

COUNCIL

JULY 7, 2003

#03-11

The Parrsboro Town Council met in regular session on Monday, July 7th, 2003 at 7:00 p.m. in the Council Chambers with Mayor Doug Robinson presiding.

PRESENT: Deputy Mayor Gleneida Canning
Councillor Lloyd Smith
Councillor Lois Smith
Councillor Lyle Yorke
A.D. Brown, Town Clerk
Kevin Yorke, Secretary

1. WELCOME AND CALL TO ORDER

Mayor Robinson called the meeting to order at 7:00 p.m. and welcomed all those in attendance with special mention of the two newest members of the RCMP detachment, Cst. Jennifer Clarke and Cst. Dwayne Penny.

2. APPROVAL OF AGENDA

Moved by Councillor Lyle Yorke, seconded by Councillor Lois Smith that the agenda be approved as circulated. Motion carried.

3. PRESENTATION OF AUDITED FINANCIAL STATEMENTS

The Town's auditor, Mr. George Jorgensen, presented the audited financial statements for the fiscal year April 1, 2002 to March 31, 2003.

Mr. Jorgensen reviewed the General Non-Consolidated financial statements noting operating revenue of \$1,545,791 and operating expenditures of \$1,542,543 leaving a net surplus of \$3,248. Mr. Jorgensen reported an accumulated surplus of \$81,730 and operating reserves of \$308,167. During the review Mr. Jorgensen noted that the Town's balance sheet is in very good shape taking into consideration that there are \$325,000 in assets versus \$226,000 in payables. He also commended Council for putting money into reserves so that if anything drastic happens the tax rate would not have to be affected and he commended Town Staff for doing an excellent job

collecting taxes with only 2.2% outstanding at the end of the fiscal year.

Mr. Jorgensen reviewed the Water Utility financial statements noting an operating revenue of \$264,444 and operating expenditures of \$391,813 for a net operating loss of \$127,369. He noted a surplus at the end of the year of \$151,050. Mr. Jorgensen advised that expenditures were up approximately \$236,000 over last year because of a \$24,000 increase in depreciation of utility plant and \$215,000 increase in transfers to water capital as at the end of last year the work was still in progress and when the project was completed the Town did not take out any long term financing, therefore, \$207,000 was taken out of the Water Utility and the balance out of the water depreciation funds to pay that debt. Mr. Jorgensen noted a negative rate of return of 2.63% this year, however, with the projected surpluses over the next few years he felt that the Water Utility is in good shape and should be able to pay for the debt.

After reviewing the financial statements Mr. Jorgensen invited questions from Council.

Councillor Lloyd Smith requested clarification that the even with a minus 2.6% the Water Utility will be able to come out of the debt it is in.

Mr. Jorgensen explained that each year there is income generated between \$100,000 and \$150,000 in surplus in the Water Utility and \$50,000 in depreciation each year , therefore, each year there will be between \$100,000 and \$150,000 generated to pay off that debt, otherwise the Utility would have to borrow the money.

Moved by Councillor Lloyd Smith, seconded by Deputy Mayor Gleneida Canning that the 2002/2003 audited financial statements be accepted. Motion carried.

4. RCMP REPORT

Cst. Jennifer Clarke presented a report covering the period June 7th to July 7th. A total of 78 occurrences in the Town of Parrsboro broken down into the following: 1 Assault; 2 Break and Enters; 1 Commercial flyer; 12 Property Damage and Mischief; and 13 Disturbing the Peace. The remaining approximate 50 occurrences were related to administration.

Mayor Robinson noted the understanding that last week there was a little bit more activity than might have been expected on the streets and that it was looked after at the time. He advised that there is a great concern of people in town about the activity that goes on especially late at night on the street and that he had talked to Cpl. Oliver who indicated that he is going to increase patrols in that area.

5. BYLAW ENFORCEMENT OFFICER'S REPORT

Mr. Skidmore was not present. No report.

6. FIRE CHIEF'S REPORT

Fire Chief Arnold Wood presented the following report for the month of June 2003:

EMERGENCY CALLS

**May 23 - Grass fire Partridge Island beach
June 04 - Yorke Settlement First Responders
June 04 - New Prospect MVA
June 06 - Economy Mutual Aid
June 14 - Lighthouse Road flue fire
June 30 - Western Ave. Structure**

TRAINING

**June 05 - Field Day meetings
June 12 - Clean hall, check gear and trucks
June 19 - Clean hall, Field Day meeting
June 26 - Meeting
July 03 - Clean up after Field Day**

UPCOMING TRAINING

Checking gear and cleaning hall for the month of July and August

The Fire Chief responded to a question from Councillor Lloyd Smith about Field Day indicating that it was very successful with a good turn out of people all day.

Mayor Robinson extended his regrets for not attending due to his commitments at the Ottawa House which also had a very successful day.

7. APPROVAL OF CHEQUE SHEET

Moved by Councillor Lois Smith, seconded by Councillor Lyle Yorke that the General Cheque Sheet in the amount of \$267,015.15 be approved as circulated. Motion carried.

8. APPROVAL OF MINUTES

Mayor Robinson asked if there were any errors or omissions noted in the minutes of May 27th, 2003 - Council #03-08. He noted that there were two amendments to the original draft of the

minutes, one on page 8 where his name was added to those voting against the recommendation of the Water Protection Advisory Committee as the Mayor is required to vote. The second amendment was on page 11 where the date of August 31st was changed to August 1st as the earliest date on which work can begin on the Aboiteau.

As there were no further errors or omissions the Mayor declared the minutes approved as amended.

The Mayor asked if there were any errors or omissions noted in the minutes of June 17th, 2003 - Special Council #03-09. For information he noted that the purpose of this meeting was to transfer money into the operating reserve and that the Water Utility apply \$325,609 with funds coming from the operating surplus and depreciation account and that future payments on the water capital be made at a rate of a minimum of \$90,000 a year over a five year period.

As there were no errors or omissions the minutes were declared approved as circulated.

Mayor Robinson asked if there were any errors or omissions in the minutes of June 30th, 2003 - Special Council #03-10. The Mayor noted that this was the meeting at which the Council approved an Operating Budget for the Town of Parrsboro in the amount of \$1,609,108 for the fiscal year April 1st, 2003 to March 31st, 2004 and that the Residential Tax Rate be set at \$1.85 per \$100 of assessment and that the Commercial Tax Rate be set at \$3.35 per \$100 of assessment. Also, that taxes be accepted at par until August 8th, 2003 and that interest be charged and calculated at a rate of 2% per month on all accounts remaining unpaid after August 8th, 2003.

As there were no errors or omissions the Mayor declared the minutes approved as circulated.

9. COMMITTEE REPORTS

(9.1) Finance - Report given by Deputy Mayor Gleneida Canning:

FINANCE COMMITTEE REPORT

JULY 2003

(a) Presentation by Co-op - Floyd Jeffers from the Board of the Cross Roads Co-op, accompanied by design engineers for the new expansion met with Council to make a request on behalf of the Co-op, as recommended by the engineers, that the Town remove a section of sidewalk curbing adjacent to the existing parking lot and replace it with a sloping driveway to permit easier access by their delivery trucks which back into the parking lot from Main Street. In the discussion the

Clerk noted his concerns about public safety when the delivery trucks are backing up in front of the main doors and recommended that the Co-op look at other options.

After a discussion the Committee recommended approval of the Co-op's request, however, they also felt that the Co-op should be requested to have a person directing traffic on site during deliveries and to confirm that steps will be taken to ensure that as little surface water as possible is directed onto the sidewalk from the parking lot.

(b) Presentation - Ship's Company Theatre - Nancy Cleveland from the Board of the Ship's Company Theatre and Artistic Producer Scott Burke met with Council to request consideration of an agreement to use a portion of the Town's property on Lower Main Street, formerly known as the Irving property, for parking once the new theatre has been constructed. In the discussion the Committee was supportive of the request and felt that a Memorandum of Understanding would be the appropriate option to permit the use of the property for this purpose.

The Committee recommends proceeding with the Memorandum of Understanding after a few minor details have been worked out.

(c) RCMP RE: Noise Bylaw - Cpl. Phil Oliver met with the Committee to recommend consideration be given to implementing a noise control bylaw due to the increasing number of complaints being received by the RCMP. Cpl. Oliver circulated some information for review and during the discussion the Committee agreed that it would be appropriate to pursue the matter further.

It was recommended that the Clerk obtain a copy of noise bylaws from a few other municipalities for the Council to review with Cpl. Oliver at a later date.

(d) Dog Bylaw - The Committee reviewed the latest draft of the Dog Bylaw dated June 30, 2003 and recommended that it be placed on the agenda of the next regular Council meeting for first reading.

(e) Special Hazards Response Unit (SHRU) - Correspondence has been received from Bill Weagle of the Central EMO Zone, advising that based on the policy established by the SHRU Steering Group, the proposed 2003/2004 cost sharing contribution from Parrsboro is \$638.40 based on a per capital rate of \$0.40 for the current fiscal year.

After a discussion the Committee recommended our continued participation in this project and payment of the invoice.

(f) Dinosaur Lights - The Committee was advised that many of the dinosaur lights need tube lighting replaced and other minor repairs.

After a discussion the Clerk was requested to investigate options to repair the lights and to implement the most cost effective option.

(g) Unsightly Premises - The Building Inspector has advised that he is currently in the process of dealing with three unsightly premises complaints and that orders have been served upon the property owners advising that they must take remedial action within a specified time or face possible legal action.

In the discussion the Committee recommended that the Building Inspector be authorized to take the necessary legal action against any property owner who fails to comply with the order to clean up their property.

(h) Molly Morwick Plaque - The Council would like to acknowledge with appreciation a plaque brought in by Dora Fuller which had been presented by the Town to Miss Molly Morwick on December 31st, 1971 on the occasion of her retiring after 50 years as Town Clerk and Treasurer. The plaque will be appropriately displayed in the Town Hall.

Moved by Deputy Mayor Gleneida Canning, seconded by Councillor Lloyd Smith that the Finance Report and recommendations contained therein be accepted.

On the question,

Councillor Lloyd Smith requested clarification about the first reading of the Dog Bylaw.

Mayor Robinson noted that there would have to be an amendment to the agenda from this report and 1st Reading of the Dog Bylaw would be added as item #10 and the remainder will be correspondingly changed.

Councillor Lyle Yorke noted that he would still like to have seen more information as to the potential liability associated with trucks backing up in front of the entrance door to the Co-op before he voted on that item. Councillor Yorke requested a separate vote on item (a) from the remainder of the Finance Committee report. This was agreed to by the mover and seconder of the motion.

As there were no further questions or discussion the Mayor called for a vote on the motion to approve the Finance Committee report and recommendations contained therein with the exception of item (a). Motion carried.

Moved by Deputy Mayor Gleneida Canning, seconded by Councillor Lloyd Smith that the Council accept the recommendation to approve the Co-op's request as presented in item (a).

On the question,

Councillor Lloyd Smith noted that at the Committee meeting there had been discussions about the changes that the Co-op had to make to their plan before the Town undertook the removal of the curb and sidewalk and installed the sloping driveway which included the installation of posts and chains in front of what used to be the front of the store and he recommended that this statement be included in the letter that would be going to the Co-op.

Mayor noted that this would indeed be included in the letter as a commitment on the part of the Co-op.

There was also a discussion regarding the scheduling of the two projects resulting in a consensus of opinion that it would be preferred that the Co-op fulfill its commitment to block off the old parking area before the Town undertakes its work.

Councillor Lyle Yorke advised that he was not against the Co-op getting things up and running, however, he restated that he would like to know more about the liability to the Town where trucks would be backing up in front of the doors where people would be coming in and going out of the Co-op.

Mayor Robinson noted that in the letter the Town will strongly recommend that if a truck is backing in during store hours that, in fact, there would be a spotter on the truck. The Mayor expressed the opinion that the only liability to the Town is whether or not trucks can back in off the street and he pointed out that they can back in off the street now, therefore, there is no change in that liability.

Councillor Yorke indicated that this did not completely satisfy his concern and that he would still like to see a lawyer's advice.

The Clerk noted that he understood Councillor Yorke's concern as he had strongly expressed similar concerns to Council, the Committee and the Co-op before that there is a liability backing vehicles in as it exists today and that the liability is greatly increased by moving the vehicles closer to the doors whether or not there is a spotter. The Clerk expressed the opinion that there would be no new information from a lawyer other than confirmation that the liability exists.

After further discussion the motion was called to a vote. Voting in favour - Mayor Robinson, Deputy Mayor Gleneida Canning, Councillor Lois Smith and Councillor Lloyd Smith. Voting against - Councillor Lyle Yorke. Motion carried.

(9.2) Public Works - Report given by Councillor Lloyd Smith:

PUBLIC WORKS COMMITTEE REPORT

JULY 2003

(a) Superintendent's Report - John Henwood reported the following activity in the Public Works Department:

- gravel roads have been graded and calcium chloride applied for dust control.**
- two old lead water lines were replaced on Sydney Street and an unused lead water line on Spring Street that had been leaking was removed. A shut off valve was replaced at a residence on Pier Road and a number of small leaks in the water lines at McKenzie Park were repaired.**
- quite a lot of time has been spent at Glooscap Park repairing the ladder to the beach which had been washed out by the tide, repairing gravel roads and applying dust control, and replacing the sand in the sandbox.**
- Main Street was swept and hosed down in preparation for repainting of the crosswalks and parking stalls which have now been completed.**
- brackets for the hanging flower pots were built and installed on the poles and the flower pots are now in place as well.**
- the Town Hall grounds, ball fields and ditches have been cleaned up and the grass mowed.**
- the crew has started to split and pile two loads of fuel wood for the works garage and Town Hall.**
- a cross cut in the pavement at the intersection of Pier Road and Two Island Road has been repaired with cold mix.**

Moved by Councillor Lloyd Smith, seconded by Councillor Lyle Yorke that the Public Works report be accepted.

On the question,

Councillor Lloyd Smith, Councillor Lyle Yorke and Mayor Robinson commented on the excellent job the Public Works crew had done painting the crosswalks and parking spaces and hanging the flower pots on Main Street which was very much appreciated.

As there were no further comments the motion was voted on and carried.

(9.3) Recreation - Report given by Deputy Mayor Gleneida Canning:

RECREATION COMMITTEE REPORT

JULY 2003

(a) Summer Program - The recreation summer staff have been hired for this year's day camp and sports programs with Kathleen Welton, Sports Co-ordinator, Shawn Webb, Sports Instructor, and Kristy Campbell, Amanda McCulley, and Rachel Yorke as day camp leaders. The summer program is once again being co-ordinated through the YMCA with Shalene McCulley in the supervisory position. Registration for the various programs took place a couple of weeks ago and everything is now underway for the summer.

Moved by Deputy Mayor Gleneida Canning, seconded by Councillor Lloyd Smith that the Recreation report be accepted. Motion carried.

(9.4) Park - Report given by Councillor Lois Smith:

PARK COMMITTEE REPORT

JULY 2003

(a) Lean-To Shelter - Park Superintendent John Best has removed the deteriorated lean-to picnic shelter that had been attached to the recreation hall/canteen. The Committee has reviewed a couple of options for replacing the shelter, either with a similar structure or with a free standing structure.

After a review of the options and associated costs, the Committee recommended the construction of similar picnic shelter attached to the recreation hall at an estimated cost of \$3,500 which is the less expensive option.

Moved by Councillor Lois Smith, seconded by Councillor Lloyd Smith that the Park report and recommendations contained therein be accepted.

On the question,

Councillor Lois Smith expressed her appreciation for the work that the Public Works department

had done at the Park.

As there was no further discussion the motion was voted on and carried.

10. 1st READING OF DOG BYLAW

Moved by Councillor Lois Smith, seconded by Councillor Lloyd Smith that Town Council approve the 1st reading of the Town of Parrsboro Dog Bylaw dated June 30th, 2003. Motion carried.

Mayor Robinson noted that copies of the bylaw would be available at the Town Office tomorrow and that there will be a public meeting at some point which will be advertised.

11. CORRESPONDENCE

(11.1) Karen Beech - For information the Clerk read correspondence from Karen Beech, a tourist who had visited Parrsboro, in which she expressed how much she and her family had enjoyed their vacation, especially the kindness of the people and beauty of the area, and that they look forward to returning and spending more time here.

12. ADJOURNMENT

Upon a motion by Councillor Lois Smith the meeting adjourned at 8:00 p.m.