

TOWN OF ANNAPOLIS ROYAL
1 COMMITTEE OF THE WHOLE
MINUTES
September 23, 2009
10:30 am

A special meeting of the Committee of the Whole was held on Wednesday, September 23, 2009 in Council Chambers at Town Hall. In attendance were Chair Mayor Phil Roberts, Deputy Mayor Doug Shaffner, Councillors Kathie Fearon and Pat Power, CAO Amery Boyer, Director of Finance Melony Robinson and Executive Assistant Jackie Longmire as recording secretary. Several members of the Farmers' Market Association and the public were also in attendance.

Regrets: Councillors Holger Mueller-Sparenberg and Sherman Hudson

This meeting was scheduled to review the lease with the Farmers' Market Association and to discuss concerns that have been raised by business owners and residents. Several comments regarding the Market were received via e-mail and were provided for review and consideration at the start of the meeting.

BUSINESS ARISING

Item	Decision /Action	Responsibility	Target date
1. Winter Market	<p>Mayor Roberts has been working on the continuation of the Farmers' Market until Christmas at the Legion. It was suggested that the Town's Marketing Coordinator organize and coordinate the Winter Market; the Market Association does not need to be involved. The start date for the Winter Market was discussed and it was agreed that the regular Market would continue until October 31, 2009 and the Winter Market would begin on November 7, 2009. Alternate arrangements will have to be made on the weekend of the Christmas Market. It has been suggested that the first market should also include an opening event of somekind like wine and cheese.</p> <p>There are some issues that will need to be clarified before the market begins at the Legion. The following questions were raised: food preparation,</p>	Mayor Phil Roberts and Marketing Corodinator Sally Burnie	

	electrical outlets, proper food licenses, cost of tables and issues to be reviewed by the Fire Marshall. Mayor Roberts will follow up on all of the questions raised.		
2. Farmers' Market Lease	<p>Mayor Roberts said that Council is concerned over two matters with regard to the Farmers' Market: parking and a clear "sight line" or clear access routes.</p> <p>The parking concerns centre around the sidewalk along St. George Street to the corner of Drury Lane. Mayor Roberts suggested that the sidewalk be kept clear to a width of 4 feet and that no vehicle be permitted to park on the coloured concrete area in front of the Market. He suggested that the vendors who park in that area move to the parking lot at the back of the Market. It was noted that when the Community Band is playing at the Market they take up more space than a regular band and the area does become congested. Mayor Roberts proposed blocking off the parking lot entrance on Drury Lane, opposite Prince William Street. This would create a safe area for the Community Band, the fish truck and any other vendors which push out into the St. George Street sidewalk area. This would still leave access to the two handicapped parking spaces in the parking lot. Mayor Roberts also suggested that the area could be blocked off for the next market to see if it makes any difference. He also said that this is not a permanent solution but something to try for the remainder of the season.</p> <p>The entrance to the Market from Church Street is also a congested area. The vendors in that area could be rearranged to allow for more space. There is also an issue with the sandwich board signs at that location being blocked by vendor tents. The vendors who currently park in that area will be asked to park far enough away from the Old Post Office building to allow room for pedestrians.</p> <p>David Whitney mentioned the half pipe at the King's Theatre and said that once the Skatepark is constructed the half pipe will be moved and that opens up more space for the Market to expand. There is also an area that is slightly behind the Theatre that could be used by the Market.</p> <p>There are currently 92 vendors at the Market with approximately 10-20 on a waiting list. There have been concerns expressed about waiting vendors</p>		

	<p>moving to the Digby Market. John Elliott said that he didn't think the Annapolis Royal Market could expand to accommodate more vendors. The storage area is full and the current vendors are happy with the size of the Market. It was noted that the majority of the vendors do not park in the lot that is directly behind the Market.</p> <p>Cindy Wilson requested copies of the drawings that were produced by Joy Elliott in 2004 as an effort to restructure the Market. Corrine Warner requested maps of the market. The Annapolis Royal Police Department will be asked to be present at the Market to deal with issues such as vehicles parking on the sidewalk.</p> <p>It was agreed that Council, the Farmers' Market Association and interested members of the public would meet on November 18 at 11:00 am to discuss permanent changes to the market that would deal with all the issues addressed above.</p> <p>An Action Plan was generated as a result of the discussion and is attached as Appendix A.</p>		
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ADJOURNMENT

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

1Action:	<i>Date</i>	<i>Signature</i>
Reviewed by Mayor Roberts		
Changes made by Administrative Assistant Jackie Longmire		
Approved for website by CAO		

Forwarded to the Website		
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APPENDIX A

Farmers' and Traders' Market Action Plan As at September 23, 2009

	Action	Responsibility	Start	Status
1.	Indoor Market at the Legion for the winter <input checked="" type="checkbox"/> Wine & cheese kick off <input checked="" type="checkbox"/> 15 interested produce vendors <input checked="" type="checkbox"/> Exclusive of Christmas Market <input checked="" type="checkbox"/> Fire Inspector needs to be consulted <input checked="" type="checkbox"/> Food permits & required courses	Mayor Phil Roberts & Corinne Warner/Sally Burnie	In progress	Market to start on November 7, 2009
2.	Parking of vehicles <input checked="" type="checkbox"/> No vehicles to be allowed on sidewalks			
3.	Clear site lines/Clear access routes through the Market <input checked="" type="checkbox"/> Walkways and throughways must be no less than 4 feet	Corinne Warner		
4.	Sidewalk along St George Street to the corner <input checked="" type="checkbox"/>			
5.	Entrance to the Market at Church Street by Post Office <input checked="" type="checkbox"/> Very tight with trucks			
6.	Amount of space used by each vendor <input checked="" type="checkbox"/> canopies			
7.	Fish truck <input checked="" type="checkbox"/> move to parking lot	Corinne Warner		
8.	Copies of Joy Elliott's drawings for those interested	CAO		

9.	Expansion of market onto King's Theatre property after half pipe is moved	King's Theatre		
10.	Close off parking lot entrance in front of Prince William Street	Public Works/Traffic Authority	Experiment on September 26, 2009	
11.	Future plans for the Market ☒ consider over the winter	Farmers' and Traders' Market Association	Meeting to be held on Wednesday, November 18, 2009 at 11:00 a.m.	
12.	Move the band to the parking lot	Corinne Warner		
13.	Address storage issues			
14.	Address issue of tent obstructing sandwich board signs	Corinne Warner		
15.	Delivery trucks straddling sidewalks	Police		