

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
July 20, 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

REGRETS: Bruce Baxter, By Law Officer

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:00 P.M.

B. AGENDA

B.1 Additions/Deletions

One addition under New Business H.8 Green Space Digby Centre.

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.8 Green Space Digby Centre.

Motion Carried.

C. DELEGATION AND PRESENTATION

C.1 None.

D. MINUTES OF PREVIOUS MEETING

D.1 June 15, 2020

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Bartlett that the Minutes of June 15, 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. The planning and the building department have issued each seven permits and we have also received inquiries on potential development which is encouraging during the pandemic. The Public Works Director reports that the TSS levels are remaining below the approved limits, the sewer lateral at the Municipal office is now completed, the traffic lights at the four way intersection have been repaired and we now have spare parts in stock, the water bottle filling station will not be installed this year due to Covid-19 restrictions, we have hired a youth under the Canada Summer Jobs program through DARC and have just been advised that we also received funding for a youth as well. The Town Hall has opened to the public on limited hours and we have not experienced any issues with compliance from the public. The CAO has also prepared the Council chambers for in person meeting when the Minister allows for this to happen. The 2020-21 Capital budget has been drafted and will be presented later in this meeting for review and input. The Urban Chicken Bylaw draft is also coming forward tonight for review and input the solicitor reviewed the draft and commented that it was a very well drafted by law. The Racquette Garden Road purchase and sale agreement with the Papineau's has been executed and one adjustment has been done to allow for adequate road frontage for John Cleveland and the Creighton's have requested a few days to consider and legal consultation. The Dangerous and Unsanitary Administrator has been working on three files 10 Carleton Street the administrator was speaking to the property owner and advised them that the basement entrance needed to be secured and we needed an update to the property since issuing the order for repairs the owner assured the administrator that he would provide an update and nothing at this point. The property at 12 Carleton Street the landlord has removed the old broken bins and now placed garbage containers behind the fence. The property at 128 Second Avenue has been marked up with graffiti the administrator has been in contact with the realtor at Pier 2 concerning this property as the realtor is the mortgage holder and the property owner lives in California. The realtor will try and make contact with the property owner regarding these concerns and the administrator will also draft and send correspondence to the owner as well.

G. CORRESPONDENCE

G.1 International Right to Know day

The CAO received correspondence from the Information Privacy Commissioner for Nova Scotia advising us of the International Right to Know Day coming up in September and they are inviting the municipality to proclaim September 28 to October 4 Right to Know week. The Committee discussed this and we have a policy in place that does not allow for this so the Committee agreed to stick to the policy.

G.2 Navy League of Canada

The CAO received correspondence from the Navy League of Canada thanking Council for the approval of the grant request under the Grant and Contribution to Organizations.

G.3 Society for the Friends of Ferals

The CAO received correspondence from the Friends of Ferals thanking Council for the approval of the grant under the Grant and Contribution to Organizations Program.

G.4 Western Counties Regional Library

The CAO received correspondence from the Western Counties Regional Library for the Adopt a Book campaign for the approval of the grant under the Grant and Contribution to Organizations Program.

H. NEW BUSINESS

H.1 Draft-Operating Reserve Fund Policy

This policy was drafted to committee to the establishment and maintaining of an operating reserves fund with a balance of at least twenty percent of regular general operating fund operating revenues. The CAO reminded the Committee that at this point in time we are financially healthy and we are in good shape compared to other towns according to the FCI report that has just been sent out.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Committee recommend to Council the Operating Reserve Fund Policy as presented.

Motion Carried.

H.2 High School Graduation

Mayor Cleveland sent an email to Council some time ago asking for Council input into covering the cost of graduation photos by Mike Carty and the cost will be 50% shared with the Municipality of Digby the total cost is \$775.00 and the Town share is the 50% of that.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Turnbull that the Committee recommend to Council the 50% cost sharing of the Michael Carty Photography Invoice of \$775.00 as discussed.

Motion Carried.

H.3 Wharf Rat Rally

Mayor Cleveland and the CAO received correspondence from Wharf Rat Rally asking for sponsorship to support for the online 2020 Wharf Rat Rally in the amount of \$5,000.00. The Wharf Rat Rally has hired event Management Company to hold a vertical rally online.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Bartlett that the Committee recommend to Council the sponsorship package of \$5,000.00 for the 2020 Wharf Rat Rally.

Ayes

Nays

Deputy Mayor Bartlett

Councillor Harvieux

Councillor Turnbull

Mayor Cleveland

Motion Defeated.

H.4 Parking on First Avenue

Deputy Mayor Bartlett has been noticing that a lot of parking is happening on the east side of First Avenue which makes that travel lane narrow that street is not wide and a fire hydrant is also located there and in the gravel yard next to the Digby Station there is lots of parking. The CAO will speak to the Director of Public Works and perhaps a talk with the business owner might stop the parking from happening at that location.

H.5 Draft Urban Chicken By-Law

The Committee was very pleased with the work that the CAO put into the draft Chicken By law and the solicitor also commented that this was a very well drafted by law the CAO reviewed the By law with the Committee discussion on the maximum number of chicken licenses that could be issued was discussed and it was omitted from the draft. The Committee was asked to provide some thoughts on the limits for the amount of hens that can on the property and this can be brought up when the by law comes forward to the August Council Meeting.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Committee recommends to Council the first reading of the Draft Urban Chicken By law as amended.

Motion Carried.

H.6 Police Association of Nova Scotia

The Police Association of NS is asking to see if we would like to purchase an advertisement space in the Annual Crime Prevention Guide. At this time the decision was made to not advertise in the guide.

H.7 Draft Capital Investment Plan

The Committee reviewed the draft Capital Investment Plan. Deputy Mayor Bartlett asked about the handicap washroom for the Digby Fire Hall it was not included in the draft presented here tonight and could this be added into the Capital Investment Plan. Yes we will add it in and we will be searching out grant money as there should be some money available for this. The streetscape money for the downtown is important post Covid Mayor Cleveland spoke about money that was recently given to other towns for upgrades and Mayor Cleveland will see if Brianne from ACOA might come back and speak to the CAO to see if funds are available. At this point we are still waiting to hear back from a streetscape grant that we applied for however the Director of Public works would still like to do some of these things even if the funds are not approved and at least spend the 50% dollar on those items. The CAO spoke about concerns from residents on Mount Street and there is work that needs to be done there and it will likely be a phased approach.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Committee recommends to Council the Capital Investment Plan as amended.

Motion Carried.

H.8 Green Space

Mayor Cleveland was contact by Jason Francis they are looking for space for a volleyball camp and are considering using the Digby Centre green space however there are concerns about the close proximity to businesses and parking perhaps using the green space down at Digby Station might be a better location. Mayor Cleveland will ask Jason to get into contact with the CAO.

I. In-Camera

I.1 Funding Grant

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Bartlett that the Committee move to In Camera.

Motion Carried.

The Committee moved out of In Camera.

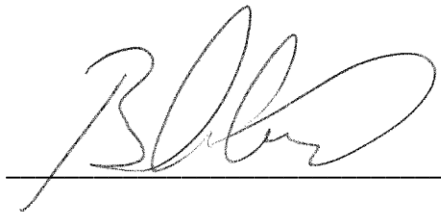
J. Adjournment

There being no further business the meeting adjourned.

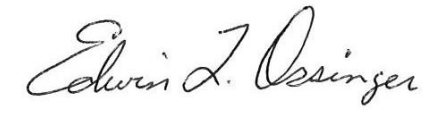
Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Harvieux that the meeting be adjourned at 7:21 P.M.

Motion Carried.



Mayor



Clerk