

**DIGBY TOWN COUNCIL
REGULAR MEETING
MONDAY, DECEMBER 5, 2016
COUNCIL CHAMBERS
6:00 P.M.**

MEMBERS PRESENT: Mayor Ben Cleveland
Deputy Mayor Jean Brittain
Councillor Mike Bartlett
Councillor Danny Harvieux
Councillor Peter Turnbull

STAFF PRESENT: Tom Ossinger, CAO
Matthew Raymond, Director of Finance
Richard Parry, Special Constable
Joy Robbins, Recording Secretary

A. ROLL CALL/CALL TO ORDER

The Mayor called the meeting or order at 6:00 PM

B. PUBLIC HEARINGS

C. AGENDA

C.1 Additions/Deletions

None.

C.2 Approval

Motion:

Moved by Councillor Harvieux seconded by Deputy Mayor Brittain that the Agenda of December 5, 2016 be approved as presented.

Motion carried.

D. DELEGATIONS & PRESENTATIONS

None.

E. MINUTES OF PREVIOUS MEETING

E.1 November 7, 2016

Motion:

Moved by Councillor Harvieux seconded by Councillor Bartlett that the minutes of November 7, 2016 be approved as presented.

Motion Carried.

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E.2 November 7, 2016 (New Council)

Motion:

Moved by Deputy Mayor Brittain seconded by Councillor Harvieux that the minutes of November 7, 2016 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES

None

G. REPORTS

G.1 CAO's Report

The CAO reviewed his report with Council. A new application has been filed with Department of Natural Resources to acquire/manage the abandoned rail line in the Town.

Skid Steer Tenders were reviewed and the following motion was made.

Motion:

Moved by Councillor Harvieux seconded by Councillor Turnbull that Council accept the recommendation of the CAO and Public Works Director and purchase the Blueline New Holland Skid Steer at a cost to the town of \$29,785.

Motion carried.

The CAO made note of the holiday hours for the Town Administration Office and Public Works Dept. The Council Cloud will make access to all committee and board information and minutes easier for Council as well as staff.

G.2 Digby Area Recreation Commission

Councillor Turnbull indicated that the report was included in the package.

G.3 Committee of the Whole Report

(1) Cross Walk Safety Flags-Pilot Project

S/Cst Parry informed the meeting that they are trying to co-ordinate a date for installation and formal announcement for this project.

Motion:

Moved by Councillor Harvieux seconded by Councillor Bartlett the Crosswalk Safety Flags Pilot Project be approved.

Motion carried.

(2) Digby Harbour Port Authority Financial Contribution of \$4,000.00 toward the preparation of a business plan for economic development.

Motion:

Moved by Councillor Bartlett seconded by Councillor Harvieux the town contribute financially toward the business plan of the Digby Harbour Port Authority in the amount of \$4,000.00.

Motion carried.

(3) Administrative Policy #2010-05 Committees of Council

Motion:

Moved by Councillor Harvieux seconded by Councillor Turnbull that Council approve the Administrative Policy # 2010-005 Committees of Council as presented.

Motion Carried.

(4) Administrative Policy #2010-06 Citizen Advisory Committees

Motion:

Moved by Councillor Bartlett seconded by Deputy Mayor Brittain that Council approve the Administrative Policy # 2010-006 Citizen Advisory Committees as presented.

Motion Carried.

(5) Administrative Policy #2004-03 Citizen Appointments to Committees, Commissions and Boards

Motion:

Moved by Councillor Harvieux seconded by Councillor Bartlett that Council approve the Administrative Policy # 2006-03 Citizen Appointments to Committees, Commissions and Boards as presented.

Motion Carried.

(6) List of Committee Appointments for the Town of Digby

Motion:

Moved by Councillor Bartlett seconded by Councillor Harvieux that Council make to following appointments to Committees of Council

Town of Digby Committees 2016

Standing Committees

- (1) Committee of the Whole:
Full Council including Mayor
- (2) Nominating Committee:
Mayor and Two (2) Council Members
**Mayor Ben Cleveland
Councillor Danny Harvieux
Councillor Peter Turnbull**
- (3) Executive Committee:
Mayor, Deputy Mayor and one (1) Councillor
**Mayor Ben Cleveland
Deputy Mayor Jean Brittain
Councillor Mike Bartlett**
- (4) Audit Committee:
Mayor and Two (2) Council Members
Mayor Ben Cleveland

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**Councillor Peter Turnbull
Councillor Mike Bartlett**

- (5) Budget Committee:
Full Council including Mayor

Ad-Hoc Committees

- (1) Civic Numbering Committee:
Three (3) Council Members
**Councillor Danny Harvieux
Councillor Peter Turnbull
Councillor Mike Bartlett**
- (2) Age Friendly Committee:
One (1) Council Member
Councillor Harvieux (2 Years)
Councillor Bartlett (2 Years) split term as agreed upon
- (3) Shared Services Committee:
Three (3) Council members, CAO Ex-Officio
**Mayor Ben Cleveland
Deputy Mayor Jean Brittain
Councillor Peter Turnbull**
- (4) Joint Highway 101 Task Force Committee
Two (2) Council members, CAO Ex-Officio
**Mayor Ben Cleveland
Councillor Mike Bartlett**

Boards, Commissions and Authorities

- (1) Tideview Board
One (1) Council member and two (2) Citizen Members
**Councillor Danny Harvieux
Donald Robertson, Citizen Member
Arnold Trask, Citizen Member**
- (2) Digby Development Agency (Industrial Commission)
Mayor and one (1) Council member, CAO Ex-Officio
**Mayor Ben Cleveland
Councillor Danny Harvieux**
- (3) Western Regional Library Board
One (1) Council member
Deputy Mayor Jean Brittain

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- (4) Digby Library Board
WR Library Board appointee, CAO Ex-Officio
Deputy Mayor Jean Brittain
- (5) Western Regional Solid Waste Authority (Waste Check)
Two (2) Council members, CAO Ex-Officio
Councillor Danny Harvieux
Councillor Mike Bartlett
- (6) Digby Regional Waste Committee
Waste Check appointees,
Councillor Danny Harvieux
Councillor Mike Bartlett
- (7) Western Regional Enterprise Network (WREN) Liaison and Oversight Committee
One (1) Council member, CAO Ex-Officio
Mayor Ben Cleveland
- (8) Digby Area Recreation Commission
Two (2) Council members, one (1) Citizen Member.
Deputy Mayor Jean Brittain
Councillor Peter Turnbull
Shauna Currie Citizen Member
- (9) Digby Water Commission
Mayor and one (1) Council member, Five (5) Town residents.
Mayor Ben Cleveland
Councillor Mike Bartlett
Charlie Ross Citizen Member
Zabrina Isles Citizen Member
Aralee Green Chair Citizen Member
2 Vacancies
- (10) REMO Advisory Committee
Mayor and one (1) Council Member
Mayor Ben Cleveland
Councillor Danny Harvieux

Registered Associations/Societies:

- (1) Digby Area Tourism Association
(1) Council member.
Councillor Peter Turnbull

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- (2) Digby Harbour Port Association
(1) Council member
Mayor Ben Cleveland

- (3) RCMP Senior Safety Board
Two (2) Council members, (1) Citizen Member
Councillor Danny Harvieux
Councillor Mike Bartlett
Sheree Halliday Citizen Member

Citizen Advisory Committees

- (1) Planning Advisory Committee
of Appointees: Full Council and two (2) citizen members
Full Council including Mayor
John Nichols Citizen Member
Sherri Lewis Citizen Member

- (2) Joint RCMP Advisory Committee
of Appointees: Two (2) Council Members, two (2) Citizen Members
Councillor Mike Bartlett
Councillor Peter Turnbull
Darlene Manzer Citizen Member
1 Vacant Citizen Member

- (3) Source Water Protection Advisory Committee
of Appointees: One (1) Councillor, one (1) Citizen Member one (1) Citizen Member Digby Water Commission
Mayor Ben Cleveland
Sherri Lewis Citizen Member
Charlie Ross Citizen Member DWC

Motion Carried.

H. CORRESPONDENCE

H.1 None.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Digby Foodbank-Funding Request

Motion:

Moved by Deputy Mayor Brittain that Council increase its annual funding to the Digby Foodbank to \$1,000. From \$750. This being an additional \$250.00.

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There was discussion on the subject and with the lack of supporting information Deputy Mayor Brittain withdrew her motion.

The Digby Foodbank will be contacted and asked to make presentation to Council at the Committee of the Whole with more information, including a financial statement and the names of their Board Members.

J.2 Clean Annapolis River Project

Council was informed that the Clean Annapolis River Group made arrangements to plant 14 trees on the old Tideview Terrace property behind the hospital. The Mayors letter of support to the Clean Annapolis River Project was discussed.

Motion:

Moved by Councillor Turnbull seconded by Councillor Bartlett that Council approve the letter of support for the Clean Annapolis River Project's storm water management in collaboration with Bluenose Costal Action Foundation.

Motion carried.

J.3 Team Digby-Annapolis China Trip

Mayor Cleveland presented this item for the purpose of information at this time.

K. IN CAMERA

K.1 None.

L. ADJOURNMENT

Motion:

There being no further business the meeting adjourned on motion of Councillor Bartlett and seconded by Councillor Turnbull at 6:55 PM

Motion carried.

MAYOR

CLERK