

1. CALL TO ORDER/ATTENDENCE**1.1 Roll Call/Regrets**

Warden Linda Gregory called the November 23, 2020 Council session of the Municipality of the District of Digby to order at 5:00 pm. The meeting was held in the Municipal Chambers.

The following Councillors were present: Warden Linda Gregory, Deputy Warden Matthew Ross, Councillor George Manzer and Councillor Angela Thurber.

Staff present: Jeff Sunderland, Chief Administrative Officer, Tyler Pulley, Manager of Municipal Services, Cora Lee Ross, Manager of Corporate Services, Miranda Pyne, Tax Clerk and Pat Stevens, Executive Assistant, who took the minutes of the meeting.

Regrets: Councillor David Tudor

1.2 Pause to Seek Guidance

Warden Gregory welcomed everyone and asked that they pause to seek guidance for the meeting.

1.3 Reading of Mission Statement

Warden Gregory 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 23, 2020 be approved as presented.

MOTION CARRIED

2.2 Delegations/Presentations - none**2.3 Approval of Minutes of September 28, 2020 and Special Council Minutes of November 2, 2020**

MOVED and seconded that the minutes from September 28, 2020 and Special Council meeting on November 2, 2020 be approved as circulated.

MOTION CARRIED

2.4 Unfinished Business from Minutes of September 28, 2020 - none**2.5 CAO Report****a) Meeting Reminders**

Warden Gregory went over the meeting dates/reminders. All future meetings are scheduled to be in person.

b) Action Items from Previous Meetings**c) Update on Capital Projects 2020-2021**

The CAO advised that the Lift Station Electrical Cabinet Replacement has been completed.

d) Financial Report**i) Payables**

MOVED and seconded that the payables for September 2020 in the amount of \$446,743.96 be approved.

MOTION CARRIED

MOVED and seconded that the payables for October 2020 in the amount of \$448,958.86 be approved.

MOTION CARRIED

ii) Income and Expense Report

MOVED and seconded that the Income and Expense Report from September and October 2020 be approved.

MOTION CARRIED

3. STANDING COMMITTEE ITEMS

3.1 By-Law & Policy

a) PAC Representative Recommendation

MOVED and seconded that Keith Weagle be appointed for a two-year term on the Planning Advisory Committee.

MOTION CARRIED

4. BUSINESS ITEMS

4.1 Digby Area Skating Club funding request

Council has concerns as the funding request had no budget, financials nor set amount of monetary request attached. The CAO will forward the concerns of Council with a response deadline of the December 14th COTW meeting.

4.2 Village of Westport – sewer system

The CAO is to arrange to meet with the Village Commissioners of Westport in January or February 2021 at a By-Law & Policy meeting.

4.3 Digby & Area Health Board – High Speed Internet Accessibility and Affordability

Council discussed the request from the Digby & Area Health Board. The CAO will respond to the Digby & Area Health Board with an update.

4.4 Christmas in Digby – funding request

Discussion ensued regarding the funding request from the Christmas in Digby Committee.

MOVED and seconded to approve the \$500 funding request from the Christmas in Digby Committee.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

There was no correspondence received this month.

5.2 General Information Items

There was discussion on the general information received this month.

5.3 Advisory Committees Minutes/Reports

5.4 Other Council Committees

5.5 Joint Intermunicipal Committees Minutes/Reports

a) DARC

July minutes, Rec Director, Facility Manager & Active Living Coordinator September reports were circulated.

b) Digby Municipal Fire Services

October minutes were circulated.

c) Tideview Terrace

July minutes and September AGM minutes were circulated.

d) Western Counties Regional Library

A September newsletter was circulated.

e) WREN

A Q1 CEO report was circulated.

5.6 Outside Boards/Committees Minutes/Reports

a) DATA

August & September minutes were circulated.

5.7 Councillor District Activity Report

Councillor Tudor was unavailable to give an update to Council on various district activities he attended.

Councillor Manzer gave an update to Council on various district activities he attended such as an Asset Management workshop, the Remembrance Day ceremony in Weymouth, dealt with telephone calls and road concerns.

Councillor Thurber gave an update to Council on various district activities she attended such as two Remembrance Day services, one in Bear River and the other in Smiths Cove, Municipal Council training online and has contacted committees she is sitting on.

Deputy Warden Ross gave an update to Council on various district activities he attended such as the Remembrance Day ceremony in Barton, a Digby East Fish and Game meeting, telephone calls and road and internet concerns.

Warden Gregory gave an update to Council on the various district activities she attended such as three meetings in Halifax where she met with the Department of Justice and the NDP leader, the Remembrance Day ceremony in Rossway and Seniors day at DARC.

6. IN CAMERA ITEMS

MOVED and seconded to go In Camera for Personnel and Contractual Issues at 5:39 PM.

MOTION CARRIED

Council discussed all of the In-Camera items.

Council resumed the regular meeting at 6:10 PM.

MOVED and seconded that Justin Oliver be appointed for a two-year term on the Digby Area Recreation Committee.

MOTION CARRIED

7. ADJOURNMENT

MOVED and seconded that the meeting adjourned at 6:12 PM.

MOTION CARRIED

Warden Gregory

Jeff Sunderland, CAO