

**DRAFT MINUTES**  
**TOWN OF ANNAPOLIS ROYAL**  
**REGULAR COUNCIL**  
**October 17, 2005**  
**7:00 p.m.**

The monthly session of the Council was held on Monday, October 17, 2005 in the Council Chambers at Town Hall. In attendance were Chair Mayor John Kinsella, Deputy Mayor Jane DeWolfe, Councilors Ron Boulding, Doug Shaffner and Sherman Hudson, Melony Robinson Director of Finance, Amery Boyer CAO and Jackie Longmire Administrative Assistant as recording secretary.

**CALL TO ORDER** **7:00 P.M.**

John Kinsella called the meeting to order at 7:00 p.m.

**APPROVAL OF REGULAR MINUTES** **September 19, 2005**

**Motion # 1**

***It was moved by Ron Boulding, seconded by Doug Shaffner, approval of minutes of September 19, 2005. Motion Carried.***

**ADDITIONS/DELETIONS TO AGENDA October 17, 2005**

1. Motions referred to Council, number 3: add for the year 2005 - 2006.
2. Motions referred to Council, number 4: add Board/ Committee/ Commission before commitment.

**APPROVAL OF AGENDA** **October 17, 2005**

**Motion # 2**

***It was moved by Jane DeWolfe, seconded by Sherman Hudson, approval of the agenda of October 17, 2005. Motion Carried.***

**PUBLIC HEARINGS** **None**

**PRESENTATIONS**            **None**

**BUSINESS ARISING FROM MINUTES**

<b>Item</b>	<b>Decision / Action</b>	<b>Responsibility</b>	<b>Target Date</b>
{a} Lighthouse tax rate (3)	A draft letter was read and Councilors were asked for any comments or questions. It was asked if the Association had any other holdings, and the answer was no. It was also stated that perhaps they were not aware of or did not understand the tax issues. The letter was approved by Council and it will be issued to Alan Melanson.		
{b} Other	No other business arising from minutes.		

**MOTION(S) OF RECONSIDERATION:** none

**MOTION(S) OF RESCISSION:** none

**OTHER NOTICE(S) OF MOTION**

**NEW BUSINESS**

<b>Item</b>	<b>Decision / Action</b>	<b>Responsibility</b>	<b>Target Date</b>
{a} Water Reports	Reports have been reviewed and found to be satisfactory.	CAO	
{b} Professional Development for Councillors, Mayors and Wardens (6)	Amery Boyer stated that this is actually the second session for this particular conference. Doug Shaffner and Melony Robinson attended the first session and they expressed their thoughts, saying that it was a very informative session and then would recommend it. Ron Boulding and Jane DeWolfe may attend this session, John and Sherman will let Amery know after checking their schedules.		

<p>{c} Proposed By-election Schedule (11)</p>	<p>Due to the resignation of Councilor Peter Kramers, an election will be held to fill the vacancy. Sandi Millet-Campbell has prepared a schedule with two options. Option A has a Polling Day of December 3, 2005, Option B would have a Polling Day later in January, 2006. It was also noted that this is actually a special election rather than a by-election. All members agreed that the dates for Option A were more favourable, it would be best to complete the election before the holidays. It has been just one year since the last election and those who had an interest in the previous election, may have the same interest in the position for the upcoming election.</p> <p>Officials for the election are as follows: Returning Officer - Amery Boyer Assistant Returning Officer - Melony Robinson Deputy Returning Officer - Jackie Longmire Poll Clerk - Sandi Millet - Campbell</p> <p><b><i>Motion #3</i></b> <b><i>It was moved by Jane Dewolfe, seconded by Doug Shaffner to adopt the schedule for the Special Election, set out as Option A, with a Polling Day of December 3, 2005. Motion carried.</i></b></p>	<p>A/CAO</p>	
<p>{d} Off-Highway Vehicle Bylaw (7)</p>	<p>There was some discussion on this issue. There has been significant destruction of part of the trail system recently and it is considered a real problem. A letter of authority has been requested from Department of Natural Resources, but has not been received. The bylaw could be enforced with signs and barriers and this may solve the problem. A first reading of the bylaw tonight is an option or Council could wait for the Department of Natural Resources to make a decision regarding motorized vehicles on the trail system. It was decided to move forward with the bylaw. Amery will be consulting with the Town's Solicitor to make a few changes to the Bylaw so that it applies specifically to the Town of Annapolis Royal.</p> <p><b><i>Motion #4</i></b> <b><i>It was moved by Ron Boulding, seconded by Jane DeWolfe, first reading of the Off-Highway Vehicles Bylaw.</i></b></p>		

{e} Report on Performance against 2004 -2005 Objectives (12)	The report was distributed for each member to review. A discussion regarding the Report will be held at the next Committee of the Whole to be held on November 9, 2005. Amery Boyer would like all members to review the report so that she may start preparation of next years' plan. Each item that is completed on the report will be removed for the year 2006. Amery Boyer also stated that projects become objectives if they require a significant amount of work for the staff. If a project has two asterisks that means that it is considered high priority. Priorities are determined by council but also include any regulatory or compliance requirements.		
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#### RECOMMENDATIONS FROM COMMITTEES, BOARDS, COMMISSIONS

Item	Decision / Action	Responsibility	Target Date
(a) Recommendations from Committee of the Whole	<p><b><i>Motion # 5</i></b>  <i>It was moved by Jane DeWolfe, seconded by Doug Shaffner to change the Procurement Policy to reflect the tender of audit services every five years. Motion carried.</i></p> <p><b><i>Motion # 6</i></b>  <i>It was moved by Ron Boulding, seconded by Jane DeWolfe to adopt the forms proposed for documentation of conflict of interest situations disclosed by Council members. Motion carried.</i></p> <p><b><i>Motion # 7</i></b></p>		

	<p><i>It was moved by Sherman Hudson, seconded by Jane DeWolfe to reduce the Lighthouse current Commercial tax rate to Residential for the year 2005 - 2006. Motion carried.</i></p> <p><i>Motion # 8</i>  <i>It was moved by Doug Shaffner, seconded by Jane DeWolfe that each board/commission/committee commitment be reviewed and workload redistributed if necessary. Motion carried.</i></p> <p><i>Motion # 9</i>  <i>It was moved by Ron Boulding, seconded by Sherman Hudson that we proceed with the construction of the pool facility in Annapolis Royal. Motion carried.</i></p> <p><i>Motion # 10</i>  <i>It was moved by Jane Dewolfe, seconded by Doug Shaffner that we approve the Water Rate Study. Motion carried.</i></p>		
(b) Board of Police Commissioners	Jane DeWolfe reminded all members of the Special Meeting and Presentation to be held October 19, 2005. All members are invited to attend. Ron Boulding commented on the recent graffiti problem in Town, he was assured by Jane Dewolfe that this would be discussed at the Special Meeting.		
(c) Port Royal 400 <sup>th</sup>	It was noted that Musique Acadie has been held, although none of the members were sure of the results. Upcoming events are the Sacred Music evening on October 27, 2005 and the Thank You evening for the volunteers on November 3, 2005.		
(d) Focus 2005	Focus 2005 is coming to an end and will be removed from future agendas.		
(e) Mayor's Report	Mayor Kinsella stated that he was pleased to attend a number of events over the past few weeks. He made special mention of the UNSM conference that he attended with Ron Boulding. Ron stated that the conference was very helpful and of great value. Mayor Kinsella also spoke of the discussion on the Fair and Equitable Funding report. He said there was some resistance from rural municipalities, but attempts to amend	Mayor John Kinsella	

	an approving resolution have not been supported. He noted that the County of Annapolis took a positive position. Amery Boyer added that it has been recommended that the Assessment Board pull away from the Province.		
(f) Natal Day	It was noted that there has been some discussion at staff level regarding Natal Day. There has been a debriefing and two reports will be available at the next Committee of the Whole, on November 9, 2005(this includes the report from the chair of the Natal Day Committee).		
{g} Fundy Broad Band	It was decided that this item should be removed from future agenda and added only when there is to be a report to be given by Wayne Morgan. It was recommended that a report be requested every six months.	Wayne Morgan	
(h) King's Theatre	A new member will be needed in light of Peter Kramers' resignation. Jane Dewolfe has volunteered. She was assured that it would be on a temporary basis until a new councilor is elected. The position would be looked at again at that time.		

## CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} Annapolis Valley Regional School Board - Physical appearance of school grounds (1)	No action is required. There was some discussion regarding the issue. Ron says that he thinks it is great that citizens do send letters like this, and noted that what was received was a nice, political and safe reply. Doug Shaffner mentioned that he agrees with everything in the letter, the grounds are a mess. Amery Boyer stated that with the construction of the pool facility, there is the opportunity for the Town to assist with solving the problem. The building for the facility could be moved closer to the curb and that area could be landscaped and maintained. A letter will be drafted to Jerri Costa.		
{b} E-mail from Town Crier in	The Compliment from the Town of Windsor to Town Crier Peter Davies		

Windsor - to Peter Davies (5)	was received. No action was required.		
{c} Letter from Peter Kramers (4)	Letter received from Peter Kramers on October 11, 2005 regarding his resignation. He expressed regret that due to workload he feels that he cannot give the Town what is needed from an elected member of Council. Mayor Kinsella has drafted a letter in response to the resignation expressing the Town's regrets. He read it aloud and all members agreed that it was an appropriate response and should be forwarded to Peter.		
{d} FCM - Canadian Coalition of Municipalities Against Racism (8)	FCM asking for a proclamation or declaration. Amery Boyer states that no action has been taken on these types of requests since they do not appear to lead to any action. The Councilors agreed that there were more effective ways to participate and show support. A declaration or proclamation will not be prepared unless a value can be seen.		
{e} Letter from Deputy Mayor Wrye (9)	Mayor Kinsella noted that he has been pleased to work with Deputy Mayor Wrye in the past and will congratulate him on his win.		
{f} Memo regarding the Kings Transit Bus Launch (10)	The Town has received this memo because the Minister will be in attendance for this event and it may be an opportunity for the Town to sign its agreement for the Fuel Tax Rebate. The pool does not qualify for the funding so there are a few other options for the funds. Amery Boyer will make more inquiries and present Council with more information.		

## OTHER BUSINESS

- {a} Mayor Kinsella has been recognized for 13 years of service. He received a plaque from the UNSM and was very pleased. All members offered congratulations.
- {b} Replacements for Peter Kramers' commitments were discussed and it was decided that most vacancies can wait until a new councilor has been elected. A report on the Natal Day Committee will be given at the next Committee of the Whole, it was agreed that Ron Boulding can adequately represent the Town on this Committee until a replacement is found. Jane DeWolfe will be the temporary replacement on the Kings' Theatre Board.

### ***Motion # 11***

***It was moved by Ron Boulding, seconded by Doug Shaffner that Jane DeWolfe be appointed the temporary replacement on the King's***

***Theatre Board. Motion carried.***

## **QUESTIONS**

## **ADDED ITEMS**

## **NEXT MEETING**

November 21, 2005 at 7:00 p.m.

## **ADJOURNMENT**

Motion # 16

***IT WAS MOVED BY RON BOULDING THAT THE MEETING ADJOURN.***

<b><i>Action:</i></b>	<b><i>Date</i></b>	<b><i>Signature</i></b>
Reviewed by Mayor John Kinsella		
Changes made by Administrative Assistant Jackie Longmire		
Approved for website by Mayor or CAO		
Forwarded for Website		