



**Council Minutes  
Council Chambers  
November 28, 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, and Taylor Robinson, Executive Assistant who took the minutes of the meeting.

**ALSO PRESENT:** Peter Robertson, Phil Robertson from Sou'West Iron & Ink Association to provide a presentation to Council.

**REGRETS:** Councillor David Tudor

**CALL TO ORDER:** Warden Gregory called the November 28, 2023 Council meeting of the Municipality of the District of Digby to order at 5:03pm.

**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 #C2023-11-28-01**

**It was regularly moved and seconded that the agenda for November 28, 2023 be approved as presented.**

**MOTION CARRIED**

**2.2 Delegations/Presentations**

**MOTION #C2023-11-28-02**

**It was regularly moved and seconded for Peter Robertson and Phil Robertson from Sou'West Iron & Ink Association to come before Council to present.**

**MOTION CARRIED**

Mr. Peter Robertson and Mr. Phil Robertson introduced themselves and shared that Sou'West Iron & Ink Association will be organizing biker events in Conway during the duration of the Wharf Rat Rally Festival. It was noted that the events will include a variety of games, competitions, bands, etc. and will be planned to enhance the tourism for businesses that are located in Conway and not directly downtown Digby. Council asked questions and thanked Mr. Peter Robertson and Mr. Phil Robertson for their presentation.

**2.3 Approval of Minutes of October 24, 2023**

**MOTION #C2023-11-28-03**

**It was regularly moved and seconded that the minutes from October 24, 2023 be approved as circulated.**

**MOTION CARRIED**

**2.4 Unfinished Business from Minutes of October 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

CAO Sunderland reviewed the updates on the Capital Projects 2023-2024. It was noted that the sidewalk paving hasn't been completed due to contractor availability and Council will have to decide what to do in the next fiscal year budget.

Deputy Warden Ross asked for an update regarding internet. CAO Sunderland will reach out to Build Nova Scotia and will notify Council subsequently.

### d) Financial Report

#### i) Income & Expense Reports

The October Income & Expense report was circulated.

#### **MOTION #C2023-11-28-04**

**It was regularly moved and seconded that Council accept the October Income & Expense reports as circulated.**

**MOTION CARRIED**

## 3. **STANDING COMMITTEE ITEMS**

### Committee of the Whole Recommendations

#### 1) Zoning Change Request

##### **MOTION #C2023-11-28-05**

**It was regularly moved and seconded that Council agree to pass the zoning change request on to the Planning Advisory Committee to handle.**

**MOTION CARRIED**

#### 2) Cell Letter – Clarification

##### **MOTION #C2023-11-28-06**

**It was regularly moved and seconded that Council write a letter to the Nova Scotia Federation of Municipalities and copy MLA Jill Balsler requesting the organization to lobby for proper cellular services.**

**MOTION CARRIED**

##### **MOTION #C2023-11-28-07**

**It was regularly moved and seconded that Council write a letter to Kim Masland, the Minister responsible for the Build Nova Scotia Act and copy MLA Jill Balsler requesting that the department continue to develop programs for proper cellular services.**

**MOTION CARRIED**

##### **MOTION #C2023-11-28-08**

**It was regularly moved and seconded that Council write a letter to the Canadian Radio-television and Telecommunications Commission and copy MP Chris D'Entremont requesting that they provide supplementary funding for cellular service.**

**MOTION CARRIED**

#### 3) Weymouth Water Fountain

##### **MOTION #C2023-11-28-09**

**It was regularly moved and seconded that Council direct CAO Sunderland to continue to work on the Weymouth Water Fountain project with the stakeholders involved.**

**MOTION CARRIED**

- 4) Barton School Request  
**MOTION #C2023-11-28-10**  
It was regularly moved and seconded that Council accept the funding request from Compass Nova Scotia Co-operative Homes Ltd (“Compass NS”) in the amount of \$3102.07.  
**MOTION CARRIED**
- 5) Joint Council Meeting  
**MOTION #C2023-11-28-11**  
It was regularly moved and seconded that Council agree to schedule a joint Council meeting with the Town of Digby.  
**MOTION CARRIED**
- 6) Fundy Rose  
**MOTION #C2023-11-28-12**  
It was regularly moved and seconded that Council will write a letter to Transport Canada and copy Chris D’Entremont and the 11 municipalities in South West Nova to lobby to keep the Digby MV Fundy Rose Ferry.  
**MOTION CARRIED**
- 7) Public Service Superannuation Plan  
**MOTION #C2023-11-28-13**  
It was regularly moved and seconded that Council agree to send a request letter for the municipality to join the public service superannuation plan and to approve the transition costs.  
**MOTION CARRIED**
- 8) Office Renovation Tender  
**MOTION #C2023-11-28-14**  
It was regularly moved and seconded that Council agree to award the tender for phase 1 – office renovation to Garian Construction Limited in the amount of \$203,100.00 plus HST.  
**MOTION CARRIED**
- 9) Exploration of Decarbonization Project  
**MOTION #C2023-11-28-15**  
It was regularly moved and seconded that Council agree that the Renewal Energy Coordinator continue to explore the cost of a trip with the Department of Environment for the decarbonization project.  
**MOTION CARRIED**

#### **4. BUSINESS ITEMS**

##### **4.1 Heritage Property Registrations**

###### **MOTION #C2023-11-28-16**

It was regularly moved and seconded that Council where there was no public opposition to the recommendation made by Council to register the property owned by Manning Gasch Jr, located at 215 Trout Cove Road, as a Municipal Heritage Property, Council moves to file the final Notice of Heritage Registration with the Land Registry.

**MOTION CARRIED**

###### **MOTION #C2023-11-28-17**

It was regularly moved and seconded that Council where there was no public opposition to the recommendations made by Council to register the three lighthouses on Brier Island as Municipal Heritage Properties, Council moves to file the final Notice of Heritage Registration for Brier Island, Grand Passage, and Peters Island lighthouses with the Land Registry.

**MOTION CARRIED**

##### **4.2 Marketing Levy By-Law Revisions**

CAO Sunderland informed Council of the revisions to the Marketing Levy By-Law revisions. It was noted that most of the changes are due to legislation amendments from the province and there is one administrative change.

**MOTION #C2023-11-28-18**

**It was regularly moved and seconded that Council approve first reading of the Marketing Levy By-Law as presented.**

**MOTION CARRIED**

4.3 Live Well Church Grant

Council reviewed the community grant request from Live Well Church. Council discussed the importance of food security and agreed to approve the application.

**MOTION #C2023-11-28-19**

**It was regularly moved and seconded that Council approve the funding request for Live Well Church in the amount of \$1000.00 for their food box program.**

**MOTION CARRIED**

4.4 Extended Producer Responsibility

**MOTION #C2023-11-28-20**

**It was regularly moved and seconded that Council agree to opt in to the Extended Producer Responsibility program and to authorize Waste Check to take a regional approach.**

**MOTION CARRIED**

4.5 Kings Transit – Rick Foote’s Email

Council reviewed the email from Mr. Foote and quickly discussed that there is another public meeting being organized.

4.6 Funding Request – West Nova Chamber of Commerce

Council discussed the funding request from the West Nova Chamber of Commerce and agreed to approve the request for Facebook advertising costs to help save the MV Fundy Rose.

**MOTION #C2023-11-28-21**

**It was regularly moved and seconded that Council approve the funding request from West Nova Chamber of Commerce in the amount of \$1000.00 to help with Facebook advertising costs to support the MV Fundy Rose campaign.**

**MOTION CARRIED**

**5. INFORMATION ITEMS**

5.1 Correspondence

- a) Engage NS Workshop Invitation  
Received and noted.
- b) Town of Yarmouth - Exemption of Volunteer Emergency Service Providers from New Fuel Charges

**MOTION #C2023-11-28-22**

**It was regularly moved and seconded that Council write a letter to Honourable Steven Guilbeault to request for a carbon tax exemption for volunteer emergency service providers and copy MP Chris d’Entremont, the members of Digby Fire Association, and Digby Ground Search & Rescue.**

**MOTION CARRIED**

- c) Municipality of Shelburne - Redeploying Digby-Saint John Ferry to PEI  
Received and noted.
- d) Town of Digby - Redeploying Digby-Saint John Ferry to PEI  
Received and noted.

5.2 Advisory Committees Minutes/Reports

- a) Marketing and Promotions Levy Advisory Committee Package - June 1, 2023
- b) Marketing and Promotions Levy Advisory Committee Meeting Package - June 29, 2023

- c) Marketing and Promotions Levy Advisory Committee Meeting Package – July 12, 2023
- d) Marketing and Promotions Levy Advisory Committee Meeting Pack – August 2, 2023
- e) REMO Advisory Committee Minutes June 22 2023

The Advisory Committee's minutes and reports were circulated and reviewed.

5.3 Other Council Committees: None

5.4 Joint Intermunicipal Committees Minutes/Reports

- a) Southwest Nova Biosphere Reserve Association Board Minutes October 26, 2023  
Highway 101 Committee Report - Aug 30, 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** gave an update to Council on various district activities such as attending the pumpkin walk in Weymouth, the Sandy Cove Fire Department fundraising dinner (proceeds went to the Digby Cancer Help Fund Association), Sissiboo Landing's Festival of Trees, the NSFM Conference, and has been helping seniors with grant applications.

**Deputy Warden Ross** gave an update to Council on various district activities such as attending the Digby Splash Park's sod turning, the NSFM conference, Brighton-Barton Remembrance Day Ceremony, the 10<sup>th</sup> Anniversary event for Digby Care 25, the Digby Fish & Game Annual General meeting and their dance, and volunteered for the Digby Minor Hockey Association tournament and for the Frugal Mom's Society Pop-Up event.

**Councillor Thurber** gave an update to Council on various district activities such as attending the NSFM conference, a policing meeting, the Bear River Remembrance Day Ceremony, the Smith's Cove Remembrance Day Ceremony, the 2<sup>nd</sup> housing working group meeting, the virtual DAASH meeting, a NSFM Audit & Finance meeting, the Bear River craft festival, and the Digby Fire Association meeting.

Councillor Thurber also informed Council of some concerns that were brought up at the Digby Fire Association meeting including the challenges that fire departments are having with their members obtaining Class-3 driver licenses as it is only offered in Halifax. It was decided that Council will send a letter requesting if a Class-3 course can be completed in the Digby area.

**MOTION #C2023-11-28-23**

**It was regularly moved and seconded that Council will write a letter to the Registry of Motor Vehicles to request if a one-time Class-3 drivers' course can be implemented in the Digby Area.**

**MOTION CARRIED**

**Warden Gregory** gave an update to Council on various district activities such as attending a tour of the recycling facility in Kentville, the Special Olympics Open House, the NSTRA Conference, Regional Chairs meeting, a fundraiser for MP Chris D'Entremont, the NSFM conference, Senior Safety Day, the 10<sup>th</sup> Anniversary event for Digby Care 25, the Digby Remembrance Day Ceremony, Digby Ground Search & Rescue 50<sup>th</sup> Anniversary Dinner, a food security meeting, a Christmas Tea in Upper Clements, Admiral Digby Museum Open House, and has had discussions with Cooke's and many others who are concerned for the MV Fundy Rose.

6. IN CAMERA ITEMS: None

7. ADJOURNMENT

MOTION #C2023-11-28-24

It was regularly moved and seconded that the meeting be adjourned at 6:09pm.

**MOTION CARRIED**

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Warden Gregory

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Jeff Sunderland, CAO