

## 1. CALL TO ORDER/ATTENDANCE

### 1.1 Roll Call/Regrets

Warden MacAlpine called the August 13, 2018 Committee of the Whole session of the Municipality of the District of Digby to Order at 5:00 pm. The meeting was held in the Municipal Council Chambers.

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

Regrets: Councillor Matthew Ross

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

### 1.2 Pause to Seek Guidance

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

## 2. ADMINISTRATIVE AND PROCEDURAL ISSUES

### 2.1 Approval of Agenda-Additions/Deletions

**MOVED and seconded that the agenda for August 13, 2018 be approved as circulated.  
MOTION CARRIED**

### 2.2 Delegations/Presentations

- a) Rick Wallace – Freeport Community Development Association  
Mr. Wallace did not arrive for his scheduled presentation at 5 pm.

### 2.3 Approval of Minutes of June 11, 2018

**MOVED and seconded that the minutes of June 11, 2018 be approved as circulated.  
MOTION CARRIED**

### 2.4 Unfinished Business from Minutes of June 11, 2018

- a) None

### 2.5 CAO Report

#### a) Meeting Reminders

The Warden highlighted the meeting dates/reminders.

He reminded Council that there is a TIR meeting scheduled for September 17<sup>th</sup> prior to the By-Law & Policy meeting.

#### b) Update on Capital Projects 2017-2018

An update on the status of capital projects was included in the CAO report.

The CAO advised that the CAO's had a meeting last week with Eastlink. Three areas were identified where Eastlink may partner: Danvers/Southville (130 homes), Weymouth Falls (129 homes) and Hillgrove (58 homes.)

c) Department Reports

The following department reports were included in the CAO report.

- i) Building Inspection
- ii) Deputy Chief Administrative Officer
- iii) Airport/Dispatch
- iv) Dog Control Activity and Financial
- v) Coordinator Program Development & Heritage
- vi) Manager of Corporate Service
- vii) Renewable Energy & Climate Change Coordinator
- viii) Trails and Open Spaces Coordinator
- ix) Economic Development

**3. DANGEROUS AND UNSIGHTLY PREMISES – None**

**4. BUSINESS ITEMS**

4.1 EconoUs2018 invitation

The EconoUS2018 conference invitation is for September 24 – 26 in Moncton, New Brunswick. Warden MacAlpine will check on his availability to attend.

4.2 Brier Island Trail Society funding request

The Brier Island Trail Society funding request is for their first annual Lighthouse Walk/Run fundraiser.

**MOVED and seconded to approve a one-time grant of \$500 to the Brier Island Trail Society for the first annual Lighthouse Walk/Run fundraiser.**

**MOTION CARRIED**

4.3 Lunch for Biosphere meeting on September 17, 2018

The request to provide the lunch for the Biosphere meeting on September 17<sup>th</sup> is for \$200.

**MOVED and seconded to provide lunch for the Biosphere meeting on September 17<sup>th</sup> at the cost of up to \$200.**

**MOTION CARRIED**

4.4 Smoke Free Outdoor Grant

There is no policy in place for smoke free outdoor public areas. This will be a topic for a future By-law & Policy meeting.

**5. INFORMATION ITEMS**

5.1 Correspondence

Council discussed the correspondence received this month.

5.2 General Information Items

There was no general information received this month.

**6. IN CAMERA ITEMS**

6.1 Contractual Issue

**MOVED and seconded that the meeting go In Camera at 5:18 PM for a Contractual Issue.**

**MOTION CARRIED**

Regular session resumed.

**7. ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 5:45 PM.**

**MOTION CARRIED**

Presenters Rick Wallace and Katherine Feiel from the Freeport Community Development Association arrived just as the meeting adjourned.

Warden Jimmy MacAlpine reconvened the meeting at 5:48 pm.

**MOVED and seconded that Rick Wallace come before Council to present.**

**MOTION CARRIED**

Rick Wallace apologized for arriving late as they wrongly assumed the meeting started at 6:00 pm. Rick Wallace and Katherine Feiel presented an updated budget for the three projects they had previously applied for. They also presented a letter from the Village of Freeport who is providing financial support of \$4,500. \$1,000 is for Passages; \$1,500 is for Gallery 217; and \$2,000 is to go towards the repair of the foundation leak and replacement of the wheelchair accessibility ramp railing. With that help the funding applications have been revised. The budget for the Gallery 217 project is \$6,000 with the request to the Municipality of Digby of \$2,500. The budget for the equipment update for Passages is \$3,550 with the request of \$1,050, and Overcove Project at \$ 3,600 with the request of \$2,400.

In response to questions regarding the \$1,400 cost under It network & website, \$400 is for technical support and the \$1,000 is for website development and the hosting of the website.

Warden MacAlpine thanked them for their presentation and they left the meeting.

Council then had a discussion on the three projects and the revised funding requests.

**MOVED and seconded that the Municipality approve the following grants: Overcove Project - \$1,500, Passages - \$1,000 and Gallery 217 - \$2,000.**

**MOTION CARRIED**

**MOVED and seconded that the meeting adjourn at 6:25 PM.**

**MOTION CARRIED**

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**Warden Jimmy MacAlpine**

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**Linda Fraser, CAO/Clerk**