

## 1. CALL TO ORDER/ATTENDENCE

### 1.1 Roll Call/Regrets

Warden Jimmy MacAlpine called the July 22, 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 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 July 22, 2019 be approved as amended with the addition of 5.9 Roundabout and 5.10 Property in Sandy Cove under Business Items.**

**MOTION CARRIED**

### 2.2 Delegations/Presentations

1) Gloria Banks & Aaron Kelly, Grant Thornton - Financial Statements

**MOVED and seconded that Gloria Banks & Aaron Kelly come before Council to present.**

**MOTION CARRIED**

Gloria Banks reviewed the Audited Financial Statements for the year ending March 31, 2019.

**MOVED and seconded that the Consolidated Financial Statements for the Municipality of the District of Digby, March 31, 2019 be approved as presented.**

**MOTION CARRIED**

2) Morgan Dunn – Youth Engagement Coordinator Position

**MOVED and seconded that Morgan Dunn come before Council to present.**

**MOTION CARRIED**

Morgan Dunn gave an in-depth overview of her presentation as the Youth Engagement Coordinator through Inspiring Communities Digby. She has been hired on for two years. Youth are identified as between the ages of 15 and 30. Out-migration of youth is a major problem in the Digby area and engaging youth early may help bring them back to the area after they complete their education.

She will be working on various stages including:

1. Building relationships, stakeholder engagement, and research;
2. Group discussions, development of leaders and mentors:-Pre-implementation;
3. Implementation of a program or project
4. Evaluation

She will regularly be checking in with municipal staff and will present her findings to Council. Councillors asked some questions pertaining to her position and expressed their appreciation for the very important work she will be doing with the youth.

Warden MacAlpine thanked Ms. Dunn for her presentation and wished her well in her endeavor of this project.

### 2.3 Approval of Minutes of June 24, 2019

**MOVED and seconded that the minutes from Council of June 24, 2019 be approved as circulated.**

**MOTION CARRIED**

### 2.4 Unfinished Business from Minutes of June 24, 2019

#### 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 2019-2020

Kings Transit is currently developing a tender for the purchase of our new transit bus as well as two others.

##### d) Financial Report

###### i) Payables

**MOVED and seconded that the list of payables for June 2019 in the amount of \$874,591.61 be approved.**

**MOTION CARRIED**

###### ii) Income and Expense Report

**MOVED and seconded that the Income and Expense Reports for April, May and June be approved as circulated.**

**MOTION CARRIED**

## 3. **STRATEGIC PRIORITIES ITEMS/UPDATE**

3.1 The update on the Strategic Priorities Work Plan was circulated in the package. The update included changes made at the July 15<sup>th</sup> By-law & Policy Committee meeting.

## 4. **STANDING COMMITTEE ITEMS**

### 4.1 By-Law & Policy

#### 1) Lease – recommendation that the CAO be authorized to sign the Bus Storage Lease

The Colwell's, who currently store the buses, are looking for an increase from \$500 to \$700 per month. As the budget has already been approved the CAO suggested to increase \$50 monthly, each year, thus reaching \$700 monthly in year five of the new contract.

**MOVED and seconded that the CAO continue with negotiations and be authorized to sign the Bus Storage Lease based on this discussion.**

**MOTION CARRIED**

## 5. **BUSINESS ITEMS**

### 5.1 Digby Area Board of Trade – signage on new highway

**MOVED and seconded to send a letter to Transportation and Infrastructure Renewal, cc the letter to Gordon Wilson, MLA, requesting that they look at installing adequate signage at both ends of the Highway 101 by-pass to identify the businesses and tourist attraction located within the by-passed section of Highway 1.**

**MOTION CARRIED**

### 5.2 Digby County Exhibition 2<sup>nd</sup> funding request

The CAO is to send a letter advising that the 2019-2020 grant money for the Digby County Exhibition has been dispersed and if they require more than was allotted for the

next fiscal year, they can fill out a grant application or present to Council the funding request.

5.3 Live Well Community Church funding request

The Live Well Community Church funding request was tabled until the next meeting to allow further information to be gathered. The CAO will check into possibly a reduction in property taxes as per the Tax Exemption By-law.

5.4 Property Tax Reduction due to Fire Damage

**MOVED and seconded to approve the tax reduction of \$833.03, due to fire damage, on the property at 43 Little River Rd, Little River AAN 04667204.**

**MOTION CARRIED**

5.5 Admiral Digby Museum 2<sup>nd</sup> funding request

**MOVED and seconded to approve the funding request from the Admiral Digby Museum for \$1,340.**

**MOTION CARRIED**

Warden MacAlpine advised Council of a fundraiser for the museum on August 3<sup>rd</sup> at 6:30 pm.

5.6 Resolution of Council – Digby Town & Municipal Housing Corporation – Tax Exemption Legislation

**Moved and seconded to approve the attached resolution for an amendment to the 1975 Act of the Digby Town & Municipal Housing Corporation Tax Exemption Legislation.**

**MOTION CARRIED**

5.7 4-H Nova Scotia funding request

Discussion ensued on the 4-H Nova Scotia funding request. Policy is to only support local youth groups.

5.8 Digby Railbed Trail tender recommendation

**MOVED and seconded to approve the recommendation to Council to award T&W Excavating with the contract for the Digby Railbed Trail tender at \$15,900.**

**MOTION CARRIED**

5.9 Roundabout

Deputy Warden Gregory was advised that at the discussion on the roundabout people were told by Tony Harvey from NS Transportation and Infrastructure Renewal that the Municipality of Digby did not want a sidewalk built at the roundabout. She wants this checked into.

5.9 Property at Sandy Cove

Trailers have been camping in the parking lot for the Sandy Cove beach for few days at a time. This is private land and up to the owner. Deputy Warden Gregory will find owner of land and check into this.

**6. INFORMATION ITEMS**

6.1 Correspondence

There was no correspondence received this month.

6.2 General Information Items

Council discussed the general information received this month.

6.3 Advisory Committees Minutes/Reports

1) Joint RCMP Advisory

April minutes were circulated.

#### 6.4 Other Council Committees

#### 6.5 Joint Intermunicipal Committees Minutes/Reports

1) Digby Area Recreation Commission

May minutes and Recreation Director, Facility manager and Active Living June and July reports were circulated. Recreation Director, Bob Powell has announced his retiring as of November 15, 2019.

2) Tideview Terrace

April minutes were circulated.

3) Waste Check

June meeting notes & AGM meeting notes and memo from NS Solid Waste Resource Management were circulated.

4) Western Counties Regional Library

February Board minutes were circulated.

5) WREN LOC

April minutes were circulated. Warden MacAlpine is the newly elected Chair.

#### 6.6 Outside Boards/Committees Minutes/Reports

1) Southwest Biosphere

Quarterly highlights were circulated.

#### 6.7 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district functions he attended such as handing out forms, cooking for a community dinner, attending a village meeting and writing letters for people.

Councillor Manzer gave an update to Council on various district functions he attended such as the marketing levy meeting at the Digby Fire hall and CERMAQ.

Councillor Ross gave an update to Council on various district functions he attended such as the Richard Ellis golf memorial, Canada Day celebrations in Weymouth and Digby and CERMAQ. He has also been dealing with road issues.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such as the Canada day cake cutting, a tea in Weymouth, the fly-in at the airport, the unveiling of the Rose Fortune plaque in Annapolis and TIR issues. Deputy Warden Gregory asked if a container could be placed in the kitchen to collect plastic bottle caps that will be recycled.

Warden MacAlpine gave an update to Council on the various district functions he attended such as the Canada day ceremony and the marketing levy.

### 7. IN CAMERA ITEMS

### 8. ADJOURNMENT

**MOVED and seconded that the meeting adjourn at 7:21 PM.**

**MOTION CARRIED**

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Warden Jimmy MacAlpine

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Linda Fraser, CAO/Clerk