

**DIGBY TOWN COUNCIL
REGULAR MEETING
MONDAY May 7, 2018
COUNCIL CHAMBERS
6:00 PM**

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

STAFF PRESENT : Tom Ossinger, Chief Administrative Officer
Matthew Raymond, Director of Finance
Leslie Brinton, Executive Assistant

REGRETS: Councillor Mike Bartlett

A. CALL TO ORDER
Mayor called the meeting to order at 6:00 PM

B. PUBLIC HEARINGS

C. AGENDA

C.1 Additions/Deletions

Four additions to the Agenda three under New Business J.5 Tide view Terrace J.6 Digby Scallop Days and J.7 Digby Center Information Board and one under In Camera K.1 Personnel.

**C.2 Approval
Motion**

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that the Agenda of May 7, 2018 be approved with four additions three under New Business J.5 Tide view Terrace J.6 Digby Scallop Days and J.7 Digby Center Information Board and one under In Camera K.1 Personnel.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 None.

E. MINUTES OF PREVIOUS MEETING

E.1 April 3, 2018

Motion:

Moved by Councillor Harvieux seconded by Councillor Turnbull that the Minutes of April 3, 2018 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES

F.1 None.

G. REPORT

G.1 Chief Administrative Officer

The Chief Administrative Officer report was reviewed with Council. The Smart Cities Challenge has been submitted by the Town of Annapolis Royal and has been approved as being an eligible project and will be submitted to the jury. As part of that process we needed to post the application to our Town Website and that has now been done. Tate Engineering has provided a proposed scope of work and will be discussed further under New Business. Work is still continuing on the draft Vending and Licensing By Law. Town Hall building renovations are delayed due to availability of building materials. The Canada Summer Jobs application that we submitted has finally been approved however of the four positions we applied for only one was approved for the Visitor Information Center. The Visitor Information Center renovation is almost done they will be holding an open house on May 14th to the public all are invited to attend. Interviews were conducted for the Visitor Information Center Counsellors position two people were hired and are beginning work next week when the center opens. The CAO has been contact by NSTIR concerning the Highway 101 sign the province has adopted new signage regulations and if we wish to keep this sign advertising Digby we will need to update the sign. The cost for a new design would be \$1,500 each plus design costs. Council would like to see the signs stay and at this time the CAO felt that we don't need to rush for a new design just commit to keeping the sign.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council approve the Highway 101 signage upgrade at a cost of \$1,500.00 each plus design costs.

Motion Carried.

G.2 Committee of the Whole Report

The Committee of the Whole report for April was distributed for review.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council approve the purchase of self-watering flower baskets with an estimated price of \$2338.08 plus HST.

Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Turnbull that Council approve the purchase of ten stainless steel receptacles at an estimate cost of \$29,000.00.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council approve the reconstruction of the Admirals Well at an estimated cost of \$11,000.00.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve the completion of the concrete sidewalk on Warwick Street with an estimated cost of \$35,000.00.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council approve the Chief Administrative Officer to enter into a purchasing agreement with Techno Feu Inc. for the purchase of a fire truck not to exceed \$696,314.00 including applicable taxes.

Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that Council approve the South End of Admirals Walk area near the Band Stand to be a designated area for a Farmers Market on Sunday with guidelines and regulations to be drafted.

Motion Carried.

G.3 Digby and Area Senior's Safety Society

This report was provided to Council from Councillor Harvieux he asked for this to be included in the package sent out for information purposes.

G.4 Library Board Report

Deputy Mayor Brittain asked for this to remain on the Agenda however there is no formal report but Deputy Mayor Brittain did provide an update to Council on meeting held he at the local library with folks from both the Town and the Municipality of Digby in attendance. There is a piece of equipment at the local library that is no longer working and nothing on the market to replace this specific piece of equipment however the library has found something that will replace part of this microfiche reader along with a printer and monitor it will be able to do the same job as the current piece that is no longer working this will come at an estimated cost just under \$7,000 and cost shared between the two municipal units. The library has been given the ok to make the purchase. The other thing to note is that the library is doing a bit of a floor layout change to give the library a more open space. This will be a great improvement from what they have currently.

G.5 Budget Committee Report

The Budget Committee met on May 2, 2018 and did a review of all the applications received for the 2018/19 Grant to Organization program. The Budget Committee has agreed not to award all of the funds available but will approve some and leave a cushion for future requests.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council approve \$42,000.00 for the 2018/19 Grants to Organizations budget.

Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Turnbull that Council approve the following Grants to Organizations for the 2018/19 year.

<i>Digby Foodbank</i>	<i>\$5,000.00</i>
<i>Digby Foodbank</i>	<i>\$ 600.00 (by Policy)</i>
<i>South West Nova (Juniper House)</i>	<i>\$2,000.00</i>
<i>Wharf Rat Rally</i>	<i>\$5,000.00</i>
<i>Friends of Ferals</i>	<i>\$1,000.00</i>
<i>Lobster Bash</i>	<i>\$5,000.00</i>
<i>Digby Area Tourism Association</i>	<i>\$5,000.00</i>

<i>Digby Scallop Days</i>	<i>\$5,000.00</i>
<i>Vantassel Lake Trails Association</i>	<i>\$1,000.00</i>
<i>Western County Regional Library</i>	<i>\$ 300.00</i>
Total Amount	\$31,400.00

Motion Carried.

H. CORRESPONDENCE

H.1 Lung Association of Nova Scotia

This letter came to the Town of Digby regarding cannabis and the onus that has been left on the Municipalities by the Province to develop rules around the use of cannabis. The feeling is that there will be Provincial Legislation in place before this becomes in affect.

H.2 Digby and Area Health Services Charitable Foundation

This letter came to Council thanking them for the support for the 4th Annual Richard Ellis Memorial Golf Tournament.

H.3 Municipal Affairs-Minister Mombourquette

Minister Mombourquette has provided notice to the UNSM that the Minister of Municipal Affairs must provide 12 months' notice of any provincial legislation, regulation or administrative action that could have the effect of decreasing revenue or increasing the required expenses of a municipality.

H.4 UNSM Initiatives Report

The UNSM has provided the Town with a list on initiatives they will be working on and there will be more information on these at the upcoming UNSM Workshop this week in Yarmouth.

H.5 Nova Scotia Emergency Management Office

This is a report provided to the Town on an evaluation that was done on our Municipal Emergency Management Program evaluation and the report outlines some area of priority.

H.6 Housing Nova Scotia

Mayor Cleveland received correspondence from Housing Nova Scotia and a copy of the 2018/19 Business plan to keep the Council informed about the strategic approach for the year ahead.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Digby and Area Seniors' Safety Society

This request is done annually to fund the Digby and Area Senior's Safety Program this is the same amount as request last year.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council take to budget the request of \$16,000.00 for the Core Funding for the fiscal year ending March 31, 2019.

Motion Carried.

J.2 Corpus Christi Program Request

This request is coming from the St Patrick's Parish is organizing a parade on the street of the Town of Digby on Sunday the 3rd of June from 11 AM to 12 PM. Where this is a first time request it is coming to Council for approval.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve the St Patrick's Parish request for a Special Events permit for a parade to be held on Sunday June 3rd from 11 AM to 12 PM and to waive the special events permit fee.

Motion Carried.

J.3 Tate Engineering

The CAO has been provided a scope of work that are proposing they complete for the options appraisal the CAO is asking is this the scope of work that Council was hoping to have done for that building. The only question that Council had was that they did not hire Mr. Jost to compile the new work presented by the Fire Department they hired Mr. Jost directly and we are looking for an independent appraisal and the CAO will convey that to the Tate Engineering company.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Tate Engineering proceed with the Scope of work for the Digby Fire hall.

Motion Carried.

J.4 Bay Ferries Limited

This request is coming from Bay Ferries for a position on the Fundy Rose for the 2018 summer season. In 2017 the Town of Digby along with Municipality of Digby and Digby Area Tourism and Bay Ferries partnership provided the Information Center counsellor position for the summer of 2017. This request is coming again they are asking for a funding contribution of \$1,500.00 from the Town of Digby to fund this position. With the total cost being about \$9,000.00 they are asking for very little to help cover this position.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council approve funding towards the 2018 Counsellor Position on the Fundy Rose Ferry in the amount of \$1,500.00.

Motion Carried.

J.5 Tide view Terrace

The CAO has received email correspondence from Tide view Terrance concerning the appointment of citizens on the Board of Directors. Currently we have Arnold Trask and Donald Robertson as the Town of Digby Citizen Members they are asking for a re appointment of those two for the terms outlined.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that Council appoint Arnold Trask as the Town of Digby Citizen Representative for a term of three years and Donald Robertson be appointed as the Town of Digby Citizen Representative for a term of four years.

Motion Carried.

J.6 Digby Scallop Days

During the 2018 Scallop Days festival they are planning to have the pirate group appear and if Council would like we can adopt a resolution to allow this to happen.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that be it therefore resolved that the provision of the Town of Digby Firearms By-Law # 2006-04 be waived for the 2018 Scallop Days Festival, specifically the use of bluster guns with black powder.

Motion Carried.

J.7 Digby Center Information Board

The information board at Digby Center has some rotting at the base of the posts. The information board has not been used for its intended purpose there are a few options for the board Council decided to remove the information center board and have a new sign installed in its place indicating the civic number and the name of the location Digby Center so clearly identify the location.

K. IN CAMERA

K.1 Personnel

Motion:

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

Motion Carried.

Council moved out of In Camera.

L. ADJOURNMENT

Motion:

Motion for adjournment was moved by Councillor Harvieux and seconded by Mayor Cleveland at 7:16 PM.

Motion Carried.