

**DIGBY TOWN COUNCIL
REGULAR MEETING
JUNE 1, 2009**

MEMBERS PRESENT: Mayor Ben Cleveland
Councillor Jean Brittain
Councillor Danny Harvieux
Councillor Brian Manzer
Councillor Ron Matsusaki
Councillor Peter Turnbull
Deputy Mayor Mike Bartlett

STAFF PRESENT: Tom Ossinger, Town Clerk
Matthew Raymond, Deputy Clerk
Susan Rice, Administrative Assistant

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 7:25 PM.

B. AGENDA

B.1 Additions/Deletions

B.2 Approval of the agenda

a) June 1, 2009

Moved by: Councillor Harvieux

Seconded by: Councillor Manzer

That the agenda of June 1, 2009, be approved as presented.

MOTION CARRIED.

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C. DELEGATION

None.

D. MINUTES OF PREVIOUS MEETING

**D.1 May 4, 2009 – Council meeting and May 4, 2009 –
Public Hearing**

Moved By: Councillor Harvieux
Seconded By: Deputy Mayor Bartlett

That the minutes of May 4, 2009, regular Council meeting and May 4, 2009, public hearing be approved as presented.

MOTION CARRIED.

E. BUSINESS ARISING FROM THE MINUTES

E.1 Town Crier

The Town Clerk stated that Peter Davies can only be appointed as an Official Town Crier for one Town or Municipality and Honorary Town Crier for the other towns. The fee would be \$35.00 per event. Council asked could we appoint an Official Town Crier later on if we want to or are we committed to Peter Davies. The Town Clerk stated that he doesn't think that we are committed to Peter Davies and if we want to later on to appoint an Official Town Crier that we could but we only use a Town Crier for one or two events per year.

Moved by: Deputy Mayor Bartlett
Seconded by: Councillor Turnbull

That the Town appoint Peter Davies as Honorary Town Crier for the Town of Digby.

MOTION CARRIED.

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E.2 Second Reading of the Deed Transfer Tax Bylaw

Moved by: Councillor Brittain
Seconded by: Councillor Harvieux

That the Council approve the second reading of the Bylaw #2009-04
The Deed Transfer Tax Bylaw as presented.

MOTION CARRIED.

E.3 Tangible Capital Assets

The Deputy Clerk informed Council that we have Gloria Banks of
Grant Thornton and Christina Snell to help with the Tangible
Capital Assets.

F. REPORTS

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

Report for May 2009 was reviewed and accepted with the
following change that there will be an additional cost of
\$85.00 per month for direct deposit and not \$35.00.

Moved By: Councillor Brittain
Seconded By: Deputy Mayor Bartlett

That accounts payable in the amount of \$391,399.98 be
approved for payment for the month of May.

MOTION CARRIED

Moved by: Councillor Brittain
Seconded by: Councillor Manzer

That Council approve to accept the direct deposit payroll.

MOTION CARRIED.

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F.2 FIRE, POLICE, AND LICENSE COMMITTEE

Report for May 2009 was reviewed and accepted as presented.

Moved by: Councillor Harvieux
Seconded by: Councillor Brittain

That Council approve the Fire Inspector's Report Schedule.

MOTION CARRIED.

F.3 STREETS, SEWER, AND PUBLIC PROPERTY COMMITTEE

Report for May 2009 was reviewed and accepted as presented.

F.4 TOURISM COMMITTEE

No report. Deputy Mayor Bartlett informed Council that DATA has no funds and would like the Town to give them their funding of \$5,000 before we set the budget. Deputy Mayor Bartlett stated that they have look at starting the process of a marketing levy. Discussion ensued regarding the marketing levy and if DATA does the marketing levy it has to be passed by the Town Council. Councillor Brittain informed Council that when DATA was doing their Phase 1 of the long-term plan there was additional expenses that they did not know they had to cover. Deputy Mayor Bartlett stated that they were approved for their 2nd Phase of their project. There is no staff person working for DATA.

Moved by: Deputy Mayor Bartlett
Seconded by: Councillor Harvieux

That Council approve to give \$5,000 to DATA.

MOTION CARRIED.

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F.5 TIDEVIEW TERRACE

Mayor Cleveland gave a verbal update. The Provincial Government will be funding the geo thermal heating for Tideview. The tenders for Tideview should be out in the next 60-90 days.

F.6 DIGBY AND AREA RECREATION COMMISSION

Report for May 2009 was reviewed and accepted as presented. Councillor Harvieux informed Council that he went to a Recreation Conference in PEI and at that conference they mentioned the Digby Area Recreation Facility and how they purchased skating helmets for school children so they could go skating.

Discussion arose regarding the Soccer Group building a shed out back of the rink to hold their soccer gear. The Deputy Clerk stated that if the Soccer Group builds a building there would have to have clear cut arrangement on who owns the building, etc.

F.7 LIBRARY BOARD

No meeting. No report. Councillor Harvieux was going to attend the meeting but due to a meeting in Saint John he will be unable to attend. Councillor Harvieux will contact the Library Board to let them know.

F.8 WASTE CHECK

Report for May 2009 was reviewed and accepted as presented.

F.9 PLANNING ADVISORY COMMITTEE

Report for May 2009 was reviewed and accepted as presented. Councillor Brittain informed Council that there will be ICSP Workshops on June 17 and 24, 2009, at the Fire Hall and it is mandatory for Council to attend.

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F.10 EMERGENCY MEASURES ORGANIZATION

The Town Clerk informed Council that the REMO Bylaw has been passed by both Councils. The Deputy CAO of the Municipality of the District of Digby and he met to discuss the Regional Emergency Measures Organization and that that the new REMO Coordinator should be in place by September and that the EMO will operate as usual until that time.

F.11 WATER COMMISSION

Report for May 2009 was reviewed and accepted as presented.

F.12 INDUSTRIAL COMMISSION

No report.

F.13 DIGBY AREA LEARNING ASSOCIATION

Report for May 2009 was reviewed and accepted as presented.

F.14 SENIOR SAFETY BOARD

No meeting. Councillor Harvieux stated to Council that the Senior Safety will be asking for \$10,000 for this fiscal year instead of \$15,000 because of the funding they received. Council will move the recommendation for \$10,000 to budget.

F.15 PESTICIDE COMMITTEE

Report for May 2009 was reviewed and accepted as presented.

Moved by: Councillor Turnbull
Seconded by: Deputy Mayor Bartlett

That Council approve \$250.00 to the Pesticide Committee to send out educational flyers to the Town residents.

MOTION CARRIED.

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

No report.

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F.17 CLERK TREASURER'S REPORT

Report for May 2009 was reviewed and accepted with one addition to it that the Town Clerk is working on this year's budget.

F.18 POLICE ADVISORY BOARD REPORT

No meeting.

F.19 AIRPORT COMMITTEE

Report for May 2009 was reviewed and accepted as presented.

F.20 MAYORS REPORT

No report.

G. CORRESPONDENCE

G.1 LIFE PLEX GOLF TOURNAMENT

Council agreed to give two shirts to the Life Plex Golf Tournament.

H. NEW BUSINESS

H.1 RELAY FOR LIFE

The Relay for Life is asking the Town for an exemption from the Noise Bylaw.

Moved by: Councillor Harvieux
Seconded by: Councillor Brittain

That the Town grant the Relay for Life an exemption of the Noise Bylaw for June 12 and 13, 2009.

MOTION CARRIED

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H.2 HUNGER AWARENESS DAY 2009 PROCLAMATION

The Mayor proclaimed June 2, 2009 as Hunger Awareness Day in the Town of Digby.

Council suggested that we look at making a policy on proclamations.

H.3 DIGBY CLARE MENTAL HEALTH VOLUNTEERS

The Deputy Clerk stated that this letter is a request for funding as before but the funding request is smaller. The Digby Clare Mental Health is asking for \$800.00. Council recommended taking his request to budget consideration.

H.4 REMO ADVISORY COMMITTEE

The Town Clerk stated that they need two members of Council on the REMO Advisory Committee.

Moved by: Councillor Turnbull
Seconded by: Deputy Mayor Bartlett

That the Mayor and Councillor Harvieux will be the members of the REMO Advisory Committee.

MOTION CARRIED.

H.5 ADOPTION OF MISSION STATEMENT

Council looked at the five different versions of the mission statement for Council. Discussion ensued.

Moved by: Councillor Brittain
Seconded by: Councillor Harvieux

That the Council mission statement be as follows:

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"Through responsible governance and management oversight the Town Council of Digby will deliver unified, grass roots, transparent representation for the residential and business community."

MOTION CARRIED.

ADOPTION OF VISION STATEMENT

Moved by: Councillor Brittain
Seconded by: Councillor Harvieux

That the Council adopt the vision statement as follow:

"Digby's governance structure in action is the envy of others, and all citizens want to be involved."

MOTION CARRIED.

H.6 APPOINTMENT OF CAO

Discussion ensued with the roles and responsibilities of the CAO. Council decided that a committee be set up to do up a job description for the CAO. The committee will be the Mayor and two councillors. The councillors will be Brian Manzer and Jean Brittain.

Moved by: Councillor Matsusaki
Seconded by: Councillor Brittain

That Council approve to change to the CAO system.

MOTION CARRIED.

Moved by: Councillor Matsusaki
Seconded by: Councillor Brittain

That Council appoint Tom Ossinger as CAO for the Town of Digby.

MOTION CARRIED.

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The reporter from the Courier Office, Jeanne Whitehead, will be leaving. Council said goodbye.

Councillor Harvieux informed Council that the Annual Council Barbecue will be on July 1, 2009, at 11:30 a.m. to 1:30 p.m. at the Fishermen's Memorial Park and would like Council to be there at 11:15 a.m. and help would be greatly appreciated.

I. QUESTION PERIOD

None.

J. ADJOURNMENT

There being no further business the meeting adjourned on motion of Councillor Turnbull and Deputy Mayor Bartlett

TIME: 8:55 p.m.

MAYOR

TOWN CLERK