

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
June 15, 2020**

MEMBERS PRESENT: Mayor Ben Cleveland
Deputy Mayor Mike Bartlett
Councillor Peter Turnbull
Councillor Danny Harvieux

STAFF PRESENT: Tom Ossinger, Chief Administrative Officer
Matthew Raymond, Director of Finance
Leslie Brinton, Executive Assistant
Ed McCormick, Director of Public Works
Bruce Baxter, By Law Officer

REGRETS:

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:04 P.M.

B. AGENDA

B.1 Additions/Deletions

One addition under New Business H.3 High School Graduation

B.2 Approval of the Agenda

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Bartlett that the Agenda be approved with one addition under New Business H.3 High School Graduation.

Motion Carried.

C. DELEGATION AND PRESENTATION

C.1 None.

D. MINUTES OF PREVIOUS MEETING

D.1 May 19, 2020

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Bartlett that the Minutes of May 19, 2020 be approved as presented.

Motion Carried.

E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

E.1 None.

F. STAFF REPORTS

F.1 Chief Administrative Officer

a) Report

The Chief Administrative Officer report was presented and reviewed. There were three development permits issues and two building permits issued as of May 31, 2020. The Public Works Director has been working on the sewer lateral for the new development in the Industrial Park and that is now completed. We have one employee that is off on medical leave and one employee gave his resignation. The stop lights at Victoria Street intersection are not expected to be working until late July or early August parts have been ordered. The Clean Annapolis River folks donated eleven trees and they have been planted around the town. The Town Hall Administrative Building remains closed to the public at this time. The plan to reopen will likely be July 6, 2020 as we have been working on installing the barriers and obtaining the proper PPE. The drop box is being utilized regularly for people dropping off payments for taxes and water bills. When the Town Hall Administrative building does reopen the hours will be reduced from 10 am to 3 pm for the public and outside of these hours will be by appointment only staff will remain in the office from 8:30 to 4:30 Monday to Friday. The 2020-2021 operating budget continues to be drafted and the CAO would like to schedule a budget meeting to review and discuss the budget on June 29th. The CAO provided an update on the Fire Protection Rate that we have been unable to collect from the Tri-County regional center for education we have received correspondence from Minister Porter's office that will be coming up later on the agenda tonight for further discussion. The Dangerous and Unsightly is mostly dealing with garbage complaints this seems to be a common theme and its most unfortunate the Town is looking so great and then you have these places in the high traffic areas and it is most frustrating they make some progress then it slides back to a terrible mess. Mayor Cleveland asked about the requirement in the By-law for garbage containers and yes there is reference to that in the by law. Perhaps the issuing of Summary Office Tickets might be the answer to have them cleaned up and keep them clean.

Deputy Mayor Bartlett asked about the 10 Carleton Street building to see what is happening with this location at this point when the By Law Officer and the Director of Public Works entered the building there has been no work done to the building at this time. The building can't be occupied due to the order that is still in place until the building is brought up to code. The building is still on the pending tax sale listing and once the restrictions allow we will still move forward with that.

G. CORRESPONDENCE

G.1 Minister of Municipal Affairs and Housing Chuck Porter

The Minister is replying to an email sent to our MLA Gordon Wilson concerning the non-payment By the school board of the Fire Protection Rate and they are still working on who should be responsible for the payment so we will wait for more information to come from the Province.

G.2 Wanda Vantassel Fundy Dulse

Correspondence was received from Fundy Dulse concerning a lease agreement with the Province and Fundy Dulse this lease agreement is due to expire this month. The road is in the Town of Digby and we should have the decision on this matter not the Province. This is the time that Council should Give consideration to that area and what they would like to see happen there and forward any ideas Or thoughts to the CAO.

H. NEW BUSINESS

H.1 Occupational Health and Safety Policy Amendment

The Occupational Health and Safety Committee met recently and a recommendation was brought forward to the CAO on an amendment to the Occupational Health and Safety Policy to add a new appendix for the Pandemic this was the guidelines that were drafted and distributed to all staff recently and now is the time to add these to the official policy.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Bartlett that the Committee recommend to Council the Amendment to the Occupational Health and Safety Policy a discussed.

Motion Carried.

H.2 Housing Nova Scotia

Correspondence was received by the CAO from Housing NS on the 2019-20 Municipal Contribution to the Western Regional Housing Authority and the share of the net operating loss for the fiscal year ending March 31, 2020 is \$75,151.34. They are asking for our payment of this amount as well as providing a projection for the net operating loss from the next fiscal year end to be between \$95,000 and \$105,000 this is a huge jump and this is time that we ask for a breakdown of costs etc. We have a contract with housing we might want to refer to this document and also as for further clarification on the numbers being provided. The Committee directed the CAO to draft correspondence to see if we are able to obtain some financial data.

H.3 High School Graduates

Mayor Cleveland has been receiving lots of questions from folks about what the Town will be doing to recognize graduates and the Digby High School is currently working on a ceremony that will include the students and those in a family bubble. It will be a bit of a process with 75 students graduating. Discussion around the potentially allowing the students to display a sign board along admirals walk. With the mass gathering rules through the Province still in place gathering for a photo or recognition will be a challenge in maintaining a 6 foot distance.

I. In-Camera

I.1 None.

J. Adjournment

There being no further business the meeting adjourned.

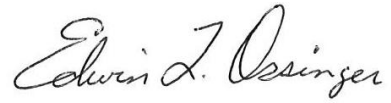
Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that the meeting be adjourned at 7:10 P.M.

Motion Carried.



Mayor



Clerk