

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

Deputy Warden Matt Ross called the January 25, 2022 Council session of the Municipality of the District of Digby to order at 5:00 pm. The meeting was held in Municipal Chambers.

The following Councillors were present: 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.

Regrets: Warden Linda Gregory

1.2 Pause to Seek Guidance

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

1.3 Reading of Mission Statement

Deputy Warden Ross 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 January 25, 2022 be approved.

MOTION CARRIED

2.2 Delegations/Presentations – none**2.3 Approval of Minutes of November 23, 2021**

MOVED and seconded that the minutes from November 23, 2021 be approved.

MOTION CARRIED

2.4 Unfinished Business from Minutes of November 23, 2021 - none**2.5 CAO Report****a) Meeting Reminders**

Deputy Warden Ross 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 Deputy Warden reviewed the updates on the Capital Projects 2021-2022.

The CAO advised that the new Kings Transit bus is now in service and the Weymouth Library roof has been replaced.

d) Financial Report**i) Income & Expense Reports**

November and December Income & Expense reports were circulated.

3. STANDING COMMITTEE ITEMS**By-Law & Policy Recommendations****1) Strategic Plan**

MOVED and seconded to accept the updated strategic plan as presented.

MOTION CARRIED

2) Kings Transit & Valley Intermunicipal Service Agreement

MOVED and seconded to have staff continue negotiations with the opportunities that are happening with Kings Transit and the Valley Intermunicipal Service Agreement Project.

MOTION CARRIED

3) Marketing Levy By-Law

MOVED and seconded to approve the first reading of the Marketing and Promotions Levy By-Law.

MOTION CARRIED

4) Housing Coalition letter of support

MOVED and seconded to send a letter of support to the Digby Area Housing Coalition.

MOTION CARRIED

5) Annapolis Royal funding request

MOVED and seconded to send a letter wishing the Town of Annapolis Royal well in their endeavor and advise that the Municipality of Digby is not interested in participating.

MOTION CARRIED

COTW Recommendations

1) Property Tax Reduction due to fire damage

MOVED and seconded to approve the Property Tax Reduction of \$24.50; due to Fire Damage, on AAN #07021941 – owned by John A. and Nancy F. Morehouse – 8968 Highway 101, Brighton with the reduction effective October 1, 2021.

MOTION CARRIED

2) School funding for “Free Store” for students

MOVED and seconded to approve \$300 to be sent to each of the Saint Mary’s Bay Academy, Digby Regional High School and Islands Consolidated School for their “Free Store” for the students.

MOTION CARRIED

3) Municipal Owned Property

MOVED and seconded that the property issued PID 30330385 be kept as Municipal Owned Property.

MOTION CARRIED

4) Electric City letter of support

MOVED to send a letter of support to the Electric City in their application to the provincial Department of Communities, Culture, Tourism and Heritage for a grant from the Festival and Community Event Development Program for a new festival in our area of the province.

MOTION CARRIED

5) Kings Transit Study

MOVED and seconded to provide \$26,000 to participate in the Kings Transit transportation study.

MOTION CARRIED

6) Four Day Work Week

MOVED and seconded to approve the Expanded Service Hours and Four-Day Work Week Policy # 3.006.

MOTION CARRIED

4. BUSINESS ITEMS

1. Plympton Gilberts Cove Fire Department

MOVED and seconded to approve a loan of \$62,500 to the Plympton & Gilbert's Cove Fire Department to be paid back over the next five years.

MOTION CARRIED

2. Order of Canada

MOVED and seconded to send a congratulatory letter to Frederick A. Leighton, a Bear River/Smiths Cove resident, who has been appointed to the Order of Canada for his contributions to veterinary medicine as a pathologist and as an internationally renowned scholar specializing in wildlife disease.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

There was discussion on the correspondence received this month.

5.2 Advisory Committees Minutes/Reports

1) Heritage Advisory

July 2021 minutes and a recommendation to Council regarding the Bear River Lighthouse were circulated.

MOVED and seconded to file a Notice of Recommendation at the Registry of Deeds office, to register the Bear River Lighthouse as a Municipal Registered Heritage Property.

MOTION CARRIED

2) PAC

October 2021 minutes were circulated.

5.3 Other Council Committees

5.4 Joint Intermunicipal Committees Minutes/Reports

1) DARC

November and December 2021 minutes, January 2021 AGM minutes and the Recreation Director, Facility Manager and Active Living Manager December 2021 and January 2022 reports were circulated.

2) Digby Municipal Fire Association

October 2021 minutes were circulated.

3) Kings Transit

December 2021 minutes, Financial, Ridership & General Manager October & November 2021 reports were circulated.

4) Tideview Terrace

September and October 2021 minutes were circulated.

5) Waste Check

January 2022 meeting notes were circulated.

6) Western Counties Regional Library

September 2021 minutes and the December 2021 newsletter were circulated.

5.5 Outside Boards/Committees Minutes/Reports

1) DATA

December 2021 meeting notes were circulated.

2) Digby Harbour Port Association

November 2021 minutes were circulated.

5.6 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district activities such as dealing with power outage issues, food bank depletion issues and has been talking to doctors that may be interested in moving to the area.

Councillor Manzer gave an update to Council on various district activities such as highway/road issues, helped with Salvation Army applications and has met with MP Chris d'Entremont.

Councillor Thurber gave an update to Council on various district activities she attended such as zoom meeting with Waste Check, DATA, Digby Harbour Port Association, assisting with Trails & Look-off projects and stats for the Mental Health response teams.

Deputy Warden Ross gave an update to Council on various district activities he attended such as volunteering at Christmas Daddies and the Digby Elementary Breakfast for Santa, met with MP Chris d'Entremont, MLA Jill Balser, dealt with road, snow removal, internet and doctor recruitment issues. He also attended Digby East Fish & Game Association, Planning Advisory Committee, DARC and Senior Safety meetings and met with many concerned constituents.

Warden Gregory was unavailable to give an update to Council on various district activities she attended.

6. IN CAMERA ITEMS

7. ADJOURNMENT

MOVED and seconded that the meeting be adjourned at 5:34 pm.

MOTION CARRIED

Deputy Warden Ross

Jeff Sunderland, CAO