

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

Warden Jimmy MacAlpine called the January 28, 2019 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, Councillor David Tudor and Councillor George Manzer

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

1.3 Reading of Mission Statement

Warden 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 January 28, 2019 be approved as amended with the addition of Business item 5.5 Southwest African Heritage month dinner.

MOTION CARRIED

2.2 Delegations/Presentations**2.3 Approval of Minutes of November 26, 2018**

MOVED and seconded that the minutes from Council of November 26, 2018 be approved as circulated.

MOTION CARRIED

2.4 Unfinished Business from Minutes of November 26, 2018**2.5 CAO Report****a) Meeting Reminders**

Warden MacAlpine went over the meeting dates/reminders.

Deputy Warden Gregory will be unavailable to attend the March 18th By-Law & Policy meeting.

b) Action Items from Previous Meetings**c) Update on Capital Projects 2018-2019****d) Financial Report****i) Payables**

MOVED and seconded that the list of payables for November 2018 in the amount of \$412,659.13 and for December 2018 in the amount of \$437,729.45 be approved.

MOTION CARRIED

ii) Income and Expense Report

MOVED and seconded that the Income & Expense report for November and December 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.
CAO Fraser gave an update on the Strategic Priorities Work Plan.

4. STANDING COMMITTEE ITEMS**4.1 By-Law & Policy**

- 1) **MOVED and seconded to appoint Councillor Tudor to the Executive Committee.**
MOTION CARRIED
- 2) **MOVED and seconded to approve the PVSC Service Level Agreement.**
MOTION CARRIED
- 3) **MOVED and seconded to approve the updated HR Policies 1, 2, 5, 7, 8, and 9. HR Policy 3.004 is to be further reviewed.**
MOTION CARRIED
- 4) **MOVED and seconded to approve the Internet and Mobile Device Acceptable Use policy.**
MOTION CARRIED
- 5) **MOVED and seconded to approve the Provision of Work Apparel policy.**
MOTION CARRIED
- 6) **MOVED and seconded to approve Staff registering a booth in the Rural and Remote Medicine Course Conference.**
MOTION CARRIED
- 7) **MOVED and seconded to approve the acceptance of the letter of authority (LOA), for the trail bed, received from the Nova Scotia Lands and Forestry.**
MOTION CARRIED
- 8) **MOVED and seconded to proceed with negotiations with Compass Nova Scotia Co-operative Homes Ltd. on the purchase of the Barton School.**
MOTION CARRIED

After each recommendation was presented Warden MacAlpine gave an overview of the recommendation.

After recommendation #3 Deputy Warden Gregory advised that she did not agree with an employee returning all monies from jury duty, except mileage, over to the Municipality. Deputy CAO Sunderland will look into the costs reimbursed from jury duty and bring back to the February 4th By-Law & Policy meeting.

After recommendation #8 members of the St. Mary's Bay Community Centre Society spoke against Council proceeding with negotiations with Compass Nova Scotia Cooperative Homes Ltd on the purchase of the Barton School. Council discussed their decision and proceeded with the Motion on the floor.

4.2 COTW**5. BUSINESS ITEMS****5.1 Sidewalk extension in Mount Pleasant request**

Council discussed the request for a sidewalk extension in Mount Pleasant.

MOVED and seconded to send the Sidewalk Extension in Mount Pleasant request to the capital budget process.

MOTION CARRIED

5.2 Funding requests:

Digby Area Tourism Association, Southwest Nova Biosphere Society, Weymouth Amateur Athletic Association and Yarmouth Hospital Ladies Auxiliary.

MOVED and seconded to move the funding requests for the Digby Area Tourism Association, Southwest Nova Biosphere Society, Weymouth Amateur Athletic Association and Yarmouth Hospital Ladies Auxiliary to the budget process.

MOTION CARRIED

5.3 Fireworks Regulation

Council discussed fireworks regulations around farms. A letter is to be written to the Department of Agriculture inquiring if there any regulations regarding fireworks around farms.

5.4 Upper Clements Park Society letter of support

Council discussed the request from the Upper Clements Park Society for a letter to the Premier in support of their endeavor to obtain Provincial funding.

MOVED and seconded to send a letter to the Premier in support of the Upper Clements Park Society in their endeavor to obtain Provincial funding.

MOTION CARRIED

5.5 Southwest African Heritage month Dinner & Dance Gala

MOVED and seconded to purchase a table, for \$160, to the South African Heritage month Dinner & Dance Gala to be held February 23, 2019 at the Royal Canadian Legion, Digby.

MOTION CARRIED

6. INFORMATION ITEMS

6.1 Correspondence

Council discussed the correspondence received this month.

6.2 General Information Items

Council discussed the general information received this month.

6.3 Advisory Committees Minutes/Reports

a) Heritage Advisory

November 2018 minutes were circulated.

b) Joint RCMP Advisory Board

September 2018 minutes were circulated.

c) Western Regional Housing Authority

A report was circulated.

6.4 Other Council Committees

6.5 Joint Intermunicipal Committees Minutes/Reports

a) Digby Area Recreation Commission

January 2018 AGM minutes, November & December 2018 minutes, Recreation Director, Facility manager and Active Living December & January report were circulated.

b) Digby Municipal Fire Association

September and December 2018 minutes were circulated.

c) Kings Transit Authority

October 2018 minutes were circulated.

d) Senior Safety Committee

June and December 2018 minutes, November 2018 Foundation report and June & September 2018 Coordinator reports were circulated.

e) Tideview Terrace

November & December 2018 minutes were circulated.

f) Waste Check

The list of 2018 Mobius Awards winners, October 2018 minutes and meeting notes and October, November & December Waste Check Connections were circulated. Deputy Warden Gregory advised that if a community group wished to do a roadside cleanup they would be provided with gloves, vests and bags by Waste Check.

g) Western County Regional Library

October 2018 minutes were circulated. There is a meeting scheduled for January 29th in Yarmouth.

6.6 Outside Boards/Committees Minutes/Reports

a) Digby Area Tourism Association

November & December 2018 minutes, October 2018 Marketing Committee minutes were circulated.

b) Southwest Biosphere

An update and September 2018 minutes were circulated.

c) Upper Clements Park Society

November minutes were circulated.

6.7 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district functions he attended such as showing MLA Gordon Wilson and Honorable Zack Churchill around the Islands school, Ferry Approach project, Foodbank, Mental Health Issues, TIR calls and talking about SOAR.

Councillor Manzer gave an update to Council on various district functions he attended such as attending his regular meetings

Councillor Ross gave an update to Council on various district functions he attended such as Santa breakfast, Seniors day, breakfast at Barton Church and TIR calls.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such as Christmas parties, Digby Museum party, workshop in Truro, Senior get-together, Christmas fundraiser, Senior day for the last couple of months, helping people with lack of food/heat and TIR calls.

Warden MacAlpine gave an update to Council on the various district functions he attended such as Mental Health Act meeting, Renewable Energy and Staff Department of Energy meetings and met with the Premier.

7. IN CAMERA ITEMS

7.1 Personnel Issue

7.2 Personnel Issue

**MOVED and seconded that the meeting go In Camera at 7:20 PM for two Personnel Issues.
MOTION CARRIED**

Regular session resumed.

7.1 **MOVED and seconded that Alexander Elderkin be appointed, for a two-year term, on the Joint RCMP Advisory Board.**

MOTION CARRIED

7.2 **MOVED and seconded that Angela Thurber be appointed, for a two-year term, on the Audit Committee.**

MOTION CARRIED

8 ADJOURNMENT

MOVED and seconded that the meeting adjourn at 7:30 PM.

MOTION CARRIED

Warden Jimmy MacAlpine

Linda Fraser, CAO/Clerk