



**Council Minutes
Council Chambers
July 25, 2023**

- 1. IN ATTENDANCE:** Warden Linda Gregory, Deputy Warden Matthew Ross, Councillor Angela Thurber, Councillor David Tudor (via Zoom), 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.

ALSO PRESENT: Erika Rolston, Team Lead at Turning the Tide, Nancy Robinson, Harold Alexander, Michelle Levings, Jane Kingston from Digby & Area Housing Coalition, and Aaron Kelly from Grant Thornton to provide presentations to Council.

REGRETS: None

CALL TO ORDER: Warden Gregory called the July 25, 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 #C2023-07-25-01

It was regularly moved and seconded that the agenda for July 25, 2023 be approved as presented.

MOTION CARRIED

2.2 Delegations/Presentations:

Nancy Robinson, Digby & Area Housing Coalition

MOTION #C2023-07-25-02

It was regularly moved and seconded that Nancy Robinson from Digby & Area Housing Coalition come before Council to present.

MOTION CARRIED

Ms. Robinson and Mr. Alexander introduced themselves and shared their experiences working with Digby & Area Housing Coalition. They went over the organization's current and future plans and requested that the Municipality of Digby support them by establishing a working group and submit an application for The Housing Accelerator Fund. Council thanked Ms. Robinson and Mr. Alexander for their presentation and assured that they will get back to them as soon as possible with the August 18, 2023 deadline in mind.

Erika Rolston, Turning the Tide

MOTION #C2023-07-25-03

It was regularly moved and seconded that Erika Rolston from Turning the Tide come before Council to present.

MOTION CARRIED

Ms. Rolston introduced herself and went over the organization's history and the projects that they are currently working on. It was highlighted that Ms. Rolston is working on a proposal for the Community Housing Growth Fund for capacity training. Council asked questions and thanked Ms. Rolston for her presentation.

2.3 Approval of Minutes of June 27, 2023

MOTION #C2023-07-25-04

It was regularly moved and seconded that the minutes from June 27, 2023 be approved as circulated.

MOTION CARRIED

2.4 Unfinished Business from Minutes of June 27, 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 June Income & Expense report was circulated.

3. STANDING COMMITTEE ITEMS

By-Law & Policy Recommendations

1) Courageous K-9 Advertising

MOTION #C2023-07-25-05

It was regularly moved and seconded that Council agree to write a letter to Courageous K-9 indicating that the Municipality of Digby cannot support their advertising request.

MOTION CARRIED

2) Royal Canadian Legion Branch #22 Funding Request

MOTION #C2023-07-25-06

It was regularly moved and seconded that Council agree to contribute municipal merchandise to support the Royal Canadian Legion Branch #22's event for the Bear River Cherry Carnival.

MOTION CARRIED

3) Ecology Action Centre Letter

MOTION #C2023-07-25-07

It was regularly moved and seconded that Council agree to write a letter to the Ecology Action Centre to express the Municipality of Digby's understanding of the issues and to thank them for sharing their concerns regarding the delay to the regulations of the Coastal Protection Act.

MOTION CARRIED

4) Letter from Province – Land

MOTION #C2023-07-25-08

It was regularly moved and seconded that Council direct staff to send a list of municipally owned land that would be suitable for housing developments to the Department of Municipal Affairs and Housing.

MOTION CARRIED

Audit Committee Recommendations

5) 2022/23 Audited Financial Statements

Mr. Kelly went over the changes that were made to the 2022/23 audited financial report and statements subsequent to the Audit Committee meeting that took place on July 18th.

MOTION #C2023-07-25-09

It was regularly moved and seconded that Council approves the 2022/23 Audited Financial Statements as presented.

MOTION CARRIED

6) Council & CAO Expense Summary Report

MOTION #C2023-07-25-10

It was regularly moved and seconded that Council accepts the 2022-23 Council & CAO Expense summary report as presented.

MOTION CARRIED**4. BUSINESS ITEMS**

4.1 Digby Food Bank Funding Request

Council discussed the Digby Food Bank funding request and agreed that food security is very important for the community. It was decided to approve the funding request of \$5000.

MOTION #C2023-07-25-11

It was regularly moved and seconded that Council accept the Digby Food Bank Funding Request in the amount of \$5,000.00.

MOTION CARRIED

4.2 Regional Planning Initiative

CAO Sunderland explained that the Regional Planning Initiative was a project that started in 2018 with the purpose of helping rural municipalities find planners to work with. It was noted that the project has great potential but geography is posing an issue for the Municipality of Digby. Council decided to withdraw from the initiative at this time but would like to stay connected with the project for a possibility of rejoining in the future.

MOTION #C2023-07-25-12

It was regularly moved and seconded that Council agree to write a positive letter to the Regional Planning Initiative to let them know that the Municipality of Digby cannot partake in the project at this time as geography is an issue, but are supporters of the concept and will follow the initiative's roll-out.

MOTION CARRIED

4.3 Provincial EMO Concerns – Letter

Council reviewed the letter from the District of Yarmouth. CAO Sunderland informed Council that similar to the District of Yarmouth, the Digby REMO Advisory Committee has worries with staffing levels in the Provincial EMO and suggested that Council reach out to the province to share these concerns.

MOTION #C2023-07-25-13

It was regularly moved and seconded that Council agree to write a letter to the province outlining the concerns with staffing levels specifically regarding the position of NSEMO Emergency Management Preparedness Officer for Region 3.

MOTION CARRIED

4.4 PAC Membership

MOTION #C2023-07-25-14

It was regularly moved and seconded to appoint Councillor Angela Thurber to replace Councillor David Tudor on the Planning Advisory Committee.

MOTION CARRIED

4.5 WREN Committee Membership

MOTION #C2023-07-25-15

It was regularly moved and seconded to appoint Deputy Warden Mathew Ross as the Council representative on the Western Regional Enterprise Network Liasson and Oversight Committee.

MOTION CARRIED

MOTION #C2023-07-25-16

It was regularly moved and seconded to appoint Councillor David Tudor as the alternate Council representative on the Western Regional Enterprise Network Liasson and Oversight Committee replacing Deputy Warden Matthew Ross.

MOTION CARRIED

4.6 Boundary Review

Council recognized the letter from the Nova Scotia Utility Review Board for the approval of the boundary review.

4.7 Request to Council - Property Tax Reduction

Council reviewed the property tax reduction request submitted by Nicole Robbins, Tax Administrator.

MOTION #C2023-07-25-17

It was regularly moved and seconded that Council approve a property tax reduction due to fire damage (March 3, 2023) on AAN#03206076 – Gavel April Et Al – 575 Sissiboo Road, Weymouth Falls effective April 1, 2023.

MOTION CARRIED

4.8 Town of Digby Emancipation Day Ceremony Funding Request

Council discussed and approved the request from the Town of Digby to provide funding in the amount of \$500 to go towards Emancipation Day Ceremony on August 27, 2023.

MOTION #C2023-07-25-18

It was regularly moved and seconded to approve the Town of Digby Emancipation Day Ceremony Funding Request in the amount of \$500.00.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

- a) Letter from Municipal Affairs & Housing
Received and noted.

- b) Transport De Clare Thank You Letter
Received and noted.

5.2 Advisory Committees Minutes/Reports

- a) REMO Advisory Minutes February 22, 2023
- b) PAC Minutes May 16, 2023

The Advisory Committees minutes and reports were circulated and reviewed.

5.3 Other Council Committees: None

5.4 Joint Intermunicipal Committees Minutes/Reports

- a) Senior Safety Advisory Board Meeting Package June 8, 2023
- b) Waste Check June 29, 2023 - Financial Update Regional Chairs
- c) Tideview Terrace Board Minutes May 31, 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 Manzer informed Council that he attended his regular committee meetings, but otherwise has had a quiet month.

Deputy Warden Ross gave an update to Council on various district activities such as attending the Federation of Canadian Municipalities conference in Toronto from May 24th-29th, the Planning Advisory Committee's public meetings, the Richard Ellis Memorial Tournament, Canada Day Festivities in Weymouth, and had conversations with local real estate agents. It was also noted that he has been receiving many phone calls regarding road, environmental, waste, and unsightly premises issues.

Councillor Thurber gave an update to Council on various district activities such as attending the Canada Day breakfast at Smith's Cove Fire Department, the Canada Day Festivities in Weymouth, Turning the Tide's Food Security Session, The Housing Accelerator Fund online information session, the NSFM Policing meeting, a meeting with NDP Leader Claudia Chender, local RCMP vs Fire Department ball game, Cherry Carnival festivities, Smith's Cove Historical Society AGM, and has been receiving many phone calls regarding road issues.

Councillor Tudor gave an update to let Council know that he has been helping constituents with mobility grants, working on business idea for a "Bethany Bin" type of store on the Islands, assisted the legion with getting internet and phone services, encouraging residents to see the Nurse Practitioner at the Islands Health Clinic, working on historical provincial road issue, moved 40 bags of garbage, and has been trying to help a local business with federal issue. It was also noted that he continues to work on building a partnership with Feed Nova Scotia.

Warden Gregory gave an update to Council on various district activities such as attending the Canada Day breakfast at Smith's Cove Fire Department, the Canada Day Festivities in Weymouth, a meeting with NDP Leader Claudia Chender, the Lobster Bash Opening and Closing Ceremony, unveiling of the plaque at VanTassell Lake, the NSFM Policing meeting, a fundraising event for the Stanton Family, the 170th Anniversary for the Acaciaville Baptist Church, and has been dealing with concerns regarding roads and the Kings Transit schedule. It was also noted that she had presented the rest of the band "Bondage Stock" with 50th year anniversary certificates at the Lobster Bash festivities.

MOTION #C2023-07-25-19

It was regularly moved and seconded to move to in-camera at 6:55pm to discuss a contractual item.

MOTION CARRIED

6. IN CAMERA ITEMS:

6.1 Contractual

MOTION #C2023-07-25-20

It was regularly moved and seconded to move out of in-camera at 7:45pm.

MOTION CARRIED

MOTION #C2023-07-25-21

It was regularly moved and seconded to send a letter to the Digby Area Housing Coalition indicating that Council would like to develop a working group starting in the fall (with two council members and one staff member) and let them know that the Municipality of Digby cannot move forward with an application to the Housing Accelerator Fund at this time.

MOTION CARRIED

7. ADJOURNMENT

MOTION #C2023-07-25-22

It was regularly moved and seconded that the meeting be adjourned at 7:46pm.

MOTION CARRIED

Warden Gregory

Jeff Sunderland, CAO