

**TOWN OF DIGBY  
REGULAR COUNCIL MEETING  
February 4, 2013**

**MEMBERS PRESENT:** Deputy Mayor Jean Brittain  
Councillor Mike Bartlett  
Councillor Danny Harvieux  
Councillor Brian Manzer  
Councillor Peter Turnbull  
Councillor Bob Handspiker

**STAFF PRESENT:** Tom Ossinger, CAO  
Susan Rice, Executive Assistant  
Richard Parry, Bylaw Enforcement Officer

**REGRETS:** Mayor Ben Cleveland  
Matthew Raymond, Director of Finance

**A. ROLL CALL/CALL TO ORDER**

The Deputy Mayor called the meeting to order at 6:00 p.m.

**B. PUBLIC HEARING**

None.

**C. AGENDA**

**C.1 Additions/Deletions**

Addition under new business J.2 Digby Fire Truck Rally.

**C.2 Agenda**

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Handspiker that the agenda of February 4, 2013, be approved with the following addition under new business J.2 Digby Fire Truck Rally.***

**Motion Carried.**

**D. DELEGATION AND PRESENTATIONS**

None.

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2013**

**E. MINUTES OF PREVIOUS MEETING**

**E.1 January 7, 2013**

**Motion:**

***Moved by Councillor Manzer and seconded by Councillor Turnbull that the minutes of January 7, 2013, be approved as presented.***

**Motion Carried.**

**F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS**

None.

**G. REPORTS**

**G.1 CAO's Report**

The CAO's Report was presented. The CAO circulated the Memo of Understanding from the Municipality of Digby for IT services and it will be discussed later on during in camera. The CAO is recommending that the Council form a Joint Police Advisory board between the Town and Municipality of Digby be explored. The Committee structure will have to be looked at and there will be discussion with George Lahey of Department of Justice in regards to the membership of the board.

**Motion:**

***Moved by Councillor Handspiker and seconded by Councillor Harvieux that the formation of a Joint Police Advisory Committee with the Municipality of the District of Digby be explored.***

**Motion Carried.**

The CAO stated that there was an executive committee meeting held and there was discussion on the Social Event Adhoc Committee should the name be changed from Social Committee to Event Committee and as well should it be a standing committee or adhoc committee. This issue will be dealt with under the Executive Committee Report.

The CAO also mentioned about the Municipal Planning Strategy and Land Use Bylaw that there might have to be some amendments to this but it is very common for this to happen

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2013**

after it has been passed. Their needs to be some changes to the Victoria Street zone commercial downstairs and residential upstairs. A public hearing needs to be done to change the amendment to the bylaw. The CAO will draft something to go to council for consideration. The CAO also brought up that Bell would like to install a cell tower in the Town Public Works Compound. After a lengthy discussion it was Council's decision not to let Bell install a cell tower in the compound but inform them that they could look at putting a tower in the Industrial Park. The CAO will inform Bell of Council's decision and will report back to Council. The CAO stated that he has received a request that the Church on Victoria Street is for sale and is zoned as institutional and people are looking at purchasing it as a residential use and the CAO stated that it can be accommodated through a development agreement.

**G.2 COMMITTEE OF THE WHOLE**

**A) Yard and Leaf Waste Policy**

**Motion:**

***Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council approve the Yard and Leaf Waste Policy.***

**Motion Carried.**

**B) Digby Regional Wastewater System Inter-municipal Agreement**

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the Digby Regional Wastewater System Inter-municipal agreement between the Town of Digby and Municipality of the District of Digby.***

**Motion Carried.**

**C) Accounts Payable**

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Manzer that the accounts payable in the amount of \$661,376.76 be approved for payment.***

**Motion Carried.**

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2013**

**G.4 DIGBY AREA RECREATION COMMISSION**

The Digby Area Recreation Commission Report was presented.

**G.5 DIGBY AREA LEARNING ASSOCIATION**

The DALA report was presented. Councillor Handspiker informed Council that DALA moved in favour for DALA to move to the Evangeline Mall with the NSCC.

**G.6 EXECUTIVE COMMITTEE**

**A) Director of Public Works Job Description**

The Director of Public Works Job Description was presented to Council. A question was raised about if we have a mandatory age when employment is terminated. Workers Compensation does not cover anyone that is 65 years or older. Some of the Councillors did not think it was legal to have a mandatory age of retirement but the CAO will look into this further and bring back his findings to the next meeting.

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Handspiker that the Director of Public Works Job Description be approved as presented.***

**Motion Carried.**

**B) Bylaw Enforcement Officer's Job Description**

The CAO also presented the Bylaw Enforcement Officer's Job Description. A question was raised about standardization of uniform. The CAO stated that the Bylaw Enforcement Officer reports to the CAO and any uniform purchases are approved by the CAO.

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Bylaw Enforcement Officer Job Description be approved as presented.***

**Motion Carried.**

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2013**

**C) Policy on Committee of Council #2010-05 Review of Policy Schedule "A"**

The CAO presented the Schedule A of Policy on Committees of Council #2010-05. The Social Adhoc Committee be changed to Event Committee or stay the same. Council agreed to change it to the Event Committee; therefore, it will be a standing committee of Council, and an amendment to Policy on Committees of Council #2010-05 would be required.

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the "Schedule A" of Policy on Committee of Council #2010-05 that was presented with the noted changes.***

**Motion Carried.**

**H. CORRESPONDENCE**

**H.1 Apple Blossom Festival – Request for Funding**

**Motion:**

***Moved by Councillor Manzer and seconded by Councillor Harvieux that Council approve \$1,200 to the Apple Blossom Festival Booster Club.***

**Motion Carried.**

**H.2 Digby Elementary School – Request for Funding**

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Handspiker that Council approve \$300.00 to the Digby Elementary School Easter Eggstravaganza.***

**Motion Carried.**

**H.3 Municipality of Digby – Joint Police Advisory Board Committee**

This issue has been discussed under CAO's Report.

**H.4 UNSM – Request for a REN Liaison Appointment**

This letter is requesting a council member to be appointed for the Regional Enterprise Network the letter was deferred until further information is available.

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2013**

**I. NOTICE OF MOTIONS**

None.

**J. NEW BUSINESS**

**J.1 Appointment of Adhoc Committee on Doctor Incentive**

**Motion:**

***Moved by Councillor Handspiker and seconded by Councillor Bartlett that Council appoint Councillor Bartlett, Manzer, and Handspiker on the Doctor Incentive Adhoc Committee.***

**Motion Carried.**

**J.2 Fire Truck Rally**

Councillor Bartlett is requesting a letter from Council to have the CFB Cormorant from 14 Wing Greenwood do a fly over and rescue during the Fire Truck Rally. Councillor Bartlett mentioned that it will probably be on Sunday, June 16, 2013, in the afternoon.

**Motion:**

***Moved by Councillor Turnbull and seconded by Councillor Harvieux that the Town write a letter to 14 Wing Greenwood for them to have permission to do a fly over and rescue in the Town of Digby.***

**Motion Carried.**

**K. IN CAMERA**

**K.1 In Camera – Contract Negotiations**

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Harvieux that we move into In Camera.***

**Motion Carried.**

Moved out of in camera.

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2013**

**Motion:**

***Moved by Councillor Handspiker and seconded by  
Councillor Bartlett that Council approve the IT Agreement  
from the Municipality of the District of Digby.***

**Motion Carried.**

**L. ADJOURNMENT**

There being no further business the meeting adjourned on motion of  
Councillor Bartlett and Councillor Manzer 7:15 p.m.

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**MAYOR**

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**Clerk**