

1. CALL TO ORDER/ATTENDENCE

1.1 Roll Call/Regrets

Warden Jimmy MacAlpine called the March 25, 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 March 25, 2019 be approved as amended with the addition of Heritage Advisory Committee under Advisory Committees Minutes/Reports and the deletion of Business Item 5.3 Ferry Fees.

MOTION CARRIED

2.2 Delegations/Presentations

None

2.3 Approval of Minutes of February 25, 2019

MOVED and seconded that the minutes from Council of February 25, 2019 be approved as circulated.

MOTION CARRIED

2.4 Unfinished Business from Minutes of February 25, 2019

None

2.5 CAO Report

a) Meeting Reminders

Warden MacAlpine went over the meeting dates/reminders.

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 February 2019 in the amount of \$354,404.12

MOTION CARRIED

ii) Income and Expense Report

MOVED and seconded that the Income & Expense report for February 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 recommendation to enter into an administrative services contract with Dr. Curtis.**

MOTION CARRIED

2) **MOVED and seconded to approve the recommendation to enter into an IT services contract from March 8, 2019 to March 31, 2020 with Norman Levesque.**

MOTION CARRIED

3) **MOVED and seconded to approve the recommendation to accept the new salary scales as presented.**

MOTION CARRIED

4.2 COTW

1) **MOVED and seconded to approve the recommendation to submit a booth in the Dalhousie Doctor Recruitment Job Fair in St. Andrews, New Brunswick and to ask the Town of Digby and Area Charitable Health Services Foundation if they are interested in cost sharing.**

MOTION CARRIED

5. BUSINESS ITEMS

5.1 Yarmouth Hospital Foundation

Council discussed the request from the Yarmouth Hospital Foundation to sponsor a table at the Foundation's 2019 Spring Gala. Council decided against sponsoring a table for \$1,200 and will look at providing support for their other fundraising events such as sponsoring a hole for the golf tournament.

5.2 Westport Community grant request

MOVED and seconded to refer the Village of Westport Community grant funding request, to cover the cost of recycling bins for the Island, to the budget process.

MOTION CARRIED

5.3 Digby Choral Federation

The Digby Choral Federation funding request is to be forwarded to the April 1st By-Law & Policy meeting.

5.4 Digby Area Health Service Charitable Foundation

MOVED and seconded to approve the purchase of a table for 8, at the cost of \$800, for the Digby Area Health Service Charitable Foundation Gala Dinner.

MOTION CARRIED

Invitations will be extended to Dr. & Mrs. Curtis, Dr. & Mrs. Westby and Dr. & Mrs. Black. Warden MacAlpine, Deputy Warden Gregory and Councillor Manzer will attend. Councillor Tudor will check on his availability.

5.5 Atlantic Mayors Congress membership 2019/20

MOVED and seconded to renew the \$750 annual membership fee for the Atlantic Mayors Congress.

MOTION CARRIED

6. INFORMATION ITEMS

6.1 Correspondence

Council discussed the correspondence received this month.

6.2 General Information Items

There was no general information received this month.

6.3 Advisory Committees Minutes/Reports

1) Heritage Advisory Committee

MOVED and seconded to accept the application to register the Riverside Baptist Church as a Municipal Heritage Property based on its: age (1873), architectural merits and importance the church has with regards to the early Baptist movement in the region and Weymouth community history.

MOTION CARRIED

MOVED and seconded to accept the request to build an addition to the former Capt. Anthony building as presented in the building plan by the owners.

MOTION CARRIED

2) REMO

October minutes were circulated.

6.4 Other Council Committees

6.5 Joint Intermunicipal Committees Minutes/Reports

1) Digby Area Recreation Commission

February 2019 minutes, Recreation Director, Facility manager and Active Living March reports were circulated.

2) Digby Municipal Fire Association

Firefighter statistics and December 2018 minutes were circulated.

3) Western Counties Regional Library

December 2018 minutes and the February 2019 report were circulated.

6.6 Outside Boards/Committees Minutes/Reports

1) Digby Area Tourism Authority

February 2019 marketing and board of directors' minutes were circulated.

2) Digby Harbour Port Authority

February 2019 minutes were circulated.

3) South West Biosphere Society

February Director's report and February 2019 minutes were circulated.

4) Upper Clements Park Society

January and February 2019 minutes were circulated.

6.7 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district functions he attended such as helping recently widowed people with different programs, working with the school on the Island, working with the food bank, the local church and ferry approaches.

Councillor Manzer gave an update to Council on various district functions he attended such as meeting with Erin Comeau at the Weymouth library and met with the Weymouth Waterfront Development. He is conducting a door to door survey in Weymouth North regarding possible sewer expansion.

Councillor Ross gave an update to Council on various district functions he attended such as dealing with emails and phone calls, issues with the cemetery in Barton and attended local fundraising breakfasts.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such as volunteering with group the Senior Masters at DARC, attended a meeting in Truro, a Saint Patrick's Day party, a couple of benefits, helped with Seniors day in February, dealt with road concerns and zoning concerns for commercial property.

Warden MacAlpine gave an update to Council on the various district functions he attended such as Frank Mackintosh's & Ben Prince's funerals, the Digby health care session, attended two meetings regarding getting the brochures done for the Society of Rural Physicians of Canada Conference – Halifax, April 4-6th, met with MLA Gordon Wilson, Mayor Ben Cleveland and Chief Carol Potter from the Bear River First Nations, met with Harold Alexander and Mike Gushue regarding biomass in the local area and attended the Senior Masters curling at DARC.

7. IN CAMERA ITEMS

7.1 Personnel Issue

**MOVED and seconded that the meeting go In Camera at 6:42 PM for a Personnel Issue.
MOTION CARRIED**

Regular session resumed.

7.1 **MOVED and seconded that Ian Ferguson be appointed, for a two-year term, to the Planning Advisory Committee.**

MOTION CARRIED

7 ADJOURNMENT

MOVED and seconded that the meeting adjourn at 6:46 PM.

MOTION CARRIED

Warden Jimmy MacAlpine

Linda Fraser, CAO/Clerk