

MINUTES
TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
February 19, 2007
9:00 a.m.

The regular meeting of the Council was held on Monday, February 19, 2007 in Council Chambers at Town Hall. In attendance were Chair Mayor John Kinsella, Deputy Mayor Jane DeWolfe, Councillors Sherman Hudson, Ron Boulding, Phil Roberts and Doug Shaffner, CAO Amery Boyer, Director of Finance Melony Robinson and Administrative Assistant Jackie Longmire as recording secretary. Member of the public Shawn Hudson and Spectator representative Carolyn Sloan were also in attendance.

APPROVAL OF REGULAR COUNCIL MINUTES

January 15, 2007

Motion # 1

It was moved by Deputy Mayor DeWolfe, seconded by Councillor Shaffner approval of the regular Council minutes dated January 15, 2007, as amended. Motion carried.

ADDITIONS/DELETIONS TO AGENDA

Under New Business add:

- {k} Proposal for Route 8
- {l} Engineering Report
- {m} Garbage Tender
- {n} Application for Internship

Under In Camera add:

1. To discuss staffing issues

APPROVAL OF AGENDA

February 19, 2007

Motion # 2

It was moved by Councillor Shaffner, seconded by Councillor Hudson approval of the agenda dated February 19, 2007, as amended. Motion carried.

PUBLIC HEARINGS None

PRESENTATIONS None

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Webmaster contract	The contract was reviewed and minor typographical corrections are required. Council requested that the contract be harmonized to reflect the fiscal year.		
{b} NSPI Rate Change	The Town has opted to change the map/file room to accommodate the freezers that belong to the Food Bank. The new room has a window that will allow for better ventilation and should keep the freezers from over heating. Deputy Mayor DeWolfe said that she has had a discussion with representatives from the Food Bank and they prefer the one time expense of relocating the freezers rather than having a meter installed and being responsible for their own power bills on a regular basis. Food Bank representatives will have a meeting to discuss the matter and a final decision will be made at that time.		
{c} Dogs Bylaw	<p>The bylaw does not specify who pays for the actual disposal of an animal. CAO Boyer said that she will review the agreement with the County and report back. If there is a need for a further amendment, this can be done at a later date. Second and final reading is complete.</p> <p><i>Motion #3</i> <i>It was moved by Deputy Mayor DeWolfe, seconded by Councillor Boulding second and final reading of the Town of Annapolis Royal's Dogs Bylaw. Motion carried.</i></p>		
{d} Mortgage Fee holder - now called Provision of Tax Information Bylaw	<p>Second and final reading of the Provision of Taxation Information Bylaw is complete.</p> <p><i>Motion #5</i> <i>It was moved by Councillor Roberts, seconded by Councillor Boulding</i></p>		

	<i>second and final reading of the Town of Annapolis Royal's Provision of Taxation Information Bylaw. Motion carried.</i>		
{e} Burning Permit Bylaw	<p>Council expressed concerns over wording in some areas of the Bylaw. It will be referred back to the Fire Chief for clarification.</p> <p><i>Motion #6</i> <i>It was moved by Deputy Mayor DeWolfe, seconded by Councillor Hudson approval of the request to table the Burning Bylaw until clarification can be made by the Fire Chief, the Bylaw will be brought forward for second and final reading at the next meeting of Council. Motion carried.</i></p>		
{f} Maintenance issues at Sinclair Mews	<p>CAO Boyer has attempted to contact the property owner with no response. This matter will be addressed in the spring.</p>		
{g} Website Policy	<p>The Water Utility Clerk has been invoicing out of Town businesses that advertise on the Town website for the past three years. The request to eliminate the fees for out of Town businesses would result in a loss of revenue for the Town that totals approximately \$1000.00 a year. CAO Boyer said that eliminating the fees would make the site more business friendly. She also said that she has discussed several website options with the Annapolis District Board of Trade. They are working together to offer businesses the best possible web posting solutions.</p> <p><i>Motion #7</i> <i>It was moved by Councillor Roberts, seconded by Councillor Boulding to eliminate the fees for out of Town Businesses advertising on the Town website, effective April 1, 2007. Motion carried.</i></p>		
{h} Deadline for nominations for appointment to the Board of the new Development Agency	<p>CAO Boyer asked for a deadline for nominations. She said that the Annapolis District Board of Trade and the Annapolis Tourism Council have been asked to submit a list of names as possible board members. Council agreed that the lists would be reviewed at the next Committee of the Whole meeting and the appointment would be made at the next meeting of Council. Council agreed that the appointment would be a significant commitment as the board is in start up phase and there is a considerable amount of work to be done.</p>		

MOTION(S) OF RECONSIDERATION: none

MOTION(S) OF RESCISSION: none

OTHER NOTICE(S) OF MOTION: none

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Reports	Reports have been reviewed and found to be satisfactory.	CAO	
{b} Suggestion from resident	A Town resident has suggested that no-idling signs be posted at certain location throughout Town. Council agreed that no-idling is becoming a popular and recognized movement. The costs of signs will be explored and a decision will be made at the next meeting of Council.		
{c} The 1 st Annual Battle of Wits	The Valley Chapter of Crime Stoppers is hosting a trivia contest as a fundraiser. A team of five members was selected and will participate in the competition to be held on February 24, 2007 at the Kentville Fire Hall.		
{d} Valley Restorative Justice	<i>Motion #8</i> <i>It was moved by Deputy Mayor DeWolfe, seconded by Councillor Hudson to refer the request for financial support from Valley Restorative Justice to upcoming budget meetings. Motion carried.</i>		
{d} Asphalt Streets Reconstruction Priority List	CAO Boyer displayed the capital improvement plan for the Town. A map of pictures, descriptions and criteria for ranking was posted in Council Chambers. Council was asked to approve the point system for ranking the projects. Mayor Kinsella asked to also have a similar map of sidewalk projects posted for Council's review. He said that he is pleased with the level of planning. He acknowledged the amount of work that was required to complete the priority lists.		
{e} Ye Olde Towne Pub Lease Agreement	A request was received from the Pub owner for renewal of the lease allowing the Pub to operate a deck as part of its summer business. No changes were noted in the lease agreement for the year 2007-2008.		

	<p><i>Motion #9</i> <i>It was moved by Deputy Mayor DeWolfe, seconded By Councillor Hudson approval of the request for the renewal of the lease agreement between the Town of Annapolis Royal and Ye Olde Towne Pub. Motion carried.</i></p>		
{f} CUPE Agreement	<p>CAO Boyer said that she has received notice to bargain. She said that it was received after the appropriate time but there has been a change of staff within the CUPE organization. A proposal is expected to follow within the next few weeks.</p>		
{g} Animal Control Services	<p>The Animal Control Services agreement with the County will expire in March 2007. Copies of the agreement will be given to Council for review.</p>		
{h} Annapolis Royal Historic Gardens - Request for financial support	<p><i>Motion #9</i> <i>It was moved by Councillor Roberts, seconded by Councillor Hudson to refer the request for financial support from Historic Gardens to upcoming budget meetings. Motion carried.</i></p>		
{i} Strategic Planning	<p>CAO Boyer said that the management team is going through the comments one at a time and are providing responses to each issue. She presented Council with a draft report of the progress to date. The draft report also included the tax burden report that was prepared by the CAO of the Municipality of the County of Annapolis. Council found the tax burden report interesting because the Town of Annapolis Royal has the lowest tax rate of the three Towns. The difference seems to come from the value of the properties. At the strategic planning meetings held in 2006, residents expressed concerns over the tax rate and described it as a crisis for residents and business owners. CAO Boyer said that all CAOs in the area have reviewed the report and agree that there appears to be no crisis in Annapolis Royal, at least as it relates to tax rates and relative tax burden. CAO Boyer also explained the changes that are taking place within the Assessment Board. The Provincial board is now owned by 55 municipalities and consists of one half elected members and one half municipal staff. She explained the changes as organizational and technological. The first draft of the new strategic plan for the Town will coincide with budget discussions.</p>		
{j} Proposal for Route 8	<p>The Keji brochure that was done in conjunction with the Municipality of Queens was considered a success and they are suggesting another project for the Town to partner on. The proposal for Route 8 is also intended to</p>		

	include the Municipality of the County of Annapolis and Bear River First Nations as possible partners. A proposal will be presented to the Province through the Premier four different Ministers. Council agreed that the Town should proceed as a partner in the project.		
{k} Engineering Report	CAO Boyer presented a report from SGE Acres. The report covers several Town projects and provides an update on upcoming projects. CAO Boyer said that the Town is planning to go ahead with the second phase of Lower St. George Street. The sewer infiltration problem is in the process of being corrected.		
{l} Garbage Tender	The request for tenders has closed and one response was received. EFR was the only bidder. Council agreed that the Town is satisfied with the service that EFR currently provides. CAO Boyer noted that their bid included a 4 % increase yearly and she asked for an explanation. EFR said that the increase is based on capital costs and higher administrative expenses.		
{m} Intern Application	<p>CAO Boyer said that she is in the process of completing an application for a Provincial/Municipal Intern. She said that the intern would be responsible for consolidating the bylaws and policies and will be exposed to every department. The province provides funding to a maximum of \$25,000.00 for the position. It is estimated that the cost to the Town will be approximately \$3,000.00 for the year.</p> <p><i>Motion #10</i> <i>It was moved by Councillor Roberts, seconded by Deputy Mayor DeWolfe to move forward with the internship application to acquire an intern with a masters in Public Administration. Motion carried.</i></p>		

RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

Item	Decision / Action	Responsibility	Target Date
{a} Recommendations from Committee of the Whole	<p><i>12. It was moved by Councillor Roberts, seconded by Deputy Mayor DeWolfe approval of the request to table the Vacation Policy recommendation until the next Committee of the Whole meeting. Motion carried.</i></p> <p><i>13. It was moved by Councillor Shaffner, seconded by Deputy Mayor DeWolfe approval of the resolution for Green Streets Funding and to move forward with the process. Motion carried.</i></p> <p><i>14. It was moved by Deputy Mayor DeWolfe, seconded by Councillor Roberts approval of the request to eliminate the fee for the Commissioner of Oaths service. Motion carried.</i></p> <p><i>15. It was moved by Councillor Roberts, seconded by Councillor Boulding approval of the request to approach the Annapolis District Board of Trade and Annapolis Royal Tourism Council for a submission of names for the citizen member of the Annapolis Digby Development Agency. Motion carried.</i></p> <p><i>16. It was moved by Deputy Mayor DeWolfe, seconded by Councillor</i></p>		

	<p><i>Roberts approval of the acceptance of the Annapolis Peacetime Emergency Plan. Motion carried.</i></p> <p><i>17. It was moved by Deputy Mayor DeWolfe, seconded by Councillor Roberts approval of the request to forward a letter to the local MLA requesting that the elimination of the Tourism Visitor Rebate Program be reconsidered. Motion carried.</i></p> <p><i>18. It was moved by Councillor Hudson, seconded by Deputy Mayor DeWolfe approval in principle of the development plans for the vacant lot on St. George Street, PID # 05001565. Motion carried.</i></p> <p><i>19. It was moved by Councillor Shaffner, seconded by Councillor Hudson approval of the application for changes to Heritage Property located at 613 St. George Street.</i></p>		
{b} Board of Police Commissioners	Deputy Mayor DeWolfe said that the new Representative from the Department of Justice, Bob Eyre, attended the board meeting in February. She said that the future of the department was discussed during an in camera session at the meeting and she will inform Council of the results of that discussion during the in camera session at today's meeting. She also said that Mr. Eyre advised the department not to move forward with hiring new officers through the "Boots to the Street" Program until the budget has actually been approved.	Deputy Mayor DeWolfe	
{c} Mayor's Report	<p>Mayor Kinsella said that the executive director of the new Development Agency has been hired and the Agency is in the processes of getting established. He said that a board meeting should take place in early March.</p> <p>Mayor Kinsella toured the Business Incubation Centre at the last meeting of Mayors and Wardens' and reported that the Centre is ready for new occupants.</p>	Mayor John Kinsella	
{d} King's Theatre	Councillor Roberts said that there is a staffing issue at King's Theatre to discuss during the in camera session of today's meeting.		

CORRESPONDENCE

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Item	Decision / Action	Responsibility	Target Date
{ a } None			

OTHER BUSINESS

1. CAO Boyer said that there have been errors in the publication notices for the recently revised bylaws. She said that the error affects two bylaws and the problem will be corrected.

IN CAMERA

It was moved by Councillor Boulding, seconded by Deputy Mayor DeWolfe to move in camera to discuss staffing issues for the Town, the Annapolis Royal Police Department and King's Theatre.

It was moved by Councillor Boulding, seconded by Deputy Mayor DeWolfe to move out of camera.

NEXT MEETING March 19, 2007 at 9:00 a.m.

ADJOURNMENT

It was moved by Deputy Mayor DeWolfe to adjourn the meeting.

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Mayor John Kinsella		
Changes made by Administrative Assistant Jackie Longmire		
Approved for website by		

Mayor or CAO		
Forwarded to the Website		