

**1. CALL TO ORDER/ATTENDENCE****1.1 Roll Call/Regrets**

Warden Jimmy MacAlpine called the September 24, 2018 Council session of the Municipality of the District of Digby to Order at 6:00 pm. The meeting was held in the Municipal Council Chambers.

The following Councillors were present: Warden Jimmy MacAlpine, Deputy Warden Linda Gregory, Councillor Matthew Ross and Councillor George Manzer

Regrets: Councillor David Tudor

Staff present: Linda Fraser, Chief Administrative Officer, Jeff Sunderland, Deputy Chief Administrative Officer and Pat Stevens, Executive Assistant, who took the minutes of the meeting

**1.2 Pause to Seek Guidance**

Warden Jimmy MacAlpine welcomed everyone and asked that we pause to seek guidance for the meeting.

**1.3 Reading of Mission Statement**

Warden Jimmy MacAlpine thanked everyone for coming and read the Municipality's mission statement.

**2. ADMINISTRATIVE AND PROCEDURAL ISSUES****2.1 Approval of Agenda-Additions/Deletions**

**MOVED and seconded that the agenda for September 24, 2018 be approved as circulated.**

**MOTION CARRIED**

**2.2 Delegations/Presentations**

**MOVED and seconded that Dan Harvey come before Council to present the Port Readiness proposal.**

**MOTION CARRIED**

Mr. Harvey gave a follow up to his May presentation. The Digby Cruise Development Committee will meet again in October. Members of the committee now include representatives from the following organizations:

- Parks Canada
- President, Digby Area Board of Trade
- President, Annapolis District Board of Trade
- President, Digby Area Tourism Association
- Business Rep- Digby Downtown Businesses (Mike Bartlett)
- Clare Tourism Services (Larry Peach)
- Manager, Digby Harbour Port Association

There is a one and one-half day workshop, put on by a company called Aquila, who has 35 years' experience in the travel cruise industry, that has been recommended. Yarmouth utilized this program last year, and were successful in attracting multiple niche cruise line visits. Total cost of the workshop is \$10,000 plus HST. Tourism Nova Scotia will cover \$5,000. Requests for financial assistance will go to the Town of Digby, Clare, County of Annapolis, and Annapolis Royal. The request to the Municipality of Digby is \$2,000. It was recommended to request from Clare the same amount as Annapolis County at \$1,500.

**MOVED and seconded to approve funding for the Port Readiness proposal not to exceed \$2,000.**

**MOTION CARRIED**

**2.3 Approval of Minutes of July 23, 2018**

**MOVED and seconded that the minutes from Council of July 23, 2018 be approved as circulated.**

**MOTION CARRIED**

**2.4 Unfinished Business from Minutes of July 23, 2018**

- 1) None

**2.5 CAO Report**

a) Meeting Reminders

Deputy Warden Gregory will be away for the COTW meeting scheduled for October 9<sup>th</sup>.

At the By-Law & Policy meeting on October 1<sup>st</sup> Glen Bannon, Kings Transit will present at 4 pm and Department of Justice will present at 5:15 pm.

b) Action Items from Previous Meetings

c) Update on Capital Projects 2018-2019

The new Public Works vehicle has been awarded but has not arrived yet. Deputy CAO Sunderland gave a report on the Haines Lake Property Development.

d) Financial Report

i) Payables

**MOVED and seconded that the list of payables for July 2018 in the amount of \$1,034,342.51 and August in the amount of \$368,258.78 be approved.**

**MOTION CARRIED**

ii) Income and Expense Report

**MOVED and seconded that the Income & Expense report for July and August 2018 be approved.**

**MOTION CARRIED**

**3. STRATEGIC PRIORITIES ITEMS/UPDATE**

3.1 The update on the Strategic Priorities Work Plan was circulated in the package. No questions.

Tourism Initiatives – Warden MacAlpine advised there has been a visit from people of China, to Annapolis, but he was not invited to meet with them. He is hoping to meet with the next visitors from China.

**4. STANDING COMMITTEE ITEMS**

4.1 By-Law & Policy

**MOVED and seconded to approve a \$5,000 addition to the Capital Budget.**

**MOTION CARRIED**

4.2 COTW

**MOVED and seconded to recommend to Council the first reading of an amendment to Schedule A of the Tax Exemption By-law # 2000-02 to add the following properties to Schedule A: Assessment Account # 10592781 and # 10592798 for the Weymouth Falls Community Centre.**

**MOTION CARRIED**

**5. BUSINESS ITEMS**

5.1 UNSM Resolution on Extended Producer Responsibility

Deputy Warden Gregory attended a resolution meeting September 24<sup>th</sup> at the Old Orchard Inn. It is hoped that Councils will support the resolution which will be voted on at NSFM conference in the fall.

5.2 Kings Transit Deficit

**MOVED and seconded to pay Kings Transit \$58,652 for the operating deficit for the 2017/2018 fiscal year.**

**MOTION CARRIED**

The CAO informed Council that this expenditure is an unbudgeted item.

5.3 Waste Check – C&D sites

Staff is to advise Waste check that Municipal Council is in agreement with the feedback as presented regarding the proposed new regulations for C&D sites.

**6. INFORMATION ITEMS**6.1 Correspondence

There was no correspondence received this month.

6.2 General Information Items

There was no general information received this month.

6.3 Advisory Committees Minutes/Reportsa) Joint RCMP Advisory Board

June minutes were circulated.

6.4 Other Council Committees6.5 Joint Intermunicipal Committees Minutes/Reportsa) Digby Area Recreation Commission

A report on a Federal Housing Program, July minutes, Recreation Director, Facility Manager and Active Living Coordinator reports were circulated. In response to a question Deputy Warden Gregory indicated that DARC had utilized the Haines Lake property for the kayak camps over the summer.

b) Kings Transit Authority

June and July minutes, July General Manager, Ridership, Revenue, Finance and Yearly Comparison reports were circulated.

c) Waste Check

June minutes and June, July and August Waste Check Connections were circulated.

d) WREN

A media release was circulated. Still waiting for information on an internet proposal.

6.6 Outside Boards/Committees Minutes/Reportsa) Digby Area Tourism Association

July and August minutes were circulated.

b) Southwest Biosphere Society

August report, OECM September report, June minutes and a Striking Balance email were circulated.

In November Deputy Warden Gregory is going to British Columbia with the Southwest Biosphere Society. They are covering most of the costs – airfare capped at \$700, maybe some meals. The remaining costs are to be deferred to the Municipality.

**MOVED and seconded the approval of up to \$500 towards the cost of Deputy Warden Gregory's trip to British Columbia.**

**MOTION CARRIED**

Deputy Warden Gregory did not vote on this motion.

#### 6.7 Councillor District Activity Report

Councillor Tudor was unavailable to give an update to Council on various district functions he attended.

Councillor Manzer gave an update to Council on various district functions he attended such as the supper for the doctors at the Pines Hotel and has been dealing with various phone calls.

Councillor Ross gave an update to Council on various district functions he attended such as volunteering with Wharf Rat Rally driving the shuttle bus and the supper for the doctors at the Pines Hotel.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such as the Fundy Rose meeting, the NHL'ers 4 Kids, benefits for Tracy Cormier, Betty Villeneuve and Donna Flaherty, a Kings Transit meeting in the Town of Digby regarding the new bus shelter, Digby Scallop days, the Coastal Protection meeting, a Development NS meeting in Yarmouth, Hauler Appreciation day, lighthouse ceremony in Tiverton, Wharf Rat Rally, Labor day event at DFD, WREN conference, Police board conference, Fisherman Memorial ceremony, Maritime morning, the doctor recruitment job fair at the Pines Hotel and a resolution meeting.

Warden MacAlpine gave an update to Council on the various district functions he attended such as the doctor recruitment job fair at the Pines Hotel, met with Dr. Don Curtis, the new doctor in Weymouth, participated in telephone calls every two weeks regarding primary health care on the Islands, attended a meeting in Bear River regarding the health clinic, the plaque unveiling at Boars Head Lighthouse in Tiverton, the Wardens reception at the Annapolis Basin Conference Centre for the FCM Board meeting, and attended an information meeting in Smiths Cove with citizens trying to put a hospice in the area.

### 7. IN CAMERA ITEMS

#### 7.1 Personnel Issue

**MOVED and seconded that Council go in camera for a Personnel Issue at 7:01 PM.**

**MOTION CARRIED**

Regular session resumed.

**MOVED and Seconded that Vincent Giles be appointed, for a two-year term, on the Planning Advisory Committee.**

**MOTION CARRIED**

**MOVED and Seconded that Douglas Woodman be appointed, for a two-year term, on the Digby Town and Municipal Housing Corp Committee (Tideview Terrace).**

**MOTION CARRIED**

### 8. ADJOURNMENT

**MOVED and seconded that the meeting adjourn at 7:03 PM.**

**MOTION CARRIED**

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Warden Jimmy MacAlpine

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Linda Fraser, CAO/Clerk