

## 1. CALL TO ORDER/ATTENDENCE

### 1.1 Roll Call/Regrets

Warden Gregory called the January 24, 2023 Council session of the Municipality of the District of Digby to order at 4:58 pm. The meeting was held in Municipal Chambers.

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

Staff present: Jeff Sunderland, Chief Administrative Officer, Cora Lee Ross, Manager of Corporate Services and Pat Stevens, Executive Assistant, who took the minutes of the meeting.

Regrets: Tyler Pulley, Manager of Municipal Services

### 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 January 24, 2023 be approved as amended with the removal of 2.2 Delegation/Presentations Trish McCourt.**

**MOTION CARRIED**

### 2.2 Delegations/Presentations

#### 2.2.1 Trish McCourt, Tri County Women's Centre

The presenter was unavailable to present due to illness.

### 2.3 Approval of Minutes of November 22, 2022

**MOVED and seconded that the minutes from November 22, 2022 be approved as circulated.**

**MOTION CARRIED**

### 2.4 Unfinished Business from Minutes of November 22, 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 2022-2023

The Warden reviewed the updates on the Capital Projects 2022-2023.

The CAO advised that the new truck for the building department is pending delivery.

#### d) Financial Report

##### i) Income & Expense Reports

The November and December Income & Expense reports were circulated.

## 3. STANDING COMMITTEE ITEMS

### By-Law & Policy Recommendations

#### 1) High School free store programs

**MOVED and seconded to approve \$400 each for the Digby, Weymouth and Islands high schools for the free store program.**

**MOTION CARRIED**

2) FCM Sustainable Community conference

**MOVED and seconded to approve up to \$5,500 for the FCM Sustainable Communities Conference in February 2023 in Ottawa, Ontario and to check into partnering with ACOA for funding.**

**MOTION CARRIED**

3) Purchase & Sale Agreement extension dates for Compass

**MOVED and seconded to amend the Purchase and Sale Agreement Extension dates, for Compass, to align with the anticipated timeline of completion for this project as indicated: Construction commencement – July 2023 and construction completion – September 2024.**

**MOTION CARRIED**

4) Elementary School free store programs

**MOVED and seconded to send \$400 to each of the Digby Elementary and Weymouth Consolidated schools and \$200 to the Digby Neck Consolidated school for their “free stores”.**

**MOTION CARRIED**

5) Community Navigator committee

**MOVED and seconded to send a letter to the community navigator committee advising that the Municipality declines to have a Councillor sit on the committee and that the request will be revisited in one year.**

**MOTION CARRIED**

6) Doctor funding request

**MOVED and seconded to approve \$1,500 funding for Dr. Borsato.**

**MOTION CARRIED**

7) Donation to Digby General Hospital Auxiliary and Fundy Hospice

**MOVED and seconded to send a \$50 donation to each of the Digby General Hospital Auxiliary and the Fundy Hospice.**

**MOTION CARRIED**

**COTW Recommendations**

1) Municipal Coastline

**MOVED and seconded to go from six down to four issues, annually of the Municipal Coastline.**

**MOTION CARRIED**

2) Fidelis House

**MOVED and seconded to approve \$2,000 funding for the Fidelis House.**

**MOTION CARRIED**

3) Boundary Review application

**MOVED and seconded that the Municipality of the District of Digby make an application to the Nova Scotia Utility and Review Board confirming the number of Councillors at five and proposing changes to the polling district boundaries as presented.**

**MOTION CARRIED**

4) WREN Intermunicipal agreement

**MOVED and seconded to approve the Western Regional Enterprise Network (WREN) intermunicipal Agreement - Quorum requirement for the Liaison and Oversight Committee (LOC) of 50% + 1.**

**MOTION CARRIED**

5) Sunset Drive, Smiths Cove

**MOVED and seconded to send letters to the Minister of Transportation and MLA Jill Balser regarding Council's concerns about the Sunset Drive level crossing from Smiths Cove to Lansdowne.**

**MOTION CARRIED**

6) Terms of Reference Marketing Levy Advisory Committee

**MOVED and seconded to approve the terms of reference for the Marketing Levy advisory committee.**

**MOTION CARRIED**

7) Splash Park application

**MOVED and seconded to write a letter in support of the Splash Park's Recreation Facility Development (RFD) application.**

**MOTION CARRIED**

**4. BUSINESS ITEMS**

4.1 Rescind Library motion

**MOVED and seconded to rescind the motion made at the November 2022 Council meeting to purchase the novel Joe Howe's Ghost for the Digby, Weymouth and Westport libraries.**

**MOTION CARRIED**

The CAO was given direction to suggest, to the libraries in the Municipality, that the novel Joe Howe's Ghost be provided to them by the Municipality.

4.2 Fire Inspector

**MOVED and seconded to appoint Chris Thibodeau as Fire Inspector for the Municipality of Digby.**

**MOTION CARRIED**

**5. INFORMATION ITEMS**

5.1 Correspondence

There was no correspondence received this month.

5.2 Advisory Committees Minutes/Reports

1) PAC

October November 2022 minutes were circulated.

5.3 Other Council Committees

5.4 Joint Intermunicipal Committees Minutes/Reports

1) Senior Safety

September minutes and financials were circulated.

2) Waste Check

January 2023 meeting notes were circulated.

3) Western Counties Regional Library

The December 2022 newsletter, September 2022 minutes and November Executive Director report 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 helping to fill out medical forms for residents, monthly meeting with health professionals and working on obtaining a grant for programs from Community Health in Yarmouth.

Councillor Manzer gave an update to Council on various district activities such as attending the Festival of Trees in Weymouth (the total cost for his entry was \$40), the Municipal Christmas party at the Pines, the Tideview Terrace luncheon, the Municipal New Year levy and had received phone calls for senior rebate assistance.

Councillor Thurber gave an update to Council on various district activities such as attending several zoom meetings, dealt with food bank issues and attended the Municipal New Year levy.

Deputy Warden Ross gave an update to Council on various district activities such as attending the Pine's first Christmas opening, the Municipal Christmas party, a meeting with the Health Minister, the DARC Christmas dinner, served at the pancake breakfast with Santa, met with the Municipality of Clare MLA and MLA Jill Balser regarding health care issues.

Warden Gregory gave an update to Council on her various district activities such as attending the Festival of Trees in Weymouth, the open house at Nova Scotia Works, the Municipal Christmas party, two teas, the regional chairs meeting in Halifax, the Diamond Jubilee Medal, the Municipal New Year levy, online meetings in January and dealt with road concerns.

## 6. IN CAMERA ITEMS

### 6.1 Personnel Issue

**MOVED and seconded to go In Camera at 5:33 pm for a Personnel Issue.**

**MOTION CARRIED**

Regular session resumed at 5:52 pm.

**MOVED and seconded to approve the hiring plan for the Executive Secretary.**

**MOTION CARRIED**

**MOVED and seconded to appoint Holly Meuse for the citizen representative on DARC.**

**MOTION CARRIED**

## 7. ADJOURNMENT

**MOVED and seconded that the meeting be adjourned at 5:53 pm.**

**MOTION CARRIED**

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Warden Gregory

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Jeff Sunderland, CAO