

**DIGBY TOWN COUNCIL  
REGULAR MEETING  
MONDAY January 7, 2019  
COUNCIL CHAMBERS  
6:00 PM**

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

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

**REGRETS:** Mayor Ben Cleveland

**A. CALL TO ORDER**

Deputy Mayor Brittain called the meeting to order at 6:00 PM

**B. PUBLIC HEARINGS**

**B.1** None.

**C. AGENDA**

**C.1 Additions/Deletions**  
None.

**C.2 Approval**  
**Motion**

*Moved by Councillor Harvieux and seconded by Councillor Bartlett that the Agenda of January 7, 2019 be approved as presented.*  
Motion Carried.

**D. DELEGATIONS & PRESENTATIONS**

**D.1** None.

**E. MINUTES OF PREVIOUS MEETING**

**E.1** December 3, 2018

**Motion:**

*Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Minutes of December 3, 2018 be approved as presented.*  
Motion Carried.

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

**F.1 None.**

**G. REPORT**

**G.1 Chief Administrative Officer**

The Chief Administrative Officer report was distributed to Council for review. The new school crossing signs are installed on Victoria Street and are working well. Councillor Harvieux wanted to mention that he has seen big improvements with the traffic in that area with the recent improvements. The CAO spoke perhaps adding some more of these signs to the Capital Expenditures budget for the future. The former Provincial VIC property is listed in the name of Nova Scotia Department of Business in order for an offer to sell can be done this property will have to be transferred to the Department of Transportation and Infrastructure Renewal that process will begin in early January. The 2019 assessment rolls have been received electronically and the notice to property owners will be going out on January 14<sup>th</sup>. The CAO spoke about a call that he received regarding a significant drop in assessment on the Pines Resort this will result in a significant drop in tax revenue. PVSC has confirmed that the Pines was due for reassessment and was not connected to the pending sale of the property. The Fire Hall survey that was being conducted by DeWolfe and Morse is now complete and the information collected has been sent to Tate Engineering for inclusion in the final report. The Heritage Center Building experienced a flood on December 31 the public works staff are now working on some overhead preventative measures to try and ensure that this will not happen in the future.

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

The Committee of the Whole report was distributed for review.

1. The Amendments to Administrative Policy #2008-01 Council Remuneration Policy. The CAO discussed the amendments presented. Councillor Bartlett asked about the addition of the Digby Area Senior's Safety Society to section 2.8 (c).

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Turnbull that the Administrative Policy #2008-01 Council Remuneration Policy draft be amended to add Digby Area Senior Safety Society in section 2.8 ( c ) .***

**Motion Carried.**

**Motion:**

***Moved by Councillor Turnbull and seconded by Councillor Bartlett that Administrative Policy #2008-01 Council Remuneration Policy be approved as amended.***

**Motion Carried.**

2. Administrative Policy #2019-01 Policy on Expense Reimbursement. The CAO discussed further research he did into the Draft policy and is suggesting that perhaps Council may wish to increase the draft Section 6 Authorize travel section 6.1.4 to \$100.00 rather than the \$50.00 proposed in the draft in sections 6.1.4 and 6.1.5 and 6.2.5 and 6.3.4 to all be \$100.00 rather than \$50.00 in the draft. And in section 6.3.3 there is a typo that should be amended to be employee Rather than Council member.

**Motion:**

***Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council amend the draft policy Section 6.1.4 and section 6.1.5 and 6.2.5 and 6.3.4 to all be \$100.00 and to amend the typo in section 6.3.3 to be employee rather than Council as listed in the draft.***

**Motion Carried.**

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve Administrative Policy #2019-01 Policy on Expense Reimbursement as amended.***

**Motion Carried.**

3. Administrative Policy #2019-02 Hospitality Policy was presented and there are no amendments needed to that draft policy.

**Motion:**

***Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approved Administrative Policy #2019-02 Hospitality Policy as presented.***

**Motion Carried.**

4. Digby Area Tourism Association funding grant for \$600.00 for the upcoming Boston Trade Show.

**Motion:**

***Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the funding grant for \$600.00 for the upcoming Boston Trade Show.***

**Motion Carried.**

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

The reports were included with the package. Councillor Turnbull did mention that the Arena ice rental increased recently with the issues that the Clare rink has the Digby Arena has seen an increase in revenue from ice rental the Clare rink is hoping to have their repairs done this week.

**G.4 Library Board Report**

The report was included in the package Deputy Mayor Brittain wanted to mention that for some time the one card system has been discussed for use in all libraries in the Province however there are still some challenges that will need to be addressed before this can proceed.

**H. CORRESPONDENCE**

**H.1 Nova Scotia Association of Realtors**

Council received correspondence from the NSAR concerning the deed transfer tax. The Realtors from our community will be reaching out to use to schedule a one on one conversation and offer council presentations on the proposal to either waive the deed transfer tax for first time buyers on the purchase of their home or extend the deed transfer tax payment period over five years. At this time we will just what and see what is to come.

The Nova Scotia Federation of Municipalities now appointed a new Executive Director to replace Betty MacDonald she will be starting in the coming month.

**I. NOTICE OF MOTIONS**

I.1 None.

**J. NEW BUSINESS**

J.1 None.

**K. IN CAMERA**

K.1 None.

**L. ADJOURNMENT**

**Motion:**

*Motion for adjournment was moved by Councillor Harvieux and seconded by Councillor Turnbull at 6:34 P.M.*

**Motion Carried.**



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Mayor



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Clerk