



**Council Minutes  
Council Chambers  
May 23, 2023**

- 1. IN ATTENDANCE:** Warden Linda Gregory, Deputy Warden Matthew Ross, Councillor Angela Thurber, and Councillor George Manzer.

**STAFF PRESENT:** Jeff Sunderland, Chief Administrative Officer, Tyler Pulley, Manager of Municipal Services, Cora Lee Ross, Manager of Corporate Services, Taylor Robinson, Executive Assistant who took the minutes of the meeting.

**REGRETS:** Councillor David Tudor

**CALL TO ORDER:** Warden Gregory called the May 23, 2023 Council meeting of the Municipality of the District of Digby to order at 5:00pm.

**PAUSE TO SEEK GUIDANCE:** Warden Gregory welcomed everyone and asked to pause to seek guidance.

**2. ADMINISTRATIVE AND PROCEDURAL ISSUES**

**2.1 Approval of Agenda-Additions/Deletions**

**MOTION #C2023-05-23-01**

**It was regularly moved and seconded that the agenda for May 23, 2023 be approved as presented.**

**MOTION CARRIED**

**2.2 Delegations/Presentations: None**

**2.3 Approval of Minutes of April 25, 2023**

**MOTION #C2023-05-23-02**

**It was regularly moved and seconded that the minutes from April 25, 2023 be approved as circulated.**

**MOTION CARRIED**

**2.4 Unfinished Business from Minutes of April 25, 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**

CAO Sunderland reviewed the updates on the Capital Projects 2022-2023.

**d) Financial Report**

**i) Income & Expense Reports**

The May Income & Expense report was circulated.

### 3. STANDING COMMITTEE ITEMS

#### By-Law & Policy Recommendations

- 1) Virtual Meeting Policy

**MOTION #C2023-05-23-03**

It was regularly moved and seconded that Council approve the revised Virtual Meeting Policy (Policy #LEG 4000-08) as presented.

**MOTION CARRIED**

- 2) Truck Tender Process

**MOTION #C2023-05-23-04**

It was regularly moved and seconded that Council direct staff to start the process of the Public Works Truck Tender.

**MOTION CARRIED**

#### COTW Recommendations

- 1) Letter to Premier Tim Houston and MLA Jill Balser

**MOTION #C2023-05-23-05**

It was regularly moved and seconded that Council direct staff to write a letter to Premier Tim Houston and include MLA Jill Balser to lobby NS Power for better infrastructure in Southwest Nova Scotia.

**MOTION CARRIED**

#### PAC Recommendations

- 1) 2nd Reading MPS Amendment/Public Participation Policy

**MOTION #C2023-05-23-06**

It was regularly moved and seconded that Council accepts the changes as presented to the Municipal Planning Strategy.

**MOTION CARRIED**

**MOTION #C2023-05-23-07**

It was regularly moved and seconded that Council accepts the changes as presented to Public Participation Policy #5000-02.

**MOTION CARRIED**

### 4. BUSINESS ITEMS

#### 4.1 Operating Budget

Cora Lee Ross, Manager of Corporate Services, reviewed the statement of estimates and provided Council with an in-depth overview of the draft 2023-2024 Operating Budget.

**MOTION #C2023-05-23-08**

It was regularly moved and seconded to approve the 2023-2024 Operating Budget in the amount of \$11,411,824.

**MOTION CARRIED**

#### 4.2 Tax Rate Resolution

**MOTION #C2023-05-23-09**

It was regularly moved and seconded to approve the Tax Rate Resolution for 2023-2024.

**MOTION CARRIED**

#### 4.3 Spring Into Summer

Council reviewed the details to register a booth for the Spring into Summer Expo at Digby Arena. It was agreed to explore the opportunity to share a booth with the Town of Digby.

**MOTION #C2023-05-23-10**

**It was regularly moved and seconded that Council explore the opportunity to register a booth at the 2023 Spring into Summer Expo in partnership with the Town of Digby.**

**MOTION CARRIED**

4.4 Westport Recreation Auxiliary Request

Council reviewed the request from the Westport Recreation Auxiliary for financial support to develop a playground and park. Council discussed and agreed that they require further information from the organization.

**MOTION #C2023-05-23-11**

**It was regularly moved and seconded that Council will request additional information from Westport Recreation Auxiliary regarding their development plans for a playground and park.**

**MOTION CARRIED**

4.5 Wharf Rat Rally Request

Council discussed the request for community grant reconsideration from the Wharf Rat Rally Motorcycle Association and went over funding provided in previous years.

**MOTION #C2023-05-23-12**

**It was regularly moved and seconded that Council approve the request for additional funding in the amount of \$2,500.00 for the Wharf Rat Rally Motorcycle Association conditional upon the 2023 festival taking place.**

**MOTION CARRIED**

**5. INFORMATION ITEMS**

5.1 Correspondence

- 1) Minister of Natural Resources Letter  
Received and noted.
- 2) 12-Month Notice  
Received and noted.
- 3) David Boland Response  
Received and noted.
- 4) Poppy Balsler Painting

**MOTION #C2023-05-23-13**

**It was regularly moved and seconded that Council write a letter to Poppy Balsler to congratulate her on the achievement of having a painting displayed at Windsor Castle in King Charles III private collection of paintings.**

**MOTION CARRIED**

- 5) Citizenship Week  
Received and noted.

5.2 Advisory Committees Minutes/Reports

- 1) PAC Minutes of April 12, 2023  
The April 12, 2023 minutes were circulated.
- 2) PAC Minutes of May 10, 2023  
The May 10, 2023 minutes were circulated.

5.3 Other Council Committees: None

5.4 Joint Intermunicipal Committees Minutes/Reports

- 1) DARC Minutes & Staff Reports – May 2023  
The May 2023 minutes and staff reports were circulated.
- 2) Tideview Board Minutes – March 29, 2023  
The minutes of March 29, 2023 were circulated.

- 3) Waste Check AGM Meeting Notes – May 9, 2023  
The AGM meeting notes of May 9, 2023 were circulated.
- 4) Waste Check Authority Meeting Notes – May 9, 2023  
The meeting notes of May 9, 2023 were circulated.
- 5) Waste Check Regional Reports – May 2023  
The regional reports of May 2023 were circulated.
- 6) Digby Harbour Port Association Minutes & Reports – March 29, 2023  
The minutes & reports of March 29, 2023 were circulated.

5.5 Outside Boards/Committees Minutes/Reports: None

5.6 Councillor District Activity Report

**Councillor Manzer** gave an update to Council on various district activities such as attending the NSFM Spring Workshop at the Digby Pines, and volunteered at the Havelock Wesleyan Church during the Hassetts forest fire.

**Councillor Thurber** gave an update to Council on various district activities such as attending the Bear River Health Clinic AGM, the Digby Harbour Port Authority AGM, Atalanta Hospice Gala, the NSFM Spring Workshop, the annual update for Bear River Economic Development Society, a webinar for “donut” economics, a community meeting at Acaciaville Hall with Premier Houston and MLA Balser, the May 10<sup>th</sup> Planning Advisory Committee meeting (as a guest), and has had many calls regarding housing.

**Deputy Warden Ross** gave an update to Council on various district activities such as attending the NSFM Spring Workshop, the Nova Scotia Association of Police Governance meeting, and volunteered at the Digby East Fish & Game dance. Deputy Warden Ross also mentioned that he has organized a meeting with a potential doctor to speak with the Community Navigator, Nancy Whalley, has met with many constituents and local entrepreneurs to discuss plans and encouraged them to speak with a building inspector, and is planning a district meeting for June 28<sup>th</sup>. Deputy Warden Ross shared that he spent Mother’s Day with all the wonderful mothers in his life while celebrating his son’s graduation from Acadia University.

**Warden Gregory** gave an update to Council on her various district activities such as attending NSFM Spring Workshop, the Nova Scotia Association of Police Governance meeting and AGM, regional chair meetings, the grand opening of Balser’s Pharmachoice community primary care clinic, a community meeting at Acaciaville Hall with Premier Houston and MLA Balser, seniors’ day, the first Marketing and Promotion Levy Advisory Committee meeting, and has had many phone calls from constituents.

**6. IN CAMERA ITEMS:** None

**7. ADJOURNMENT**

**MOTION #C2023-05-23-14**

**It was regularly moved and seconded that the meeting be adjourned at 5:54pm.**

**MOTION CARRIED**

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Warden Gregory

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Jeff Sunderland, CAO