

CALL TO ORDER/ATTENDANCE

1.1 Roll Call/Regrets

Warden Gregory called the February 14, 2023 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 (via Zoom), Deputy Warden Matthew Ross, Councillor David Tudor, Councillor George Manzer and Councillor Angela Thurber.

Staff present: Jeff Sunderland, Chief Administrative Officer, Cora Lee Ross, Manager of Corporate Services, Tyler Pulley, Manager of Municipal 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.

**2. ADMINISTRATIVE AND PROCEDURAL ITEMS**

2.1 Approval of Agenda-Additions/Deletions

**MOVED and seconded that the agenda for February 14, 2023 be approved as circulated.**

**MOTION CARRIED**

2.2 Approval of Minutes of January 10, 2023

**MOVED and seconded that the minutes of January 10, 2023 be approved as presented.**

**MOTION CARRIED**

2.3 Presentation/Delegation - none

2.4 Unfinished Business from Minutes of January 10, 2023 - none

2.5 CAO Report

a) Meeting Dates/Reminders

The Warden highlighted the meeting dates/reminders.

Councillor Thurber advised that she will be away for the February 28<sup>th</sup> Council and March 7<sup>th</sup> Public Works and By-Law & Policy meetings.

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) Manager of Corporate Services

ii) Manager of Municipal Services

- iii) Trails Coordinator
- iv) Airport/Dispatch
- v) Building Inspection
- vi) Heritage Coordinator

**MOVED and seconded to accept the department reports.**

**MOTION CARRIED**

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

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

##### **4.1 Assessment report**

The Manager of Corporate Services gave an update on the assessment report.

**MOVED and seconded recommend to Council to accept the Assessment report as presented.**

**MOTION CARRIED**

##### **4.2 Surplus Property – Rossway**

**MOVED and seconded to recommend to Council to have staff advise the Department of Public Works that the Municipality of Digby is interested in acquiring PID 30168033 that is situated near Rossway.**

**MOTION CARRIED**

##### **4.3 Southwest Gala Invitation**

**MOVED and seconded to purchase a table of ten for the Southwest African Heritage Month Dinner & Dance Gala at the cost of \$300.**

**MOTION CARRIED**

##### **4.4 Letter of support Brier Island Coastal Trail**

**MOVED and seconded to recommend to Council to write a letter for the Brier Island Coastal Trail in support of their application for funding from the Nova Scotia Department of Communities, Culture, Tourism and Heritage**

**MOTION CARRIED**

##### **4.5 Marketing Levy Committee appointment**

**MOVED and seconded to recommend to Council to appoint Warden Gregory as the Municipal representative on the Marketing Levy Advisory Committee.**

**MOTION CARRIED**

##### **4.6 Yarmouth Ferry**

**MOVED and seconded to send a letter to Derek Harvey, Director of Policy and Legislation with the Department of Public Works, with feedback regarding the Yarmouth Ferry.**

**MOTION CARRIED**

4.7 Bear River & Area Community Health Clinic funding request

**MOVED and seconded to recommend to Council to approve \$5,000 funding for the Bear River & Area Community Health Clinic.**

**MOTION CARRIED**

4.8 DAASH letter of support

**MOVED and seconded to recommend to Council to send a letter of support of DAASH on their mission to obtain funding from the provincial Community Housing Growth Fund.**

**MOTION CARRIED**

**5. CORRESPONDENCE/INFORMATION ITEMS**

There was discussion on the correspondence/information items circulated.

**6. IN CAMERA ITEMS**

**7. ADJOURNMENT**

**MOVED and seconded that the meeting adjourn at 5:24 pm.**

**MOTION CARRIED**

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**Warden Linda Gregory**

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**Jeff Sunderland, CAO**