

COMMITTEE OF THE WHOLE
Minutes
March 09, 2005

The monthly session of the Committee of the Whole was held on Wednesday, March 09, 2005 in the Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Jane DeWolfe, Mayor John Kinsella, Councillors Ron Boulding, Peter Kramers and Douglas Shaffner, Amery Boyer CAO¹, Melony Robinson Director of Finance, and Marlene Feener as recording secretary. Also present were Ian Lawrence, Elizabeth Ross, Adrian Nette, Trish Fry, Karen Achenbach, Jolanta Drogonewicz, and Vaughn Acker.

Regrets: Sherman Hudson

CALL TO ORDER

Chair Jane DeWolfe called the meeting to order at 9:05 a.m.

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

February 09, 2005

It was moved by John Kinsella, seconded by Ron Boulding, that the minutes dated February 09, 2005 be approved as circulated. Motion carried.

ADDITIONS TO AGENDA

Under New Business

- {7} Business Improvement Development Commission tax write off
- {8} Town Hall Public Image
- {9} Board of Trade Budget Item

¹Chief Administrative Officer

{10} Plaques for Gifts

In camera session to discuss a personnel issue

APPROVAL OF AGENDA

March 09, 2005

It was moved by John Kinsella, seconded by Doug Shaffner, that the agenda dated March 09, 2005 be approved as circulated. Motion carried.

PRESENTATIONS:

1. Trish Fry and Karen Achenbach, The Historic Gardens re Deer (10) 9:30 a.m. - Trish Fry gave a presentation on the deer in Town and that they have been extensively damaging the property at The Historic Gardens (copy of presentation included with original minutes). She said that there have been 24 deer in the gardens at one time. She stated that staff have been trying several methods to deter the deer from coming to the gardens. She reported that the deer have eaten nearly all the greenery on bushes from ground level to four feet off of the ground.

Amery Boyer reported that the Town is in the process of receiving information on electric fences.

Trish Fry asked that the Town be involved in the wildlife situation. She suggested that the Town develop a Wildlife Management Task Force to look at wildlife problems within the Town. She said that the Town of Annapolis Royal is not alone, several communities are experiencing similar problems.

Karen Achenbach reported that in her discussions with the Department of Natural Resources any relocation attempts have not been successful in the past. She said that the Department of Natural Resources has offered to come to a community meeting to inform the public on deer issues.

Discussion was held. Trish Fry said that a bylaw may be required to allow for management of the deer population.

The Town will write a letter to the Department of Natural Resources.

Amery Boyer suggested that the Town hold a public meeting and have the Department of Natural Resources in attendance to discuss the deer population in Town. The Town will contact the Department of Natural Resources to meet with members of the Wildlife Management Task Force to discuss issues prior to the public meeting. Mayor John Kinsella, Peter Kramers, Ron Boulding, The Historic Gardens, Public Works staff will make up the task force.

It was moved by John Kinsella, seconded by Ron Boulding, that recommendation be made to Council, that the Town of Annapolis Royal establish a Wildlife Management Task force with a time line to meet with Department of Natural Resources staff. Motion carried.

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Town Flag	Amery Boyer will forward information on to members of Council.	CAO	
2. Provincial Volunteer Week Nomination	<p>Amery Boyer reported that the group involved with the Food Bank was nominated but was informed that a group could not be nominated. Norma Grant was also nominated.</p> <p>Jane DeWolfe reported that several members of the Food Bank would be worthy of being nominated for the Provincial Volunteer Week. She felt that Michael Thompson would be a worthy representative for the Food Bank as the Town's nominee.</p> <p><i>It was moved by John Kinsella, seconded by Ron Boulding, that recommendation be made to Council, Michael Thompson be nominated as the Town representative for the Provincial Volunteer Week. Motion carried.</i></p>	Council	
3. Emergency Measures Organization (8)	<p>Amery Boyer stated that the report is very positive. She said that everything is fine on the Emergency Measures Organization side. She said that other issues will have to be dealt with such as manning the Fire Department during emergencies.</p> <p>Amery Boyer reported that there is a survey being distributed asking organizations if they have an emergency generator or require one.</p>		
4. Recreation Facilities	<p>Amery Boyer reported that a public meeting was held on possible recreation facilities in the Town. She said that the plan is to respond to every question that was raised in regards to a new swimming pool. Amery Boyer said that she met with the Bank of Nova Scotia on possible options for financing a new pool.</p> <p>Amery Boyer reported that there are some people who are not in favor of a new swimming pool and have documented their reasons.</p>		

5. Other			
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Annapolis Royal Region Academy letter dated February 22, 2005 re Breakfast Program (3)	Discussion was held. No action taken.		
2. Tree Removal Payment Plan	<p>Amery Boyer reported that the tree take down is almost complete. She stated that if the tree is on private property that it could be costly for the land owner. She suggested that the Town pay for the tree removal and then have the land owner reimburse the Town over a period of time.</p> <p>Amery reported that the Green Streets Program will include tree planting and replacement.</p>		
3. SGE Acres letter dated February 24, 2005 re Service Responsibility (9)	Staff will amend the existing Sewer Bylaw. Staff will be provide members with a hard copy of the Sewers Bylaw.	Staff	
4. Greetings from the Annapolis West Education Center re Encounters with Canada Program (11)	Discussion was held. No action taken.		
5. Municipality of the County of Annapolis Memo re 2005-06 Transit Operating Subsidy and Capital Purchase (14)	<p>Discussion was held. John Kinsella said that the Town will always have to subsidize public transit. Referred to budget.</p> <p><i>It was moved by John Kinsella, seconded by Peter Kramers, that recommendation be made to Council, that the Town of Annapolis Royal approve in principle the request from the Municipality of the County of Annapolis for the 2005-06 Transit Operating</i></p>		

	<i>Subsidy and Capital Budget in the amount of \$12,664 operating subsidy and \$9,557 towards the purchase of a 2001 transit bus. Motion carried.</i>		
6. Annapolis District Planning Commission Budget (18)	Amery Boyer reported that the fee per municipal unit is based on uniform assessment. She said that the increase in the budget overall is not that high. Item referred to Budget Committee.		
7. Business Improvement Development Commission Tax Roll # 7082541	<i>It was moved by John Kinsella, seconded by Ron Boulding, that recommendation be made to Council, that tax card # 7082541 be written off. Motion carried.</i>		
8. Image of Town Staff	Peter Kramers reported that there are several people in the community who feel that the Town of Annapolis Royal has too many staff and that people wanted to know what staff are doing. He would like to see that an open article be put in the paper explaining the role of staff members. Melony Robinson reported that when she was at the Association of Municipal Administrators conference that other municipalities had voiced the same concern. It was moved by Peter Kramers, seconded by Doug Shaffner, that recommendation be made to Council, that the Town take a decisive action on the functions and workloads of Town staff and that an open letter be put in the paper. Motion dropped. Discussion was held. Staff felt that if an article was put in the paper that it could make the Town a target. Staff will provide a fact sheet to the Councillors.		
9. Board of Trade / Visitor Information Centre	Ron Boulding read a letter from the Board of Trade requesting a grant of \$3,500 for the 2005 season to operate the visitor information centre.		

	<i>It was moved by John Kinsella, seconded by Doug Shaffner, that recommendation be made to Council, that the Town support the Board of Trade in the amount of \$3,500 for the visitor information centre for the 2005 season. Motion carried.</i>		
7. Plaques	Amery Boyer reported that the Town could purchase tiles to use as gifts to various individuals that may visit during the 2005 celebrations. Staff will pursue.	Staff	

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

1. Public Meeting on Signage	Ongoing.	CAO	
2. Follow up to 2001 Heritage Conference	<p>Elizabeth Ross reported that with the heritage brochure being developed and the busy year ahead that this issue should be put on hold for a while. Elizabeth Ross asked if a person renting a home could apply, with the owner's permission, for a grant. She said that someone else had asked if restorations done a few years ago would be considered. Elizabeth Ross asked if changes considered include inside the house, as well as the outside? Ian Lawrence and Elizabeth Ross will develop a policy.</p> <p>Ian Lawrence reported that changes inside a home is sometimes difficult to restore, such as a bathroom to a specific period.</p> <p>Remove from agenda</p>	E. Ross	
3. Mews Development - Options for Development of Properties Behind St George Street (behind Annapolis Appliances)	Ongoing. Elizabeth Ross will ask Harry Jost re Mews development.	PHAC Harry Jost	
4. Heritage Projects	Remove from agenda.	CAO	
5. Landscaping for the Health Centre	Ongoing.	Carole Milligan	
6. Florence Lewis letter dated 09 February 2005 re Request to Deregister Property 36/36 St. Anthony Street	Ian Lawrence reported that they went to the door but did not get a reply. He said that perhaps a letter and a phone call to Ms. Lewis prior to a visit would be appropriate.	Mayor Kinsella	

PLANNING HERITAGE ADVISORY COMMITTEE
NEW BUSINESS

1. Kathie Fearon, Application for Changes to Heritage Property, 652 St. George Street (4)	<i>It was moved by Doug Shaffner, seconded by Peter Kramers, that recommendation be made to Council, for approval of Kathie Fearon's application for changes to heritage property at 652 St. George Street dated February 24, 2005. Motion Carried.</i>		
2. Application for MPS ² Map Amendment and LUB ³ Map Amendment, Annapolis District Health Authority (12)	<p>Discussion was held. Amery Boyer will request more information as to the further use of the property.</p> <p>It was moved by Ron Boulding, seconded by Doug Shaffner, that recommendation be made to Council, that the application for MPS map amendment and LUB map amendment be forwarded to the Annapolis District Planning Commission for their action. Motion dropped.</p>		
3. Application for MPS Map Amendment and LUB Map Amendment, 108/110 Victoria Street (13)	<p>Jolanta Drogonewicz was present and informed members that she would like to have the property at 108/110 Victoria Street re-zoned commercial to allow for a food service establishment.</p> <p><i>It was moved by Ron Boulding, seconded by Doug Shaffner, that recommendation be made to Council, that the application for MPS map amendment and LUB map amendment be forwarded to the Annapolis District Planning Commission for their action. Motion carried.</i></p> <p>Vaughn Acker reported that the front porch on the property is a safety issue. Amery Boyer said that this would be dealt with by the building inspector.</p>		
4. Wayne Boucher (17)	<p>Amery Boyer stated that if the portrait was purchased it could be used for decor for various activities during the year.</p> <p><i>It was moved by John Kinsella, seconded by Ian Lawrence, that</i></p>		

²Municipal Planning Strategy

³Land Use Bylaw

	<i>recommendation be made to Council, that the Town pursue the purchase of this piece of artwork subject to its applicability of the Cultural Capitals and its use of Copyright. Motion carried</i>		
5. Application for Changes to Heritage Property, Bread and Roses, 82 Victoria Street (20)	<p>Adrian Nette reported that he has completed some work for the owner of the Bread and Roses Bed and Breakfast. He said that Tim Leslie, Building Inspector for the Annapolis District Planning Commission informed the owners that an application for changes to heritage property and a building permit were required for the changes.</p> <p>John Kinsella reported that this property is a provincially designated property and that any change made to this property is to be approved prior to any work being done. John Kinsella reported that the inside steps were approved on an previous application by a former owner.</p> <p><i>It was moved by Peter Kramers, seconded by Doug Shaffner, that recommendation be made to Council, approval be given to Adrian Nette's application for changes to heritage property, Bread and Roses at 82 Victoria Street (exterior staircase) with completion of the back steps with the architectural modifications in keeping with the property. Motion carried. (One nay John Kinsella)</i></p> <p>John Kinsella reported that any work completed on a property, prior to an application, has not been approved in the past.</p>		
6. Application for Changes to Heritage Property, The Historic Gardens, 441 St. George Street (19)	<p>Trish Fry gave an oral presentation on proposed renovations to doors at The Historic Gardens.</p> <p><i>It was moved by Peter Kramers, seconded by Doug Shaffner, that recommendation be made to Council, that approval be given to the application changes to the heritage property at the Historic Gardens at 441 St. George Street for the replacement of door with a wooden door, if feasible. Motion carried.</i></p>		
7. Other			

1. Annapolis District Planning Commission Development/Building Permit Report for the month of February 2005 (5) - Information only
2. Federation of Canadian Municipalities memo dated February 23, 2005 re Today's Budget Makes "New Deal" A Real Deal (1) - Information only
3. Email dated February 27, 2005 from Keith Robicheau CAO Annapolis County re Capital Grant (Federal Gas Tax Transfer (2)&(7) - Information only
4. Conflict of Interest Guidelines for members of Councils and Local Boards (6) - Information only
5. Western Valley Development Authority Alternate Board Member (15) - To be discuss during an in camera session
6. Department of Education letter dated February 22, 2005 re Funding for Public Libraries (16) - Information only
7. Other

It was moved by Ron Boulding, seconded by John Kinsella, that the meeting move to an in-camera session to discuss a personnel issue. Motion carried.

It was moved by John Kinsella, seconded by Ron Boulding, that the meeting go back into regular session. Motion carried.

BUDGET

1. 1:00 - 1:30 p.m. Recreation Department Grant Potter

OTHER

NEXT MEETING April 06, 2005 at 9:00 a.m.

ADJOURNMENT

It was moved by Ron Boulding, seconded by Doug Shaffner that the meeting adjourn.

<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		