

**TOWN AND MUNICIPALITY OF DIGBY  
INDUSTRIAL COMMISSION  
(DIGBY DEVELOPMENT AGENCY)**

**August 5, 2015  
Municipality of Digby**

**Members Present:** Mayor Ben Cleveland (chair)  
Deputy Warden Jimmy MacAlpine (vice chair)  
Warden Linda Gregory  
Councillor Danny Harvieux

**Staff Present:** Terry Thibodeau, Municipality of Digby  
Jeff Sunderland, Deputy CAO, Municipality of Digby  
Tom, Ossinger, CAO, Town of Digby  
Leslie Young, Executive Assistant, Town of Digby

**Regrets:** Dan Harvey, Business Support Consultant  
Peter MacLellan, Raeberry Communications

**A. CALL TO ORDER**

The Chair called the meeting to order at 4:05 p.m.

**B. AGENDA**

**B.1 Additions/Deletions**

None.

**B.2 Approval**

**Motion:**

*Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that the agenda of August 5, 2015 be approved as presented.*

Motion Carried.

**C. MINUTES**

**C.1 Minutes of the previous meeting July 7, 2015**

**Motion:**

*Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that the Minutes of July 7, 2015 be approved as presented.*

Motion Carried.

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

**D.1 Update on Cold Storage Facility**

Dan Harvey had done the expression of interest however Dan is on vacation until September more information will follow on his return.

**D.2 Interest in purchasing land-Bradley Isles**

Discussion ensued with the Commission on the land inquiry from Bradley Isles CAO Linda Fraser has been in discussion with Bradley on the purchase of land we will follow up with Linda Fraser on her return from vacation.

**E. NEW BUSINESS**

**E.1 Intermunicipal Services Agreement for the Industrial Commission**

This Intermunicipal Agreement is required in order to make the Industrial Commission a legal entity. CAO Tom Ossinger reviewed the Draft with the Commission some changes should be discussed on Page 2 of the agreement # 6 should say "...Act are vested in the body corporate, the Town and Municipality of Digby Industrial Commission". On Page 2 of the agreement # 7 The CAO or designate would be better wording than CAO's or Deputy CAO's as the Town of Digby has no Deputy CAO. On Page 4 of the agreement # 19 discussion ensued on the decision requiring unanimous agreement of the parties shall be an amount of \$100,000.00 On page 5 of the agreement # 32 the amount should be set at \$100,000.00 to ensure consistent amounts. The commission was in agreement with the discussed changes to the Draft Intermunicipal Agreement.

**Motion:**

***Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that the commission recommends the Intermunicipal Services Agreement to Council for approval with the recommended changes.***

**Motion Carried.**

**E.2 Quotes for Survey in the Industrial Park**

Five quotes have been received for survey work in the Industrial Park. CAO Tom Ossinger discussed with the Commission services for the lots such as sewer and water should be considered prior to a road being constructed and paved so that we don't need to dig that up again. In order to create a road we should price out the cost for opening up the Shreve Street and putting service lines along that road for lots.

**Motion:**

***Moved by Warden Gregory and seconded by Councillor Harvieux that the commission retain Bill Ross of Caledonia for \$4,250.00 plus HST to complete the survey work in the Industrial Park.***

**Motion Carried.**

**E.3 Conway Workshop Association Land**

Warden Gregory declared a conflict of interest and was asked to be excused from the meeting.

A request has come for additional land at the Conway Workshop on Shreve Street for storage space for logs. They have the ability to obtain a large amount of logs and are basically looking for a space to store the logs it would not require road access. Discussion ensued on if a lease or sale would be better to offer the workshop. The commission feels that perhaps offering the land for a lease of \$1.00 for a period of 10 years would be the better option so that in the future we would have the ability to develop that lot if needed.

**Motion:**

***Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that we draft a lease agreement for Conway Workshop for a 10 year lease period for \$1.00.***

**Motion Carried.**

Warden Gregory returned to the meeting.

**E.4 Provincial Tidal working group update**

Terry Thibodeau and Mayor Cleveland have met with Provincial representatives. There was attendance from various provincial departments they are currently determining what roles each of the departments will play. At the next meeting of the Provincial Tidal working group the funding for an environmental assessment will need to be discussed.

**F. DATE OF NEXT MEETING**

**F.1** The commission discussed the date of the next meeting September 9<sup>th</sup>, 2015 at the Municipality of Digby office.

**G. ADJOURNMENT**

**Motion:**

**Moved by Warden Gregory and seconded by Councillor Harvieux motion for adjournment at 5:02 PM.**

**Motion Carried.**

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CHAIRPERSON

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SECRETARY