

COUNCIL

NOVEMBER 25, 2008

#08-11

The Parrsboro Town Council met in regular session on Tuesday, November 25th, 2008 at 7:00 p.m. in the Council Chambers with Mayor Doug Robinson presiding.

PRESENT: Deputy Mayor Lois Smith
Councillor David Harrison
Councillor David Howe
Councillor Dawn Reid
A.D. Brown, C.A.O.
Dylan Heide, Municipal Intern
Kevin Yorke, Secretary

1. WELCOME AND CALL TO ORDER

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

2. APPROVAL OF AGENDA

Deputy Mayor Lois Smith moved the acceptance of the Agenda with the addition of Town of Parrsboro Strategic Plan under Committee Reports as item 7. (b). The motion was seconded by Councillor Dawn Reid and carried.

3. PRESENTATION OF CERTIFICATE OF COMMENDATION TO BETTY ANN DEWITT

Mayor Robinson noted that it was always a pleasure and an honour when the opportunity arose to recognize our citizens for not only a job well done, but very bravely done. At this point on behalf of Her Excellency the Right Honourable Michaëlle Jean, Governor General of Canada, the Mayor presented Betty Ann DeWitt with a Certificate of Commendation in recognition of her

actions following an incident in Advocate Harbour, on March 19, 2006. He noted that in 1993, the Governor General approved the creation of a Certificate of Commendation to be issued to those who have made a significant contribution by providing assistance to another person in a selfless manner. The Certificate of Commendation is signed by the Governor General and is intended for eligible candidates whose actions are deemed notable by the Canadian Decorations Advisory Committee. The Commendation is not automatic; eligible candidates are selected through a voting process. The Mayor at this point asked the C.A.O. to read the article that appeared in the Chronicle Herald titled "Dad, son saved from car fire", written by Tom McCoag reporting the events of the day and the role Ms. DeWitt played in helping to rescue the occupants of the burning vehicle. The Mayor commented that it certainly had been a very dramatic experience and that Ms. DeWitt was very qualified for the commendation. After presenting the Commendation he congratulated Ms. DeWitt on behalf of the Council.

4. **FIRE CHIEF'S REPORT**

The Fire Chief was not present and there was no report.

5. **APPROVAL OF CHEQUE SHEET**

Moved by Councillor David Harrison, seconded by Councillor David Howe that the General Cheque Sheet in the amount of \$88,259.65 be approved as circulated. Motion carried.

6. **APPROVAL OF MINUTES**

Mayor Robinson asked if there were any errors or omissions noted in the minutes of a Special Council meeting held on November 12, 2008 (#08-10).

Hearing none the minutes were declared approved as presented.

7. COMMITTEE REPORTS

(7.1) **Finance** - Report given by Deputy Mayor Lois Smith:

FINANCE COMMITTEE REPORT**NOVEMBER 2008**

(a) **Signage at Town Hall** - A concern was brought forward by the Clerk regarding the need to establish a policy for signage on the Town Hall property.

After a discussion the Committee recommended referring the matter to the Sustainable Tourism Committee with a request that it make a recommendation on signage not only on the civic grounds but in the town as a whole.

(b) **AMA Web Site** - In September the AMA Municipal Website Venture was referred to the Sustainable Tourism Committee for their recommendation. The program's mandate is to substantially improve the standard of municipal websites by lowering development, operating and promotional costs while empowering municipal staff to manage their websites. The cost is \$3,000 over a three year period. The Committee was advised that the Sustainable Tourism Committee had met in October and is recommending that the Town participate in the program.

After a discussion the Committee agreed to accept this recommendation.

(c) **UNSM Code of Conduct** - The Committee was advised that the Union of Nova Scotia Municipalities had recently development a Code of Conduct for elected Municipal Officials which establishes guidelines for the ethical and inter-personal conduct of Members of Council. The UNSM requests that all Council members consider committing to the Code and sign the proposed Statement of Commitment.

After a discussion it was unanimously recommended that the Code of Conduct be

adopted by Town Council and that each member sign the Statement of Commitment to the Code.

(d) **Parrsboro Community Radio** - A letter was received from Ross Robinson, President of the Parrsboro Radio Society requesting financial assistance in the amount of \$1,000 toward new equipment required for a full time station.

After a discussion the Committee agreed that they would need more detailed information from the Radio Society before making a recommendation to Council.

(e) **Kids Help Phone** - Correspondence from Tara Haley, Associate for the Atlantic Region, requested the Town to consider making a financial contribution toward the Kids Help Phone which is facing a funding shortfall this year due to the continuing increase in demand for their online services.

After a discussion the Committee recommended that this request be referred to the 2009/2010 budget.

(f) **Council Honourariums** - Councillor Howe requested the Committee to consider making a reduction in Council Honourariums.

After a discussion it was the general agreement of the Committee that the honourariums not be changed.

(g) **Approval of Committees** - Standing Committees of Council have been reviewed and the following are being recommended for 2009:

FINANCE

Full Council

ECONOMIC DEVELOPMENT

Councillor David Harrison

Mayor Doug Robinson

NORTHERN REGION SOLID

WASTE MANAGEMENT

To be determined

SUSTAINABLE TOURISM

Councillor David Howe
Councillor Dawn Reid

PROTECTIVE SERVICES

Councillor David Howe
Councillor David Harrison

**PLANNING, DEVELOPMENT, HOUSING
AND HERITAGE**

Councillor Lois Smith

PUBLIC WORKS

Councillor Lois Smith

PERSONNEL

Councillor Lois Smith
Councillor Dawn Reid

RECREATION

Councillor Dawn Reid
Councillor David Harrison

GLOOSCAP PARK

Councillor David Harrison
Councillor David Howe

YOUTH TOWN COUNCIL

Councillor Lois Smith

CREDA

Mayor Doug Robinson

**JOINT SERVICES
MANAGEMENT AUTHORITY**

Councillor Dawn Reid
Councillor David Howe

LIBRARY

Councillor Dawn Reid

PROV. CHIGNECTO PARK

Councillor Lois Smith

CNTA

Councillor David Howe

WHARF COMM. LIAISON

Councillor Lois Smith

**SOURCE WATER
PROTECTION**

Mayor Doug Robinson
Councillor David Harrison

POLICE ADVISORY

Mayor Doug Robinson
Councillor Dawn Reid

The Committee also recommends that Councillor Lois Smith remain in the Deputy Mayor's position until the end of the year and that Councillor David Harrison be appointed Deputy Mayor effective January 1, 2009.

Deputy Mayor Smith added to the report that it has been decided to change the meeting dates of Council in 2009 beginning in January. The Committee-of-the-Whole meeting will be held on the first Wednesday of the month and the regular Council meeting on the second

Wednesday. Therefore in January the Committee-of-the-Whole will be held on the 7th followed by the regular Council meeting on the 14th. She noted that the dates are being changed due to conflicts that certain Councillors have with other committees in which they are involved.

Moved by Deputy Mayor Lois Smith, seconded by Councillor Dawn Reid that the Finance Committee report and recommendations contained therein be approved. Motion carried.

(7.2) Public Works - Report given by Deputy Mayor Lois Smith:

(a) Superintendent's Report - John Henwood reported the following activity for the past couple of months:

- summer works carried on through late September and early October which included mowing, ditch cleaning and repairs to both gravel and paved streets
- Pier Road was repaved due to numerous crosscuts in the street that resulted from upgrading of the water line a couple of years ago.
- there was about a week's work at Glooscap Park that included the replacement of a culvert and general road repair
- sections of sidewalk have been repaired on Western Avenue and Two Island Road with plans to do some repairs to the sidewalks on Main Street
- the Christmas tree was put up on the civic grounds and the old LED lights removed from the Town Hall building. Nova Scotia Power is scheduled to assist with the removal of the dinosaur lights and installation of the snowflake and reindeer lights
- snow removal equipment has been prepared and sand and salt stockpiled for the winter season
- the dug outs at the ball field have been winterized

- garbage cans, benches and picnic tables have been removed and stored at the works shed
- brackets are being built for the well field signs that will be installed in the near future

(b) Skateboard Park - There was a discussion about the skateboard park on the former Scott property with the Committee recommending that in the interest of safety the deteriorated equipment be dismantled and removed from the site.

It was agreed that this work would be added to the Public Works schedule.

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

At this point the Clerk acknowledged with appreciation the assistance of Nova Scotia Power and its employees with taking down the dinosaur lights and replacing them with the snowflake and reindeer lights.

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

(7.3) Planning, Development and Housing - Report given by Deputy Mayor Lois Smith:

PLANNING, DEVELOPMENT AND HOUSING COMMITTEE REPORT

NOVEMBER 2008

(a) Building Inspector's Report - The following activity report for the months of September and October 2008 was submitted by Building Inspector Tim Peters:

	<u>No. of Permits</u>	<u>Value</u>
New Construction, Alterations, Additions (Residential)	3	\$122,500
New Construction, Alterations, Additions (Commercial)	1	\$ 2,000

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Garages and Sheds

2

\$ 15,500

Total

6

\$140,000

Moved by Deputy Mayor Lois Smith, seconded by Councillor Dawn Reid that the Planning, Development and Housing Committee report be accepted into the minutes.

Motion carried.

(7.4) Police Advisory Report - Report given by Councillor Dawn Reid:

POLICE ADVISORY BOARD REPORT

NOVEMBER 2008

(a) RCMP Report - Following is the RCMP activity report for June, July, August, September and October 2008 submitted by Cpl. John James:

Over the last five months the Parrsboro Office responded to approximately 425 calls for service. In addition to calls for service, members attended a number of community functions and events. The Parrsboro Office has seen the arrival of two new members with the office at full strength after two years of staffing shortages. Cst. Roswell is progressing well in Recruit Field Training and has passed his four month mark. He is expected to complete his Recruit Field Training in January 2009. The other new addition to the office is Cst. Dennis Munroe who arrived in late September. Dennis who is originally from Cape Breton has approximately four years on the job spent entirely in Alberta. He has occupied the vacant Advocate Harbour position and will assume the Senior Constable two i/c position in the office.

The construction contract for office renovations has been awarded and hopefully the work will start shortly. The newly renovated office will encompass a meeting room, lunch area and adequate storage and work space. The renovations have been delayed for a number of years and the completion of this project will be very much welcomed by the staff.

Due to the recent staffing additions and upcoming renovations office morale has been much improved and Cpl. James is optimistic that RCMP staff will be able to provide an even higher standard of client service in the future. He also notes that the office is very grateful for the

positive comments and feedback received from the public.

(b) Spookarama - On behalf of the Parrsboro Schools and the Police Advisory Board, Principal Pam Hoar would like to thank the RCMP for organizing another successful Spookarama event this year.

Moved by Councillor Dawn Reid, seconded by Deputy Mayor Lois Smith that the Police Advisory Committee report be accepted into the minutes. Motion carried.

(7.5) Glooscap Park - Report given by Councillor David Harrison:

GLOOSCAP PARK COMMITTEE REPORT

NOVEMBER 2008

(a) Parrsboro Girl Guides Association - A letter from Lori Kyle, Treasure of the Parrsboro Girl Guides Association, thanked Town Council for the use of the campground this year for their Halloween fundraiser and requested permission to use the facility again next year for their 2nd annual haunted hay ride in October 2009. For information the Clerk noted that there had been no problems with the event that took place this year.

After a discussion the Committee recommended that this request be approved.

(b) 689 Handley Page Squadron - Correspondence from Keith Odlin, Commanding Officer of 689 Handley Page Cadet Squadron advised that with the Town's cooperation, they will be hosting a combined winter field exercise training session at Glooscap Park over the weekend of December 5th, 6th and 7th bringing together air cadet squadrons from Halifax, Tatamagouche, Truro and Parrsboro to learn survival training in a winter setting.

After a discussion the Committee recommended that the request to use the park for this purpose be approved.

(c) **Ride for Sight** - A written request was submitted by Regena Yorke, Coordinator with the Maritime Ride for Sight to hold a weekend celebration at Glooscap Park for motorcyclists that raise money for research into finding cures for blindness. This event usually takes place during the first weekend in June.

After a discussion it was agreed that more information was needed and that the Committee request a meeting with the organizers.

Moved by Councillor David Harrison, seconded by Deputy Mayor Lois Smith that the Glooscap Park Committee report and recommendations contained therein be accepted.

Motion carried.

(7.6) **Recreation** - Report given by Councillor Dawn Reid:

RECREATION COMMITTEE REPORT

NOVEMBER 2008

(a) **Director's Report** - Recreation Director Marc Chagnon gave his monthly report to the Committee noting that he has been attempting to get some new programs started including dance classes for youth which tentatively will begin in January. Marc also advised that a \$6,000 grant that he had applied for was approved through the Provincial Department of Health Promotion and Protection to purchase new equipment and start new programs for the town and the school. Some of these funds will be used for leadership training for students who will be certified to conduct fitness classes for youth, adults and seniors.

(b) **Skateboard Park** - Marc advised that a Skateboard Park Committee has been established to look into the possibility of a new skateboard park for Parrsboro. He reports that the committee has been very active and is currently investigating designs, costs, sources of funding and

locations for the facility. The committee hopes to have a presentation ready to present to Council in January.

Moved by Councillor Dawn Reid, seconded by Deputy Mayor Lois Smith that the Recreation Committee report be accepted into the minutes. Motion carried.

(b) Town of Parrsboro Strategic Plan - For the benefit of the press and those in attendance Deputy Mayor Smith read the Executive Summary from the Town of Parrsboro Strategic Plan after which she **moved the adoption of the plan by Town Council. The motion was seconded by Councillor Dawn Reid and carried.**

9. PROCLAMATION RE: SENIORS' FALLS PREVENTION DAY

At this point Mayor Robinson acknowledged Dora Fuller of the Healthy Parrsboro and Area Committee in the audience and recognized her efforts and service to the community in many projects including Seniors' Falls Prevention Day for which he read the following proclamation:

WHEREAS: Falls among older Nova Scotians are one of the leading causes of injury in Nova Scotia, with each year, one in three Nova Scotians over the age of 65 experiencing a fall; and

WHEREAS: Preventing falls and fall-related injuries and helping seniors maintain their independence is a priority in our communities; and

WHEREAS: Our Town embraces the goal of an age-friendly community where every citizen can participate fully; and

WHEREAS: The government of the Town of Parrsboro is committed to working with the Cumberland County Preventing Falls Together Coalition to provide communities with the information and tools needed to prevent falls and fall-related injuries.

THEREFORE BE IT RESOLVED THAT, I, Doug Robinson, Mayor of the Town of Parrsboro, do hereby proclaim November 22, 2008 as Seniors' Falls Prevention Day in the Town of Parrsboro and do command its thoughtful observance to all citizens of our municipality.

9. PROCLAMATION RE: CPR AWARENESS MONTH

Mayor Robinson read the following proclamation:

WHEREAS: Over 80 per cent of cardiac arrests happen at home and usually in the presence of a family member making it especially important for families and friends of people living with heart disease to get training in CPR; and

WHEREAS: The CPR Anytime kit is a self-directed, home-based, twenty-two minute training program designed for families and friends who you would like to learn the core CPR skills in their own home; and

WHEREAS: The Heart and Stroke Foundation of Nova Scotia celebrates CPR Awareness Month every November as a way to encourage Nova Scotians to learn CPR so they recognize the signals of a heart attack and know the importance of phoning 911 and performing CPR until emergency medical services arrive; and

WHEREAS: The Heart and Stroke Foundation sets the guidelines for CPR in Canada and leads in eliminating heart disease and stroke and reducing their impact through the advancement of research and its application, the promotion of healthy living and advocacy.

THEREFORE BE IT RESOLVED THAT, I, Doug Robinson, Mayor of the Town of Parrsboro, do hereby proclaim November 2008 as CPR Month in Parrsboro.

10. CORRESPONDENCE

The Clerk advised that there was no correspondence to present this evening.

11. ADJOURNMENT

Upon a motion by Deputy Mayor Lois Smith the meeting adjourned at 7:35 p.m.