

**COMMITTEE OF THE WHOLE**  
**Minutes**  
**May 04, 2005**

The monthly session of the Committee of the Whole was held on Wednesday, May 04, 2005 in the Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Jane DeWolfe, Mayor John Kinsella, Councillors Ron Boulding, Sherman Hudson and Doug Shaffner, Amery Boyer CAO<sup>1</sup>, Melony Robinson Director of Finance, and Marlene Feener as recording secretary. Jennifer Taylor of ETTA<sup>2</sup>, Melbourne Pool, Ryan Scranton Annapolis Heritage Association, and Ian Lawrence were also present.

Regrets: Peter Kramers, and Planning and Heritage Advisory Committee members Carole Milligan and Elizabeth Ross

**CALL TO ORDER**

Chair Deputy Mayor Jane DeWolfe called the meeting to order at 9:15 a.m.

**APPROVAL OF COMMITTEE OF THE WHOLE MINUTES**

April 06, 2005

***It was moved by John Kinsella, seconded by Doug Shaffner, that the minutes dated April 06, 2005 be approved as circulated. Motion carried.***

**ADDITIONS TO AGENDA**

**APPROVAL OF AGENDA**

May 04, 2005

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<sup>1</sup>Chief Administrative Officer

<sup>2</sup>Evangeline Trail Tourism Association

***It was moved by Doug Shaffner, seconded by Sherman Hudson, that the agenda dated May 04, 2005 be approved as circulated. Motion carried.***

**PRESENTATIONS:**

1. Kevin McLean, Superintendent of Public Works 9:00 a.m. - K. McLean unable to attend due to a water main break.
2. Video Cameras / Jesse Smith 9:15 a.m. - Cancelled, Jesse Smith did not show.
3. Andrea Boulding and Val Pyle re B&B<sup>3</sup> Moratorium 9:30 a.m. -

Andrea Boulding presented members with a letter and a petition from several bed and breakfast owners in the Town. She voiced concerns with the number of B&Bs and the vacancy rate over the past within the Town. She said that through the winter, several people have visited the Town looking for properties to turn into B&Bs.

The Naime property has been undergoing renovations for a B&B and the owners were given permission for a B&B approximately a year ago.

John Kinsella stated that any new heritage vacation suites and bed and breakfasts have to go through the Annapolis District Planning Commission for a development permit before opening in the Town.

Andrea Boulding stated that the number of visitors for the whole province has been dropping over the past years. She will provide the Committee with a report for the next Planning and Heritage Advisory Committee meeting.

4. Melbourne Pool re Construction Debris Disposal Site 11:00 a.m. -

Melbourne Pool said that he has just opened a construction debris site in Hampton. He said that he charges \$129 a ton for construction

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<sup>3</sup>Bed and Breakfast operators

material for non members of the Valley Waste Resource initiative and \$69 a ton for members. He said that the cost for separated construction material is \$69 a ton. He said that he does not take regular garbage. Melbourne Pool said that he sells any material that is salvageable.

Melbourne Pool said that he had an engineer design the site and get the required approvals from various departments. Mayor Kinsella thanked Mr. Pool for his presentation.

5. Evangeline Trail Tourism Association 11:15 a.m. -

Jennifer Taylor of the Evangeline Trail Tourism Association provided members with a written presentation and Nova Scotia's Scenic Evangeline Trail 2005 Vacation Planner's Guide. She reported that she has been going to various municipalities within the area. She invited members to attend ETTA's annual general meeting on May 18, 2005 at the Mess in Greenwood.

Jennifer Taylor said that the tourism structure of Nova Scotia includes seven membership driven non government not-for-profit organizations in the province, including Halifax Regional Municipality - Destination Halifax, the Tourism Industry Association of Nova Scotia, and the Department of Tourism, Culture and Heritage. She said that funding had been decreasing in the past, but with input from municipalities funding has rebounded. She said that ETTA markets areas from the County of Hants to Yarmouth County.

Jennifer Taylor reported that ETTA's role is to bring people into the area and have them stay for an extended time. She said that they are working on a Bay of Fundy component and will be developing a marketing initiative on the area that will connect one end of the trail to the other. They are ending the year on a positive note, and they are in the black.

Jennifer Taylor reported that over the past year, they have closed the Kentville office and let the other staff member go.

Ron Boulding reported that he had been involved in a trade show in the past. He said that ETTA had a table with nothing of interest on it and that a brochure was put out that was full of errors.

Mayor Kinsella stated that he is pleased with the coverage that the Town has received in the current magazine. He asked that if there was anything that the Town can do to improve things and told Jennifer Taylor to feel free to contact the Town.

Jennifer Taylor said that ETTA currently has a membership of approximately 220. She said that 45,000 copies of the ETTA magazine have been distributed in the area.

Sharon McAuley reported that she has seen a real benefit having the Evangeline Trail Tourism Association. She said that she feels that working with ETTA has strengthened profiles.

Jane DeWolfe thanked Jennifer Taylor for doing the presentation. Jane DeWolfe said that ETTA's request will be referred to the Budget Committee.

*It was moved by Ron Boulding, seconded by Sherman Hudson, that ETTA's request be forwarded to the Budget Committee for consideration. Motion carried.*

#### **BUSINESS ARISING**

<b>Item</b>	<b>Decision / Action</b>	<b>Responsibility</b>	<b>Target date</b>
1. Town Flag	Amery Boyer reported that ballots were inserted in the Community newsletter and that people are being encouraged to vote when they visit Town hall.	CAO	
2. Traffic and Handicap Parking (4)	Handicap parking will be implemented across from Hutchins Pharmacy. This will be done when the lines are painted on St. George Street.		

#### **NEW BUSINESS**

<b>Item</b>	<b>Decision / Action</b>	<b>Responsibility</b>	<b>Target Date</b>
1. Natal Day Princess Committee letter dated April 04, 2005 (1)	Discussion was held. Mayor Kinsella reported that the Town will be supporting the Apple Blossom festival this year. He said that the Apple Blossom Committee is in the process of doing an overall review regarding the queen and/or perhaps an ambassador. A letter will be sent to the Natal Day Princess Committee.		
2. Service Nova Scotia and Municipal Relations letter dated April 12, 2005 (3)	Amery Boyer reported that the Minister of Service Nova Scotia and Municipal Relations is giving the required twelve month notice of changes to various changes that may or will affect municipal budgets. Mayor Kinsella reported that two items that could impact the Town are Nova Scotia grants in lieu of taxes and equalization grant for roads.		

<p>3. SGE Acres letter dated April 21, 2005 re Sidewalks (5)</p>	<p>Amery Boyer reported that Kevin Skebo, engineer for the Town has provided a prioritized report on sidewalk upgrades.</p> <p><i>It was moved by John Kinsella, seconded by Doug Shaffner, that recommendation be made to Council acceptance of SGE Acres rating system for the implementation of sidewalks within the Town of Annapolis Royal. Motion carried.</i></p> <p>Sidewalks priorities will be forwarded to the Budget Committee for input.</p>		
<p>4. Digby County Exhibition's letter dated April 20, 2005 re Request for Donation (8)</p>	<p>Discussion was held. A letter of regret will be sent to the Digby County Exhibition Fundraising Committee.</p>		
<p>5. Ray Mackie Proposal for the 400<sup>th</sup> Year (9)</p>	<p>Discussion was held. Sharon McAuley, Marketing Manager will be asked if this proposal could come under the Cultural Capitals budget.</p> <p><i>It was moved by John Kinsella, seconded by Sherman Hudson, that this item be referred to the Budget Committee. Motion carried.</i></p>		
<p>6. Town Bursary Program (11)</p>	<p>Discussion was held. Criteria could be on the basis of need, and/or academic standing. It could be divided into two bursaries, \$750 to a boy and \$750 to a girl. The taxpayer's account would have to be in good standing.</p> <p><i>It was moved by Ron Boulding, seconded by John Kinsella, that recommendation be made to Council, for approval of a maximum of two bursaries in the amount of \$750 each, one for a boy and the second for a girl. The bursaries will be based on an academic standing of at least 75%. The recipient will be an immediate family member of a residential or business taxpayer in good standing. The bursary will be not given if no one qualifies in any given year. Motion carried.</i></p>		

7. Request to Write Off Taxes (12)	<p><b><i>It was moved by John Kinsella, seconded by Ron Boulding, that recommendation be made to Council for tax write off on the following properties:</i></b></p> <p><b><i>Tax card # 92398 in the amount of \$602.25</i></b>  <b><i>Tax card # 4641442 in the amount of \$878.40</i></b>  <b><i>Tax card # 4641485 in the amount of \$1,160.53</i></b>  <b><i>Tax card # 4997409 in the amount of \$3,063.73</i></b></p> <p><b><i>Motion carried.</i></b></p>		
8. Policy on Low Income Tax Exemption (13)	<p>Amery Boyer reported that a bylaw was not required for tax exemption based on low income, this can be done through a policy.</p> <p><b><i>It was moved by John Kinsella, seconded by Sherman Hudson, that recommendation be made to Council for approval of the low income tax exemption policy. Motion carried.</i></b></p>		
9. Proposal for the 400 <sup>th</sup> Anniversary Celebration Year from Kent Thompson (17)	<p><b><i>It was moved by John Kinsella, seconded by Doug Shaffner, that the proposal for the 400<sup>th</sup> Anniversary celebration year be forwarded to the Budget Committee for consideration in the Cultural Capitals budget. Motion carried.</i></b></p>		
10. Municipality of Annapolis County Contract Agreement for Animal Control Services (20)	<p>Discussion was held.</p> <p><b><i>It was moved by Sherman Hudson, seconded by Doug Shaffner, that recommendation be made to Council that the Town of Annapolis Royal accept the Municipality of Annapolis County contract agreement for animal control services. Motion carried.</i></b></p>		
11. Funding for Annapolis Royal Historic Gardens (21)	<p>Amery Boyer reported that the Historic Gardens is operating with a huge deficit and has requested financial support. She said that she has asked for a debt reduction plan. Stuart Jamieson will be asked to meet with the Budget Committee.</p> <p><b><i>It was moved by John Kinsella, seconded by Ron Boulding, that funding for Annapolis Royal Historic Gardens be referred to the</i></b></p>		

	<b><i>Budget Committee for further consideration. Motion carried.</i></b>		
12. Proposed Use of Video Cameras (24)	<p>Amery Boyer reported that the Town has been investigating the proposed use of video cameras within the Town. She said that there has been increased vandalism in the lower section of Town.</p> <p>John Kinsella suggested that Parks Canada be asked if they would be interested in partnering with the Town for the video cameras.</p> <p><b><i>It was moved by Ron Boulding, seconded by Doug Shaffner, that the matter of video cameras be referred to the Budget Committee for further consideration. Motion carried.</i></b></p>		
13. Email re King's Theatre (25)	<p>Amery Boyer reported that she would recommend that the Town pay for the cleaning of the King's Theatre washroom until the end of December 2005. This will provide for a public washroom on Lower St. George Street for the 2005 activities.</p> <p><b><i>It was moved by John Kinsella, seconded by Sherman Hudson, that the King's Theatre issue be forwarded to the Budget Committee for consideration. Motion carried.</i></b></p>		
14. Swimming Pool Fencing Bylaw (28)	<b><i>It was moved by John Kinsella, seconded by Sherman Hudson, that the Swimming Pool Fencing Bylaw be forwarded to Council for first reading. Motion carried.</i></b>		
15. Map of Annapolis Royal (29)	Discussion was held on various buildings within Town. Ryan Scranton suggested that before a building was demolished in Town that the Annapolis Heritage Society be informed. He said that the Society may be interested in taking pictures and looking at the building prior to demolition.		
16. Status of Contracts, Leases and Tenders (30)	Amery Boyer reported that the Town is in the process of updating the register of Town contracts, leases, and tenders.		
17. Other - 2005 Christmas Promotion	John Kinsella reported that a meeting was held on the 2004 Christmas promotion with the three parties involved. He said that there was an overage of approximately \$2,000 in spending. He said that the Town		

	has agreed to pay the approximately \$2,000 overage on the Christmas promotion.		
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## PLANNING AND HERITAGE ADVISORY COMMITTEE (10:00 a.m.)

Ian Lawrence was present for the Planning and Heritage Advisory Committee portion of the meeting.

### BUSINESS ARISING

1. Signage (10)	<p>Amery Boyer reported that the preference of the signage Task Force for placement of the large aluminum Cultural Capital signs is that it be placed either on the north side of the Kings Theatre building or on the entrance side of the Visitor Information Centre building. The two Livable Communities signs would be placed in the location of the former Town of Annapolis Royal signs on Prince Albert Road.</p> <p>Plantings for the Livable Communities sign location will be low maintenance plants and shrubs.</p> <p><b><i>It was moved by John Kinsella, seconded by Sherman Hudson, that recommendation be made to Council, that the large aluminum Cultural Capital sign be placed on the north side of the Kings Theatre building. Motion carried</i></b></p>	CAO	
2. Mews Development - Options for Development of Properties Behind St George Street (behind Annapolis Appliances)	<p>Amery Boyer reported that Harry Jost has spoken to the owner of the building and that there are interesting plans for development of the building.</p>		
3. Federation of Nova Scotia Heritage and NS Archives Spring Conference	<p>Ian Lawrence reported that several individuals attending the Federation of Nova Scotia Heritage and Nova Scotia Archives Spring Conference were impressed with the number of projects that were being undertaken within the Town of Annapolis Royal.</p>		

**PLANNING HERITAGE ADVISORY COMMITTEE**  
**NEW BUSINESS**

1. Arthur Reynolds' Application for Changes to Heritage Property at 228 St. George Street / Deck Roof Support (6)	<i>It was moved by Doug Shaffner, seconded by Ron Boulding, that recommendation be made to Council for approval of Arthur Reynolds' application for changes to heritage property at 228 St. George Street. Motion carried.</i>		
2. Tree Planting Incentive (23)	<p>A tree planting proposal was discussed that would provide 50% reimbursement for tree plantings.</p> <p><i>It was moved by Ron Boulding, seconded by Ian Lawrence, that recommendation be made to Council to authorize a 50% reimbursement program for new tree plantings on the streetscape within Town, subject to consultation with the Town's arborist, horticulturist, and/or landscape architect, and subject to availability of funds in the tree budget. Motion carried.</i></p>		
3. Michael and Beatrice Yaciuk Property 214 St. Anthony Street (26)	<p><i>It was moved by Doug Shaffner, seconded by Sherman Hudson, that recommendation be made to Council for approval of Michael and Beatrice Yaciuk's application for changes to heritage property at 214 St Anthony Street, with the strong recommendation for underground wiring. Motion carried.</i></p> <p>John Kinsella reported that the owners of this property approached this Committee prior to purchasing the property. He said that Roger Sturtevant did a lot of work with the owners on this project.</p>		
4. Annapolis Heritage Society, Relocation of Building (27)	<p>Ryan Scranton reported that the Annapolis Heritage Society would like to move a building which is located behind the O'Dell Museum approximately 20 feet onto a new foundation.</p> <p><i>It was moved by Doug Shaffner, seconded by Sherman Hudson, that recommendation be made to Council for approval of Annapolis Heritage Society's request for the relocation of a building on the property located at 136 St. George Street. Motion carried</i></p>		

**GENERAL / CORRESPONDENCE**

1. Annapolis District Planning Commission Development/Building Permit Report for the month of April 2005 (18) - information only
2. Thank you card re donation in memory of David Armstrong (14) - information only
3. Thank you card from Russell Mackintosh (15) - information only
4. Nova Scotia Tourism, Culture and Heritage letter dated April 26, 2005 (16) - information only
5. Wayne Morgan Email dated April 25, 2005 re First Ship Project (19) - information only
6. Town Hall and Building/Basement Improvements (22) - information only
7. Other

## OTHER

In Camera: To discuss a legal issue and a personnel matter.

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

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

**NEXT MEETING** June 01, 2005 at 9:00 a.m.

## ADJOURNMENT

*It was moved 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		