

**DIGBY TOWN COUNCIL
REGULAR MEETING
TUESDAY April 3, 2018
COUNCIL CHAMBERS
6:00 PM**

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

STAFF PRESENT : Matthew Raymond, Director of Finance
Leslie Brinton, Executive Assistant

REGRETS: Tom Ossinger, Chief Administrative Officer

A. CALL TO ORDER

Mayor called the meeting to order at 6:00 PM

B. PUBLIC HEARINGS

C. AGENDA

C.1 Additions/Deletions

None.

C.2 Approval

Motion:

Moved by Deputy Mayor Brittain seconded by Councillor Harvieux the Agenda of April 3, 2018 be approved as presented.

Motion carried.

D. DELEGATIONS & PRESENTATIONS

D.1 None.

E. MINUTES OF PREVIOUS MEETING

E.1 March 5, 2018

Motion:

Moved by Councillor Harvieux seconded by Councillor Turnbull that the Minutes of March 5, 2018 be approved as presented.

Motion carried.

F. BUSINESS ARISING FROM THE MINUTES

F.1 Seconded and Final Reading Waste Check Solid Waste By-Law

This is the seconded reading of the Waste Check Solid Waste By-law.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council give seconded and final reading of the Waste Check Solid Waste By-law.

Motion Carried.

F.2 HR Employee Benefits Policy

This Policy is coming forward the changes from the original draft policy that was tabled are in the health and dental premiums to be 72% and 28% so that it will create an overall balance close to 50/50 for the employee and employer this was in the past a 65% and 35% split. The 72% and 28% amendment will keep the overall balance of premiums closer to 50% employee and 50% employer. The other change from the original draft policy that was tabled is the amendment to the Pension Plan percentage.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Turnbull that the HR Employee Benefits Policy be approved as presented.

Motion Carried.

G. REPORT

G.1 Chief Administrative Officer

The Chief Administrative Officer report was distributed to Council. The Director of Finance discussed a couple of upcoming conferences and workshops with Council the FCM Conference registration deadline for the early discount is April 13, 2018 and we are holding rooms for more than we need so if we can confirm those who are attending we can release those rooms to others that maybe looking. UNSM Regional Meeting will be held in Yarmouth on April 16, 2018 for those who are interesting in attending the registration deadline is April 11, 2018. The Meeting is scheduled to go to 4:00 PM we should consider moving the Committee of the Whole Meeting to 6:30 PM to accommodate those who wish to attend Council agreed to amend the meeting time. The Executive Assistant will send out an email reminder of the change in the meeting time.

G.2 Committee of the Whole Report

The Committee of the Whole report was distributed for review.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council accept the RFP with Techno Feu for an E.1 Model Truck and authorize the purchasing agent to negotiate the purchase up to a maximum of \$631,442.00 for a new fire truck.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council Repeal the Recorded Resolution of September 6, 1984 concerning artists.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Deputy Mayor Brittain that Council approve the Administrative Policy Purchasing and Procurement Policy as presented.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Brittain that Council approve the Sponsorship of \$250.00 for the 2018 Spring into Summer Event.

Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Harvieux that Council prefer to pursue talks with Artist Peter Janson concerning the Art Work RFP submitted and authorize the CAO to begin discussion on the Art Work proposal for the promenade.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that Council approve the sponsorship of \$1,000.00 for the 2018 Maritime NHL'ers for Kids event.

Motion Carried.

G.3 Digby Area Recreation Commission Report

The Report was included in the package. Deputy Mayor Brittain wanted to mention to the Council the upcoming recognition of Cara Sunderland in Halifax. Council would like to send a letter of congratulations to Cara on receiving the 2018 Women Active Leadership Trendsetter Award. The leadership award is given to a woman in Nova Scotia who has significantly influenced the sport, recreation, and/or physical activity landscape for girls and/or women in the province. Cara will be recognized at the 3rd Annual Women Active-NS Trendsetter Awards Celebration on Saturday, April 14, 2018.

G.4 Library Report

Deputy Mayor Brittain distributed a Library Report to the Council prior to the meeting and wanted to tell Council that she unfortunately hasn't been able to attend a lot of meetings due to other commitments however that will improve in the coming months. Deputy Mayor Brittain also discussed the upcoming Adopt a Book Campaign that will be taking place. Mayor Cleveland mention to Council this is actually part of the Grants to Organization request that will be coming up at the upcoming budget meeting.

H. CORRESPONDENCE

H.1 UNSM Priorities

The UNSM has distributed a list of priorities they are discussing and they are looking for input from Council on these priorities by April 30, 2018. The Director of Finance mention that one of the priorities lists is in reference to RCMP costs this being one of the highest single expense items to the Town we may want to consider sending this is a priority of high importance.

H.2 Nova Scotia Fracking Resource and Action Coalition

This is an information item at this time. They asking that if a motion to lift the ban on hydraulic fracturing comes to Council in the future that Council consider the points discussed in the letter and reject the motion and consider affirming support for the province's continued ban of hydraulic fracturing in shale.

H.3 RCMP-Additional Officer Program

This is correspondence from Nova Scotia Justice to provide notice as part of the Municipal Government Act to provide notice that the Additional Officer Program may change including structure and functions on or after April 1, 2019. This is part of the boots on the street program and they also do work in schools.

H.4 Digby Area Tourism Association

This is just a thank you letter from Digby Area Tourism Association for the sponsorship of \$1,000.00 for the tradeshow event to Boston.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 MFC High Interest Savings Account (HISA)

This is a recommendation coming forward from the Director of Finance. The Town can enroll in the HISA program the funds will not be locked in and the Town can easily track funds and the Town can drop out of the program at any time. The only down side of the move to the HISA is that the bank where are current funds may have to change our banking fees however we don't know if this would happen and if it was to happen we can analyze the net value of continuing in the program at that time.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett and Council authorize enrollment of the Town in the Municipal Finance Corporation High Interest Saving Account Program.

Motion Carried.

J.2 2018/19 renewal of Insurance Services Policy

This is a recommendation coming forward from the Director of Finance. The current provider of Insurance is MCT Insurance and the recommendation is to continue with this provider and go to tender next year for the 2019/20 year.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the 2018/19 Insurance Services Renewal as proposed by MCT Insurance in the total amount of \$66,110.21.

Motion Carried.

J.3 Sponsor a Park Bench

This was added to the Agenda for input from Council as to the next step for the installation of the plaque. Discussion ensued how to proceed. Council would like to see the bench and plaque installed and notify the family this has been done and no formal ceremony for dedication or unveiling that was never the intention when the program was originated.

J.4 Digby Area Health Services Charitable Foundation

Councillor Bartlett asked this to be added to the Agenda last year Council sponsored the Golf Tee Box for \$125.00 Council would like to sponsor this event again.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve sponsorship of the Golf Tee Box for \$125.00 for the 2018 Memorial Golf Tournament.

Motion Carried.

J.5 HR Policy #2016-01 Town of Digby Organizational Chart Amendments

This policy is being amended to reflect the change at the Visitor Information Center with the elimination of the Manager position to two supervisor positions the policy needed amendment for that.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the 2016-01 Town of Digby Organizational Chart as amended.

Motion Carried.

K. IN CAMERA

K.1 Legal

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull 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 6:46 PM.

Motion Carried.