

**TOWN OF DIGBY
REGULAR COUNCIL MEETING
TOWN HALL
MAY 5, 2014**

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

STAFF PRESENT: Tom Ossinger, CAO
Matthew Raymond, Director of Finance
Susan Rice, Administrative Assistant
Richard Parry, By Law Enforcement Officer/Special Constable

REGRETS: Mayor Ben Cleveland

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

There were two additions under new business J.2 Tideview Board members and J.3 Sierra Leone visit.

C.2 Agenda

Motion:

***Moved by Councillor Handspiker and seconded by Councillor Bartlett that the agenda of May 5, 2014 be approved with the following additions under new business J.2 Tideview Board Members and J.3 Sierra Leone visit.
Motion Carried.***

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D. DELEGATION AND PRESENTATIONS

None.

E. MINUTES OF PREVIOUS MEETING

E.1 April 7, 2014

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that the minutes of April 7, 2014, 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 Dog Control Services will be shared with the Municipality of Digby. A memorandum of understanding has been signed with the Municipality of Digby. The fee is \$300.00 per month like before and it will be reviewed after six months.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Handspiker that the Town appoint Scott Cromwell as a Special Constable for the Town of Digby performing the duties of Dog Control Officer and Pound Keeper and enforcement of the Town of Digby Dog Bylaw.

Motion Carried.

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G.2 COMMITTEE OF THE WHOLE

a) Lobster Bash Festival

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve items 1 through 9 of the Lobster Bash Festival recommendation under the Committee of the Whole Report

Motion Carried.

b) Special Events Permit for Scallop Days

Motion:

Moved by Councillor Bartlett and seconded by Councillor Handspiker that Council waive the fee for a Special Events Permit for Scallop Day.

Motion Carried.

c) Human Resource Policy

Motion:

Moved by Councillor Manzer and seconded by Councillor Bartlett that Council approve the Human Resource Policy as presented.

Motion Carried.

d) Employee Grievance Policy

Motion:

Moved by Councillor Handspiker and seconded by Councillor Harvieux that Council approve the Employee Grievance Policy as presented.

Motion Carried.

e) Attendance and Absenteeism Policy

Motion:

Moved by Councillor Handspiker and seconded by Councillor Bartlett that Council approve the Attendance and Absenteeism Policy.

Motion Carried.

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f) Hours of Work Policy

Motion:

Councillor Turnbull and seconded by Councillor Harvieux that Council approve the clause "CAO and Directors may adjust an employee's regular hours of work to meet work load requirement."

Motion Carried.

Motion:

Councillor Turnbull and seconded by Councilor Handspiker that Council approve the Hours of Work Policy be approved with the additional clause.

Motion Carried.

g) Respectful Workplace Policy

Motion:

Moved by Councillor Handspiker and Councillor Bartlett that Council approve the Respectful Workplace Policy.

Motion Carried

G.3 DARC Report

The DARC report was presented. A question was asked about Item #8.(a) Carmen's Construction Ltd. This item will be addressed at another DARC meeting and that Mr. Carmen will be attending that meeting.

G.4 Waste Check Report

The Waste Check Report was presented.

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G.5 Library Board Report

The Library Board Report was presented.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Handspiker that \$2,250 be referred to budget considerations.

Motion Carried.

G.6 DALA Report

The DALA Report was presented.

H. CORRESPONDENCE

H.1 Letter from Municipality of Digby—Elected Officials from the WREN Sit as a Director on the FCM Board

Discussion ensued o having an elected official from the WREN Region to sit on as a director on the FCM Board. The cost for the town is approximately \$562.00 if they get elected.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Handspiker that Council approve up to a maximum of \$562.00 for an elected official from WREN's sit on the FCM Board if elected.

AYES

**Councillor Handspiker
Councillor Turnbull
Councillor Manzer
Councillor Harvieux
Deputy Mayor Brittain
Motion Carried.**

NAY

Councillor Bartlett

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H.2 Physician Recruitment Incentive

Discussion ensued with this letter. The Town approved a grant for \$25,000 annually for the next four years and funds disbursed as requested from the Digby and Area Health Services Charitable Foundation.

Motion:

Moved by Councillor Handspiker and seconded by Councillor Manzer that Council approve \$3,333.33 to the Digby and Area Health Services Charitable Foundation as budgeted.

Motion Carried.

H.3 Letter from South West Health

This letter will be deferred to June's Council meeting because the Mayor was not in attendance and has information on it.

H.4 Letter from Department of Agriculture

Council reviewed the letter and asked the Bylaw Enforcement Officer to review it and bring back a report to the Committee of the Whole meeting in May.

H.5 Letter from Print and Promo

Motion:

Moved by Councillor Turnbull and seconded by Councillor Bartlett that Council move this request to budget consideration.

Motion Carried.

H.6 Letter from Relay for Life

Motion:

Moved by Councillor Handspiker and seconded by Councillor Turnbull that Council approve the exemption of the Noise Bylaw from June 6, 2014 at 4:30 p.m. to June 7, 2014 at 7:00 a.m. for the Relay for Life.

Motion Carried.

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H.7 Letter from Bear River to Sissiboo Trails Association

The Council reviewed the letter but cannot make a decision at this time. Their needs to be more discussion had on this issue and Council is in favour to continue working on this.

I. NOTICE OF MOTIONS

None.

J. NEW BUSINESS

J.1 UNSM Town Caucus – Council Input Gas Tax Revenue

The funding formulas are going to be unchanged for this year. The next round of gas tax money is going to be broader than before. There will be more information at the UNSM Conference being held on May 7-9, 2014.

J.2 Tideview Board Member

The number of board members was discussed and it was looked at that there be one Council member and two citizen members from the Town. It was decided that Tideview advertise for board members and screen them and then give to Council for approval.

J.3 Seria Leone Visit

The Seria Leone visit will not be happening in May but may happen in the fall.

K. IN CAMERA – Tax Sale and Contract Negotiations

Motion:

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

Motion Carried.

Council move out of In Camera.

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L. ADJOURNMENT

There being no further business the meeting adjourned on motion of Councillor Harvieux and Councillor Handspiker 8:00 p.m.

MAYOR

CLERK