

1. CALL TO ORDER/ATTENDENCE

1.1 Roll Call/Regrets

Warden MacAlpine called the December 10, 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 Matthew Ross, Councillor George Manzer and Councillor David Tudor.

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 December 10, 2018 be approved as circulated.

MOTION CARRIED

2.2 Delegations/Presentations – Rob Hersey – Heritage Home Inventory Project

MOVED and seconded that Rob Hersey come before Council to give an update on the Heritage Home Inventory project.

MOTION CARRIED

Mr. Hersey gave an in-depth overview on the Heritage Home Inventory Project that Derek Thurber had just finished updating. The inventory contains 485 properties and each property will be proofed page by page before the website is officially launched. Mr. Hersey gave Council a view of the District of Digby Heritage Homes website. History is collected on the life of each property and each property is identified by the original owner. David Weatherby, a NSCC student, will be working on the project until March 2019. The website is to potentially go live on January 25th.

Warden MacAlpine thanked Mr. Hersey for the update on the Heritage Home Inventory Project.

2.3 Approval of Minutes of November 13, 2018

MOVED and seconded that the minutes of November 13, 2018 be approved as circulated.

MOTION CARRIED

2.4 Unfinished Business from Minutes of November 13, 2018

- a) Electric City/New France Society funding request
MOVED and seconded to move the Electric City/New France Society funding request to the 2019/2020 budget process.

MOTION CARRIED

2.5 CAO Report

- a) Meeting Reminders

The Warden highlighted the meeting dates/reminders.

- b) Update on Capital Projects 2017-2018

- c) Department Reports

The following department reports were included in the CAO report.

- i) Building Inspection

- ii) Deputy Chief Administrative Officer

- iii) Airport/Dispatch

Deputy CAO Sunderland advised that there has been no contact regarding the Town of Yarmouth Fire Department dispatches services.

- 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

Council discussed the Dangerous and Unsightly report that was circulated.

4. BUSINESS ITEMS

4.1 Canadian Student Leadership Association

MOVED and seconded to approve each student request from the Canadian Student Leadership Association of \$250, total of \$ 750 and for the monies to come out of the 2019/2020 budget with a letter to be sent to advise of the approval.

MOTION CARRIED

4.2 DATA / Boston Globe Travel Show

MOVED and seconded to approve the funding request of \$600 for DATA for the Boston Globe Travel show.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

Council discussed the correspondence received this month.
Warden MacAlpine passed on information from two letters he had received and asked that they be circulated to Council.

5.2 General Information Items

There was no general information received this month.

6. IN CAMERA ITEMS - None

7. ADJOURNMENT

MOVED and seconded that the meeting adjourn at 5:53 PM.

MOTION CARRIED

Warden Jimmy MacAlpine

Linda Fraser, CAO/Clerk