

TOWN OF ANNAPOLIS ROYAL
REGULAR COUNCIL
MINUTES
September 25, 2012
9:00 a.m.

Present: Mayor Roberts, Deputy Mayor Mueller-Sparenberg, Councillors Hudson, Fearon, Shaffner, Power, CAO¹ St-Amour, DOF² Robinson, Administrative Assistant Monica Mills as recording secretary, and members of the public: Jeff Langstaff, Camille Karcey- Langstaff, Christine Igot, Pierre Igot, Byron Mersereau. Auditor Andrew Campbell arrived at 9:15 am.

Regrets:

CALL TO ORDER: The meeting was called to order at 9:00 am by Mayor Roberts.

APPROVAL OF REGULAR COUNCIL MINUTES: July 16, 2012 and Special Council August 29, 2012

Motion 1:

It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Hudson that the minutes dated July 16, 2012 and August 29, 2012 be approved with the following amendment:

- Under Correspondence item #2: it should read the hearings regarding reassessment.

Motion carried.

ADDITIONS/DELETIONS TO AGENDA

- One item in camera: Finance

APPROVAL OF AGENDA

Motion 2:

It was moved by Councillor Shaffner, seconded by Councillor Hudson that the agenda dated September 25, 2012 be approved with the addition.
Motion carried.

¹ Chief Administrative Officer

² Director of Finance

PRESENTATIONS

9:00 am, Christine Igot: Appendix A (see attached), Council decided to arrange a meeting between CAO St-Amour Kevin McLean and the residents to discuss the matter prior to making a decision. CAO St-Amour will report back to Council on October 3, 2012 at the Committee of the Whole meeting.

9:30 am: Audit results: Andrew Campbell: reported on the Audit results for the year of 2011-March 2012. Council discussed the audit results.

Motion 3:

It was moved by Councillor Hudson, Councillor Shaffner that the audited financial statement package as of March 31, 2012 be approved as amended. Motion carried.

PUBLIC HEARING

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
1. Motion tabled from Sept. 13, 2012 Committee of the Whole pending a review of financial statements	Mayor Roberts explained that the item was previously tabled as more information was required. He added that the proposal was to add a sidewalk from Victoria Street to St Anthony street; however, due to resident concerns regarding drainage, it is recommended that the sidewalk be from Victoria Street in front of the Post office until the Legion property. CAO St-Amour stated that more information is required from engineers. She will advise Council at Committee of Whole meeting on October 3, 2012.	CAO St-Amour to report Oct 3, 2012	

<p>3. October meetings in relation to election dates</p>	<p>Council discussed the dates for the meetings in October and November.</p> <p>Council decided that the October meetings could remain as scheduled. Mayor Roberts stated that the Committee of the Whole meeting on November 7, 2012 should be the current Council. He added that immediately after the Committee of the Whole meeting a Special Council meeting would commence to swear in the new Council, who would then meet to set a time and date for their next regular meeting.</p> <p>CAO St Amour stated that she had been approached by several members of the public who requested that at the October 2, 2012 meet-and-greet, that each candidate, give a three-minute speech regarding election platform and then the public have an opportunity to ask questions. She added that a moderator would be required. Council agreed that Mayor Roberts would be the moderator.</p>	<p>CAO St-Amour Publicize the special Council on Nov 7, 2012</p>	
<p>3. Update on board walk repairs</p>	<p>Council reviewed the correspondence from Donnie Brown:</p> <p><i>I finally have it for you. I knew if I went through all of the files over the last several years I would eventually find it. The rough estimate to replace the boardwalk as it is now would be \$ 162,000. and the cost to remove the existing boardwalk and install a gravel surface would be \$ 58,000.</i></p> <p><i>Keep in mind though, the gravel surface would need maintenance and it would be nowhere near as attractive as a wooden boardwalk. I would recommend going with the wooden one.</i></p> <p>Mayor Roberts noted that the gravel surface would be the same as the Membertou Trail which parts of which were frequently flooded with little impact. DOF Robinson added that there may be provincial or federal funds available to contribute the cost of the repairs. CAO St-Amour added that a recommendation could be made to the new Council for their consideration.</p> <p>Motion 4:</p> <p>It was moved by Councillor Hudson, seconded by Deputy Mayor Mueller-Sparenberg that it be referred to the new Council to review the boardwalk and refurbish it in a manner that they see fit. Motion carried.</p>	<p>CAO and Administrative Assistant</p>	

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Speed bump on Chapel Street (Tab 2)	CAO St-Amour will report to Council at the October 3, 2012 meeting of Council the results of her meeting with the Traffic Authority Kevin McLean and the residents of Chapel Street.	CAO St-Amour to report to Committee of the Whole Oct.3, 2012	
2. Provincial Money for Municipal Alcohol Policy Work	Council reviewed the information.		

RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS

Item	Decision/Action	Responsibility	Target Date
1. Committee of the Whole	<p>Motion 5: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Hudson that the following tax reduction listings for 2012-2013 be approved:</p> <p>00479993 \$ 2,960.90 00100943 \$ 81.20 02355256 \$ 1,869.05 00092428 \$ 727.90 05596173 \$ 42.05 06445721 \$ 1,847.30 04997409 \$ 6,340.95 00092398 \$ 2,523.15 02045486 \$ 137.75 02045494 \$ 1,506.55 03611957 \$ 1,213.65 1033204 \$ 577.10 Motion carried.</p>	DOF	
	<p>Motion 6: It was moved by Councillor Shaffner, seconded by Councillor Power that that the 2012-2013 Federal Gas Tax Fund Survey be approved. Motion carried</p>	DOF	
	<p>Motion 7: It was moved by Councillor Power, seconded by Councillor Hudson that the endorsement of the letter to the Chair of the NSURB regarding LED Street Lighting be approved. Motion carried.</p>	Administrative Assistant	

	<p>Motion 8: It was moved by Councillor Hudson, seconded by Councillor Fearon that the that a sign be erected stating that the playground/park is closed from dusk until dawn on a daily basis and that the entire police department is informed that they should enforce this. Motion carried.</p>	Public Works	
	<p>Motion 9: It was moved by Councillor Fearon, seconded by Councillor Hudson that the Town's participation in the LED Light Exchange for one more year be approved. Motion carried.</p>		
	<p>Motion 10: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Shaffner that the donation of \$500.00 to the Wharf Rat Rally be approved. Motion carried with one nay vote from Councillor Fearon.</p>	DOF	
	<p>Motion 11: It was moved by Councillor Shaffner, seconded by Councillor Power that the write-off of utility code 148 in the amount of \$75.05 be approved. Motion carried</p>	DOF	
	<p>Motion 12: It was moved by Councillor Power, seconded by Councillor Hudson that the revised REMO³ plan as presented be adopted. Motion carried.</p>	Administrative Assistant	
	<p>Motion 13: It was moved by Councillor Hudson, seconded by Councillor Fearon that Town Hall be closed from December 21, 2012 at 4:30 pm until January 2, 2013 and that administrative staff use vacation time or unpaid leave for this closure. Motion carried.</p>	Town Crier and Website	

³ Regional Emergency Measures Organization

2. Planning and Heritage Advisory Committee	Motion 14: It was moved by Councillor Fearon, seconded by Deputy Mayor Mueller-Sparenberg that Council approve the PHAC recommendation that the applicant at 380 St George Street be given approval to install steel roofing material. Motion carried.	Administrative Assistant	
	Motion 15: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Shaffner that Council approve the PHAC recommendation that the applicant at 111 Ritchie Street be given heritage approval to build a deck as per the application. Motion carried.	Administrative Assistant	
	Motion 16: It was moved by Councillor Shaffner, seconded by Councillor Power that Council approve the PHAC recommendation that the addition of a wheelchair accessible ramp at 396 St George Street be approved as proposed. Motion carried.	Administrative Assistant	
3. Board of Police Commissioners	None		
4. Environment Committee	No meeting		

REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS

(a) Board of Police Commissioners	1. Chief's Report to the Board of Police Commissioners	Councillor Power & Deputy Mayor Mueller-Sparenberg	
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(b) Mayor's Report	<p>The Mayor attended the following events: July 18: Trails meeting at AWEC July 26: Fire Department book launch August 1: Friends of ARRA August 3: Natal Day opening at market August 5: Natal Day ceremony at Fort Anne August 7: Acadian passport launch at Historic Gardens August 8: Diamond Jubilee Dinner at the Habitation September 4: UNRB Hearing September 6: REMO meeting at the County Office September 10: ACHC public meeting at King's Theatre September 14: King's Golf Tournament September 24: Mayors and Wardens meeting</p> <p>Mayor Roberts reported that at the Mayors and Wardens meeting there was a lot of discussion regarding shared services and King's Transit. He added that it was decided that it would be beneficial to have group training for all four new councils in the area following the October 20, 2012 election.</p>	Mayor Roberts	
(c) ADEDA ⁴	<p>Deputy Mayor Mueller-Sparenberg stated that ADEDA has received a lot of compliments regarding their use of sector representatives. He added that Human Resource discussions mainly took place in camera; however, the staff have all received working notice. He added that there was another Human Resources meeting this afternoon.</p>	Deputy Mayor Mueller-Sparenberg	

⁴ Annapolis Digby Economic Development Agency

(d) Planning Services	<p>Council reviewed the report.</p> <p>Councillor Power asked why so few fire inspections were completed. CAO St-Amour stated that she had attended a session at the recent UNSM conference regarding fire regulations. She added that there are only regulations for fire inspections for halls and meeting places. She reported that the Fire Inspector had inspected Sinclair Mews and they were in compliance. CAO St-Amour noted that he had requested any additional information from the Fire Department regarding the property to be forwarded to him. She had contacted the Fire Chief but was still waiting for a reply.</p> <p>Councillor Power asked for clarification regarding 6 Drury Lane. DOF Robinson stated that she would investigate and report back to council.</p>	CAO and DOF	
(d) King's Theatre	Councillor Fearon reported that repairs were still required at King's Theatre. She stated that she hoped that the next Town representative on the Board would push prioritizing repairs to the fabric of the building rather than patch jobs. Donations to the theatre were on the rise. She reported that the new digital projection equipment had arrived and had been installed.	Councillor Kathie Fearon	
(e) REMO ⁵	Councillor Hudson stated that there was a meeting and they watched a power point presentation of various emergency scenarios.	Councillor Sherman Hudson and Mayor Roberts	
(f) Twinning Committee	Mayor Roberts stated that a party of three would be arriving October 6, 2012 from Royan, France. He added that the delegates would like to discuss the possibility of student and business exchanges, as well as meet with fisheries leaders. He requested that Council host a reception on October 9, 2012 in Council Chambers at 12:00 pm, the cost could come under Marketing. Council agreed.	Mayor Phil Roberts	
{h} Environment Committee	No meeting	Mayor Phil Roberts	

⁵ Regional Emergency Measures Office

{i} Planning and Heritage Advisory Committee	Councillor Hudson stated that there was nothing more to report other than the recommendations.	Councillors Kathie Fearon and Sherman Hudson	
{j} CAO's Report	Council reviewed the CAO's report.	CAO St-Amour	
{k} Water Reports	Water tests have been viewed and are within the required parameters.		

CORRESPONDENCE.

Council reviewed the following correspondence:

1. Correspondence from ADEDA to Warden Reg Ritchie.
2. Correspondence from the Premier of NS regarding the Economic Advisory Panel's recommendation to make strategic investments in Nova Scotia.

GENERAL DISCUSSION: (9:01 am)

- Councillor Fearon asked for an update regarding the police corporal and whether or not he was required to reimburse the Town for the training he received. CAO St-Amour stated that the Town's solicitor advised against following through with the reimbursement.

OTHER BUSINESS

Motion 17:

It was moved by Councillor Hudson, seconded by Councillor Power that the meeting move in camera at 11:27 am. Motion carried.

IN CAMERA

- personnel
- land transaction

Motion 18:

It was moved by Councillor Hudson, seconded by Councillor Power that the meeting move out camera at 12:00 pm. Motion carried.

Motion 19:

.It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Shaffner that effective immediately, Council for the Town of Annapolis Royal amend the Human Resources policy regarding maternity leave effective immediately as follows:

That the Town adopt a Supplementary Unemployment Benefit program to top up the minimum unemployment amount of 55% of the wage by 20% for employees on maternity leave. Motion carried.

NEXT MEETING: October 15, 2012

ADJOURNMENT:

Motion:

It was moved by Councillor Hudson, seconded by Councillor Power that the meeting be adjourned at 12:00 pm. Motion carried.

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Mayor Roberts	20/2.10.17	P. Roberts
Changes made by CAO	October 16, 2012	Paul St. Armand
Approved for website by CAO	October 16, 2012	Paul St. Armand
Sent to webmaster	Oct. 19, 2012	JP - OS