

COUNCIL

OCTOBER 27, 2015

#15-10A

The Parrsboro Town Council met in regular session on Tuesday, October 27th, 2015 at 7:00 p.m. in the Council Chambers with Mayor Lois Smith presiding.

PRESENT: Deputy Mayor Lisa Ward
Councillor David Harrison
Councillor Norman Rafuse
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. The Mayor noted that Cpl. Chris MacDonald, the new Parrsboro RCMP detachment commander was present and invited him to introduce himself and say a few words. Cpl. MacDonald advised that he is originally from New Glasgow and that he worked there in municipal police enforcement as well as in Hantsport and Truro before joining the RCMP which took him to BC for 12 years, PEI for 5 years and then back to BC for another year before coming here. Cpl. MacDonald indicated that he looked forward to working with Council and that if they have any concerns he can be contacted directly or through the Mayor. The Council welcomed Cpl. MacDonald to the community and indicated that they looked forward to working with him as well.

2. **APPROVAL OF AGENDA**

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

Motion carried.

3. **THANK YOU TO CUMBERLAND ENERGY AUTHORITY**

Mayor Smith introduced Bethany Sloan, CEA Administrative Assistant in Marketing and Allie MacLean, Community Engagement Officer with the County of Cumberland. After circulating a report on the Energy Symposium, Ms. Sloan noted that it was a very successful event with over 300 registrants. Students from across the County attended the first day in Springhill, with the second day of the Symposium being held in Parrsboro, followed by a community walk-in tour of the FORCE centre. She also noted that a survey was performed and that people are excited for next year. Ms. MacLean added that there was very positive feedback with some people commenting that it was nice to have a gathering of people talking about something positive.

After further comments, Mayor Smith on behalf of herself, Council and the citizens of Parrsboro, thanked all those involved in organizing and facilitating the Energy Symposium noting that they looked forward to next year's event.

4. APPROVAL OF MINUTES

Mayor Smith asked if there were any errors or omissions noted in the Council minutes of September 29, 2015 (#15-10).

Hearing none the minutes were declared approved as circulated.

5. MOTION RE: APPOINTMENT OF TRANSITION COMMITTEE MEMBERS

Moved by Councillor Harrison, seconded by Deputy Mayor Ward that Mayor Smith and Deputy Mayor Ward be appointed as members of the Transition Committee and that Councillor Shaw be appointed as an alternate.

Motion carried.

6. MOTION RE: GRANTING AUTHORITY TO THE TRANSITION COMMITTEE

Moved by Councillor Harrison, seconded by Councillor Rafuse that authority be granted to the Transition Committee to make decisions and issue RFP's on behalf of the Town of Parrsboro for matters concerning the dissolution of the Town.

Motion carried.

7. COMMITTEE REPORTS

(a) FINANCE COMMITTEE REPORT

OCTOBER 2015

Report given by Deputy Mayor Ward

Band Stand Project – Councillor Shaw advised that to date three contractors have expressed an interest in the Band Stand tender which closes on December 14th and will be awarded on December 16th. He added that the completion date has been moved up to mid-May 2016 so that the Band Stand will be ready for the summer season. He also advised that it is being recommended that permanent underground wiring be installed for the Christmas lights and that will eventually supply the new Band Stand.

After a discussion the Committee recommended that the CAO look into the requirements for the electrical supply and see that the work is completed.

Upper Main Street Sewer Project – The CAO reported that he had looked into the possibility of adding the extension of the sewer line on Upper Main Street to the King Street sewer project and discovered that it can be done. He noted that he would proceed to have our engineers prepare design drawings and obtain a quote from the contractor for this work if the Council wished to proceed.

After a discussion the Committee recommended proceeding with the extension of the sewer line on Upper Main Street.

DYM Concert – The Committee was advised of a request from the DYM organizers to use the former Scott property as a venue for a concert next summer.

After a discussion the Committee recommended that this request be approved provided all requirements for insurance and security are satisfied. It was further agreed that the Town would ensure that the grounds are groomed for the event.

Committees – After reviewing committees with the new member of Council it was recommended that Councillor Rafuse assume the Chair of the Economic Development Committee and that he be added to the Glooscap Park Committee and the Planning, Development and Housing sub-committee exploring options for sewage treatment.

Municipal Awareness Week – Municipal Awareness Week will be taking place during the week of November 16th to 20th. It was suggested that the Mayor host an open coffee party on November 17th to help celebrate this event

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

Mayor Smith added that the coffee party on November 17th would be held at 10:30 a.m.

(b) PUBLIC WORKS COMMITTEE REPORT

OCTOBER 2015

Report given by Deputy Mayor Ward

The following activity in the Public Works Department was reported:

- Sidewalk repair will be undertaken at the Fire Hall main entrance and man door used by the firemen. Also, the sidewalk in front of Fundy Bay Antiques and Collectibles will be repaired.
- The Superintendent will be asked to look into having clearly identified markings for asphalt sidewalks added to the line painting schedule next year.

- The Superintendent will also be asked to explore options for snow clearing operations that could lessen the burden on regular full-time staff.
- Regular maintenance of vehicles and equipment is ongoing.

Moved by Deputy Mayor Ward, seconded by Councillor Harrison that the Public Works Committee Report be accepted.

Motion carried.

(c) PLANNING, DEVELOPMENT AND HOUSING COMMITTEE REPORT

OCTOBER 2015

Report given by Councillor Harrison

Building Inspector's Report – Following is the report of permits issued for the months of July, August and September 2015:

	<u>No. of Permits</u>	<u>Value</u>
New construction, alterations and additions (Residential) \$12,000	1	
New construction, alterations and additions (Commercial)	1	\$ 4,000
Demolition	2	N/A
Development	1	N/A
Total for this reporting period	5	\$16,000
Total Sept. 2014 to Sept. 2015	30	\$1,326,000

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

Motion carried.

(d) PROMOTION AND IMMIGRATION COMMITTEE REPORT

OCTOBER 2015

Report given by Councillor Shaw

Following is a summary of discussion at the October 20th meeting:

- Project Facilitator, Taylor Redmond, was given a list of items to focus on including the Band Shelter, light house recycling bins, anchor for the traffic triangle and next year's Salt Scapes show.
- Discussion focused on ways to increase the visibility of our Tourist Information Centre. The Committee will be exploring the idea of having a mini barn sized mobile kiosk that could be moved to any location as well as the idea of transforming the kiosk at the Town Hall into a permanent Tourist Information Centre.

Moved by Councillor Shaw, seconded by Deputy Mayor Ward that the Promotion and Immigration Committee Report and recommendations contained therein be accepted.

Motion carried.

(e) PROTECTIVE SERVICES COMMITTEE REPORT

OCTOBER 2015

Report given by Deputy Mayor Ward

The following activity in the Parrsboro Volunteer Fire Department was reported:

- The new fire truck has been inspected and is in service. An open house to introduce this new equipment to the public was very well attended.
- The Department will be applying for funding next year to purchase a new jaws of life.

August Activity Report

Calls – Total 9

- 4- Alarms – various locations. No damages.
- 1 - Structure fire – mutual aid to River Hebert (total loss of building)
- 2- Boat calls to Spencer's Island (fortunately only floating debris both instances)
- 1- MVA on Main Street – no injuries
- 1- Power pole/woods fire – mutual aid to Port Greville

Training

- August 6: 7 firefighters participated in equipment check
- August 11: 7 firefighters took 2 more modules toward Medical First Responder recertification.

- August 13: 4 firefighters practiced water rescue at Newville Lake
- August 20: 8 firefighters practiced Search and Rescue at an “acquired house” in Diligent River
- August 24: 16 firefighters attended monthly meeting
- August 28: 7 firefighters trained on the new rescue boat

September Activity Report

Calls – Total 4

- 1- Alarm at Ship’s Company Theatre (sensor malfunction)
- 1- Structure fire – Mutual aid to Southampton
- 1- MVA – minimal injuries – assisted Paramedics
- 1- Secure “Life Flight” helipad for EHS and provide traffic control

Training

- September 2: 9 firefighters participated in equipment check
- September 3; 9 firefighters practiced Search and Rescue in “acquired house” in Diligent River
- September 10: 12 firefighters either made presentation to Council regards 1997 truck, or set up for huge Bingo (had 142 people when giving Treasure Chest away)
- September 17: 6 firefighters practiced Roof Safety including use of “travel restraint belts” for chimney fires. A total of 12 firefighters have now been formally “signed off” having received this safety training.
- September 24: 12 firefighters attended monthly meeting.

Moved by Deputy Mayor Ward, seconded by Councillor Harrison that the Protective Services Committee Report be accepted.

Motion carried.

The Deputy Mayor added that the Parrsboro Volunteer Fire Department held its Annual General Meeting last Thursday and that Randy Mosher was re-elected as Fire Chief. She also noted that the department’s slate of officers was also elected for which a list would be forthcoming.

(f) RECREATION COMMITTEE REPORT

OCTOBER 2015-11-02

Report given by Councillor Harrison

1. Fitness Centre

- a. Hours: Monday-Friday from 7:00pm-9:00pm
- b. Low membership, will be doing some more promotion in the near future
- c. Recently purchased the incline/decline bench we had been looking into. I put it together and it's great – everyone is happy!
- d. The school is purchasing mirrors to install in the weight room as well.

2. Current Programming

- a. Walking Club: Numbers are strong, about 8-12 a day.
- b. CO-ED Sports: Volleyball and basketball are up and running.
- c. EcoKids: This is the last week for this program.
- d. iCAN-FRESH: Funding through THRIVE! has been approved to cover the costs of the program for the year.
- e. Freezer Meal Workshops: We have partnered with Brenda Boutilier who is an Epicure Consultant to offer Freezer Meal Workshops once a month until the new year. Participants will use Epicure products to create meals which can be frozen and later cooked. It makes meal prep easy and affordable. The first one went well, cancelled the second due to low registration. Next one scheduled for December.
- f. Ball Hockey: Youth ball hockey started up last week. We have 11 participants aged 8-12 involved. A great program that we partnered with Charlene Smith to run.
- g. Family Halloween Party: This was held on Sunday. We had about 30 participants (parents and children) come out. Youth Town Council was supposed to come help, but no one showed up. I had 2 tell me that day they couldn't make it but there were supposed to be 2 others. I had 2 of my summer staff there to help, and another friend of theirs came to help.
- h. Kids in the Kitchen: Starts next Monday for ages 4-7. Runs for 4 weeks.

3. Regional Initiatives

- a. Fundy Connect: Continuing to work with the steering committee to move this initiative forward. We have just received the go ahead Monday that our applicant has been approved and is slated to begin on November 3rd.
- b. Cumberland 55+ Games: I am working with a group in Cumberland County to start our own 55+ Games (a local version of the Nova Scotia 55+ Games – previously known as seniors games). We are in the early planning stages but will be offering this next year.
- c. Youth on the Move: I was involved in helping lead a training session for them on Friday at the YMCA. The program will begin this week in Parrsboro with Kylie Smith and Rhianna Odlin as the leaders again this year. This has been an ongoing program for many years which is funded by the Dept. of Ed., Dept. of Health and Wellness, all 4 municipal bodies in Cumberland, as well as the YMCA. I am the chair of this committee.

4. Other

- a. I am still waiting for the company we sought to do the lighting at the tennis court (Black and MacDonald) to come to do the work. Should I seek someone else to do this work?
- b. I am working with a regional group around an adapted equipment loan program. We have already purchased some equipment including an aquatic hippocamp and life jackets which are housed at the YMCA as well as a terra-terrain bike and a semi-recumbent bike. We are currently seeking additional funding to purchase a terrain hippocamp as well as sledges for on ice and on wheels. A request has been sent to the town to support this program.
- c. The RNS conference in Digby was a great professional development and networking opportunity.

Moved by Councillor Harrison, seconded by Deputy Mayor Ward that the Recreation Committee Report be accepted.

Motion carried.

8. CORRESPONDENCE

There was no correspondence, however, Deputy Mayor Ward noted that the youth event, Spookarama, was scheduled for October 31st at the Legion made possible through the generosity of volunteers and donators. She also noted that the Seniors Christmas Dinner sponsored by the Town and County was scheduled for December 3rd at the Legion and that tickets are available at the Town Office.

9. ADJOURNMENT

Upon a motion by Deputy Mayor Ward the meeting adjourned at 7:26 p.m.

Mayor

CAO

SUMMARY OF APPROVED EXPENDITURES:

Band Stand Project – Councillor Shaw advised that it is being recommended that permanent underground wiring be installed for the Christmas lights and that will eventually supply the new Band Stand.

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Upper Main Street Sewer Project – The CAO reported that he had looked into the possibility of adding the extension of the sewer line on Upper Main Street to the King Street sewer project and discovered that it can be done

After a discussion the Committee recommended proceeding with the extension of the sewer line on Upper Main Street.3