

CALL TO ORDER/ATTENDANCE

1.1 Roll Call/Regrets

Warden Gregory called the October 12, 2021 Committee of the Whole session of the Municipality of the District of Digby to Order at 4:59 pm. The meeting was held in Municipal Chambers.

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

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

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 October 12, 2021 be approved as amended with the addition of In Camera item 6.1 Personnel.**

**MOTION CARRIED**

2.2 Approval of Minutes of August 10, 2021

**MOVED and seconded that the minutes of August 10, 2021 be approved as circulated.**

**MOTION CARRIED**

2.3 Unfinished Business from Minutes of August 10, 2021 - none

2.4 Presentation/Delegation – Robbie Bays and Ken Flett, Oakdene Centre

**MOVED and seconded that Robbie Bays and Ken Flett of the Oakdene Centre come before Council to present.**

**MOTION CARRIED**

Mr. Bays gave an overview of the funding request to replace windows in the Oakdene Centre. \$2,500 of the previous request of \$10,000 was approved back in the Spring. They have received funding from the province, will receive funding from ACOA and have received \$10,000 from the Municipality of Annapolis.

The window replacements will make the building more energy efficient. A new furnace will be installed. The building is wheelchair accessible to the main ground floor.

The Warden thanked Mr. Bays and Mr. Flett for their presentation and advised that there would not be a decision made at this meeting.

## 2.5 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

iv) Dog Control Activity and Financial

v) Program Development & Heritage Coordinator

vi) Manager of Corporate Services

vii) Renewable Energy & Climate Change Coordinator

viii) Trails and Open Spaces Coordinator

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

3.1 There were no Dangerous and Unsightly reports at this time.

## 4. **BUSINESS ITEMS**

4.1 Letter from MLA Jill Balsler, venue for aquaculture review panel

**MOVED and seconded to send a letter to the Nova Scotia Aquaculture Review Board requesting the venue for the aquaculture review panel be moved to Digby County.**

**MOTION CARRIED**

4.2 National Veterans Week

**MOVED and seconded to send a letter to the Bear River, Digby, Freeport and Weymouth Legions requesting a list of the veterans.**

**MOTION CARRIED**

4.3 NS Transportation request letter

The CAO advised that the request letter is received annually. He is gathering information to present to the November By-Law & Policy meeting. No capital planning has been done regarding J-Class roads.

**MOVED and seconded to advise NS Transportation and Infrastructure Renewal that the Municipality of Digby does not have any J-Class roads in the capital plan at this time.**

**MOTION CARRIED**

4.4 Digby and Area Business Association funding request

**MOVED and seconded to recommend to Council to approve \$500 funding to the Digby and Area Business Association.**

**MOTION CARRIED  
WARDEN GREGORY OPPOSED  
COUNCILLOR TUDOR OPPOSED**

**5. CORRESPONDENCE/INFORMATION ITEMS**

Council discussed the correspondence/information items that were circulated.

**6. IN CAMERA ITEMS**

6.1 Personnel Issue

**MOVED and seconded at 5:39 pm to go In Camera for a Personnel Issue.**

**MOTION CARRIED**

The regular session resumed at 6:29 pm.

**7. ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 6:30 pm.**

**MOTION CARRIED**

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**Warden Linda Gregory**

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**Jeff Sunderland, CAO**