



**Committee of the Whole Minutes  
Council Chambers  
September 12, 2023**

- 1. IN ATTENDANCE:** 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 Taylor Robinson, Executive Assistant who took the minutes of the meeting.

**ALSO PRESENT:** Dan White from West Nova Chamber of Commerce to provide a presentation to Council.

**REGRETS:** None

**CALL TO ORDER:** Warden Gregory called the September 12, 2023 Committee of the Whole meeting of the Municipality of the District of Digby to order at 5:00pm.

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

- 2. ADMINISTRATIVE AND PROCEDURAL ITEMS**

- 2.1 Approval of Agenda-Additions/Deletions

- MOTION #COTW2023-09-12-01**

- It was regularly moved and seconded that the agenda for September 12, 2023 be approved as circulated.

**MOTION CARRIED**

- 2.2 Approval of Minutes of August 8, 2023

- MOTION # COTW2023-09-12-02**

- It was regularly moved and seconded that the minutes of August 8, 2023 be approved as circulated.

**MOTION CARRIED**

2.3 Presentation/Delegation – Dan White, West Nova Chamber of Commerce

**MOTION #COTW2023-09-12-03**

**It was regularly moved and seconded that Dan White from West Nova Chamber of Commerce come before Council to present.**

**MOTION CARRIED**

Mr. White introduced himself and provided an overview of the West Nova Chamber of Commerce. It was noted that there are nine community leaders on their Council who meet on a monthly basis. Mr. White indicated that the organization has many goals that focus on the community and welcomed the idea of having a liaison to communicate the West Nova Chamber of Commerce efforts back to Council. Council asked Mr. White various questions and thanked him for his presentation.

2.4 Unfinished Business from Minutes of August 8, 2023: None

2.5 CAO Report

i. Meeting Dates/Reminders

Warden Gregory 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 #COTW2023-09-12-04**

**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 Annapolis Valley Frugal Mom's Society Funding Request

Council reviewed the funding request from the Annapolis Valley Frugal Mom's Society and discussed the growing costs of food. Deputy Warden Ross informed Council that

Senior Safety has already provided \$500, so the organization is seeking the remaining amount. It was decided to approve the funding request in the amount of \$1000.

**MOTION #COTW2023-09-12-05**

**It was regularly moved and seconded to recommend to Council to approve the Annapolis Valley Frugal Mom's Society funding request in the amount of \$1000.00 for their food rescue project.**

**MOTION CARRIED**

4.2 Smith's Cove Fire Department Letter of Support

Council reviewed the request for a letter of support for the Smith's Cove Fire Department to develop legislation for volunteer firefighters to respond to accidents when they are at work. Council indicated that they would like to discuss the matter with the members of the Digby Fire Association at their next meeting before making a final decision.

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

6. **IN CAMERA ITEMS:** None

7. **ADJOURNMENT**

**MOTION #COTW2023-09-12-06**

**It was regularly moved and seconded that the meeting adjourn at 5:46pm.**

**MOTION CARRIED**

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Warden Linda Gregory

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Jeff Sunderland, Chief Administrative Officer