

COMMITTEE OF THE WHOLE

Minutes
January 4th, 2012
9:00am

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

Present: Mayor Roberts, Deputy Mayor Mueller-Sparenberg, Councillors Hudson, Fearon, Power, Shaffner, CAO¹ Boyer, DOF² Robinson, Administrative Assistant Monica Mills as recording secretary and Brad Hall.

Regrets: None

Mayor Roberts thanked Councillor Power for serving her term as Deputy Mayor and welcomed Deputy Mayor Mueller-Sparenberg to the position for the remainder of this Council's term in office.

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES: December 7, 2011

-page 2, presentation by Angelika Waldow, line 3 "part of the funds" a space is needed

-page 2, section regarding quotes for windows, four-five lines down, "more quotes be obtained rather than are obtained"

Motion 1:

It was moved by Councillor Hudson, seconded by Councillor Fearon that the minutes dated December 7, 2011 be approved with amendments. Motion carried.

ADDITIONS TO AGENDA

- Presentation by Brad Hall regarding the location of the sculpture, "the Tuning Fork".
- New Business, item 7, fire proof cabinet
- New Business, item 8, external LED³ light for the Police Department
- In camera, item 1, personnel matter
- In camera, item 2, litigation
- In camera, items 3 and 4, two sets of negotiations
- In camera, item 5 negotiations

¹ Chief Administrative Officer

² Director of Finance

³ Light-emitting diode

- In camera, item 6, personnel matter

APPROVAL OF AGENDA

Motion 2:

It was moved by Councillor Power, seconded by Councillor Shaffner that the agenda dated January 4, 2012 be approved with additions. Motion carried.

PUBLIC HEARING: None

PRESENTATIONS: 9:15am Brad Hall regarding the location of the sculpture, “the Tuning Fork”. Brad Hall stated that the owner of the sculpture does not feel that the location of the Membertou trail was ideal for the sculpture as the sculpture would look out of place. The owner of the sculpture requested that Brad Hall and Joy Elliott find another possible location for the sculpture. He suggested that since the owner of the sculpture intends to donate two more that perhaps the Planning and Heritage Advisory Committee become involved in the location of sculptures. Mayor Roberts suggested that members of Council go and view the sculpture and in the meantime the topic will be sent to PHAC⁴.

BUSINESS ARISING - COW

ITEM	DECISION / ACTION	RESPONSIBILITY	TARGET DATE
1. Budget deliberations	Council discussed the draft budget.		
2. Draft response to letter from King’s Theatre Chairman dated December 2, 2011 (Tab 1)	Mayor Roberts explained that he had already written and sent a letter to the Theatre expressing that although Council can not provide additional financial support to the Theatre, it would gladly write a letter of support. He added that all Council members are encouraged to personally support the digital projector fundraising campaign.	Mayor Roberts completed the letter	
3. Review of Town Policy on Contractors (Tab 2)	CAO Boyer stated that the Town’s policy on Contractors was reviewed and approved by the Town insurers. She added that a review of the snow and ice policy is still		

⁴ Planning and Heritage Advisory Committee

	pending as part of the Town's risk-management program.		
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NEW BUSINESS - COW

ITEM	DECISION / ACTION	RESPONSIBILITY	TARGET DATE									
1. New generators for Town Hall and Public Works (Tab 3)	<p>This item was tabled until the Council meeting on January 16, 2012.</p> <p>A motion is required for the purchase of two generators at a cost of \$3,250 each. A JEPP⁵ grant will cover 50% of the cost.</p> <table><tr><th colspan="3">Proposed Budget</th></tr><tr><th>Item Description</th><th>Supplier</th><th>Cost</th></tr><tr><td>2 Honda EM6500S2C Generators</td><td>G.W. Sampson Construction Company Limited, Kingston NS</td><td>\$ 8,047.70</td></tr></table>	Proposed Budget			Item Description	Supplier	Cost	2 Honda EM6500S2C Generators	G.W. Sampson Construction Company Limited, Kingston NS	\$ 8,047.70		
Proposed Budget												
Item Description	Supplier	Cost										
2 Honda EM6500S2C Generators	G.W. Sampson Construction Company Limited, Kingston NS	\$ 8,047.70										
2. Opportunity to host and/or partner in FCM ⁶ 's Sustainable Communities Conference and Trade Show 2013 and/or 2014 (Tab 4)	<p>Staff recommend hosting and participation with the hope that a larger municipal unit will take the lead. ABCC⁷ is very interested in submitting a bid for both years.</p> <p>CAO Boyer stated that there was no response from the other five municipal units. ABCC and ADEDA⁸ support the project. Recommended that the Town take the lead so that ABCC could file the application. It requires that someone goes to the FCM conference the year prior to the conference to be hosted. If we want the 2013 conference someone</p>	CAO Boyer will discuss with ABCC										

⁵ Joint Emergency Preparedness Program

⁶ Federation of Canadian Municipalities

⁷ Annapolis Basin Conference Centre

⁸ Annapolis Digby Development Agency

	would have to go in 2012. Perhaps the Town should aim for 2014. This gives the Town a year to drum up more support. ABCC cannot proceed on its own since only one or more municipal units can host the conference. This matter will be brought to the next Mayors and Wardens meeting.		
3. Uniform assessment for 2012-2013 (Tab 5)	The uniform assessment for the year ending March 31, 2013 is \$59,020,727. There is a 60-day window for any review of the calculation effective December 15, 2011.		
4. Tentative date for meeting with Minister of Service Nova Scotia and Municipal Relations	A request has been made to meet on Tuesday, January 17, from 1:30 to 2:30pm at the Municipal Building. CAO Boyer stated that Paul Wills is the current Municipal Advisor. It will not be with the County Council. Some preparation required.	Paul Wills, Municipal Advisor	
5. Stand-by Requirements for policing	Council must sanction all employment contracts and direction is required. Motion 3: It was moved by Councillor Hudson, seconded by Councillor Power that it be recommended to Council that Constable Thompson may be placed on on-call duty when there is no other option available. Motion carried.		
6. Translation of website content (Tab 6)	Council discussed the feasibility of translating the website into French. Everything would have to be very clear in English and that a lot of money would be required to translate. CAO Boyer stated that there is a possibility that funding could be obtained for the translation. Councillor Fearon stated that according to the statistics provided by the webmaster, it did not appear to be necessary.	CAO Boyer	
7. Fire-proof filing cabinet	CAO Boyer explained that due to the space limitations in		

	the vault, a fire-proof filing cabinet is necessary for the storage of deeds, easements and property files. DOF Robinson added that there are currently funds in the budget for the purchase of a fire-proof filing cabinet. Motion 4: It was moved by Councillor Fearon, seconded by Councillor Shaffner that the purchase of a fire-proof filing cabinet for no more than \$1500.00 be recommended to Council. Motion carried.		
8. Exterior LED lighting for the Police Department	Staff recommend that an exterior LED light be purchased for outside the Police Department for a maximum of \$180.00. A motion is not required.		

GENERAL / CORRESPONDENCE (FOR INFORMATION ONLY)

1. Letter from Annapolis Valley Regional School Board (Tab 7), Mayor Roberts stated that the Board will be meeting today regarding the future of the ARRA⁹ property.
2. Letter from the UNSM¹⁰ (Tab 8); this letter is as a result of the COMFIT¹¹ conference.

GENERAL DISCUSSION

IN CAMERA

Motion 5:

It was moved by Councillor Power, seconded by Councillor Shaffner that the session move in camera at 10:38 am. Motion carried.

Motion 6:

It was moved by Councillor Power, seconded by Councillor Shaffner that the session move out of camera at 11:32 am. Motion carried.

NEXT MEETING: February 8, 2012

ADJOURNMENT

⁹ Annapolis Royal Regional Academy

¹⁰ Union of Nova Scotian Municipalities

¹¹ Community Feed-in Tariff

Motion 7:

It was moved by Councillor Power, seconded by Councillor Shaffner that the meeting be adjourned at 11:32 am. Motion carried.

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