

He stated that across Nova Scotia, Fire Chiefs are overloaded and in some locations they have designed pay standards for the Chief as well as volunteers. Options for possible payment schedules are Pay-Per-Call, \$12.00 an hour to go to the actual scene and \$8.00 an hour for stand by at the Hall, or Composite Hall, where half the members are paid and half are not. When a paid member resigns, a volunteer may move into the paid position. Rick also stated that the Department in Annapolis Royal is second to none and he is certainly not complaining about the workload or the honorarium that he receives from the Town. He stated that the Department has had 70 calls to date, 30% of these calls were from Town residents, 70% from County residents. The volunteers are well trained and 2 of the members from Annapolis Royal have been selected to train for professional status in Halifax Regional Municipality Mayor John Kinsella commented that the Town is very pleased with the work of the Department and people feel very safe. Council is willing to assist the Department in any possible way.

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Alan Melanson - Tax Bill for the Lighthouse Property	<p>It was recommended by Melony Robinson that we retroactive to last year but that we history to reduce the billing in the current year and treat the property as residential rather than commercial from this point on. Alan Melanson will be advised.</p> <p><i>It was moved by Ron Boulding, seconded by John Kinsella to reduce the current Commercial rate to Residential. Motion Carried.</i></p>		
2. Commitments to Boards and Committees	<p>All commitments were reviewed and changes will be made to update the list. Peter Kramers stated that perhaps the balance should be looked at to ensure that everyone has an equal workload. He also stated that there should be a common understanding as to why each person is on each board.</p> <p><i>It was moved by John Kinsella, seconded by Ron Boulding to recommend to Council that each commitment be reviewed and workload redistributed if necessary. Motion carried</i></p>		
3. Town Pool - Request for decision	<p>Facts and financial information were presented and there was some discussion as to other options such as a covered, heated facility. It was determined that this would be too costly and the survey did not make</p>		

	<p>reference to such a facility. There are several companies who would be able to bid on the construction of the Pool and all of this will be explored when the project goes to tender. Fuel tax monies were discussed and whether or not they might be used to cover financing. Amery Boyer explained that any extras, such as a beach entrance and waterslide would have to be addressed by community fundraising. Grant Potter, Recreation Director stated that he had made no lobbying efforts with regard to the pool. He understands the issues in front of Council and extended thanks to Council for responding with great interest and input.</p> <p><i>It was moved by John Kinsella, seconded by Sherman Hudson to Recommend to Council that we proceed with the construction of the facility. Motion carried.</i></p>		
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Policy on Procurement	<p>The proposed change from 3 to 5 years for tender of audit services was discussed. Municipal accounting is unique and it does not make sense to switch every 3 years. It is an expensive process to switch auditors and it would be more practical to retain the services for a period of 5 years. It was noted that the cost of the audit continues to decrease each year, and there are great benefits in retaining the services.</p> <p><i>It was moved by John Kinsella, seconded by Ron Boulding to change the Procurement Policy to reflect the tender of audit services</i></p>	CAO	

	<i>every 5 years.</i>		
2. Conflict of Interest Act	<p>Copies of Municipal guidelines were distributed to all members and members were directed to the portion of the guidelines which require documentation of disclosed conflict of interest situations. Proposed forms were introduced with the explanation of a simple procedure and registry. It was also noted that these forms will be available at every meeting.</p> <p><i>It was moved by Sherman Hudson, seconded by John Kinsella, that a recommendation be made to Council to adopt the forms proposed for documentation of conflict of interest situations disclosed by members of Council.</i></p>		
3. Multi year capital projects	<p>This is the information that is required to register capital needs with the Province. The first year reflects what has been approved in the 2005 - 2006 capital budget. There is a desire to start the budget process early and this is part of the process. Things have been included up to the year 2014. The big focus at this point and in the future is to pursue infrastructure money. These forms need to show project priorities, with UV being the first on the list, followed by water replacement and storm drains.</p>	CAO	
4. Water Reports	<p>Results for September 20, 2005 were lost in the lab; subsequent results have been satisfactory. No action was required.</p>		
5. ADPC - Development/Building Permit Report	<p>It was noted by Jane Dewolfe that the report contained some good development numbers.</p>		
6. Water Rate Study	<p>There was some discussion and review of the new Water Rate Study. Director of Finance, Melony Robinson, explained some of the increases which were reflected in the study. The basic rate of \$68.50 which was approved in 2004 is the current rate. Melony is proposing a 5.84% rate increase, raising the present rate to \$74.29. A rate increase in April of 2006 to \$75.87, also a rate increase for 2007 to \$81.20 are also proposed. Melony stated that the Water Rate Study would be, and should be, reviewed every two years. An affidavit has been prepared requesting approval of the proposed rates and will be presented to the Nova Scotia Utility Review Board. In the year 2008, there is an opportunity to make a balloon payment that would render</p>	Director of Finance	

	<p>the Town debt free. Otherwise, the debt on Water Utility will not disappear until 2013. A comment was made by John Kinsella that in previous years, water rate studies were prepared out of office and that Melony has saved the Town approximately \$9000.00 by completing the task herself.</p> <p><i>It was moved by Ron Boulding, seconded by Doug Shaffner that a recommendation be made to Council to approve the study.</i></p>		
7. Communities in Bloom - 2005 Evaluation Grid	<p>It was noted by Amery Boyer that the scores below 75 are considered a deficiency. The Town will identify all concerns where the Town was lower than 75% and work on raising those scores.</p>		
8. Request for Assistance	<p>There has been a request from Bridgetown for assistance from the Town to train new staff on Munisoft. Melony Robinson will be assisting Bridgetown on a scheduled basis until the election on November 12, 2005.</p>		
9. Volunteer of the Year	<p>Amery Boyer put out a request to Council for any nominees. It was decided that this should be presented to the 400th Anniversary Committee, since they have had experience will all volunteers over the past year of special events and activities.</p>		

**PLANNING AND HERITAGE ADVISORY COMMITTEE (10:00 a.m.)
 BUSINESS ARISING**

Elizabeth Ross, Kathie Fearon and Ian Lawrence were present during the Planning Heritage Advisory Committee portion of the meeting.

1. Development Agreement - Michael Susnick	<p>Roger Sturtevant gave a brief presentation on the legal aspects of this application. George Lohnes has been consulted and has offered advice on this matter. Michael Susnick has informed Roger that he is not willing to sign an agreement, and such an agreement is not effective until signed. The suggestion was made to hold this matter for further advice from the Solicitor, as there are still outstanding questions. This is an unusual application and will be precedent setting.</p> <p><i>It was moved by Elizabeth Ross, and seconded by Doug Shaffner to table this matter until further information was available.</i></p>	CAO	
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PLANNING HERITAGE ADVISORY COMMITTEE

NEW BUSINESS

1. Heritage Planting Brochure	This brochure is a follow up on an idea that came out of PHAC relating to historical planting. The PHAC wishes to promote historical designs rather than particular plants. Ian Lawrence has volunteered to put together a draft brochure with direction from PHAC.		
2. Notice of Proposed Recommendations for Registration in the Municipal Heritage Registry - Train Station	<p>The train station is not actually registered as a municipal heritage property, although it has a plaque. The new owner is anxious for the registration, as the grant application she is working on is dependent on the property being designated a heritage property.</p> <p><i>It was moved by Ian Lawrence, seconded by Doug Shaffner to get the property registered as heritage property as quickly as possible.</i></p>	CAO	
3. Application for Changes to Heritage Property - 226 St. Anthony Street	<p>A short discussion was held on the property and it was agreed that the change to wood clapboard should be approved.</p> <p><i>It was moved by Kathie Fearon, seconded by Ron Boulding to approve the application.</i></p>		

GENERAL / CORRESPONDENCE

1. Report of UNSM - An assessment of the State of Local government in Nova Scotia - For information only.
2. Assessment Management Board - Addressing the concerns of Queens Municipality - For information only
3. Note from Charlemagne, celebrating their 100th birthday - Congratulatory note to be sent, John Kinsella stated that he would be pleased to sign the note.
4. Notice of meeting - Apple Blossom Festival - there is the dilemma regarding the Princess situation. If anyone would like to attend please let Amery Boyer know.
5. Letter from Nathan Gorall - For information.
6. Invitation to the opening of the new Family and Children's Services Complex. Amery Boyer, Melony Robinson and Sherman Hudson have indicated that they plan to attend.

OTHER

1. Melony Robinson made reference to a rebate that was received, through application, on a portion of the HST on the purchase of a Firetruck.

In Camera Session

It was moved by John Kinsella, seconded by Doug Shaffner , that the meeting move to an in camera session to discuss a potential sale of Town land.

It was moved by John Kinsella, seconded by Doug Shaffner, the meeting move out of camera. Motion carried

NEXT MEETING November 9, 2005 at 9:00a.m.

ADJOURNMENT

It was moved by Ron Boulding to adjourn the meeting.

<u>Action:</u>	<u>Date</u>	<u>Signature</u>
Reviewed by Deputy Mayor Jane Dewolfe		
Changes made by Administrative Assistant, Jackie Longmire		
Approved for website by Mayor or CAO		