

1. CALL TO ORDER/ATTENDENCE

1.1 Roll Call/Regrets

Warden Jimmy MacAlpine called the April 27, 2020 Council session of the Municipality of the District of Digby to order at 5:00 pm. The meeting was held via zoom.

The following Councillors were present: Warden Jimmy MacAlpine, Deputy Warden Linda Gregory, Councillor Matthew Ross, Councillor George Manzer and Councillor David Tudor

Staff present: Jeff Sunderland, Chief Administrative Officer, Tyler Pulley, Manager of Municipal Services, Cora Lee Ross, Manager of Corporate 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. He asked for a moment of silence and prayers for the victims of the shooting in Colchester County.

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 April 27, 2020 be approved as presented.

MOTION CARRIED

2.2 Delegations/Presentations

None

2.3 Approval of Minutes of February 24, 2020

MOVED and seconded that the minutes from Council of February 24, 2020 be approved as circulated.

MOTION CARRIED

2.4 Unfinished Business from Minutes of February 24, 2020

None

2.5 CAO Report

a) Meeting Reminders

Warden MacAlpine went over the meeting dates/reminders.

b) Action Items from Previous Meetings

All action items have been dealt with.

c) Update on Capital Projects 2019-2020

d) Financial Report

i) Payables

MOVED and seconded that the list of payables for January 2020 in the amount of \$801,778.44, February 2020 in the amount of \$397,415.68 and March 2020 in the amount of \$611,173.24 be approved.

MOTION CARRIED

ii) Income and Expense Report

MOVED and seconded that the Income and Expense Report for February and March 2020 be approved as circulated.

MOTION CARRIED

e) Spending Motion

MOVED and seconded that Council approve one-quarter of the Operating Budget from the 2019/20 fiscal year in the amount of \$2,309,753 for the purpose of providing spending authority and business continuity for the first quarter of the current fiscal year beginning April 1, 2020 and until a full Operating Budget is presented and approved by Council.

MOTION CARRIED

3. STANDING COMMITTEE ITEMS

3.1 By-Law & Policy

1) Equilibrium Engineering and PACE

CAO Sunderland advised that due to COVID-19 we have decided to stay with our current PACE program provider and will have discussions with Equilibrium in the fall.

2) Aim Network Cohort Program

MOVED and seconded to join the Aim Network Cohort program at the amount of \$7,500.

MOTION CARRIED

3) Community Liaison Committee

MOVED and seconded to have the Deputy Warden sit on the Community Liaison Committee as a non-voting member.

MOTION CARRIED

4) Funds from the Spar Project

MOVED and seconded to allow funds from the Spar Project to be used for the two burial sites at the former Alms House gravesites.

MOTION CARRIED

5) New salary scales

MOVED and seconded the approval of the new salary scales as presented.

MOTION CARRIED

6) IT Services Contract

MOVED and seconded to approve the IT Services Contract with Norman Levesque.

MOTION CARRIED

7) Interest on Overdue Accounts

Warden MacAlpine asked that Council hold off on the decision to stop charging interest on overdue tax bills as of March 31, 2020 until October 31, 2020. There is another meeting with NSFM/AMA on Tuesday so Council will meet again on Wednesday or Thursday to make the final decision as to when to send the tax bills out. If the selection is one bill in September the charging of interest may extend beyond October 31, 2020.

8) Kings Transit Bus 58

MOVED and seconded to approve the recommendation from Kings Transit to spend an estimated amount of \$33,979.95 from the Kings Transit capital reserve to repair the engine on Bus 58.

MOTION CARRIED

9) Youth Grant Policy FIN-2500-05

MOVED and seconded to approve the changes to the Youth Grant Policy FIN-2500-05.

MOTION CARRIED

4. BUSINESS ITEMS

4.1 Nova Scotia Communities in Bloom

Council discussed the request from Nova Scotia Communities in Bloom.

MOVED and seconded not to participate in the Nova Scotia Communities in Bloom program.

MOTION CARRIED

4.2 DARC Budget

Warden MacAlpine declared a conflict of interest and left the meeting.
Deputy Warden Gregory took over as chair.

MOVED and seconded to approve the DARC budget with municipal funding of \$301,995.50 with any surplus funds in 2020/2021 to be put into the capital reserve at DARC.

MOTION CARRIED

Warden MacAlpine returned to the meeting.

4.3 Kings Transit Budget

MOVED and seconded to approve the Kings Transit Budget of \$263,275.

MOTION CARRIED

4.4 Foster for Cats

MOVED and seconded to approve the funding request of Foster for Cats for \$7800 annually.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

There was discussion on the correspondence received this month.

5.2 General Information Items

There was no general information received this month.

5.3 Advisory Committees Minutes/Reports

5.4 Other Council Committees

5.5 Joint Intermunicipal Committees Minutes/Reports

1) DARC

January 2020 minutes and February reports were circulated.

2) WREN

The WREN CEO Q3 report was circulated. Warden MacAlpine will be attending a WREN Liaison and Oversight Committee meeting in May.

3) Waste Check

A Waste Check response letter was circulated.

5.6 Outside Boards/Committees Minutes/Reports

1) DATA

January and March 2020 minutes were circulated.

2) South West Biosphere Society

A striking balance update was circulated.

3) UCPS

December 2019 minutes were circulated.

5.7 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district functions he attended such as helping the elderly, talking with Dept of Housing, calls regarding taxes, was asked to sit on the board of Local Development Agency and aided the Foodbank.

Councillor Manzer gave an update to Council on various district functions he attended such as dealing with calls regarding taxes.

Councillor Ross gave an update to Council on various district functions he attended such as dealing with calls/texts regarding taxes, internet and COVID-19.

Deputy Warden Gregory gave an update to Council on the various district functions she attended such as dealing with calls regarding taxes and postal addresses.

Warden MacAlpine gave an update to Council on the various district functions he attended such as working with Dawn Thomas on the Senior Safety program who has received a second \$10,000 from the Province. They now have a COVID hotline (308-3300) for elderly seniors to call for information.

6. IN CAMERA ITEMS

MOVED and seconded to go In Camera for a Personnel Issue and three Contractual Issues at 5:50 PM.

MOTION CARRIED

Council discussed all of the In-Camera items.

Council resumed the regular meeting at 6:37 PM.

6.1 Personnel Issue

MOVED and seconded that Keith Comeau be appointed, for a two-year term, on the Senior Safety Committee.

MOTION CARRIED

6.2 Contractual Issue

MOVED and seconded to provide Bell with \$33,475 to connect 103 civic addresses in the Southville area.

MOTION CARRIED

MOVED and seconded for the CAO to enter in negotiations with Bell to provide Fibre to the homes of approximately 29 civic addresses on the Ridge Road for approximately \$12,000.

MOTION CARRIED

6.3 Contractual Issue

MOVED and seconded to send a \$500 gift card of appreciation to Joel Arsenault.

MOVED CARRIED

7. ADJOURNMENT

MOVED and seconded that the meeting adjourn at 6:40 PM.

MOTION CARRIED

Warden MacAlpine

Jeff Sunderland, CAO