

**MINUTES**  
**TOWN OF ANNAPOLIS ROYAL**  
**REGULAR COUNCIL**  
**June 16, 2008**  
**9:00 a.m.**

The regular meeting of Council was held on Wednesday, June 16, 2008 in Council Chambers at Town Hall. In attendance were Chair Mayor Jane DeWolfe, Deputy Mayor Phil Roberts, Councillors Sherman Hudson, Doug Shaffner and Ron Boulding, CAO Amery Boyer, Municipal Intern Tammy Bernasky and Jackie Longmire as recording secretary.

Regrets: Director of Finance Melony Robinson

**APPROVAL OF REGULAR COUNCIL MINUTES**

**May 21, 2008**

**Motion # 1**

*It was moved by Councillor Shaffner, seconded by Councillor Hudson, approval of the regular Council minutes dated May 21, 2008. Motion carried.*

**APPROVAL OF AGENDA**

**June 16, 2008**

**Motion # 2**

*It was moved by Deputy Mayor Roberts, seconded by Councillor Shaffner, approval of the agenda dated June 16, 2008. Motion carried.*

**PRESENTATIONS**

None

**BUSINESS ARISING FROM MINUTES**

<b>Item</b>	<b>Decision / Action</b>	<b>Responsibility</b>	<b>Target Date</b>
{a} 40 <sup>th</sup> Regiment of Foot Society	Council and staff have reviewed all the information and have agreed to move forward with things that will not be an expense to the Town. Mayor DeWolfe asked if this new group would be in conflict with the group that regularly participates in Town events. CAO Boyer said that she has discussed the 40 <sup>th</sup> Regiment of Foot Society with Parks Canada and it is assumed that the two groups can work together.	CAO Boyer	
{b} Assorted Festivals Budget	There has been some confusion over what events have been included in the assorted festivals line of the budget. Council has not approved the requests from the Fallen Peace Officer, Ernest Buckler Society or the Street Theatre. CAO Boyer will pull the information on the Street Theatre request as it may or may not have been formally considered through budget deliberations.	CAO Boyer	

**NEW BUSINESS**

<b>Item</b>	<b>Decision / Action</b>	<b>Responsibility</b>	<b>Target Date</b>

<p>{a} Heritage Conservation District</p>	<p>Council was asked to review the document from the Nova Scotia Department of Tourism &amp; Culture regarding Heritage Conservation Districts. Ryan Scranton of the Annapolis Heritage Society has recommended that the Town adopt the program for greater heritage protection. It was noted that if the Town adopts the program there may be no room to consider energy efficiency or more modern building techniques and designs.</p> <p>Deputy Mayor Roberts said that he would be interested in reviewing a copy of the Heritage By-law from Annapolis, MD. CAO Boyer will request the information. Mayor DeWolfe said that this issue should be discussed by a smaller, focussed committee that could be established at the next Committee of the Whole meeting.</p>	<p>CAO Boyer</p>	
<p>{b} Request for interest write off</p>	<p>An error in the billing process resulted in a interest charge of \$31.51 being charged to Roll # 09558217.</p> <p><b><i>Motion #3</i></b>  <b><i>It was moved by Deputy Mayor Roberts, seconded by Councillor Hudson to write off interest in the amount of \$31.51 on Roll #09558217. Motion carried.</i></b></p>	<p>Director of Finance</p>	
<p>{c} Report from ADPC</p>	<p>A new report has been provided by ADPC that better outlines the state of project development in the Town. Council discussed a proposed cemetery near Ritchie Street. It was noted that the proposed cemetery may hinder the future extension of the street. CAO Boyer will address the issue with Town Planner Chris Millier.</p>	<p>CAO Boyer</p>	

<p>{d} Annapolis Valley Regional School Board Public Meeting</p>	<p>A public meeting was held on June 4 to discuss the fate of the schools in Annapolis Royal. A report and copy of the presentation was provided for review of all members of Council. Mayor DeWolfe attended the meeting and said that the School Board is asking for input from the community, parents and others regarding options for the ARRA and AWEC schools. There are serious concerns over the decreasing population and enrolment in Annapolis County. The two schools in Annapolis Royal are large and contributes to high cost per student ratios.</p> <p>ARRA was extensively renovated in 1990 but does not have the advanced science and laboratory facilities that AWEC has. AWEC has problems with mold in the basement and would require renovations. The basement of ARRA would be a good location for the Annapolis Royal Public Library. Mayor DeWolfe said that she is aware that Bridgetown has established a committee to address the school issue in its area.</p> <p>Recreation Director Grant Potter said that from a recreational perspective, the Town stands to lose one of the more frequently used facilities, should either of the two schools close. The loss of AWEC would create a bigger burden on other facilities like the Legion and the Fire Hall.</p> <p>It was also noted that AVRSB receives the lowest funding per student in the Province. The question was raised as to whether or not ARRA was a designated heritage property. It was built in 1939 and CAO Boyer will enquire about its designation.</p> <p>All submissions must be received by the School Board before September, 2008.</p>		
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<p>{e} Support for local live fire training</p>	<p>The purpose of the petition is to address the issue of inadequate training and training facilities in the Province of Nova Scotia. It was circulated for signatures.</p> <p>In relation to the fire fighters, Mayor DeWolfe mentioned a dramatic rescue that took place at the Causeway on June 12, 2008. She suggested that those involved in the rescue efforts receive recognition from the Town.</p>	<p>Marketing &amp; Events Coordinator</p>	
<p>{f} Policing 2012</p>	<p>The report related to this issue is still considered private and confidential and has not been reviewed by Council. The report does recommend the closure of the Annapolis Royal Police Department as well as other Departments in the Province. CAO Boyer said that the drafting of this report by an Association without consultation with the municipal units was inappropriate. If the report is made public, a public response will be made by the Town and the Board of Police Commissioners.</p>		
<p>{g} Review of members on the Police Board</p>	<p>A discussion was held at the last meeting of the Board of Police Commissioners regarding the term for members at large. Jim MacIntosh has been a member of the Board since 1988, Jim McGinis has been a member for ten years. Both are considered valuable to the Board. Councillor Hudson said that he believes the Board should stay as is. The members have been involved in several issues over the years and there are several related issues that still need to be addressed. New Council appointees will be selected after the election in October, 2008. Deputy Mayor Roberts suggested that this item be referred back to the Board of Police Commissions for recommendation.</p>	<p>Administrative Assistant (Police Agenda)</p>	

<p>{h} New borrowing (\$250,000.00 general capital and \$150,000.00 water capital)</p>	<p>The process for borrowing has not been completed. The attached resolution will complete the process. CAO Boyer explained the borrowing as a mortgage against completed projects like Champlain Drive sewer and water replacement. Council did approve the original document and a previous meeting of Council.</p> <p><b><i>Motion # 4</i></b>  <b><i>It was moved by Deputy Mayor Roberts, seconded by Councillor Boulding to accept and approve the resolutions attached to these minutes. Motion carried.</i></b></p>		
<p>{i} Update on Boil Water Advisory imposed on June 11, 2008</p>	<p>CAO Boyer said that she is currently reviewing the boil water advisory process in an attempt to determine what did or did not work. She said that two complaints were received regarding notification. She said that an automatic dialler may be considered for future incidents. A loud hailer was also discussed.</p> <p>CAO Boyer said that the contaminated water was from one isolated site and further investigation determined that it was actually the tap rather than the water that was contaminated. The boil water advisory was lifted on Friday, June 13, 2008.</p>		

**RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS**

Item	Decision / Action	Responsibility	Target Date
<p>{a} Recommendations from Committee of the Whole</p>	<p><b><i>Motion #5</i></b>  <b><i>It was moved by Deputy Mayor Roberts, seconded by Councillor Hudson to accept and approve the amended Employee Wellness Policy, with no financial incentives included. Motion carried.</i></b></p>		

	<p><b>Motion #6</b>  <i>It was moved by Councillor Boulding, seconded by Councillor Hudson, to accept and approve the budget for the fiscal year 2008-2009 in the amount of \$2,123,868.00 with the commercial rate unchanged at \$3.05 and the residential rate unchanged at \$1.65 and the proposed capital budget included. Motion carried</i></p> <p><b>Motion #7</b>  <i>It was moved by Councillor Hudson, seconded by Councillor Shaffner, acceptance and approval of the Tax Billing Policy, to be made retroactive to May 31, 2008. Motion carried</i></p> <p><b>Motion #8</b>  <i>It was moved by Councillor Shaffner, seconded by Councillor Boulding, to accept and approve the application for changes to heritage property located at 200 St. George Street. (signage) Motion carried.</i></p> <p><b>Motion #9</b>  <i>It was moved by Deputy Mayor Roberts, seconded by Councillor Hudson, to approve the application for changes to heritage property located at 6 Grange Street. (signage) Motion carried</i></p>	<p>CAO Boyer to draft press release</p> <p>Administrative Assistant to prepare for signature</p> <p>Administrative Assistant (approval letter)</p>	
<p>{b} Board of Police Commissioners</p>	<p>Mayor DeWolfe said that Jim McGinis has accepted the position of Chair of the Board. Rion Microys will accept the position of Vice-Chair as soon as her appointment by the Department of Justice is confirmed for the next term. Jim MacIntosh is now the Board Secretary.</p> <p>Chief Campbell has returned to work after a one-month leave of absence. Sergeant Miller is doing well and was home from the hospital for a weekend visit.</p>	<p>Mayor Jane DeWolfe</p>	

{c} Mayor's Report	Mayor DeWolfe attended several events and meetings over the past month, some of which included a presentation by the Lieutenant Governor to CARP, the 100 <sup>th</sup> birthday of Charlotte Hollett, and the Sea Cadet inspection in Cornwallis.	Mayor Jane DeWolfe	
{d} King's Theatre	Deputy Mayor Roberts asked about the \$12,000.00 that the Town has committed as its share of building maintenance. New windows need to be ordered and installed at the Theatre. CAO Boyer said that the Theatre should have the work done and submit the invoices for payment.	Deputy Mayor Phil Roberts	
{e} REMO	The next meeting is scheduled for September, 2008.	Mayor Jane DeWolfe	
{f} Hanse Society	The Upper Clements Wildlife Park has opened for the Season. The Upper Clements Park will open this week. Councillor Boulding said the parks are looking forward to a good season.	Councillor Ron Boulding	
{g} Historic Gardens	Councillor Shaffner attended the last meeting and said that there was considerable discussion on internal working and a Vice Chair is still needed. Annual dinner and auction profits were down this year to \$18,500.00. Some complaints were received about the meal. A new tractor has been purchased. Clean up day turned into clean up week, with disappointing results. A redesign of the garden entrance is being considered and an alternative to drinking water for irrigation is being explored.	Councillor Doug Shaffner	
{h} FAPS	Councillor Roberts said that two free swims are being planned for the end of June. There was some thought given to opening the pool before it was complete but it has been decided to wait until it is fully completed	Deputy Mayor Phil Roberts	
{g} Twinning Committee	No update was provided.	Deputy Mayor Phil Roberts	

**CORRESPONDENCE**

Item	Decision / Action	Responsibility	Target Date
{a} HST offset	An amount of \$12,500.00 has been directly deposited to the Town's bank account for HST off set through the UNSM.		
{b} Local Women in Government	The Town had previously denied a request for support in the amount of \$300.00 for this program. A letter was received stating that the UNSM hoped that all fifty five municipal units would be represented. Council has decided to stay with its original decision and not financially support the program.		

**GENERAL DISCUSSION**

{a} Municipal Intern Tammy Bernasky has accepted a position with St. Frances Xavier University beginning on Monday, June 23. She was thanked for her time with the Town. Ms. Bernasky said that in terms of learning she has had an incredible ten months with the Town.

**NEXT MEETING** July 21, 2008 at 9:00 a.m.

**IN CAMERA**

*It was moved by Councillor Boulding, seconded by Deputy Mayor Roberts to move in camera to discuss negotiations and a foreclosure.*

*It was moved by Deputy Mayor Roberts, seconded by Councillor Boulding to move out of camera*

**ADJOURNMENT**

*It was moved by Councillor Boulding to adjourn the meeting.*

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
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Reviewed by Mayor Jane DeWolfe		
Changes made by Administrative Assistant, Jackie Longmire		
Approved for website by Mayor or CAO		
Forwarded to the Website		

## TEMPORARY BORROWING RESOLUTION

\$150,000

File No. 07/08-1  
Water

**WHEREAS** Section 66 of the Municipal Government Act provides that the Town of Annapolis Royal, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations, may borrow to expend funds for a capital purpose authorized by statute;

**AND WHEREAS** clause 65 (a) of the Municipal Government Act authorizes the Town of Annapolis Royal to expend funds for the purpose of water systems;

### **BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 66 of the Municipal Government Act, the Town borrow a sum or sums not exceeding One Hundred Fifty Thousand Dollars (\$150,000) in total for the purpose set out above, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations;

**THAT** the sum be borrowed by the issue and sale of debentures of the Town to such an amount as the Council deems necessary;

**THAT** the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Town borrow from time to time a sum or sums not exceeding One Hundred Fifty Thousand Dollars (\$150,000) in total from any chartered bank or trust company doing business in Nova Scotia;

**THAT** the sum be borrowed for a period not exceeding Twelve Months (12) from the date of the approval of the Minister of Service Nova Scotia and Municipal Relations of this resolution;

**THAT** the interest payable on the borrowing be paid at a rate to be agreed upon; and

**THAT** the amount borrowed be repaid from the proceeds of the debentures when sold.

**THIS IS TO CERTIFY** that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Town of Annapolis Royal held on the \_\_\_\_\_ day of \_\_\_\_\_ 2008.

GIVEN under the hands of the Mayor and the Clerk and under the seal of the Town this  
day of  
2008.

\_\_\_\_\_  
Mayor  
\_\_\_\_\_

**TOWN OF ANNAPOLIS ROYAL**  
**TEMPORARY BORROWING RESOLUTION**

\$300,000

File No. 07/08-02  
Various Purposes

**WHEREAS** Section 66 of the Municipal Government Act provides that the Town of Annapolis Royal, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations, may borrow to expend funds for a capital purpose authorized by statute;

**AND WHEREAS** clause 65 of the Municipal Government Act authorizes the Town of Annapolis Royal to expend funds for the capital purpose of:

- wastewater facilities and stormwater systems;
- lands and buildings required for a municipal purpose; namely King's Theatre and Town Hall;
- public transportation services;

**AND WHEREAS** the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

**BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 66 of the Municipal Government Act, the Town borrow a sum or sums not exceeding Three Hundred Thousand Dollars (\$300,000) for the purpose set out above, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations;

**THAT** the sum be borrowed by the issue and sale of debentures of the Town to such an amount as the Council deems necessary;

**THAT** the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Town borrow from time to time a sum or sums not exceeding Three Hundred Thousand Dollars (\$300,000) in total from any chartered bank or trust company doing business in Nova Scotia;

**THAT** the sum be borrowed for a period not exceeding Twelve Months (12) from the date of the approval of the Minister of Service Nova Scotia and Municipal Relations of this resolution.

**THAT** the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Town of Annapolis Royal held on the \_\_\_\_\_ day of \_\_\_\_\_ 2008.

GIVEN under the hands of the Mayor and the Clerk and under the seal of the Town this day of \_\_\_\_\_ 2008.

\_\_\_\_\_ Mayor

\_\_\_\_\_ Clerk

**TOWN OF ANNAPOLIS ROYAL  
TEMPORARY BORROWING RESOLUTION  
SCHEDULE 'A'**

\$300,000

File No. 07/08-2  
Various Purposes

Sewer replacement	\$ 58,476.95
Structural repairs, King's Theatre	109,045.05
Retrofit Town Hall basement	93,478.00
Contribution to new bus	<u>39,000.00</u>
	\$300,000.00