

**TOWN OF DIGBY  
REGULAR COUNCIL MEETING  
TOWN HALL  
September 8, 2015**

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

**STAFF PRESENT:** Tom Ossinger, CAO  
Matthew Raymond, Director of Finance  
Leslie Young, Executive Assistant  
Richard Parry, By-Law Enforcement Officer

**REGRETS:**

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

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

**B. PUBLIC HEARING**

None.

**C. AGENDA**

**C.1 Additions/Deletions**

There are one addition to the agenda under New Business J.4  
Municipality of Digby Heritage Conference

**C.2 Agenda**

**Motion:**

***Moved by Councillor Handspiker and seconded by Councillor  
Bartlett that the Agenda of September 8, 2015 be approved  
with one addition under New Business J.4 Municipality of Digby  
Heritage Conference.***

**Motion Carried.**

**D. DELEGATION AND PRESENTATIONS**

**D.1** None

**E. MINUTES OF PREVIOUS MEETING**

**E.1 August 4<sup>th</sup> 2015**

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**Motion:**

***Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that the Minutes of September 8, 2015 be approved as presented.***

**Motion Carried.**

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

**F.1 Municipality of Digby Joint Regional Tourism Marketing Initiative.**

Council discussed the tourism marketing initiative letter that was received from the Municipality of Digby and they are awaiting a reply from the Town Council to see if we have an interest in moving forward with this initiative.

**Motion:**

***Moved by Deputy Mayor Brittain and seconded by Councillor Handspiker that Council recommend the CAO send a letter to the Municipality of Digby Joint Regional Tourism Marketing Initiative expressing interest in the Joint Tourism Marketing.***

**Motion Carried.**

**G. REPORTS**

**G.1 CAO's Report**

The CAO wanted to bring to Councils attention the addendum to the Plow truck tender and the closing date has been extended until September 17<sup>th</sup>. The CAO along with the Mayor met with Paul Wills CEO of the Municipal Finance Corporation to discuss various services that are provided by MFC.

**G.2 Committee of the Whole**

The Committee of the Whole is recommending to Council the Purchase of a Plow Truck which is also included in the Capital Budget that will be presented later on the Agenda. The Committee is recommending \$100.00 for Culloden Powerlifting as well as the first reading of the Minimum Housing Units Standards By-Law #2015-01.

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the \$100.00 sponsorship for Culloden Powerlifting.***

**Motion Carried.**

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**Motion:**

***Moved by Councillor Turnbull and seconded by Deputy Mayor Brittain that Council approve the First Reading of the Minimum Rental Housing Units Standards By-Law #2015-01.***

**Motion Carried.**

**G.3 Digby and Area Recreation Commission Report**

The report was included in the package.

**G.4 Digby Development Agency (Industrial Commission) Report**

The Intermunicipal Agreement was included in the package it has been sent to our solicitors for review. A couple of minor changes were made by the solicitor. The agreement will allow for the Industrial Commission to be incorporated and an entity of its own.

**Motion:**

***Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council approve the Intermunicipal Agreement for the Incorporation of the Municipality and Town of Digby Industrial Commission operating as the Digby Development Agency.***

**Motion Carried.**

**H. CORRESPONDENCE**

**H.1 Letter-Minister of Municipal Affairs**

A letter was received from the new Minister of Municipal Affairs this is an information item.

**H.2 Letter-Service Nova Scotia**

A letter was received from Service Nova Scotia regarding the Yarmouth Land Registry Office closure this is an information item.

**H.3 Letter-Fundy Tidal Inc.**

A letter was received from Fundy Tidal on a meeting at the upcoming port days on September 17, 2015 at the Pines this meeting would include the Mayor and CAO.

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**I. NOTICE OF MOTIONS**

**I.1** None.

**J. NEW BUSINESS**

**J.1 Building By-Law**

The building By-Law was presented to the Committee of the Whole however it required some amendments. The amendments have now been completed and the Building By Law coming forward tonight for first reading.

**Motion:**

***Moved by Councillor Handspiker and seconded by Councillor Harvieux that Council approve the First Reading of the Town of Digby Building By-Law #2015-02.***

**Motion Carried.**

**J.2 2015 UNSM Conference**

The 2015 UNSM Conference registration and conference information is included in the package please let the Executive Assistant know if you wish to attend as soon as possible.

**J.3 Capital Budget**

The Director of Finance reviewed the Capital Budget with the Council. Year one is the year that Council will be approving the other years are only a forecast. In the 2015/16 year we are looking at a total cost for capital expenditures of \$1,022,790 included in that amount \$400,000 is the purchase of the Fire Truck that is completely funded by the Municipality of Digby. The plow truck is listed at a cost of \$160,000 and the promenade at a cost of \$130,000 some Town Hall upgrades are also listed there as the building is in need of new windows and doors. The fire department just had a sprinkler system upgrade that was unplanned. The pendants (heads) of the sprinkler actually expire and required replacement.

**Motion:**

***Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that the 2015/16 Capital Budget be approved as presented.***

**Motion Carried.**

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**J.4 Municipality of Digby-Heritage Conference**

The Municipality of Digby is requesting \$500.00 for scallops for a reception that will be held at the Heritage Conference.

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council sponsor the Heritage Conference with a \$500.00 sponsorship.***

**Motion Carried.**

**K. IN CAMERA**

**K.1 Staffing**

**Motion:**

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

**Motion Carried.**

Council moved out of In Camera.

**L. ADJOURNMENT**

**Motion:**

***There being no further business the meeting adjourned on motion of Deputy Mayor Brittain and seconded by Councillor Harvieux at 8:01 p.m.***

**Motion Carried.**

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**MAYOR**

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**CLERK**