



**Council Minutes  
Council Chambers  
June 27, 2023**

1. **IN ATTENDANCE:** Warden Linda Gregory (via Zoom), Councillor Angela Thurber, 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, Taylor Robinson, Executive Assistant who took the minutes of the meeting.

**REGRETS:** Deputy Warden Matthew Ross

**CALL TO ORDER:** Warden Gregory called the June 27, 2023 Council meeting of the Municipality of the District of Digby to order at 4:59pm.

**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 #C2023-06-27-01**

**It was regularly moved and seconded that the agenda for June 27, 2023 be approved as presented.**

**MOTION CARRIED**

2.2 Delegations/Presentations:

Kathryn Brown, Bear River & Area Community Health Clinic

**MOTION #C2023-06-27-02**

**It was regularly moved and seconded that Kathryn Brown from Bear River & Area Community Health Clinic come before Council to present.**

**MOTION CARRIED**

Ms. Brown introduced herself and presented to Council the details of the programs and services that are currently available at the Bear River Community Health Clinic despite there not being a physician or nurse practitioner. Council thanked Ms. Brown for the presentation and admired the great work that Bear River & Area Community Health Clinic is doing for the community.

Bailey Ross, Policy Amendment Request

**MOTION #C2023-06-27-03**

**It was regularly moved and seconded that Bailey Ross come before Council to present.**

**MOTION CARRIED**

Mr. Ross introduced himself and requested a policy amendment to the Flag Policy #MP-4500-03 with the suggestion to create a Special Purpose Flagpole on the property of the Municipal Building that permits the flags of minority communities in the area to be recognized. Council thanked Mr. Ross for the presentation and agreed to review the policy.

**MOTION #C2023-06-27-04**

It was regularly moved and seconded that Council direct staff to review and modernize Flag Policy #MP-4500-03.

**MOTION CARRIED**

2.3 Approval of Minutes of May 23, 2023

**MOTION #C2023-06-27-05**

It was regularly moved and seconded that the minutes from May 23, 2023 be approved as circulated.

**MOTION CARRIED**

2.4 Unfinished Business from Minutes of May 23, 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) Melissa Comeau Funding Request

**MOTION #C2023-06-27-06**

It was regularly moved and seconded that Council deny Melissa Comeau's funding request of \$2000.00.

**1 OPPOSED  
MOTION CARRIED**

2) Digby Neck Collective Society Funding Request

**MOTION #C2023-06-27-07**

It was regularly moved and seconded that Council approve Digby Neck Collective Society's funding request in the amount of \$1000.00.

**MOTION CARRIED**

3) NS Therapeutic Recreation Association Sponsorship Request

**MOTION #C2023-06-27-08**

It was regularly moved and seconded that Council deny the NS Therapeutic Recreation Association sponsorship request in the amount of \$100.00.

**2 OPPOSED  
MOTION DEFEATED**

4) J-Class Road Agreement

**MOTION #C2023-06-27-09**

It was regularly moved and seconded that Warden Linda Gregory and CAO Jeff Sunderland be authorized to sign Cost Share Agreement No. 2023-009.

**MOTION CARRIED**

5) Pace for Wells

**MOTION #C2023-06-27-10**

It was regularly moved and seconded that Council direct staff to explore options for PACE funding for wells and septic systems.

**MOTION CARRIED**

- 6) Real Estate Due Diligence Letter

**MOTION #C2023-06-27-11**

**It was regularly moved and seconded that Council send a letter to MLA Jill Balsler outlining the development and building permit issues that new residents have been experiencing.**

**MOTION CARRIED**

- 7) Truck & Plow Tender

**MOTION #C2023-06-27-12**

**It was regularly moved and seconded that Council accept the bid from Belliveau Ford Ltd. for a Truck and Plow in the amount of \$81,887.63.**

**MOTION CARRIED**

**COTW Recommendations**

- 8) Capital Budget Approval

**MOTION #C2023-06-27-13**

**It was regularly moved and seconded that Council approve the 2023-24 5-Year Capital Budget as presented.**

**MOTION CARRIED**

**4. BUSINESS ITEMS**

**4.1 Bus Shelter**

Council reviewed the request to construct a bus shelter in front of Digby Area Learning Association and directed staff to explore the opportunity.

**MOTION #C2023-06-27-14**

**It was regularly moved and seconded that Council direct staff to review options for a safe serviceable space for a bus shelter located at Digby Area Learning Association.**

**MOTION CARRIED**

**4.2 Wharf Rat Rally Request**

Council reviewed the request from Wharf Rat Rally for reconsideration for the use of municipal property. Council discussed the history and liability with this matter and agreed to deny the request.

**MOTION #C2023-06-27-15**

**It was regularly moved and seconded that Council will write a letter to the Wharf Rat Rally Association to notify them that their request to use municipal property is denied.**

**MOTION CARRIED**

**5. INFORMATION ITEMS**

**5.1 Correspondence**

- 1) National Veterans' Week Speakers Program  
Received and noted.
- 2) NS Provincial Housing Agency  
Received and noted.
- 3) Letter from the Municipality of Barrington  
Received and noted.
- 4) Thank You Letter from Digby Cancer Help Fund Association  
Received and noted.

**5.2 Advisory Committees Minutes/Reports: None**

**5.3 Other Council Committees: None**

#### 5.4 Joint Intermunicipal Committees Minutes/Reports

- a) Southwest Nova Biosphere Reserve Association March 1-23 Minutes
- b) Southwest Nova Biosphere Reserve Association June 14-23 Draft Minutes
- c) WCRL March 16 - 2023 Board Minutes
- d) WCRL June 16 - 2022 DRAFT AGM Minutes
- e) WCRL Annual Report 2022-2023
- f) DARC Meeting Package June 2023

The joint intermunicipal committee's minutes and reports were circulated and reviewed.

#### 5.5 Outside Boards/Committees Minutes/Reports: None

#### 5.6 Councillor District Activity Report

**Councillor Tudor** gave an update to Council on various district activities such as attending a resident's 100<sup>th</sup> birthday celebration, attending the Planning Advisory Committee's public meetings, spoke on the radio to promote local tourism, met with the village commissioners, submitted the food hub application while working with Turning the Tide to help with food insecurity, assisted the legion to raise money, reached out to Zach Churchill to discuss salmon cages, wrote a letter to the Federal and Provincial Ministers of Transportation to support a constituent's new business, and continues to work with individuals on housing repair and the caregiver benefit applications.

**Councillor Manzer** gave an update to Council on various district activities such as attending the Apple Blossom Festival's Opening Ceremonies, a "Homeless No More" meeting in Yarmouth, the Spring Into Summer Expo, and has been helping seniors with home repair grant applications.

**Councillor Thurber** gave an update to Council on various district activities such as attending the Federation of Canadian Municipalities conference in Toronto from May 24<sup>th</sup>-29<sup>th</sup>, the Tideview 50<sup>th</sup> Anniversary cake cutting celebration, the Planning Advisory Committee's public meetings, the Spring Into Summer Expo, Digby Area Housing Coalition meetings, presented the band "Bondage Stock" with 50<sup>th</sup> year anniversary certificates at a Music on the Promenade event, and has been receiving phone calls regarding food insecurity, homelessness, and long term care.

**Warden Gregory** gave an update to Council on various district activities such as attending the the Federation of Canadian Municipalities conference in Toronto from May 24<sup>th</sup>-29<sup>th</sup>, the Tideview 50<sup>th</sup> Anniversary cake cutting celebration, Marketing & Promotions Levy Advisory Committee meetings, the Mayor's Conference in Amherst, the Spring Into Summer Expo, the Ladies Auxiliary breakfast, the Dalhousie Yarmouth Physicians Graduation, and has been receiving various phone calls concerning road issues and food insecurity.

#### **MOTION #C2023-06-27-16**

**It was regularly moved and seconded to move to in-camera at 6:16pm to discuss a contractual item.**

**MOTION CARRIED**

#### **6. IN CAMERA ITEMS:**

##### **6.1 Contractual**

#### **MOTION #C2023-06-27-17**

**It was regularly moved and seconded to move out of in-camera at 6:35pm.**

**MOTION CARRIED**

#### **7. ADJOURNMENT**

##### **MOTION #C2023-06-27-18**

It was regularly moved and seconded that the meeting be adjourned at 6:35pm.

**MOTION CARRIED**

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Warden Gregory

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Jeff Sunderland, CAO