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TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
January 16, 2012
9:00 a.m.

CALL TO ORDER: The meeting was called to order at 9:00am by Mayor Roberts.

PRESENT: Mayor Roberts, Deputy Mayor Mueller-Sparenberg, Councillors Hudson, Shaffner, Power, Fearon, CAO¹ Boyer, Administrative Assistant Monica Mills as recording secretary.

REGRETS: DOF² Robinson

APPROVAL OF REGULAR COUNCIL MINUTES: December 19, 2011

Correction to December 19, 2011 minutes:

- Page 7, section 3, recommendation that the Town reimburse those, “be reimbursed” should be deleted in line 2.

Motion 1:

It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Hudson that the minutes dated December 19, 2011 be approved as amended. Motion carried.

ADDITIONS/DELETIONS TO AGENDA

- Letter from the Municipality of County of Annapolis regarding King’s Transit; New Business #9
- Additional information for recommendation #3 from PHAC
- Letter to Hillside Subdivision; Correspondence.
- Results of tender for Town Hall windows; Business Arising #2
- New Business Property assessments; New Business #10
- Report on NSPI appeal; in camera (potential litigation)
- Personnel matter in camera #5
- Personnel matter in camera #6

APPROVAL OF AGENDA

¹ Chief Administrative Officer

² Director of Finance

Motion 2:

It was moved by Councillor Power, seconded by Councillor Shaffner that the agenda for the January 16, 2012 meeting be approved as amended. Motion carried.

PRESENTATIONS: none

PUBLIC HEARING: none

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
1. New generators for Town Hall and Public Works	<p>CAO Boyer stated that the Town applied for the Joint Emergency Preparedness grant which has been approved.</p> <p>Motion 3:</p> <p>It was moved by Councillor Power, seconded by Councillor Hudson that two generators be purchased, one for Town Hall, and one for Public Works at a cost not to exceed \$6,405.10 together with the cost of a Rubbermaid housing cabinet at \$299.00 plus HST plus the cost of electrical hook-up, all subject to approval of the JEPP grant submitted for this fiscal year. Motion carried</p>	CAO	Jan 16, 2012
2. Town Hall Window Tenders	The tender closed on Friday. CAO Boyer explained that a recommendation will be made after a report is prepared for the Committee of the Whole meeting in February.		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
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1. Draft Planning Services Agreement (Tab 1)	Council discussed the pre-legal document. CAO Boyer explained that this was a draft document that is currently being reviewed by the solicitor for Planning Services. Councillor Shaffner asked if the draft agreement addressed the addition of new partnerships. CAO Boyer replied in the affirmative. The agreement will be up for approval once it has been reviewed by the solicitor.	Council	Jan 16, 2012
2. Appointment of Traffic Authority (Tab 2)	<p>Staff recommend appointment of Kevin McLean, Superintendent of Public Works. Councillor Fearon asked why the County, which offers the service to Middleton and Bridgetown for no fee, is not willing to help the Town. CAO Boyer stated that the County was willing to allow Kevin McLean mentorship with its Traffic Authority. Councillor Power stated that she would notify Kevin McLean of any items that were on the agenda for the Board of Police Commissioners that related to the Traffic Authority.</p> <p>Motion 4: It was moved by Councillor Shaffner, seconded by Councillor Fearon that Public Works Superintendent Kevin McLean be appointed Traffic Authority effective today. Motion carried.</p>	Council	Jan 16, 2012
3. Appointment of members of Council to TCTS negotiating team	<p>The Municipality of the County of Annapolis has invited participation from the three towns within the County on the negotiation team for a new TCTS³ transit agreement. Councillor Hudson has indicated an interest. Council reviewed the correspondence from Reg Ritchie, the Warden of the County of Annapolis.</p> <p>It was recommended that an article be placed in the Town Crier explaining the current situation regarding transit. CAO Boyer stated that a formal motion to join the negotiation team was required.</p> <p>Motion 5: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Power that Councillor Hudson should represent Town Council on the TCTS negotiation team.</p>	Council	Jan 16, 2012

³ Trans County Transportation Society

4. Meeting with the Minister of Service Nova Scotia and Municipal Relations (Tab 3)	<p>Some suggestions for selected topics include:</p> <ol style="list-style-type: none"> 1) NSPI⁴ appeal 2) Ownership of the causeway 3) Impact of climate change for the Town 4) AIMS⁵ report and reliance on incomplete, out of date and inaccurate municipal indicator data 5) Provincial red tape 6) School Closure 7) Local Information Utility <p>Council reviewed the suggestions for discussion with the Minister of Service Nova Scotia and Municipal Relations. The following topics were added: provincial downloading of responsibility without authority and conflict-of-interest legislation.</p>	Council	Jan 17, 2012
5. New Town Letterhead (Tab 4)	The Mayor would like to see use of the official crest on the top with contact information on the bottom. Councillor Power suggested that, “Town of Annapolis Royal” should be added above the crest. Council agreed.	Council	
6. Gas Tax Forecast (Tab 5)	<p>Council is being asked to approve a change in the allocation. There is a possibility that the climate change plan can be funded in whole or in part under Municipal Green Funds. Council approval is required for the allocation of the funds. The focus will be the three water projects:</p> <p>Motion 6:</p> <p>It was moved by Deputy Mayor Mueller-Sparenberg , seconded by Councillor Fearon that the expenditure of the Federal Gas Tax Fund for the following projects be approved:</p> <ol style="list-style-type: none"> 1. Ritchie & Grange Streets and St Patrick’s Lane for the amount of \$42422.00 2. Climate Change Plan for the amount of \$12600.00 3. Replacement of asbestos pipe for the amount \$7455.00 <p>Motion carried.</p>	CAO	

⁴ Nova Scotia Power Inc.

⁵ Atlantic Institute for Market Studies

7. Letter to the President to UNSM from the Mayor of the Town of Stewiacke expressing displeasure with the Province. (Tab 6)	Council reviewed the correspondence. Motion 7: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Hudson that a letter similar to the correspondence from the Mayor of Stewiacke be sent to the president of the Union of Nova Scotian Municipalities. Motion carried.		
8. Advertisement for Police Corporal (Tab 7)	Council reviewed the advertisement and agreed to post it on www.careerbeacon.com .		
9. Property Assessment	Council discussed the article concerning PVSC ⁶ in this morning's Chronicle Herald. CAO Boyer explained that property assessments would have to be reviewed prior to reviewing tax rates. She added that a report will be prepared for Council.		

RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS

Item	Decision/Action	Responsibility	Target Date
1. Recommendations from Committee of the Whole	Motion 8: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Shaffner that Constable Thompson may be placed on on-call duty only when there is no other option available. Motion not carried. The matter was moved in camera for further discussion.		
	Motion 9: It was moved by Councillor Shaffner, seconded by Councillor Power that a fire-proof filing cabinet be purchased for no more than \$1500.00. Motion carried.		

⁶ Property Valuation Services Corporation.

2. Recommendations from PHAC ⁷	Request for Council to determine the terms of office for PHAC. Councillor Fearon explained that the committee would like clarification concerning the terms of office. CAO Boyer will draft a proposal.	CAO	
	Council discussed a recommendation from PHAC that Town Council organize an open-house during the week of February 20 th , 2012 (Heritage Week) with an emphasis on heritage. Council felt that it would be a good idea. The matter will be referred to PHAC to organize the heritage aspect of the open-house. It was decided that February 20, 2012 would not work as there is a Council meeting that day.		
	<p>Motion 10: It was moved by Councillor Power, seconded by Councillor Hudson that Council approve the acceptance of the loan of the sculpture, “Tuning Fork”, to be located in the small plaza located beside Town Hall for a two-year loan period and subject to resolving questions of responsibility and any other issues that may involved during the period of the loan. Installation of the sculpture would be required to meet appropriate building code provisions. Three votes in favour from Councillor Fearon, Deputy Mayor Mueller-Sparenberg and Councillor Hudson. Two nays from Councillor Power and Councillor Shaffner. Motion carried.</p> <p>Council discussed the recommendation. Councillor Fearon stated that it must be determined if additional insurance will be required for the sculpture. Councillor Shaffner commented that the modernist sculpture clashed with the heritage architecture of Town hall.</p>		

⁷ Planning and Heritage Advisory Committee

	<p>Motion 11: It was moved by Councillor Hudson, seconded by Councillor Fearon that Council approach ARCAC⁸ requesting that it spearhead a working group of interested parties on behalf of PHAC in order to develop a working paper within the next twelve months, which will include a plan for the possible future installation of sculptures within Town limits Motion carried.</p>	Council	
	<p>Motion 12: It was moved by Councillor Fearon, seconded by Councillor Hudson that Council consider in principle the inclusion of 590 St George Street (The Annapolis Royal Regional Academy) as a designated heritage property and that Council pursue the development of appropriate documentation to support the designation. Motion carried.</p> <p>Deputy Mayor Mueller-Sparenberg cautioned that the Town may end up with the building. He added that the Town should look at potential future uses of the building.</p>		
3. Board of Police Commissioners	A recommendation to approve the Police Department Budget was tabled until Council could be provided with the necessary information.		
	It was noted that the Board of Police Commissioners had recommended February 20, 2012 as the date of an open-house (See above.).		
4. Environment Committee	No motions.		

REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS

⁸ Annapolis Region Community Arts Centre

(a) Board of Police Commissioners	Councillor Power reported that the Board had agreed to advertise the Corporal vacancy. She added that Brian Keevill offered to work with business owners to cover the cost of the parking tickets that were issued during the craft market. The Board discussed the one-way traffic on Champlain Drive and the budget. She added that it was suggested that a traffic mirror be erected across St George Street from the Babineau Heights intersection. She reported that Chief McNeil would look into the possibility of this. She added that there was also a long in camera session.	Councillor Power & Deputy Mayor Mueller-Sparenberg	
(b) Mayor's Report	The Mayor attended the following events: <ul style="list-style-type: none"> - the levée on New Year's Day - played Christmas carols for the seniors at the seniors complex. .	Mayor Roberts	
(c) ADEDA ⁹	Deputy Mayor Mueller-Sparenberg reported that ADEDA plans to concentrate its efforts on five major projects. He added that he has been appointed Chair. He explained that if an issue regarding Annapolis Royal arises, he will step down as Chair for the discussion and the Vice-Chair will chair the meeting.	Deputy Mayor Mueller-Sparenberg	
(d) Planning services	CAO Boyer stated that the District of Digby has indicated an interest in joining the Local Information Utility. She added that Sharon McAuley and Keith Saunders were in the process of determining the costs.		
(d) King's Theatre	Councillor Fearon stated that the Board meeting had been rescheduled to January 17, 2012.	Councillor Kathie Fearon	
(e) REMO ¹⁰	No report	Councillor Sherman Hudson and Mayor Roberts	

⁹ Annapolis Digby Economic Development Agency

¹⁰ Regional Emergency Measures Office

(f) Historic Gardens	Councillor Power reported that there was no meeting last month. There was an executive meeting last week and there was discussion regarding the fact that the German Bakery and Café was relocating. She added that the Gardens is developing a policy regarding sculptures.	Councillor Pat Power	
(h) Twinning Committee	Mayor Roberts reported that there has been a set-back with the twinning committee in Royan, France. He added that there might be no visit soon.	Mayor Phil Roberts	
{i} Upper Clements Society	Councillor Shaffner reported that there was no December meeting. He added that members of the facility management team met and walked around the park, surveying the buildings for insurance purposes. He stated that the team will meet with the insurance broker soon to discuss its findings.	Councillor Doug Shaffner	
{j} Environment Committee	Mayor Roberts reported that the Committee had recommended last June that compost collector be located at the French Basin Trail and a four-stream receptacle be placed at the School Street end of Champlain Drive and that it is requesting a progress report on the matter. He added that the Committee also requested that the approaches to trails be cleared of banks of snow. He reported that Susan Jost is still working on the grey squirrel issue and Carole Littleton-Hanson is still researching the most eco-friendly cat litter.	Mayor Phil Roberts	
{k} Planning and Heritage Advisory Committee	Councillor Fearon stated that the recommendations from PHAC covered a lot of the information from the Committee. She added that the Committee had a joint meeting with the County's Heritage Committee. Councillor Hudson noted that the new MGA ¹¹ gave the committees control over paint colours of houses.	Councillors Kathie Fearon and Sherman Hudson	
{l} CAO's Report (Tab 8)	Council reviewed the CAO's report.	CAO Boyer	

CORRESPONDENCE.

¹¹ Municipal Government Act

Council discussed the following correspondence.

1. Invitation from the County to attend County Council meeting during African Heritage Month in Inglewood on February 21, 2012 at 10:00 am (Tab 9). Councillor Power stated that she would attend on behalf of Council.
2. Letter from the Minister of SNSMR¹² (Tab 10)
3. Invitation from Canadian Mental Health Association (Tab 11): Council decided not to send a representative.
4. Council had earlier asked for a quote for repairs on the Public Works truck. They reviewed the quote for repairs which totalled \$1960.00. CAO Boyer will prepare a report regarding the truck for Committee of the Whole next month.
5. Hillside Subdivision correspondence.

GENERAL DISCUSSION:

Mayor Roberts stated that he intends, as a private citizen, to urge residents to consider the benefits of sharing services and to stress this point to their candidates in the upcoming elections.

Councillor Power requested an update on the reduction of Council. CAO Boyer stated that NSURB¹³ has placed an ad and will be arranging for a public hearing.

OTHER BUSINESS

It was moved by Councillor Power, seconded by Councillor Hudson that the meeting move in camera at 11:05am. Motion carried.

IN CAMERA

- 1) Personnel Matter
- 2) Personnel Matter
- 3) Personnel Matter
- 4) Personnel Matter
- 5) Personnel Matter
- 6) Potential Litigation

Motion 13:

¹² Service Nova Scotia and Municipal Relations

¹³ Utility Review Board of Nova Scotia

It was moved by Councillor Power, seconded by Councillor Hudson that the meeting move out of camera at 12:05pm. Motion carried.

Motion 14:

It was moved by Councillor Fearon, seconded by Councillor Hudson that a letter of offer be prepared for Mr. Cliff Thompson to cover casual versus term employment to work as needed, with overtime after 80 hours worked in a two-week pay period, and payment of stand-by only when necessary and when no other option is available. Motion carried.

Motion 15:

It was moved by Councillor Fearon, seconded by Councillor Shaffner that the pension contribution for Kevin McLean, Superintendent of Public Works, be increased from 5% to 7% effective April 1, 2012 in recognition of exemplary service to the Town. Motion carried.

Motion 16:

It was moved by Councillor Power, seconded by Deputy Mayor Mueller-Sparenberg that the recommendations from LeRoy Lenethen of TMC Law dated January 15, 2012 regarding the NSPI property valuation appeal be accepted. Motion carried

NEXT MEETING

Monday, February 20, 2012 at 9:00 am

Calendar Dates:

January 17: Meeting with the Minister of Service Nova Scotia and Municipal Relations at the Baptist Church from 1:30 to 2:30 pm
February 2: Environment Committee at 9:30am
February 6: PHAC meeting at 9:30am
February 8: Committee of the Whole 9:00 am
February 15: Board of Police Commissioners at 9:00am
February 20: Council 9:00 am
February 21: County Council meeting in Inglewood 10:00 am followed by lunch

ADJOURNMENT

Motion 17:

It was moved by Councillor Power, seconded by Councillor Hudson that the meeting be adjourned at 12:05pm. Motion carried.

<i>Action:</i>	<i>Date:</i>	<i>Signature</i>
Reviewed by Mayor Roberts		

Town of Annapolis Royal
Council Minutes
January 16, 2012

Changes made by Administrative Assistant Monica Mills		
Approved for website by CAO		
Sent to webmaster		