

MINUTES
TOWN OF ANNAPOLIS ROYAL
COMMITTEE OF THE WHOLE
August 6, 2008
9:00 a.m.

The regular meeting of the Committee of the Whole was held on Wednesday, August 6, 2008 in Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Phil Roberts, Mayor Jane DeWolfe, Councillors Sherman Hudson, Ron Boulding and Doug Shaffner, CAO Amery Boyer, Director of Finance Melony Robinson and Administrative Assistant Jackie Longmire as recording secretary.

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

July 9, 2008

Motion # 1

It was moved by Mayor DeWolfe, seconded by Councillor Hudson, that the Committee of the Whole minutes dated July 9, 2008 be approved, as presented. Motion carried.

ADDITIONS/DELETIONS TO AGENDA

Under Business Arising add:

4. Pool

Under New Business add:

9. Engineering Reports - Victoria Street and St. James Street
10. Public Participation Policy
11. Unsightly Premises - Victoria Street
12. Draft Annual Report
13. Memorial Club
14. Request from the Lion's Club

Under General Correspondence add:

4. Garbage
5. Legion Meeting

APPROVAL OF AGENDA

August 6, 2008

Motion # 2

*It was moved by Mayor DeWolfe, seconded by Councillor Boulding, that the agenda dated August 6, 2008 be approved, as amended.
Motion carried.*

PRESENTATIONS

1. **Joy Elliott - First Pond Nature Trail and Retreat** - Roger Sturtevant of ADPC had previously made the recommendation that First Pond be used as an ecological park. Joy Elliott has visited the area several times in consideration of the recommendation and has completed a report with suggestions for the area. She suggests two locations in the area for possible development. She suggested a simple foot path with relatively inexpensive construction costs. It was also suggested that this could be a combined effort with the County since First Pond is actually located in the County of Annapolis. Councillor Shaffner said that there is the potential for a great trail system within Town limits and he didn't think the Town should support trail development in the county; Councillors Hudson and Boulding agreed. It was suggested that the report be forwarded to the Municipality of the County of Annapolis to see if there is any interest in developing the area.

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Traffic Authority	It was suggested that Kevin McLean, Superintendent of Public Works be approached about the possibility of assuming Traffic Authority responsibilities.		
{b} Champlain Drive	All comments have been logged and the majority of the residents in the area do not want Champlain Drive to become a two-way street. This issue will be removed from future agendas.		
{c} On-Line Community Calendar	This was discussed earlier and the Board of Trade and the Municipality of the County of Annapolis were both asked to cost share the project. They declined. This item will be discussed during 2009-2010 budget deliberations.		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Water Tests	Water tests have been reviewed and found to be satisfactory.	CAO	
{b} Visitor Information Centre	Karen Allen forwarded a suggestion regarding the possibility of a satellite Visitor Information Centre located at Historic Gardens. Mayor DeWolfe will approach all involved to discuss the issue.	Mayor Dewolfe	
{c} Ban on Uranium Mining	This item will be forwarded to CARP for review and recommendation.	CAO	
{d} Policy on Energy Management	<p>The policy will allow Town Hall staff to begin better managing energy costs. CAO Boyer said that the policy will continue to evolve with new energy management initiatives.</p> <p><i>Motion #3</i> <i>It was moved by Mayor DeWolfe, seconded by Councillor Boulding to recommend to Council acceptance and approval of the Policy for Energy Management for Town Owned Buildings, with the exception of item #6 which will be re-worded to reflect LED lighting.</i></p>	Executive Assistant/CAO	
{e} Street Light Pilot Project	<p>The Town of Annapolis Royal has the opportunity to be involved in a pilot project with Nova Scotia Power for new, innovative street lights. The program will involve an application for funding through Eco-trust, a partnership with Nova Scotia Power and new LED lights that will be available through LED Roadway Lighting.</p> <p>All members of Council agreed that the project should move forward.</p>	Executive Assistant	
{f} Offer to Sell - Town of Annapolis royal - Surplus Land	The Province of Nova Scotia is offering to sell the property known as Higgs Landing to the Town. This property will then be sold to Brown Brothers Excavating for the Fortier Mills development.	CAO	
{g} Water Bill	Seasonal residents have had their home broken into while the property was vacant. Copper pipes were stolen which resulted in metered water flowing for an undetermined period of time. The property owner is concerned about the amount of the next water bill and has asked if Council would	Executive Assistant	

	<p>consider some type of rebate based on the unfortunate incident. It was agreed that private property owners need to make arrangements to have their property secured while vacant.</p> <p>A meter reading will be taken but it is doubtful that any rebates will be offered by the Town.</p>		
{h} Engineering Reports	<p>Two reports have been received from Hatch Mott MacDonald regarding safety issues in the Town.</p> <p>There is a small retaining wall on St. James Street that needs to be replaced. The affected property owner has suggested cost sharing with the Town to construct the new wall which is actually located on the Town right of way. There are issues with the property owner's residence that, if affected, will be the financial responsibility of the property owner.</p> <p>There has been a long standing problem with a portion of the sidewalk on Victoria Street. The short term solution for the problem is a planter that will divert water and avoid a tripping hazard.</p> <p>Estimates for the work will be obtained.</p>	CAO	
{i} Public Participation Policy	<p>CAO Boyer said that this policy is in effect in Middleton and has since been adopted by Bridgetown on the recommendation from the Annapolis District Planning Commission. CAO Boyer said that the policy basically outlines what is involved in a public participation process through ADPC. The policy ensures an avenue for public input into amendments to the Municipal Planning Strategy and/or Land Use By-law.</p> <p><i>Motion #5</i> <i>It was moved by Mayor DeWolfe, seconded by Councillor Hudson, to recommend to Council adoption of the Public Participation Policy.</i></p>	CAO	
{j} Unsightly Premises	<p>CAO Boyer has received a letter in response to an unsightly property issue from the property owner. The property owner indicates that he is in the process of making necessary repairs to his property and the staging that has been erected for some time is necessary to complete the repairs. CAO</p>	CAO	

	<p>Boyer said that this has been an issue for two years and several deadlines have come and gone. The Building Inspector is in the process of revoking the building permit.</p> <p>CAO Boyer will review the file with Town Solicitor George Lohnes and next steps will be discussed at the next Committee of the Whole meeting scheduled for September 3, 2008.</p>		
{k} Draft Annual Report	CAO provided copies of the draft annual report for further review by all members of Council. All comments, corrections, etc. are to be received by the CAO no later than August 31, 2008.	CAO	
{l} Memorial Club	A request has been received from a resident suggesting that a Memorial Club be established in the schools of Annapolis Royal. The Memorial Club would be a group that is dedicated to the veterans and survivors in an effort to keep their memories alive. A similar group was created in the Maple Grove School in the Yarmouth area. Mayor DeWolfe said that she is aware that there is possible funding available through MLA Stephen MacNeil in conjunction with Democracy 250. CAO said that a youth core whose responsibilities include veterans could also be considered. All options will be explored and brought to the next Committee of the Whole meeting scheduled for September 3, 2008.	CAO	
{m} Request from the Lion's Club	The Lion's Club has requested permission to sell hot dogs and hamburgers on the evening of the Labour Day fireworks. Inclement weather over the Natal Day Weekend has left the Lion's Club with a supply of food that it wants to sell by way of a barbeque sale in the area beside Town Hall. All members of Council approved the request for Labour Day Weekend. The Lion's Club will not be using the bus but portable barbeques instead.		

PLANNING AND HERITAGE ADVISORY COMMITTEE 10:00 am

In attendance: Kathie Fearon and Ian Lawrence.

Regrets: Elizabeth Ross

BUSINESS ARISING

Item	Decision / Action	Responsibility	Target Date
{a} Application for changes to Heritage Property - 221 St. Anthony Street - decorative painting	<p>More details on the application were provided as requested.</p> <p>Motion #6 <i>It was moved Mayor DeWolfe, seconded by Ian Lawrence, to recommend to Council approval of the application for changes to heritage property located at 221 St. Anthony Street.</i></p> <p>A nay vote was recorded from Kathie Fearon.</p>		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Application for changes to Heritage Property - 643 St. George Street - signage	<p>Motion #7 <i>It was moved by Kathie Fearon, seconded by Councillor Shaffner, to recommend to Council approval of the application for changes to heritage property located at 643 St. George Street</i></p>	Admin Assistant	

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CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} Heritage Builders' Ball - Thank you from AHS to Council	For information only.		
{b} Fire Inspection Report	For information only.		

{c} Development/Building Permit Report	For information only.		
{d} Garbage	Mayor DeWolfe has received a complaint regarding garbage pick up on St. Patrick's Lane. She also said that there was no garbage pick up on Riverview Drive on July 23. EFR will be contacted to see if there are issues with bag limits or if the street is simply being missed during regular pick up.		
{e} Legion Meeting	Mayor DeWolfe attended the recent Legion meeting to discuss the issues with the heating expenses. It is reported that the heat expense for the winter months at the Legion is in excess of \$20,000.00. It was suggested that the Legion make presentations to the Town and County Councils for assistance. It was noted that the Legion plans to install a furnace that will heat the smaller part of the building alone. It is possible that the community centre section may have to be closed for the winter. No contact has been made with the Town for a presentation to Council.		

GENERAL DISCUSSION

1. Councillor Shaffner said that he had concerns over motorized recreational vehicles that were in the Natal Day parade. He wondered if the Town has any control over parade entries. The issue will be brought to the attention of the Natal Day committee.

IN CAMERA

It was moved by Mayor DeWolfe, seconded by Councillor Shaffner to move in camera to discuss negotiations.

It was moved by Councillor Shaffner, seconded by Mayor DeWolfe to move out of camera.

NEXT MEETING September 3, 2008 at 9:00 a.m.

ADJOURNMENT

It was moved by Councillor Boulding to adjourn the meeting.

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Deputy Mayor Roberts		
Changes made by Administrative Assistant Jackie Longmire		
Approved for website by CAO		
Forwarded to the Website		