

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

**June 6, 2017  
Town of Digby**

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

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

**Regrets:**

**A. CALL TO ORDER**

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

**B. AGENDA**

**B.1 Additions/Deletions**

One Addition to the Agenda under New Business F.3 Canada China Business Council Report

**B.2 Approval**

**Motion:**

*Moved by Deputy Warden Gregory and seconded by Councillor Harvieux that the Agenda for June 6, 2017 be approved as presented with one addition under New Business F.3 Canada China Business Council Report.*

Motion Carried.

**C. DELEGATIONS & PRESENTATIONS**

**C.1** None.

**D. MINUTES OF THE PREVIOUS MEETING**

**D.1** April 4, 2017

**Motion:**

*Moved by Warden MacAlpine and seconded by Councillor Harvieux that the Minutes of April 4, 2017 be approved as presented.*

Motion Carried.

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

**E.1 Industrial Park Land-Repurchase**

The Land repurchase has now been completed.

**E.2 Industrial Park Positioning Statement Status Report**

Dan Harvey discussed with the Commission a budget moving forward for signage as well as lot size and for this we will need to have some input from an engineer. Dan distributed to the commission a diagram of potential locations for signs for the Industrial Park. After the committee approves of this draft Dan will contact Transportation and Infrastructure Renewal on the process to put up the signage. Dan obtained a quote from Rick Foote on high grade sign Warden MacAlpine asked that we obtain a quote from the other sign maker in the area both can do quality work. Discussion about including a section on both the Town of Digby and the Municipality of Digby website on the industrial park or perhaps we should have a separate website for the Industrial Park itself. Land clearing was also discussed and the cost of having this done and the size of land that we might be interesting in clearing was also discussed.

**Motion:**

***Moved by Warden MacAlpine and seconded by Councillor Harvieux that the Commission approve the budget of \$80,000.00 for the Industrial Park Positioning.***

**Motion Carried.**

**E.3 Promotional Video Budget**

Mayor Cleveland spoke to the Commission on a good quality promotional video for the area. The Mayor spoke about not having anything to present to outside functions with promotional content. We should be making a video aimed at investors and businesses to help to sell the community. Mayor Cleveland will find some examples of other videos he has seen and bring this back to the next meeting.

**F. NEW BUSINESS**

**F.1 NSBI Leading handling Protocol session-May 23<sup>rd</sup>.**

Dan Harvey and Deputy Warden Gregory attended this session. The purpose of the meeting was To obtain input from the Municipal Units. Dan also noted that the WREN business policy was designed to mirror the NSBI policy. Moving forward Dan doesn't feel that we should spend a lot of time working with NSBI. Dan was also in touch with Mr. David Thomas who used to work with the Port of St. John. Mr. Thomas is willing to talk with us on tidal and cold storage.

**F.2 Capital Improvements**

CAO Linda Fraser asked that this be added to the Agenda. Capital Improvements is something we may have to consider in the future however at this point it may premature to discuss.

**F.3 Canada China Business Council**

Dan Harvey attended a seminar in Halifax on the China Business Council this was attended by BDC as well as government officials. Dan was the only person in attendance from the Municipal Government level. There also was no Chinese investors in attendance.

**G. IN CAMERA**

**G.1 None.**

**H. DATE OF NEXT MEETING**

**H.1 The date of the next meeting is to be determined.**

**I. ADJOURNMENT**

**Motion:**

***Moved by Warden MacAlpine and seconded by Councillor Harvieux for a motion for adjournment at 4:51 P.M.***

**Motion Carried.**

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CHAIRPERSON

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SECRETARY