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TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
DRAFT MINUTES
June 22, 2010
9:00 a.m.

The regular meeting of Council was held on Tuesday, June 22, 2010 in Council Chambers at Town Hall. In attendance were Acting Chair, Deputy Mayor Doug Shaffner, Councillors Sherman Hudson, Holger Mueller-Sparenberg, Pat Power and Kathie Fearon. Also in attendance were CAO Amery Boyer, Director of Finance Melony Robinson and Lynn Moar as recording secretary.

Annapolis Royal Police Department Chief Burt McNeil, Friends of the Library Citizen Representative Anne Eslinger and Citizen Corinne Frantel also attended.

Regrets: Mayor Phil Roberts

CALL TO ORDER

Deputy Mayor Shaffner called the meeting to order at 9:00 am

APPROVAL OF REGULAR COUNCIL MINUTES

May 17, 2010

Motion #1

It was moved by Councillor Power, seconded by Councillor Hudson, that the regular Council minutes dated May 17, 2010 be approved.
Motion Carried.

ADDITIONS/DELETIONS TO AGENDA

Under Business Arising from Minutes add:

- (b) With Item (b) basement renovations, add Dates for Public Washrooms
- (e) Policy on Procurement

Under New Business add:

- (c) Request for Noise By-Law Exemption
- (d) update on waterfront development project

Under Recommendations from Committees, Boards and Commissions, under Item #2, Recommendations from PHAC,
15. Property at 46 Drury Lane

Under Correspondence, add

2. Invitation from St. Luke's Church
3. Update on Acadian Lines

Under In Camera add:

1. To discuss lease negotiations

APPROVAL OF AGENDA as amended

June 22, 2010

Motion #2

**It was moved by Councillor Hudson, seconded by Councillor Fearon, that the agenda dated June 22, 2010 be approved as amended.
Motion Carried**

PRESENTATIONS

Anne Eslinger, the Citizen's Representative for the Annapolis Valley Library, reported on the highlights of the last 12 months for the Valley Libraries. She reported that the Valley Library has hired a new Outreach Librarian for such services as bookmobiles, seniors' complexes, schools, etc. Over 2,000 items were received during the donation drive where food items were accepted in lieu of fines; TD Bank's Friends of the Environment has awarded the library a \$3,000 grant to purchase environmentally themed books and DVDs, and many other fund raising efforts are underway. The introduction last fall of the Borrow Anywhere, Return Anywhere has been a huge success, allowing the Library's members to borrow and/or return books widely across the Province. Anne also reported that the Library had won its fight for continued CAPS funding, as the Department of Education has recently announced an extension of funding to libraries to cover the expense associated with being a public internet site.

Anne also reported that there are many projects planned for this summer, including the ever popular Summer Reading for Teens and the Heritage Treasure Hunt.

After the report by Ms. Eslinger, the floor was opened for questions. Councillor Power asked about the status of the air quality at the Library.

CAO Boyer reported that there has been a lot of work done to correct the air quality in the library, and that the town engineer and Public Works Department are working on the problem. She reported that there is no mould in the walls, but that there is an issue and it is being looked into.

Deputy Mayor Shaffner thanked Anne for the report regarding a valuable community service.

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Decision re disposition of marketing funds	After some discussion, it was decided that the CAO would draft a list of options available to Council for the disposition of marketing funds and make that available to Council at the next Committee of the Whole meeting.	CAO	
{b} Basement renovations & Dates Public Washrooms are Open	<p>Annapolis Royal Police Department Chief Burt McNeil was in attendance to answer questions regarding the proposed renovations to the basement of Town Hall to accommodate the Department. He had provided Council with copies of the proposed floor plan for discussion.</p> <p>Council members agreed that access to the public washroom is of paramount importance, and that the \$7,000 needed for structural changes to accommodate an outside entrance for the Public must be found. Director of Finance Robinson noted that the actual cost associated with the annual Annapolis Valley Regional School Board levy has been decreased by \$8,000 and she believed that the saving there could be used to pay for the needed changes.</p> <p>Council also discussed the dates of operation for the public washroom, which should be operational from May 15th to October 15th. CAO Boyer undertook to have signage make up posting the hours and noting that the washrooms are not opened until noon on Sundays. CAO Boyer agreed to talk to Public Works employees as they are in town on Sundays to check the water system and can be asked to open up the washroom.</p> <p>The discussion resulted in the following motion:</p> <p><i>Motion #3</i></p> <p><i>It was moved by Councillor Mueller-Sparenberg, seconded by Councillor Fearon that Council revert to the original plan for the renovations to the basement of Town Hall in order that public access to the washrooms be preserved, and further, that the \$7,000 required to fund this be obtained by reducing the budgeted amount for the new public works building by \$7,000 as that was the cost of stabilization and this will not be required in a new building.</i></p>		

{c} New Public Works building	<p>CAO Boyer reported that the building committee appears to be at an impasse. She brought forward an email from Wayne Morgan, a member of the Building Committee, voicing his concerns. CAO Boyer noted that it has been determined that the Town is not eligible for large grants for green technology, which she had thought might be of help with the cost of the building. After some discussion the following motion was passed:</p> <p><i>Motion #4</i> <i>It was moved by Councillor Power, seconded by Councillor Fearon that staff proceed with getting an engineering professional to report on the costs associated with drawing up a new tender which would provide for different options for a new public works building. Motion Carried</i></p>	CAO	
{d} Strategic Plan Update	<p>CAO Boyer reported that recommendations for changes to the Strategic Plan have been received from the Planning and Heritage Advisory Committee and that the Police Commission is also reviewing the portion of the Strategic Plan which relates to it.</p> <p>She provided Council with copies of the recommendations from PHAC¹ which were discussed at length, resulting in the following motion:</p> <p>Councillor Power pondered whether or not the designation of a heritage conservation area as suggested by PHAC would place the town “in a corner when it comes to economical development”. Ms. Frantel, a member of PHAC and present in the gallery was asked to comment and noted that in fact, the designation of such an area in Truro’s business district has resulted in the business owners working together to increase buying power.</p> <p>After more discussion, the following motion was passed:</p> <p><i>Motion #5</i> <i>It was moved by Councillor Fearon, seconded by Councillor Hudson, that the Strategic Plan be updated to include the recommendations received from PHAC. Motion Carried</i></p>		

{e} Procurement Policy	CAO Boyer provided the Town Procurement Policy for the information of Council members. She noted that the Policy has been forwarded to the Town Legal counsel for comment. It will be brought forward to Council for discussion once the lawyer has responded.	CAO	
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Tests	Water tests have been reviewed and found to be satisfactory.	CAO	
{b} Update on tax arrears	Letters have been sent as instructed.	Director of Finance	
(c) Request for By-law Exemption	<p>A request was received by the owners of Hillsdale House for an exemption to the Orderly and Peaceful Conduct By-Law to accommodate a wedding celebration being held on the property on August 7th.</p> <p><i>Motion #6</i> <i>It was moved by Councillor Hudson, seconded by Councillor Mueller-Sparenberg that the Orderly and Peaceful Conduct By-Law be relaxed until 1:00 a.m. on Sunday, August 7th with respect to a wedding party to be held at Hillsdale House. Motion carried.</i></p>		
(d) Waterfront Development	CAO Boyer reported that the Legacy Fund Application for waterfront development has been extended in the hopes of funding forthcoming from the Province. She also noted that she and Councillor Power are ready to begin fund raising for the project.		

RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS

Item	Decision/Action	Responsibility	Target Date
1. Recommendations from Committee of the Whole	<i>7. It was moved by Councillor Power, seconded by Councillor Mueller-Sparenberg that the Development Agreement with R.C. Lawrie Enterprises Limited approved on June 4, 2009 (PID 05002670) is amended to enable the erection of a second warehouse structure. Motion Carried</i>		
	<i>8. It was moved by Councillor Fearon, seconded by Councillor Mueller-Sparenberg that the operating budget presented by Director of Finance Robinson for the 2010/11 Fiscal year be approved as amended June 22, 2010. Motion carried by a vote of 3 to 2 with Deputy Mayor Shaffner casting the deciding vote. Dissenting votes were made by Councillor Power and Councillor Hudson who do not support any tax increase.</i>		
	<i>9. It was moved by Councillor Hudson, seconded by Councillor Fearon that the capital budget presented by Director of Finance Robinson for the 2010/11 fiscal year be approved. Motion Carried</i>		
	<i>10. It was moved by Councillor Fearon, seconded by Councillor Hudson that the services of Jackie Longmire as administrative support to the Police Department be secured for a 6 month term, at a maximum of 12 hours bi-weekly. Motion carried</i>		
	<i>11. It was moved by Councillor Power, seconded by Councillor Mueller-Sparenberg to adopt the Policy for Contractors Working on town property drafted by CAO Boyer. Motion Carried.</i>		

	<i>12. It was moved by Councillor Mueller-Sparenberg, seconded by Councillor Hudson that the Development Agreement dated December 13, 2006 regarding Land Registries Document 86874394 be extinguished. Motion Carried.</i>		
	<i>13. It was moved by Councillor Hudson, seconded by Councillor Power, that a letter of support for more signage for the Keji Scenic Drive be sent to the Province. Motion Carried</i>	CAO	
	<i>14. It was moved by Councillor Power, seconded by Councillor Hudson that an outstanding amount of \$9.83 in interest on tax account No. 7083432 from a previous year be written off. Motion Carried</i>		

<p>2. Recommendations from PHAC</p>	<p><i>15. It was moved by Councillor Power, seconded by Councillor Mueller-Sparenberg that the term “etc.” used in the Town of Annapolis Royal Building & Alteration Guidelines, be removed. Motion Carried</i></p> <p><i>16. It was moved by Councillor Mueller-Sparenberg, seconded by Councillor Hudson that the wording in Section 2 of the Town of Annapolis Royal Building & Alteration Guidelines, be changed to read “Sinclair Mews and the Funeral Home are examples of good architecture that fits within the historic buildings of Annapolis Royal.” Motion Carried</i></p> <p><i>17. It was moved by Councillor Hudson, seconded by Councillor Fearon that the following properties designated as municipal heritage properties as per the write-ups provided by Ian Lawrence: 50 Drury Lane, 6 Grange Street, 44 Prince Albert Road, 833 St. George Street and 144 St. George Street. Motion Carried.</i></p> <p><i>18. It was moved by Councillor Fearon, seconded by Councillor Power that the proposed signage for 274 St. George Street be approved. Motion Carried.</i></p> <p><i>19. It was moved by Councillor Power, seconded by Councillor Hudson that the proposed demolition of the porch at 428 St. George Street be approved, but that a similar structure be built to replace the rotted one. Motion Carried.</i></p>		
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	20. The Planning and Heritage Advisory Committee had forwarded to Council a recommendation that the owner of heritage property 46 Drury Lane be allowed to demolish an existing porch structure and replace it with a larger structure. After some discussion it was apparent that the new structure would encroach on the sidewalk and that therefore no building permit could be issued by ADPC. No motion was required.		
3. Business Liaison Committee	<i>21. It was moved Councillor Mueller-Sparenberg, seconded by Councillor Hudson that the BLC Committee cease having regular meetings; that Beth Fairn as Chair of the Committee continue to attend COW meetings, and if anything need to be brought forward it can be done by email or telephone or special meeting called. Motion Carried</i>		

REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS

(a) Board of Police Commissioners	Councillor Fearon reported on the Board of Police Commissioners meeting held on June 16 th . Jane DeWolfe has agreed to act as Vice-Chair until October when new appointments will be made. The Department will hold regular Community meetings like the one held on June 2 nd at the Pub which was a huge success. Chief McNeil has asked for a Department of Justice Audit of the Department. The Chief has satisfactorily completed his probation period.	Councillor Kathie Fearon	
(b) Deputy Mayor's Report	Deputy Mayor Shaffner reported that he had officiated at the Green Streets Launch June 18, 2010 and attended a dinner with the Nova Scotia Arts & Culture Partnership Council on June 18, 2010. As well, he will be attending graduation ceremonies at the Annapolis West Education Centre on Friday night and will attend the July 1 st festivities at Town Hall and at Bridgetown.	Deputy Mayor Doug Shaffner	

(c) ADEDA	Councillor Mueller-Sparenberg reported that he will be attending the Annual General Meeting of the Annapolis Digby Economic Development Association meeting at Digby Pines tomorrow night.	Councillor Mueller-Sparenberg	
(d) King's Theatre	<p>Councillor Fearon reported on the Theatre Committee meeting held on June 8th. She reported that the Heritage Conference held there brought in \$1,000 in rental, that the first instalment of the operating grant has been received and that the Theatre Governance Manual has been updated.</p> <p>There are many upcoming events, among which are an appearance by Bruce Colburn and an appearance by a vocal group which includes Sylvia Tyson in December.</p> <p>CAO Boyer noted that Nova Scotia Power has sent a letter stating that it would like to have the VIC back in the Tidal Power Generating Station for next year, and that although there have been difficulties with the VIC being in the Theatre this year, it is hoped that it can remain there until 2011. She asked Councillor Fearon to bring this matter up at the next Theatre Board meeting.</p>	Councillor Kathie Fearon	
(e) REMO	No report, next meeting September	Councillor Sherman Hudson	
(f) Historic Gardens	The Board Meeting for the Historic Gardens has been changed to the last Tuesday of each month. Therefore, there will not be a report until next Council meeting. It was reported, however, that the Gardens dinner and auction fund raiser was a great success, raising about \$20,000. The Gardens has taken a table at the Farmers' Market to sell memberships and seeds.	Councillor Pat Power	
{h} Twinning Committee	No report in the absence of Mayor Roberts		

{i} Hanse Society	Deputy Mayor Shaffner attended a dinner and tour of the park last Thursday. He said it was extremely informative with samples of new menu items. He noted that last weekend the park was visited by over 5,000 school children, up 1,000 from 2009. Food sales alone were over \$12,000.	Deputy Mayor Doug Shaffner	
{j} Environment Committee	Corinne Frantel was asked to report from the Environment Committee. She said that the last meeting involved the discussion of the new “dual flush” toilets which could cut town water usage in half. She said it was decided to print something in the Town Crier about these in an effort to encourage residents to upgrade.	Corinne Frantel	
{k} Planning and Heritage Advisory Committee	Councillor Fearon reported that a discussion regarding the Anna Gloria sign had taken place last meeting and that she would keep Council informed. She also made note of the Heritage Conference held in Annapolis Royal on June 3 rd and 4 th . It was well attended and the speakers were very informative.	Councillor Kathie Fearon	
300 th Committee	Councillor Fearon noted that a talent revue will be held on July 4 th as part of the 300 th celebrations. All proceeds will go to support King’s Theatre.	Councillor Kathie Fearon	

CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
1. Newspaper clipping from Rollo MacDonald regarding deer nuisance (Tab 1)	Council was provided with a newspaper clipping regarding deer nuisance in Westchester County and some discussion ensued. Councillor Power noted that Mr. Gary Freeman had recently mentioned to her a spray product from Sweden that keeps deer away. It was suggested that the details be provided for inclusion in the town newsletter.		

2. Invitation from St. Luke's	On October 10 th , a 300 th anniversary service to mark the anniversary of the 1 st Anglican church on mainland Canada will be held at St. Luke's Church. Councillors are asked to RSVP by September 10 th to the church office at 532-0913.		
3. Acadian Lines	CAO Boyer announced that Acadian Lines has been denied their request to abandon certain bus routes and will continue operations in the valley.		

IN CAMERA

It was moved by Councillor Hudson, seconded by Councillor Mueller-Sparenberg that the meeting move in camera to discuss lease negotiations.

It was moved by Councillor Power, seconded by Councillor Fearon that the basement project be overseen by Deputy Mayor Shaffner, including any changes. Motion carried.

It was moved by Councillor Hudson, seconded by Councillor Mueller-Sparenberg that the meeting move out of camera.

NEXT MEETING Monday, July 19, 2010 at 9:00 am

ADJOURNMENT

It was moved Councillor Hudson, seconded by Councillor Mueller-Sparenberg that the meeting be adjourned.

Action:	Date	Signature
Reviewed by Deputy Mayor Doug Shaffner		
Changes made by Administrative Assistant		
Approved for website by Mayor or CAO		
Forwarded to Website		

