

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

**APPROVED MINUTES
TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
February 16, 2004
6:30 p.m.**

The regular session of Town Council was held on February 16, 2004 at 6:30 p.m. in the Council Chambers at Town Hall. In attendance were Mayor J. Kinsella, Deputy Mayor T. Fry, Councillors R. Microys, M. Tompkins, J. DeWolfe and W. Morgan, Acting/Chief Administrative Officer M. Robinson, and Administrative Assistant M. Feener as recording secretary. Regrets from Chief Administration Officer Amery Boyer.

CALL TO ORDER

Mayor Kinsella called the meeting to order 6:30 p.m. for an in camera session regarding the sale of Town owned land. Moved by Trish Fry, seconded by Rion Microys that the meeting go into camera. Moved by Michael Tompkins, seconded by Trish Fry that the meeting move out of camera.

APPROVAL OF REGULAR MINUTES 19/01/04

Motion # 1

It was moved by T. Fry, seconded by J. DeWolfe, that the minutes of Regular Council held January 19, 2004 be approved as circulated.
MOTION CARRIED

APPROVAL OF SPECIAL MINUTES 08/01/04

Motion #2

It was moved by T Fry, seconded by J. DeWolfe , that the minutes of Special Council held January 08, 2004 be approved as circulated.
MOTION CARRIED

ADDITIONS/DELETIONS TO AGENDA 16/02/04

Under New Business add item {j} Sale of Land to EMC

APPROVAL OF AGENDA

16/02/04

Motion # 3

It was moved by T. Fry, seconded by M. Tompkins, that the Agenda for Regular Council of February 16, 2004 be approved as amended.

MOTION CARRIED

PUBLIC HEARINGS - None.

PRESENTATIONS

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Evaluation of Christmas Promotion	Members to send comments to S. McAuley for her action.	staff	January 21, 2004
{b} Reps for PHAC	No response yet to invitation letters sent to Alan Melanson, Historical Association of Annapolis Royal, and Ryan Scranton, Historic Restoration Society; staff will follow up. M. Robinson will follow up with Ian Lawrence as a potential member.	staff	
{c} Reimbursement policy for staff and Council members attending functions	On hold pending development of policy draft.	Director of Finance	
{d} Policy for future development of Town owned land (from Dec 15/03 Council meeting)	On hold pending development of policy draft.	CAO & Roger Sturtevant	

MOTION(S) OF RECONSIDERATION: none

MOTION(S) OF RESCISSION: none

OTHER NOTICE(S) OF MOTION

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Reports	The results of the water reports have been reviewed and found fully satisfactory.	Reviewed by CAO on February 12, 2004	
(b) ZIEGLER: receipt of application for a rezoning R1 Residential to C1 Commercial	Motion # 4 <i>It was moved by M. Tompkins, seconded by R. Microys, that the Ziegler's request for rezoning from R1 to C1 be forwarded to the PHAC for action. MOTION CARRIED</i>	Roger Sturtevant	
(c) CIANFONE : receipt of application for a Bed and Breakfast by Development Agreement	Motion #5 <i>It was moved by T. Fry, seconded by R. Microys, that the Cianflone - B and B Development agreement request be forwarded to the PHAC to start the process. MOTION CARRIED</i>	Roger Sturtevant	
(d) ACCESSORY BUILDING HEIGHT: Application for an increase in permitted height of accessory buildings	R. Sturtevant proposed that the height of accessory buildings be up to 2/3 the height of the main building. Old buildings may be higher than the allowed height. Motion # 6 <i>It was moved by T. Fry, seconded by M. Tompkins, that the accessory building height - LUB amendment be referred to the PHAC to start the process to change the building height. MOTION CARRIED</i>	Roger Sturtevant	
(e) MICROYS: receipt of application for a Bed and Breakfast by Development Agreement and Changes to Heritage Property (14)	R. Microys declared a potential conflict of interest and left the meeting at this time. R. Sturtevant explained that this request is for a one unit for use as a B&B. Motion # 7 <i>It was moved by W. Morgan, seconded by J. DeWolfe, that the request for a B&B at 260 St. George Street be forwarded to the PHAC to start the process. MOTION CARRIED</i>	Roger Sturtevant	

	<p>Motion # 8 <i>It was moved by T. Fry, seconded by M. Tompkins, that R. Microys and R. Joules request for changes to heritage property (renovations) at 260 St. George Street be approved. MOTION CARRIED</i></p> <p>Motion # 9 <i>It was moved by T. Fry, seconded by M. Tompkins, that R. Microys and R. Joules request for a sign on the property be approved. MOTION CARRIED</i></p>		
(f) KRAMERS: use of accessory building	<p>R. Sturtevant explained that Mr. Kramers was interested in a three unit dwelling with the third unit being in a second dwelling. Discussion was held on the possibility of a three unit B&B with one of the three rooms being located in an accessory building.</p> <p>Concerns were voiced that parking and traffic is a problem for Riverview Drive.</p> <p>Motion # 10 <i>It was moved by W. Morgan, seconded by M. Tompkins, that the Kramers' request for a three unit B&B with one unit being located in an outbuilding be referred to PHAC for the development agreement process. MOTION CARRIED (one nay J. DeWolfe)</i></p>	Roger Sturtevant	
(g) Renewal of 2003 Scotiabank line of credit (\$250,000)	<p>Motion # 11 <i>It was moved by M. Tompkins, seconded by T. Fry, that approval be given to the Town of Annapolis Royal for renewal of the 2003 Scotiabank line of credit. MOTION CARRIED</i></p>	Council	
(h) King's Theatre tender for food service	J. DeWolfe explained that they are looking for proposals.	Council	
(I) Walking culvert versus sidewalk after take down of railway bridge (10), (16), and (17)	<p>The Department of Transportation has requested a decision by February 16, 2004.</p> <p>Mayor Kinsella explained that the Department of Transportation and Public Works would not pay for a walking culvert to be installed in place of the overhead bridge.</p> <p>A walking culvert would cost approximately \$800 per meter. It would cost the Town approximately \$20,000 to \$25,000 installed for a tunnel in the place of the bridge that would be used to continue the existing DAR trail. Discussion was held.</p>	Council	

	<p>K. McLean explained various options which included an overhead crosswalk sign at a cost of approximately \$10,000.</p> <p>Motion # 12 <i>It was moved by T. Fry, seconded by M. Tompkins that the Town approve option one with two sidewalks, one of either side of the road and have access to the trail on either side. MOTION CARRIED</i></p> <p>Melony Robinson to write to Tony Harvey and Stuart Clare of the Nova Scotia Department of Transportation of this decision.</p>		
{j} African Heritage Month Proclamation (15)	<p>Motion #13 <i>It was moved by J. DeWolfe, seconded by R. Microys that approval of the joint proclamation of African Heritage Month. MOTION CARRIED</i></p>		
{k} Sale of Land to EMC	<p>A development agreement process is available subject to terms that the Town has been working on. He said that he would recommend that the process begin and forward this the PHAC to start the process.</p> <p>Motion # 14 <i>It was moved by T. Fry, seconded by J. DeWolfe, that EMC's request be forwarded to the PHAC for a development agreement process. MOTION CARRIED</i></p> <p>Motion # 15 <i>It was moved by T. Fry, seconded by J. DeWolfe, that the Town of Annapolis Royal approve the sale of land to EMC at a price of \$16,000 with the condition that they use cement board siding on the building. One nay (W. Morgan) MOTION CARRIED</i></p>		

RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

Item	Decision / Action	Responsibility	Target Date
(a) Port Royal 400 th	No report.	Councillor Wayne Morgan	
FundyWeb Broadband	Completion and installation of broadband is anticipated for August of this year.		

	Both quotes came in under budget. Things are moving ahead very well. Ron Gullon and Dennis Kingston are now on the Committee.		
(b) Focus 2005	<p>T. Fry reported that the Committee met with the 400th Anniversary, a lot was discussed. A joint calendar of events will be maintained as a Focus calendar. It was a very productive meeting. Possible criteria was discussed. This idea was forwarded to Mayors and Warden's meeting and was discussed. There will now be no criteria on events. The calendar of events will not be a 400th anniversary calendar, it will include any event, not necessarily a 400th Anniversary event. Discussion was held. Members felt that the calendar should be a 400th Anniversary calendar.</p> <p>Another Focus 2005 meeting will be held to discuss options further.</p>	Deputy Mayor Trish Fry	
(c) Mayor's Report	Mayor Kinsella gave an oral report.	Mayor John Kinsella	
(d) Natal Day	No report		
(e) Other	<p>Motion # 16 <i>It was moved by R. Microys, seconded by J. Dewolfe, approval of application for changes to heritage building, 158 St George Street, Bonnett House, Karen Allen, subject to a preference for wooden doors rather than steel.</i></p> <p>Motion # 17 <i>It was moved by R. Microys, seconded by J. DeWolfe, approval of the Trail Bylaw subject to receipt of the required letter of authority from DNR.</i></p> <p>Motion # 18 <i>It was moved by R. Microys, seconded by T. Fry, that approval in principle of change from commission to line department status for the Annapolis District Planning Commission (Option 3). Budget amounts deferred to budget deliberations.</i></p>		

CORRESPONDENCE

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Item	Decision / Action	Responsibility	Target Date
(a) Request for donation of \$200 for Association of Municipal Administrators 2004 Spring Workshop (1)	Staff recommend acceptance. Motion # 19 <i>It was moved by T. Fry, seconded by M. Tompkins, that approval be given to donate \$200 for the Association of Administrators 2004 Spring Workshop. (Five nays) Motion Defeated</i>	Council	
(b) Apple Blossom Festival request for \$800 booster contribution (2)	Referred to budget Marketing person to evaluate.	Council	
(c) Annapolis County Learning Network request for funding (3)	Referred to budget	Council	
(d) Letter from Public Works and Government Services Canada re review of wharf site property (4)	For information. An email will be sent to inform them of the current situation.		
(e) Question from Director of Recreation re survey of marsh areas (5)	For clarification only Referred to CAO		
(f) King's Transit rider ship reports: East (6) and West (7)	Referred to Budget Committee	Council	
(g) Resolution on Recognition of Importance of Natural Shorelines (8)	For information only.	Council	
(h) Annapolis Valley Regional Library request for \$200 (9)	Discussion was held. No action taken.	Council	

QUESTIONS

ADDED ITEMS

NEXT MEETING March 15, 2004 at 7:00 p.m.

ADJOURNMENT

It was moved by M. Tompkins, seconded by J. DeWolfe, that the meeting adjourn.

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