



**Council Minutes
Council Chambers
April 23, 2024**

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

STAFF PRESENT: 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: Five members of the public

REGRETS: Jeff Sunderland, Chief Administrative Officer

CALL TO ORDER: Warden Gregory called the April 23, 2024 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

- Deletion under 4. BUSINESS ITEMS 4.3 Ann's Community Greenhouse and Gardens Community Grant Application
- Addition under 6. IN CAMERA 6.1 Personnel

MOTION #C2024-04-23-01

It was regularly moved and seconded that the agenda for April 23, 2024 be approved as amended.

MOTION CARRIED

2.2 Delegations/Presentations: None

2.3 Approval of Minutes of March 26, 2024

MOTION #C2024-04-23-02

It was regularly moved and seconded that the minutes from March 26, 2024 be approved as presented.

MOTION CARRIED

2.4 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 2023-2024

Council reviewed the update on the capital projects.

d) Financial Report

i) Income & Expense Reports

The March Income & Expense report was circulated.

3. STANDING COMMITTEE ITEMS

By-Law & Policy Recommendations

- 1) 2024-25 Funding Requests

MOTION #C2024-04-23-03

It was regularly moved and seconded that Council approve the 2024-25 funding requests as agreed to with the conditions in the April 2, 2024 By-Law & Policy minutes.

MOTION CARRIED

- 2) CAO Spending Motion

MOTION #C2024-04-23-04

It was regularly moved and seconded that Council approve one-quarter of the Operating Budget from the 2023/24 fiscal year in the amount of \$2,889,620 for the purpose of providing spending authority and business continuity for the first quarter of the current fiscal year beginning April 1, 2024 and until a full Operating Budget is approved by Council.

MOTION CARRIED

- 3) Digby Municipal Fire Services Request (2 Motions)

MOTION #C2024-04-23-05

It was regularly moved and seconded that Council agree that the Municipality of Digby will reimburse each Digby Municipal Fire Department of 50% of their insurance costs once they provide copy of their invoice.

MOTION CARRIED

MOTION #C2024-04-23-06

It was regularly moved and seconded that Council agree that the Municipality of Digby will start a fire services review within the next 12 months.

MOTION CARRIED

Committee of the Whole Recommendations

MOTION #C2024-04-23-07

It was regularly moved and seconded that Council approve the Bear River Board of Trade community grant request in the amount of \$3,500.

MOTION CARRIED

4. BUSINESS ITEMS

4.1 Western REN Liason & Oversight Committee

Council reviewed and agreed to approve the recommendation to change the structure of the Western REN Liason and Oversight Committee.

MOTION #C2024-04-23-08

It was regularly moved and seconded that Council approve the new composition of the Recruitment and Nominations Committee which will consist of two members of the Western REN Board of Directors, one member of the Liaison and Oversight Committee who is appointed by the province, and one member of the Liaison and Oversight Committee who is an elected official of the Municipality.

MOTION CARRIED

4.2 Digby Fire Department Air Compressor

Manager of Municipal Services, Tyler Pulley, shared some information regarding the Digby Fire Department air compressor. It was noted that five of the Digby Municipal fire departments use the air compressor at no charge, and it is the only department in the Municipality that has the ability to supply mobile air at emergency scenes. Council discussed their thoughts and ultimately agreed to pay for half of the costs for the new air compressor.

MOTION #C2024-04-23-09

It was regularly moved and seconded that Council agree to pay the Town of Digby half of the cost for a new air compressor for the Digby Fire Department up to \$24,000.

(1 NAY)

MOTION CARRIED

4.3 E-Voting Service Provider

Council reviewed and approved the recommendation sign a contract with Intelivote for the 2024 municipal election.

MOTION #C2024-04-23-10

It was regularly moved and seconded that approve signing a contract with Intelivote to provide e-voting services for the 2024 municipal election.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence:

- a) Thank You Letter from Digby Legion
Reviewed and noted.
- b) Brier Island Designation Request & Response
Reviewed and noted.
- c) Minister of Fisheries, Oceans and the Canadian Coast Guard Letter & Response
Reviewed and noted.

5.2 Advisory Committees Minutes/Reports:

- a) PAC Minutes - November 29 2023
- b) December 6, 2023 Marketing and Promotions Levy Advisory Committee Package
- c) February 28, 2024 Marketing and Promotions Levy Committee Package

The Advisory Committee minutes and reports were reviewed.

5.3 Other Council Committees: None

5.4 Joint Intermunicipal Committees Minutes/Reports

- a) DARC Board Meeting Package - February 2024
- b) Western Counties Regional Library Board Minutes – December 7, 2023
- c) Tideview Board Minutes Jan 31 2024
- d) Southwest Nova Biosphere Reserve Association Board Meeting March 26-24
- e) 2BT Board Report - March 2024
- f) Interim IMSA Pilot Project Consolidated Meeting Package FINAL April 17 2024

The Joint Intermunicipal Committees 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 working on a plan with the Department of Public Works to fix the roads on Brier Island, taking residents to healthcare appointments, helping residents get their taxes filed, signing up kids for JCP camp, referring businesses to CBDC, assisting at the community gardens, attending the monthly phone call with managers of the Island Health Clinic, and dealing with garbage and road issues. Councillor Tudor also noted that Turning the Tide has hired someone to assist the youth on the Islands, and she's been doing an excellent job.

Councillor Manzer gave an update to Council on various district activities such as attending the Weymouth Consolidated School Advisory meeting, the Weymouth Board of Trade meeting, assisted at the ATV run in support of the Digby Cancer Help Fund Association, attended his regular committee meetings, and dealing with road issues.

Councillor Thurber gave an update to Council on various district activities such as attending the June Dickie memorial service, the Bear River Economic Development Society's AGM, the Bear River Health Clinic fundraiser, the Bear River Fire Department Awards Dinner, a virtual meeting with the Tri County Housing Authority, the Digby & Area Housing Coalition monthly meeting, a meeting to discuss the Bear River water project, a webinar to learn about the Community Economic Fund, and met with the president of the Bear River Board of Trade.

Deputy Warden Ross gave an update to Council on various district activities such as attending the June Dickie memorial service, a meeting with a local business and Department of Public Works to discuss solutions for the highway signage, the ATV run in support of the Digby Cancer Help Fund Association, MC'd the Digby Volunteer Awards, the volunteer fair at the Digby Curling Club, a benefit for Tiffany Turnbull, and has been assisting residents with taxes, building permit questions, garbage issues, and road issues.

Warden Gregory gave an update to Council on various district activities such as attending the Bear River Health Clinic fundraiser, the Bear River Fire Department Awards Dinner, a benefit for Tiffany Turnbull, the swear-in of the West Nova Chamber of Commerce's new executive, a women's conference, various celebrations of life, and getting ready for the Waste Check AGM. It was also noted that she has been helping residents with food insecurity and road issues.

Council recessed at 5:48pm.

Council returned to regular session at 5:52pm.

MOTION #C2024-04-23-11

It was regularly moved and seconded that Council move in-camera at 5:52pm to discuss a personnel matter.

MOTION CARRIED

6. IN CAMERA ITEMS:

6.1 Personnel

Council moved out of in-camera at 5:55pm.

MOTION #C2024-04-23-12

It was regularly moved and seconded that Council appoint Megan Stark to the Senior Safety Committee for a two-year term.

MOTION CARRIED

7. ADJOURNMENT

MOTION #C2024-04-23-13

It was regularly moved and seconded that the meeting be adjourned at 5:56pm.

MOTION CARRIED

Warden Gregory

Tyler Pulley, Manager of Municipal Services