

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

September 6, 2016

Town of Digby

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

Staff Present: Terry Thibodeau, Municipality of Digby
Tom, Ossinger, CAO, Town of Digby
Leslie Young, Executive Assistant, Town of Digby
Linda Fraser, CAO, Municipality of Digby
Dan Harvey, Business Support Consultant

Regrets: Peter MacLellan, Raeberry Communications

A. CALL TO ORDER

The Chair called the meeting to order at 4:00 p.m.

B. AGENDA

B.1 Additions/Deletions

One addition to the Agenda under New Business F.4 Tidal

Motion:

Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that the agenda of September 6, 2016 be approved as presented with one addition under New Business F.4 Tidal

Motion Carried.

C. DELEGATIONS & PRESENTATIONS

C.1 None.

D. MINUTES

D.1 Minutes of the previous meeting August 9, 2016

Motion:

Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that the Minutes of August 9, 2016 be approved as presented.

Motion Carried.

E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

E.1 Cold Storage Project Update-New Interest-MOU

Dan Harvey has had a discussion with the potential buyer of the land owned by the Industrial Commission at this time the buyer is working on a large project and there may be a potential counter offer to come by November.

E.2 Fundy Forum/Port Days

Terry Thibodeau had nothing more to update the commission on as far as port days at this point in time.

E.3 Subdivision Update for the Industrial Park

The request that has been submitted to the Province requesting the land be turned over to the Industrial Commission has been completed. We are still on hold as we are still awaiting word from the Province on the land until we can move forward. The potential developer is getting anxious to start.

F. NEW BUSINESS

F.1 Financial Statements

Linda Fraser CAO, Municipality of Digby presented to the Commission the Financial Statements that were distributed to the members. They are showing a small deficit mainly due to depreciation of assets. Professional fees include the audit fee as well as a monthly fee we pay to retain Peter MacLellan perhaps we should look further into the audit fee that we pay to Grant Thornton to prepare the statements. Linda Fraser CAO Municipality of Digby will check the amount paid to Grant Thornton for the small amount of transactions that are done through the Industrial Commission it appears like we may be paying a big fee.

Motion:

Moved by Warden Gregory and seconded by Deputy Warden MacAlpine that the Commission accept the Audited Financial Statements as presented for the year ended March 31, 2016.

Motion Carried.

F.2 Western Regional Enterprise Network

A letter was received from Erika from WREN asking if the Industrial Commission (DDA) would like to co-host 2 open houses in October. The commission would support the idea in principal however without a budget to look the commission is not able to commit financially without the budget in place first.

Motion:

Moved by Warden Gregory and seconded by Deputy Warden MacAlpine that the Industrial Commission (DDA) support the idea in principal.

Motion Carried.

F.3 Industrial park land-off roading

Councillor Harvieux wanted to bring to the attention of the commission that lately there has been a lot of trucks as well as other off road vehicles accessing the land because it has a large wet section along the road connecting Shreve St and the industrial park they are using it as an off roading area. Perhaps the answer maybe some jersey barriers and posted signage for private property to perhaps stop this from happening. The CAO for the Town of Digby will check and see if we have any un used barriers or perhaps we can ask wharf rat rally to use one of their road closed signs that are stored behind the rink.

F.4 Tidal

Deputy Warden MacAlpine wants to see the Tidal moving forward for the area we need to be reaching out and approaching developers to keep this moving forward. CAO Linda Fraser would like to see the Tidal Strategy added back to the agenda so that we can keep this moving forward and on the agenda.

Motion:

Moved by Deputy Warden MacAlpine and seconded by Warden Gregory that direction be given to Terry Thibodeau and Dan Harvey to begin discussion with potential Tidal Site Developers
Motion Carried.

G. IN CAMERA

G.1 None

H. DATE OF NEXT MEETING

H.1 The date of the next meeting is October 4, 2016 at 4:00 PM at the Municipality of Digby Office.

I. ADJOURNMENT

Motion:

Moved by Warden Gregory and seconded by Councillor Harvieux a motion for adjournment at 4:45 P.M.

Motion Carried.

CHAIRPERSON

SECRETARY