

MUNICIPALITY OF DIGBY
By-Law and Policy Committee
Nov 21, 2011
Minutes

Meeting	By-law and Policy Review
Date of Meeting	Nov 21, 2011
Attendance	Linda Gregory, Warden Jimmy MacAlpine, Deputy Warden David Tudor, Councillor Randall Amero, Councillor Maritza Adams, Councillor
Staff Present	Linda Fraser, Chief Administrative Officer Gordon Wilson, Deputy CAO Karen Adams, Executive Secretary
Regrets	
Call to Order	Warden Gregory called the meeting to order at 7:00 p.m.
Agenda	Moved and seconded that the agenda be approved as circulated.
	MOTION CARRIED

Minutes	Moved and seconded that the minutes of Nov 7, 2011 be approved as amended. The time of the next meeting should be changed from 5 to 6 pm.
	MOTION CARRIED

Old Business /Business Arising	
#1.0 Fire Department Study/Review	<ul style="list-style-type: none"> • There was an open discussion about the amount of study material that has been returned. A few Departments still haven't returned their study reviews. • Until all studies are completed and returned we can't conduct the study in full. • It was stated that direction is needed as to what the next step will be. • We have committed to the study and we need to get all this information collected and start to compose a pile of useful information. • A letter will be written to the Fire Association's President and carbon copied to all the Fire Department Chief's with all of our concerns outlined.

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By-law and Policies	
#1.0 Audit Committee Policy	<ul style="list-style-type: none"> • The first step is to set up the responsibilities for full Council and to have this approved. • Councillor Tudor, CAO Linda Fraser, Deputy CAO Gordon Wilson and then two new people will be added to make a committee. <p>Moved and seconded that the recommendation of the Audit Committee Policy be approved.</p> <p style="text-align: right;">MOTION CARRIED</p>

New Business	
#1.0 Don Downe-FCM Board of Directors meeting	Deputy Warden MacAlpine stated he would be attending this function in Ottawa.

Strategic Priorities Update	<ul style="list-style-type: none"> • ICSP is very interesting and seems to have lots of goals that we could implement into our goals. • An update will be required when we try to fuse the two components together. • There will be gaps between the two and these will have to be sorted out. • The “Buy Local” will consist of Councillor Adams, Warden Linda Gregory and CAO Linda Fraser on the committee. • Every Coastline should involve the buy local events and perhaps a business of the month.
Correspondence #1.0 NRCan ecoEII Funding-Letter of Response	<ul style="list-style-type: none"> • The Municipality received a letter on November 10, 2011 from the NRCan ecoEII Funding. The letter was a request for lands in Westport to be transferred over to them. • No decision or discussion has taken place on this issue as it has just been brought to our attention.

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	<ul style="list-style-type: none"> • Therefore a letter of response was issued by Terry Thibodeau-Coordinator Renewable Energy and Climate Change on behalf of the Municipality of Digby. • It was suggested that perhaps the land could be leased rather than transferred over to them.
In-Camera	<p>Moved and seconded that the meeting move in camera.</p> <p style="text-align: right;">MOTION CARRIED</p> <p>Regular session resumed.</p> <p>Moved and seconded that the Municipality of the District of Digby recommend to Council to amend the original letter of intent sent to Southwest Eco Energy to state that the Municipality agrees to pay a tipping fee of \$ 80.00 per tonne of organic material instead to \$ 70.00.</p> <p style="text-align: right;">MOTION CARRIED</p>
Next Meeting	Dec 5th, 2011 at 6:00 pm is the date for the next scheduled meeting.
Adjournment	Moved and Seconded that the meeting adjourn at 7:50pm.
Minute Certification	<p>_____</p> <p>Warden</p> <p>_____</p> <p>Chief Administrative Officer</p>