

CALL TO ORDER/ATTENDANCE

1.1 Roll Call/Regrets

Warden Gregory called the January 10, 2023 Committee of the Whole session of the Municipality of the District of Digby to order at 4:58 p.m. 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 for the meeting.

2. **ADMINISTRATIVE AND PROCEDURAL ITEMS**

2.1 Approval of Agenda-Additions/Deletions

**MOVED and seconded that the agenda for January 10, 2023 be approved as circulated.**  
**MOTION CARRIED**

2.2 Approval of Minutes of December 13, 2022

**MOVED and seconded that the minutes of December 13, 2022 be approved as presented.**

**MOTION CARRIED**

2.3 Presentation/Delegation - none

2.4 Unfinished Business from Minutes of December 13, 2022 - none

2.5 CAO Report

a) Meeting Dates/Reminders

The Warden highlighted the meeting dates/reminders.

b) CAO Report

The Warden gave an update on the action items in the CAO report.

The Warden advised that there may be a conflict for the February 7<sup>th</sup> By-Law & Policy meeting as she and Councillor Tudor will be in Ottawa. She will confirm with the CAO.

The CAO advised that the Coastal Protection regulations may be implemented in early 2023.

c) Department Reports

The following department reports were included with the CAO report.

- i) Manager of Corporate Services
- ii) Manager of Municipal Services
- iii) Renewable Energy & Climate Change 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 WREN letter

Discussion ensued regarding the intermunicipal agreement letter from WREN regarding the quorum requirement for the LOC.

**MOVED and seconded to recommend to Council the approval of the Western Regional Enterprise Network (WREN) intermunicipal Agreement - Quorum requirement for the Liaison and Oversight Committee (LOC) of 50% + 1.**

**MOTION CARRIED**

4.2 Sunset Drive, Smiths Cove

**MOVED and seconded to recommend to Council to send letters to the Minister of Transportation and MLA Jill Balser regarding Council's concerns about the Sunset Drive level crossing from Smiths Cove to Lansdowne.**

**MOTION CARRIED**

4.3 Marketing Levy Committee

**MOVED and seconded to recommend to Council the approval of the terms of reference for the Marketing Levy advisory committee.**

**MOTION CARRIED**

4.4 Splash Pad letter of support

**MOVED and seconded to recommend to Council to write a letter in support of the Splash Park's Recreation Facility Development (RFD) application.**

**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 5:15 p.m.**

**MOTION CARRIED**

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**Warden Linda Gregory**

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**Jeff Sunderland, CAO**