

## 1. CALL TO ORDER/ATTENDENCE

### 1.1 Roll Call/Regrets

Warden Jimmy MacAlpine called the February 25, 2019 Council session of the Municipality of the District of Digby to Order at 6:06 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 February 25, 2019 be approved with the addition of Business Item 5.4 Village of Freeport.**

**MOTION CARRIED**

### 2.2 Delegations/Presentations

### 2.3 Approval of Minutes of January 28, 2019

**MOVED and seconded that the minutes from Council of January 28, 2019 be approved as circulated.**

**MOTION CARRIED**

### 2.4 Unfinished Business from Minutes of January 28, 2019

#### 1) Court Attendance Jury Duty Policy

Deputy Warden Gregory disagrees with the Court Attendance Jury Duty Policy of the employee turning over all money received, to the Municipality, except travel expenses.

#### 2) Fireworks Regulations

CAO Fraser advised that the Department of Agriculture does not have regulations regarding fireworks and livestock.

Deputy Warden Gregory is concerned with having no regulations regarding fireworks and livestock.

**MOVED and seconded to send a copy of the letter received to the Minister of Agriculture.**

**MOTION CARRIED**

### 2.5 CAO Report

#### a) Meeting Reminders

Warden MacAlpine went over the meeting dates/reminders.

Deputy Warden Gregory advised that she will be away on March 25<sup>th</sup> and will arrive late to the Council meeting. The By-Law & Policy meeting on April 1<sup>st</sup> has been moved to 6 pm.

#### 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 January 2019 in the amount of \$661,391.49 be approved.**

**MOTION CARRIED**

ii) Income and Expense Report

**MOVED and seconded that the Income & Expense report for January 2019 be approved.**

**MOTION CARRIED**

**3. STRATEGIC PRIORITIES ITEMS/UPDATE**

3.1 The update on the Strategic Priorities Work Plan was circulated in the package.

**4. STANDING COMMITTEE ITEMS**

4.1 By-Law & Policy

1) **MOVED and seconded to approve the changes to the Low-Income Tax Exemption 2019-2020.**

**MOTION CARRIED**

2) **MOVED and seconded to approve the recommended new minimum bid on the left-over tender properties.**

**MOTION CARRIED**

**5. BUSINESS ITEMS**

5.1 Funding requests:

Digby Area Soccer Association, Society for Friends of Ferals, Weymouth Waterfront Development Committee

**MOVED and seconded to move the funding requests for the Digby Area Soccer Association, Society of Friends of Ferals and the Weymouth Waterfront Development Committee to the budget process.**

**MOTION CARRIED**

5.2 Marketing and Promotion Levy

**MOVED and seconded to approve moving forward with the recommended next steps and work with the Digby Area Tourism Association with consultation with the tourism operators with respect to a possible development of a Marketing and Promotion Levy.**

**MOTION CARRIED**

5.3 County of Annapolis – cost share request

**MOVED and seconded to move the County of Annapolis cost share request to a By-Law & Policy meeting for further discussion.**

**MOTION CARRIED**

5.4 Village of Freeport

Discussion ensued regarding the funding request and letter of support from the Village of Freeport.

**MOVED and seconded to send a letter of support of the Village of Freeport in the application for Provincial funding and if approved their \$3000 Municipal funding request will be forwarded to the budget process.**

**MOTION CARRIED**

**6. INFORMATION ITEMS**

6.1 Correspondence

Council discussed the correspondence received this month.

**MOVED and seconded to send a letter to the Minister of Energy to arrange a meeting with the Warden regarding the relocation of the Comfit.**

**MOTION CARRIED**

6.2 General Information Items

Council discussed the general information received this month.

6.3 Advisory Committees Minutes/Reports

6.4 Other Council Committees

6.5 Joint Intermunicipal Committees Minutes/Reports

a) Digby Area Recreation Commission

January 2019 minutes, Recreation Director, Facility manager and Active Living February reports were circulated. The Digby and Area recognition ceremony will be held at the Digby high school on April 10<sup>th</sup> at 6 pm. Representing the Town of Digby is Ronald Vantassell and the Municipality is Roger Outhouse.

b) Kings Transit Authority

The Kings Transit Authority riders' guide was circulated.

6.6 Outside Boards/Committees Minutes/Reports

a) Digby Area Tourism Authority

January 2019 minutes were circulated.

b) Digby Harbour Port Authority

November 2018 minutes and February 2019 Manager's report were circulated.

6.7 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district functions he attended such as helping supply the Islands food bank, dealt with tourism issues, attending flag day and dealt with housing issues.

Councillor Manzer gave an update to Council on various district functions he attended such as dealing with road concern calls, attending the Co-op Housing meeting and the Weymouth Waterfront Development meeting.

Councillor Ross gave an update to Council on various district functions he attended such as answering phone calls and emails.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such as a benefit for Bruce Longmire, Flag Day in Freeport, a conference where the Premier spoke, State of the Province conference in Halifax where she questioned them on cannabis, the roads and doctor shortage, the SW African NS Gala, the fire association meeting and calls regarding municipal roads.

Warden MacAlpine gave an update to Council on the various district functions he attended such as the SW African NS Gala, met with Carol Potter of the First Nations, and a library board funding meeting.

**7. IN CAMERA ITEMS**

7.1 Personnel Issue

7.2 Personnel Issue

7.3 Contractual Issue

7.4 Contractual Issue

**MOVED and seconded that the meeting go In Camera at 6:54 PM for two Personnel Issues and two Contractual Issues.**

**MOTION CARRIED**

Regular session resumed.

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

**MOTION CARRIED**

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

**MOTION CARRIED**

**7.3 MOVED and seconded to cover the hotel expense of Dr and Mrs. Curtis for attending the Rural Physician Conference in Halifax, and for covering the booth for recruitment purposes.**

**MOTION CARRIED**

**7.4 MOVED and seconded to cover hotel, travel, and food for Dr. Westby for attending the Rural Physician Conference in Halifax and for covering the booth for recruitment purposes.**

**MOTION CARRIED**

**8 ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 7:25 PM.**

**MOTION CARRIED**

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Warden Jimmy MacAlpine

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Linda Fraser, CAO/Clerk