

**TOWN OF DIGBY  
REGULAR COUNCIL MEETING  
TOWN HALL  
March 2, 2015**

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

**STAFF PRESENT:** Tom Ossinger, CAO  
Matthew Raymond, Director of Finance  
Leslie Young, Executive Assistant

**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**

Two additions two under new business J.1 Update on the Provincial VIC and J.2 Recommendations to Amend Reserve Funds

**C.2 Agenda**

**Motion:**

***Moved by Councillor Handspiker and seconded by Deputy Mayor Brittain that the Agenda of March 2, 2015 be approved with the following additions under New Business J.1 Update on the Provincial VIC and J.2 Recommendations to Amend Reserve Funds.***

**Motion Carried.**

**D. DELEGATION AND PRESENTATIONS**

None.

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
March 2, 2015**

**E. MINUTES OF PREVIOUS MEETING**

**E.1 February 3, 2015**

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Bartlett that the minutes of February 3, 2015 be approved as presented.***

**Motion Carried.**

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

None.

**G. REPORTS**

**G.1 CAO's REPORT**

The community legacy initiative will be a collaborative initiative with the Mayors and Wardens of Digby and Annapolis Counties to mark Canada's 150<sup>th</sup> Birthday in 2017. The collaborative initiative gives the seven municipalities a significant opportunity to put the history of this area on a national scale. The Mayor asked Council to give some thought as to what they would like to see our input into a mega project could be to create a lasting memory for many years.

**G.2 Committee of the Whole Report**

The Committee makes the following recommendations to the Council.

1. The CAO be the Town of Digby representative at the Public Hearing with the NSUARB on March 3, 2015.

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Handspiker that the CAO be the Town of Digby representative at the Public Hearing with the NSUARB on March 3, 2015 be approved.***

**Motion Carried.**

**G.3 DARC Report**

The report is attached. The ACOA application had been done and submitted and no update on the application.

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
March 2, 2015**

**G.4 Waste Check**

The report is attached. A successful video conferencing was done at the Municipal Office. The Deputy Mayor indicated that the meeting went better than anticipated as this was the first successful attempt at video conferencing.

**H. CORRESPONDENCE**

**H.1 Digby Area Learning Association Annual Report**

The report is attached. The DALA training center in Cornwallis was sold and they are now utilizing the Heritage Center Building.

**H.2 Spring into Summer Event**

The Spring into Summer Event submitted a letter to the CAO and the Mayor the letter is requesting funding for the event. The request did not come in as a grant to organization request. The CAO indicated that we can contact Rick Foote and have him submit a grant to organization request the late application can still be accepted and if there are funds available after we have processed all the other applications.

**I. NOTICE OF MOTIONS**

None.

**J. NEW BUSINESS**

**J.1 Update on Provincial Visitor Information Center**

The Mayor and the CAO were both notified on Friday late morning that the Visitor Information Center on Shore Road would not be opening this year however the information had already been made public. The Mayor has since been in contact with the Minister responsible for tourism he indicated to Mayor Cleveland that due to a decrease in visitor numbers as well as the change of business people tend to not use the visitor information center as they have in the past as the reasons for closure. The Mayor and the CAO will be meeting with the Minister as soon as it can be arranged to discuss the closing of the Visitor Information Center and the future of tourism.

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
March 2, 2015**

**J.2 Recommendations to Amend Reserve Funds**

The Director of Finance presented to Council the recommended motions to change the capital reserves. Currently we have two capital reserve funds both are doing the same purposed and are therefore redundant. The Director of Finance has three recommended motions for Council to approve.

**Motion:**

***Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett that Effective March 31, 2015 Council forgive all inter-fund loans due from the capital fund to capital reserves and discontinue the practice of the automatic creation of a loan payable to a reserve fund from the capital fund whenever reserves are used for the purchase of capital assets. This does not preclude the ability of council to fund capital asset purchases using reserve fund loans set up on a case by case basis.***

**Motion Carried.**

**Motion:**

***Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that the direct management to prepare a systematic method of ensuring that the amount of the annual transfers to capital reserves are consistent with future capital purchasing needs and at minimum similar in amount to the past practice of capital reserve debt repayments.***

**Motion Carried.**

**Motion:**

***Moved by Councillor Handspiker and seconded by Councillor Turnbull that effective March 31, 2015 transfer all remaining funds in the power board reserve to the capital reserve and close the power board reserve.***

**Motion Carried.**

**K. IN CAMERA**

**Motion:**

***Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council move to In Camera.***

**Motion Carried.**

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
March 2, 2015**

Council moved out of In Camera.

**K.1 Contracts**

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Harvieux that the CAO reply to the Group of Seven regarding the Mount Street Lease Agreement.***

**Motion Carried.**

**L. ADJOURNMENT**

There being no further business the meeting adjourned on motion of Councillor Harvieux and Councillor Handspiker at 7:34 p.m.

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**MAYOR**

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**CLERK**