

Council

September 28, 2010

#10-10

The Parrsboro Town Council met in regular session on Tuesday, September 28, 2010 at 7:00 p.m. in the Council Chambers with Mayor Lois Smith presiding.

PRESENT: Deputy Mayor David Howe
Councillor David Harrison
Councillor Dawn McCully
Councillor Lisa Ward
J. Raymond Hickey, C.A.O.
Kevin Yorke, Secretary

1. WELCOME AND CALL TO ORDER

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

2. APPROVAL OF AGENDA

Moved by Councillor Lisa Ward, seconded by Councillor Dawn McCully that the agenda be approved as presented. Motion carried.

3. RCMP REPORT

On behalf of Cpl. Janet LeBlanc, Cst. Terry Brown was on hand to answer any questions the Council may have with regard to policing. There were no questions forthcoming. Cst. Brown noted that there was nothing out of the ordinary to report.

4. PRESENTATION OF 2009/2010 AUDITED FINANCIAL STATEMENTS

Denise Smith of the accounting firm, Jorgensen and Bickerton, presented the audited financial statements for fiscal 2009/2010. She began with the General Non-consolidated statements noting that the Town ended the current fiscal year with a surplus of \$64,876. That surplus along with the accumulated surplus of prior years of \$66,597 has been transferred to the Operating Reserve. The Nova Scotia Financial Reporting and Accounting Manual has implemented new rules regarding the treatment of current year's surpluses. Basically the rules now require that current and prior year's surpluses be transferred to Operating Reserve. Therefore, the net deficit of \$66,597 is actually the result of the accumulated surplus of the prior years that were transferred to the Reserve Fund during the year. Ms. Smith also pointed out that revenue for the year totaled \$2,033,227

which is \$25,968 more than what was budgeted and expenditures were down 1.9% from the budgeted amount. The Operating Fund Balance Sheet shows taxes receivable decreased slightly from the prior year and for several years now the prepaid taxes have actually exceeded the outstanding balances at the year end which is an indication of the good job staff is doing collecting taxes. The Capital Fund Balance sheet shows that Tangible Capital Assets increased from \$6,247,108 to \$6,992,016 which is mainly due to the paving project completed during the year. The Reserve Funds show a net decrease of \$164,799 of which the majority is a result of funding capital purchases throughout the year. Ms. Smith commented that the Town is still in good financial position having only \$60,000 in capital debt outstanding after having over a million dollars of capital expenditures during the year and it still has \$595,211 in reserves which is good planning by management and Council for any future capital expenditures. Turning to the Water Utility financial statements Ms. Smith noted that there is a surplus of \$5,412 for the year. \$50,000 of the prior years surplus was brought in to help cover the cost of capital expenditures that were paid out of operations of \$84,135 which basically represents half the Town's share for the well project during the year. The Utility has a strong Balance Sheet with assets totaling \$192,412 and liabilities of \$12,846 leaving an accumulated surplus of \$179,566.

After presenting the statements Ms. Smith commented that she would like to thank the staff and management for their help during the audit. On behalf of Council, Mayor Smith thanked Ms. Smith for presenting the statements and also thanked the Town' administrative staff, Ray Hickey, Janie McKenzie, Betty Anne Paris and Kevin Yorke for doing an excellent job to keep the Town's finances in order.

5. APPROVAL OF MINUTES

Mayor Smith asked if there were any errors or omissions noted in the Council minutes of July 27, 2010 (#10-08) and the Special Council minutes of August 12, 2010 (#10-09).

Hearing none the minutes were declared approved as circulated.

6. COMMITTEE REPORTS

FINANCE COMMITTEE REPORT

SEPTEMBER 2010

Report given by Councillor Howe

(a) Lighting – Ray reported on the design and costs for decorative lighting on Main Street that would better illuminate the sidewalks and improve the overall shopping atmosphere. The light poles would also be fitted with brackets for hanging flower

baskets. In the discussion the Committee supported the concept of decorative lighting on Main Street but felt that the costs associated with these particular lights was beyond what the Town could afford.

After a discussion the Committee recommended that the C.A.O. continue to investigate lighting and to find better pricing.

(b) Open Fire Bylaw – A letter from a concerned citizen was read requesting Council to consider adopting a bylaw that would prohibit or restrict open fires in the interest of those who may have health issues. Ray noted that this is not the first complaint the Town has received about open fires and that the problem appears to be more prevalent in the centre of town where the houses are closer together.

After a discussion the Committee agreed that it would be appropriate to look into a bylaw and have staff draft something.

(c) Lead Paint – Councillor Howe alerted the Committee to the dangers of lead in paint and water pipes, particularly to children under the age of 2 years and recommended an article in the next Town newsletter addressing the issue.

After a discussion the Committee agreed with Councillor Howe's suggestion.

(d) Rwanda – Councillor Howe noted that he had recently returned from a holiday to Rwanda where he extended greetings as Deputy Mayor to an official of a village that is rebuilding following the genocide in 1994 under a United Nations initiative called the Millennium Development Goals to raise people out of poverty. Councillor Howe noted that he was very impressed with what he observed and that he would like the Town to write a letter to the official indicating that he was glad to have the opportunity to visit, that we admire the work they are doing and encouraging them to continue with their reconciliation efforts.

The Committee agreed that a letter be written as suggested.

(e) Amber Lee's Beautiful Me – Ray reported that Amber Lee's Beautiful Me is relocating to a building on Main Street and the proprietor has requested a letter of support from the Town.

After a discussion the Committee recommended that a letter of support be provided.

(f) Loans Program – Ray noted that Betty Anne had recently attended a tax collector's conference in Ontario and as Vice-President of the Association of Municipal Tax Collectors of Nova Scotia her attendance was sponsored by that organization. One of the workshops she attended introduced a loans program through the City of Hamilton whereby the municipality provides loans to businesses for building renovations that meet certain criteria. It was noted during the workshop that not only does the business benefit from access to money for building renovations that would otherwise not be available, but the municipality also benefits from a revitalized commercial district.

After a discussion the Committee agreed this was an interesting concept that could possibly work in Parrsboro and the C.A.O. was asked to look into the details.

Moved by Deputy Mayor David Howe, seconded by Councillor Dawn McCully that the Finance Committee Report and recommendations contained therein be accepted. Motion carried.

PUBLIC WORKS COMMITTEE REPORT

SEPTEMBER 2010

Report given by Councillor Lisa Ward

(a) Phinney Lane – On behalf of the Superintendent the Chair noted a couple of concerns about Phinney Lane that he wanted the Council to be aware of. First, that there is no turn around at the end of the road for public works maintenance vehicles. During our meeting it had been determined that the end where the road narrows and loops is the turn around which is part of the parcel of land that would be taken over. Secondly, he was concerned about the class of gravel used on the base of the road and how drainage might be impacted. The C.A.O. also reported on negotiations with the developer noting that his plans have changed somewhat from the original proposal. The C.A.O. indicated that he would continue to work with the developer to ensure that the Town will receive the maximum benefit from the development.

(b) Equipment – The Committee was advised that the Works Department was requesting approval to purchase a gas detector at a cost of approximately \$2,000 which would include the equipment to calibrate the device and a power saw costing approximately \$1,000. The C.A.O. noted that there are funds in the Public Works Equipment Reserve for these items.
After a discussion the Committee recommended approval of these purchases.

Moved by Councillor Lisa Ward, seconded by Deputy Mayor David Howe that the Public Works Committee Report and recommendations contained therein be accepted. Motion carried.

RECREATION COMMITTEE REPORT

SEPTEMBER 2010

Report given by Councillor Dawn McCully

(a) Recreation Committee – The Chair noted that with the fall approaching it would be appropriate for the Recreation Committee to begin meeting again and that there are vacant positions on the committee for citizen representatives.
After a discussion the Committee recommended advertising for interested citizens who would like to sit on the Recreation Committee to submit their names to the Town. It was further agreed that the advertisement would also include those who might wish to sit on the Tourism Committee.

(b) **Recreation Coordinator Position** – The C.A.O. reported that several applications had been received for the Recreation Coordinator's position for which the closing date was September 23rd. The applications will be reviewed, short listed and interviews held at a later date.

Moved by Councillor Dawn McCully, seconded by Councillor Lisa Ward that the Recreation Committee Report and recommendations contained therein be accepted. Motion carried.

PROTECTIVE SERVICES COMMITTEE REPORT

SEPTEMBER 2010

Report given by Deputy Mayor Howe

(a) **EMO** – The status of the Town's emergency measures preparedness was questioned as it relates to the last tropical storm to hit Nova Scotia. The C.A.O. advised that while the Town of Parrsboro has not officially joined Cumberland Regional Emergency Measures we were covered by the organization during the tropical storm and he had been in contact with the County. Also, a message was placed on our local radio station with contact information should an emergency arise.

(b) **Firemen Appreciation Day and New Truck** – The Protective Services Committee proposed a Firemen Appreciation Day to be held on September 23rd during which the new rescue vehicle, jaws of life and other equipment would be on display for the public. It was felt that the event would not only acknowledge the dedicated service of our fire fighters but would also generate interest in joining the department. After a discussion the details of the event were left with the committee to work out in cooperation with the Fire Chief.

(c) **Fire Chief's Report** – Jim Atkinson met with the Committee to present an activity report to August 2010. He reported that the new rescue vehicle is working out very well and has significantly enhanced the department's rescue capabilities. The Chief also noted that there have been a few administrative issues with regard to the registration and transfer of the old rescue vehicle and that he has been working to sort them out.

Moved by Deputy Mayor David Howe, seconded by Councillor Lisa Ward that the Protective Services Committee Report and recommendations contained therein be accepted. Motion carried.

Mayor Smith thanked Councillors Howe and Ward for organizing the Firemens Appreciation Day which attracted a large crowd with many children in attendance. She also noted that the children from the Elementary School under the encouragement of Principal Norma Collinson did a wonderful job with posters, letters and cards of thanks for the firemen.

PLANNING, DEVELOPMENT AND HOUSING COMMITTEE REPORT

SEPTEMBER 2010

Report given by Councillor David Harrison

(a) **Building Inspector's Report** – The Building Inspector reported the following activity during the months of June and July 2010:

	<u>No. of Permits</u>	<u>Value</u>
New Construction, Alterations and Additions (Residential)	5	\$61,500
New Construction, Alterations and Additions (Commercial)	1	\$12,000
Development	1	\$ 500
Demolition	1	N/A
Total	8	\$74,000

There were no permits issued during the month of August 2010.

(b) **Cobequid Housing Authority** – The C.A.O. reported that there had been no response to the Town's advertisement seeking a volunteer citizen representative for the Cobequid Housing Authority. The ad had been placed after the Town had been advised by the Minister of Community Services that Mr. Bedford Winters' second term had expired and that he was not eligible to be reappointed unless the Town could not find another suitable candidate. The Committee was advised that Mr. Winters has indicated his willingness to serve another term.

The Committee recommends that the Minister of Community Services be so advised and that the Council is seeking the ratification of Mr. Winters' reappointment to CHA.

Moved by Councillor David Harrison, seconded by Councillor Dawn McCully that the Planning, Development and Housing Committee Report and recommendations contained therein be accepted. Motion carried.

SOLID WASTE MANAGEMENT REPORT

SEPTEMBER 2010

Report given by Councillor Lisa Ward

(a) **Northern Region Waste Management Agreement** – Councillor Howe reported on this agreement between the municipal units in the Northern Region and the Northern

Region Waste Resource Committee. He noted that at this point all other units with the exception of Truro have approved the agreement and that he would recommend that the Town of Parrsboro approve it for the Mayor's signature.

After a discussion the Committee accepted Councillor Howe's recommendation to approve the agreement.

(b) MAP Funding – The Committee was advised that funding is available through RRFB Nova Scotia for municipally approved projects up to a maximum of \$5,000 if matched by the municipality.

After a discussion the Committee recommended that the Town apply for funding for a green cart program for compost.

Moved by Councillor Ward, seconded by Councillor Harrison that the Solid Waste Committee Report and recommendations contained therein be accepted.

For clarification Deputy Mayor Howe noted that it is true that the Town of Truro did not sign the previous agreement that had been proposed by the committee, however, their lawyers made suggestions for changes to the previous agreement which have now been incorporated into the new agreement and there is no evidence to suggest that Truro is not going to approve and sign the new agreement. He noted that the only significant change was the preamble detailing the function of the committee.

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

7. CORRESPONDENCE

The C.A.O. noted that there was no correspondence.

8. ADJOURNMENT

Upon a motion by Councillor McCully the meeting adjourned at 7:32 p.m.

Mayor

C.A.O.

