

COMMITTEE OF THE WHOLE

Minutes

February 8, 2012

9:00 am

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

Present: Mayor Roberts, Deputy Mayor Mueller-Sparenberg, Councillors Fearon, Hudson, Shaffner, Power, CAO¹ Boyer, DOF² Robinson, Superintendent of Public Works Kevin McLean, Administrative Assistant Monica Mills as recording secretary, members of the public: Paul Paquette, Elizabeth St Don, Susan Barker, Brenda Keen, and Paula Hafting.

Regrets: none

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES: January 4, 2012

Motion 1:

It was moved by Councillor Hudson, seconded by Deputy Mayor Mueller-Sparenberg that the minutes dated January 4, 2012 be approved. Motion carried.

ADDITION TO AGENDA

- presentation at 9:30 am by Laurie McGowan regarding soccer funding
- correspondence regarding unleashed dogs on French Basin Trail
- communications network information item, new business #12
- response to the AIMS report, new business #13
- request from Navy League of Canada, new business #14
- in camera item 4 potential litigation
- Health Centre, new business #15
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APPROVAL OF AGENDA:

Motion 2:

It was moved by Councillor Shaffner, seconded by Councillor Power that the agenda dated February 8, 2012 be approved with additions. Motion carried.

¹ Chief Administrative Officer

² Director of Finance

PRESENTATIONS

9:15 am Presentation by Susan Barker regarding use of Town right of way, Marsh Road.

Susan Barker presented her request to use the Marsh Road to access her garage. She provided background information for her request. Her neighbour, Elizabeth St Don was given the opportunity to present her comments on the matter. Mayor Roberts informed both individuals that due to the possibility of potential litigation, Council would have to discuss the matter in camera.

9:30 am Presentation by Laurie McGowan regarding Soccer: Annapolis Royal Football Club (RFC). Laurie McGowan made a presentation to Council regarding the importance of soccer to the area. He requested funding from the Town. The topic will be revisited during budget discussions.

BUSINESS ARISING - COW

ITEM	DECISION / ACTION	RESPONSIBILITY	TARGET DATE
1. Report on Town Truck (Tab 2)	<p>Superintendent of Public Works, Kevin McLean, stated that the purchase of a new half-ton truck was necessary as the older truck (2001) was not reliable. He added that the purchase of a new power tail gate was also necessary as it was needed to pick up the compost bins. Council reviewed the report. CAO Boyer noted that there are still funds available in this year's budget. She added that a percentage of the costs could be from the water capital fund.</p> <p>Recommendation: It was moved by Councillor Shaffner, seconded by Councillor Fearon that the Town proceed with obtaining quotes for a new truck. Motion carried.</p>		
2. Results of tender for windows at Town Hall (Tab 3)	Council reviewed the results of the tenders. DOF Robinson explained that project had to be completed by March 31, 2012 as it was in this year's budget. CAO Boyer suggested that the project be postponed until the budget was healthier. The matter will be brought to Council on February 20, 2012.		
3. Christmas decorations and	Council discussed the request for a decision as well as the		

lighting (Tab 4)	options provided. Deputy Mayor Mueller-Sparenberg stated that option #2 replacing the illuminated Christmas wreaths and option #4 the selling of the wrought-iron lamps should be combined. Council requested that staff develop a report on the amount that could be obtained from selling the lamps and report back to Council. They also suggested that a request for proposals be placed in the Town newsletter. The matter will also be discussed during budget discussions.		
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NEW BUSINESS - COW

ITEM	DECISION / ACTION	RESPONSIBILITY	TARGET DATE
1. Elections	<p>Staff recommend the following appointments for the October 20, 2012 municipal election.</p> <p><i>Returning Officer - Melony Robinson</i> <i>Assistant Returning Officer - Amery Boyer</i> <i>Deputy Returning Officer - Monica Mills</i> <i>Poll Clerk - Sandi Millett-Campbel</i></p> <p>Recommendation: It was moved by Councillor Hudson, seconded by Councillor Fearon that Council appoint Melony Robinson as Returning Officer and CAO Boyer be appointed Assistant Returning Officer. Motion carried.</p>	Sandi Millet Campbell	
2. Elections continued	<p>Staff recommend the use of the provincial electoral list. If this is approved by Council, an agreement would have to be signed on February 20, 2012.</p> <p>Recommendation: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Shaffner that the Town use the recent provincial or federal election list for the preparation of a Preliminary List of Electors. Motion carried.</p>		

3. Renewal of agreement with ScotiaBank (Tab 5)	<p>Recommendation: It was moved by Councillor Hudson, seconded by Councillor Fearon that Council approve the signing of the renewal agreement with ScotiaBank. Motion carried.</p>	DOF	
4. CPI Annual Increase (Tab 6)	<p>CPI³ 2.8% for NS for 2011</p> <p>DOF explained that it has an impact on salaried employees commencing April 1, 2012 with the exception of CUPE members and the CAO. Council tabled discussion until Council meeting of February 20, 2012.</p>		
5. Village of Lawrencetown Certified Wildlife Friendly (Tab 7)	<p>Council reviewed the information. The Mayor suggested that this item be referred to the Environment Committee.</p>		
6. Recommendation from Mayors' and Warden's Meeting of January 24, 2012	<p>Mayor Roberts explained that the recommendation came from the Mayors' and Wardens' meeting of January 24, 2012. He added that the tentative cost of a commissioned study on shared services was approximately \$150,000.00. He added that the Province would fund much of this. CAO Boyer reported that the Council of the County of the Municipality of Annapolis were not in favour of paying a consultant to do the work.</p> <p>Councillor Power stated that she would like to stress the fact that many of the shared service agreements between the Town and the County have been allowed to lapse. She stated that more emphasis should be placed on the renegotiation of these agreements. She suggested that a request be sent that the item be placed on the next UNSM agenda with a copy sent to the Minister of Municipal Relations. Council agreed.</p>		

³ Consumer Price Index

7. Inspection Report – Annapolis Royal Sewage Treatment Plant (Tab 8)	Council reviewed the report, there were no issues noted.		
8. Assessment of Town owned properties (Tab 9)	DOF Robinson explained that the three properties identified were all tax exempt. CAO Boyer added that the assessments can all be appealed. She added that she had a listing of all Town-owned properties but she has asked the Planning Technician to identify them and she would report back to Council.		
9. Potential rental of Farmers' Market (Tab 10)	CAO Boyer explained that there is a potential renter that may be interested in renting the Market Space on weekdays. Council reviewed the rental information. Deputy Mayor Mueller-Sparenberg requested clarification on which areas the potential renter would like to lease and what the space would be used for. CAO Boyer added that the current lease with the Farmer's Market Association has to be reviewed as it ends April 2012. Council requested a recommendation from staff for the Council meeting, February 20, 2012.		
10. Economic development priorities (Tab 11)	Deputy Mayor Mueller- Sparenberg reported that ADEDA will have its last meeting concerning Strategic objectives. He added that the board has agreed on the objectives and are working to fulfill them. He added that he will be able to provide the business plan at the February Council meeting. Council has to decide whether the Town will continue to be a part of the group by March 31, 2012.	Deputy Mayor Mueller-Sparenberg	
10. Repair of boat in playground (Tab 12)	CAO Boyer explained that the boat at the playground has to be removed or repaired as it is a safety issue. She stated that the work must be completed by March 31, 2012 in order for the Town to recover \$5000.00 of the cost. Council discussed its options. Recommendation: It was moved by Councillor Fearon, seconded by Deputy		

	Mayor Mueller-Sparenberg that the Town proceed with repairing the boat at the playground for a cost of \$5807.50 and that the work must be completed by March 31, 2012. Motion carried.		
11. Unsightly premises (Tab 13)	Council discussed the two properties: 209, 211 and 213 St George Street and 378 St George Street. It was decided that a third letter be sent to the owner of 378 St George Street requesting a completion plan for the repairs within 30 days. Council decided to proceed with obtaining tenders for the repair of 209, 211 and 213 St George with a lien being placed on the property to recoup the costs.		
12. Communication Network	CAO Boyer presented the report. She stated that it had resulted from a request on the municipal government list serve. She stated that it depicts the various means by which the Town communicates with residents. It was decided that the diagram will be placed in the Town Crier.		
13. Response to AIMS report	CAO Boyer explained that two private citizens did a lot of work regarding the AIMS report. Council reviewed the cover letter from the Town. It was decided that the letter be sent with a copy be sent to the Minister of Municipal affairs.		
14. Request from Navy League of Canada	The Navy League of Canada is requesting funds to purchase new computers. Mayor Roberts suggested that Councillors could donate as private citizens, but the Town does not have the funds to do this.		
15. Health Centre	Councillor Hudson stated that the blood lab will be closing April 1, 2012 and residents will have to go to Digby, Kentville or Middleton to get bloodwork done. Mayor Roberts stated that the Friends of the Health Centre will be meeting with the Minister to discuss this topic with them. He will also check at the Health Centre regarding any changes and will report the findings back to Council.		

GENERAL / CORRESPONDENCE (FOR INFORMATION ONLY)

- Correspondence from Janet Swansburg, a County resident, regarding leashed/unleashed dogs on French Basin Trail. Council discussed the suggestion from the correspondent regarding allowing unleashed dogs on the French Basin Trail during certain times. CAO Boyer explained that there have been at least four complaints regarding unleashed dogs on the trail. It was decided that a request for public reaction be placed in the newsletter, prior to making a decision.

GENERAL DISCUSSION

Calendar Items:

- Open house on Feb. 20, 1pm-4pm
- Public meeting regarding ARRA⁴ on Feb 13, 7pm at the ARRA gym
- Fundraising dinner for Apple Blossom Festival, Feb 17,
- Fraud Awareness seminar by Grant Thornton, Feb 22, DOF Robinson, Deputy Mayor Mueller-Sparenberg and Councillor Power will attend.

Motion

It was moved by Councillor Power, seconded by Councillor Hudson that the meeting move in camera at 11:32 am.

IN CAMERA

- 1) Personnel matters
- 2) Negotiations
- 3) Potential land acquisition
- 4) Litigation (not discussed)

Motion:

It was moved by Councillor Power, seconded by Councillor Hudson that the meeting move out of camera at 12:37 pm.


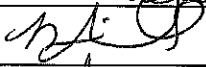
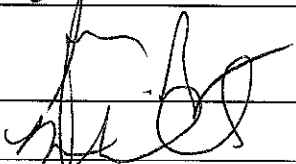
NEXT MEETING: March 7, 2012

ADJOURNMENT

Motion:

It was moved by Councillor Power, seconded by Councillor Hudson that the meeting be adjourned at 12:37 pm.

⁴ Annapolis Royal Regional Academey

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Mayor Roberts	2012.02.10	
Changes made by CAO	2012.02.10	
Approved for website by CAO	Feb 10, 2012	
Sent to webmaster	2012.02.10	