

**DIGBY TOWN COUNCIL
REGULAR MEETING
Monday December 4, 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.1 Digby PeeWee C. Team-Team Nova Scotia.

C.2 Approval

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that the Agenda of December 4, 2017 be approved as presented with one addition under New Business J.1 Digby PeeWee C. Team-Team Nova Scotia.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Western REN- Gino Thibeault

Mr. Thibeault thanked Council for the opportunity to come and speak to them on a new immigration project they are working with. This is a business based pilot project that will assist businesses in connecting with challenges

In the labor market. Mr. Thibeault encouraged the Council to spread the word to employers that you may know they may be able to use this program refer them to Mr. Thibeault with the Western REN this process creates an streamlined process for the employer.

D.2 Feed Nova Scotia

Nick Jennery and Becky Mason from Feed Nova Scotia came to discuss objectives with relations to hunger status in Nova Scotia. Feed Nova Scotia role and issues and opportunities for Digby. In Nova Scotia there is 44,000 registered for support which varies by Community. Feed Nova Scotia is 100% funded by community and they provide not only food but programs and support. Feed Nova Scotia is providing food to the Digby Foodbank but if they were provided stats there are ways to assist with food, fundraising efforts they are willing to work with the Digby Foodbank to make these things happen. Networking and volunteers are also needed to make a successful foodbank. Feed Nova Scotia is visiting a communities all over Nova Scotia. There ultimately needs to be accountability in place and that could be the missing link for the Digby Foodbank. Council spoke about other groups wanting to assist and they do but is it really a duplication of what the foodbank is able to provide. The other groups such as Bethany Bin and local churches is that need doesn't only come once a week there is need all the time so that actually do provide a service to fill in those times. The key point to remember is that Feed Nova Scotia is committed to help in whatever way they can.

E. MINUTES OF PREVIOUS MEETING

E.1 November 6, 2017

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that the Minutes of November 6, 2017 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES

F.1 A Bylaw to Amend the Repeal of Certain Bylaws # 2000-05-Second Reading

This is the second and final reading of the proposed Bylaw#2017-01 it has undergone first reading and the ad in the local paper and this will be the second ready and another ad will follow this approval.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that seconded and final reading be given to By law # 2017-01 A Bylaw to Amend the Repeal of certain Bylaws# 2000-03.

Motion Carried.

G. REPORTS

G.1 Chief Administrative Officer Report

The CAO discussed with Council the upcoming Financial Management Elected Officials workshop in January if you would like to attend please notify the Executive Assistant as soon as possible so that arrangement can be made. Councillor Harvieux will be attending. The CAO discussed a conference call on November 27 with himself and representatives from DNR around the process to purchase the marshalling yard. In summary we need to submit application to purchase referred to as the Marshalling yard north and south. The Town is required to submit a trail design plan for the section of corridor under the current LOA. We are also waiting for Samantha Hines to review the Crown Land research report for existing authorities/permits that DNR may need to inform the Town of. The other item that the CAO brought up was the Thomas Rd. the Town maintains the road however we don't own that road it is land owned by DNR. Councils wish is to also pursue the purchase of this piece of land as well. Bill #10 amendments to the Municipal Government Act has passed as of October 26, 2017 there are changes that will need to be done to our current Expense Policy to be compliant. We require to draft a Hospitality Policy amend our Code of Conduct Policy and amend the terms of reference for the Audit Committee and advertise for citizen members for the Audit Committee. The replacement of the fire truck forecast for 2018/19 fiscal year was discussed. The Fire Department has had specs drawn up for the truck that they require. It is anticipated that the truck may exceed \$400,000 as forecast. The Town will be issuing a Request for Quotations as per the procurement policy on the Provincial Procurement Policy this does not mean the town is committed to awarding to any supplier.

G.2 Committee of the Whole Report

The Committee of the Whole report is recommending the approval of the three HR policies and one Administrative Policy.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Turnbull that Council approve the Snow and Ice Removal-Streets and Sidewalks Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Equal Opportunities Employment Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Brittain that Council approve the Employment Reference Policy as presented. Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that Council approve the HR Recruitment & Hiring Policy as presented. Motion Carried.

G.3 Digby Area Recreation Commission Report

The DARC reports were distributed with the package.

G.4 Nominating Committee Report

The Nominating Committee reviewed the two applications received for the Digby Water Commission and are recommending those for appointment.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that Council appoint Charles Haliburton and Douglas Smith to the Digby Water Commission for a two year term ending on December 1, 2019. Motion Carried.

G.5 UNSM Conference-Councillor Harvieux

Councillor Harvieux submitted a report from the recent UNSM Conference he attended in Halifax. Deputy Mayor said it was nice to see his report.

H. Correspondence

H.1 Municipality of the District of St. Mary's

Council has received correspondence from the Municipality of the District of St. Mary's expressing their concerns over the proposed name change for the UNSM rebranding.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Digby Peewee C Team-Team Nova Scotia

The Digby Peewee team has been chosen from over 300 submissions to be part of an International Hockey Festival in Ottawa. With this win come accommodations, airfare and ground transportations while in the city. Expenses not covered will be food and parking. They are reaching out to asking for funds to help cover some of these expenses.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council grant \$200.00 to the Digby Peewee C Team. Motion Carried.

K. IN CAMERA
K.1 None.

L. ADJOURNMENT

Motion:

There being no further business the meeting adjourned moved by Councillor Harvieux and seconded by Councillor Turnbull at 7:37 PM
Motion Carried.

Mayor

Clerk