

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

Warden Gregory called the May 31, 2022 Council session of the Municipality of the District of Digby to order at 5:01 p.m. The meeting was held in 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. She asked that everyone keep the late Alfred Doucet, former building inspector, in mind while seeking guidance.

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 May 31, 2022 be approved as circulated.

MOTION CARRIED

2.2 Delegations/Presentations - none**2.3 Approval of Minutes of April 26, 2022**

MOVED and seconded that the minutes from April 26, 2022 be approved.

MOTION CARRIED

2.4 Unfinished Business from Minutes of April 26, 2022 - none**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) Income & Expense Reports**

The April Income & Expense report was unavailable.

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

MOVED and seconded to approve the first reading of the updated PACE By-Law 2016-01.

MOTION CARRIED

2) Occupation Health & Safety Policy

MOVED and seconded to approve the Occupational Health and Safety Policy HW-3000-04.

MOTION CARRIED

- 3) Digby & Area Housing Coalition letter of support
MOVED and seconded to approve sending a letter of support to the Digby & Area Housing Coalition Society in their endeavor to purchase the Siesta Motel for affordable housing.

MOTION CARRIED

COTW Recommendations

- 1) Digby & Area Health Service Charitable Foundation – Tee Box
MOVED and seconded to approve the purchase of a Tee Box, for \$125, in the 7th annual Richard Ellis Memorial Golf Tournament to be held on June 23, 2022.

MOTION CARRIED

4. BUSINESS ITEMS

1. Fire damage on AAN 04977939
MOVED and seconded to approve a Property Tax Reduction of \$1,481.94; due to Fire Damage (April 14, 2022) on AAN #04977939 – Mae Hill – 14 East Old Post Road, Smiths Cove with the reduction effective April 2022.

MOTION CARRIED

2. Fire damage on AAN 01908278
MOVED and seconded to approve a Property Tax Reduction of \$129.30; due to Fire Damage (January 3, 2022) on AAN #01908278 – Richard N. Morgan – 1097 Morganville Road, Morganville with the reduction effective April 2022

MOTION CARRIED

3. Fire damage on AAN 01773305
MOVED and seconded to approve a Property Tax Reduction of \$186.01; due to Fire Damage (April 28, 2022) on AAN #01773305 – William Graham – 6984 Highway 217, Lake Midway with the reduction effective April 28, 2022.

MOTION CARRIED

4. Fire damage on AAN 03631788
MOVED and seconded to approve a Property Tax Reduction of \$290.64; due to Fire Damage (May 13, 2022) on AAN #03631788 – Carolyn J. Perry – 3379 Highway 217, Tiverton with the reduction effective May 13, 2022.

MOTION CARRIED

5. Operation Budget
The Manager of Corporate Services gave an in-depth overview of the 2022-2023 Operating Budget.

MOVED and seconded to approve the 2022-2023 Operating Budget in the amount of \$10,295,878.

MOTION CARRIED

6. Tax Resolution 2022-2023
MOVED and seconded to approve the Tax Rate Resolution for 2022-2023.

MOTION CARRIED

7. Westport Fire Department loan
MOVED and seconded to approve a loan of \$50,000 to the Westport Fire Department to be paid back over the next ten years.

MOTION CARRIED

8. Second reading of the Dog Control By-Law
MOVED and seconded to approve the Final Reading of the Dog Control By-Law.

MOTION CARRIED

9. DATA letter – Levy
Discussion ensued regarding the letter received from DATA regarding the Accommodation Levy. The CAO has contacted MLA Jill Balsler regarding the shortfall of \$50,000 that DATA will have due to the postponement of the Accommodation Levy of January 1, 2023 to see if there are funding options.

10. Fire Inspections
MOVED and seconded to appoint both Daniel Gaudet and Ryan LeBlanc as Fire Inspectors for the Municipality of Digby.

MOTION CARRIED

MOVED and seconded to send a thank you letter to the Municipality of Clare for providing the Municipality of Digby employees to do fire inspections in these special circumstances.

MOTION CARRIED

11. Assessment Management Resolution
MOVED and seconded to pass a resolution stating: “Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities Municipal Asset Management Program for an Asset Management Inventory and Preliminary Capital Program.”

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

There was discussion on the correspondence received this month.

5.2 Advisory Committees Minutes/Reports

1) PAC Advisory

April minutes were circulated.

2) Heritage Advisory

A proposed motion was circulated.

MOVED and seconded that since there has been no objections submitted in registering the Weymouth North Library as a Municipal Heritage Property, I move to register the Weymouth North Library with the Land Registry as a Municipal Heritage Property.

MOTION CARRIED

5.3 Other Council Committees

5.4 Joint Intermunicipal Committees Minutes/Reports

1) DARC

March minutes and April 2022 Recreation Director, Facility Manager and Active Living Manager reports were circulated.

2) Kings Transit

March and April 2022 minutes, General Manager Fiscal End and Ridership and May reports were circulated.

3) Tideview Terrace

February 2022 minutes were circulated.

4) Waste Check

The Waste Check Regional report, May meeting notes and May AGM meeting notes were circulated.

5.5 Outside Boards/Committees Minutes/Reports

5.6 Councillor District Activity Report

Councillor Tudor gave an update to Council on various district activities such as housing issues, met with the Minister of Fisheries and MLA Jill Balsler, dealt with the volunteer situation on the Islands and joined Inspiring Communities.

Councillor Manzer gave an update to Council on various district activities such as attending the Tri County Women's open house and regular monthly meetings and dealt with dangerous and unsightly problems.

Councillor Thurber gave an update to Council on various district activities such as attending the Tri County Women's open house and the Aboriginal conference at the Pines.

Deputy Warden Ross gave an update to Council on various district activities such as the summit at the curling club, a conference at the South Shore, spoke at the new grand opening of Sobeyes, dealt with the transfer station, pace program and pot holes. He also extended congratulations to the 2022 grads.

Warden Gregory gave an update to Council on her various district activities such as the Spring Workshop, the Atlantic Recreation facility four-day conference and the Atlantic Mayors conference.

6. IN CAMERA ITEMS

- 1) Personnel Issue

MOVED and seconded to go In Camera at 5:48 p.m.

MOTION CARRIED

Regular session resumed at 5:49 p.m.

MOVED and seconded that Andrena Teed be appointed, for a two-year term, to the Western Regional Housing Authority.

MOTION CARRIED

7. ADJOURNMENT

MOVED and seconded that the meeting be adjourned at 5:50 p.m.

MOTION CARRIED

Warden Gregory

Jeff Sunderland, CAO