

**DIGBY TOWN COUNCIL
REGULAR MEETING
MONDAY February 4, 2019
COUNCIL CHAMBERS
6:00 PM**

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

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

REGRETS: Councillor Danny Harvieux

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:00 PM

B. PUBLIC HEARINGS

B.1 None.

C. AGENDA

C.1 Additions/Deletions

Two additions to the Agenda under Reports G.4 Dr. Recruitment Report and once under New Business J.3 Western REN Board Member Recruitment.

C.2 Approval

Motion

Moved by Deputy Mayor Brittain and seconded by Councillor Turnbull that the Agenda of February 4, 2019 be approved as amended.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 None.

E. MINUTES OF PREVIOUS MEETING

E.1 January 7, 2019

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that the Minutes of January 7, 2019 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 lease of the First Avenue Property is now executed and effective December 1, 2018 to December 31, 2028. At this time we are still waiting for the offer to sell. The CAO attended a consultation session relating to minimum planning standards in the province. There will be changes coming to the planning framework in the Province that will affect all municipalities to varying degrees seven units in Nova Scotia do not have comprehensive planning for their entire municipalities and will be required to develop a Municipal Planning Strategy and Land Use By Law and the Town of Digby does have comprehensive planning however we will still be required to review our MPS and add a policy on to it. Toromont Cat has been notified the Town they are unable to deliver on the tender that was awarded to them. After consultation with the Solicitor and Nova Scotia Procurement it was concluded that it would be in the best interest of the Town of Digby to not re-tender. Written notification has been sent to Toromont Cat indicating it was terminating its contract with them for breach of contract. A purchase order has been issued to Brandt tractor the second lowest bidder and will be coming up under new business for Council to ratify the award as it is over the \$50,000 accumulative threshold. The Town of Digby Public Works compound experienced a break in January 24th which resulted in a mobile welder being stolen and then located by the RCMP and has now been returned to the Public Works Compound staff are looking into security measures at the Public Works Compound and the option of video surveillance and alarm systems. The highway 101 signage has been approved by Brian Storrie from NSTIR and is awaiting production by the NSTIR sign shop. Production will not take place until the signage is to be installed in the spring as part of the Highway 101 extension project. The Fire Hall survey is now complete and should be released to the Town of Digby in the next week.

G.2 Committee of the Whole Report

The Committee of the Whole report was distributed for review. There are three recommendations coming forward from the meeting.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett that the following eight customer account balances for garbage collection be deemed uncollectable and written off:

Account #	Total
0000016 0000	130.00
0000110 0000	130.00
0000110 0010	32.50
0000226 0000	102.91
0000333 0000	112.50
0000400 0000	65.00
0000732 0000	140.00
0000891 0000	<u>735.00</u>
	1447.91

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that:

Whereas the Canadian Shellfish Sanitation Program (CSSP) delivered by three Federal institutions, Fisheries and Oceans Canada, Environment Canada and the Canadian Food Inspection Agency provides reasonable assurance that molluscan shellfish are safe for consumption, thus supporting the industry and providing confidence for Canadians and export markets. And Conditional Management Plans (CMP) between CSSP federal partner institutions, provinces, municipalities/WWTP operators outlines the roles and responsibilities of the signatories' in the event of an untreated Waste Water release/discharge incident.

And whereas occasional bypasses at Lift stations 1 & 2 have led to closures of the Annapolis Basin to the harvesting of molluscan shellfish under the conditions of the Conditional Management Plan.

And whereas the effluent from the Digby Regional Waste Water Treatment Facility during the summer months exceeds the TSS limits outlined in our Approval to Operate from Nova Scotia Environment.

And whereas the Town Council has identified that eliminating incidents of discharge of untreated wastewater as a result of sanitary sewer overflow events and improving the level of treatment of wastewater effluent as objectives in the best interests of the environment, and the health and wellbeing of its residents.

And whereas the Town Council has selected the upgrades to Wastewater Lift Stations 1 & 2 and the installation of a baffle curtain in Cell # 3 of the Digby Regional Waste Water Treatment Facility as the solutions to the meet those objectives.

And whereas funding of these projects cannot be accomplished without funding from the other levels of government.

Be it therefore resolved that the Town Council of the Town of Digby identify the upgrades to Wastewater Lift Stations 1 & 2 and the installation of a baffle curtain in Cell # 3 of the Digby Regional Waste Water Treatment Facility projects as their number 1 priority under the Investing in Canada Infrastructure Program - Green Environmental Quality Stream.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Brittain that the Administrative Policy # 2014-02 Accepted Payment Method Policy be approved as amended.

Motion Carried.

G.3 Digby Area Recreation Commission Report

The reports were included with the package. Deputy Mayor Brittain mentioned that the Digby Active fund was up and the first donation had been made this fund was developed to assist kids with costs for sports. There is the jumpstart program out there but they offer only a one time assistance. The Director of Finance has been speaking with the Recreation Director and they are trying to determine if these donation to the fund can be issued a charitable tax receipt the Director of Finance is working on obtaining that information from CRA.

G.4 Dr. Recruitment

Mayor Cleveland meet with a small independent group of local officials and business folks that have obtained some information on some physicians that are willing to relocate in rural areas. There will be more to come on this in the future.

H. CORRESPONDENCE

H.1 Southwest African Heritage Gala Dinner

The Annual Gala Dinner will be held on Saturday February 23, 2019 if anyone is interested in attending please let the Executive Assistant know so that we can request a table.

H.2 Bay Ferries

Town Council received a thank you letter from Bay Ferries for support provided to the Digby Area Tourism Association at the Boston Globe Show.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Backhoe Lease 2019

Toromont Cat was unable to supply the Backhoe Loader that was awarded by tender back in November this resolution coming forward will terminate that relationship between the Town of Digby and Toromont Cat and allow for the approval of the tender proposed by Brandt Tractor.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Turnbull that:

Whereas Toromont Cat in unable to supply the Town of Digby with a CAT 420F2 2018 Backhoe Loader as spec'd in the tender awarded as per the purchase order # 0134 dated November 27, 2018.

Therefore be it resolved that the Town of Digby considers this a breach of contract and Council hereby terminates the relationship between Toromont Cat and the Town of Digby.

And further be it resolved that Council approve the tender proposed by Brandt Tractor Ltd. for a 2019 John Deere 310SL as spec'd in the September 2018 tender call for a monthly lease payment of \$2073.45 plus HST, based on a 36 month (1000 hours per year) Lease, with a residual value of \$84, 200.

Motion Carried.

J.2 FCM Conference

The upcoming FCM Conference will be held in Quebec and rooms have been secured if you are interested in attending early registration for the conference will be April 12, 2019.

J.3 Western REN recruitment

Western REN is seeking representation from the Digby Area Mayor Cleveland asked that if we know someone that might be interested in being on the board reach out to him or to Erika who

now has an office space at the Town Hall. Erika has recently located to the area and was looking for office space for now we have placed her in the office of the Mayor for now.

K. IN CAMERA

K.1 None.

L. ADJOURNMENT

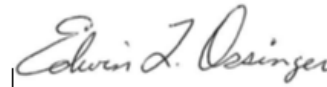
Motion:

Motion for adjournment was moved by Councillor Bartlett and seconded by Councillor Turnbull at 6:43 P.M.

Motion Carried.



Mayor



Clerk