

**DIGBY TOWN COUNCIL
REGULAR MEETING
MONDAY, February 6, 2017
COUNCIL CHAMBERS
6:00 P.M.**

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

STAFF PRESENT: Tom Ossinger, CAO
Leslie Young, Executive Assistant

REGRETS: Deputy Mayor Jean Brittain
Matthew Raymond, Director of Finance

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 Councillor Turnbull that the Agenda of February 6, 2017 be approved as presented.

Motion carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Digby Area Board of Trade

Wendy Vissers Director at Large with the Digby Area Board of Trade came to introduce herself to Council. Wendy will be the liaison person between Council and the Board of Trade and hope to attend meetings on an as needed basis.

D.2 Digby Area Recreation Commission

Bob Powell Manager of the Digby Area Recreation came to speak to Council. Bob thanked Council for the opportunity to come and speak about DARC. Bob spoke to Council about the programs and activities that DARC offers to the community. National events was also discussed and the ability to hold future events the financial commitment will be substantial and that money has to come from somewhere such as sponsors along with the volunteers these events would not happen without them

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they are a huge part of the event. The aging infrastructure was also discussed and building maintenance such as the painting of the exterior of the facility. Bob requested that Council give consideration to Trail coordinator and also events if Council wants events to continue as part of DARC activities then Councils need to express this to DARC. Bob thanked Council for the opportunity to come and speak to them.

E. MINUTES OF PREVIOUS MEETING

E.1 January 2, 2017

Motion:

Moved by Councillor Harvieux seconded by Councillor Bartlett that the minutes of January 2, 2017 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES

None.

G. REPORTS

G.1 Chief Administrative Officer Report

The CAO updated Council on the enabling accessibility grant the agreement has been signed and the work should begin shortly. The Department of Justice notified the CAO about an increase in the cost for the RCMP to come in 2017/18 this will bring about a \$33,000.00 increase to the existing costs. The CAO asked to see if anyone was interested in attending the annual FCM Conference this year it will be held in Ottawa from June 1 to June 4 Councillor Harvieux expressed interest in attending the CAO asked that anyone interested should notify him ASAP so that flight and accommodations can be arranged. The CAO also provided an update on server problems that occurred in January and he wanted to thank our IT Specialist Norm for all his dedication and diligent work while this was a challenging time for him suffering with physical issue. The CAO also expressed his sincere appreciation to the administrative office staff for their dedication and timeless work to restore the data lost. Moving forward from this the CAO and the IT Specialist will be discussing what they have learned from this experience and how to put a plan in place for redundancy in our system to protect our data and limit the down time to hours not days. Standard Operating Procedures continue to be worked upon most recently the SOP for Chlorine Disinfection was approved and made effective February 1. The RFP for the art work will be discussed under new business. The Mount Street extension report is still being worked on and will hopefully be ready to present at the Committee of the Whole. The JACBA Community Center held a meeting attend by the CAO and the Mayor this meeting was to provide an update on the Community Center and the commitment for funding. The Town of Digby has committed to some In Kind contribution towards the project.

G.2 Digby Area Recreation Commission Report

The DARC report was included in the package.

G.3 Committee of the Whole

The Committee of the Whole report was included in the package with recommendation for approval.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the Installation of a Driveway Entrance/Culvert Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council approve the Telephone and Electronic Polls Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the Signing Authority Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve the Expenditures Policy Amendments to Section 9 as presented.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Deputy Mayor Policy as presented.

Motion Carried.

H. CORRESPONDENCE

H.1 Southwest African Heritage Gala

The Gala event will be held on Saturday February 18th Council usually purchases a table of 8 we will do the same this year.

H.2 Municipality of District of Digby

The Municipality of Digby Warden MacAlpine sent a letter to the Honorable Leo Glavine of the Department of Seniors on behalf of the Digby RCMP Senior's Safety Program asking for a 5 year commitment to the program. A copy of this letter also went to MLA Gordon Wilson and Staff Sgt. Dave Chubbs of the RCMP as well as the Town of Digby for information.

I. NOTICE OF MOTIONS

I.1 None.

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J. NEW BUSINESS

J.1 Western Regional Enterprise Network L & O Committee Alternate Member

The WREN board is asking Council to appoint an alternate member to the WREN L & O Committee. Currently Mayor Cleveland is appointed to the L & O committee.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council appoint Councillor Bartlett as the alternate member of the L & O Committee.

Motion Carried.

J.2 Municipality of District of Barrington

The Municipality of the District of Barrington wrote to WREN asking to join the WREN as a partner they were not part of the original inter municipal agreement. They will require approval from all those currently a partner in the inter- municipal agreement before they can be accepted.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that we welcome the Municipality of the District of Barrington as a partner to the Western Regional Enterprise Network Inter-Municipal Agreement.

Motion Carried.

J.3 Digby Area Lions Club

The Digby Area Lions Club is once again requesting the use of the Heritage Center Building they are looking for a definite answer on the space. Council needs to make a decision on the use of the building. Council would like to see a representative from the Lions Club come and speak to the Committee of the Whole and they will go forward from there.

J.4 RFP Promenade Art Work

The Draft RFP for the promenade art work was presented. Council reviewed the draft policy and made a small amendment and is now ready to proceed with the advertising of the RFP.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that the RFP for the Art Installation at the Downtown Promenade be approved as presented.

Motion Carried.

K. IN CAMERA

K.1 None.

L. ADJOURNMENT

Motion:

There being no further business the meeting adjourned on motion of Councillor Harvieux and seconded by Councillor Bartlett at 7:47 PM

Motion Carried.

MAYOR

CLERK