

MINUTES
TOWN OF ANNAPOLIS ROYAL
COMMITTEE OF THE WHOLE
September 3, 2008
9:00 a.m.

The regular meeting of the Committee of the Whole was held on Wednesday, September 3, 2008 in Council Chambers at Town Hall. In attendance were Chair Mayor Jane DeWolfe, Councillors Sherman Hudson, Ron Boulding and Doug Shaffner, CAO Amery Boyer and Administrative Assistant Jackie Longmire as recording secretary.

Regrets: Deputy Mayor Phil Roberts and Director of Finance Melony Robinson

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES

August 6, 2008

Motion # 1

It was moved by Councillor Hudson, seconded by Councillor Shaffner, that the Committee of the Whole minutes dated August 6, 2008 be approved, as presented. Motion carried.

ADDITIONS/DELETIONS TO AGENDA

Under New Business add:

- 7. Notes on Energy Management Conference
- 8. School Closures

Under PHAC New Business add:

- 4. King's Theatre

APPROVAL OF AGENDA

September 3, 2008

Motion # 2

It was moved by Councillor Hudson, seconded by Councillor Shaffner, that the agenda dated September 3, 2008 be approved, as amended. Motion carried.

BUSINESS ARISING FROM MINUTES

Item	Decision / Action	Responsibility	Target Date
{a} Traffic Authority	CAO Boyer will discuss the issue with Superintendent of Public Works Kevin McLean.	CAO	
{b} Complaint - Lion's Club bus taking up parking spaces	Mayor DeWolfe will speak to the business owners affected.	Mayor DeWolfe	
{c} Annapolis Valley Housing Authority	One application has been received for the Town representative on the Annapolis Valley Housing Authority. Councillor Boulding also expressed an interest in sitting on the Board. A decision will be made at the next Committee of the Whole meeting scheduled for October 8, 2008.	Executive Assistant	
{d} LED Street Light Pilot Project	A letter has been received from Nova Scotia Power confirming the project and indicating time lines.	Executive Assistant	
{e} Unsightly Premises	CAO Boyer has reviewed the file with the Town Solicitor. CAO Boyer said that four files have been sent to the Building Inspector under the Minimum Housing Standards By-law. The inspections were to have been completed by Friday, September 5. Any unsightly issues that are identified through the inspection process will be referred back to CAO Boyer.	CAO	
{f} Uranium Mining	<p><i>Motion #3</i></p> <p><i>It was moved by Councillor Boulding, seconded by Councillor Hudson, to recommend to Council to support the recommendation of the Municipality of West Hants, requesting that the Province enact legislation that the moratorium on uranium mining not be lifted and that uranium exploration no longer be permitted in Nova Scotia.</i></p>	Council	

NEW BUSINESS

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Item	Decision / Action	Responsibility	Target Date
{a} Water Tests	Water tests have been reviewed and found to be satisfactory.	CAO	
{b} Seasonal Residence By-law	<p>The Town Solicitor has reviewed the by-law and cannot find a similar by-law for comparison. It is agreed that with the number of seasonal residents in Annapolis Royal that this by-law is necessary. It was noted that the by-law should address right of entry in the event of an emergency. Agents are to be appointed during absences and seasonal residents must register their names at Town Hall. The time frame was also discussed and it was agreed that if a property is vacant for 3 or more months then it should be considered seasonal.</p> <p><i>Motion #4</i></p> <p><i>It was moved by Councillor Hudson, seconded by Councillor Shaffner, to recommend to Council that the Seasonal Residence By-law go to first reading.</i></p>	CAO	
{c} Signage Policy	It was agreed that signage rules will be listed in the next Town newsletter.	Executive Assistant	
{d} New Town decal for all Town owned vehicles	<p><i>Motion #3</i></p> <p><i>It was moved by Councillor Shaffner, seconded by Councillor Boulding to recommend to Council approval of the Town decal for all Town owned vehicles.</i></p>	No action required	
{e} Camera purchase for the Police Department	The purchase of a new camera at an expense of \$3,078.14 has been referred to the Board of Police Commissioners for recommendation to Council.	Executive Assistant	
{f} ADPC - financial Statements	The financial statements were reviewed and it was noted that there was a considerable drop in revenues but a significant increase in salaries. CAO Boyer said that ADPC has hired new staff and that would explain the	CAO	
{g} Notes on Energy Management Conference	CAO Boyer attended an Energy Management Conference in British Columbia. A report was drafted and she said that the conference would be helpful in the completion of the Green Plan. CAO Boyer said she has been	Executive Assistant	

	<p>in contact with Bob Maher of the Applied Research Group at COGS and he suggests a meeting with energy-minded people to discuss all heating, cooling and electrical options. Mayor DeWolfe and Councillor Boulding will participate in the meeting, Mike Gushue will also be invited to attend.</p> <p>CAO Boyer said that several site visits were included in the conference and low energy buildings are now the standard in BC. She also said that pedestrians and cyclists have the right of way over single cars.</p> <p>It was also noted that Vancouver has a guide of all green projects. This could be a project for Annapolis Royal.</p>		
{h} School Closures	<p>A public meeting to discuss the possibility of school closures in the area was scheduled for August 2008 but was cancelled by the Mayor for personal reasons. Mayor DeWolfe said that the Mayors and Warden's group has discussed the issue and a letter has been drafted requesting an extension on the dates for submissions of interest from municipal units. ADEDA has drafted a similar letter. Bridgetown Mayor Art Marshall and Annapolis County Warden Peter Newton are scheduled to make a presentation to the School Board on September 3, 2008.</p> <p>CAO Boyer said that a report from Annapolis Royal would be ready for submission, in case an extension is not granted.</p> <p>This issue will be updated at the next meeting of Council scheduled for October 15, 2008.</p>	CAO	

PLANNING AND HERITAGE ADVISORY COMMITTEE 10:00 am

In attendance: Kathie Fearon, Elizabeth Ross and Ian Lawrence.

BUSINESS ARISING

Item	Decision / Action	Responsibility	Target Date
{a} Proposed Office Building - 50 St. Anthony Street	<p>Town Planner Chris Millier was in attendance to explain the process and offer options to move the application forward. He said that the initial application requires a policy change and it is mandatory to gain public input. The zoning of the property needs to be amended before the project can go ahead.</p> <p>All members of Council and PHAC discussed the options presented by Mr. Millier and it was agreed that a drawing or plan of the project needs to be reviewed; little information is available on the building itself. It was agreed that the development agreement may be the most appropriate tool for this application. The long term plan for that particular area does identify the area as gateway commercial so there appears to be no real issues with the zoning.</p> <p>Chris Millier advised that PHAC and Council should be aware that the development process places a higher burden on the developer. Mayor DeWolfe said that PHAC and Council have no intentions of holding up the process. All development agreements in the past have been approved after a back and forth process to ensure that all involved are satisfied and comfortable with the design.</p>		

	<p>Motion #5 <i>It was moved by Ian Lawrence, seconded by Kathie Fearon, to recommend to Council an amendment of the general future land use map and redesignating land parcels from residential to commercial, to amend the MPS to require new commercial development in this district be done by development agreement and to approve the application of J. Melanson on behalf of O. Janson to have commercial property developed at 50 St. Anthony Street subject to submission of development plans.</i></p>		
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NEW BUSINESS

Item	Decision / Action	Responsibility	Target Date
{a} Application for changes to Heritage Property - 178 St. George Street - new basement windows	<p>Motion #7 <i>It was moved by Ian Lawrence, seconded by Councillor Hudson, to recommend to Council approval of the application for changes to heritage property located at 178 St. George Street.</i></p>	Executive Assistant	
{b} Application for changes to heritage property - 703 St. George Street - wheel chair ramp	<p>Council has requested a sketch of the design.</p> <p>Motion #8 <i>It was moved by Councillor Boulding, seconded by Councillor Shaffner to recommend to Council approval of the application for changes to heritage property located at 703 St. George Street pending receipt and review of a sketch of the design.</i></p>	Executive Assistant	
{c} Application for changes to heritage property - 833 St. George Street - fence	<p>Motion # 9 <i>It was moved by Ian Lawrence, seconded by Kathie Fearon, to recommend to Council approval of the application for changes to</i></p>	Executive Assistant	

	<i>heritage property located at 833 St. George Street.</i>		
{d} King's Theatre	<p>King's Theatre has submitted a list of repairs, which includes window replacement and repairs to the front deck and wheel chair ramp. The work has an estimated expense of \$8,000.00 - \$9,000.00 and is necessary maintenance. CAO Boyer also mentioned on-going problems with the sprinkler system that have yet to be resolved. The town has budgeted \$12,000.00 for maintenance and repairs to the building.</p> <p>Motion #8 <i>It was moved by Councillor Boulding, seconded by Councillor Shaffner, to recommend to Council approval of the work listed in the application at the estimated expense and any sprinkler repair expenses to also be covered by the budgeted amount for 2008-2009 with any overages being brought back to Council for approval.</i></p>		

CORRESPONDENCE

Item	Decision / Action	Responsibility	Target Date
{a} None			

GENERAL DISCUSSION

1. Councillor Shaffner said the traffic light at Mileboard Corner has been hanging at a strange angle for months. The light was replaced with a new fixture but the light is not working. CAO Boyer will contact the Department of Transportation to discuss the issue.

ADJOURNMENT

It was moved by Councillor Boulding to adjourn the meeting.

NEXT MEETING October 8, 2008 at 9:00 a.m.

<i>Action:</i>	<i>Date</i>	<i>Signature</i>
Reviewed by Mayor Jane DeWolfe		
Changes made by Administrative Assistant Jackie Longmire		
Approved for website by CAO		
Forwarded to the Website		