



**Committee of the Whole Minutes  
Council Chambers  
June 13, 2023**

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

**STAFF PRESENT:** Jeff Sunderland, Chief Administrative Officer, Tyler Pulley, Manager of Municipal Services, and Taylor Robinson, Executive Assistant who took the minutes of the meeting.

**ALSO PRESENT:** Marie Racioppa, Mersey Tobeatic Research Institute

**REGRETS:** Cora Lee Ross, Manager of Corporate Services

**CALL TO ORDER:** Deputy Warden Ross called the June 13, 2023 Committee of the Whole meeting of the Municipality of the District of Digby to order at 5:00pm.

**PAUSE TO SEEK GUIDANCE:** Deputy Warden Ross welcomed everyone and asked that we pause to seek guidance.

**2. ADMINISTRATIVE AND PROCEDURAL ITEMS**

**2.1 Approval of Agenda-Additions/Deletions**

**MOTION #COTW2023-06-13-01**

**It was regularly moved and seconded that the agenda for June 13, 2023 be approved as presented.**

**MOTION CARRIED**

**2.2 Approval of Minutes of May 9, 2023**

**MOTION #COTW2023-06-13-02**

**It was regularly moved and seconded that the minutes of May 9, 2023 be approved as circulated.**

**MOTION CARRIED**

2.3 Presentation/Delegation - Marie Racioppa, Mersey Tobeatic Research Institute

**MOTION #COTW2023-06-13-03**

**It was regularly moved and seconded that Marie Racioppa, Mersey Tobeatic Research Institute come before Council to present.**

**MOTION CARRIED**

Ms. Racioppa introduced the Mersey Tobeatic Research Institute and shared the efforts that the organization has been working on specifically with the Municipal Species at Risk Stewardship. Council thanked Ms. Racioppa for the presentation.

2.4 Unfinished Business from Minutes of May 9, 2023: None

2.5 CAO Report

i. Meeting Dates/Reminders

Deputy Warden Ross highlighted the meeting dates/reminders.

ii. CAO Report

Council reviewed the CAO Report.

iii. Department Reports

The following department reports were included with the CAO report.

i) Manager of Corporate Services

ii) Manager of Municipal Services

iii) Trail Coordinator

iv) Airport/Dispatch

v) Building Inspection

vi) Heritage Coordinator

vii) Renewable Energy & Climate Change Coordinator

**MOTION #COTW2023-06-13-04**

**It was regularly moved and seconded to accept the department reports as circulated.**

**MOTION CARRIED**

**3. DANGEROUS AND UNSIGHTLY PREMISES:** None

**4. BUSINESS ITEMS**

4.1 Draft #2 Capital Budget

CAO Sunderland highlighted the changes that were made to the budget. Council reviewed the second draft of the capital budget and agreed to recommend to Council for approval.

**MOTION #COTW2023-06-13-05**

**It was regularly moved and seconded to recommend to Council to approve the 2023-24 5-Year Capital Budget as presented.**

**MOTION CARRIED**

5. **CORRESPONDENCE/INFORMATION ITEMS:** None

6. **IN CAMERA ITEMS:** None

7. **ADJOURNMENT**

**MOTION #COTW2023-06-13-06**

**It was regularly moved and seconded that the meeting adjourn at 5:27pm.**

**MOTION CARRIED**

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**Deputy Warden Matthew Ross**

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**Jeff Sunderland, CAO**