

TOWN OF ANNAPOLIS ROYAL
COMMITTEE OF THE WHOLE
Draft Minutes
February 6, 2008

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

CALL TO ORDER

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

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

January 9, 2008

Motion #1

It was moved by Councillor Boulding, seconded by Councillor Hudson, that the minutes dated January 9, 2008 be approved. Motion Carried.

ADDITIONS TO AGENDA

Under New Business add:

8. Green Streets Application - For review
9. Sponsor Request
10. Apple Blossom - Pre-approval of expenses for 2008-2009
11. Draft Solid Waste Resource Management By-law- For review

Under PHAC New Business add:

6. Application for Changes to Heritage Property - 324 St. George Street - signage

APPROVAL OF AGENDA

February 6, 2008

Motion #2

It was moved by Councillor Roberts, seconded by Councillor Hudson, that the agenda for the Committee of the Whole meeting dated February 6, 2008 be approved as amended. Motion carried.

PRESENTATIONS

1. Norman Dray, Superintendent of Schools - Dr. Dray presented a copy of his report and briefly spoke on each of the items. The spring budget has been set at \$120 million, which appears to be a significant increase over previous years. He explained that school generated funds are now included in budget figures and this contributes to the apparent increase. He said that no details are available on the 2008/09 budget and the cost per pupil is estimated at \$6,000.00.

The mission statement for the Board has been revised and he highlighted the key principles. He said that Emergency Planning has proved helpful in two specific incidents and the new manual is working well. He said that lock down drills will be held at all schools over the next few months.

Dr. Dray talked about the declining enrolment, saying that there are approximately 15,500 students in the Valley area. While general enrolment continues to decrease, there seems to be an increase in the number of special needs children.

He said that a facilities review will take place over the next few months and the Board will review maintenance requirements, the condition of some schools and square footage at all locations. A public meeting will be held in all three counties covered by the Board by May, 2008. Enrolment projections, square footage and other issues will be discussed. Councillor Boulding asked about the declining enrolment. Dr. Dray said that the Valley, Halifax and Chignecto Boards have enrolment declining at a slower pace than the other five boards in Nova Scotia. Councillor Boulding also asked about the possible consolidation of AWEC and ARRA. Dr. Dray said that both schools have more square footage than is currently needed but neither location would be suitable for housing all the students. He said that there are a number of options to be explored that would include Champlain Elementary and Clark Rutherford.

Councillor Boulding asked about age restrictions for substitute teachers. Dr. Dray said the Board has rescinded the motion regarding the mandatory retirement at age 65. CAO Boyer mentioned partnerships in conjunction with the Town's Green Streets application. She said asked if a letter of support from the board would be possible. Dr. Dray said that the Board does support those initiatives and any request for a letter of support would be considered.

Mayor Kinsella said that he is pleased with education in Annapolis Royal. Dr. Dray thanked Council for the opportunity to speak and its continuing support.

2. Joy Elliott - Renaming Union Street - A request had been previously received and reviewed regarding changing Union Street to Fortier Mills. Ms. Elliott said that there have been some issues raised by the Planning Commission that need to be addressed. She said that her presentation today was a result of requirements through the Planning Commission. The meeting was advertised for the opportunity for anyone to express concerns or ask questions about the proposed name change. The Planning Commission has also said that it may be necessary to add an end tag to the name such as; street, road, lane, etc. All the details are being reviewed and Keith Saunders from the Planning Commission will be in contact with Ms. Elliott as soon as more information is available.

Councillor Roberts said that he had suggested a name change for that street several years ago. He had suggested that the street name should contain Membertou. Council agreed that Fortier Mills was more appropriate. It was suggested that “Membertou” may be an appropriate name for future trail developments.

Ms. Elliot said that the upper part of the property will be developed first. Several studies and reports have been completed on the development. Ms. Elliott is anxious to get started with the development agreement process but said that the project is not at that point yet.

3. Denise Sullivan - Salt Water Marsh Restoration Project - Ms. Sullivan explained that CARP intends to restore a former salt marsh in Annapolis Royal. She said that the restoration consists of removing tidal barriers to allow the tides to flush over the marsh. CARP has received funding from the Gulf of Maine for a feasibility study which is almost complete. Several studies and reports have been completed on the project and there appears to be no reason not to move forward with the project.

The vision of the completed project is a contrast of fresh and salt water marsh areas with more trails. Salt marsh birds and other wildlife would be attracted to the area; the marsh would also provide an environment suitable for salt water plants.

Ms. Sullivan said that she has spoken to the Field Naturalists Society and the Town=s Recreation Director; everyone is in support of the project. Council agreed that this would be another interesting and exciting opportunity for the Town. Mayor Kinsella suggested that she speak to Joy Elliott and neighbours of the property, Rob Lawrie and Kent Durling.

4. Kevin McLean - New Equipment - Mr. McLean said that the 1999 plow truck is in need of approximately \$4,000.00 worth of repairs. He suggested that rather than repairing the aging vehicle, a new truck be purchased and the 1999 truck be sold as is. He presented several quotes that he has received and recommended that the 2009 4200 4x4 International truck be purchased for an approximate cost of \$57,000.00 plus taxes. Mr. McLean went on to explain the problems with the older vehicle and the benefits of the new. Council agreed

that the best option was to replace the vehicle rather than make the repairs.

Motion # 3

It was moved by Mayor Kinsella, seconded by Councillor Roberts, to recommend to Council approval of the purchase of a new 4x4 Public Works vehicle, through the tendering process.

Councillor Roberts mentioned the plow that was purchased with approval through an e-mail message. He said that he did not realize that there was a vote being cast on the purchase and phone or e-mail polls should have a mover and a seconder. He suggested that when an issue arises that cannot wait until a regular meeting of Council for a decision, an emergency meeting of Council should be held. The following motion was generated as a result of the e-mail poll:

Motion #4

It was moved by Mayor Kinsella, seconded by Councillor Shaffner, to recommend to Council approval of the purchase of a new plow for the Public Works Department in the amount of \$8,200.00

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Taxi Bylaw	<p>Municipal Intern, Tammy Bernasky said that the by-law has been reviewed by the Solicitor and a few small changes have been recommended. It is also recommended that the Taxi By-law remain in place. Minor changes will be made to reflect current day.</p> <p><i>Motion #5</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Hudson, to recommend to Council approval and acceptance of the changes to the Taxi By-law, as suggested by the Town Solicitor, George Lohnes.</i></p>		

2. ADEDA	Deputy Mayor DeWolfe said that the January meeting focussed on branding and what the area has to offer. She said that the organization seems to still be in the start up phase. As for the Ride the Lobster event, she said that ADEDA is not one of the sponsors and she intends to raise this issue at the next meeting.		
3. Building Canada Infrastructure Fund	<p>The application will move forward with the following motion:</p> <p><i>Motion #6</i></p> <p><i>It was moved by Councillor Roberts, seconded by Councillor Boulding, to recommend to Council that staff proceed with a Building Canada Infrastructure application of water and storm sewer replacement at Ritchie and Grange Streets and St. Patrick=s Lane (Phase 2 and 3 of the Champlain Drive, Ritchie & Grange Streets and St. Patrisck=s Lane water and sewer project).</i></p>		
4. Borrowing Resolution	<p>The following motion allows for the renewal of the Town=s line of credit with Scotia Bank.</p> <p><i>Motion #7</i></p> <p><i>It was moved by Councillor Hudson, seconded by Councillor Boulding to recommend to Council that the CAO be authorized to borrow on behalf of the Town from the Bank of Nova Scotia.</i></p>		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Water Tests	Water tests have been reviewed by the CAO and found to be within the required parameters.	CAO	

2. Letter from Alma Smith	A response to Alma Smith=s letter was circulated through e-mail for Council=s review. The letter was received by Ms. Smith and Mayor Kinsella said that she appreciated the response.		
3. May Council Meeting	The May Council meeting falls on Victoria Day. Policy states that the meeting shall be held on the Wednesday following the holiday. The new date for the May Council meeting is May 21, 2008.		
4. Aliant Analog Cell Information	Notice regarding the discontinuation of analog cell service, for information only.		
5. Smoking Cessation Incentive Program	Minor changes were recommended for the policy. It was agreed that this policy should be further reviewed and possibly discontinued. Another wellness-type policy may be considered.		
6. Memorandum of Understanding – UNSM	For information only.		
7. Clear Bag Program	A mail-out on the new program was reviewed and minor changes were suggested. The flyer will be distributed in mid-February.		
8. Green Streets Application	<i>Motion #5</i> <i>It was moved by Councillor Roberts, seconded by Councillor Boulding to recommend to Council to affirm the Town of Annapolis Royal=s commitment to Green Streets Canada, thereby confirming that municipal funding will be available, if the application to Green Streets Canada is successful, as outlined in the application.</i>		
9. Sponsor Request	A request for sponsorship was received from a student who will be participating in the International Student Volunteer Program. Council has received similar requests in the past and it has been Council=s practice not to provide financial support for such initiatives. It is with regret that Council must deny the request; best wishes will be extended to the student.		

10. Apple Blossom Festival	<p>The Town=s Events Co-ordinator, Sally Burnie, has requested pre-approval of \$2,500.00 in the 2008-2009 budget for Apple Blossom expenses.</p> <p><i>Motion #6</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Roberts to recommend to Council pre-approval of \$2,500.00 in the 2008-2009 budget for Apple Blossom expenses.</i></p> <p>All members of Council agreed that the Apple Blossom event provides no benefit to Annapolis Royal. It was agreed that 2008-2009 would be the last year that the Town would participate in the event.</p> <p><i>Motion #7</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Boulding, to recommend to Council that the Town withdraw from further participation in the Apple Blossom Festival, beyond 2008-2009.</i></p>		
11. Draft Solid Waste Resource Management	<p>Municipal Intern, Tammy Bernasky has drafted a bylaw relating to solid waste. She has asked that members of Council review the document and offer comments at the next Committee of the Whole meeting on March 5, 2008.</p>		

PLANNING AND HERITAGE ADVISORY COMMITTEE 10:00 a.m.

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

BUSINESS ARISING

Item	Decision/Action	Responsibility	Target Date
1. Update on the proposed renovations for Hutchins Pharmacy	The property owners have met with Harry Jost and they are working on a design that would be suitable for the registered heritage property. The Building Inspector has given approval for renovations to begin on the inside of the building. The new design for the outside of the building will be reviewed when it is complete.		

NEW BUSINESS

Item	Decision/Action	Responsibility	Target Date
1. Country Nook Café	Approval has been given to the business owners for a deck on the side of building, during summer hours, based on the following details: 1. The deck will be on private property, not on Town property. 2. It will be a wooden structure. 3. It will be removed during the off season		
2. Reusing Old Buildings	Information and registration documents for a workshop being offered in March, 2008. PHAC and Council members were asked to consider attending.		
3. Application for Changes to Heritage Property - 278 St. George Street - signage	The material of the sign was discussed and it was agreed that the owner should be advised that weather conditions at that location may require a sign of more durable material. <i>Motion # 9</i>		

	<i>It was moved by Councillor Roberts, seconded by Councillor Boulding, to recommend to Council approval of the application for new signage at 278 St. George Street.</i>		
4. Application for Changes to Heritage Property - 27 Church Street - Accessory Building	It was noted that this property does not require heritage approval but it was suggested, by the Building Inspector, that members of Council and PHAC be made aware of the proposed addition of an accessory building. It was also noted that there is nothing in the MPS that would prevent this type of building from being erected within the Town. This project can move forward but the MPS will be reviewed, and possibly amended, to address this issue in the future.		
5. Development / Building Permit Report	For information only.		
6. Application for Changes to Heritage Property - 324 St. George Street - signage	<i>Motion #10</i> <i>It was moved by Councillor Shaffner, seconded by Councillor Hudson, to recommend to Council approval of the application for new signage at 324 St. George Street, pending clarification of sign material and design of the hanging bracket.</i>		

GENERAL / CORRESPONDENCE

1. Letter from Paul Nedimovich - For information only.

GENERAL DISCUSSION

1. Ian Lawrence mentioned the application from Hutchins Pharmacy that was reviewed at the last Committee of the Whole meeting on January 9, 2008. He said that there should be some onus on the realtors and previous property owners to provide information on registered properties. He said that he found it astonishing that the property owners were not aware that the building was a registered heritage property.
2. Councillor Shaffner asked if there were currently any regulations on the establishment of wind generators for private use. Staff will explore the issue and an update will be provided at the next Committee of the Whole meeting. There are issues to consider, such as; global warming, efficiency, appearance of the equipment and noise. He said that Council should decide whether they are in favour of wind generators for private use or not.

IN CAMERA

Motion #12

It was moved by Mayor Kinsella, seconded by Councillor Boulding to move in camera to discuss contract negotiations.

Motion #13

It was moved by Councillor Boulding, seconded by Mayor Kinsella to move out of camera.

NEXT MEETING March 5, 2007 at 9:00 a.m.

ADJOURNMENT

It was moved by Councillor Boulding that the meeting adjourn.

<u><i>Action:</i></u>	<u><i>Date</i></u>	<u><i>Signature</i></u>
Reviewed by Deputy Mayor DeWolfe		

Changes made by Administrative Assistant Jackie Longmire		
Approved for website by Mayor or CAO		