

CALL TO ORDER/ATTENDANCE

1.1 Roll Call/Regrets

Warden Gregory called the December 14, 2021 Committee of the Whole session of the Municipality of the District of Digby to Order at 5:00 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 December 14, 2021 be approved as amended with the deletion of 2.4 Presentation by Splash Pad.**

**MOTION CARRIED**

2.2 Approval of Minutes of November 9, 2021

**MOVED and seconded that the minutes of November 9, 2021 be approved as circulated.**

**MOTION CARRIED**

2.3 Unfinished Business from Minutes of November 9, 2021 - none

2.4 Presentation/Delegation – deferred until the new year by presenter.

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

**3. DANGEROUS AND UNSIGHTLY PREMISES**

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

**4. BUSINESS ITEMS**

4.1 Financial update

The Manager of Corporate Services gave an in-depth overview of the Financial Report. An update will be provided in February 2022.

4.2 Reduction of Property taxes due to Fire Damage

**MOVED and seconded to recommend to Council the approval of the Property Tax Reduction of \$24.50; due to Fire Damage, on AAN #07021941 – owned by John A. and Nancy F. Morehouse – 8968 Highway 101, Brighton with the reduction effective October 1, 2021.**

**MOTION CARRIED**

4.3 Saint Mary's Bay Academy funding request

Discussion ensued regarding the funding request from Saint Mary's Bay Academy.

**MOVED and seconded to recommend to Council the approval of \$300 to be sent to each of the Saint Mary's Bay Academy, Digby Regional High School and Islands Consolidated School for their "Free Store" for the students.**

**MOTION CARRIED**

**5. CORRESPONDENCE/INFORMATION ITEMS**

Council discussed the correspondence/information items that were circulated.

**6. IN CAMERA ITEMS**

**MOVED and seconded at 5:28 pm to go In Camera for a Contractual and a Personnel Issue.**

**MOTION CARRIED**

The regular session resumed at 5:45 pm.

**MOVED and seconded to recommend to Council that the property issued PID 30330385 be kept as Municipal Owned Property.**

**MOTION CARRIED**

**MOVED and seconded to recommend to Council that the Four-Day Work Week Pilot Program be extended for an additional eight weeks.**

**MOTION CARRIED**

**MOVED and seconded to recommend to Council the approval of the revised Expanded Service Hours and Four-Day Work Week Policy # 3.006.**

**MOTION CARRIED**

**7. ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 5:48 pm.**

**MOTION CARRIED**

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**Warden Linda Gregory**

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**Jeff Sunderland, CAO**