

## 1. CALL TO ORDER/ATTENDENCE

### 1.1 Roll Call/Regrets

Warden Gregory called the February 28, 2023 Council session of the Municipality of the District of Digby to order at 5:01 pm. The meeting was held in Municipal Chambers.

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

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: Councillor Angela Thurber

### 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 February 28, 2023 be approved as circulated.**

**MOTION CARRIED**

### 2.2 Delegations/Presentations - none

### 2.3 Approval of Minutes of January 24, 2023

**MOVED and seconded that the minutes from January 24, 2023 be approved as amended with corrections made to the Councillor reports.**

**MOTION CARRIED**

### 2.4 Unfinished Business from Minutes of January 24, 2023 - 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.

#### d) Financial Report

##### i) Income & Expense Reports

The January Income & Expense report was circulated.

## 3. STANDING COMMITTEE ITEMS

### By-Law & Policy Recommendations

#### 1) Building By-Law 2023-01

**MOVED and seconded to adopt the Building By-Law 2023-01 as presented.**

**MOTION CARRIED**

#### 2) Strategic Plan

**MOVED and seconded to approve of the updated Strategic Plan as presented.**

**MOTION CARRIED**

- 3) Office Renovations  
**MOVED and seconded to move forward with the architects on the tender for the Office Renovations as presented.**

**MOTION CARRIED**

- 4) Hiring Plan Public Works Laborer  
**MOVED and seconded to approve the Hiring Plan for the Public Works Laborer as presented.**

**MOTION CARRIED**

**COTW Recommendations**

- 1) Assessment report  
**MOVED and seconded to accept the Assessment report as presented.**

**MOTION CARRIED**

- 2) Surplus property – Rossway  
**MOVED and seconded to have staff advise the Department of Public Works that the Municipality of Digby is interested in acquiring PID 30168033 that is situated near Rossway.**

**MOTION CARRIED**

- 3) Southwest African Heritage Dinner  
**MOVED and seconded to purchase a table of ten for the Southwest African Heritage Month Dinner & Dance Gala at the cost of \$300.**

**MOTION CARRIED**

- 4) Brier Island Coastal Trail letter of support  
**MOVED and seconded to write a letter for the Brier Island Coastal Trail in support of their application for funding from the Nova Scotia Department of Communities, Culture, Tourism and Heritage.**

**MOTION CARRIED**

- 5) Marketing Levy Committee appointment  
**MOVED and seconded to appoint Warden Gregory as the Municipal representative on the Marketing Levy Advisory Committee.**

**MOTION CARRIED**

- 6) Yarmouth Ferry  
**MOVED and seconded to send a letter to Derek Harvey, Director of Policy and Legislation with the Department of Public Works, with feedback regarding the Yarmouth Ferry.**

**MOTION CARRIED**

- 7) Bear River & Area Community Health Clinic funding request  
**MOVED and seconded to approve \$5,000 funding for the Bear River & Area Community Health Clinic.**

**MOTION CARRIED**

- 8) DAASH letter of support  
**MOVED and seconded to send a letter of support of DAASH on their mission to obtain funding from the provincial Community Housing Growth Fund.**

**MOTION CARRIED**

**4. BUSINESS ITEMS**

4.1 Tax reduction request due to Fire Damage

**MOVED to approve a Property Tax Reduction of \$126.85; due to Fire Damage (December 12, 2022) on AAN #00997714 – Paula Cromwell – 7344 Highway 340, Weymouth with the reduction effective December 12, 2022.**

**MOTION CARRIED**

4.2 Electric City letter

**MOVED and seconded that a tax exemption be granted to 4668 Highway 1, Weymouth, the former Weymouth Historical Society building, that the Electric City/La Nouvelle France Society recently purchased.**

**MOTION CARRIED**

4.3 School funding/free stores

Discussion ensued regarding further funding the free stores in the Elementary and High Schools in Digby County.

**MOVED and seconded to send \$500 to the Weymouth Consolidated, Digby Elementary, Digby Regional High, Islands Consolidated and St. Mary's Bay Academy Schools and \$250 to Digby Neck Consolidated School for their free stores.**

**MOTION CARRIED**

The CAO will check into rolling the excess community grant money forward to the new fiscal year.

4.4 February 4<sup>th</sup> power outages - discussion

The CAO gave an update on the issues with the February 4<sup>th</sup> power outages. Discussion ensued.

**MOVED and seconded to send a letter to the CEO of Nova Scotia Power and the Premier of Nova Scotia with Council's concerns regarding the recent power outages.**

**MOTION CARRIED**

**5. INFORMATION ITEMS**

5.1 Correspondence

There was discussion on the correspondence received this month.

5.2 Advisory Committees Minutes/Reports

- 1) Joint RCMP  
September minutes were circulated.
- 2) PAC  
January 2023 minutes were circulated.
- 3) REMO Advisory  
November 2022 minutes were circulated.

5.3 Other Council Committees

5.4 Joint Intermunicipal Committees Minutes/Reports

- 1) DARC  
January 2022 AGM and November 2022 regular minutes, January 2023 Recreation Director, Facility Manager and Active Living Coordinator reports were circulated.
- 2) Waste Check  
February 2023 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 dealing with foodbank issues and assisting with the proposal to keep the coastguard in Westport.

Councillor Manzer gave an update to Council on various district activities such as dealing with phone calls, someone was at Sissiboo landing selling blankets and quilts, which was well attended and the African Heritage gala.

Councillor Thurber was unavailable to give an update to Council on various district activities.

Deputy Warden Ross gave an update to Council on various district activities such as the NSFM conference at the Weston in Halifax, the Robbie Burns dinner, met with a potential doctor for the area, met with MLA Jill Balser regarding the next step to complete Highway 101 and dealt with road concerns.

Warden Gregory gave an update to Council on her various district activities such as Code of Conduct, African Heritage month opening and Gala, FCM conference with Councillor Tudor, met with MLA Jill Balser and met with several residents over various concerns.

## 6. IN CAMERA ITEMS

### 6.1 Personnel Issue

**MOVED and seconded to go In Camera at 5:49 pm for Personnel and Legal Issues.**

**MOTION CARRIED**

Regular session resumed at 6:05 pm.

**MOVED and seconded to appoint James Allen Tidd as the citizen representative on the Planning Advisory Committee.**

**MOTION CARRIED**

**MOVED and seconded to amend year one of the capital plan for 2022/2023 to include the purchase of a piece property in the amount of \$3,000, which will be funded from the Trail Reserve.**

**MOTION CARRIED**

## 7. ADJOURNMENT

**MOVED and seconded that the meeting be adjourned at 6:06 pm.**

**MOTION CARRIED**

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Warden Gregory

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Jeff Sunderland, CAO