

COMMITTEE OF THE WHOLE
Unapproved Minutes
13 August 2003

The Town of Annapolis Royal Committee of the Whole meeting was held on August 13, 2003 at 9:00 a.m. in the Conference Room at Town Hall. In attendance were Chair T. Fry, Mayor J. Kinsella, Councillors J. DeWolfe, M. Tompkins, R. Microys and W. Morgan, CAO A. Boyer, J. Britton Public Works member at large and Administrative Assistant M. Feener as recording secretary. Also present were Kimberly Kelsy of the Annapolis District Planning Commission, Gavin Brewster auditor, and Ron Boulding.

CALL TO ORDER

Deputy Mayor T. Fry called the meeting to order at 9:05 a.m.

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

July 16, 2003

It was moved by J. Kinsella, seconded by M. Tompkins that Committee of the Whole minutes for July 16, 2003 be approved as circulated. MOTION CARRIED

ADDITIONS TO AGENDA

Under Finance / New Business add item { 15 } Fall 2003 Debenture Funding

APPROVAL OF AGENDA

August 13, 2003

It was moved by J. DeWolfe, seconded by M. Tompkins that the agenda dated August 13, 2003 be approved as amended. MOTION CARRIED

PUBLIC MEETING

PRESENTATIONS

{a} Kimberly Kelsy, ADPC re Municipal Development Permit AR03-025 (18) - K. Kelsy of the ADPC gave an oral presentation on proposed changes to the MPS and LUB. She said that the wording was not clear in certain areas. Discussion was held.

It was moved by M. Tompkins, seconded by J. Kinsella, that recommendation be made to Council, that section 3.7.1 of the Land Use Bylaw be interpreted to read only one accessory building on the same lot be allowed for use for accommodations by development

agreement in the Residential Multiple (R2) Zone. MOTION CARRIED

It was moved by J. Kinsella, seconded by M. Tompkins, that recommendation be made to Council, that policy 6.13 of the Municipal Planning Strategy be interpreted to read a second commercial accommodation use or non-commercial (residential) accommodation use may be considered by development agreement in the Residential Multiple (R2) Zone. MOTION CARRIED

It was moved by J. Kinsella, seconded by M. Tompkins, that recommendation be made to Council, that section 6.13 of the Municipal Planning Strategy be targeted for review as part of the normal process; and section 3.7.1. of the Land Use Bylaw be targeted for review as part of the normal review process. MOTION CARRIED

{b} Gavin Brewster re Draft Financial Statements - Presentation was held after the Public Works section of the meeting.

{A} PUBLIC WORKS

Business Arising

Item	Decision /Action	Responsibility	Target Date
{1} West Nile Virus (10)	<p>The policy on West Nile Virus was reviewed by Council with revisions.</p> <p><i>It was moved by J. Kinsella, seconded by W. Morgan, that recommendation be made to Council, for approval of the policy on West Nile Virus subject to review by the Province of Nova Scotia. (One nay) MOTION CARRIED</i></p> <p>Remove from agenda.</p>		
{2} Signage / Yard Waste and Four Stream Receptacles	<p>Signs have been ordered.</p> <p>Remove from agenda.</p>		
{3} Trees	K. McLean superintendent of Public Works will invite arborist David Lee to do an inspection of unsafe conditions and to educate Public Works staff on the subject of tree management.	Staff	
{4} Other			

Public Works

New Business

Item	Decision / Action	Responsibility	Target Date
{5} Municipality of the County of Annapolis Water Reports (8)	Discussion was held. Staff will compare the amount of water coming into to the Town to the amount that is billed quarterly.	CAO	
{6} B. Power-Grimm Suggestion re: Swimming Pool (17)	Suggestion was made that the swimming pool remain in the same location and that Town can afford to put more money into the pool, and should explore association with AWEC. Concerns were also voiced on the future of Robertson field. No action taken at this time.		
{7} Water Study (19)	Staff will invite bids from CBCL and SGE Acres to conduct a water study.		
{8} Other - Valves	Inspection of fire hydrants and valves will be done on a yearly basis. Any valve broken or not working should be recorded.	Staff	
Other - Shouldering of Road on St. George Street	No action taken.		

PRESENTATIONS (cont'd.)

- {b} Gavin Brewster re Draft Financial Statements - G. Brewster of Mackenzie, Morse and Brewster, Chartered Accountants reviewed the draft audited statements with members of the committee. Revisions will be made as discussed.

Staff will investigate the various rates of interest on money in the bank. Some municipalities have an Investment Committee or a Professional Investment Counsellor.

CAO will contact Clair Ettinger to investigate whether the current deficit was taken into consideration during the most recent water rate study.

{B} FINANCE

Business Arising

Item	Decision / Action	Responsibility	Target Date
{1} DONMAR	Remove from Agenda.		
{2} Question re WVDA request for additional funding (16)	Remove from agenda.		
{3} Other			

Finance

New Business

Item	Decision / Action	Responsibility	Target Date
{4} Water Billings (W. Morgan)	Discussed under Public Works item 5.		
{5} Municipal World Workshop (1)	Information only.		
{6} Annapolis Royal NO. 33 AF & AM Lease and Port Royal Branch 21, Royal Canadian Legion Lease (2)	Staff will explore the possibility of a walking trail from the Royal Canadian Legion to the new walking trail. A ball park cost estimate will be obtained.	CAO	
{7} 2003-2004 Budget and Strategic Plan (3)	A meeting date and time will be set at the August 18, 2003 Council meeting.		
{8} Annapolis County Trails Society letter dated July 04, 2003 (4)	Recreation Director G. Potter will be asked if he would be interested in being the Town's representative.		

{9} WVDA Annual Reports (5)	Information only.		
{10} Totten and Duggen, letter dated July 31, 2003 Re: Taxes (6)	Staff will draft a letter and complete a report.	CAO	
{11} Apple Blossom Festival Invitation (13)	Discussion was held. A table will be booked. Council, staff and members of the 400 th Anniversary Society will be encouraged to attend. If space permits, spouses will be asked to attend.		
{12} Annapolis Community Health Centre Auxiliary letter dated August 08, 2003 (14)	No action taken.		
{13} Draft letter to Spectrum Nova Scotia Re: Broadband / Telecommunications (15)	Letter will be sent to Spectrum Nova Scotia.	CAO	
{14} Street Lights (20)	Deputy Mayor Trish Fry and Police Sergeant Dale Miller will review and provide feedback.	Deputy Mayor T. Fry and Sergeant Dale Miller	
{15} Fall 2003 Debenture Funding	<i>It was moved by J. DeWolfe, seconded by W. Morgan that recommendation be made to Council for approval to be given to participation in the Fall 2003 Debenture, subject to interest rate. MOTION CARRIED</i>		

{C} PLANNING AND BYLAWS

Business Arising

Item	Decision / Action	Responsibility	Target Date

{1} Residential Properties in the Downtown Area (Tabled until February 2004)	Item tabled until February 2004.	Roger Sturtevant	
{2} Illegal Signs	On Hold pending staff report (legal and planning advice still pending).	CAO	
{3} Status Report on Bylaws	Complete. Each Councillor has a new bylaw book in the Councillors' office. Remove from Agenda.		
{4} Family Matters Request to Renew Lease at 6 Grange Street	Ongoing. Waiting for response from Vicki Morrison.	CAO	
{5} Request for Streetlights	Remove from agenda.		
{6} Unsightly Premises	Discussion was held on unsightly premises.		
{7} Tania Rolland and Andrew Reid's Application for Development Agreement (9)	Remove from agenda.		
{8} Ron and Andrea Boulding's Application for Development of Secondary Building	Following the presentation by Kimberly Kelsey, the Boulding's will be advised to proceed with an application for a development agreement.		
{9} Heritage Approval , 221 St. Anthony Street	<i>It was moved by W. Morgan, seconded by R. Microys, that recommendation be made to Council, that approval be given to S. Squires' application for changes to heritage property at 221 St. Anthony Street. MOTION CARRIED</i>		

Planning and Bylaws
New Business

--	--	--	--

Item	Decision / Action	Responsibility	Target Date
{10} Appointment of Kimberley Kelsey and Albert Dunphy of A&K Consultants as Development and Planning Officer for the Town of Annapolis Royal effective July 28, 2003 (11)	<i>It was moved by W. Morgan, seconded by J. Kinsella, that recommendation be made to Council, approval of the appointment of Kimberley Kelsey and Albert Dunphy of A&K Consultants as Development and Planning Officer for the Town of Annapolis Royal effective July 28, 2003 as per the contractual agreement. MOTION CARRIED</i>		
{11} Other			

{D} GENERAL / CORRESPONDENCE

{1} ADPC Development / Building Report for the Month of July 2003 (7)

{2} Other

NEXT MEETING September 10, 2003 at 9:00 a.m.

ADJOURNMENT

It was moved by J. Kinsella, seconded by W. Morgan the meeting adjourn.

Action:	Date	<u>Signature</u>
Reviewed by Deputy Mayor Trish Fry		
Changes made by Administrative Assistant Marlene Feener		
Approved for website by Mayor or CAO		

MOTIONS FOR COUNCIL

July 21, 2003

1.	I move that section 3.7.1 of the Land Use Bylaw be interpreted to read only one accessory building on the same lot be allowed for use for accommodations by development agreement in the Residential Multiple (R2) Zone.
2.	I move that policy 6.13 of the Municipal Planning Strategy be interpreted to read a second commercial accommodation use or non-commercial (residential) accommodation use may be considered by development agreement in the Residential Multiple (R2) Zone.
3.	I move that section 6.13 of the Municipal Planning Strategy be targeted for review as part of the normal process; and section 3.7.1. of the Land Use Bylaw be targeted for review as part of the normal review process.
4.	I move approval of the policy on West Nile Virus subject to approval by the Province of Nova Scotia.
5.	I move that recommendation be made to Council for approval to be given to participation the Fall 2003 Debenture subject to interest rate.
6.	I move that approval be given to S. Squires application for changes to heritage property at 221 St. Anthony Street.
7.	I move approval of the appointment of Kimberley Kelsey and Albert Dunphy of A&K Consultants as Development and Planning Officer for the Town of Annapolis Royal effective July 28, 2003 as per the contractual arrangement.