

COUNCIL

OCTOBER 28, 2014

#14-09

The Parrsboro Town Council met in regular session on Tuesday, October 28th, 2014 at 7:00 p.m. in the Council Chambers with Mayor Lois Smith presiding.

PRESENT: Deputy Mayor Lisa Ward
Councillor David Harrison
Councillor Ron Shaw
J. Raymond Hickey, CAO
Kevin Yorke, Secretary

REGRETS: Councillor Robert Fancy

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 Deputy Mayor Ward, seconded by Councillor Shaw that the Agenda be approved as presented.

Motion carried.

3. **APPROVAL OF MINUTES**

Mayor Smith asked if there were any errors or omissions noted in the Council Minutes of September 23rd, 2014. Hearing none the minutes were declared approved as circulated.

Mayor Smith asked if there were any errors or omissions noted in the Special Council Minutes of October 14th, 2014 to do with the Public Hearing regarding the Development Agreement for 269 Main Street and approval of same. Hearing none the minutes were declared approved as presented.

4. **COMMITTEE REPORTS**

FINANCE COMMITTEE REPORT

OCTOBER 2014

Report given by Deputy Mayor Ward

Fiscal Review Committee Report – The Committee reviewed the Fiscal Review Committee Report with the CAO noting key points that would benefit the Town of Parrsboro. He noted that the Province is looking for feedback from the municipalities on this document which examines a number of issues relating to the difficulties faced by towns in Nova Scotia and proposes potential solutions.

Christmas Holidays – The Committee discussed Christmas Holidays with the recommendation that the Town Office and Public Works Department be closed from noon on December 24th through to January 1st with staff using vacation days to have the time off between Christmas and New Years. As usual the Public Works employees will be on call for emergencies and winter road maintenance.

Personnel Policy – The Committee reviewed the personnel policy for the purpose of updating the document which had last been updated in 2000.

STEP Project – An application to ACOA was completed and submitted. Additional information was provided to both the Province and ACOA. At this point we are awaiting a response.

Climate Change Workshop – The Committee was informed of a one-day Climate Change Workshop scheduled for November 20th for Council and other key people.

Committees –

FINANCE

Chair: Councillor Ward
Members: Full Council

ECONOMIC DEVELOPMENT

Chair: Councillor Harrison
Members: Full Council

PUBLIC WORKS

Chair: Councillor Ward
Members: Councillor Shaw

PROTECTIVE SERVICES

Chair: Councillor Shaw
Members: Councillor Ward

GLOOSCAP PARK

Chair: Councillor Harrison
Members: Councillor Ward

PERSONNEL

Chair: Councillor Ward
Members: Mayor Smith

PROMOTION AND IMMIGRATION

Chair: Councillor Ward
Members: Councillor Shaw
Taylor Redmond

**PLANNING, DEVELOPMENT,
HOUSING & HERITAGE**

Chair: Councillor Harrison
Members: Mayor Smith

TOURISM

Chair: Councillor Shaw

RECREATION

Chair: Councillor Harrison

SOLID WASTE COLLECTION

POLICE ADVISORY

Chair: Councillor Ward
Members: Councillor Shaw

Members: Councillor Ward
Mayor Smith

CUMBERLAND ENERGY AUTHORITY

Members: Mayor Smith
Councillor Harrison
Ray Hickey

**PARRSBORO SOURCE WATER
PROTECTION ADVISORY**

Chair: Councillor Harrison
Members: Mayor Smith

**CUMBERLAND JOINT SERVICES
MANAGEMENT AUTHORITY REP**

1. Councillor Shaw
2. Councillor Ward

**NORTHERN REGIONAL SOLID
WASTE MANAGEMENT REP**

1. Councillor Shaw
2. Councillor Ward

**CUMBERLAND REGIONAL LIBRARY
BOARD REP**

Councillor Ward

**YOUTH TOWN COUNCIL
ADVISOR**

Mayor Smith

PARRSBORO AND AREA HARBOUR COMMISSION REP

Mayor Smith

Two subcommittees of Economic Development, **Arts and Culture** and **Small Business and BOT Relations** are also being proposed with members to be confirmed.

Moved by Deputy Mayor Ward, seconded by Councillor Harrison that the Finance Committee Report and recommendations contained therein be approved.

Motion carried.

PUBLIC WORKS COMMITTEE REPORT

OCTOBER 2014

Report given by Councillor Shaw

Water Supply for 1st & 2nd Beaches – The CAO reported meeting with a property owner at 1st Beach who had expressed an interest in year round water, however, they have since opted for another solution to their water requirements. There is still some interest from other residents of 1st Beach and residents of 2nd Beach still have concerns regarding the current water supply.

After a discussion the Committee recommended putting year round water at 1st Beach on hold until the spring and re-evaluating it at that time. It was also recommended that the upgrading of the water supply to residents of 2nd Beach continue to be investigated.

King Street Water – The Committee was advised that particles in the water are still being observed and that our engineers have recommended Atlantic Industrial Cleaners to

clean the water line. AIC visited the site on October 21st and will provide an assessment by October 24th. A plan of action will be formed once this assessment has been received.

Crosswalk Sidewalk Curbs – Some sidewalk curbs have been noted as being inaccessible for those using mobility assistance and some sidewalks have been identified as being potentially dangerous. There is enough money in this year’s sidewalk budget to do a couple of the sidewalk curbs with the remainder to be looked at during next year’s budget discussions.

Boiler for Public Works Garage – The installation of the boiler for the Public Works heating system is underway with a scheduled completion date of October 31st.

Sewage Treatment Project – Pre-design RFP has been prepared and ERA combined at the suggestion of the Department of Municipal Affairs. The combined document was reviewed by the Amherst Procurement staff and sent to tender with a closing date of November 12th.

Water Rate Study – An RFP is being prepared for the Water Rate Study.

Moved by Councillor Shaw, seconded by Deputy Mayor Ward that the Public Works Committee Report and recommendations contained therein be approved.

Motion carried.

PLANNING, DEVELOPMENT AND HOUSING COMMITTEE REPORT

OCTOBER 2014

Report given by Councillor Harrison

Building Inspector’s Report – Following are the permits issued during the month of September 2014.

	<u>No. of Permits</u>	<u>Value</u>
New construction, alterations and additions (Residential)	1	\$15,000
Garages and Sheds	1	\$20,000
Alterations (Commercial)	1	\$140,000
Demolition	1	N/A
Total	4	\$175,000

Unightly Premises – The CAO reported that contact has been made with the Town of Amherst to provide enforcement services with the terms of service to be negotiated.

Moved by Councillor Harrison, seconded by Deputy Mayor Ward that the Planning, Development and Housing Committee report be accepted.

Motion carried.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

OCTOBER 2014

Report given by Councillor Harrison

John Meadows RE: Toronto Home Show – John Meadows reported that the booth sponsored by the Town of Parrsboro at the recent Toronto Home Show was a success and noted that overall there were 32,000 in attendance. He advised that the promotional video funded by the County of Cumberland generated a lot of interest and that a large number of promotional materials were distributed to the attendees. There is evidence that our participation at the Home show has had positive results with the report that already one couple has travelled to Parrsboro to see what we have to offer.

On a related topic, Mr. Meadows proposed producing a shorter version of the promotional video to showcase only the Town of Parrsboro that could be used at various locations in the town and at trade shows.

The Committee indicated that they would consider Mr. Meadow's proposal and get back to him.

Taylor Redmond – Taylor Redmond reported on initiatives she has been working on including the following:

- Developing the motorcycle Poker Rally into a weekend event
- Four tourism projects along the shore from Parrsboro to Advocate and on to Joggins with the assistance of Jim Campbell of Cumberland County Development. This process will involve a survey that will determine priorities to focus on.
- Obtaining quotes for flowers for the 2015 season
- Ordering wreaths for the Christmas season
- Working with Keith Graham on a design for the new Band Shell
- Compass idea for the traffic island

Storyboard – Taylor proposed developing a storyboard to be placed in the vicinity of the Cenotaph telling the story of "Midget" the pony. She estimated the cost at \$150.00 plus tax.

The Committee recommended that the storyboard be approved for this location.

Lights – Taylor presented her proposal for lights for the trees on the civic grounds which would require the purchase of additional sets to supplement what we already have.

The Committee recommended that the additional lights be purchased.

Moved by Councillor Harrison, seconded by Councillor Shaw that the Economic Development Committee Report and recommendations contained therein be approved.

Motion carried.

5. APPROVAL OF FIRE CHIEF

Deputy Mayor Ward advised that the Parrsboro Volunteer Fire Department held its annual election of officers on October 23rd, 2014 and moved that Town Council approve the re-appointment of Randy Mosher as Fire Chief. The motion was seconded by Councillor Shaw and carried.

The Deputy Mayor noted that the following officers were also elected.

Deputy Chief	Chris Clarke
Captain #1	Alex Matthews
Captain #2	Shane Willigar
Captain #3	James Shaw
Driver #1	Chris Clarke
Driver #2	John Henwood
Driver #3	Dave Young
Secretary/Treasurer	Alan Heckbert
Training Officer	Alex Matthews
Communications Officer	James Shaw
Bingo Chairman	Wes Andrews
Safety Officer #1	Kevin Hill
Safety Officer #2	Jim Atkinson
Safety Officer #3	Wes Andrews
Public Education Officer #1	Alex Matthews
Public Education Officer #2	James Shaw

Fire Hall Bookings

Alan Heckbert

6. **CORRESPONDENCE**

No correspondence.

7. **ADJOURNMENT**

Upon a motion by Deputy Mayor Ward the meeting adjourned.