

**MINUTES**  
**TOWN OF ANNAPOLIS ROYAL**  
**COMMITTEE OF THE WHOLE**  
**February 4, 2009**  
**9:00 a.m.**

The regular meeting of the Committee of the Whole was held on Wednesday, February 4, 2009 in Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Jane DeWolfe, Mayor Phil Roberts, Councillors Sherman Hudson, Kathie Fearon, Pat Power and Doug Shaffner, CAO Amery Boyer, Director of Finance Melony Robinson and Executive Assistant Jackie Longmire as recording secretary.

**APPROVAL OF COMMITTEE OF THE WHOLE MINUTES**

**January 7, 2009**

***Motion # 1***

***It was moved by Mayor Roberts, seconded by Councillor Hudson, that the Committee of the Whole minutes dated January 7, 2009 be approved. Motion carried.***

**ADDITIONS/DELETIONS TO AGENDA**

Under Presentations add:

1. Council Orientation - Team Annapolis - Heather LeBlanc and Linda Brown

Under PHAC Business Arising add:

4. Letter of Request from Brian Keevil
5. Sculpture Park

**APPROVAL OF AGENDA**

**February 4, 2009**

***Motion # 3***

***It was moved by Councillor Shaffner, seconded by Councillor Power, that the agenda dated February 4, 2009 be approved. Motion carried.***

## PRESENTATIONS

1. **Council Orientation - Team Annapolis** - Linda Brown explained the institute/rural studies project and its status. She said that the project is getting recognition from the tourism perspective. She referred to niche marketing and the idea of having several different components under the same umbrella. Annapolis Royal offers art, culture and heritage, among other things.

Heather LeBlanc said that the talent in Annapolis Royal has been used several times in presentations and grant applications. She said that the institute concept is a great way to showcase the talents. She said that the idea is to have people who are talented in any field to teach their talents to others. No special building will be required as existing buildings and space within the Town will be utilized for workshops, training sessions and other venues. Ms. LeBlanc said that the original funding application was not approved. The Town of Annapolis Royal committed to a contribution of \$5,000.00 but the funding was contingent on the approval of the funding through the Rural Secretariat. Ms. LeBlanc asked that the Town reconsider that funding for a Symposium. Deputy Mayor DeWolfe said that the issue will be reviewed and considered by Council. It was noted that the \$5,000.00 contribution is not included in the 2008/2009 budget.

## BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Letter from Property Valuation Services Corporation	<p>A letter of brief explanation regarding the NSPI reassessments was received. The letter did not provide any justification for the process nor does it indicate that PVSC accepts any responsibility for the outcome.</p> <p>A formal response will not be drafted; all the issues will be addressed through the appeal process.</p> <p><b>Motion #3</b>  <i>It was moved by Mayor Roberts, seconded by Councillor Power, to recommend to Council that the Town complete the notification of the intent to appeal the evaluation of the Nova Scotia Power Tidal Power Plant. Motion carried.</i></p>		
{a} Draft Outdoor Burning By-Law and information on Wood Furnaces	A draft by-law that was patterned off Kentville's Outdoor Burning By-Law was reviewed. It was suggested that the LUB amendment 4.29 for the Town of Bridgetown be inserted into the draft by-law. The LUB		

	<p>amendment addresses outdoor wood furnaces and would place restrictions on the furnaces within Town. It was noted that this by-law refers to outdoor burning only and does not apply to indoor burning. It was also noted that fireworks are not addressed in this by-law but are covered under federal regulations.</p> <p>The draft by-law will be amended and forwarded to the Annapolis District Planning Commission for review.</p>		
{b} Memo from Byron Mersereau regarding the 2009 property assessment for the tidal power plant.	<p>Byron Mersereau, as a financial advisor to the Town, has researched the issue and has provided several options, with hypothetical numbers, for Council's consideration. He suggests that three quotes be obtained from possible consultants. All members of Council expressed thanks for Mr. Mersereau's efforts and suggestions.</p> <p><b><i>Motion #4</i></b> <b><i>It was moved by Councillor Fearon, seconded by Mayor Roberts, to recommend to Council to proceed with the invited bid process to obtain quotes on consultant services for the NSPI property assessment appeal.</i></b></p>		

## NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Tests	Water tests have been reviewed and found to be satisfactory.	CAO	
{b} Business Occupancy and Water Utility Account Write Off	<p>The Director of Finance said that she has been unable to collect an old business occupancy account and is requesting that it be written off. There is also a residential tax account for a small amount that has been carried for several months with no chance of collection.</p> <p><b><i>Motion #5</i></b> <b><i>It was moved by Mayor Roberts, seconded by Councillor Fearon, to recommend to Council that account number 07095171 in the amount of</i></b></p>	Director of Finance	

	<b><i>\$5.46 and account number 07095198 in the amount of \$244.09 be written off. Motion carried.</i></b>		
{c} Canada Day Funding Application	<b><i>Motion #6 It was moved by Councillor Fearon, seconded by Councillor Hudson to recommend to Council that Sally Burnie of the Town of Annapolis Royal be authorized to submit a funding request to the Department of Canadian Heritage in relation to the Celebrate Canada Program for organizing activities to celebrate Canada Day. Motion carried.</i></b>	Marketing Coordinator	
{d} Invitation to the County of Annapolis Council session in Inglewood.	Mayor Roberts has been invited to offer an opening welcome at the meeting on February 17, 2009 at the Inglewood Community Hall.	Mayor	
{e} Municipal Responsibility for Fire Inspections	CAO Boyer said that the Town has implemented a responsive municipal fire inspection program. The Town should be in good shape if an audit of the fire inspection program through the Deputy Fire Marshal's office is ordered.		
{g} Fort Anne Property Assessment	Byron Mersereau has raised some questions regarding the assessment of the Fort Anne Property. The property is currently assessed at \$749,500.00	Director of Finance/CAO	
{h} Meeting in Bridgetown with Minister Hurlburt, Bob Manual	The Town of Annapolis Royal will meet with Minister Hurlburt at 2:30 pm on February 4 to discuss several items that are of concern to the Town.		
{h} Public Library	Mayor Roberts said that he attended a meeting of the Friends of the Library and there were some concerns expressed about the current condition of the	CAO	

## PLANNING AND HERITAGE ADVISORY COMMITTEE 10:00 am

In attendance: Grant Slinn and Ian Lawrence. Regrets: Peter Davies

## BUSINESS ARISING

Item	Decision / Action	Responsibility	Target Date
{a} Recommendations from the Green Plan	It was agreed that more time was required to review all of the information.  <i><b>Motion #10</b></i> <i><b>It was moved by Councillor Fearon, seconded by Mayor Roberts, to recommend to Council that the discussion of the recommendations included in the Back to the Future Final Report be deferred until the next committee of the Whole meeting on March 4, 2009. Motion carried</b></i>		
{b} Home Hardware Building Centre - Current Development Agreement	Building Inspectors Hank Sawchuck and Russell MacIntosh updated Council on the Home Hardware Building Centre project. Mr. MacIntosh said that the original approval was for a foundation only; the plans for the main part of the building had not been stamped as engineer-approved at		
{c} Letter from Brian Keevil - Annual Lease Renewal	Brian Keevil has requested that the annual lease for a deck at Ye' Old Towne Pub be approved for 2009.  <i><b>Motion #9</b></i>		
{d} Sculpture Park	Joy Elliot provided more detailed drawings and information to Council on the proposed Sculpture Park to be located in the parking lot of ARTsPLACE. She explained the park as a sculpture garden and an open public space. There are two lots of land that will be used to create the		

## NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Orientation for all members of PHAC - Annapolis District Planning Commission Functions	This session for members of Council will take place at the next Council meeting on February 16, 2009. All members of PHAC are invited to attend.		

{b} Historic Places Guidelines - recent workshop in Bridgetown	Peter Davies was not in attendance to offer an update.		

## CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} Letter regarding plans for a first hospice for the Valley area.	The letter requested time on an upcoming agenda for a presentation on the issue. There is also an indication that the Town will be asked to make a financial contribution to the project. All members of Council agreed that health is a federal and provincial financial responsibility. CAO Boyer will draft a response.		
{b} Infrastructure “shovel ready” projects	The Town of Annapolis Royal did make the federal list of “shovel ready” projects. CAO Boyer has forwarded an amendment to add the wharf project and the Public Works building. There are also projects listed under Annapolis Royal that are complete and need to be removed from the list.		
{c} Letter of commendation for Constable James McKay	A letter was received from the Vice Principal of ARRA commending Constable McKay on the great job he did during a recent presentation to the grade six students.		

## GENERAL DISCUSSION

1. **Water Hook-Ups** - CAO Boyer asked Building Inspector Russell MacIntosh about possible new water hook-ups at a property within the County of Annapolis that is hooked up to the Town sewer system. CAO Boyer said that the Acting CAO for the Municipality of the County of Annapolis is aware of infiltration issues and that no new water hook-ups will be approved by the Town until the issues

are remedied. Mr. MacIntosh said that he was not aware of the issue and the building application may be affected by the moratorium on water hook-ups.

2. **Chronicle Herald Article** - A recent article in the daily paper has resulted in several complaints and/or questions being received by members of Council. Councillor Shaffner said that the article seemed to indicate that the Town would be diverting funds towards the wharf project. Mayor Roberts referred to the minutes and confirmed that the Town has made no financial commitment to the Wharf project.
3. **ADEDA** - Deputy Mayor DeWolfe attended the last ADEDA meeting and said that a motion was made to support Annapolis Royal in the PVSC issue. She said that a motion was also made for ADEDA to take the lead in the search for funding for the waterfront development project. Both motions were passed unanimously.

#### IN CAMERA

*It was moved by Councillor Power, seconded by Councillor Fearon, to move in camera to discuss collective bargaining.*

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

#### ADJOURNMENT

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

**NEXT MEETING** March 4, 2009 at 9:00 a.m.

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Deputy Mayor Jane DeWolfe		
Changes made by Administrative Assistant Jackie Longmire		

Approved for website by CAO		
Forwarded to the Website		