

COMMITTEE OF THE WHOLE

Minutes
July 4, 2012
9:00 am

CALL TO ORDER: The meeting was called to order at 9:00 am by Mayor Roberts.

Present: Mayor Roberts, Deputy Mayor Mueller-Sparenberg, Councillors Fearon, Hudson, Shaffner, CAO¹ St-Amour, DOF² Robinson, Administrative Assistant Monica Mills as recording secretary.

Regrets:

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES: June 6, 2012

Motion 1:

It was moved by Councillor Fearon, seconded by Deputy Mayor Mueller-Sparenberg that the minutes dated June 6, 2012 be approved. Motion carried.

ADDITION TO AGENDA

- Computers for staff and backup memory; New Business #4
- Kings Transit; General Discussion
- Engineering costs; Business Arising #3

APPROVAL OF AGENDA

Motion 2:

It was moved by Councillor Power, seconded by Councillor Shaffner that the agenda dated July 4, 2012 be approved as amended. Motion carried.

PUBLIC HEARING

PRESENTATIONS

¹ Chief Administrative Officer

² Director of Finance

BUSINESS ARISING - COW

ITEM	DECISION / ACTION	RESPONSIBILITY	TARGET DATE
1. Water Utility Budget, three-year operating and capital budgets (see handout)	<p>Council reviewed the three-year operating and capital budgets and the three-year water utility budget. DOF Robinson explained that a motion was required by the NSURB³ for the three-year budgets, as well as the signing of the operating compliance certificate (Business Arising #2).</p> <p>Motion 3: It was moved by Councillor Fearon, seconded by Councillor Power that it be recommended to Council that Council approve the three-year water utility budget and the three-year operating and capital budgets. Motion carried.</p>		
2. Operations Compliance Certificate for 2012 (Tab 1)	DOF Robinson explained that no motion was required, but Council should review it prior to signing it at the July 16, 2012 Council meeting.		
3. Engineering Costs	CAO St-Amour explained that this item is a result of the current construction projects. A change would have to be made to the current engineering contract. She added that the Town engineers recommended that the asbestos pipe between the train station and Grange Street be capped off, as no properties use it for water. This would result in a savings of \$45,000.00. As a result of capping off the asbestos pipe, three fire hydrants in front of the hospital would require connection to the St George Street water main. The engineers also recommended that the paving of Victoria Street be continued to the train station, as this section is in need of repair. It would be more cost-effective to complete this paving at the same time as the rest of Victoria Street.		

³ Nova Scotia Utility and Review Board

	<p>Council discussed the possibility of replacing the sidewalk on Victoria Street between St Anthony and Prince Albert Street at a cost of \$58,000.00. DOF Robinson indicated that the infrastructure grant may assist with funding this overage. Catch basins are also required on St George Street.</p> <p>Mayor Roberts stated that he has received numerous complaints from residents that employees of businesses are parking along St George Street taking away tourist parking. He suggested that two-hour parking signs be erected on both St George and Victoria Street. Councillor Fearon suggested that the police department enforce the two-hour parking. Council agreed. Mayor Roberts suggested that the two-hour parking be between the hours of 9:00 am and 6:00 pm.</p> <p>Motion 4: It was moved by Deputy Mayor Mueller-Sparenberg, seconded by Councillor Hudson that it be recommended that Council approve the replacement of the sidewalk and storm sewer on Victoria Street between St Anthony Street and Prince Albert Road for an estimated cost of \$58,000.00. Motion carried.</p> <p>Motion 5: It was moved by Councillor Hudson, seconded by Councillor Shaffner that it be recommended to Council that it approve the paving of Victoria Street from Prince Albert Road to the train station for an estimated cost of \$33,500.00 with the installation of two catch basins at an estimated cost of \$32,200.00. Motion carried.</p>		
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NEW BUSINESS - COW

ITEM	DECISION / ACTION	RESPONSIBILITY	TARGET DATE
1. Website listing for Town of Annapolis Royal on Sea and be Scene dot com (Tab 2)	Council reviewed the request. Council decided to decline the offer.		
2. Proposed amendments to the Building Code Act (Tab 3)	Council reviewed the proposed amendments.		
3. ADPC ⁴ Surplus Monies (Tab 4)	CAO St-Amour explained that the Town can expect to receive approximately \$14,000.00 after some final bills are paid.		
4. Crosswalk Light at Riverview and St George. (Tab 5)	<p>Mayor Roberts explained that a crosswalk light would cost between \$15,000.00 and \$30,000.00 to install. He added that he had contacted the Municipal Advisor regarding potential funding. The Municipal Advisor indicated that there were no sources of funding. He suggested that neon signs be erected as they are more visible and becoming the norm throughout the province. Mayor Roberts stated that pedestrians also have responsibility in ensuring that they are visible to vehicles prior to crossing. He added that education for the individual as well as the drivers was required. He suggested that Kevin McLean, Superintendent of Public Works investigate neon crosswalk and special needs signage and that Constable Campbell assist in educating the individual.</p> <p>Council discussed the intersection at Babineau Heights. Councillor Power stated that the matter had gone before the Board of Police Commissioners but Chief McNeil had stated that a traffic mirror was ineffective.</p>		

⁴ Annapolis District Planning Commission

<p>5. Legion Sign Application (Tab 6)</p>	<p>Council reviewed the application. CAO St-Amour explained that the Town's planner, Chris Millier indicated that he has to contact the Legion tomorrow. She explained that the Legion is proposing erecting two signs. One would be located on the Bell Aliant property, the other would be located on private property on Prince Albert Road. She added that both property owners have given permission. Mayor Roberts suggested that a parking "P" be added to the sign. Council approved the signage.</p>		
<p>6. Computers and memory back-up</p>	<p>Deputy Mayor Mueller-Sparenberg requested an update on the administrative staff computers. He added that they are currently wasting time with ineffective tools. DOF Robinson stated that there is money in the budget to replace the computers. Administrative Assistant, Monica Mills reported that she had spoken with the Town's IT technician who recommended that the Town purchase one more external hard drive for system back-ups. She added that he was also obtaining quotes for off-site back-ups. Mayor Roberts stated that the Town uses the Library's internet. He added that it may be more effective if the Town had its own internet service. CAO St-Amour stated that she would look into the matter and report back to Council. Deputy Mayor Mueller-Sparenberg suggested that the Town research the Bell Aliant small business plan, as it was very cost effective.</p>		
<p>7. Raising the Stipend for the next council</p>	<p>Mayor Roberts stated that according to Cuff's book on municipal government, this would be the appropriate time to consider a raise. Councillor Fearon stated that the reason Council reduced in size was to control costs, and increasing the stipend would be counter to this. Deputy Mayor Mueller-Sparenberg agreed. He added that money was not the reason any of the current council was serving on council.</p>		

GENERAL / CORRESPONDENCE (FOR INFORMATION ONLY)

GENERAL DISCUSSION

- Kings Transit

Councillor Power stated that she wanted to revisit the matter in light of the fact that the County is revisiting their agreement with Kings Transit. She added that maybe the Town should reconsider funding. Deputy Mayor Mueller-Sparenberg stated that the reason the funding was initially cut was because of the usage study which indicated only three Town residents used the system. It was noted that in order for Kings Transit to change their route they would have to apply to the NSURB and a hearing would follow.

Motion 6:

It was moved by Deputy Mayor Mueller-Sparenberg, seconded Councillor Hudson that the meeting move in camera at 10:05 am. Motion carried.

IN CAMERA

1. Public Security
2. Personnel Matter
3. Legal advice eligible for solicitor

Motion 7:

It was moved by Deputy Mayor Mueller-Sparenberg, seconded Councillor Hudson that the meeting move out of camera at 10:30 am. Motion carried.

NEXT MEETING: September 5, 2012

ADJOURNMENT:

Motion 8:

It was moved by Deputy Mayor Mueller-Sparenberg, seconded Councillor Hudson that the meeting be adjourned at 10:30 am. Motion carried.