

COUNCIL

MARCH 25, 2014

#14-03

The Parrsboro Town Council met in regular session on Tuesday, March 25th, 2014 at 7:00 p.m. in the Council Chambers with Mayor Lois Smith presiding.

PRESENT: Deputy Mayor Lisa Ward
Councillor Robert Fancy
Councillor David Harrison
Councillor Ron Shaw
J. Raymond Hickey, CAO
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 Deputy Mayor Ward, seconded by Councillor Fancy that the Agenda be approved as presented.

Motion carried.

3. APPROVAL OF MINUTES

Mayor Smith asked for errors or omissions in the minutes of February 25th, 2014 (#14-02).

Hearing none, the minutes were declared approved as circulated.

4. COMMITTEE REPORTS

FINANCE COMMITTEE REPORT

FEBRUARY 2014

Report given by Deputy Mayor Ward

(a) **Bylaws Review** – The Committee continued its review of bylaws for the purpose of eliminating those that are no longer relevant and updating those that should remain in effect.

After a discussion it was recommended that Bylaw #14 be struck off the books as it is non-existent, that Bylaw #15 regarding Town Boundaries be retained and that Bylaw #16 - General be looked at in more detail at the next meeting as it is a lengthy document.

(b) 2013/14 Tax Exemption – The Committee discussed the 2013/14 municipal tax exemption to see if any adjustments are required.

After the discussion the Committee recommended increasing the income level to \$17,500 from \$17,000 last year and retaining the exemption at \$350.00.

(c) Strategic Plan – The CAO received positive feedback from the Committee regarding the Town of Parrsboro Strategic Plan 2014 document. He noted that he would like to proceed with one item in the plan to do with a water rate study which is long overdue and that any recommendations coming from the report would have to be approved by the Nova Scotia Utility and Review Board.

After a discussion the Committee recommended that the CAO be given the authority to look into hiring a consultant to do this study and agreed that it would be appropriate in future to do a water rate study every four or five years.

The CAO also recommended looking at a sewer rate increase in the coming year's budget which does not require URB approval.

After a discussion the Committee recommended an increase of \$25.00 for next year's sewer billing bringing the total annual bill to \$200.00.

(d) King Street/Senior Housing Water – There was a discussion regarding problems with water quality affecting a portion of King Street and Phase V of the seniors housing complex. A letter of complaint signed by several residents of Phase V was presented by Deputy Mayor Ward on their behalf along with samples of laundry ruined by the condition of the water.

After a discussion the Committee recommended proceeding immediately to obtain requests for proposals to install a stop-valve in the King Street water line which has been recommended by our engineers as a possible solution to the problem. It is hoped that the installation of this device will also help to improve the quality of water at the seniors' complex, however, if it fails to do so the Council will look at other options.

(e) Pension Plan – The Committee was updated regarding meetings with the County of Cumberland to discuss opportunities for cooperation on pension delivery. The CAO advised that the County is receptive to the idea of the Town of Parrsboro joining their pension plan and that in his opinion it would be in the best interest of both the town and its employees to do so. He also proposed an increase of 0.5% to the employer contribution and an annual adjustment over the next few years to bring the employee's contributions up to 6.0%. The CAO also advised that eligible Council members can opt into the plan and that he would recommend it.

After a discussion the Committee recommended that the Town of Parrsboro join the County of Cumberland's pension plan and that the CAO's recommendations with regard to adjustments to contribution rates be accepted.

(f) **Main Street Grant** – The Committee was updated regarding the Town's application for ACOA funding for Main Street improvements including the Band Shell/Town Square and harbourfront areas. The CAO outlined the steps that need to be taken to be eligible for funding beginning with a conceptual plan and some capital work for which there is Provincial funding available.

After a discussion the Committee recommended that the CAO apply for funding to get a planning document completed.

(g) **Sewer – Terms of Reference Document** – The Committee was advised that the Terms of Reference document for the sewer project has been prepared and will be reviewed with appropriate Provincial officials in early March

(h) **CJSMA Budget** – The CAO reported on a meeting of the CAO's Advisory panel where a topic of discussion had been the Joint Authority's budget and options to attain required funding levels. He noted his preference for increasing tipping fees and the Committee noted that they agreed. On a related topic, it was recommended that the Town of Parrsboro hold another electronics pick-up before the long weekend in May.

(i) **Request to Use Civic Grounds** – A letter from Dorothy Best requested permission to use the civic grounds for a Miniature Horse Show fund-raising event on May 24th, 2014.

After a discussion the Committee recommended that permission be granted.

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

ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE REPORT

MARCH 2014

Report given by Councillor Fancy

(a) **Web Site** – The re-designed Town of Parrsboro web site was presented to the Committee for their review and approval. It was noted that there is a heavier emphasis on imagery compared to the previous web site and that the objective is to promote Parrsboro as a place to visit and live.

After a review of the web site and a discussion the Committee approved it to go live.

(b) **Garbage Cans** – Taylor presented her research into new garbage and recycling cans for Main Street and her recommendations for refurbishing the current garbage barrels to fit in with the “anchored and authentic” theme.

After reviewing this information the Committee recommended referring the matter to the budget for further consideration.

(c) **Saltscapes Show** – Taylor presented options for attractions at Parrsboro’s booth at the upcoming Saltscapes Trade Show in April.

After a discussion the Committee felt that the option of featuring a couple of sculpted chairs would draw more spectators to the booth.

(d) **CNTA Update** – Councillor Shaw updated the Committee regarding CNTA indicating that the Destination South West Nova Association which administers the festivals and events program and regional VIC funding is winding down and that the Nova Scotia Tourist Association will work with DSWN to bring the programs in-house to move forward this season. CNTA plans to work with the industry and stakeholders to identify a tourist model that will be supported but mostly they hope to achieve the mutual goal of growing tourism revenue.

In the discussion the Committee agreed that in light of this news it is even more critical for the Town of Parrsboro to focus on tourism promotion as a priority.

(e) **Marketing Update** – As a follow up to a presentation by John Meadows regarding the idea of promoting Parrsboro at an upcoming trade show in September in Toronto, the Committee discussed the financial commitment requested from the town for the booth and other related expenses.

After a discussion the Committee recommended committing to covering the cost of attending the trade show.

Moved by Councillor Fancy, seconded by Deputy Mayor Ward that the Economic Development and Tourism Committee report and recommendations contained therein be accepted.

Motion carried.

5. **CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY BUDGET**

Moved by Councillor Fancy, seconded by Councillor Shaw that the Town Council approve the Cumberland Joint Services Management Authority budget for fiscal 2014/2015.

Motion carried.

6. **CORRESPONDENCE**

Blast from the Past – Mayor Smith read correspondence from the Blast from the Past Committee of Springhill addressed to Council and the citizens of Parrsboro who are invited to the Miner’s Picnic on July 26th, from 11:00 am to 5:00 pm as part of Springhill’s 125th birthday celebrations. There will be entertainment and food and games for children. The cost is free, however, donations will be accepted with proceeds to the beautification of the Miners Monument.

Mayor Smith noted that she would respond, graciously accepting the invitation.

7. ADJOURNMENT

Upon a motion by Deputy Mayor Ward, the meeting adjourned at 7:10 p.m.

Mayor

CAO

SUMMARY OF APPROVED EXPENDITURES:

Marketing Update – As a follow up to a presentation by John Meadows regarding the idea of promoting Parrsboro at an upcoming trade show in September in Toronto, the Committee discussed the financial commitment requested from the town for the booth and other related expenses.

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