

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

Warden Linda Gregory called the September 28, 2021 Council session of the Municipality of the District of Digby to order at 5:01 pm. The meeting was held in the Municipal Chambers.

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

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 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 September 28, 2021 be approved as circulated.**

**MOTION CARRIED**

**2.2 Delegations/Presentations – Charlotte Sabean – literacy (arrived at 5:30 pm)**

**MOVED and seconded that Charlotte Sabean come before Council to present.**

**MOTION CARRIED**

Mrs. Sabean gave an in-depth overview on the literacy issues with grades primary to 12. She is looking to create a literacy committee to start right away on the literacy issues. She is looking for support for the kids and the community by having Council go into the schools and supporting the teachers and reading to the kids. Warden Gregory advised that no decisions will be made tonight and thanked Mrs. Sabean for presenting.

**2.3 Approval of Minutes of July 27, 2021**

**MOVED and seconded that the minutes from July 27, 2021 be approved as circulated.**

**MOTION CARRIED**

**2.4 Unfinished Business from Minutes of July 27, 2021****2.5 CAO Report****a) Meeting Reminders**

Warden Gregory went over the meeting dates/reminders.

**b) Action Items from Previous Meetings**

All action items have been addressed to date.

**c) Update on Capital Projects 2021-2022**

The Warden reviewed the updates on the Capital Projects 2021-2022.

**d) Financial Report****i) Payables**

**MOVED and seconded that the payables for July 2021 in the amount of \$730,063.53 and August 2021 in the amount of \$1,402,537.63 be approved.**

**MOTION CARRIED**

ii) Income & Expense Report June

**MOVED and seconded that the Income & Expense Report for July and August 2021 be approved.**

**MOTION CARRIED**

**3. STANDING COMMITTEE ITEMS**

**By-Law & Policy Recommendations**

1) Holiday Policy

**MOVED and seconded to approve the Holiday Policy with the addition of the September 30<sup>th</sup> National Day for Truth and Reconciliation Statutory holiday.**

**MOTION CARRIED**

2) Tax Collection Policy

**MOVED and seconded to approve the Tax Collection Policy with the final bill due date changed to October 1<sup>st</sup>.**

**MOTION CARRIED**

3) Youth Grant Policy

**MOVED and seconded to approve the Youth Grant Policy with the inclusion of Clause 4.13 "Starting March 31, 2022, and annually on every March 31st thereafter, any funds remaining in the budget as set out in Clause 3.1 shall be transferred to the Digby Area Recreation Commission Active Digby funding program".**

**MOTION CARRIED**

4) Sewer By-Law 2007-01 and 2007-02

**MOVED and seconded to approve the definitions in Sewer By-Law No. 2007-01 and No. 2007-02.**

**MOTION CARRIED**

5) Accessibility Committee

**MOVED and seconded to approve the change to the committee structure of the Accessibility Committee.**

**MOTION CARRIED**

6) Breaking Waves Festival

**MOVED and seconded to approve the funding request for \$2,500 from the Breaking Waves Festival.**

**MOTION CARRIED**

Councillor Thurber refrained from voting due to a conflict of interest.

7) Fundy Hospice

**MOVED and seconded to approve the funding request for \$2,000 from the Fundy Hospice.**

**MOTION CARRIED**

**Planning Advisory Committee Recommendations**

1) Vineyards in residential areas

**MOVED and seconded to send a letter to the Department of Agriculture voicing the concerns of Mr. Gates.**

**MOTION CARRIED**

**MOVED and seconded to refer the discussion of pesticides to By-Law & Policy.**

**MOTION CARRIED**

2) Subdivision By-Law Road requirements

**MOVED and seconded to send a letter to Mr. Simmonds to advise him that we will not be changing our subdivision by-law concerning private roads.**

**MOTION CARRIED**

3) Re-zoning request

**MOVED and seconded to send a letter to Mr. Balsler explaining the process for his request and asking for the rationale behind the zoning change request.**

**MOTION CARRIED**

**4. BUSINESS ITEMS**1. Town of Digby – housing

Discussion ensued regarding forming a South West Municipalities discussion group on Affordable Housing. The group would meet on a quarterly basis via zoom.

**Moved and seconded that Councillor Thurber be appointed as the Council member for the South West Municipalities discussion group.**

**MOTION CARRIED**

2. Doty Road Concerns

Council moved the Doty Road Concerns to the Transportation meeting on October 5<sup>th</sup>.

3. Message in a Bottle

Discussion ensued. Warden Gregory will send a letter to Kathrin Winkler regarding a "Message in a Bottle".

4. Accessibility Committee

**MOVED and seconded to approve the establishment of the Accessibility Advisory Committee and the Terms of Reference as presented.**

**MOTION CARRIED**

**MOVED and seconded to appoint Charlotte Sabeau as the community member of the Accessibility Advisory Committee.**

**MOTION CARRIED**

**MOVED and seconded to appoint David Tudor as the Council member of the Accessibility Advisory Committee.**

**MOTION CARRIED**

**5. INFORMATION ITEMS**5.1 Correspondence

There was discussion on the correspondence received this month.

Paul Lombard, Transport de Clare, will be invited to attend a meeting in March 2022.

5.2 Advisory Committees Minutes/Reportsa) Joint RCMP Advisory Committee

June minutes were circulated. CAO Sunderland updated Council on the response from Cpl. Mike MacAulay regarding Tim Hortons and McDonalds driveways in Conway.

5.3 Other Council Committees5.4 Joint Intermunicipal Committees Minutes/Reportsa) DARC

July and August minutes and the August and September Recreation Director, Facility Manager and Active Living Coordinator reports were circulated.

b) DDA

May minutes were circulated.

c) Kings Transit

A bus electrification proposal, June and July minutes, a letter from Transportation and Active Transit and four August updates and meeting notes and a note regarding the September 30<sup>th</sup> holiday were circulated.

d) Tideview Terrace

May minutes were circulated.

e) Waste Check

September meeting notes, June and July Regional Chairs Committee special meeting notes and update and Waste Check Connections for June, July and August were circulated.

f) Western Counties Regional Library

June minutes were circulated.

5.5 Outside Boards/Committees Minutes/Reportsa) DATA

August meeting notes were circulated.

b) South West Nova Biosphere Society

June minutes and AGM minutes were circulated.

5.6 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district activities he attended such as dealing with mental health issues, the federal election, the food bank, 20 calls during the big rain storm, complaints of drunk drivers, the session on strategic planning, referred people for the fundy dental project, found homes for two separate families, met with village commissioners and worked both elections.

Councillor Manzer gave an update to Council on various district activities he attended such as dealing with road concerns, flooded basements, the session on strategic planning and tree issues in Gilberts Cove.

Councillor Thurber gave an update to Council on various district activities she attended such as a Bear River business had issues with a tree, environmental issues, SHYFT anniversary last Saturday and working with the Bear River trail.

Deputy Warden Ross gave an update to Council on various district activities he attended such as the July 28<sup>th</sup> DARC meeting regarding the splash park, John Roop's 90<sup>th</sup> and Oliver Ross's 70<sup>th</sup> birthday parties, DEFAGA installed heat pumps, a fundraiser for the splash park, Digby Volunteer Awards on September 18 and garbage complaints.

Warden Gregory gave an update to Council on the various district activities she attended such as road concerns, flooding, a non-profit private tea, a Bear River east fundraiser, opening and closing of scallop days and lobster bash, coastal protection seminar via zoom, ground search and rescue banquet, pic taken with new bus, waste check meeting, RCMP to discuss some concerns and a regional chairs meeting at the discovery center in Halifax.

**6. IN CAMERA ITEMS**

## 6.1 Contractual Issue

## 6.2 Human Resources

**MOVED and seconded at 6:50 pm to go In Camera for Contractual and Human Resource Issues.**

**MOTION CARRIED**

Regular session resumed at 7:38 pm.

**MOVED and seconded that the Municipality of Digby sign the Power Purchase Agreement with Nova Scotia Power for a 20-year term.**

**MOTION CARRIED**

**7. ADJOURNMENT**

**MOVED and seconded that the meeting be adjourned at 7:40 pm.**

**MOTION CARRIED**

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**Warden Gregory**

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**Jeff Sunderland, CAO**