

**COMMITTEE OF THE WHOLE**

**Minutes**

**February 8, 2006**

The monthly session of the Committee of the Whole was held on Wednesday, February 8, 2006 in the Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Jane DeWolfe, Mayor John Kinsella, Councillors Ron Boulding, Phil Roberts and Douglas Shaffner, Amery Boyer CAO, and Jackie Longmire, Administrative Assistant, as recording secretary. Carolyn Sloan of the Annapolis County Spectator was also present.

Regrets: Councillor Sherman Hudson and Melony Robinson, Director of Finance.

**CALL TO ORDER**

Chair Deputy Mayor DeWolfe called the meeting to order at 9:00 a.m.

**APPROVAL OF COMMITTEE OF THE WHOLE MINUTES**

January 4, 2006

***Motion # 1***

***It was moved by Mayor Kinsella, seconded by Councillor Boulding, that the minutes dated January 4, 2006, be approved. Motion carried.***

**ADDITIONS TO AGENDA**

Under Business Arising add:

4. Communications

Under New Business add:

8. Economic Development Coordinator
9. Law Symposium
10. Assessment increases

Under In Camera add:

1. Discussion concerning a legal matter

**APPROVAL OF AGENDA**

February 8, 2006

**Motion # 2**

***It was moved by Councillor Boulding, seconded by Councillor Roberts, that the agenda for the Committee of the Whole meeting dated February 8, 2006 be approved as amended.  
Motion carried***

**BUSINESS ARISING**

Item	Decision /Action	Responsibility	Target date
1. Report on the Basin Wellness Centre - request for funds from the Municipality of the County of Annapolis	<p>Mayor Kinsella and Deputy Mayor DeWolfe attended a meeting at the Municipality of the County of Annapolis office. The meeting focussed solely on the Basin Wellness Centre. Mayor Kinsella stated that he did express the comments and concerns of Council at the meeting. It was learned that the County is planning to take possession of the Centre and secure a loan for the funds required. It was also mentioned that the vote at the County was not unanimous.</p> <p>Each Councillor had an opportunity to express his/her comments on the Basin Wellness Centre and all agreed that it should be supported by the Town. The Town's contribution would demonstrate a willingness to cooperate on a regional level and the Centre is considered a great asset to the community.</p> <p><b><i>Motion #3</i></b> <b><i>It was moved by Mayor Kinsella, seconded by Councillor Roberts to recommend to Council that a nominal contribution of \$5,000.00 be made to the Basin Wellness Centre project.</i></b></p>		
2. Report from the Board of Police Commissioner	Deputy Mayor DeWolfe explained that the Police Review Committee has made a recommendation to approve the Annapolis Royal/ Kentville Policing Proposal. She said if the proposal is accepted by Council it can then be forwarded to the Minister for approval. Over the period of the		

	<p>review there have been several compromises and the Review Committee is pleased with the progress. As an alternative, Deputy Mayor DeWolfe stated that a letter could be sent under the signature of the Mayor to request that the Department of Justice place the Town on a trial period to evaluate the present shift schedule. A study could then be carried out at the expense of the Town and if the Department of Justice is not satisfied with the results the additional officer could be hired immediately.</p> <p>Mayor Kinsella said that if the Town is forced to hire the additional officer, this is still considered a better option than the RCMP. He spoke of the recent police survey and the audit. He said there is an 85% satisfaction rate with the existing service. It was agreed that the Province is imposing an unrealistic standard and seem unwilling to explain the basis for the standard comes from. Mayor Kinsella estimated the cost to the Town for an additional officer to be approximately \$125,000.00.</p> <p><b><i>Motion #4</i></b>  <b><i>It was moved by Councillor Roberts, seconded by Councillor Boulding to recommend to Council to accept the Annapolis Royal/ Kentville Policing Proposal. Motion carried.</i></b></p> <p><b><i>Motion #5</i></b>  <b><i>It was moved by Mayor Kinsella, seconded by Councillor Boulding to recommend to Council to direct a letter to Alex Steeves of the Department of Justice, under the signature of the Mayor, to request a trial period and evaluation of the present shift schedule. Motion carried.</i></b></p>		
3. Question answered on LED traffic lights	<p>In an e-mail message, Brian Hayes, of the Department of Energy, stated that he was unsure if the program would be offered in 2007. There had been some concerns regarding the LED traffic light maintenance issues. Brian Hayes has assured the Town that all problems had been resolved and he recommended that the Town proceed with the change to LED. Perry Hill from the Department of Transportation was contacted and he</p>	Administrative Assistant	

	said that he has no problem with the lights and encourages all municipalities to take advantage of the cost share program. All agreed that the Town should proceed with the purchase and installation of the LED traffic lights.		
4. Communications	<p>Councillor Roberts still has concerns regarding the Town messages that are not reaching some residents through the postal system. He mentioned possibly leaving copies of upcoming newsletters at local businesses for residents to take. He also offered to edit or assist with future newsletters. CAO Boyer said that in an upcoming strategic planning meeting, a more frequent newsletter and other communication tools would be discussed.</p> <p>Councillor Roberts also said that he has been asked several questions regarding tree removal and replanting. CAO Boyer explained that trees have been planted, they are just not that visible. She said that it will be a topic for an upcoming newsletter and pictures of the newly planted trees could also be included.</p>		

## NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Annapolis Valley Regional Library	<p>For information only. No action is required.</p> <p>CAO Boyer reported at this time that some additional space may</p>		

	become available in the upper level of the Town Hall building that the Library may be interested in. The renovations are subject to a grant application to refit the building to be energy efficient. Space is also becoming available as term employment comes to and end. An estimate for a lift or elevator for the Town is being requested.		
2. Annapolis Royal Water Utility	CAO Boyer offered a status report saying that all undertakings have been provided to the Utility Review Board and she is waiting for a ruling. Mayor Kinsella asked for clarification on whether the water lines in the subdivision are actually the responsibility of the residents of the subdivision. CAO Boyer said they are the responsibility of the residents. She also said that the original agreement dating back to 1975 has been located. Options for the upgrade will be outlined and the Town will be working cooperatively with the County regarding metering		
3. Amendments to the Nova Scotia Building Code Regulations	For information only. No action required.		
4. Status of various grant applications	<p>CAO Boyer said the deadline for the pool grant application was met and the application was hand delivered to Kentville. The application requested \$193,000.00 from the Province.</p> <p>CAO Boyer spoke of other applications that were near completion or that have been completed and processed. These applications included Green Streets for \$30,000.00, the generator grant, LED traffic lights and energy management. She spoke of the Champlain/Ritchie Street application for \$808,000.00 of which the Town would be responsible for one third. She said that this water and sewer replacement project would be stretched over two fiscal years.</p>		
5. Budget - Departmental presentations - possible dates	CAO Boyer explained that the presentations would take place over two days and several dates were offered for consideration. Dates were tentatively set for February 23 and 27. Councillor Hudson will be contacted to confirm the dates.		
6. Insurance Tender	CAO Boyer explained that two companies submitted proposals and there are significant differences in both. She said that is was the		

	<p>recommendation of the staff to change insurance carriers to take advantage of the flexibility and better pricing in one of the packages. She talked about deductibles and the Town's liability and said she did not feel that the Town would be at a significantly higher risk if the deductibles were raised to lower the premium. She said that no decision had to be made today, she just wanted to let Council know that staff had received the proposals and found Fairway Insurance to be the best option. She said the packages were available to be reviewed by Council.</p>		
<p>6. Tender for Storm Drains on St. George Street</p>	<p>CAO Boyer said the tender document is ready and she would like to get it out. The funds will come from the gas tax over the next five years. Mayor Kinsella stated that the cost would be about \$100,000.00 to complete the two remaining storm drains in addition to the cost of any storm drain work on Lower St. George Street.</p>		
<p>7. Economic Development Officer</p>	<p>Councillor Boulding said that it is important for Council to demonstrate support for an Economic Development Officer. He said the County does not appear enthusiastic and may not appreciate the value of tourism. He wanted to confirm that the Town was supportive and encouraging.</p> <p>Deputy Mayor DeWolfe said she believes marketing is vital. CAO Boyer stated that she prepared an interim report at Councillor Bouldings' request. She explained that in the past the Marketing Coordinator was funded by the business occupancy tax which is being phased out. CAO Boyer met with Sharon McAuley and Ken Mahar to put together the draft budget that was presented. CAO Boyer said she is hopeful that there will be an RDA to work with in the future but she is recommending the interim measures at this time.</p> <p>Deputy Mayor DeWolfe said the matter will be considered and will be included in the budget process.</p>		

Elizabeth Ross, Ian Lawrence and Kathie Fearon were present for the PHAC portion of the meeting.

## **PRESENTATION**

**Public Hearing - Deregistration of 36/38 St. Anthony Street** - Florence Lewis has requested that her property be deregistered, her niece, Nancy During has been corresponding with the Town with regard to this request. There is some concern by the realtor of the property that the registration may affect a potential sale for commercial usage. Kathie Fearon said she believes that the area is inevitably going totally commercial in the future, all agreed. Deputy Mayor DeWolfe asked the age of the property. Ian Lawrence informed her that it was built in 1920 - 1925 and he believes that it was originally a commercial property. Mayor Kinsella talked of some future plans that will make way for more commercial usage of the area. It was agreed that the process for deregistration should continue.

### ***Motion #6***

***It was moved by Councillor Roberts, seconded by Kathie Fearon to recommend to Council acceptance of the deregistration application and moving forward with the process. Motion carried.***

## **PLANNING AND HERITAGE ADVISORY COMMITTEE BUSINESS ARISING**

<b>1. No business arising.</b>
--------------------------------

## **PLANNING AND HERITAGE ADVISORY COMMITTEE NEW BUSINESS**

1. Annapolis Royal Building Awards	<p>Elizabeth Ross would like to continue the Building Award Program for 2006. There was a discussion about the pamphlets and how they could be changed to reflect the current year. Elizabeth Ross said that she hoping to launch the program in conjunction with Heritage Day, a few options were discussed and it was decided that she would speak to King's Theatre to make arrangements. Deputy Mayor DeWolfe said the information should appear in the newspaper before the actual launching of the program.</p> <p>There was also some discussion regarding the Heritage Planting Program, Ian Lawrence will be organizing that particular program and it must be completed by February 10, 2007 to meet the requirements of the Green</p>		
------------------------------------	--	--	--

	Streets application.		
--	----------------------	--	--

## GENERAL / CORRESPONDENCE

1. Development/Building Permit Report - for information only.
2. Nova Scotia Assessment Management Board - Mayor Kinsella noted that the numbers had changed and CAO Boyer said that yes they had gone up. It was asked that the report be explained and Deputy Mayor DeWolfe said the Assessment Recovery is the amount that is recovered from the Town to pay for assessment services. CAO Boyer said these numbers identify the need to develop vacant lands and the need for subdivisions.

## IN CAMERA

### *Motion #6*

*It was moved by Mayor Kinsella, seconded by Councillor Roberts to move in camera to discuss a legal matter. Motion carried.*

### *Motion #7*

*It was moved by Mayor Kinsella, seconded by Councillor Roberts to move out of camera. Motion carried.*

## ADJOURNMENT

*It was moved by Mayor Kinsella to adjourn the meeting.*

**NEXT MEETING**     March 8, 2006 at 9:00 a.m.

## ADJOURNMENT

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Deputy Mayor DeWolfe		
Changes made by Administrative Assistant Jackie Longmire		



Approved for website by Mayor or CAO		
---	--	--