

**MINUTES**  
**TOWN OF ANNAPOLIS ROYAL**  
**REGULAR COUNCIL**  
**January 15, 2007**  
**9:00 a.m.**

The regular meeting of the Council was held on Monday, January 15, 2007 in Council Chambers at Town Hall. In attendance were Chair Mayor John Kinsella, Deputy Mayor Jane DeWolfe, Councillors Sherman Hudson, Phil Roberts and Doug Shaffner, CAO Amery Boyer, Director of Finance Melony Robinson and Administrative Assistant Jackie Longmire as recording secretary.

Regrets: Councillor Ron Boulding

**APPROVAL OF REGULAR COUNCIL MINUTES**

**December 18, 2006**

**Motion # 1**

*It was moved by Councillor Roberts, seconded by Councillor Shaffner approval of the regular Council minutes dated December 18, 2006, as amended. Motion carried.*

**ADDITIONS/DELETIONS TO AGENDA**

Under New Business add:

{5} Property Tax Reduction Bylaw - First Reading

**APPROVAL OF AGENDA**

**January 15, 2007**

**Motion # 2**

*It was moved by Councillor Shaffner, seconded by Councillor Hudson approval of the agenda dated January 15, 2007, as amended. Motion carried.*

**PUBLIC HEARINGS**          None

**PRESENTATIONS**          None

## BUSINESS ARISING FROM MINUTES

| Item  | Decision / Action  | Responsibility | Target Date |
|---|--|----------------|-------------|
| {a} Building Bylaw  | <p>Second and final reading.</p> <p><b><i>Motion #3</i></b><br/> <b><i>It was moved by Councillor Roberts, seconded by Councillor Hudson approval of the Building Bylaw, second and final reading complete. Motion carried.</i></b></p>  |                |             |
| {b} Day Care Centres Property Tax Reduction and Exemption Bylaw         | <p>Second and final reading.</p> <p><b><i>Motion #4</i></b><br/> <b><i>It was moved by Councillor Hudson, seconded by Deputy Mayor DeWolfe approval of the Day Care Centres Property Tax Reduction and Exemption Bylaw, second and final reading complete. Motion carried.</i></b></p>               |                |             |
| {c} Dogs Bylaw  | <p>The Dog Bylaws was reviewed and minor corrections are required. The schedule of fees has been separated from the main body of the bylaw and the fees have been harmonized with the County. First reading is complete and the bylaw has been referred to Council for second and final reading.</p> |                |             |
| {d} Mortgage Fee holder - now called Provision of Tax Information Bylaw | <p>The Director of Finance said that this bylaw will increase miscellaneous revenue by about \$1,500.00 a year. Minor changes were made to the text and first reading is complete. The bylaw has been referred to Council for second and final reading.</p>  |                |             |
| {e} Burning Permit Bylaw  | <p>Minor changes to the text have been made, first reading is complete. The bylaw has been referred to Council for second and final reading.</p>   |                |             |
| {f} Maintenance issues at Sinclair Mews                                 | <p>CAO Boyer said that a letter has been sent to the property owners but no response has been received. This item will be brought forward when there is more information to report.</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} New foundation concerns at King's Theatre     | Additional structural problems at King's Theatre have been identified by Structural Engineer Lorne Flowers. The additional problems have been discovered in an area that was inaccessible during the original investigation. The estimate for repairs is approximately \$60,000.00. The recommendation of the Engineer is that the repairs be completed this year. CAO Boyer said that there may be a way to phase the project and to distribute the expenses over 3 budget years. The engineer states that there are no immediate safety concerns with the structural problems. It was agreed that the work must be completed and several options will be explored and discussed before the project begins. Council agreed that not completing the repairs and closing the Theatre is not an option. Mayor Kinsella expressed an interest in touring the basement when the engineer is on location. All reports will be forwarded to King's Theatre Board. Any additional information will be discussed with Council as necessary. |                |             |
| {c} Decision re Community Newsletter distribution | CAO Boyer said that there are issues with the way the newsletters are being delivered. Administration staff had originally delivered the newsletters by maildrop and has recently tried sending the newsletters with the water bills. Neither option has proved to be perfect but it was agreed that the mail drop was the best option for residents and staff. Notices will be posted as an add on to other advertisements in the local paper to inform residents that the newsletter is available for pick up at Town Hall.   |                |             |
| {d} Nova Scotia Power                             | The Town Hall has received a notice from Nova Scotia Power indicating that the rate of charge will be changing. The Town Hall will now be charged by the demand base rate. The Director of Finance suggested that the increase is the result of the deep freezers in the basement that belong to  |                |             |

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|  | the Food Bank. It was agreed that all options, including a separate meter for the Food Bank would be explored with NSPI before any decision is made.   |  |  |
| {d} Encroachment application - 261 Prince Albert Road. | <p>The Encroachment application has been completed and signed by all parties. The front porch of the home located at 261 Prince Albert Road is actually on Town land.</p> <p><b><i>Motion #4</i></b><br/> <b><i>It was moved by Councillor Roberts, seconded by Deputy Mayor DeWolfe approval of the encroachment application for 261 Prince Albert Road for the purpose of alleviating an existing or future problem relating to access to town infrastructure. Motion carried.</i></b></p>   |  |  |
| {e} Property Tax Reduction Bylaw                       | The Director of Finance said that this bylaw is for the non profit organizations in Town. In the past, all the associations had to apply for the reduction but the bylaw has been changed to eliminate the need for an application. All non profit organization in Annapolis Royal will now automatically receive the reduction in taxes. First reading is complete, the bylaw has been referred to Council for second and final reading. Deputy Mayor DeWolfe asked what the impact would be on the budget for the Town. The Director of Finance said that she assumes that all eligible organizations will apply for this reduction every year and the budget reflects that assumption, so there is no effect. |  |  |

#### RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

| Item                     | Decision / Action  | Responsibility | Target Date |
|--------------------------|--|----------------|-------------|
| {a} Recommendations from | <b><i>5. It was moved by Deputy Mayor DeWolfe, seconded by</i></b> |                |             |

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|-----------------------------------|---|----------------------|--|
| Committee of the Whole            | <p><b><i>Councillor Roberts approval to proceed with the First United Baptist Church Sewer Infiltration Project at the quoted expense of \$7,168.50 to the Town, with the work beginning as soon as possible. Motion carried.</i></b></p> <p>It was asked whether the above amount included HST; the Director of Finance will advise at the next meeting of Council. This work is contingent on the Church agreeing to the arrangement.</p> <p><b><i>6. It was moved by Councillor Roberts, seconded by Deputy Mayor DeWolfe approval of the request for a contribution of \$3,025.00 to the business Incubation Centre at COGS in Middleton, in the 2007 - 2008 financial year. Motion carried.</i></b></p> <p><b><i>8. It was moved by Councillor Hudson, seconded by Councillor Shaffner approval of the application by Donnie Brown to move the former McGinis house from Babineau Heights to Lequille. Motion carried.</i></b></p> <p><b><i>9. It was moved by Councillor Shaffner, seconded by Councillor Hudson approval of the following language being inserted into the Human Resources Manual: The regular hours of work for administrative staff shall be from 8:30 a.m. to 4:30 p.m., five days a week. This period is inclusive of two paid 15 - minute breaks and one unpaid 1 hour lunch break. Motion carried.</i></b></p> |                      |  |
| {b} Board of Police Commissioners | Deputy Mayor DeWolfe said that the regular meeting was held on January 10, 2007. Department of Justice Consultant Robert Eyre was not present at the meeting. Annapolis Royal has been allocated an officer through the new provincial program which offers \$100, 000.00 per officer. The details and options are being discussed and all reports will be presented to Council when they are complete. The installation of the security cameras is complete and they have been used to assist in as many as three investigations to date.  | Deputy Mayor DeWolfe |  |
| {c} Mayor's Report                | Mayor Kinsella said that he has attended regular meetings and events with nothing extraordinary to report. The next meeting of the Mayors' and Wardens' will take place at the NSCC Middleton Campus on February 8, 2007. A tour of the Business Incubation Centre will also take place at that time.   | Mayor John Kinsella  |  |

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| {d} King's Theatre | Councillor Roberts said that Jane Nicholson is volunteering her decorating and design expertise to redesign the front entrance and lobby of the Theatre. |  |  |
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## CORRESPONDENCE

| Item     | Decision / Action | Responsibility | Target Date |
|----------|-------------------|----------------|-------------|
| {a} None |                   |                |             |

## OTHER BUSINESS

1. Reappointment of Town Crier - Peter Davies has been reappointed as the Town Crier for the Town of Annapolis Royal. A reception held in his honour was held after adjournment. Val Davies was also confirmed as the escort of the Town Crier.

### *Motion #10*

*It was moved by Councillor Roberts, seconded by Councillor Hudson approval of the reappointment resolution for the Town Crier and his escort. Motion carried.*

2. Tribute to Keith Hatchard - A 24 year service award was presented to Keith Hatchard, he has owned and operated the V&S Variety Store in Annapolis Royal for 24 years. He was presented with the award during a reception that was held after adjournment. The store recently closed due to the retirement of Mr. Hatchard.

3. The Annapolis Royal Volunteer Fire Department has donated a surplus vehicle to the Surrettes' Island Volunteer Fire Department. The utility vehicle was valued at \$2,500.00 but required some repairs valued at \$2,000.00 The Department was pleased to receive the vehicle; the Surrettes' Island Fire Chief will be doing the repairs.

4. Councillor Roberts suggested that the Business Directory portion of the Town Website be maintained by the Board of Trade so that fees for out of Town businesses could be filtered through the Board of Trade. CAO Boyer said that she will be meeting with Kevin Burnell within the next week and this matter would be discussed.

5. A new Tidal Power Plant is being proposed for the Minas Basin; the fate of the Annapolis Royal plant was discussed. The plant will eventually be completely automated which will affect tours of the location. The possibility of a conference facility will be explored.

## QUESTIONS

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

**ADJOURNMENT**

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

| <b><i>Action:</i></b>                                    | <b><i>Date</i></b> | <b><i>Signature</i></b> |
|--|--------------------|-------------------------|
| Reviewed by Mayor John Kinsella                          |                    |                         |
| Changes made by Administrative Assistant Jackie Longmire |                    |                         |
| Approved for website by Mayor or CAO                     |                    |                         |
| Forwarded to the Website                                 |                    |                         |