

COMMITTEE OF THE WHOLE

Minutes

July 06, 2005

The monthly session of the Committee of the Whole was held on Wednesday, July 06, 2005 in the Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Jane DeWolfe, Councillors Ron Building, Sherman Hudson, Peter Kramers and Doug Shaffner, Amery Boyer CAO¹, Melony Robinson Director of Finance, and Marlene Feener as recording secretary. Resident Jane Nicholson, and members of the Planning and Heritage Advisory Committee, Ian Lawrence and Elizabeth Ross were present during that portion of the meeting.

Regrets: Mayor John Kinsella

CALL TO ORDER

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

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

June 08, 2005

It was moved by Peter Kramers, seconded by Doug Shaffner, that the minutes dated June 08, 2005 be approved as circulated. Motion carried.

ADDITIONS TO AGENDA

Under Presentations

¹Chief Administrative Officer

{1} Jane Nicholson, Train Station 10:00 a.m.

Under Business Arising

{4} Town Scholarship

{5} Town Crier

New Business

{6} Water Reports

{7} Communications between Council and staff

{8} Noise Exemptions

Planning and Heritage Advisory Committee New Business

{1} Resignation of Carol Milligan

APPROVAL OF AGENDA

July 06, 2005

It was moved by Sherman Hudson, seconded by Peter Kramers, that the agenda dated July 06, 2005 be approved as amended. Motion carried.

PRESENTATIONS:

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Joy Elliott email dated May 24, 2005 re Discussion with Ryan Scranton re Lower St George Street Flower Beds (6)	Aery Boyer reported that the Annapolis Heritage Society is working on a funding application for an interpretation project.		
2. Regional Emergency Measures	<i>It was moved by Ron Boulding, seconded by Sherman Hudson, that</i>		

Bylaw (2)	<i>recommendation be made to Council for second reading of the Regional Emergency Measures Bylaw. Motion carried.</i>		
3. Petition to Limit B&Bs (4) & (5)	<p>Peter Kramers presented an occupancy rate report. Report will be forwarded to other members of Council.</p> <p><i>It was moved by Doug Shaffner, seconded by Sherman Hudson to defer the petition to Limit B&Bs to the August 2005 meeting. Motion carried.</i></p>		
4. Scholarship	Jane DeWolfe reported that the scholarship was awarded to Courtney Stairs. She said that there was a boy who qualified but that he was not going to university until the following year.		
5. Town Crier	Jane DeWolfe reported that Peter Davies won the Sackville Patriot Days, Tom Gray Memorial Town Crier Championship. His wife, Valerie Davies, won best dressed escort.		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Minimum Housing and Maintenance Standards Bylaw (1)	<p>Amery Boyer reported that there are several items not covered in the Minimum Housing and Maintenance Standards Bylaw. She said that it does not cover lawns, hedges, tires, etc. She said that the Town may want to make changes to the Bylaw.</p> <p>Discussion was held on the possibility of a second bylaw. Council will forward suggestions to Amery Boyer. Staff will forward the section of the MGA² that pertains to unsightly premises.</p>		
2. Laurie Emms, Traffic Authority	Peter Kramers stated that he felt that closing that section of St.		

²Municipal Government Act

Memo dated June 15, 2005 re Closure of Upper St. George Street (3)	George Street was a reasonable request. He said that the Committee is looking at other alternatives for the concert. Country Generations will be performing that evening.		
3. Joy Elliott June 2005 re Potential Sidewalk Improvements at Lower St. George Street (7)	Amery Boyer reported that Joy Elliott has worked with residents on Lower St. George Street regarding possible changes. They are recommending a one way street for that section of the street.		
4. Concept Plan for Lower St. George Street	Amery Boyer reviewed a Lower St. George Street drawing done by the Town engineer with members present. She reported that the street would have to be torn up in order to install sidewalks. Amery Boyer will ask the engineer what the elevation would be for Lower St. George Street.		
5. Draft Audit	Melony Robinson reported that the draft audit report was received from the Town's auditors. She said that the year ended with a deficit of \$31,000 in the Operating Account and \$10,000 in the Water Account. This was due in large part by the Congrès Acadien Mondial. Council will review the draft statements and meet with the auditors on July 18, 2005 at 6:30 p.m. to review the report.		
6. Water Reports	Amery Boyer reported that effluent is being tested. She said that the effluent spiked in June to an amount over the allowable limit. She said that the Department of Environment agrees that ultra violet treatment would resolve the problem.		
7. Communication Between Council and Staff	Doug Shaffner reported that he is being asked by Town residents about various things that are happening in Town. One example is when the Town hired a gardener. He asked if there is anything that could be done to inform Council of such things. Amery Boyer told the Councillors to feel free to ask staff questions when they arise. Amery Boyer reported that she will forward concerns to the Management Team.		

	Sherman Hudson reported that the Town received an invitation for Irene Lynch's 90 birthday. Amery Boyer reported that she didn't see an invitation come through. Amery Boyer will send an apology to the family.		
8. Noise Exemption	<i>It was moved by Peter Kramers, seconded by Sherman Hudson, that recommendation be made to Council that the Town make an exemption to the Noise Bylaw for the Reenactment of Common Valour to be held August 16 and 17, 2005; and for the CAN Iron Workshop to be held August 30 to September 02, 2005. Motion carried.</i>		

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

BUSINESS ARISING

PRESENTATION

1. Jane Nicholson Train Station - Jane Nicholson presented a copy of a report on the train station to members present (copy with original minutes). She stated that there are currently no services in the former train station. She reported that the renovations will keep the original partitions of the building as they were in 1913. Work will include replacing joists and floors, repairing the slate roof, and repairing the windows. Modern exterior lighting will be replaced with suitable replacements, doors will be reproduced as they were in 1913, the paint will be the colour of train stations (brownish), and landscaping will be done with parking on the side of the building.

Jane Nicholson reported that she is in the process of getting insurance on the building. Exterior repairs will start in the near future and the interior repairs should be completed by the spring of 2006.

Amery Boyer reported that the Town solicitor is currently working on the paperwork (deed). The paperwork should be finalized in approximately a week.

It was moved by Ron Boulding, seconded by Doug Shaffner, that recommendation be made to Council for approval of Jane Nicholson's renovations to the former train station on Victoria Street. Motion carried.

BUSINESS ARISING

1. Signage	awaiting report from the Signage Committee		
2. Heritage Award Program	<p>Elizabeth Ross reported that she met with Ian Lawrence on the heritage award program. Elizabeth Ross asked if anyone had nominated a property. She said that Carol Milligan's property at St. George Street would qualify for an award.</p> <p>Elizabeth Ross stated that Alan Melanson, Harry Jost (Architect) and Marilyn Wilkins from the County would be the judges for the heritage award program. She said that the judges would have a list of guidelines.</p> <p>Kevin Barrett who handles the Historic Places Initiative stated that he would be interested in attending the award ceremony. Amery Boyer and Elizabeth Ross will coordinate when the announcement would be made during the Natal Day weekend and by whom, and an announcement will be placed in the paper with the Natal Day ad.</p> <p>Elizabeth Ross reported that a garden award could be included in the future.</p>		

PLANNING HERITAGE ADVISORY COMMITTEE

NEW BUSINESS

1. Resignation of Carol Milligan	Jane DeWolfe reported that Carol Milligan has resigned her position on the Planning and Heritage Advisory Committee. She said that Kathryn Fearon has been suggested as a possible replacement. The real estate companies in Town will be asked if they have anyone who would be interested in becoming a member of the Planning and Heritage Advisory		
----------------------------------	--	--	--

	Committee.		
--	------------	--	--

GENERAL / CORRESPONDENCE

1. Annapolis District Planning Commission Development/Building Permit Report for the month of June 2005 (9) - Amery Boyer reported that year to date development value in Annapolis Royal is over \$1,000,000.
2. Conference on Transportation (10) - Amery Boyer asked if anyone was interested in attending the conference on transportation.
3. Drinking Water Compliance Monitoring System (for information) (8) - Amery Boyer reported that this is very important for the Town.
4. Other

OTHER

NEXT MEETING August 03, 2005 at 9:00 a.m.

ADJOURNMENT

It was moved by Peter Kramers, seconded by Sherman Hudson that the meeting adjourn at 10:30 a.m.

<u>Action:</u>	<u>Date</u>	<u>Signature</u>
Reviewed by Deputy Mayor DeWolfe		
Changes made by Administrative Assistant Marlene Feener		
Approved for website by Mayor or CAO		
Forwarded to website and WVDA		