

**TOWN OF DIGBY
REGULAR COUNCIL MEETING
TOWN HALL
APRIL 7, 2014**

MEMBERS PRESENT: Mayor Ben Cleveland
Deputy Mayor Jean Brittain

Councillor Brian Manzer
Councillor Peter Turnbull
Councillor Bob Handspiker
Councillor Danny Harvieux

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

Regrets: Councillor Mike Bartlett

A. ROLL CALL/CALL TO ORDER

The Mayor called the meeting to order at 7:00 p.m.

B. PUBLIC HEARING

None.

C. AGENDA

C.1 Additions/Deletions

There were two three addition under new business J.4
Visit from Mayor of Freetown, Sierra Leone, J.5 Budget Proposal,
and J.6 Volunteer Dinner.

C.2 Agenda

Motion:

***Moved by Councillor Harvieux and seconded by
Councillor Handspiker that the agenda of April 7, 2014, be
approved with the following additions under new business
J.4 Visit from Mayor of Freetown, Sierra Leone, J.5 Budget
Proposal, and J.6 Volunteer Dinner.***

Motion Carried.

**DIGBY TOWN COUNCIL
REGULAR MEETING
APRIL 7, 2014**

D. DELEGATION AND PRESENTATIONS

No delegations.

E. MINUTES OF PREVIOUS MEETING

E.1 March 3, 2014

Motion:

Moved by Councillor Manzer and seconded by Councillor Turnbull that the minutes of March 3, 2014, be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 Village of Westport

The Mayor stated Mr. James Outhouse, Village Commissioner, will be into pick up the information that the CAO had researched.

G. REPORTS

G.1 CAO's REPORT

The CAO's report was presented. Discussion ensued with the former Adult High School on Mount Street that reverted back to the Town from Tri County Regional School Board. The CAO stated that it cost \$13,000 last year for the Nova Scotia Power bill. It was suggested that an expression of interest be done for the former Adult High School and that the CAO will do something up by next week. The building is zoned as institutional but it is in a residential area. The town has received a letter from the Utility and Review Board that a Municipal Boundary Review has to be done and a report has to be sent in by October. The Municipal Boundary Review was discussed and it was suggested that we have a separate meeting to discuss this issue. The Council will find out how many meetings they attend in a month at night and during the day and bring back their findings for that meeting. The meeting is set for June 16, 2014, at 4 p.m. The Town has received a draft Purchase and Sale Agreement and a draft Support Structure Agreement from Nova Scotia Power in regards to the LED streetlights that has been reviewed by staff

**DIGBY TOWN COUNCIL
REGULAR MEETING
APRIL 7, 2014**

and the CAO has received an email from Aliant and they are working on the agreements as well. We should be taking over the streetlights as of May 1, 2014.

G.2 COMMITTEE OF THE WHOLE

a) Organizational Chart

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that the Council approve the organizational Chart as presented.

Motion Carried.

b) Salary Administration Policy

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve the Salary Administration Policy as presented.

Motion Carried.

c) Training and Professional Development Policy

Motion:

Moved by Councillor Turnbull and seconded by Councillor Handspiker that Council approve the Training and Professional Development Policy as presented.

Motion Carried.

d) Skid Steer loader

Motion:

Moved by Councillor Handspiker and seconded by Councillor Turnbull that Council approve to cancel the call for tender for the 2014 skid steer loader complete with snow blower, as no compliant bids come within the budget and in light of Council's duty to spend taxpayers' money prudently.

Motion Carried.

**DIGBY TOWN COUNCIL
REGULAR MEETING
APRIL 7, 2014**

e) Annual Easter Eggstravaganza

Motion:

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

Motion Carried.

f) Scallop Days Association

Motion:

Moved by Councilor Manzer and seconded by Deputy Mayor Brittain that the Council approve the street closures and parking notices in the Scallop Days Association request letter (see attached).

Motion Carried.

Motion:

Moved by Councillor Handspiker and councillor Turnbull that Council approve Scallop Days be given the right to issue the vendor permits during August 6-10, 2014.

Motion Carried

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Brittain that Council approve the use of Digby Centre, Marina & Courier Parking Lots, Heritage Centre & admiral's Walk for Scallop Days during August 6-10, 2014.

Motion Carried

G.3 DARC Report

The DARC report was presented.

G.4 Waste Check Report

The Waste Check Report was presented. The CAO's met and there will be four recommendations going to the Monday's meeting. Councillor Brittain will update Council after this meeting.

**DIGBY TOWN COUNCIL
REGULAR MEETING
APRIL 7, 2014**

G.5 Library Board Report

The Library Board Report was presented. Deputy Mayor Brittain stated that the local library branch is having a fundraiser in Adopting-a-Book Campaign and thought Council should participate in this fundraiser because it puts additional books on the shelf and the library.

H. CORRESPONDENCE

H.1 South West Health

The tender for the new Digby and Area Health Services Centre has been awarded. The construction crew will be starting this Thursday.

I. NOTICE OF MOTIONS

None.

J. NEW BUSINESS

J.1 Taxi Bylaw

Councillor Handspiker presented a report he done up for payments of mvi's for taxi cabs to operate in the Town. Councillor Handspiker does not think the tax payers have to pay for the mvi's for taxi cabs. Discussion ensued. The bylaw should be looked and revised.

J.2 Western Regional Housing Authority Board

The CAO stated that he had a citizen ask if he could sit on the Western Regional Housing Authority Board County Regional Housing Authority Board.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council appoint Charles Haliburton to sit on the Western Regional Housing Authority Board.

Motion Carried.

J.3 RENS—Agreement

The Mayor stated that the RENS agreement needs to be approved before Friday's meeting.

**DIGBY TOWN COUNCIL
REGULAR MEETING
APRIL 7, 2014**

Motion:

***Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that the inter-municipal agreement that was distributed as presented for the creation of the Western Regional Enterprise Network Agreement be approved.
Motion Carried.***

J.4 Visit from Mayor of Freetown, Sierra Leone

Deputy Mayor Brittain was at a Recreational Conference last year and met someone from the conference and from that the Mayor of Freetown, Sierra Leone will be visiting Nova Scotia in May as well as the Ambassador. They will be coming to Digby on May 22, 2014. There are some activities planned and that the itinerary has not been set yet but it is being worked on. There will be some costs involved for the visit and Deputy Mayor Brittain hopes that all Council will be able to attend that day.

J.5 Budget Presentation

Rick Ramsay presented a proposal for the Budget Public Consultation Process to Council. He outlined the seven step process (see attached). Discussion ensued. There will be numerous public meetings during this budget process.

Motion:

***Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council accept Rick Ramsay's proposal to work on the budget public consultation process at a cost of \$2,900 excluding HST and any other related expenses would be billed at a cost of approximately \$750.00.
Motion Carried.***

**DIGBY TOWN COUNCIL
REGULAR MEETING
APRIL 7, 2014**

K. IN CAMERA

K.1 Contracts – South West Eco Energy Ltd.

Motion:

Moved by Councillor Handspiker and seconded by Deputy Mayor Brittain that Council move into In Camera.

Motion Carried.

Moved out of In Camera.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Handspiker that Council approve the Residential Source Separated Organic Waste Agreement as presented.

Motion Carried.

L. ADJOURNMENT

There being no further business the meeting adjourned on motion of Councillor Harvieux and Councillor Handspiker 8:25 p.m.

MAYOR

CLERK