

**DIGBY TOWN COUNCIL
REGULAR MEETING
Monday November 6, 2017
COUNCIL CHAMBERS
6:00 P.M.**

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

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

REGRETS:

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

One addition to the Agenda under New Business J.4 Fundy Complex request.

C.2 Approval

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that the Agenda of November 6, 2017 be approved as presented with one addition under New Business J.4 Fundy Complex request.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Erika Rolston-Western REN-Land and Asset Database

The Western Ren has been working on a land and asset database that is now live and working. Ericka encouraged Council to have a look at the new database if Council notes any incorrect data reach out the WREN and they will have it corrected. This will be a listing for commercial property for sale in the Western Region. This will be a great resource for

investors looking to see what is available in the area and the database will also identify key points such as the ferry, hospitals to name a few. At this time the Western REN is looking for feedback from the Council on the new database and also let them know if any errors are noted in the database. Erika thanked Council for the opportunity to come and speak.

E. MINUTES OF PREVIOUS MEETING

E.1 October 2, 2017

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that the Minutes of October 2, 2017 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES

F.1 None.

G. REPORTS

G.1 Chief Administrative Officer Report

The CAO discussed with Council the Bylaw review he conducted and there are five (5) by laws that are outdated and or redundant and should be repealed and will be coming up tonight under New Business. The downtown WIFI review of the proposal has taken place and will be further discussed during the In Camera session tonight. The Mount Street Extension lease has been reviewed by an independent legal counsel and will be further discussed during the In Camera Session. A Fire Hall Committee has been struck and the first meeting should be held in November. Double parking in the downtown core seems to be decreasing however there still seems to be the occasional truck driver receiving a ticket. The unfortunate thing about this is that Digby has been a target as being the only place that it is happening although most towns experience issues with double parking of trucks. The plaque for the memorial bench has arrived and is constructed of a very heavy material and is very well done it will be installed in the spring. The Letter of Authority documentation has arrived and will be discussed under new business tonight. We have received notification from the UNSM concerning the passing of Bill # 7 which is an act to amend the Workers Compensation Act this could result in increase to Municipalities WCB premiums. The CAO has registered to attend the Asset Management workshop prior to the UNSM Conference in Halifax. Bill No 41 an Act to Amend Chapter 87 of the Acts of 1948 has now received Royal Assent there are recommendations to the appointments to the Water Commission one to appoint a member of Council one to appoint Charlie Ross citizen member to the Water Commission and we will advertise for the two other citizen members to fill the term ending December 1, 2019 as well as annual stipend to the citizen member of \$300 annually.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council appoint Councillor Bartlett as Council's member to the Digby Water Commission.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council appoint Charlie Ross as a citizen member to the Digby Water Commission.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the annual stipend in the amount of \$300 to the Citizen Members of the Digby Water Commission.

Motion Carried.

G.2 Committee of the Whole Report

The Committee of the Whole report is recommending the approval of the three policies and amendments to the HR policies currently in place from 2014 forward to include a statement that they are to be reviewed no later than five (5) years from the date of adoption.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Employee Compensation & Review Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the Probationary Period Policy as presented.

Motion Carried.

Motion:

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

Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett the Addition to all approved HR Policies from 2014 forward to include a statement that they will be reviewed no later than five (5) years from the date of adoption.

Motion Carried.

G.3 Digby Area Recreation Commission Report

The DARC reports were distributed with the package.

H. Correspondence

H.1 Letter-Town of Shelburne

The Town of Shelburne is requesting support from Municipal units and towns to send a letter of support to the NS Health Authority on their behalf in support of a Dialysis Unit at the Roseway Hospital.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council draft and send a letter of support to the NS Health Authority in support of the Dialysis Unit at Roseway Hospital.

Motion Carried.

H.2 Letter-Town of Clark's Harbour

The Town of Clark's Harbour wrote a letter to the UNSM President in support of the Municipality of the District of Barrington's suggestion to amend the process in which resolutions are determined. This is an information item.

H.3 Brian Joudrey-bNetworked

Brian Joudrey from bNetworked send an email to the Chief Administrative Officer expressing concerns with freight deliveries. Council discussed the letter received from bNetworked there are two loading zones on either end of the Town. The CAO will send a reply to bNetwork.

H.4 Minister Mombourquette, Re: 12-Month Notice Letter

This is a requirement under the MGA to notify the Union of Nova Scotia Municipalities that expenditures of municipalities in Nova Scotia that participate in the worker's compensation system could increase.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Tree Lighting

Councillor Bartlett discussed the annual tree lighting ceremony on November 24, 2017 at 6:00 PM followed by hot chocolate and cookies At the Heritage Center. Councillor Bartlett is also asking for the street closure from Prince William Street to Carleton Street just for the tree lighting at Al Dupis to keep cars off of the street last year the event was well attended.

- J.2 A Bylaw to Amend the Repeal of Certain Bylaws # 2000-03 First Reading**
The CAO did a review of the current Bylaws there are some that should be repealed and are being brought forward tonight for first reading.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that give first reading to By Law #2017-01 A Bylaw to Amend the Bylaw to Repeal Certain Bylaws #2000-03.

Motion Carried.

- J.3 Letter of Authority-Multiuse, motorized recreational trail on Crown Lands**
The Town of Digby has received it letter of authority for the trail this has been a long process to have this completed. One item to note was the Letter of Authority is valid for one year and shall be automatically renewed annually. The hope was to have a longer commitment in order to apply for funding and trail upgrades. One other item to note was the speed limit to a maximum of 25 km per hour depending on the volume of pedestrian and cycling traffic.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council approve the signing of the Letter of Authority for Multi-use, Motorized Recreational Trail on Crown Lands.

Motion Carried.

- J.4 Fundy Complex**
A development permit has been issued to 44 Water Street for a parking garage. Dean Kenley owner of the property sent an email to the CAO asking for either a loading/unloading area in front of the building posted for potential suites at that location or they are requesting enough access for standard cars and trucks to enter and exit the underneath parking garage at 44 Water Street. Discussion ensued on the parking for the buses and the loading and unloading zone just steps away from the new building. Council was not willing to given exclusive parking to the new building however did decide that one loading or unloading zone be established at 44 Water Street.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Bartlett that one public loading/unloading zone be established at 44 Water Street.

Motion Carried.

- K. IN CAMERA**
K.1 Legal Advice
K.2 Proposal for Public WIFI

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council move to In Camera.

Motion Carried.

Council moved out of In Camera

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett that Council proceed with the recommendation from Legal Counsel to enforce the Mount Street Extension Lease agreement from November 23, 2010 with Fairway Insurance and have the legal counsel draft and send the notice.

Motion Carried.

L. ADJOURNMENT

Motion:

There being no further business the meeting adjourned moved by Councillor Harvieux and seconded by Councillor Turnbull at 7:55 PM

Motion Carried.

Mayor

Clerk