

**TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
MINUTES
January 21, 2013
6 p.m.**

PRESENT: Mayor Tompkins, Deputy Mayor Power, Councillor Hudson, Councillor Mersereau, Councillor Paquette, CAO St-Amour, Recording Secretary Bourke, members of the public.

REGRETS:

CALL TO ORDER: Mayor Tompkins called the meeting to order at 6:03 pm

APPROVAL OF REGULAR COUNCIL MINUTES: – December 17, 2012

Motion 1:

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the minutes with the amendments

Discussion was held regarding the minutes and Deputy Mayor Power noted that the minutes are extremely wordy and suggested compressing the conversation. Councillor Mersereau agreed with Deputy Mayor Power further suggesting reducing the amount of detail in the minutes and capturing the essence of the conversation.

Councillor Mersereau advised that the references throughout the minutes with regards to the tab numbers should be deleted as the tabs will not be in the minutes; and on Page 11 the corrected spelling for Lillian Stewart; and on Page 13, under ADEDA at the end of the section the intention was that Mayor Tompkins suggested a 15 minute presentation January 9th not February 9th; and on Page 14, ownership of the parcel of land and it was agreed by all it was owned by the province; and on Page 15 under income statements there is a comment CAO St-Amour advised that a 10% holdback is still available plus there is also some grant money available with regards to the recent infrastructure updates on Victoria Street; and on page 19 Motion 11 at the end of the sentence the motion was to appoint Deputy Mayor Power as the alternate REMO committee representative; and on Page 23 ADEDA it refers to 17 municipalities and the correct number is 11 municipalities.

Motion carried.

ADDITIONS/DELETIONS TO AGENDA:

Business Arising:

- 1. Follow up from Kevin Burnell**
- 2. Follow up with UNSM re: letter**
- 3. Police Board Speed for Traffic Tickets**
- 4. Public Works**
- 5. Update on the Progress and the Development of the Schedule for Required Fire Inspections for 2013**

New Business:

- 1. Infrastructure Funding for Consideration – Deteriorated Board Walk**
- 2. AWEC -Scoreboard for Gym**

In Camera:

- 4. Reason (h) Pubic Security**
- 5. Reason (f) Litigation or Potential Litigation**

APPROVAL OF AGENDA

Motion 2:

It was moved by Deputy Mayor Power, seconded by Councillor Mersereau that the agenda be approved with the additional aforementioned items.

Motion carried.

PUBLIC INPUT:

PRESENTATIONS

- 1. Valley Health Revitalization Campaign** – Presenter Henry Hicks

Mr. Henry Hicks made a presentation to Council regarding the campaign for the Valley Health Revitalization. Mr. Hicks advised that the Valley Regional Hospital Foundation have formed a partnership and are embarking on a Capital Campaign to raise \$8 million required to build, equip and furnish the Hospice, renovate the Hospital, purchase and renovate AVH Chipman and add capital equipment. Mr Hicks advised that they have currently raised \$6.7 million. Mr. Hicks requested a pledge in the amount of \$6,000 from the Town of Annapolis based on population and usage for \$2000 per year for the next three years.

- 2. Friends of the Annapolis Pool Society** – Presenters Pierre Igot & Rion Microys

Rion Microys and Pierre Igot made a presentation to Council regarding the Friends of the Pool Society requesting a grant in the amount of \$6,000.00 for operations of the Annapolis Community Pool. Considerable discussion was held regarding the Annapolis Community Pool Discussion Paper and the 6 items presented for a resolution.

Council referred this item to Administration to investigate items suggested by FAPS and to meet with Rion Microys and Pierre Igot for further deliberations regarding FAPS requests and to bring forward to Council's budget discussions.

3. **Irving Property** – Grant Slinn

Grant Slinn made a presentation to Council regarding a project to reuse the garage at 231 St George Street. Mr. Slinn advised that the basic idea is to create a showplace that has a strong educational element for the purpose of getting people involved with old automobiles and taking advantage of the local talent and the other part is to create a magnet that would bring activities to the Town such as open workshops that encourages public participation, Show and Shines, hosting car clubs for various events, weekend events, major auction sales or major car shows. Mr. Slinn advised that he has been in negotiation with Cobalt Properties (who own the former Irving garage) with regards to environmental issues and leasing the property.

Mayor Tompkins noted that the condition of building is concerning as the front window is ready to fall out and the back wall has collapsed and advised that the Town will be looking at unsightly premises and dangerous building. Mayor Tompkins inquired what the time frame is for negotiations. Mr. Slinn advised that he received an e-mail today that indicates two weeks. Councillor Mersereau stated that it will be a much more attractive redevelopment and will have some economic potential. Mayor Tompkins advised that the new Marketing and Economic Development Committee has been set up and Mr. Slinn can now go through the Committee.

On motion of Councillor Paquette, seconded by Councillor Mersereau it was agreed to recess at 7:25 pm
Mayor Tompkins called the meeting back into session at 7:30 pm

PUBLIC HEARING

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
1. Follow Up with Kevin Burnell	CAO St-Amour advised that she has contacted Kevin Burnell but he is England due to a death in the family.	CAO	
2. Follow Up with Union of Nova Scotia Municipalities – Lowering Speed Limits	Councillor Paquette inquired if a letter has been sent to the UNSM asking where they stand on the issue of lowering speed limits below 50 km. CAO St-Amour advised that the letter is underway.	CAO	

3. Police Board – Speed for Traffic Tickets	Councillor Paquette requested that the Chairman of the Board of Police Commissioners investigate at what speed over the posted speed limit will a ticket be issued for speeding.	Deputy Mayor Power	
4. Public Works Tour	Councillor Paquette advised that he thought the public works tour was both successful and educational. Councillor Paquette stated that he has a concern the Town has one person working 24/7 managing the Town facilities and further that it is important to get another employee and look at long term training. Deputy Mayor Power advised that Human Resources discussed in general plans for succession.	Human Resources Committee	
5. Update on the Program & the Development of the Schedule for Required Fire Inspections for 2013	Councillor Mersereau advised that fire risk is supposed to be managed through fire inspections and inquired if a list is being completed for 2013. CAO St-Amour advised that she will get a copy of the Schedule for Required Fire Inspections for 2013.	CAO	
6. Water Consumption	Update 1:23:48 CAO St-Amour gave a brief report that there is no confirmation of a leak yet the amount of water passing through the meter is doubled. She further advised that the Town Engineer will look at drawings to help in the determination. CAO St-Amour advised that there is an option to have the inspector who worked last summer on the upgrade of the water main project on Victoria Street work with Public Works Superintendent McLean for a day at a cost of \$300-\$500 as the Superintendent is running out of options.		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Infrastructure Funding for Consideration	<p>Councillor Mersereau noted that the newspapers were announcing funding approval and suggested the Building Canada Fund stimulus could be used towards upgrades of the boardwalk as it has deteriorated and there is a need for replacement which has been identified as a high priority item.</p> <p>Councillor Mersereau advised that there was a 10 year list prepared in the past with prioritization of projects and further that most of those projects have been completed but it may be appropriate to review the list. Mayor Tompkins inquired of Council if they want to take a look at other facilities at this time or look at the boardwalk in terms of grant funding. Mayor Tompkins suggested that the list of projects be reviewed by Council.</p> <p>CAO St-Amour advised that infrastructure projects lists and capital item lists will be presented.</p> <p>Mayor Tompkins directed administration to investigate the Building Canada Fund grant.</p>	CAO & DOF	

<p>2. AWEC Scoreboard</p>	<p>Mayor Tompkins advised that at the end of February there will be a provincial basketball tournament in Annapolis Royal hosting approximately 300 people and the AWEC scoreboard is not working property. Mayor Tompkins further advised that he received a phone call and was advised that a new scoreboard will cost about \$9,000 and the school has put \$1000 towards it. Mayor Tompkins noted that this is a parental matter not a school board matter. Deputy Mayor Power inquired why a new scoreboard is being considered instead of a second hand replacement.</p> <p>Councillor Hudson suggested that the county also be contacted. Deputy Mayor Power advised that there is no emergency discretionary funding available. CAO St-Amour would like to have the opportunity to check with the accounting clerk who does some of the work with the recreation programs at the schools and further noted that the Town provides \$500 to the school for the use of the gym. Councillor Mersereau advised that to date we have already given \$1000 from a \$1500 budget. Councillor Mersereau suggested that if \$500 is available Council can support them in exchange for acknowledgement. Mayor Tompkins advised that he would have CAO St-Amour look at it and see if there is any wiggle room.</p> <p>Mayor Tompkins directed administration to investigate if there are any possibilities for available funds to be used towards the purchase of a scoreboard clock.</p>	<p>CAO</p>	
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<p>3. 275th Anniversary – Annapolis Royal Masonic Lodge Placement of Replica Stone (TAB 3)</p>	<p>Motion 3: On motion of Councillor Paquette and seconded by Councillor Hudson Town Council agreed to the placement of a replica 1606 Masonic stone and a plaque in the area next to Town Hall where the cenotaph used by be.</p> <p>Discussion was held and CAO St-Amour advised that she met with Peter Townsend, Secretary #33 Annapolis Royal Lodge/Chair of the Anniversary Committee and Lillian Stewart, Local Parks Canada Manager in order to discuss events that are being considered for the 275th Anniversary of the Annapolis Royal Masonic Lodge celebrations. Lillian Stewart advised that a letter exchanged between the Masons, Parks Canada and the Town stated that the Masons will look after the maintenance of the stone and plaque.</p> <p>Motion carried.</p> <p>It was agreed to place an item regarding the 275th Anniversary in the Town Crier.</p>	<p>CAO & AA</p>	
<p>4. Newsletter Insert</p>	<p>Database of Services Deputy Mayor Power suggested that it would be nice to put a notice in the Town Crier asking residents if they have a skill that would be useful to other Town residents such as yard work, gardening, snow shoveling, sewing, dog walkers, house sitters. Service for skill. It was agreed to have an item placed in the newsletter regarding this matter.</p> <p>Mayor Tompkins inquired if the webmaster could replace the calendar on the website with a g-mail calendar.</p>	<p>Deputy Mayor Power & AA</p>	
<p>5. Trail Usage – Response from Minister of Natural Resources</p>	<p>Deputy Mayor Power advised that the Town was previously approached by a group that wants motorized vehicles allowed on the former rail corridor. Deputy Mayor Power advised that Council wanted confirmation that the Town controls the decision and the letter indicates such. The response from the Minister of Natural Resources confirmed that trail usage within Town is a decision of Town Council.</p>		
<p>6. 2013 Minister’s Award for Leadership in Crime Prevention</p>	<p>Mayor Tompkins suggested that this matter be forwarded to the Board of Police Commissioners for their consideration.</p>	<p>AA</p>	

7. Alzheimer Society	Invitation to Breakfast Feb 1, 2013, 7:15-9:00 am It was agreed to accept this letter for information purposes.		
8. PC Caucus	Invitation to meeting Feb 8, 2013, 3-4:30 pm It was agreed to accept this letter for information purposes.		
9. Parks Canada Proposed Fee Adjustments	Councillor Mersereau requested clarification to make sure that the fees on the schedule are only admission to the building and not admission to the grounds.	CAO	
10. Application for Changes to Heritage Property	Kendra Brown – 241 St. George St. Motion 4: On motion of Councillor Paquette and seconded by Councillor Hudson it was agreed that Council give heritage approval to Kendra Brown to install new signage at 241 St George Street, in accordance with the requirements of the Land Use By-law. Motion carried.	Planning Co-ordinator	
11. Planning & Heritage Advisory Committee Appointments	CAO St-Amour advised that a meeting could be held February 4, 2013 at 9 am for the Planning & Heritage Advisory Committee once the appointments have been approved. Motion 5: On motion of Councillor Hudson seconded by Councillor Paquette it was agreed to appoint Ernest J. Dick, Ian Lawrence, Adrian Nette and Sefton Squires to the Planning & Heritage Advisory Committee and further that the Committee decide who fills the staggered terms, 2 appointments for a one year term and 2 appointments for a two year term. Motion carried.	CAO & AA	

<p>12. Income & Expenditure Statements Dec 31/12</p>	<p>Review of Statement and Variances CAO St-Amour reviewed the statements and variances for the period ending December 31, 2012. Councillor Mersereau advised that it was agreed to send the information in an excel format; a balance sheet be prepared monthly and information regarding the rate of interest on deposit accounts. CAO St-Amour advised that with respect to one investment of \$300,000 the rate is 1.37% maturing March and with respect to another investment in the amount \$200,000 the rate is 1.38% maturing in June.</p> <p>Councillor Paquette requested a column be inserted into the statements to allow for a comparison of last years actuals.</p>	<p>DOF & CAO</p>	
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RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS

Item	Decision/Action	Responsibility	Target Date
1. Committee of the Whole	<p>Motion 6: It was moved by Councillor Paquette, seconded by Councillor Hudson that a letter of support in principle be issued to the Annapolis Royal Wharf Association with respect to their securing a long-term, low cost lease from the Ministry of Transportation and Infrastructure Renewal for a parcel of land on the Annapolis River causeway with the inclusion of looking at the area of land on both sides for development.</p> <p>Motion carried.</p>	CAO	
	<p>Motion 7: It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the appointments of Peter Crofton Davies, Jim McGinis, Paul Sanford and Paul Stackhouse to a one year term on the Marketing & Economic Development Committee.</p> <p>Motion carried.</p>		
	<p>Motion 8: It was moved by Councillor Mersereau seconded by Deputy Mayor Power to suspend Section 4 of the Traffic Flow Advisory Committee mandate and further that the members of the committee be comprised of Councillor Mersereau, Councillor Paquette, Public Works Superintendent McLean and Police Chief McNeil for a one year term.</p> <p>Motion carried.</p>		

	<p>Motion 9: It was moved by Councillor Mersereau, seconded by Councillor Hudson to recommend to Council that Ernest J. Dick, Ian Lawrence, Adrian Nette and Sefton Squires be appointed to the Planning Heritage Advisory Committee. Motion carried. Council directed that the Committee decide two members for a two year term and two members for a one year term as per the PHAV By-law.</p>		
	<p>Motion 10: It was moved by Councillor Mersereau, seconded by Councillor Hudson that be it resolved that the Town of Annapolis Royal supports the application to TD Green Streets 2013. Over 50% of the total program costs will be borne by the Town of Annapolis Royal and the community.” Motion carried.</p>		
	<p>Motion 11: It was moved by Councillor Paquette, seconded by Councillor Hudson to recommend to Council that Anne Esslinger be appointed as the Town representative to the Annapolis Valley Regional Library Board. Motion carried.</p>		

REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS

(a) Board of Police Commissioners	<p>1. Chief’s Report to the Board of Police Commissioners November 2012, and December 2012 Deputy Mayor Power reviewed the Police Chief’s report.</p>	Chairman of Board Deputy Mayor Power	
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(b) Mayor's Report	<p>Mayor Tompkins reported that he attended the New Years Levy held at the legion. Mayor Tompkins noted that as Council funds a portion of the levy it would be appropriate to advertise this. Councillor Mersereau advised that usually there is an ad in the Spectator advising of such.</p> <p>Mayor Tompkins noted that he had a conversation with Dr. Surge with regards to a student exchange program. Mayor Tompkins also advised that with regards to the Twinning Committee there are tentative plans for an October trip to France.</p> <p>Mayor Tompkins advised that he is continuing on with the Mayor hours at the office however on Thursday January 24th he will be attending the Marketing and Economic Development Committee instead.</p>	Mayor Tompkins	
(c) ADEDA ¹	<p>Councillor Paquette inquired if the Town captured the database. CAO St-Amour advised there will be a meeting scheduled and further a conversation was held regarding the database information that has been requested from ADEDA relative to the Town of Annapolis Royal.</p> <p>Councillor Mersereau advised that ADEDA has appointed a wind down committee. Councillor Mersereau further advised that he has agreed to sit on finance committee.</p> <p>Councillor Mersereau advised that there are supposed to be 2 communications coming; one from the province with regards to the accountability framework for the new Regional Economic Networks and secondly UNSM is sending out a communication inviting one representative from the 11 municipalities to join a steering committee for the new Regional Economic Networks.</p> <p>Mayor Tompkins requested the project report for the local brewery business and for the cruise ship. Councillor Mersereau requested a copy of the Get Ready 4 Ships project plan.</p>	Councillor Mersereau & CAO	

¹ Annapolis Digby Economic Development Agency

(d) Planning Services	<p>Report for December 2012 CAO St-Amour reviewed the Planning Services report. CAO St-Amour advised that the Planning Coordinator received information that a lot has been sold in town and there are plans to build a house.</p> <p>Councillor Paquette advised that Keith Saunders does a fair bit for the Town and commented on the revenue from contracts.</p>		
(e) REMO ²	No meeting	Councillor Hudson	
(f) Planning and Heritage Advisory Committee	Next meeting scheduled for February 4, 2013 at 9:00 am		
(g) Marketing and Economic Development Committee	<p>Date of inaugural meeting January 24, 2013 at 6pm. CAO St-Amour advised that everyone is available for the meeting and further that an information package will be provided.</p> <p>Mayor Tompkins advised that this meeting should deal only with the approval of Chairperson and further that the Committee be allowed time to review the information provided by CAO St-Amour.</p>		
(h) Traffic Flow Advisory Committee	Mayor Tompkins suggested that the Traffic Flow Advisory Council Members review traffic flow issues after the strategic plan meeting on Saturday January 26, 2013. Councillor Paquette suggested that a bottom quarter of a page in the Town Crier be designated for traffic flow information and citizen input.		

² Regional Emergency Measures Office

{j} CAO's Report	<p>CAO St-Amour advised that she has attended a number of meetings including meetings with</p> <ul style="list-style-type: none"> • Keith Chrysler and Trish Fry of the Historic Gardens • Peter Townsend and Lillian Stewart of Parks Canada • Public Works Superintendent McLean • Hosted the AMA meeting; and one of the ideas it to host a meeting at the Historic Gardens • Ongoing staff meetings • Department meetings for budget consideration <p>CAO St-Amour advised that Accounting Clerk Millet Campbell attended an MPAL meeting and the Municipal Physical Activity Leader program is ending March 31, 2013 as the province has finished funding it.</p> <p>CAO St-Amour noted that the results have not been published with regards to Readers Digest.</p> <p>Councillor Paquette suggested that it would be interesting to hear about past tourist information matters from Fort Anne during their scheduled presentation of February 18th, 2013.</p>	CAO	
{k} Water Reports	Water tests have been viewed and are within the required parameters.		
{l} MPAL Report	CAO St-Amour gave a brief summary of the MPAL report.		

OTHER BUSINESS:

1. Reminder to fill in Municipal Finance Corporation Survey – Municipal Council

CORRESPONDENCE:

1. Heritage Day 2013 – For information
2. 2012 Analytic Report for Town Website - CAO St-Amour reviewed the report.
3. TD Green Streets – Acknowledgement of Application (TAB 16)

CALENDAR ITEMS:

Marketing & Economic Development Committee - January 24, 2013 at 6:00 pm
Strategic Plan - January 26, 2013 at 10:00 am
Planning and Heritage Advisory Committee – February 4, 2013 at 9:00 am
Committee of the Whole - February 6, 2013 at 6:00 pm
Council – February 18, 2013 at 6:00 pm

Motion 12:

On motion of Deputy Mayor Power seconded by Councillor Paquette it was agreed to move in camera at 9:55

Motion carried.

IN CAMERA :

Reason (c) - 1. Personnel Matter
Reason (a) - 2. Acquisition, Sale, Lease and Security of Municipal Property
Reason (c) - 3. Personnel Matter 2013/14
Reason (h) – 4. Public Security
Reason (f) – 5. Litigation or Potential Litigation

Motion 13:

On motion of Deputy Mayor Power seconded by Councillor Paquette it was agreed that the meeting come out of camera at 10:55 pm

Motion carried.

Motion 14:

On motion of Councillor Paquette, seconded by Councillor Mersereau, that Human Resources Policy 3.07 Subsection 4 be rescinded.

Motion carried.

NEXT MEETING: February 18, 2013

ADJOURNMENT

Motion 15:

It was moved by Deputy Mayor Power seconded by Councillor Paquette that the meeting adjourn at 10:56 pm

Motion carried.

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