

TOWN OF ANNAPOLIS ROYAL
1 COMMITTEE OF THE WHOLE
MINUTES
May 6, 2009
9:00 am

The regular meeting of the Committee of the Whole was held on Wednesday, May 6, 2009 in Council Chambers at Town Hall. In attendance were Chair Deputy Mayor DeWolfe, Mayor Phil Roberts, Councillors Pat Power, Kathie Fearon, Doug Shaffner, and Sherman Hudson, CAO Amery Boyer, Director of Finance Melony Robinson, and Executive Assistant Jackie Longmire as recording secretary.

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

April 8, 2009

Motion # 1

It was moved by Councillor Power, seconded by Councillor Fearon, that the Committee of the Whole minutes dated April 8, 2009 be approved, as presented. Motion carried.

ADDITIONS/DELETIONS TO AGENDA

Under Presentations add:

1. Council Orientation – ADPC – Building and Fire Inspections

Under New Business add:

9. Resolution to Recover Expenses for Fire and Emergency Services Responses on Provincial Highways
10. Farmer's Market Lease
11. Tax write-off for Town-owned properties

Under PHAC New Business add:

2. New signage for the Community Centre

3. Heritage Guidelines

APPROVAL OF AGENDA

May 6, 2009

Motion #2

It was moved by Councillor Hudson, seconded by Councillor Power, that the agenda dated May 6, 2009 be approved, as amended. Motion carried.

PRESENTATIONS:

10:00 am – **Council Orientation – ADPC – Fire and Building Inspections**

Rick Smith and Hank Sawchuck were in attendance to update all members of Council and PHAC on fire and building inspections. Mr. Smith said that fire inspections are going very well and the low number of fire calls for the year to date may be a result of the fire and building inspections. He also said that Annapolis Royal, Bridgetown and Middleton are well ahead of other municipal units in the completion of mandatory fire inspections.

Rick and Hank are currently being cross trained so that both are capable of conducting fire and building inspections. It was noted that all of the inspectors in the area work well together and consult on some inspections. Mr. Smith said that if a private home owner wants a home fire inspection, the Fire Marshall should be contacted.

A new package with a list of building permits and instructions will be provided to make the process easier for those who need to apply for permits. It was noted that safety regulations for heritage properties are becoming less stringent and more sensitive but public safety is still of paramount concern..

PUBLIC HEARING:

None

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. By-Law to Permit the Production and Distribution of Energy from Specific Green Renewable and Green Energy Sources	Two new definitions will be inserted into the by-law. <i>Motion #4</i> <i>It was moved by Councillor Hudson, seconded by Councillor Fearon, to recommend to Council, first reading of the By-Law to Permit the Production and Distribution of Energy from Specific Green</i>	Executive Assistant	

	<i>Renewable and Green Energy Sources. Motion carried.</i>		
2. Lot Grading and Drainage By-Law	<p>This by-law is a working by-law adopted from Berwick. CAO Boyer said that this by-law will mean that the Town must be notified of any large development projects that would require lot grading or excavation.</p> <p><i>Motion #5</i> <i>It was moved by Councillor Fearon, seconded by Councillor Hudson, to recommend to Council, first reading of the Lot Grading and Drainage By-Law. Motion carried.</i></p>	Executive Assistant	
3. Rifle purchases for the Police Department	This item has been referred to capital budget discussions.		
4. Website Review	Webmaster Troy Woodland has provided details on reports relating to the website. It was agreed that the Town website is generally a good site that is producing good results.		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Water Tests	Water tests have been reviewed and found to be satisfactory. There was a question about the levels of arsenic in the water. CAO Boyer will provide complete test results for the entire year.	CAO Boyer	
2. Support for Parliament to Recognize Tartan Day and the Maple Leaf Tartan	It was agreed that the Town would not support this request.		
3. Lion's Club Canteen	<p>CAO Boyer spoke to King Lion Paul Coady in 2008 and it was suggested that the bus be located in a different location in future years. There are safety issues with the current location. Several other areas were discussed and it was agreed that the Town would reply to the request by offering the lower parking lot by Town Hall as the preferred location for the bus.</p> <p><i>Motion #6</i></p>	CAO Boyer	

	<i>It was moved by Mayor Roberts, seconded by Councillor Fearon, to recommend to Council approval of the request from the Lion's Club to have the mobile canteen located in Town during the Natal Day weekend with the suggestion that it be located in the lower parking lot at Town Hall, on an experimental basis for one year. Motion carried.</i>		
4. Motion required from Council for New Energy Efficient Building – ecoNova Scotia Grant Opportunity	<p>CAO Boyer has applied for funding through ecoNova Scotia for an energy efficient Public Works building. The energy efficiencies, including geo-thermal wells, have an approximate cost of \$205,000.00. The cost of the complete building is estimated at \$1 million.</p> <p>Motion #7</p> <p><i>It was moved by Councillor Fearon, seconded by Councillor Power to recommend to Council, approval of the funding application through the ecoNova Scotia Corporate Action Grant for an energy efficient public works building subject to financing for the entire Public Works building project. Motion carried.</i></p>		
5. Lower St. George Street Phase II – tender costs	<p>Hatch Mott MacDonald has advised that the cost for the Lower St. George Street Phase II project would be approximately \$94,920.00. This is the second of three phases for Lower St. George Street and this phase covers a 78 meter section that includes all the major plumbing. CAO Boyer will provide all the details on the project. It is anticipated that the gas tax rebate will cover approximately \$65,000.00 in costs.</p> <p>Motion #8</p> <p><i>It was moved by Councillor Shaffner, seconded by Councillor Fearon, to recommend to Council that the Lower St. George Street Phase II project proceed to the tendering stage. Motion carried.</i></p>		
6. New Integrated Infrastructure Priority List	A map and a list of infrastructure priorities have been provided by Hatch Mott MacDonald. CAO Boyer displayed the maps and explained the legend. The maps will be available for members of Council to review at their leisure.	CAO Boyer	

7. Request for a Decision – public input	As part of the Town’s economic development initiatives, the Town could attempt to attract a Tim Horton’s. It was noted that some members of the public and business community would like to see a Tim Horton’s in Town, but others would not. CAO Boyer will provide Tim Horton’s with demographic data.	CAO Boyer	
8. Civic Address By-Law	The model by-law that was developed by the Union of Nova Scotia Municipalities will be reviewed at the next meeting of Council.	Executive Assistant	
9. Resolution to Recover Expenses for Fire and Emergency Services Responses on Provincial Highways of Nova Scotia	<p>The Fire Department does not submit invoices for each call that it responds to. The County contribution does not cover first responder calls other than actual fire calls. This resolution will address the issue and Council agreed that it should be re-written for Annapolis Royal with the addition of the costs for volunteers guarding downed power lines until Nova Scotia Power workers arrive on scene.</p> <p>The resolution will be reviewed at the next meeting of Council.</p> <p><i>Motion #9</i> <i>It was moved by Councillor Hudson, seconded by Councillor Shaffner, to recommend to Council to adopt the Resolution to Recover Expenses for Fire and Emergency Services Responses on Provincial Highways of Nova Scotia, with the condition that the requested changes are made. Motion carried.</i></p>	Executive Assistant	
10. Farmer’s Market Lease	<p>The Farmers’ Market has agreed to extend its season by two weeks on an experimental basis for the 2009 season. There will be no changes to the current lease agreement to reflect the extended season and there will be no increase in the lease fee. This will be done on an experimental basis for one year.</p> <p><i>Motion #10</i> <i>It was moved by Councillor Hudson, seconded by Councillor Shaffner, to recommend to Council, that the current lease agreement with the Farmer’s Market not be changed to reflect the extended hours and that there be no increase in the rental fee.</i></p>		

	<i>Motion carried.</i>		
11. Tax write off from Town owned properties	<i>Motion #11</i> <i>It was moved by Councillor Hudson, seconded by Councillor Fearon, to recommend to Council that the following tax</i> <i>carried.</i>		

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

In attendance: Grant Slinn, Peter Davies and Ian Lawrence.

BUSINESS ARISING

Item	Decision / Action	Responsibility	Target Date
1. New windows and door at the Town Hall	A complaint has been received regarding the metal door and vinyl windows at Town Hall. The complainant says that the Town is not following its own policies. CAO Boyer said that the wooden door will be installed for the summer months. The metal door was installed for safety and energy efficiency reasons in the winter. The vinyl windows were also installed for the same reasons.		

PLANNING HERITAGE ADVISORY COMMITTEE

NEW BUSINESS

Item	Decision/Action	Responsibility	Target Date
1. Offer from Annapolis, Maryland – Trolley bus	Annapolis, Maryland has offered a trolley bus to the Town. CAO Boyer has contacted King's Tech automotive program to see if the class would be interested in the restoration project; a reply has not been received. The bus opportunity will be forwarded to the Lion's Club and other service groups but the Town has no use for a trolley bus at this time.		
2. Signs for the Community Centre	The Legion Community Centre wants to install two billboard type signs on Victoria Street and Prince Albert Road. More information		

	was requested on the actual size and design of the signs. The request will also be forwarded to ADPC for further review.		
3. Heritage Guidelines	Peter Davies said that the heritage guidelines need to be reviewed and revised. He said that some clarification is required on issues such as colour. Peter Davies and Grant Slinn offered to work on the review and make recommendations for changes. Deputy Mayor DeWolfe said that she will discuss the issue with Ryan Scranton of the Annapolis Heritage Society.		

GENERAL / CORRESPONDENCE (FOR INFORMATION ONLY)

1. Letter from ADEDA – Youth Intern – For information only

GENERAL DISCUSSION

1. **Budget** – The meeting moved into budget discussions with several questions from Council being addressed. Several issues were clarified and some changes were made. The following motion was made as a result of the discussions:

Motion #12

It was moved by Councillor Power, seconded by Councillor Fearon, to recommend to Council that the tax rate for the 2009 – 2010 fiscal year be set at \$1.65 for residential and \$3.15 for commercial. Motion carried with one nay vote recorded.

NEXT MEETING

June 3, 2009 at 9:00 a.m.

ADJOURNMENT

It was moved by Councillor Hudson that the Committee of the Whole meeting be adjourned.

1Action:	<i>Date</i>	<i>Signature</i>
Reviewed by Deputy Mayor Jane DeWolfe		

Changes made by Administrative Assistant Jackie Longmire		
Approved for website by CAO		
Forwarded to the Website		