

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
OCTOBER 6, 2008**

**MEMBERS PRESENT:** Mayor Frank Mackintosh  
Deputy Mayor Sherri Lewis  
Councillor Mike Bartlett  
Councillor Ben Cleveland  
Councillor Bob Handspiker  
Councillor Jean Brittain  
Councillor Danny Harvieux

**STAFF PRESENT:** Tom Ossinger, Town Clerk  
Matthew Raymond, Deputy Clerk  
Susan Rice, Recording Secretary

**A. CALL TO ORDER**

Mayor Mackintosh called the meeting to order at 7:00 PM.

**B. AGENDA**

**B.1** Additions/Deletions  
None.

**B.2** Approval of the agenda

Moved by: Councillor Bartlett  
Seconded by: Councillor Cleveland

That the agenda of October 6, 2008 be approved as presented.

MOTION CARRIED.

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**C. DELEGATION**

None.

**D. MINUTES OF PREVIOUS MEETING**

**D.1 SEPTEMBER 2, 2008**

Moved by: Deputy Mayor Lewis  
Seconded by: Councillor Harvieux

That the minutes of September 2, 2008, be approved as presented.

MOTION CARRIED.

**E. BUSINESS ARISING FROM THE MINUTES**

None.

**F. REPORTS**

**F.1 FINANCE COMMITTEE/ADMINISTRATION  
COMMITTEE**

**a) Accounts Payable**

Moved by: Councillor Cleveland  
Seconded by: Councillor Bartlett

That the accounts payable in the amount of \$317,494.00 be approved for payment for the month of September.

MOTION CARRIED

**b) Snow Removal Reserve**

Moved by: Councillor Cleveland  
Seconded by: Councillor Handspiker

That the Town create a snow removal reserve.

MOTION CARRIED.

**c) Equipment and Water Reserve**

Moved by: Councillor Cleveland  
Seconded by: Councillor Bartlett

That the balances of the equipment and water reserve be transferred to the capital reserve.

MOTION CARRIED.

**F.2 FIRE, POLICE, AND LICENSE COMMITTEE**

Report for September 2008 was reviewed and accepted as presented. Councillor Handspiker informed the Council that there have been problems with false alarms. S/Sgt. Barrett will look into this and bring back information to the Fire, Police & License Committee.

**F.3 STREETS, SEWER, AND PUBLIC PROPERTY COMMITTEE**

Report for September 2008 was reviewed and accepted as presented.

**a) STP Job Descriptions**

Moved by: Councillor Cleveland  
Seconded by: Councillor Handspiker

That the job descriptions for the Sewer Treatment Plant Operator with the amendments be approved.

MOTION CARRIED.

**b) Capital Budget**

Moved by: Councillor Cleveland  
Seconded by: Councillor Bartlett

That the Capital Budget in the amount of \$896,458.00 be approved as presented.

MOTION CARRIED.

**c) Capital Investment Plan**

Moved by: Councillor Cleveland  
Seconded by: Councillor Bartlett

That the Capital Investment Plan for 2008-2013 be approved as presented.

MOTION CARRIED.

**F.4 TOURISM COMMITTEE**

Report for September 2008 was reviewed and accepted as presented.

**F.5 TIDEVIEW TERRACE**

Report for September 2008 was reviewed and accepted as presented.

**F.6 DIGBY AND AREA RECREATION COMMISSION**

Report for September 2008 was reviewed and accepted as presented. The Recreation Manager has been talking with the Superintendent in regards to doing some landscaping by the building. The Committee stated that if the Town does it then the Municipality of Digby does not have to pay for it; therefore, it should be looked at it before doing any landscaping.

**F.7 LIBRARY BOARD**

No meeting.

**F.8 WASTE CHECK**

Report for September 2008 was reviewed and accepted as presented.

**F.9 PLANNING ADVISORY COMMITTEE**

No meeting.

**F.10 EMERGENCY MEASURES ORGANIZATION**

There will be a meeting this Thursday, October 9, 2008.

**F.11 WATER COMMISSION**

Report for September 2008 was reviewed and accepted as presented.

**F.12 INDUSTRIAL COMMISSION**

No report was presented.

**F.13 DIGBY AREA LEARNING ASSOCIATION**

No meeting.

**F.14 SENIOR SAFETY BOARD**

Report for September 2008 was reviewed and accepted as presented.

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**F.15 PESTICIDE COMMITTEE**

No meeting.

**F.16 ANNAPOLIS/DIGBY ECONOMIC DEVELOPMENT  
AGENCY**

Deputy Mayor Lewis stated that she missed the meeting due to a time change; therefore, no report was presented.

**F.17 CLERK TREASURER'S REPORT**

Report for September 2008 was reviewed and accepted as presented.

**F.18 POLICE ADVISORY BOARD REPORT**

No meeting. Councillor Handspiker stated that there was an information meeting with the RCMP drug investigation as well as the Tasor specialist that talked to both Police Advisory Boards as well as both Councils.

**G. CORRESPONDENCE**

**G.1 TRI COUNTY HOUSING AUTHORITY**

The Tri County Housing Authority is still seeking a citizen representative to sit on this board. Discussion ensued.

Moved by: Councillor Brittain  
Seconded by: Councillor Handspiker

That Council hold over this position until other position need to be filled.

MOTION CARRIED.

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**H. NEW BUSINESS**

**H.1 APPOINTMENT OF CONSULTING ENGINEERS**

The Town Clerk stated that we need to appoint Hiltz and Seamone as our consulting engineer. Discussion ensued.

Moved by: Councillor Handspiker  
Seconded by: Councillor Harvieux

That Council approve Hiltz and Seamone Company Ltd. As our consulting engineers for a three-year period effective October 6, 2008.

MOTION CARRIED.

**H.2 STUDY FOR SEWER TREATMENT PLANT UPGRADE**

The Town Clerk recommend to Council to have Hiltz and Seamone Company Ltd. be retained to complete the study for the Sewer Treatment Plant upgrade.

Moved by: Councillor Cleveland  
Seconded by: Deputy Mayor Lewis

That Council approve to have Hiltz and Seamone Co. Ltd. be retained to complete the study for the Town of Digby Sewage Treatment Plant Upgrade in the amount of \$14,958.00 taxes included.

MOTION CARRIED.

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**H.3 Development and Planning Services**

Moved by: Councillor Handspiker  
Seconded by: Councillor Cleveland

That Council approve the following resolution as follows:

Whereas the Town of Digby has a desire to provide professional Planning and Development Control Services to its citizens.

Therefore be it resolved that the Town of Digby appoint the 4Site Group to provide core and non-core Planning and Development Control Services for the Town of Digby for a three-year term commencing on October 6, 2008.

And further be it resolved that the Town of Digby appoint Ridge Hiltz as Alternate #1 Development Officer and Chris Millier as Alternate #2 Development Officer, and Planner.

MOTION CARRIED.

**H.4 Brian Manzer's Property on West Street**

Council asked about Brian Manzer's property on West Street. The Town Clerk stated that Mr. Manzer and the Development Officer has met and the work is still in progress to develop the property.

The Mayor thanked Council and Staff for everything and it has been great serving Council for the last 29 years.

**I. QUESTION PERIOD**

None.



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**J. ADJOURNMENT**

There being no further business the meeting adjourned on motion of Councillor Cleveland and Deputy Mayor Lewis.

TIME: 7:45 p.m.

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MAYOR

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TOWN CLERK