

**TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
MINUTES
February 18, 6:00 pm**

PRESENT: Mayor Tompkins, Deputy Mayor Power, Councillor Hudson, Councillor Mersereau, Councillor Paquette, CAO St-Amour.

REGRETS: Administrative Assistant Dawn Bourke

CALL TO ORDER: Mayor Tompkins called the meeting to order at 6:06 pm

APPROVAL OF REGULAR COUNCIL MINUTES: January 21, 2013

MOTION #1

It was moved by Councillor Hudson, seconded by Councillor Mersereau

“That the Regular Council Minutes of January 21, 2013, be approved.” **CARRIED.**

ADDITIONS TO AGENDA:

Business Arising 9. Garbage Contract

New Business 9. ADEDA

New Business 10. Commemoration for Daurene Lewis

APPROVAL OF AGENDA:

MOTION #2

It was moved by Deputy Mayor Power, seconded by Councillor Paquette

“That the Agenda for the Regular Council Meeting of February 18, 2013 be approved, as amended.”

CARRIED.

PUBLIC INPUT: None

PRESENTATIONS: Annapolis Royal Historic Gardens 2012 Annual Report – Keith Crysler, Chairman and Trish Fry, Manager

Keith Crysler noted lots of reason to thank Council, positive support over the years and appreciation of financial assistance, in kind support, and collaborative projects. Keith reviewed the current progress of the Annapolis Royal Historic Gardens and the request for operational funding. Trish Fry reviewed the 2012 Successes, Awards and Recognitions, Operational and Project Grants 2012 and the Special Projects. Discussion was held regarding the Visitor Information Centre.

PUBLIC HEARING :

BUSINESS ARISING FROM MINUTES

1. Friends of the Pool Society

Town insurers have been contacted to determine the cost to the Town if the Town paid the pool insurance. In order for the Pool Society to be covered, it would need to be a Committee of Council under direct control of Council; typically this is done if the recreation department is running the pool.

Councillor Mersereau noted the main item is to renew the agreement. Mayor Tompkins suggested this item be discussed during budget deliberations.

2. Follow up with Union of Nova Scotia Municipalities – Lowering Speed Limits

CAO St-Amour advised that a letter has been sent to the Union of Nova Scotia Municipalities regarding the lowering of speed limits.

3. Police Board – Speed for Traffic Tickets

Deputy Mayor Power advised that she sent an e-mail to Fred Sanford of the Department of Justice for information regarding the speed for traffic tickets. Councillor Mersereau suggested this matter be forwarded to the Annual Police Association meeting for discussion.

4. Fire Inspections

The County CAO has been contacted regarding the possibility that the County temporarily conduct Fire Inspections. It is not possible at this time. Options will be discussed with the County to consider to hire another inspector and explore the prospect of involving Middleton, Bridgetown and Annapolis Royal and the County for a fee for a fee for service thus splitting costs. The tentative date for a regional caucus meeting is the week of March 18-22. Three topics of discussion being considered are fire inspection services, transit and economic development.

5. Infrastructure Funding for Consideration

The Building Canada Fund is no longer available. CAO St-Amour noted that she is preparing a grant application with Canada Heritage for replacement of the Town Office roof. The roof recently lost some shingles in a wind storm. The roof has been repaired however the roof may need structural repair. An appraiser has also looked at the roof.

6. AWEC Scoreboard

A cheque in the amount of \$500.00 from the Town towards the AWEC Scoreboard has been sent and the Town's contribution will be acknowledged on a banner. Mayor Tompkins inquired about the Easter Extravaganza, and CAO noted that a cheque in the amount of \$100.00 from the Town towards the Easter Extravaganza has been processed.

7. Newsletter Insert – Database of Services

Deputy Mayor Power noted that this was an idea, but upon discussion there is a lot of work involved and more consideration is required. Mayor Tompkins advised has received some complaints regarding out dated information on the Town website. CAO St-Amour advised that the possibility of allowing the Board of Trade to have access to the Town website was investigated but there may be a problem with opening the system. The Town calendar can be accessed by individuals. Councillor Mersereau suggested Council needs to figure out a way for the person who gets a listing to be responsible for removing or updating the information through some administrative tool. CAO St-Amour noted that she has only received one complaint regarding updating information on the website. Mayor Tompkins suggested developing an area on the Town website that can be accessed by others; consider revenue for service; and maybe the Town staff have more access to make more changes on the website.

8. Capital Construction Project – Annapolis West Education Centre

CAO St-Amour noted Council had questions at the last meeting regarding Town owned land at the AWEC site and further noted the Town owns the land where AWEC is located. ARRA is currently owned by the Province.

9. Garbage Contract

CAO St-Amour advised that the current contractor has agreed to a 3 month or longer extension. Valley Waste will be contacted for potential options and costs.

NEW BUSINESS:

1. Municipality of the District of Barrington Request – Municipal Property Taxation

The Municipality of the District of Barrington requested Council's support to request the Union of Nova Scotia Municipalities to provide the appropriate response to the Nova Scotia Chamber of Commerce Municipal Property Taxation Report. Councillor Mersereau noted that the Chamber of Commerce Report analyzed the residential rate and the commercial rate for municipal property taxation, and noted that as a Council, we need to recognize fairness between the residential rate and business rate.

MOTION #3:

It was moved by Councillor Hudson, seconded by Councillor Mersereau to break at 8:04 pm. **CARRIED.**

MOTION #4:

Mayor Tompkins called the meeting back to order at 8:10 pm.

2. Greenways Nova Scotia – Letter of Support

Greenways Nova Scotia is requesting a letter of support for the Evangeline Greenway (corridor a non-motorized trail).

MOTION #5:

It was moved by Councillor Paquette, seconded by Councillor Hudson to provide a letter of support for the Evangeline Greenway. **CARRIED.**

3. Nova Scotia Transportation and Infrastructure Renewal 2013 Annual Temporary Count Program

This item was referred to the Traffic Flow Advisory Committee for their recommendation.

MOTION #6:

It was moved by Councillor Paquette, seconded by Councillor Mersereau that the CAO contact Nova Scotia Transportation and Infrastructure Renewal or the Chief of Police to determine what data is available regarding traffic volume counts. **CARRIED.**

4. Maritime Link Application to the Utility and Review Board

Presented for information.

5. The Nova Scotia Commission on Building Our New Economy

Presented for information.

6. Cancer Care Nova Scotia Excellence Award

Councillor Mersereau suggested sending a copy to the Chair of the Annapolis Community Health Foundation.

MOTION #7:

It was moved by Councillor Mersereau, seconded by Councillor Paquette to send a copy of the Cancer Care Nova Scotia Excellence Award to the Chair of the Annapolis Community Health Foundation for their nomination selection. **CARRIED.**

7. Edible Trees Grant Application

CAO St-Amour advised that the Edible Trees Grant Application is an opportunity to receive a grant up to an amount of \$4,000.00, with a deadline application of February 22, 2013.

MOTION #8:

It was moved by Councillor Paquette, seconded by Councillor Hudson to direct CAO St-Amour to apply for the Edible Trees Grant. **CARRIED.**

8. Financials

- i) Income Statement Town Operating January 31, 2013
- ii) Water Utility Income Statement January 31, 2013

The Balance Sheet and Bank Balances will be distributed at a later date.

Councillor Mersereau noted that after reviewing the financials to date, it appears the Town will have an operating surplus, and when the Town has one million dollars in reserves, 60% percent of the reserves could be used towards the Town loaning the Town money with an interest rate applied.

9. ADEDA

Mayor Tompkins advised that a meeting of Southwest NS-NB Business Exchange is scheduled to be held March 6, 7 & 8, 2013 in Saint John, New Brunswick. Councillor Mersereau suggested contacting the County to determine if they have someone attending the meeting; or ADEDA for the purpose of taking information packages of the Town.

10. Daurene Lewis Commemoration

Deputy Mayor Power suggested dedicating something in recognition of Daurene Lewis. Councillor Paquette suggested a plaque. CAO St-Amour will bring this item forward at a later date for consideration. Councillor Paquette suggested dedicating a trail from Chapel Street into Fortier Mills as the trail is close to the Lewis family home.

RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Planning & Heritage Advisory Committee

MOTION # 9:

It was moved by Councillor Paquette, seconded by Councillor Mersereau to give heritage approval to the applicant Janet Cormier to install additional signage at 241 St George Street as detailed in the application, providing the requirements of the Land Use By-laws are met. **CARRIED.**

2. Marketing and Economic Development Committee

MOTION #10:

It was moved by Councillor Hudson, seconded by Councillor Paquette that an amendment be made to paragraph 2(a) to include "increased tourism".

MOTION #11:

It was moved by Councillor Mersereau, seconded by Councillor Paquette to amend the motion to read "increased visitation". **CARRIED.**

Motion #10, as amended, CARRIED.

MOTION #12:

It was moved by Councillor Mersereau, seconded by Deputy Mayor Power that an amendment be made to Item 2 of the mandate by deleting the words "as a Better Place to Live". **CARRIED.**

3. Committee of the Whole

MOTION #13:

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau to appoint Mayor Tompkins as a member of the Traffic Flow Advisory Committee. **CARRIED.**

MOTION #14:

It was moved by Councillor Paquette, seconded by Councillor Hudson to adopt the Policy on Use of Public Property Including Communication Equipment Use with the addition the policy applies to Council and the Committees of Council. **CARRIED.**

MOTION #15 :

It was moved by Councillor Paquette, seconded by Councillor Hudson to spend \$500.00 towards the Salt Scape tourism fair.

Mayor Tompkins voted nay. **CARRIED.**

4. Board of Police Commissioners

MOTION #16:

It was moved by Councillor Hudson, seconded by Deputy Mayor Power that a copy of the Chief's Report, specifically the summary portion be published in the Town Crier. **CARRIED.**

REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Board of Police Commissioners – Chief's Report to the Board of Police Commissioners

Deputy Mayor Power noted that the Police Chief will provide a summary of his report for publication. Councillor Mersereau advised that there was discussion at the meeting regarding hiring a corporal, some discussion on the budget numbers, both the Police Chief and commission member Jane DeWolfe are of the very firm understanding that the Boots On the Streets Program is to fund 4 members. Councillor Mersereau requested a copy of the original agreement to read as it may give more flexibility on scheduling and staffing. Deputy Mayor Power agreed to contact the Police Chief for a copy of the original agreement.

It was agreed to hold a budget meeting March 1, 2013 from 9:00 am to 4:30 pm.

2. Mayor's Report

Mayor Tompkins advised that during his open office hours on Thursday evenings, two items have come forward, Town Crier updates; emergency call outs and ambulance calls. Mayor Tompkins suggested placing an article in the newsletter asking for comments regarding the Continuing Emergency Care facility. Council's goal is to talk to the community and address any legitimate concerns. CAO St-Amour suggested letting the Collaborative Health Centre know the Town will be doing this. Council agreed. Mayor Tompkins also noted concern with traffic flow.

3. ADEDA

Councillor Mersereau advised that the next Board meeting is February 21, 2013.

4. Planning Services

The Planning Services report for January 2013 was presented. Councillor Mersereau suggested reviewing the timing of planning reports during budget deliberations.

5. REMO

Councillor Hudson advised that a REMO meeting is scheduled to be held March 6, 2013.

6. Planning and Heritage Advisory Committee – no report

7. Marketing and Economic Development Committee – Councillor Paquette

Councillor Paquette advised that sub-committees have been set up for a marketing video; for destination marketing, and for signage. Councillor Paquette noted that the Brain Storming Session is scheduled for March 13, 2013 from 7-9 pm at St. Luke's.

8. Traffic Flow Advisory Committee

Councillor Paquette reported that forms have been returned regarding traffic flow concerns. Discussion was held regarding traffic and parking. Mayor Tompkins and Councillor Mersereau requested copies of public comments regarding traffic flow.

9. CAO's Report

CAO St-Amour recapped the grants being worked on which include the Edible Trees and the Heritage Buildings grant. The County has a tentative date of April 4, 2013 from 10:30 am to 4:30 pm for the NSUARB Hearing meeting at the Annapolis Royal Fire Hall to discuss the water rates. Deputy Mayor Power inquired if the Town must make application to speak at the hearing. Councillor Mersereau noted that if the Town and the County cannot reach an agreement, the Town will have to intervene and suggested running questions by a lawyer.

CAO St.-Amour noted the meeting between the County and the Town is tentatively scheduled to be held Friday March 8th or Friday March 15th between noon and 1 pm.

MOTION #17:

It was moved by Councillor Mersereau, seconded by Councillor Paquette that if the Town cannot resolve the concerns with the County through discussion, then the Town apply for intervenor status at the NSUARB Hearing on Water Rates prior to the deadline to do so. **CARRIED.**

The Farmers Market has enquired about vendors parking specifically as there are some vendors that need to be near their vehicle. Corinne Warner suggested allowing vendors to use the area in front of the Masonic Lodge and would like to discuss parking options with Council. It was agreed to refer parking access at the Farmer's Market to the Traffic Flow Advisory Committee.

CAO St-Amour noted she met with Mike Trinacty, Valley Regional Representative, Physical Activity, Sport and Recreation Division, Department of Health & Wellness and Sandi Millet-Campbell to discuss recreation programming. A part time position for recreation has been suggested in the preliminary 2013/14 budget for the amount \$15,000. There is funding available in the amount of \$12,500 from the Province, and one of the requirements for funding approval is to implement a strategic plan for recreation. There may be a possibility for a municipal partner in which case the Town could access another \$5,000 for recreation.

Mike Trinacty also mentioned the Annapolis Valley Trail Coalition who receive funding from the Department of Natural Resources have a coordinator hired and if the Town was a member of this, at a cost of \$500.00, the Town would have access to the coordinator. CAO St-Amour noted Mike Trinacty also mentioned grants available which possibility may be used to upgrade the boardwalk.

10. Water Report

Water tests have been viewed and are within the required parameters.

OTHER BUSINESS:

CORRESPONDENCE:

1. Community Economic Development Report Annapolis Royal, prepared by Karlene Hauer Councillor Paquette will forward the report to Lisa Lauder at Acadia University. Councillor Paquette also noted on page 13 and 14 of the report one of their big items is Community Economic Development Investment Funds and considerable discussion was held regarding economic investment funds.
2. Nova Scotia Youth Conservation Corps 2013 Community Partner Project Proposal Councillor Mersereau suggested this may be an opportunity through the grant program to do some work. CAO St-Amour advised the deadline is February 24, 2013.
3. Acadia Center for Social and Business Entrepreneurship
The correspondence was reviewed for information.

MOTION # 18

It was moved by Councillor Hudson, seconded by Councillor Paquette to move in camera at 9:40 pm.
CARRIED.

IN CAMERA :

1. Reason (e) – Contract Negotiations
2. Reason (h) – Public Security
3. Reason (g) – Legal Advice

MOTION # 19

It was moved by Councillor Hudson, seconded by Councillor Paquette to move out of in-camera at 10:05 p.m. **CARRIED.**

MOTION # 20

It was moved by Councillor Hudson, Seconded by Councillor Paquette that Council approve the verbal agreement made between CUPE Local 3552 and the Town of Annapolis Royal on February 11, 2013 as outlined in the in-camera report dated February 18, 2013. **CARRIED.**

ADJOURNMENT

MOTION #21:

It was moved by Councillor Paquette, seconded by Deputy Mayor Power that the Regular Council Meeting dated February 18, 2013 be adjourned at 10:10 p.m. **CARRIED.**

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by CAO		
Changes made by Admin		
Approved for website by CAO		
Sent to webmaster		

MEETINGS:

Marketing and Economic Development Committee
Budget Meeting
Planning and Heritage Advisory Committee
Marketing and Economic Development Committee
Committee of the Whole
Strategic Plan
Traffic Flow Advisory Committee
Board of Police Commissioners
Brain Storming Session – Public Session
Council
Marketing and Economic Development Committee

February 19, 2013 at 6 pm
March 1, 2013 at 9 am
March 4, 2013 at 9:30 am
March 5, 2013 at 6 pm
March 6, 2013 at 6 pm
March 9, 2013 at 10 am
March 11 at 11 am
March 13 at 9 am
March 13 at 7 pm
March 18 at 6 pm
March 19 at 6 pm