

## COUNCIL

NOVEMBER 24, 2009

#09-12

The Parrsboro Town Council met in regular session on Tuesday, November 24, 2009 at 7:00 p.m. in the Council Chambers with Acting Mayor David Harrison presiding.

**PRESENT:** Councillor David Howe  
Councillor Dawn Reid  
J. Raymond Hickey, C.A.O.  
Kevin Yorke, Secretary

1. **WELCOME AND CALL TO ORDER**

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

2. **PUBLIC HEARING: AMENDMENT TO TAX EXEMPTION BYLAW  
RE: PARRSBORO CITIZENS BAND HALL**

Deputy Mayor David Harrison called for submissions, either written or oral. There were no submissions, however, Michael Fuller did ask for clarification as to whether the amended bylaw would be retroactive to this taxation year. The C.A.O. advised that the proposed amendment is to be effective in the year 2009, the current fiscal year.

**Moved by Councillor Dawn Reid, seconded by Councillor David Howe that the Public Hearing be adjourned. Motion carried.**

3. **APPROVAL OF AGENDA**

**Moved by Councillor David Howe, seconded by Councillor Dawn Reid that the Agenda be approved as presented. Motion carried.**

4. **2<sup>ND</sup> READING OF AMENDMENT TO TAX EXEMPTION BYLAW  
RE: PARRSBORO CITIZENS BAND HALL**

Ray Hickey read the proposed amendment to the Tax Exemption Bylaw as follows:

**BYLAW RESPECTING TAX EXEMPTION FOR FIRE COMPANIES, CHARITABLE  
AND NON-PROFIT ORGANIZATIONS**

1. This bylaw shall be known as the Tax Exemption Bylaw.

2. The property of the organizations or institutions named in Schedule "D" to this bylaw that would otherwise be classified as commercial property shall be exempt or taxed in accordance with the particular schedule.
3. The partial or total exemption provided in Section 2 shall apply only to that portion of the property specified in the Schedule.
4. When a property, or part thereof, listed in a Schedule ceases to be occupied by the association or for the purposes set out in the Schedule then the partial or total exemption from taxation shall cease and the owner of the property shall immediately be liable for the real property tax on such property, or part thereof, for the portion of the year then unexpired.
5. This bylaw shall have effect commencing in the municipal taxation year 2009.

**SCHEDULE "D"**

\*Properties to be taxed under Section 25A of the Assessment Act on the percentage of the assessed value of taxable residential properties as is determined by Council from year to year to the extent set out in column four.

<b><u>PROPERTY</u></b>	<b><u>PARCEL #</u></b>	<b><u>OWNER</u></b>	<b><u>EXTENT OF APPLICATION</u></b>
Parrsboro Band Hall		Parrsboro Band Association	Entire Building

\*Section 25A states that the percentage set annually cannot be less than the percentage for residential property.

**Moved by Councillor Dawn Reid, seconded by Councillor David Howe that the Town Council approve the foregoing amendment to the Tax Exemption Bylaw. Motion carried.**

On behalf of the Band Association, Michael Fuller expressed his appreciation for the Council's vote of confidence with this arrangement on the hall and that they look forward to working with the Town as the project progresses further down the road.

**5. FIRE CHIEF'S REPORT**

No report.

6. **APPROVAL OF CHEQUE SHEET**

Moved by Councillor David Howe, seconded by Councillor Dawn Reid that the General Cheque Sheet in the amount of 130,251.72 be approved as presented.  
Motion carried.

7. **APPROVAL OF MINUTES**

Deputy Mayor Harrison asked if there were any errors or omissions noted in the Council minutes of October 27, 2009 (#09-11). Hearing none he declared the minutes approved as presented.

8. **COMMITTEE REPORTS**

(8.1) **Finance** – Report given by Councillor David Howe:

**FINANCE COMMITTEE REPORT**

**NOVEMBER 2009**

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- (a) **Date for December Meetings** – The Committee looked at dates for December meetings and agreed that it would be appropriate for the new mayor and member of council to be at the next Committee-of-the-Whole meeting, therefore, it was agreed to schedule a Special Council meeting for the swearing in at 6:00 p.m. on December 16<sup>th</sup> immediately followed by the Committee-of-the-Whole. It was also agreed that there would be no regular council meeting in December as has been the practice.
- (b) **Meeting in Joggins** – The Committee was advised that the Nova Scotia government is looking at designating the Chignecto Game Sanctuary as a Provincial Wilderness Area and that stakeholders are being invited to attend a meeting at the Joggins Fossil Centre on Monday, November 16<sup>th</sup> for a presentation/information session. The Deputy Mayor indicated that he would be interested in attending. Councillors Reid and Howe indicated that they would not be able to attend due to prior commitments.
- (c) **Update RE: Fish Ladder** – The C.A.O. advised that he had contacted Randy Corcoran who will be coming in to speak with him about a plan to replace the fish ladder at the Aboiteau bridge in the near future.
- (d) **Update RE: Paving** – The Committee was advised that the paving is complete as far as the requirements of the contract. There was a little leeway in the budget and after looking at all options to use this money it was agreed to go with a recommendation from Cumberland Paving and CBCL to put another coat of asphalt on Ocean View Drive and Lake View Drive to bring them up to the standard of other streets and a complete resurfacing of Willow Street which had originally only been patched. Another crew from Cumberland Paving will be around in the near future to do shouldering work.
- (e) **Update RE: Nursing Home** – The C.A.O. noted the understanding that High-Crest Enterprises Ltd. is still interested in building a nursing home in Parrsboro and has

submitted a bid to the Province. High-Crest should know sometime in January if their proposal has been accepted.

- (f) **Carolyn Henwood Request to Purchase Town Owned Property** – The C.A.O. reported on his discussions with Building Inspector Tim Peters and advised that all options are being explored that would make it easier for Ms. Henwood to meet the requirements of the Department of Environment for on-site sewage including subdivision of the Town's land and selling a piece to her as well as confirming the status of the Pinky Creek Road beyond where it is presently maintained.
- (g) **Post Office Entry** – The owner of the Old Post Office has been informed that the Town has no objection to the sidewalk being altered and he has been given a cost estimate for the work.
- (h) **Payment to Mary Lou O'Brien** – The C.A.O. advised that he is in the process of trying to contact Ms. O'Brien who lives out of the province regarding reimbursement of a portion of monies she spent to upgrade her water lines.
- (i) **Property Re-Assessment** – Property Valuation Services has been notified that Council would like a complete reassessment of properties in the town undertaken. This project will take place during the summer of 2010. *Councillor Howe added for information that the UNSM is going to lobby the government to remove the cap.*
- (j) **Application of Last Year's Surplus** – Copies of reserve accounts were circulated to all members for their review and the Committee generally agreed that they were satisfied with where surplus monies from last year were allocated. It was also agreed, however, that next year the Council should have more direct input into the application of the surplus from the previous year.
- (k) **Minutes of Committee-of-the-Whole Meetings** – Based on discussions at the last meeting the format of Committee-of-the-Whole minutes has been modified to the Committee's satisfaction and from now on will be circulated to all members.
- (l) **Bylaw Officer** – The C.A.O. reported that following a review of applications for the position of Bylaw Enforcement Officer, Stephen Taskar has been hired to fill the position and will be available for any bylaw issues.
- (m) **Garbage Bins on Eastern Avenue** – Complaints have been received regarding the storage of garbage bins on a residential property on Eastern Avenue. The C.A.O. advised that the matter is being pursued through the Town's Land Use Bylaws.

**Moved by Councillor Howe, seconded by Councillor Reid that the Finance Committee report and recommendations contained therein be accepted. Motion carried.**

(8.2) **Public Works** – Report given by Councillor Dawn Reid:

#### **PUBLIC WORKS COMMITTEE REPORT**

**NOVEMBER 2009**

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- (a) **New Street Lights** – Councillor Reid noted that she had received a lot of complaints that the new street lights on Main Street are not bright enough. The C.A.O. noted the

understanding that there are different fixtures, some having a wider spread than others, and that the wattage can also be increased without changing the fixtures. After a discussion the Committee recommended that the C.A.O. contact the LED lighting company to find out what our options are to increase the effectiveness of the new street lights.

- (b) **Guardrail on Whitehall Rd.** – The C.A.O. reported on investigations into the possibility of putting guardrail along a portion of Whitehall Road near the intersection with Philadelphia Avenue where there is a steep gully on the seaward side. He advised that the Superintendent agrees that guardrail would be appropriate, however, because there is no shoulder or base for the guardrail, it would be advisable to consult a guardrail expert about how to set it up.

After a discussion it was recommended that the C.A.O. look at options to install guardrail in this location and report back with his findings.

- (c) **Request for Street Light 452 Beaverdam Road** – The C.A.O. reported that he had not yet had the opportunity to investigate the request for a street light at this address. After a discussion the Committee agreed that the street light be added to the list if the C.A.O. finds that one is warranted.

- (d) **Request for Culvert 183 Beaverdam Road** – Staff reported on their investigation into the request for a culvert to take water from 183 Beaverdam Road across the road to the ditch on the other side. The C.A.O. in consultation with the Superintendent advised against the culvert because the ditch on the opposite side is too shallow for there to be an adequate flow of water from one side to the other.

After a discussion the Committee supported the recommendation of staff not to install a culvert in this area.

**Moved by Councillor Reid, seconded by Councillor Howe that the Public Works Committee report and recommendations contained therein be accepted. Motion carried.**

- (8.3) **Sustainable Tourism** – Report given by Councillor Howe:

## **SUSTAINABLE TOURISM COMMITTEE REPORT**

**NOVEMBER 2009**

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- (a) **Christmas and Dinosaur Lights** – The Committee was advised that the snowflake and reindeer lights were all repaired when they were taken down last year and the go ahead has been given to put them up again this year. However, Public Works has been asked not to do anything with the dinosaur lights when they are taken down this fall or with the Christmas lights when they are taken down next spring with the idea of replacing or updating all of the lighting next year. The C.A.O. noted that Nova Scotia Power has suggested instead of using lights the decorations could be made of a reflective material that would reflect light from the LED street lights. These fixtures would be virtually maintenance and power free.

After a discussion the C.A.O. was requested to check into using the reflective decorations as an alternative and report back to the Committee.

- (b) **Communities in Bloom** – The C.A.O. advised that Councillor Reid and Mary McPhee have been registered to attend the TIANS fall conference at which the winning community from Nova Scotia in the Communities in Bloom competition will be announced.
- (c) **Web Cam** – The Harbour Commission has been asked whether they can add the web cam to their existing insurance and they are looking into it. They will report back when they have received an answer to that question from their insurance broker. *Councillor Howe noted for information that he was advised by Lois Smith that the web cam is not covered by the Harbour Commission's insurance. It could be added but as there is a \$1,000 deductible they feel it would not be worth it. Councillor Howe advised that the Harbour Commission does not feel that it is able to cover the \$1,500 that the owner of the web cam is looking for if it is stolen again, therefore, it is up to the Town to decide whether or not to go ahead with it.*
- (d) **Grading Behind Post Office** – Councillor Reid noted that a concern was expressed at the last Sustainable Tourism meeting that the parking lot behind the post office needs to be graded.  
The C.A.O. noted that he would speak to the Superintendent of Public Works about this.

**Moved by Councillor Howe, seconded by Councillor Reid that the Sustainable Tourism Committee report and recommendations contained therein be accepted. Motion carried.**

- (8.4) **Recreation** – Report given by Councillor Reid:

## RECREATION COMMITTEE REPORT

NOVEMBER 2009

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- (a) **Float in Santa Claus Parade** – Councillor Reid and Deputy Mayor Harrison noted that it would be nice to see the Town of Parrsboro represented in the annual Santa Claus Parade and suggested that it be an initiative of the Recreation Department. It was also noted that the Youth Town Council had discussed participating in the parade in some way.  
After a discussion the Committee recommended a cooperative effort between Recreation and Youth Town Council to put a float in the parade.
- (b) **Don Yorke Memorial Ball Field** – Staff had been requested to look at moving the Don Yorke Memorial Ball Field sign and installing a street light so that the hill overlooking the field can be used for winter activities. The C.A.O. reported that both the Don Yorke sign and scoreboard are going to be taken down as they are in poor condition and that the street light has been ordered. Public Works will also keep the parking lot plowed during the winter months.

**Moved by Councillor Reid, seconded by Councillor Howe that the Recreation Committee report and recommendations contained therein be accepted. Motion carried.**

**(8.5) Protective Services – Report given by Councillor Howe:**

**PROTECTIVE SERVICES COMMITTEE REPORT**

**NOVEMBER 2009**

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- (a) Fire Department – Open House** – Councillor Reid presented the idea of an open house at the Parrsboro Volunteer Fire Department to recruit new members for the force which at the moment is short two or three firefighters. She noted that she had not yet had the opportunity to speak to the Fire Chief but has had positive feedback from some members of the department. If the Town was to sponsor the open house there would be an expense associated with advertising and refreshments. After a discussion the Committee agreed that the idea of an open house be presented to the Fire Chief by the Chair of Protective Services advising that the Town would support it if it is something they would like to do.
- (b) EMO** – It was decided at the last meeting that the Committee would like to meet with a representative from the Provincial EMO and Cumberland Regional EMO to discuss our options for an emergency management plan. After a discussion the C.A.O. was requested to invite the EMO representatives to the next Committee-of-the-Whole. If that cannot be arranged, then a separate meeting as soon as possible after that date.
- (c) Crosswalk Safety** – A concern about crosswalk safety had been referred to the Police Advisory Committee. Councillor Reid advised that it would be on the agenda of the next meeting scheduled for December 10<sup>th</sup>.

**Moved by Councillor Howe, seconded by Councillor Reid that the Protective Services Committee report and recommendations contained therein be accepted. Motion carried.**

**(8.6) Planning, Development and Housing – Report given by Councillor Reid:**

**PLANNING, DEVELOPMENT AND HOUSING COMMITTEE REPORT**

**NOVEMBER 2009**

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- (a) Building Inspector's Report** - Following is the activity in the Building Inspector's Office for the month of October 2009:

	<u>No. of Permits</u>	<u>Value</u>
New Construction, Alterations and Additions (Residential)	2	\$280,628
Garages	1	\$ 7,000

Development	1	N/A
<b>Total</b>	<b>4</b>	<b>\$287,628</b>

**Moved by Councillor Reid, seconded by Councillor Howe that the Planning, Development and Housing Committee report be accepted. Motion carried.**

**9. KIOSK**

Councillor Howe brought up a couple of issues to do with the kiosk at the Town Hall on behalf of Community Development Co-ordinator, Mary McPhee. First, it is recommended that the kiosk be stained in the same manner as the others located at the Fundy Geological Museum and at First Beach. Councillor Howe noted that without a copy of the original agreement which no one has been able to find, the responsibility for the cost remains unclear, regardless it would not be a huge amount of money. Ray Hickey noted the understanding that the agreement is actually between the Provincial Government and CREDA and that the Province is responsible to cover the cost of building the kiosk and the Town is responsible for everything after that such as tourist maps, etc. Councillor Howe noted that Ms. McPhee was also concerned about how the project has been managed which she felt could reflect badly on the Town. The C.A.O. explained that with more than one agency involved in administering the project there had been a lack of continuity in financial transactions with the Province.

After a discussion it was basically agreed that the kiosk be stained but that the actual work be held off until next year. It was also recommended that town staff work in cooperation with Bernie Murphy of CREDA to ensure compliance with Provincial guidelines for administering the financial end of the project.

Councillor Howe advised that the second issue had to do with funding for the tourist map that will be the focal point of the kiosk and the other side panels. Ms. McPhee is looking for a commitment to proceed with the project which is being overseen by a subcommittee consisting of herself, Councillor Howe, Lyle Yorke and Ken Adams and for which the preliminary work has already been started. Councillor Howe advised that the estimated cost is \$2,500 and that it would be nice if the money could be committed in next year's budget before the Committee goes to the trouble of having the panels designed. He noted that Sustainable Tourism has no money of its own, however, CREDA has \$5,000 to \$6,000 in tourism money but they would have to agree that this would be an appropriate use for it. Ray Hickey pointed out that there is also an agreement between the Town and Nova Scotia Tourism for Beautification money that could be used for this purpose if the Sustainable Tourism Committee recommended it and it falls within the terms of the agreement.

After a discussion Councillor Howe advised that he would raise these issues again at the next Tourism Committee meeting. The C.A.O. advised that he would have information about the agreement with Nova Scotia Tourism as to what has been spent and what is still available.

**10. CORRESPONDENCE**

There was no correspondence.

11. **ADJOURNMENT**

Upon a motion by Councillor Dawn Reid the meeting adjourned.