

TOWN OF ANNAPOLIS ROYAL
COMMITTEE OF THE WHOLE
Draft Minutes
May 9, 2007

The monthly session of the Committee of the Whole was held on Wednesday, May 9, 2007 in the Council Chambers at Town Hall. In attendance were Chair Deputy Mayor Jane DeWolfe, Mayor John Kinsella, Councillors Phil Roberts, Doug Shaffner and Sherman Hudson, CAO Amery Boyer, Director of Finance Melony Robinson and Administrative Assistant Jackie Longmire as recording secretary.

Regrets: Councillor Ron Boulding

CALL TO ORDER

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

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

April 7, 2007

Motion # 1

It was moved by Mayor Kinsella, seconded by Councillor Hudson, that the minutes dated April 7, 2007 be approved. Motion carried.

ADDITIONS TO AGENDA

Under PHAC New Business add:

9. Application for Changes to Heritage Property - 200 St George Street, signage.

Under Correspondence add:

3. Note from Peter Davies
4. Invitation to attend unveiling of a historical map at the County Office.

APPROVAL OF AGENDA

May 9, 2007

Motion # 2

It was moved by Councillor Roberts, seconded by Councillor Shaffner, that the agenda for the Committee of the Whole meeting dated May 9, 2007 be approved as amended. Motion carried

PRESENTATIONS

1. Library - Board Representative, Anne Esslinger offered a library update to Council. She talked about the bookmobile programs and the possibility of replacing or eliminating one of the two bookmobiles. The schedule for the mobiles have been cut and replacing one of the aging vehicles would cost approximately \$250,000.00. She said that there have been updates to computer systems, wireless installed in other locations and the libraries are in the process of developing programs for all ages. She said that funding continues to be a problem and budgeting is difficult. Mayor Kinsella asked how new technology affects the traditional things such as the bookmobile. Ms. Esslinger said that the bookmobiles are still well used and new advances seems to have a limited effect on the traditional operations of the library. Deputy Mayor DeWolfe thanked Ms. Esslinger, on behalf of Council, for her time and presentation.

2. Swearing in of the Fire Chief and Deputies. - Chief Rick Smith, 1st Deputy Chief Malcolm Francis and 2nd Deputy Chief Brian Oliver took an Oath of Office before Mayor and Council. They were thanked for their continued service.

3. Superintendent of Public Works - Kevin McLean presented an update on several Public Works issues. He said that the sump pump inspections are moving along, letters have gone to property owners asking that they resolve the problems and the process seems to be going well. He said that the numbers from infiltration have been way down. The larger infiltration problems like the schools, Dargie Plaza and a broken sewage line have all been corrected and this could account in the drop of infiltration numbers. He said that the system is now peaking at 256 in heavy rain and this is considered a good improvement. The County office building continues to be a source of infiltration and the issues there must be addressed.

Mr. McLean suggested that the Town implement the same program as Yarmouth and move to clear bags for garbage. He

also said that the number of bags per household should be reduced. Council agreed to implementing the clear bag program; more research will be done and a program drafted. The bag limit will not be reduced. Mayor Kinsella said that the Town should not decrease the bag limit until the residents have had time to adjust to the clear bag program.

Mr. McLean said that the new compost facility is almost complete. It has been going well and they are just waiting for the doors to be installed on the building. He said that the new facility allows for the compost to break down quickly and provides better conditions for the workers. He also said that the drop off site for leaf and yard waste is being abused. He believes that large items are being dropped off by out of Town residents and suggested fencing the lot to allow only Town residents to use the site. A key could be made available to residents at Town Hall. He will be meeting with Joy Elliott to discuss options.

Mr. McLean was thanked for his time and efforts.

4. AVRSB Superintendent of Schools, Norman Dray - Mr. Dray spoke briefly about items in his report that had been provided to Council and then opened the floor for discussion. Deputy Mayor DeWolfe said that she had seen an article relating to the AIM study and noted the significant drop in placement by Annapolis West Education Centre. The high school has dropped from fourth to sixty fourth in the studies ranking. Mr. Dray said that he does not concentrate too heavily on the AIM study, the fluctuation in numbers indicates that there may be a problem with the data. He listed other studies that offer more accurate results.

Deputy Mayor DeWolfe also mentioned the missing letters from the front of ARRA and the missing school crest from the AVEC building. Mr. Dray made a note of both issues and said that he would have the problems corrected. Mayor Kinsella said that the Town appreciated the co-operation with the infiltration issues and commented on how each issue was corrected in a timely manner. He also said that there has been great co-operation with the Police Department regarding the parking lot at AVEC and there has been a decrease in the illegal activities that were taking place there.

Mr. Dray addressed the declining enrollment issue and stated that there was some discussion about putting schools together. He said that new legislation prevents any schools from being closed before 2009. He said that schools in the area will be looked at closely to determine how to address the declining enrollments. Mr. Dray also talked about funding and said that he agrees with the formula used to determine funding but there are some adjustments that he does not agree

with. Economies of scale determine portions of the funding and he said that he does not agree with the formula used as it creates larger class sizes not by choice, but by necessity. The Annapolis Valley Board receives the lowest funding in the Province and he said that the Board, over the years, has done an excellent job of ensuring that every cent is being spent in the best possible way.

CAO Boyer asked about the possibility of a college wanting to locate in the area and Mr. Dray responded that the board is willing to discuss any options and she should contact his office to set up a meeting. CAO Boyer said that the Province has recently made a process available to a private college and discussions should continue with the Board.

CAO Boyer asked about the Annapolis Youth Strategy and Mr. Dray said that he has reviewed it and believes that it should be forwarded to the new youth person that has been hired by the Province. He said that he is not sure what needs to be done to advance the project forward and the new provincial position may be able to advise what the next step should be. CAO Boyer said that she will make sure that a copy of the Youth Strategy is forwarded to the appropriate person.

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Strategic Planning - Feedback Report	Mayor Kinsella's comments were reviewed discussed, a few corrections and changes were noted. CAO Boyer said that the plan is virtually complete. She also said that a date needs to be set for the unveiling of the plan with a chance for the community to review and comment. May 31, 2007 was set as a tentative date.		

NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
1. Water Tests	Water tests have been reviewed by the CAO and found to be within the	CAO	

	required parameters.		
2. Natal Day Committee - Request for funding	<p><i>Motion #3</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Shaffner to recommend to Council that the request for funding from the Natal Day Committee be discussed at the Budget meeting, to be held on May 10, 2007.</i></p>		
3. Request for approval to write off Town property tax bills	<p>The Director of Finance said that these are the same bills that are written off every year, they are for Town owned property.</p> <p><i>Motion #4</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Hudson to recommend to Council permission to write off Town owned property tax bills with assessment numbers 4997409, 92398 and 4641442.</i></p>		
4. Request from ADBOT	<p>The ADBOT had asked that the Town assist in the production of the weekly flyer advertising sales for 4 local businesses. There was discussion of turning the flyer into an actual newsletter and the possibility of the Town posting all required notices in the newsletter. George Lohnes has advised that this is not a legal option and the Town must continue to advertise in the current local newspaper. ADBOT representative, Beth Farin has been advised that the Town is not able to support the retail flyer.</p>		
5. Town Christmas tree and magnolia bushes	<p>Joy Elliott expressed concerns over the possibility of a permanent Christmas tree being planted in front of Town Hall. She was present at the meeting to explain the disadvantages and offer possible options. Several ideas were discussed and it was agreed that a permanent Christmas tree or a magnolia would not be planted to ensure that there is room for a tree to be placed for the Christmas season.</p> <p>Ms. Elliott also mentioned some landscaping issues at the train station that</p>	Public Works	

	<p>need to be attended to right away. The entry sign at the Causeway also needs landscaping attention. The Superintendent of Public Works agreed to address the issues as soon as possible.</p> <p>The wood timbers around the curb at the Farmers' Market need to be replaced. It was agreed that wood timbers would be the appropriate replacement.</p>		
6. Fair Trade Policy	The Town of Wolfville has implemented a Fair Trade Policy; Council reviewed the information today. It was agreed that a Fair Trade Policy, suitable to the Town, would be drafted and presented at the next meeting of Committee of the Whole.	CAO	

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

PHAC members Ian Lawrence and Kathie Fearon were present for this portion of the meeting.

BUSINESS ARISING

Item	Decision/Action	Responsibility	Target Date
1. Strategic Planning Feedback Report	Items from the report were highlighted for specific review by PHAC. It was agreed that there seems to be a lot of confusion over heritage property issues. The public needs to be educated on the issues and a regular insertion will be made in the quarterly newsletter. All articles will be reviewed by PHAC before they are published.	CAO	
2. Garden contest info -	Mr. Lawrence has compiled information to be put in the form of a		

provided by Ian Lawrence	brochure for a garden contest. The details of the contest were discussed and it was decided that the award presentation should be made in October, possibly in conjunction with the last Farmers' Market of the season. The cash award will be \$100.00 per category. PHAC will discuss and determine the details before the contest is announced.	PHAC	
--------------------------	--	------	--

NEW BUSINESS

Item	Decision/Action	Responsibility	Action
1. Application for changes to Heritage Property	A new application form and brochure have been drafted as an attempt to eliminate confusion over changes to Heritage Property. Corrections and changes were identified and will be made. Copies of the brochure will be sent to the local real estate agents, the Annapolis Heritage Society and to the Historical Association of Annapolis Royal.	Administration Assistant	
2. Application for changes to Heritage Property - 124 Victoria Street - fence	<p>The height of the new fence is not within the required guidelines; the application will be forwarded to the Annapolis District Planning commission for further review.</p> <p><i>Motion # 5</i> <i>It was moved by Mayor Kinsella, seconded by Councillor Shaffner to recommend to Council approval of the Application for changes to Heritage Property located at 124 Victoria Street with the proviso that the height and location of fencing meets Annapolis District Planning Commission approval.</i></p>		
3. Application for changes to Heritage Property - 664 St. George Street - signage	<p><i>Motion #6</i> <i>It was moved by Councillor Roberts, seconded by Mayor Kinsella to recommend to Council approval of the application for changes to</i></p>		

	<i>Heritage Property located at 664 St. George Street (signage).</i>		
4. Application for changes to Heritage Property - 651 St. George Street - roof	Motion #7 <i>It was moved by Councillor Roberts, seconded by Councillor Hudson to recommend to Council approval of the application for changes to Heritage Property located at the 651 St. George Street (roof).</i>		
5. Application for changes to Heritage Property - 789 St. George Street - windows	Motion #8 <i>It was moved by Mayor Kinsella, seconded by Councillor Shaffner to recommend to Council approval of the application for changes to Heritage Property located at 789 St. George Street (windows).</i>		
6. Policy on Naming Roads	<p>The policy has been reviewed by Council and drafted in Town format.</p> Motion #9 <i>It was moved by Mayor Kinsella, seconded by Councillor Roberts to recommend to Council approval of the adoption of the Policy on Naming Roads.</i>		
7. Application for Changes to Heritage Property - 8 Victoria Street - portico	<p>The application received was for a new portico, it was noted that the property owner has also replaced a window and removed siding. A letter will be sent reminding the property owner of the application process for changes to Heritage Property.</p> Motion #10 <i>It was moved by Councillor Roberts, seconded by Mayor Kinsella to recommend approval of the application for changes to Heritage Property located at 8 Victoria Street (signage).</i>		
8. Response from George Lohnes - vinyl siding at 324 St. George Street	Response for information only.		

9. Application for changes to Heritage Property - 200 St. George Street - signage	<p>The property owner or lessee was in attendance to address any issues with her application for signage. She was wished well with her new business.</p> <p><i>Motion #11</i> <i>It was moved by Councillor Roberts, seconded by Councillor Shaffner to recommend to Council approval of the application for changes to Heritage Property located at 200 St. George Street (signage).</i></p>		
---	---	--	--

GENERAL / CORRESPONDENCE

1. Development/Building Permit Report - For information only.
2. Notice from UNSM - Fierce and Dangerous Dog Legislation - For information only.
3. Invitation to attend unveiling of a historical map - For information only.
4. Note from Peter Davies letting Council know that he has been elected as President of the Town Criers Guild for another term.

IN CAMERA

It was moved by Councillor Shaffner, seconded by Councillor Boulding, to move in camera to discuss a staffing issue.

It was moved by Councillor Boulding, seconded by Councillor Shaffner to move out of camera

NEXT MEETING June 7, 2007 at 9:00 a.m.

ADJOURNMENT

It was moved by Councillor Shaffner that the meeting adjourn.

--	--	--

<u><i>Action:</i></u>	<u><i>Date</i></u>	<u><i>Signature</i></u>
Reviewed by Mayor John Kinsella		
Changes made by Administrative Assistant Jackie Longmire		
Approved for website by Mayor or CAO		

