

## 1. CALL TO ORDER/ATTENDENCE

### 1.1 Roll Call/Regrets

Warden Jimmy MacAlpine called the November 25, 2019 Council session of the Municipality of the District of Digby to order at 6:01 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 George Manzer and Councillor David Tudor

Staff present: Linda Fraser, Chief Administrative Officer, Jeff Sunderland, Deputy Chief Administrative Officer, Tyler Pulley, Manager of Municipal Services 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 November 25, 2019 be approved as amended with the addition of Business Item 5.2 Letter from Casie Melanson and 7.1 Personnel Issue.**

**MOTION CARRIED**

### 2.2 Delegations/Presentations

a) Martha Curtis, Weymouth Medical Centre

**MOVED and seconded that Martha Curtis come before Council to present.**

**MOTION CARRIED**

Mrs. Curtis gave an in-depth breakdown on why the Weymouth Clinic is closing. Issues included having to work fourteen-hour days seven days a week, the Nova Scotia Health Authority dictating hours to be worked and patients to be seen as well as multitudes of paperwork to be filled out and filed.

Mrs. Curtis is asking the Village of Weymouth and the Municipality of Digby to keep and maintain the Electronic Medical Record Database records so patients do not have to pay for copies of their records. The EMR fees are approximately \$350 monthly and she would like someone hired to go into the clinic two hours weekly to input medical information and deal with mail and emails.

Warden MacAlpine advised that the Municipality cannot offer operational costs but will look into the issues at hand for a solution.

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

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

**MOTION CARRIED**

### 2.4 Unfinished Business from Minutes of October 28, 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

d) Financial Report

i) Payables

**MOVED and seconded that the list of payables for October 2019 in the amount of \$893,070.40 be approved.**

**MOTION CARRIED**

ii) Income and Expense Report

**MOVED and seconded that the Income and Expense Report for October 2019 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.

**4. STANDING COMMITTEE ITEMS**

**4.1 By-Law & Policy**

1) AD-1000-07 Delegation and Meeting with Council

**MOVED and seconded the approval of the Delegation and Meeting with Council Policy AD-1000-07 with the amendment of 5.3 to not to exceed 20 minutes.**

**MOTION CARRIED**

2) AD-1000-08 Human Resource Policy

**MOVED and seconded the approval of the Human Resource Policy AD-1000-08.**

**MOTION CARRIED**

3) AD-1000-09 Street Light Policy

**MOVED and seconded the approval of the Street Light Policy AD-1000-09.**

**MOTION CARRIED**

4) COM-1500-01 Media Relations Policy

**MOVED and seconded the approval of the Media Relations Policy COM-1500-01.**

**MOTION CARRIED**

5) HER-3500-02 Heritage Property Owner Grant Policy

**MOVED and seconded the approval of the Heritage Property Owner Grant Policy HER-3500-02.**

**MOTION CARRIED**

6) Tax Exemption By-Law 2019-02 (new)

**MOVED and seconded the approval of the first reading of the Tax Exemption By-Law 2019-02.**

**MOTION CARRIED**

7) Funding for Digby Ground Search & Rescue to purchase a vehicle

**MOVED and seconded the approval that a loan to the Digby Ground Search & Rescue be approved in the amount of \$25,000, to purchase a vehicle for Search and Rescue. This is to be paid back over a four-year period through an annual capital grant.**

**MOTION CARRIED**

8) New Year's Levee

**MOVED and seconded the approval of a New Year's Levee at the Municipal building on January 1, 2020 from 2 – 4 pm.**

**MOTION CARRIED**

**5. BUSINESS ITEMS**

5.1 Bear River & Area Community Health Clinic funding request

Council discussed the funding request from the Bear River & Area Community Health Clinic.

**MOVED and seconded to approve funding to the Bear River & Area Community Health Clinic, in the amount of \$1500, to repair the crack in the foundation at the Clinic.**

**MOTION CARRIED**

**MOVED and seconded to send letter of thanks to Shirley Robar for her 25 years of service at the Bear River & Area Community Health Clinic.**

**MOTION CARRIED**

## 5.2 Letter from Casie Melanson

Councillor Tudor had received a letter from Casie Melanson regarding Salmon Cages and was wondering why the letter was not added to the package for the Council meeting.

Warden MacAlpine advised that neither he nor staff had received any correspondence from Mr. Melanson.

Deputy Warden Gregory advised that she had received a letter and it had been dealt with.

## 6. INFORMATION ITEMS

### 6.1 Correspondence

There was no correspondence received this month.

### 6.2 General Information Items

There was no general information received this month.

### 6.3 Advisory Committees Minutes/Reports

### 6.4 Other Council Committees

### 6.5 Joint Intermunicipal Committees Minutes/Reports

#### 1) Senior Safety

June minutes and October Coordinator report were circulated.

#### 2) Tideview Terrace

September minutes were circulated.

#### 3) Waste Check

November meeting notes and June, July August, September and October Waste Check Connections were circulated. ETR is still being looked into. There will be a joint Council meeting in the new year with the Waste Check director in attendance.

### 6.6 Outside Boards/Committees Minutes/Reports

#### 1) Digby Area Tourism Association

October minutes were circulated.

### 6.7 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district functions he attended such as connecting workers with potential employers, on CBC talking about the ferry, met three Village Commissions for the ferry approach project with Mr. Petrie from TIR, working on teeth plan to aid less fortunate with cost of teeth repair, Remembrance Day Service and dinner in Little River and aided an elderly citizen in obtaining wood.

Councillor Manzer gave an update to Council on various district functions he attended such as the NSFM conference in Halifax, the Volunteer Firefighter award banquet, Bob Powell's retirement gathering and the tree lighting at Sissiboo Landing.

Councillor Ross gave an update to Council on various district functions he attended such as the NSFM conference in Halifax, the Remembrance Day ceremony in Barton, the Volunteer Firefighter award banquet, Bob Powell's retirement gathering and has been dealing with mail delivery issues in his district.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such a Biosphere meeting for their AGM, CERMAC fisherman information session, the NSFM conference in Halifax, Remembrance Day service and dinner in Digby, the Volunteer Firefighter award banquet, Bob Powell's retirement gathering, went to the RCMP headquarters and training facility in Halifax with the Joint RCMP board members, Senior Day, met with constituents on various concerns and helped citizens with filling out heating rebate forms.

Warden MacAlpine gave an update to Council on the various district functions he attended such as going to Halifax to meet with the Premier, Mayor Cleveland and Annapolis Mayor and Warden in regards to the viability of Upper Clements Park, the NSFM conference in Halifax, Remembrance Day services in Bear River and Smiths Cove, met with JACABA, the Volunteer Firefighter award banquet, Bob Powell's retirement gathering, a session on climate change impact and supper with TIR at Cornwallis Park.

**7. IN CAMERA ITEMS**

7.1 Personnel Issue

**MOVED and seconded to have a five-minute recess, at 7:40 pm, before going In Camera for a Personnel Issue.**

**MOTION CARRIED**

Regular session resumed.

**8. ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 8:45 pm.**

**MOTION CARRIED**

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Warden Jimmy MacAlpine

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Linda Fraser, CAO/Clerk