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**DRAFT MINUTES**  
**TOWN OF ANNAPOLIS ROYAL**  
**REGULAR COUNCIL MEETING**  
**March 16, 2009**  
**9:00 a.m.**

The regular meeting of Council was held on Monday, March 16, 2009 in Council Chambers at Town Hall. In attendance were Chair Mayor Phil Roberts, Deputy Mayor Jane DeWolfe, Councillors Doug Shaffner, Sherman Hudson, Pat Power and Kathie Fearon, CAO Amery Boyer and Jackie Longmire as recording secretary.

**REGRETS:** Director of Finance Melony Robinson

**APPROVAL OF REGULAR COUNCIL MINUTES**

**February 16, 2008**

**Motion # 1**

*It was moved by Councillor Power, seconded by Councillor Shaffner, that the regular Council minutes dated February 16, 2009 be approved as presented. Motion carried.*

**APPROVAL OF SPECIAL COUNCIL MINUTES**

**Motion #2**

*It was moved by Deputy Mayor DeWolfe, seconded by Councillor Fearon, that the special Council minutes dated February 23, 2009 be approved as presented. Motion carried.*

**ADDITIONS/DELETIONS TO THE AGENDA**

Under New Business add:

- {c} Interest Rates
- {d} Interest write-off

**APPROVAL OF AGENDA**

**March 16, 2009**

***Motion # 2***

***It was moved by Councillor Power, seconded by Councillor Hudson, that the agenda dated March 16, 2009 be approved as amended. Motion carried.***

**PRESENTATIONS**

**1. Council Orientation – Fire Services – Fire Chief Rick Smith**

CAO Boyer said that the Town currently provides a grant to the Fire Department of approximately \$51,000.00 and the amount will not increase for the 2009-2010 budget year. The Town also provides engineering and water services. A recommendation was made in a recent water study for the construction of a fire pond.

Rick Smith said that a fire pond is a valuable asset and his only concern is that it be big enough. He suggested that the Town consult with a fire protection engineer or the insurance company before the pond is constructed. The proposed fire pond is estimated to hold 850,000 gallons but Mr. Smith is unsure of the exact dimensions. There are safety concerns and the fire pond will be securely fenced with limited access. He talked about the hydrants and how they operate and said that he would like to see another dry hydrant in the Lequille area.

Mr. Smith said that the Fire Department responded to approximately 17 calls within the Town limits and between 87 and 91 in the County of Annapolis. The fire service agreement with the County was briefly discussed and CAO Boyer is waiting for a new CAO to be hired by the County so that negotiations on the agreement can begin. The possibility of amalgamation of Departments within the County was also discussed.

Mr. Smith said that budget projections for the next three years would depend on the total grant received from the County of Annapolis. He said that he is looking for a 27% increase in the funding received from the County. He said that the Department fundraised approximately \$30,000.00 in 2008.

**PUBLIC HEARING**

**1. ARCAC – Sculpture Park**

The planning report for the project was reviewed and no major issues were noted. Parking issues have been discussed and negotiations with an adjoining property owner are on-going for pedestrian access to the parking area at the Train Station. The members of the public who were in attendance were in support of the project. It is understood that any signage that is required for the completed project will be brought to the Planning and Heritage Advisory Committee for approval.

**Motion #3**

*It was moved by Deputy Mayor DeWolfe, seconded by Councillor Shaffner, that the Annapolis Royal Land Use Bylaw be amended by rezoning lands of the Annapolis Royal Community Arts Council located at 402-406 St. George Street, PIDs 05002167 and 05270368, from Residential Multiple R2 to Institutional I1. Motion carried.*

#### BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Outdoor Fire By-law	<b>Motion #4</b> <i>It was moved by Deputy Mayor DeWolfe, seconded by Councillor Fearon, first reading of the Outdoor Fire By-law. Motion carried.</i>		
{b} Budget Deliberations	Mayor Roberts requested that budget discussions take place after adjournment as a Committee of the Whole meeting.		
{c} Interest Rates	<b>Motion #5</b> <i>It was moved by Councillor Fearon, seconded by Councillor Shaffner, to accept and approve the request to increase the interest rate on overdue accounts from 12% to 18%. Motion carried.</i>		
{d} Interest Write Off	The reassessment amounts were not received from PVSC on a timely basis and this has resulted in interest being charged to a tax account that should not have been. The Director of Finance is requesting that the interest be written off.  <b>Motion #6</b> <i>It was moved by Deputy Mayor DeWolfe, seconded by Councillor Shaffner, to write off \$40.00 in interest charges on tax account number 00435406. Motion carried.</i>		

## NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Tests	The tests continue to be within the required parameters.	CAO Boyer	
{b} Development/Building Permit Report and fire Inspection Report	For information only.		

## RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

Item	Decision / Action	Responsibility	Target Date
{a} Recommendations from Committee of the Whole	<p><i>7. It was moved by Deputy Mayor DeWolfe, seconded by Councillor Fearon, to proceed with Phases 2 and 3 of the Champlain Drive Project. Motion carried.</i></p> <p><i>8. It was moved by Councillor Fearon, seconded by Councillor Power, rescission of Motion 5 from the Committee of the Whole minutes dated February 4, 2009. Motion carried.</i></p> <p><i>9. It was moved by Councillor Power, seconded by Deputy Mayor DeWolfe, to write off the following taxes plus interest: Account number 07095198 in the amount of \$583.03 and account number 07095201 in the amount of \$133.04. Motion carried.</i></p> <p><i>10. It was moved by Councillor Hudson, seconded by Councillor Shaffner, that the Fire Inspection Policy be accepted pending clarification of occupancy class for B&amp;B's and mandatory versus discretionary inspections (existing building). Motion carried</i></p>		

{b} Board of Police Commissioners	Deputy Mayor DeWolfe said that two of the three new officers have taken the oath and are working in the Department. Two officials with the Department of Justice attended the last meeting of the Board with concerns about staff turn over. Deputy Mayor DeWolfe said that personal issues were the reasons for the two members leaving and this was explained to the Department of Justice representatives. The representatives seemed satisfied with the way the Board was handling the resignations and filling the vacant positions.	Deputy Mayor Jane DeWolfe	
{c} Mayor's Report	<p>Mayor Roberts said that he has had a busy month that included the Annapolis County Council meeting in Inglewood, Town Caucus Meeting, two wharf meetings and the funeral of Theresa MacNeil.</p> <p>It was noted that ADEDA has completed the grant application for the Wharf project. The minimum municipal share is \$400,000.00 with Annapolis Royal committing to \$300,000.00. CAO Boyer explained that the \$300,000.00 would come through an interest-free loan that the Town would not have to start repaying until it was debt-free in the year 2015.</p>	Mayor Phil Roberts	
{d} ADEDA	Deputy Mayor DeWolfe said that the wood-pellet project is moving forward and will probably be located in Cornwallis Park. ADEDA is sending a group to Calgary in an effort to try and get people to move back to the area.	Mayor Jane DeWolfe	
{d} King's Theatre	Councillor Fearon said that the strategic plan was reviewed at the last meeting. The Town is exploring the possibility of turning the Theatre building over to the society and this has been mentioned to the Manager of the Theatre. The original documentation on how the theatre became the property of the Town needs to be located.	Councillor Kathie Fearon	
{e} REMO	Councillor Hudson said that the hazard analysis form needs to be completed by Mayor Roberts.	Councillor Sherman Hudson	
{g} Historic Gardens	The next regular meeting of the Historic Gardens is scheduled for March 17, 2009. The AGM is scheduled for March 31, 2009 at 7:00 pm. Councillor Power said that long-range financial options continue to be the main topic of the meetings.	Councillor Pat Power	

## CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} None			

## IN CAMERA

*It was moved by Councillor Fearon, seconded by Councillor Shaffner to move in camera to discuss staffing issues and negotiations.*

*It was moved by Councillor Shaffner, seconded by Councillor Fearon to move out of camera.*

**NEXT MEETING** April 20, 2009 at 9:00 a.m.

## ADJOURNMENT

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

Action:	Date	Signature
Reviewed by Mayor Phil Roberts		
Changes made by Administrative Assistant, Jackie Longmire		

Approved for website by Mayor or CAO		
Forwarded to the Website		