

CALL TO ORDER/ATTENDENCE

1.1 Roll Call/Regrets

Warden Gregory called the August 10, 2021 Committee of the Whole session of the Municipality of the District of Digby to Order at 5:01 pm. The meeting was held in Municipal Chambers.

The following Councillors were present: Warden Linda Gregory, Councillor David Tudor, Councillor George Manzer and Councillor Angela Thurber.

Staff present: Jeff Sunderland, Chief Administrative Officer, Tyler Pulley, Manager of Municipal Services, and Pat Stevens, Executive Assistant, who took the minutes of the meeting.

Regrets: Deputy Warden Matthew Ross and Cora Lee Ross, Manager of Corporate Services

1.2 Pause to Seek Guidance

Warden Gregory welcomed everyone and asked that we pause to seek guidance for the meeting.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda-Additions/Deletions

**MOVED and seconded that the agenda for August 10, 2021 be approved as amended with the addition of Business Item 4.3 Scallop Days.**

**MOTION CARRIED**

2.2 Approval of Minutes of June 8, 2021

**MOVED and seconded that the minutes of June 8, 2021 be approved as circulated.**

**MOTION CARRIED**

2.3 Unfinished Business from Minutes of June 8, 2021 - none

2.4 CAO Report

a) Meeting Reminders

The Warden highlighted the meeting dates/reminders.

b) CAO Report

The Warden gave an update on the action items in the CAO report.

c) Department Reports

The following department reports were included with the CAO report.

i) Building Inspection

ii) Manager of Municipal Services

iii) Airport/Dispatch

**MOVED and seconded to send a thank you letter to all of the dispatchers for their services rendered during the recent fire in Weymouth.**

**MOTION CARRIED**

iv) Dog Control Activity and Financial

v) Program Development & Heritage Coordinator

Council questioned the number of citizen representatives on the Heritage Advisory Committee. Most reps have been on the Committee for 10 or more years. Staff is to advertise to replace two of the current members, at a time, to adhere to the Policy on Citizen Representatives sitting on Advisory Committees.

vi) Manager of Corporate Services

vii) Renewable Energy & Climate Change Coordinator

viii) Trails and Open Spaces Coordinator

### **3. DANGEROUS AND UNSIGHTLY PREMISES**

3.1 A Dangerous and Unsightly report on the ongoing files was circulated. The Warden gave an in-depth overview of the report.

### **4. BUSINESS ITEMS**

4.1 Proper burial of euthanized pets

**MOVED and seconded to send a letter in response to Jody Cunningham, Port Royal Animal Hospital, advising that the “Guide to Home Burials” will be advertised on the Municipal Facebook page and Website.**

**MOTION CARRIED**

4.2 September COTW

Council decided to cancel the September COTW meeting scheduled for September 14<sup>th</sup> which interfered with the Strategic Planning session scheduled for the evening of September 14<sup>th</sup> and day of September 15<sup>th</sup>.

4.3 Scallop Days

**MOVED and seconded to send the Scallop Days Committee a congratulatory letter on a job well done on this year’s Scallop Days festival.**

**MOTION CARRIED**

### **5. CORRESPONDENCE/INFORMATION ITEMS**

Council discussed the correspondence/information items that were circulated.

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

### **7. ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 5:45 pm.**

**MOTION CARRIED**

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**Warden Linda Gregory**

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**Jeff Sunderland, CAO**