

Call to Order The Council meeting was called to order with Warden Gregory in the chair at 6:02 p.m.

Attendance

Councillors present:

- Linda Gregory, Warden
- Jimmy MacAlpine, Deputy Warden
- David Tudor, Councillor
- George Manzer, Councillor
- Maritza Adams, Councillor

Staff present:

- Linda Fraser, Chief Administrative Officer
- Jeff Sunderland, Deputy Chief Administrative Officer
- Pat Stevens, Executive Assistant

Regrets:

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Prayer

Warden Gregory welcomed everyone to the meeting and asked everyone to pause to seek guidance for the meeting. Warden Gregory thanked everyone for coming and read the Municipality's mission statement.

Agenda

MOVED and Seconded that the agenda be approved as amended with the addition of the SW African Heritage dinner under New Business and an additional Banking Resolution under New Business #4.

Motion Carried

Presentation

Minutes

November 25, 2013 - MOVED and Seconded that the minutes from Council of Council. November 25, 2013 be approved as circulated.

Motion Carried

**Business Arising
from Minutes/Old
Business**

#1

#2

Councillor Manzer

- No Old Business.

Councillor Adams

- No Old Business.

Councillor Tudor

- No Old Business.

Deputy Warden
MacAlpine

- No Old Business.

Warden Gregory

- No Old Business.

New Business

#1 Service NS & Municipal Relations Boundary Review Publication 2013

SNSMR requires that Council review the electoral boundaries every 8 years. The boundaries have to be looked at this year. The CAO suggests Council review the publication to become familiar with the process. A committee will be struck which will conduct public consultation. The final report has to be sent to the Utility and Review Board for their approval.

#2 Celebration for June 2014's 30th Anniversary of the Administration Building

Discussion ensued regarding hosting an open house to commemorate the 30th anniversary of the municipal building. It was suggested to have an afternoon open house on June 23rd as there would be a Council meeting that evening. Warden Gregory and Councillor Adams agreed to sit on a committee with Rob Hersey, Heritage and Program Coordinator.

MOVED and Seconded that the Municipality host an event in June in celebration of the 30th Anniversary of the Administration Building.

Motion Carried

#3 Western Regional Enterprise Network (WREN) Start Up Budget

MOVED and Seconded to approve the start up funding request from WREN for \$6,185.

Motion Carried

#4 Scotia Bank – Borrowing Resolution for Operating Loan - Borrowing Resolution for Scotia Bank Visa's - Banking Resolution to include the Manager of Corporate Services be added as signing authority

MOVED and Seconded that the Scotia Bank annual Borrowing Resolution be approved.

Motion Carried

MOVED and Seconded that the Scotia Bank annual Borrowing Resolution for the Corporate Visa be approved.

Motion Carried

MOVED and Seconded that the Banking Resolution adding the Manager of Corporate Services as signing authority be approved.

Motion Carried

#5 Acacia Valley Trail Society – funding request

Discussion ensued regarding the request for funding from the Acacia Valley Trail Society.

MOVED and Seconded that the funding request from the Acacia Valley Trail Society, for insurance, be approved, pending the development of the new bridge.

Motion Carried

#6 On-line Renewal of Licensing for Fishermen

Warden Gregory indicated that she has received many complaints regarding the on-line renewal of Licensing for Fishermen. The on-line renewal system is too difficult for some fishermen to use, and many do not have access to a computer or internet. Warden Gregory has spoken with MP Greg Kerr

about this matter and he has requested that complaints be directed to his office. It was suggested that since this issue will affect fishers across Canada it would be relevant to send a letter to the president of UNSM who is a member of the FCM Board.

MOVED and Seconded that a letter be sent to Minister Shea of Department of Fisheries and Oceans, carbon copying the letter to Greg Kerr, regarding the issues with the On-line Renewal of Licensing for Fishermen.

Motion Carried

MOVED and Seconded that a letter be sent to UNSM President Mayor David Corkum requesting the issues with the on-line renewal of licensing for fishermen to be brought to the attention of the FCM Board.

Motion Carried

#7 SW African Heritage dinner

It was decided that a table for eight be purchased and Council and Staff will utilize the available tickets.

MOVED and Seconded that a table for eight be purchased for the SW African Heritage dinner February 22nd at the cost of \$160.

Motion Carried

Council Strategic Priorities Agenda

#1 Primary Care Physician Office Space – Funding Request

MOVED and Seconded that the funding request for the Primary Care Physician Office Space for \$20,000 be approved.

Motion Carried

CAO Report:

The CAO report for January 27, 2014 was included in the meeting package and will be attached to the minutes.

Request for Decisions of Direction

- ❖ Designation under the *Fences and Detention of Stray Livestock Act*

MOVED and Seconded that the CAO recommendation that the Municipality of the District of Digby be designated under the *Fences and Detention of Stray Livestock Act* be approved.

Motion Carried

- ❖ Tax Write Off – Bay Ferries

MOVED and Seconded that the CAO recommendation to write off \$110,000 for outstanding taxes on the main terminal parcel at Bay Ferries be approved.

Motion Carried

Meeting Dates/Reminders

The Warden read the Meeting Dates/Reminders.

Meeting Action Items Update

Warden Gregory read the action items.

- Discussion ensued regarding the use of energy drinks as a mix in alcoholic drinks. One business owner has refused to remove energy drinks from the menu.

Capital & Special Project Update

Warden Gregory read the capital & special project items.

- The Conway Crosswalk item has moved forward. Waiting for location of sidewalk to be decided.
- Warden Gregory committed for Council to meet with MLA Gordon Wilson three times a year. This will take place during a Bylaw & Policy meeting.
- The generator has arrived.

Payables

MOVED and Seconded that the December 2013 payables in the amount of \$487,392.85 be approved.

Motion Carried

Financial Report

The financial report for December 2013 was presented to Council.

MOVED and Seconded that the financial report for December 2013 be accepted.

Motion Carried

Correspondence

There was a discussion on the correspondence that was received this month.

MOVED and Seconded that a letter be sent to MEDIC, requesting further information regarding the letter they received from the Province regarding the Dialysis Unit.

Motion carried

Council Committees

Committee of the Whole Recommendations

#1 Balancing Rock Trail Project – to pay up to the maximum amount of \$10,000

MOVED and Seconded that the funding request for the Balancing Rock Trail Project, up to the maximum amount of \$10,000, be approved, pending Provincial approval.

Motion carried

#2 Maple Nuts 4-H Club – to hire to do garden maintenance at the Maud Lewis site in 2014 at \$810 annually

MOVED and Seconded to hire the Maple Nuts 4-H Club to do garden maintenance at the Maud Lewis site in 2014 at \$810 annually.

Motion carried

**By-law & Policy
Recommendations**

#1 To approve the proposed changes in the Vacation Policy #5.001

MOVED and Seconded to approve the amendments to the Vacation Policy 5.001.

Motion carried

#2 To approve the recommendation regarding the Surplus Property List, 1 through 11, be approved to have these properties be advertised for tender with no minimum bid indicated

MOVED and Seconded to approve the recommendation regarding the Surplus Property List, 1 through 11, to have these properties be advertised for tender with no minimum bid indicated.

Motion carried

These will be advertised for tender after the March 2014 tax sale.

#3 To accept the proposal letter from Black & McDonald to do a Street Light Assessment of all Street Lights in the amount of \$6103 plus applicable taxes

MOVED and Seconded to accept the proposal letter from Black & McDonald to do a Street Light Assessment of all Street Lights indicated on the GPS map provided in the amount of \$6,013 plus applicable taxes.

Motion carried

#4 To approve the reclassification of the salary scale for the Coordinator of Programs effective April 1st, 2014

MOVED and Seconded to approve the reclassification of the salary scale for the Coordinator of Programs effective April 1st, 2014.

Motion carried

#5 To approve the compensation package entitling the CAO to six (6) weeks' vacation

MOVED and Seconded to approve the compensation package entitling the CAO to six (6) weeks' vacation.

Motion carried

Advisory Committees

Digby Source Water Protection Advisory Committee

September 2013 minutes were circulated. They are currently working on a management plan.

Heritage Advisory Committee

There has been no meeting since the last report.

Planning Advisory Committee

MOVED and Seconded to approve the First Reading of the amendments to the Conway Area Municipal Planning Strategy and Land Use By-Law.

Motion carried

MOVED and Seconded to schedule a public hearing for February 24th @ 6:00 pm for the purpose of receiving comments on the Conway Area Municipal Planning Strategy and Land Use By-Law.

Motion carried

RCMP Police
Advisory
Committee Board

October 2013 minutes and the RCMP report for October-December 2013 were circulated. The board's last meeting was January 14th. Plans are to have Council have public meetings in their districts in the Spring, with the RCMP in attendance to discuss any concerns the residents may have.

REMO Advisory
Committee

July 2013 minutes were circulated. Council indicated that REMO Coordinator Don LeBlanc is doing excellent job. They find the updates on any weather warnings very useful.

Western Region
Housing Authority

There has been no meeting since the last report.

**Regional / Joint
Committees**

Age Friendly
Community Planning
Committee

There is a meeting scheduled for February 13th.

Airport Working
Group

There has been no meeting since the last report. Looking to have a meeting within the next month, including Dan Harvey in the meeting.

Bay of Fundy Marine
Transportation
Association

An article on Bay Ferries Reigning Princess and a thank you from Bay Ferries were circulated. A letter was sent to Transport Canada expressing their concerns regarding the specs of the new ferry. The concern was regarding the size of the ferry and it was much smaller than the current ferry.

Digby and Area
Affordable and
Supportive Housing
Group

Last meeting was cancelled due to storm. Next meeting scheduled for February 5th.

Digby Annapolis
Development Corp

An update from September's meeting was included. DADC is having the former ADEDA building appraised by a certified commercial appraiser. There will be a meeting in two weeks to see where to go from there regarding the sale of the building.

Digby Area Learning
Association

October 2013 minutes, November 2013 board report and AGM minutes were circulated. No meeting in December. The next meeting is scheduled for Wednesday, January 29th.

Digby Area Tourism
Association

January 2014 minutes, a Digby Courier advert regarding the Indiegogo campaign and a letter of support for BoFEX were circulated. BoFEX is getting things lined up for fundraising.

Digby Area Recreation
Committee

October, November, December 2013 minutes, November, December 2013, January 2014 reports and January 2013 AGM minutes were circulated. A decision was made at the last

meeting to invite two youth (aged 15 to 29) (one each from the Town and Municipality) to join the DARC committee.

MOVED and Seconded to invite a youth (aged 15 to 29) to join the DARC committee.

Motion carried

Further discussion ensued regarding possibly restructuring the committee by having one Municipal Councillor instead of two on the committee.

Digby Development Agency (formerly Industrial Commission)	Eastlink is interested in erecting a communication tower in the Industrial Park just behind the Municipal Building.
Digby Harbour Port Association	Edward Chisholm has been hired as the new DHPA manager. The breakwater project is moving forward.
Digby Library Committee	There has been no meeting since the last report. There will be a meeting in the Spring.
Digby Municipal Fire Association	November 2013 minutes were circulated. At the meeting in January the Association changed the meeting night from the third Wednesday in the month to the first, allowing Councillor Manzer to attend.
Healthy Eating Committee	Met on January 17 th . The Committee is working on the draft for healthy eating which will be presented to Council in the Spring.
Highway 101 Task Force	There is a meeting scheduled for February 17 th .
Kings Transit Authority	October 2013 minutes & reports were circulated. The meeting last week was cancelled and rescheduled for this Wednesday. The new bus is to arrive in February.
Senior Safety Committee	September 2013 minutes were circulated. There is a meeting scheduled for February 5 th .
Shared Services Committee	December 2013 minutes were circulated. The January 22 nd meeting was postponed due to the storm.
Transport de Clare	October & November 2013 minutes were circulated. There has been no meeting since the last report.
Tideview Terrace	There has been no meeting since the last report. There is a meeting scheduled January 29 th .
Upper Clements Park	October & November 2013 minutes were circulated. The board is looking for another community board member.
Waste Check	The Enforcement reports for September/October 2013 & November/December 2013 and November 2013 minutes were circulated. The work on the new strategic plan is going forward.

Western Counties Regional Library September 2013 minutes were circulated. The Provincial appointed board member is not reoffering.

Weymouth Doctor Recruiting Committee There has been no meeting since the last report. A meeting will be scheduled for February/March.

Western Regional Enterprise Network There has been no meeting since the last report. There will be a meeting scheduled with the new board members soon.

**Council Activity
Reports/Other
Committees**

Councillor Manzer Councillor Manzer gave an oral presentation to Council outlining the various meetings he has attended during the past month.

Councillor Adams Councillor Adams gave an oral presentation to Council outlining the various meetings she has attended during the past month.

Councillor Tudor Councillor Tudor gave an oral presentation to Council outlining the various meetings he has attended during the past month.

Deputy Warden MacAlpine Deputy Warden MacAlpine gave an oral presentation to Council outlining the various meetings he has attended during the past month.

Warden Gregory Warden Gregory gave an oral presentation to Council outlining the various meetings she has attended during the past month.

Comments from the Gallery

Adjournment MOVED and Seconded that the meeting adjourn at 8:11 PM.

Motion Carried

WARDEN

CLERK