

COUNCIL

JUNE 26, 2007

#07-08

The Parrsboro Town Council met in regular session on Tuesday, June 26th, 2007 at 7:00 p.m. in the Council Chambers with Mayor Doug Robinson presiding.

PRESENT: Deputy Mayor Lloyd Smith
Councillor Gleneida Canning
Councillor Lois Smith
A.D. Brown, C.A.O.
Kevin Yorke, Secretary

REGRETS: Councillor Lyle Yorke

1. WELCOME AND CALL TO ORDER

Mayor Robinson called the meeting to order at 7:00 p.m. and welcomed all those in attendance.

2. APPROVAL OF AGENDA

Moved by Deputy Mayor Lloyd Smith, seconded by Councillor Lois Smith that the agenda be approved as circulated. Motion carried.

3. RCMP REPORT

Due to other commitments there was not a representative from the RCMP to present the report, however, all members of Council had received a copy prior to the meeting.

POLICE ACTIVITY REPORT FOR MAY 2007

In May the Parrsboro Office attended 71 calls for service. The numbers are consistent with the numbers for April.

On May 1, this office organized a Drug Awareness Education Day in Parrsboro. Sgt. Peter Kierstead, the RCMP Drug Awareness Coordinator attended as well as James Shedden

from the Addiction Services in Amherst. The two presenters spoke to both Parrsboro and Advocate High School Students at the PRHS. Overall the message was well received by the students. An open forum was held for the community at large. Unfortunately this event was not well attended. This is unfortunate as many in our community seem to have concerns about drugs but few are willing to attend such a forum.

There has been some very good news on the staffing front. Two RCMP Members have been identified and transferred to our office. Both are Nova Scotia natives and are thrilled to be coming back home. Cst. Dal Hutchinson has approximately two years service and will be filling the Parrsboro vacancy created by Cst. Guy Bergeron's retirement. Cst. Bill Corkum has approximately seven years service and will be replacing Cst. Dwayne Penney who occupied the Advocate position. Both Members are excited about their transfers and hope to be here as soon as possible.

Cst. Penney came to the Parrsboro office after training and has spent four years here. Dwayne has been a dedicated and popular member and will be missed. Along with his many other duties Dwayne served as the liaison officer at the high school. I thank Dwayne for his dedicated service and wish both he and his girlfriend April all the best in their new posting.

Respectfully,

Cumberland Detachment - Parrsboro Detachment May 2007

False Alarms	3
Assaults	2
Break and Enter	0
Mischief	5
Impaired Driving	0
Locate Persons/Vehicle	0
Motor Vehicle Collisions	1
Theft/Possession of Stolen Property	4
Family Relations	1
911 Calls	3
Disturbing the Peace	1
Moving Traffic Violations	12
Resist/Obstruct Justice	0
Trespass Act	0
Other Occurrences	4
Assist General Public	6
Harassing Phone Calls	1
Sudden Death	0
Municipal Bylaw	3
Off Highway Vehicle Comp.	0
Fire Prevention Act	2
Motor Vehicle Inspection	0
Uttering Threats	2
Lost/Found Property	4
Possession of Narcotics	1
Property Check	2
Protection of Property	1
Peace Bond	1
Arsons	2
Other Occurrences	2
Total Occurrences	71

Councillor Lois Smith advised that on behalf of Council she would like to take the opportunity to extend best wishes to Cst. Guy Bergeron on the occasion of his retirement and to Cst. Dwayne Penney in his new position in Newfoundland.

Deputy Mayor Lloyd Smith asked if there had been any word on when their replacements would be arriving.

The Mayor and Clerk indicated that they had heard nothing to date.

**Moved by Deputy Mayor Lloyd Smith, seconded by Councillor Lois Smith that the RCMP report be accepted.
Motion carried.**

4. PUBLIC HEARING RE: MUNICIPAL PLANNING STRATEGY AND LAND USE BYLAW

Mayor Robinson opened the Public Hearing advising that he would call upon our Planner, Jason MacDonald, to take over this portion of the meeting.

Mr. MacDonald reviewed the process leading up to the Public Hearing. He advised that about a year ago the Council began a complete review of the MPS/LUB and developed a new set of updated planning documents. He noted that the Municipal Planning Strategy is a set of policies, goals and objectives governing the future development of the town and also deals with infrastructure such as water, sewer, and streets. The Land Use Bylaw contains the regulations that implement the goals and objectives. A Public Participation Opportunity was held a couple of months ago with 20 - 25 people attending. Planning staff were present to explain the planning documents, answer questions and note any concerns. Changes were made to the documents after hearing from the public. Council accepted the documents at the 1st reading of the MPS/LUB held at the Council meeting in May. Mr. MacDonald indicated that he would not review the documents as they are lengthy, however, he noted that there were advertisements advising that copies were available to the public several weeks prior to the Public Hearing.

At this point Mayor Robinson asked if there were any submissions from those in attendance with regard to the MPS/LUB.

Colin Curleigh advised that he had not seen the final draft of the documents, however, he had concerns that he would like to bring forth. First, he noted that in the MPS, page 5, paragraph 1, it states that Parrsboro will build upon its role as a key service center for the Bay of Fundy Tourist area and southern Cumberland County. Mr. Curleigh noted the opinion that Parrsboro is more than a service center, it is also a tourist destination and that this should be reflected in the vision for the town.

Mr. MacDonald indicated that this is a change that he would endorse.

Secondly, Mr. Curleigh noted that on page 5, paragraph 6, it states that Downtown Parrsboro and the waterfront will be the focus of the entire community and as such will be the area where community events and cultural activities take place. He pointed out that there are other areas beside the downtown where community events and cultural activities take place such as the Lions Arena, the ball fields, churches, and Ottawa House and that the statement that activity is limited to the downtown is a bit misleading. Mr. Curleigh also referred to the fourth sentence in the third paragraph on page 6 where it states that The downtown will host various community events and as such it will be the cultural focus of the community. He pointed out that again the downtown was being identified as the focus for cultural activity.

Mr. MacDonald pointed out that the future view for Parrsboro is not an actual policy, but rather a broad statement that does not preclude community and cultural events from happening in other areas.

Thirdly, Mr. Curleigh noted that on Page 18, Policy RP-8, *Other Uses in Residential Areas*, the Band Hall is not included in the list of additional uses permitted in the Residential Designation and should be where it is exploring the concept of becoming a community cultural and wellness center.

Mr. MacDonald explained that the Band Hall has been zoned *Institutional* which would permit the type of activity that the Band Association is proposing.

After a discussion it was agreed to change the wording within the Future Vision for Parrsboro as follows (words changed or added in italics):

- 1) Page 5, Paragraph 1 - The third sentence be reworded to state Parrsboro will build upon its role as a key *tourist destination and service center* for the Bay of Fundy Tourist Area and southern Cumberland County.
- 2) Pages 5 - 6, Paragraph 6 - The first sentence be reworded to state Downtown Parrsboro and the waterfront will be the focus of the entire community and as such will be the area where *most* community events and cultural activities take place.
- 3) Page 6, Paragraph 3 - The fourth sentence be reworded to state The downtown will host various community events and as such it will be the *commercial* focus of the community.

Mayor Robinson called for further submissions, however, none were forthcoming.

Moved by Deputy Mayor Lloyd Smith, seconded by Councillor Gleneida Canning that the Town Council approve the Municipal Planning Strategy and Land Use Bylaw dated May 22, 2007, with amendments. Motion carried.

Mr. MacDonald advised that now that the MPS/LUB had proceeded to seconded reading the process would be to send it to

the Minister of Service Nova Scotia and Municipal Relations where the documents will be reviewed to ensure that they comply with Provincial laws, the Charter of Rights, etc.. Once the documents have received the Provincial seal of approval they will be returned and there will be an advertisement in the paper that the bylaws are in effect.

6. PRESENTATION OF AUDITED FINANCIAL STATEMENTS BY GEORGE JORGENSEN

Mr. George Jorgensen presented the audited financial statements for the fiscal year April 1, 2006 to March 31, 2007.

Mr. Jorgensen first reviewed the Water Utility Financial Statements. He noted an operating revenue of \$263,298 and operating expenses of \$222,630 for a net operating profit of \$40,668. He noted an excess of revenue over expenditures of \$11,409 and a surplus at the end of the year of \$180,190. He also noted that \$70,000 was transferred from the depreciation fund toward repayment of the long term debt. Mr. Jorgensen advised that the Operating Fund Balance Sheet indicates that the Water Utility is in very good shape financially for which the Town should be very proud.

Mr. Jorgensen next reviewed the General Operating Non-Consolidated Financial Statements noting operating revenue of \$1,755,615 and operating expenditures of \$1,753,364 leaving a net surplus of \$2,251. He reported an accumulated surplus of \$61,709 and operating reserves of \$538,961. Mr. Jorgensen noted that the current year tax levy was \$946,209 with \$936,021 in taxes being collected. This left a balance of only \$10,188 at the end of the year which is a position that many municipalities would like to be in.

After reviewing the Financial Statements Mr. Jorgensen advised that he had a management letter that he would like to read.

*Mayor and Councillors
Town of Parrsboro*

We have completed our audit of the Town of Parrsboro financial records for the year ended March 31, 2007.

General Operations

The Town ended the fiscal year with an operating surplus of \$2,253 after transferring \$144,413 to reserves during the year. Revenues for the year totaled \$1,755,615 compared to budgeted revenue of \$1,733,636, a difference of \$21,979 (1.26% of budgeted revenue).

Expenditures for the year totaled \$1,753,322 compared to budgeted expenditures of \$1,733,636, a difference of \$19,726 (1.13% of budgeted expenditures).

General Capital Operations

During the year the Town spent \$32,782 on capital purchases.

The purchases were financed as follows:

General operations \$30,117

Reserve funds 1,686

Donations 979

\$32,782

Water Operating

The water operations ended the year with a surplus of \$11,409 after paying the final balance of \$100,000 on the water capital bank loan.

Operating revenues for the year totaled \$263,298. Operating expenditures were \$222,632.

The fund also earned \$8,229 interest and \$70,000 was transferred from depreciation fund to operations.

Reserve Funds

The Town has \$538,961 in Reserve funds at March 31, 2007.

Reserve funds increased \$222,328 during the year as follows:

Gas tax revenue	\$69,512
Interest earned	4,403
Transfer from General Operations	<u>148,413</u>
	<u>\$222,328</u>

\$2,944 was used to fund capital purchases.

General

The accounting records are very well maintained with timely reports to Council. Expenditures are generally kept within the amounts budgeted.

Special mention is made of Betty Anne Paris for her above and beyond efforts in the collection of taxes and water receivables. For several years the prepaid taxes have exceeded the outstanding balances at year end.

The Town is in excellent financial position having no capital debt outstanding and has in excess of \$500,000 in reserve funds. This is good planning by management and Council for upcoming capital expenditures.

Thanks to all staff and management for their assistance during the audit.

Signed
Yours very truly,
B. George Jorgensen, CA

At this point Mr. Jorgensen answered questions.

Mr. Bruce Klinger asked a question regarding the Auditor=s Report with reference to the requirement for Public Sector Accounting Board accounting principles and Mr. Jorgensen provided an explanation.

Mr. Klinger also asked whether Council has access to information regarding various revenue and expenditure accounts and the Auditor provided an answer to the question.

Moved by Deputy Mayor Lloyd Smith, seconded by Councillor Gleneida Canning that the General Non-Consolidated Financial Statements and Water Utility Financial Statements for the year April 1, 2006 to March 31, 2007 be accepted. Motion carried.

Mayor Robinson thanked Mr. Jorgensen for presenting the financial statements and for his efforts in preparing the audit and the Deputy Mayor also thanked him for the work he has done over the years.

7. FIRE CHIEF=S REPORT

Fire Chief Aubrey Fenton presented the following report for the period May 22, 2007 to June 25, 2007.

Emergency Calls:

False Alarms:	0
Fire Alarms:	2
Flue Fires:	0

Vehicle Fires:	1
MVA:	0
Medical First Responder:	0
Structure Fires:	1
Grass/Brush Fires:	0

The Blood Donor Clinic will be held on June 28th. We are having our field day on July 1st.

Mayor Robinson extended his regrets for not being able to attend the festivities on July 1st as he would be away in Ontario. With regard to the fire truck, the Mayor noted that the RFP-s were opened and a selection was made with the assistance mainly of the Fire Department and that plan has been sent to the County who will be meeting tomorrow night. Hopefully in the very near future there will be a decision from the County on their status with the fire truck then the Town will have to meet to discuss and confirm its commitment.

8. APPROVAL OF CHEQUE SHEET

Moved by Councillor Gleneida Canning, seconded by Deputy Mayor Lloyd Smith that the General Cheque Sheet in the amount of \$176,528.63 be accepted. Motion carried.

9. APPROVAL OF MINUTES

Mayor Robinson asked if there were any errors or omissions noted in the minutes of a Special Council meeting held on March 30th, 2007 (#07-03A), the purpose being to transfer money into the operating surplus fund; the minutes of a regular Council meeting held on May 22nd, 2007 (#07-05); the minutes of a Special Council meeting held on June 7th, 2007 (#07-06) where a motion was passed to reject all tenders that were submitted for the garbage collection and supply of green carts. The Mayor noted that the discussion at this meeting dealt very much with the fact that the Council did not see the residents of Parrsboro benefitting from door to door garbage collection for financial reasons. The last set of minutes were from a Special meeting held on June 12th, 2007 (#07-07) to approve an Operating Budget for the Town of Parrsboro in the amount of \$1,815,734 for the fiscal year April 1, 2007 to March 31, 2008, and that the Residential Tax Rate be set at \$2.03 per \$100 of assessment and that the Commercial Tax Rate be set at \$3.77 per \$100 of assessment. Also, that taxes be accepted at par until August 2nd, 2007 and that interest be charged and calculated at a rate of 2% per month on all accounts remaining after August 2nd, 2007. The Mayor noted that the Council did not wait until this evening to approve the budget and tax rates because it gave the staff more time to issue the tax bills which is a time consuming task.

As there were no errors or omissions noted, Mayor Robinson declared the foregoing minutes approved as circulated.

10. COMMITTEE REPORTS

(a) Finance - Report given by Deputy Mayor Lloyd Smith:

FINANCE COMMITTEE REPORT

JUNE 2007

(a) Flowers - The Clerk advised that only one of the three local suppliers contacted had submitted a tender for the Town's flower needs for Main Street, the Town Hall and Glooscap Park.

After a discussion the Committee recommended that the tender submitted by Nathan Tupper be accepted.

(b) Resolution RE: CJSMA - The Committee reviewed the following resolution regarding the Cumberland Joint Services Management Authority Land Transfer - Leachate Treatment Facility at Little Forks and is recommending that it be approved by Council:

RECORDED THAT: the Municipality of the County of Cumberland (A the Municipality@)

acquired land on the Little Forks Road, Little Forks, Cumberland County, by Deed recorded at the Cumberland County Registry of Deeds Office in Book 680 at Page 373, to be held in trust for the Cumberland Joint Services Management Authority (the A CJSMA@);

RECORDED THAT: pursuant to an Agreement dated the 13th day of July 2005, the CSJMA has

agreed to transfer a portion of the lands described in Book 680 at Page 373 to the Municipality together with a right-of-way over its remaining land;

RESOLVED THAT: the Town of Parrsboro as one of the five Municipal Units making up the

CJSMA hereby consents to the CJSMA conveying to the Municipality the property and right-of-way described in Schedule A A@ attached hereto;

RESOLVED THAT: the Town of Parrsboro as one of the five Municipal Units making up the

CJSMA hereby consents to Tanya MacKenzie and Ernie Gilbert executing the Quit Claim Deed on behalf of the CJSMA to convey the property to the Municipality.

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

The Deputy Mayor noted for information that the land referred to is for the newly constructed septage treatment facility at Little Forks jointly operated between the CJSMA for leachate treatment and Cumberland County for county septage.

The Mayor noted that the resolution would have to be passed by each of the five municipalities because they are all partners with CJSMA.

Councillor Gleneida Canning asked if the summer staff for Glooscap Park had been hired.

The Clerk advised that all student summer staff have been hired for both Recreation and the Park.

Being no further discussion the **motion** was voted on and **carried**.

(b) Public Works - Report given by Councillor Lois Smith:

PUBLIC WORKS COMMITTEE REPORT

JUNE 2007

(a) Superintendent-s Report - Superintendent John Henwood reported the following activity over the past month:

- the benches and garbage baskets have been rebuilt, repainted and put back out
- the dinosaur lights were taken down by Nova Scotia Power. They have been refurbished by the works crew and will be reinstalled by NSP within the next two week. We would like to thank NSP for their kind assistance with this maintenance project. The Committee recommends that types of lighting for the dinosaurs be investigated to see whether there is a less expensive option that could be used next year.
- the floats for the Aboiteau have been repainted and put back in the water
- a lead water service on Church Street was replaced with 3/4" copper pipe and a new 3/4" copper service line was installed at an apartment building on Main Street.
- dirt roads were graded, graveled and chloride applied for dust control

- maintenance to vehicles and equipment
- tree grates on Main Street were weeded and painted

Moved by Councillor Lois Smith, seconded by Deputy Mayor Lloyd Smith that the Public Works Committee report and recommendations contained therein be accepted.

The Deputy Mayor noted that with regard to the dinosaur lights, the discussion focused on finding more serviceable lights that would last more than the one season compared to just the expense of the lights.

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

(c) Planning, Development and Housing - Report given by Councillor Gleneida Canning:

PLANNING, DEVELOPMENT AND HOUSING COMMITTEE REPORT

JUNE 2007

(a) Building Inspector=s Report - Following is the activity in the Building Inspector=s Office for the month of May 2007:

	<u>No. of Permits</u>	<u>Value</u>
New Construction, Alterations, Additions (Residential)	1	\$3,000
Garages & Sheds (Residential)	3	\$30,000
Total	4	\$33,000

Moved by Councillor Gleneida Canning, seconded by Councillor Lois Smith that the Planning, Development and Housing Committee report be accepted. Motion carried.

11. CORRESPONDENCE

(a) CJSMA RE: C & D Costing - A letter from the Cumberland Joint Services Management Authority requested the five municipal units to approve the following motion that was made at the June 14th, 2007 Authority board meeting:

Moved by Councillor Fawthrop, seconded by Councillor Gilbert that a letter be sent to the five municipal units requesting the approval of a \$35/ton tipping fee for Construction and Demolition materials contingent on an annual tonnage increase of approximately 5300 tons. Motion carried.

Moved by Deputy Mayor Lloyd Smith, seconded by Councillor Lois Smith that Town Council accept the Authority=s correspondence to change their C & D from \$60/ton to \$35/ton. Motion carried.

(b) Nova Scotia Utility & Review Board - The Clerk noted that this correspondence is regarding the Town=s appeal of the County=s decision to rezone property identified as Lot 81-1, PID 23199845 and located on the west side of Highway No. 2, Cross Roads, to permit a service station. He indicated that basically the URB is setting up a hearing date, a copy of this correspondence has been given to our Planner, and there are deadlines in August to have information submitted to the URB and passed on to the other parties. A separate notice will be sent as to the specific date for the hearing.

(c) Merchants RE: Old Fashioned Saturday Night - The Clerk advised that Old Fashioned Saturday Night is planned for July 7th, 2007 from 6:30 to 9:30 p.m. and that the merchants are requesting a donation from the Town of \$50.00. He noted that this event has been held for several years now and is something that has basically been set up and sponsored by the merchants association themselves and the Town has never been asked to make a donation before nor has it supported

the event financially in the past. The Clerk added that the request was only received today and it is not a budgeted item.

After a discussion it was agreed not to make a donation to this event.

(d) Richmond County - The Clerk read the following correspondence from the Municipality of the County of Richmond.

The matter of new CRTC guidelines was discussed at the May 14, 2007 meeting of Richmond Municipal Council. The following resolution was unanimously adopted by our Council:

A Moved by Councillor Beaton, seconded by Councillor Martell that a letter be written to the CRTC and the Federal Minister responsible for the CRTC, with copies to all municipal units expressing grave concern, disappointment and discrimination to rural municipal units regarding the new CRTC guidelines that allow major phone companies to raise the price of residential service in rural areas, where the lower population density makes the cost of providing services higher on a per customer basis; and further moved that Municipal Council forward a special resolution to the Fall UNSM Conference. Motion carried.

Your consideration of our views is appreciated.

Mayor Robinson recommended ratification of the motion and a letter sent back to Richmond County with copies to the appropriate people.

Moved by Councillor Lois Smith, seconded by Councillor Gleneida Canning that the Town Council endorse the above noted motion by the Municipality of the County of Richmond and that they be so notified by letter with copies to appropriate people. Motion carried.

(e) Deputy Mayor RE: Summer Recreation Program - Deputy Mayor Lloyd Smith advised that the Summer Recreation Program for town and area youth is up and running and that the services of the Cumberland YMCA have been contracted to manage the program. The person hired by the A Y@ to oversee the program this year is Teri Lynn Brown. He noted that five local students have been hired as recreation staff for the summer program.

12. ADJOURNMENT

Upon a motion by Deputy Mayor Lloyd Smith the meeting adjourned at 8:10 p.m.