. CAO St. Amour inquired if the Council has suggestions regarding washroom facilities as they are necessary for visitors to the Town and Fort Anne. CAO St. Amour noted that a busload of people showed up after Fort Anne closed and used the Town office public washrooms. CAO proposed this item can be brought up during budget deliberations. Mayor Tompkins agreed, further proposing conversations with the Gardens as well. Councillor Paquette inquired about the washrooms at Kings Theatre and their hours of operation. Mayor Tompkins advised that there was a problem in the evenings with noise when people are watching shows further suggesting the lobby be closed off, isolated and locked and let the public use the public washrooms and suggested a review of all facilities.</p> <p>CAO St. Amour advised that in working in partnership with Fort Anne the discussion arose regarding bringing a citizenship court to Annapolis Royal noting it may be very appropriate and it could be a large event able to draw busloads of people. Councillor Paquette advised that in Ottawa they have the ceremony in the parliament buildings and invitations go out to high school students as it is a very powerful ceremony and part of the high school curriculum. Mayor Tompkins suggested CAO St. Amour continue to research this and further suggested the information be sent to the Marketing and Economic Development Committee.</p>	<p>CAO and Marketing and Economic Development Committee</p>	
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<p>5. Request for an Alteration to a Registered Heritage Building – 298 St. George Street</p>	<p>Motion 6</p> <p>It was moved by Councillor Paquette, seconded by Councillor Mersereau that Council approve the installation of vinyl replacement windows on the second floor at 298 St. George Street and the replacement sign, on the condition it meets all the requirements of the Land Use By-law.</p> <p>Councillor Paquette inquired if the work was already completed. CAO St. Amour noted that the work has been completed advising what happens is the applicant brings forward a request for an alteration and while completing the work another area of renovation may be revealed; noting that basically the building inspector sees the change for something other than what they received approval for; so back to Council to ask approval for something that has already been completed. Councillor Mersereau advised that assuming the motion goes forward it should be amended to be consistent with other approved requests for alterations to a registered heritage building on the condition that the replacement windows match the previous windows in size, shape and configuration. Mayor Tompkins inquired if there is a way to change the process. CAO St. Amour agreed that if council wanted staff to be able to approve some of these types of applications there would need to be a change to the by-law as this would normally go to the Planning and Heritage Advisory Committee who would make recommendations to Council. Councillor Mersereau noted that when discussion was held regarding appointees to PHAC it was concluded that it would be worthwhile to look at updating the PHAC by-law, and suggested that some of these routine items should be delegated to staff. Councillor Mersereau noted it would also be a stakeholders service matter because if it was a routine matter that clearly fit the policy office staff could sign the approval and the applicants could order the windows or whatever the next day. Councillor Paquette noted that more of these applications are going to come forward as people are retro-fitting their properties.</p>	<p>Planning Coordinator's Office & CAO</p>	
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<p>6. ADEDA³ Presentation to Council in January 2013</p>	<p>Mayor Tompkins advised that the matter is twofold noting there is a lack of education in the populace and lack of education in the building supply business suggesting when applicants are filling out the forms at the office to offer recommendations. CAO St. Amour added that in the analysis with the amendment to the motion the applicant must prove to the Development Officer that the sign meets the Land Use By-law sign requirement. Mayor Tompkins suggested that applicants should receive an information package when they apply for the permit. Motion carried.</p> <p>Request for meeting date. Councillor Mersereau advised that he took the opportunity to say hello to Liz Morine Executive Director of ADEDA and informed her that her request for a meeting was on the council agenda and further that it seemed like the 9th would work a bit better for her. Mayor Tompkins suggested that she be requested to make a presentation on January 9th. Deputy Mayor Power advised that there is a report that should be reviewed prior to the presentation. Mayor Tompkins inquired if Council knew what projects are being proposed suggesting they are an organization that liaisons between different groups. CAO St. Amour advised that the Executive Director wants to discuss the package and what they have done to date and where she sees it going with the Regional Economic network that is now being established. Councillor Paquette inquired if we can ask specifically what they have done for the Town of Annapolis. Councillor Mersereau noted that the Town has to carefully manage expenditures and looking at the cost benefit side to key in on the activities that benefit the Town of Annapolis Royal. Mayor Tompkins suggested a 15 minute presentation January 9th at the beginning of the meeting at 6 pm.</p>	<p>CAO</p>	
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³ Annapolis Digby Economic Development Agency

<p>7. Annapolis Royal Causeway Development – Request for Letter of Support</p>	<p>Considerable discussion was held regarding the ownership of the parcel of land and it was agreed by all that the province owned the land. CAO St. Amour advised that part of the property belongs within the Town of Annapolis but the other piece is within the county of Annapolis. Councillor Paquette noted that as a point of information he spoke with Adrian Nette (President of the Annapolis Royal Wharf Association) who indicated that this is another interest group meaning the Wharf Association itself is not the group pushing for this. Mayor Tompkins summarized that for funding purposes they are going through the Wharf Association. Councillor Mersereau advised that he has concerns with assuming control and developing the ground, noting that even under lease agreements, there would be some public liability attached to the operations and that would have to be considered. Councillor Mersereau stated that it occurred to him that if they want to move forward and explore the possibilities he would be in favour of giving them a preliminary letter supporting their efforts to pursue a lease for a parcel of land on the Annapolis River Causeway under mutually satisfactory terms. Councillor Mersereau suggested that Council offer an opportunity to them to make a presentation at a future date. Councillor Paquette inquired if the causeway development goes ahead and the grounds are established who has the responsibility to maintain the grounds. Mayor Tompkins responded that whatever organization has the lease agreement. Councillor Mersereau suggested that Council would want to be satisfied that there is money to fund this. Deputy Mayor Power advised that currently the public uses the area frequently and further noted that she would hate to see that stopped. Mayor Tompkins stated that public access to that area will change. Councillor Mersereau advised that they mentioned the other side and suggested this should be looked at now prior to the lease agreement. Mayor Tompkins suggested it should be determined who currently owns the property. Mayor Tompkins noted that this is an ugly lead into the Town and Council should support an organization who may improve this. Mayor Tompkins advised that he thinks they are ready to go now but as a concerned group it would be good to know where the funding stands.</p> <p>It was agreed to request the Annapolis Royal Causeway Development make a presentation to Council January 9th, 2013.</p> <p>CAO St. Amour advised that she reviewed the Land Use By-law and the Municipal Planning Strategy and a development permit would be required. CAO St. Amour inquired if Council would like their letter sent to the county so they can be aware of the decision as per information sharing. It was agreed to direct CAO St. Amour to forward a copy of the letter to the County of Annapolis.</p>	<p>CAO</p>	
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<p>Motion to recess</p>	<p>Motion 7 It was moved by Councillor Paquette, seconded by Councillor Mersereau, to recess the meeting at 7:43 pm for a five minute break. Motion carried. Mayor Tompkins reconvened the meeting at 7:48 pm</p>		
<p>8. Income Statements – Period Ending November 30, 2012</p>	<p>Council reviewed the income and expense statements, the bank statements and a variance report. CAO St. Amour advised that a 10% holdback is still available with regards to the recent infrastructure updates on Victoria Street plus there is also some grant money available. Councillor Mersereau inquired what interest the bank provides with respect to cash in the accounts, further noting that between the towns operating account and the utility account there is a significant amount of cash. Councillor Hudson noted that the Bank of Nova Scotia does not charge the town any commitment fees further clarifying the town has the luxury of not paying for anything the bank does for the town. Councillor Mersereau advised that the banking package at the last tender was quite satisfactory for the town. CAO St. Amour advised that she will check and let council know what the rates are. Councillor Hudson noted that the one ton is over budget and there is 4 more years to go; and also noted that on page 7 item 11 23140e public equipment expense is also over budget. CAO St. Amour advised that she will double check these items. Discussion was held regarding the kubota, the one ton truck and the sewer expenses. Councillor Hudson noted the Recreation Department numbers were great further noting that Sandi is doing a great job and is to be congratulated on that. Mayor Tompkins advised that these are items to review in detail within the next few months.</p>	<p>CAO</p>	

<p>9. Town of Annapolis Royal Business Cards</p>	<p>Motion 8 On motion of Councillor Mersereau, seconded by Councillor Hudson it was agreed that Council direct administration to order new two-sided business cards with one side containing personal and business information and the other side to be the National Historic District logo, and further that the topic of the Town brand be forwarded to the Marketing and Economic Development Committee for discussion.</p> <p>Deputy Mayor Power advised that she is not in favour of new business cards and thinks the current cards are exactly what are needed. Councillor Paquette advised that this is part of the branding and marketing of the town with the logo visible everywhere. Mayor Tompkins advised that the branding provides association with our main landmark the Fort and further the branding on all the directional signs are in the branding colors and as a council should promote this consistently. Councillor Mersereau advised that the Port Royal portion creates a communication problem. Mayor Tompkins agreed to delete “Port Royal” from the cards and keep the established 1605, with the same coloring as on the signs.</p> <p>Motion carried. One against.</p>	<p>AA & Marketing and Economic Development Committee</p>	
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<p>10. Annapolis County Festivals & Community Events Guide 2013</p>	<p>CAO St. Amour advised that Accounting Clerk Millet-Campbell received a request from the county to see if the Town would like to have an advertisement regarding the Terry Fox run in the brochure, noting they only asked about the Terry Fox run but there are also other events in the brochure. CAO St. Amour advised that there is no cost to the Town. Mayor Tompkins inquired if Natal Days is advertised. CAO St. Amour advised that it was. Councillor Paquette suggested ensuring that the dates be the current dates for 2013. Deputy Mayor Power noted that since the Town is not participating financially or organizationally with the Terry Fox Run it may be appropriate to check to see if school will take this over; further noting the Town Hall is just the starting place. Deputy Mayor Power advised the Town used to buy snacks and the recreation department was instrumental in the organizational aspect but the Town did not do it last year. Councillor Paquette mentioned the Tree Lighting and the LED light exchange. Councillor Mersereau suggested asking the Town staff to put all events in there. Councillor Paquette suggested the Halloween Ghost Walk, the museum and the gardens. Mayor Tompkins suggested that the office staff keep an eye on it. Deputy Mayor Power suggested the Mason celebration be listed. Councillor Mersereau inquired if the office has a distribution list for local organizations. Deputy Mayor Power inquired about the Terry Fox run, and it was agreed to leave it in as it takes part in town.</p>	<p>CAO</p>	
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<p>11. Mutual Aid Fire Fighting Agreement</p>	<p>Discussion was held regarding the Mutual Aid Fire Fighting Agreement. CAO St. Amour advised that the most significant difference is the agreement is now between the municipalities, the towns and the fire departments. Councillor Mersereau stated that there is a major issue in that the Town of Annapolis does not control the operations of the Annapolis Royal Volunteer Fire Department. He further noted that the ARVFD have their own operations and are operated distinctly from the town as a registered society under the societies act; and should be listed with the other fire departments and be a part of the agreement; be a party to the agreement as Annapolis Royal Volunteer Fire Department a body corporate pursuant to the Societies Act operating as Annapolis Royal Volunteer Fire Department. Councillor Mersereau stated that all the agreements referring to the operational items such as sending out men and/or responding to call outs is a commitment by the fire department not the town. Councillor Mersereau further suggested deleting “and as to the Annapolis Royal Fire Department” on page one under the Town of Annapolis, a body corporate pursuant of the Municipal Government Act. Councillor Mersereau suggested that prior to Council signing the agreement it would be appropriate to make sure the ARVFD agrees; and under item 7 in the new agreement, it now reads that “No Fire Department shall have nor assert any claim against any other Fire Department or Municipality for loss, damage or injury to persons or property to the performance of this agreement” should be amended to include “or Towns”.</p> <p>Motion 9</p> <p>It was moved by Councillor Paquette, seconded by Councillor Hudson to agree in principle with the proposed Mutual-aid Agreement of Annapolis County Fire Services with amendments to include the Annapolis Royal Volunteer Fire Department listed with the other Fire Departments on page 1 and be a party to the agreement as Annapolis Royal Volunteer Fire Department, a body corporate pursuant to the Societies Act; to delete (and as to Annapolis Royal Fire Department) prior to (hereinafter referred to collectively as “the Towns”) and should be added to the section of the agreement prior to (Hereinafter referred to collectively as the “Fire Department”) and to add the word “Towns” under item 7 after the word municipality.</p> <p>Motion carried.</p>	<p>CAO</p>	
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Reaffirm town crier	<p>Motion 10 It was moved by Deputy Mayor Power, seconded by Councillor Hudson that a letter confirming Peter Davies as Town Crier and the official consort be approved. Motion carried.</p>		
Compost issues	<p>Deputy Mayor Power advised that there are some residents who have indicated there is a problem with the location of the compost units on Champlain Drive. She further advised that the Ministry of Natural Resources noted wild animals are around and attracted to compost. Discussion was held regarding the compost issues. Mayor Tompkins suggested that the only real solution is regular pickup and further suggested that the units be temporarily moved. Councillor Paquette advised that in terms of garbage cans around town the one at the Royal Bank has not been replaced and there is none at the Post Office.</p>	Public Works Superintendent	
Alternate EMO	<p>Motion 11 It was moved by Councillor Hudson, seconded by Councillor Paquette to appoint Deputy Mayor Power as the alternate REMO. Motion carried.</p>	CAO	

RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS

Item	Decision/Action	Responsibility	Target Date
1. Committee of the Whole	<p>Motion 12 It was moved by Councillor Paquette, seconded by Councillor Hudson that the Municipal Audit expenditures be brought forward for consideration during budget discussions. Motion carried.</p>	CAO	

	<p>Motion 13 It was moved by Councillor Paquette, seconded by Councillor Hudson that the Town staff create a procedure for the collection of overdue accounts for both water and taxes. Motion carried.</p>	CAO & DOF	
	<p>Motion 14 It was moved by Councillor Hudson, seconded by Deputy Mayor Power that the aged receivables for both taxes and utilities be presented to council on a quarterly basis. Motion carried.</p>	CAO & DOF	
	<p>Motion 15 It was moved by Councillor Mersereau, seconded by Councillor Paquette that Council approve an amendment to the Policy on Meetings and Procedures and Presentations under the section titled Standing, Special and Advisory committees by adding “Section 70 e) Where the Mayor is ex officio to any committee of council, and the Mayor attends the committee meeting, the Mayor is entitled to vote, to make motions, and be considered in the number of members required to reach quorum. Motion carried.</p>	AA	
	<p>Motion 16 It was moved by Councillor Paquette, seconded by Deputy Mayor Power that MPAL⁴ Southcote proceed with the erection of an open ice rink at Home Hardware. Discussion was held regarding no cost to the Town but rather work in kind. Motion carried.</p>	CAO	

⁴ Municipal Physical Activity Leader

	<p>Motion 17 It was moved by Councillor Paquette, seconded by Councillor Mersereau that Council approve the application to install vinyl inserts on the second floor at 314 St. George Street with the following condition: the inserts be the same size, shape and configuration of panes and dividers as the existing windows. Motion carried.</p>	Planning Coordinator	
2. Planning and Heritage Advisory Committee	No meeting		
3. Board of Police Commissioners	Deputy Mayor Power advised that there were no recommendations from the last meeting.		
4. Marketing and Economic Development Committee			
5. Traffic Flow Advisory Committee			

REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS

(a) Board of Police Commissioners	<p>Deputy Mayor Power advised that the highlights of the meeting were</p> <ul style="list-style-type: none"> • the swearing in of Councillor Mersereau as a member of the Board, further noting that he will act as secretary and only responds when someone complains against the chief • extra patrolling on Champlain and Chapel streets • speed limits • discussion regarding the terms of office according to by-laws • payment of the annual membership • parking restrictions have been published <p>Deputy Mayor Power advised the next meeting is scheduled to be held January 16, 2013. Councillor Paquette requested confirmation of what speed a vehicle may travel prior to being ticketed.</p>		
(b) Mayor's Report	<p>Mayor Tompkins advised that with regards to most of the meetings Councillors were present. Nov 13: attended REMO Nov : attended meeting with County</p>	Mayor Tompkins	
(c) ADEDA ⁵	<p>Councillor Mersereau advised that he attended a meeting organized by the Central Annapolis Board of Trade which is for municipal stake holders and boards of trade. Councillor Mersereau noted that under their proposal there would be a Regional Economic Network which would serve all of Annapolis County, Kings County and West Hants. Councillor Mersereau noted that the people in attendance were in favour of proceeding with the proposal and not waiting for the province. Councillor Mersereau advised that calculations to determine costs to municipalities are being completed by assessing each municipality what they are currently paying. Councillor Mersereau also noted that the next part of the proposal is developing a strategic plan as there are 11 municipalities in this group. Deputy Mayor Power inquired if this going to be a natural progression from ADEDA to this group. Councillor Mersereau stated that this is not just a repackaged ADEDA, it is a new organization. Councillor Paquette inquired as to the termination date for RDA's. CAO St. Amour advised May 21st, 2013.</p>	Councillor Mersereau	

⁵ Annapolis Digby Economic Development Agency

(d) Planning Services	The committee reviewed the report. Deputy Mayor Power advised that she was looking at the report and did not remember seeing information for renovations being done at Radio Shack and suggested that it might have been issued in November. CAO St. Amour advised that she will check into this matter. Deputy Mayor Power noted that the Planning Technician also attended the REMO meeting and inquired why. CAO St. Amour advised that she issued the invitation as he had the LIU information on his laptop. CAO St. Amour further advised that the Planning Technician also works with the county and when working in a disaster scenario, all the services of the county and town emergency measures staff and town staff are required.	CAO	
(e) REMO ⁶	Councillor Hudson advised that in mid April a meeting will be held with all of the Town Council. Councillor Hudson further noted that an ICS 100 should be completed by both the Mayor and Deputy Mayor. Mayor Tompkins noted that Councillor Hudson was voted Vice Chair of REMO.	Councillor Hudson	
(f) Planning and Heritage Advisory Committee	none		
(g) Marketing and Economic Development Committee			
(h) Traffic Flow Advisory Committee			
{j} CAO's Report	CAO St. Amour presented her report and addressed Councils questions. Councillor Paquette reminded Council that public works initially offered a tour of town facilities and inquired when it will happen. CAO St. Amour advised that it still needs to be organized.	CAO St-Amour	
{k} Water Reports	Water tests have been viewed and are within the required parameters.		
{l} Recreation Report	No report as done at Committee of the Whole MPAL ⁷		

CORRESPONDENCE:

⁶ Regional Emergency Measures Office

⁷ Municipal Physical Activity Leader

1. E-mail from Councillor Morrison
2. Town of Middleton re: Public Transit
3. Letter from UNSM re: Regional Enterprise Networks

OTHER BUSINESS

CALENDAR ITEMS:

Committee of the Whole January 9, 2013 at 6:00 pm

Board of Police Commissioners January 16, 2013 at 9:00 am

Council January 21, 2013 at 6:00 pm

Deputy Mayor Power advised that a funding agreement has been approved in the amount of \$90,000 for the Historic Gardens and further that the funds will be spent towards retrofitting, maintenance and getting the café ready for next year.

Motion 18:

It was moved by Councillor Sherman, seconded by Deputy Mayor Power that the meeting go in camera at 9:00 pm

Motion carried.

IN CAMERA

1. (d) Labour Relations
2. (c) Personnel Matter

Motion 19:

It was moved by Councillor Sherman, seconded by Deputy Mayor Power that the meeting come out of camera at 9:58 pm.

Motion carried.

NEXT MEETING: January 21, 2013

ADJOURNMENT

Motion 20:

It was moved by Councillor Hudson, seconded by Deputy Power that the meeting adjourn at 9:59 pm

Motion carried.

<i>Action:</i>	<i>Date:</i>	<i>Signature</i>
Reviewed by CAO		
Changes made by Administrative Assistant		
Signed by Mayor		
Approved for website by CAO		
Sent to Webmaster		