

COMMITTEE OF THE WHOLE

Minutes

March 8, 2006

The monthly session of the Committee of the Whole was held on Wednesday, March 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, Douglas Shaffner and Sherman Hudson, Melony Robinson, acting CAO, and Jackie Longmire, Administrative Assistant, as recording secretary. Carolyn Sloan of the Annapolis County Spectator was also present. Kevin McLean, Superintendent of Public Works, Grant Potter, Recreation Director and Kevin Skebo of SGE Acres were present for portions of the meeting.

Regrets: Amery Boyer, CAO

CALL TO ORDER

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

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

February 8, 2006

Motion # 1

It was moved by Mayor Kinsella, seconded by Councillor Shaffner, that the minutes dated February 8, 2006, be approved as amended. Motion carried.

ADDITIONS TO AGENDA

Under New Business add:

11. Request for funds by the Annapolis Royal Regional Academy Breakfast Program.
12. Resource Recovery Fund Board - Award nominations
13. Sewage Treatment Plant

APPROVAL OF AGENDA

March 8, 2006

Motion # 2

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

carried

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. None			

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Park Bench Advertising	Deputy Mayor DeWolfe explained the benches to be similar to those you would see in the city. Councillor Hudson stated that he believed this issue was brought to Council several years ago and it was rejected at that time. It was agreed that the benches were not appropriate for the Town from a heritage/historical stand point.		
2. Fire Statistics Report	For information only. No action required.		
3. Tax Sale Notice Form	<p>The Director of Finance explained the forms to be the standard form from the Municipal Government Act that are presently used by the County office as well as other municipalities. She said use of the forms would eliminate the need for the Bailiff that the Town presently uses to collect overdue taxes.</p> <p><i>Motion #3</i> <i>It was moved by Councillor Boulding, seconded by Councillor Shaffner to recommend to Council to adopt the Tax Sale Notice Forms. Motion carried.</i></p>		
4. Climate Change Petition	The Town received correspondence requesting a signature on an on-line petition regarding climate change. It was agreed that although the issue was of importance, the petition was not the place for a signature		

	of the Town. Mayor Kinsella suggested that it be signed by individuals rather than on behalf of the Town.		
5. Nova Scotia Utility and Review Board	<p>The Director of Finance explained that the report was a request for Council of every Municipality to apply to the Nova Scotia Utility and Review Board to confirm or alter the number and boundaries of polling districts and the number of councillors. She said this process would require hiring a consulting firm to conduct a study or a public hearing. Councillor Roberts said he does not believe the size of a Council reflects the population. Mayor Kinsella said it would not be appropriate to lower the number of Councillors. He also commented on the low rate of compensation that they receive for their efforts. It was agreed that the process would be completed in-house by holding a public hearing. It was also suggested that a small committee be established to organize the response.</p> <p><i>Motion #4</i> <i>It was moved by Councillor Roberts, seconded by Councillor Boulding to recommend to Council to establish a committee to address the request of the Nova Scotia Utility and Review Board regarding polling districts and the number of councillors. Motion carried.</i></p>		
6. Request for a decision - Sewer line at 214 St. Anthony Street.	<p>The Superintendent of Public Works said he had a discussion with the property owner, Michael Yaciuk regarding the issue. Permission was given to Mr. Yaciuk by the Annapolis District Planning Commission to construct a dwelling. When Mr. Yaciuk began excavating he discovered sewer lines running through the property from the Legion to the central collection line. The Town Public Works Department re-routed the lines and work on the basement continued. The Superintendent of Public Works explained that the re-routing of the pipes weakened the soil and the basement area eventually caved in. It was necessary for Mr. Yaciuk to hire an excavator to correct the problem and it cost approximately \$1,500.00. Mr. Yaciuk is asking to be reimbursed for the expense. Kevin McLean said Mr. Yaciuk had stated that he would appreciate any amount that the Town could contribute toward the expense. Kevin McLean also said he felt it</p>		

	<p>would be a matter of good relations to reimburse Mr. Yaciuk. Councillor Roberts said Mr. Yaciuk should be made aware that acceptance of a cheque would release the Town from further responsibility.</p> <p><i>Motion #5</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Shaffner to recommend to Council to reimburse Michael Yaciuk a total of \$1,500.00 for expenses he incurred as a result of re-routing sewer lines on his property along with a letter releasing the Town from further responsibility. Motion carried.</i></p>		
7. Transportation and Public Works 2006 Annual Temporary count Program	<p>Deputy Mayor DeWolfe explained the program as a counter box that is placed on the street to count the vehicles that pass on that particular street. The program costs approximately \$200.00. It was agreed that the program would not offer any benefits to the Town and there was no need to participate.</p>		
8. UNSM - "A Call for Fair and Equitable Funding"	<p>Mayor Kinsella said the Town has been supportive of UNSM and its call for fair and equitable funding. He said if the Town was able to fully tax Nova Scotia Power for their properties it would result in thousands of dollars of revenue for the Town. There are four points listed in the correspondence which include: a resolution, invitation to local media to hear the resolution, update to the UNSM with the results of Council's vote and sending the approved resolution to the Honourable Richard Hurlburt, Minister of Service Nova Scotia and Municipal Relations.</p> <p><i>Motion #6</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Roberts to recommend to Council to support the fair and equitable funding initiative of the UNSM and carry out the request for an approved resolution to be forwarded to the Minister of Service Nova Scotia and Municipal Relations. Motion carried.</i></p>		
9. Evangeline Trail Tourism	<p>Mayor Kinsella stated that budget meetings may be a more appropriate forum for a presentation from this organization.</p>		

10. Science Forum on Brownfield Redevelopment	A workshop is being held in Halifax on April 6, 2006. Deputy Mayor DeWolfe asked if anyone was interested in attending. It is possible that the Superintendent of Public Works, Kevin McLean will attend the Forum.		
11. Breakfast Program at Annapolis Royal Regional Academy	It was agreed to refer this matter to upcoming budget meetings.		
12. Resource Recovery Fund Board	For information only. No action required.		
13. Sewage Treatment Plant	<p>Kevin McLean, Superintendent of Public Works and Kevin Skebo of SGE Acres explained the report on the Sewage Treatment Plant. Kevin Skebo said the first conclusion is that the plant is marginally acceptable right now. He said the study began in September of 2005, after a significant amount of data had been collected. In mid- October there were heavy rains and flooding problems; calculations had to be re-done and more data was collected. It was determined that severe issues with the plant resulted after heavy rain. A manhole that had overflowed showing remnants of sewage was discovered during an inspection of the plant.</p> <p>It was determined that the Town must make an effort to reduce infiltration. Kevin McLean said it may be necessary for the Town to pass a bylaw relating to the use of sump pumps. They are illegal in Nova Scotia but Annapolis Royal would have to pass its own bylaw to allow Public Works into homes to inspect sump pumps. He said that some manholes in Town would also have to be looked at. He said there are a lot of smaller things that could be addressed in an effort to reduce the amount of water passing through the treatment plant.</p> <p>Kevin Skebo spoke of effluent sewage. He said there were approximately 705 imperial gallons of effluent going out each day. There have been a substantial number of tests performed and it has been determined that the standard for total suspended solids is one point under the total maximum allowable. The plant does meet the requirements of the Biochemical Oxygen Demand during the dry season but the limits are pushed when there is excessive rain water to</p>		

	<p>deal with. He said sewage flow should be 1/3 of the total load and the Town's plant is operating at upwards of 20 times the normal amount.</p> <p>Kevin Skebo also gave a brief history of the treatment plant. He said the plant was designed by Hiltz & Seamone to handle 225,000</p> <p>SGE Acres held discussions with the Town and the County regarding projected growth. The County indicated no projection in growth. The town determined a figure of 1.5 % growth compounded for the next 15 years. The projection for the future of the plant based on the growth was a 10 -11% increase in plant requirements over the next 15 years.</p> <p>works employees</p>		
Sewage Treatment Plant continued	<p>gallons per day but the plant was modified by previous Public Works employees. They apparently discovered the overflowing man hole problems and excavated the pond to make it deeper, assuming that this would solve the problem. This process actually lowered the efficiency of the plant. Kevin Skebo said that the addition of modification baffles could increase efficiency. He said there are 2 cells now and increasing to 4 cells could increase efficiency by 23 - 25%. He said there was lots of room for growth within the plant.</p> <p>Kevin Skebo said that updates also had to be made to the manual. It must be clarified who is responsible if something goes wrong. He said 99% of the responsibility presently falls on the Superintendent of Public Works but ultimately he is not actually responsible. He said there must also be a location for all test results to be stored and they should be maintained for at least 10 years.</p> <p>Piping was also mentioned as a problem requiring immediate attention. There is presently 400 - 600 feet of pipe leading into the plant that is substantially undersized. He said that an 8 inch pipe is</p>		

	<p>currently being used and to effectively handle the outlet control problem the pipe should be replaced with a 2 foot diameter pipe. It has also been recommended that there should be some maintenance to the grounds around the plant. There has been some settlement of the embankment and it needs to be levelled off. An amount of \$30,000.00 was estimated for this portion of the project and Kevin Skebo thought this was a rather high estimate.</p> <p>Kevin Skebo wrapped up the discussion by saying the first matter to address should be reducing the flow. He said this could be done by disconnecting sump pumps, replacing manhole covers, raising manhole covers that are in flood plains, and repairing manhole leaks. He said if these efforts do not reduce the flow then video taping to check for broken pipes may have to be considered.</p>		
Sewage Treatment Plant continued	<p>Mayor Kinsella asked if the pumps were considered to be the major problem. Kevin Skebo answered by saying that he is not familiar enough with the Town to offer an opinion on that but he did say that one pump could generate 20,000 extra gallons of water a day through the treatment plant.</p> <p>This was described as a 3 - 4 year project. Kevin Skebo stressed the importance of a plan and he said if you have a plan to present to the Nova Scotia Department of Environment and Labour, it probably will be accepted.</p>		

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

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

PLANNING AND HERITAGE ADVISORY COMMITTEE BUSINESS ARISING

Item	Decision/Action	Responsibility	Target
1. 262 St. Anthony Street	A request for approval was made by Dale Comeau, owner of 262 St.		

	<p>Anthony Street. He provided pictures of the proposed siding, windows and doors as well as a floor plan. Deputy Mayor DeWolfe said the building alone does not require approval but it is located close to other heritage properties so approval becomes necessary. There were some concerns regarding the siding and the windows but those issues were clarified by a closer look at the pictures on the website. Councillor Roberts said it may be a good idea to upgrade the sidewalks in that area while the renovations are being done.</p> <p><i>Motion #7</i> <i>It was moved by Councillor Shaffner, seconded by Councillor Hudson to recommend to Council to approve the proposed renovation for 262 St. Anthony Street. Motion carried.</i></p>		
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PLANNING AND HERITAGE ADVISORY COMMITTEE

NEW BUSINESS

1. Possible B & B on Lower St. George Street.	It was determined that this claim was unsubstantiated and no one was aware of any new accommodations on Lower St. George Street.		
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GENERAL / CORRESPONDENCE

1. Development/Building Permit Report - for information only.
2. Intermunicipal Agreements - Mayor Kinsella updated council on the progress of the Regional Development Authority.
3. Pool Site Update - Kevin Skebo, Superintendent of Public Works Kevin McLean and Recreation Director Grant Potter gave a brief update on the testing site.
4. Community Composting - There was a general discussion on community composting.

ADJOURNMENT

It was moved by Mayor Kinsella to adjourn the meeting.

NEXT MEETING April 5, 2006 at 9:00 a.m

<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		