

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
June 21, 2021
Council Chambers**

MEMBERS PRESENT: Mayor Ben Cleveland
Deputy Mayor Mike Bartlett
Councillor Peter Turnbull
Councillor William McCormick
Councillor Paul Saulnier

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

REGRETS

A. CALL TO ORDER

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

B. AGENDA

B.1 Additions/Deletions

There are five additions to the agenda H.5 Art Work H.6 Unsightly Property H.7 Fence Mount and King Street H.8 Resolution and H.9 Umbrella.

B.2 Approval of the Agenda

Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that the Agenda for June 21, 2021 be approved with five additions under New Business H.5 Art Work H.6 Unsightly Property H.7 Fence Mount Street and King Street and H.9 Umbrella.

Motion Carried.

C. DELEGATION AND PRESENTATION

C.1 None.

D. MINUTES OF PREVIOUS MEETING

D.1 May 17, 2021

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the Minutes of May 17, 2021 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 was two development permits issued and one subdivision approval issued for the month of May. There were three building permits issued for the month of May. The CAO added to his report that tomorrow there will be a virtual meeting with Harry Jost along with representatives from the Digby Pines to discuss future land development. The Western Regional Library will be doing a story walk in the Tri Counties with the Town of Digby scheduled for July 14 to August 4. The Senior Management Team met and discussed operating budget, Canada Summer Job positions, Cross Connection Control Program, public works staff safety regarding the increased amount of used needles, vandalism at two private businesses on Water Street and the Promenade and Grant Funding Opportunities. The CAO has conducted a further review of the Salary Scale level adjustments as per direction from Council. The Visitor Information Centre is now open to the public and following all Covid-19 regulations. Staff have obtained a quote for the installation of 46 meters of steel guard rails at a cost of \$9,600 plus HST and traffic control cost of about \$1,500 Council direction for this project. Mayor Cleveland suggested adding this to the Capital Budget for review. The CAO in discussion with Derik DeWolfe and Morse Surveying that the survey for the Town lot at PID 30378558 would not be a simple survey and would require a considerable amount of research. The CAO arranged a meeting with Derik and Marc Comeau the Town Solicitor for June 22 to further discuss this matter.

F.2 Director of Finance

a) Report

The Director of Finance report was presented and reviewed. The Director is working on a draft budget and is hoping to have a draft for review with the management the week of June 14th. The Director spoke about the Gas Tax Funding which has now been rebranded as the Canada Community Building Fund we have received notice that we will be topped up by an additional \$166,386 which is approximately double the normal amount received. The SOP for Water and Sewer Bill non-payment Standard Operating Procedure has not been strictly adhered to during the pandemic through discussion with the CAO residential accounts will still be given notices however there will be no disconnections done in the month of June. This will be reviewed on an ongoing basis as the pandemic evolves. The rental arrears are now paid on the 53 Mount Street Rental.

F.3 Director of Public Works

a) Report

The Director of Public Works reviewed his report with the Committee. The Director spoke about the topsoil from Yarmouth Waste we are still unable to receive any as Nova Scotia Environment has not approved the use of the topsoil due to too much plastic in the product. The Director has hired Brian Murry to fix the fence at the Loyalist Cemetery. The Public Works department has been Screening the top soil at Smith's Cove as a cost saving measure. The sidewalk was replaced by the Shoe Box store on Water Street. The 5 ton truck had a small oil leak and the entire housing needed

to be replaced. The sprinkler heads for the Fire Hall will soon be here and that project can be completed. The traffic light replacement will soon be upgraded all the material is now on site.

F.4 Special Constable

a) Dangerous or Unsightly Premise Report

The Administrator is working on a file for 12 Carleton Street a 4 day extension has been granted to the order to remedy. If the landlord fails to meet the compliance as stated an administrative fee of \$150.00 will be applied a contractor will be notified to come and cleanup with the costs being added to the tax account as a lien to the property. 3 Maiden Lane has been issued an order to remedy an extension has also been granted for that civic address as well. 2 Prince William Street has also been issued an order to remedy and that has also been granted a 4 day extension. 13 Mount Street along with 140 First Avenue have just been posted with an order to remedy. The Administrator provided an update today on the cleanup that happened this morning 12 Carleton Street, 3 Maiden Lane and 2 Prince William Street the Administrator and Digby Salvage and Disposal did a clean up this morning June 21 of the three listed properties the cost will be separated and those amounts will be added to the tax account. Councillor Saulnier asked about the camera Footage from the recent vandalism downtown and the RCMP have been in contact with him however this happened in the early morning hours and it is difficult to see the quality in the dark is not good. Thexton's Greenhouse in Annapolis donated the replacement flowers for the box that was damaged Mayor Cleveland asked that a thank you letter be drafted to them.

a) Protective Services Report

The Special Constable has been renewing the taxi driver licenses for the owner and operators.

G. CORRESPONDENCE

G.1 Southwest Nova Biosphere Reserve Association

Thank you letter was sent to Mayor Cleveland, Council and staff for the recent Community Grant awarded for \$500.00.

G.2 Society for the Friends of Ferals

Thank you was sent to the CAO thanking the Town of Digby for the recent Community Grant awarded to them.

G.3 Digby and Area Community Health Board Signage

The Community Health Board has sent along a template they have for smoke free signage and they are requesting areas from the Town of Digby to where they could be installed. The Dog Park, Promenade, Vantassel Lake trail these are some of the spots that we may be able to use them at these locations.

G.4 Digby and Area Health Services Community Navigator

The Digby and Area Health Services Charitable Foundation has sent correspondence regarding financial support for a Digby and Area Community Navigator position for the Digby Area. This would be a partnership with the Town of Digby and the Municipality of Digby along with the Digby Area Health Services Charitable Foundation with an approximate cost of \$35,667 each. There has been talks with the local MLA to assist with the funding of this position. There will be a formal presentation to Council coming up.

H. NEW BUSINESS

H.1 Draft Flag Flying Policy

The CAO has drafted for discussion the Flag Flying Policy this policy would allow for special interest groups to be able to fly their flags along the water front for a period of 2 weeks on a first come first serve basis.

Motion:

Moved by Councillor McCormick and seconded by Councillor Turnbull that the Committee recommends to Council the Flag Flying Policy as presented.

Motion Carried.

H.2 Draft Dog Control By-Law

The request to amend the By-Law to make the dog license a onetime fee from an annual fee. Once the research showed that most units don't use a breed specific reference in the by law. The CAO redrafted the By-law to make those amendments and the draft is coming forward tonight.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Committee recommend to Council the Draft Dog By-Law as presented.

Motion Carried.

H.3 Dog Park Lighting

Councillor McCormick asked that this be added to the agenda for discussion he has been approached by folks who use the dog park in the evening and if wondering about lighting at that park perhaps if Council would agree direction can be given to staff to cost out lighting and see if there are any funding opportunities for solar lighting.

Councillor Saulnier asked about the vision planning for the park. Back when the property was given to the town there was certain conditions attached to the property and at that time the further use of that property was discussed.

Council asked about the look off out on Shore Road perhaps we can inquire with MLA Gordon Wilson on the town obtaining the property. Mayor Cleveland will be speaking to MLA Wilson in the days ahead and he will ask about that property.

H.4 Salary Scales

The CAO was asked to revisit the salary scales from the previous discussion. Tonight there will be three options presented for review and discussion. Councillor Saulnier would like to see the 1% increase in the scale applied. Deputy Mayor Bartlett would prefer option one which is the .3% increase. Councillor McCormick and Councillor Turnbull would prefer option 2 the 1% same as Councillor Saulnier.

Motion:

Moved by Councillor McCormick and seconded by Councillor Turnbull that the Committee recommend to Council the increase to the salary scale of 1% as presented for CAO and staff.

AYES

Councillor Turnbull

Councillor Saulnier

Councillor McCormick

Mayor Cleveland

Motion Carried.

NAYS

Deputy Mayor Bartlett

H.5 Art Work

Councillor Turnbull asked for an update on the Art Work being done by Peter Janson for the Promenade. Mayor Cleveland will be speaking to Roger Marshall the owner of the building where the art work was previously located and see if installing on that building might still be an option if not the new art work will have to be mounted to posts.

H.6 Unsightly Properties

The former Irving Property interior is becoming a derelict building the interior is caving in the building should come down and create a green space. The By-Law Officer has been trying to contact the owner regarding a garbage box in the front of the building. The sidewalk on that corner will be an issue when the time comes to redo that sidewalk. The Committee directed the CAO to try and make contact with the property owner and express interest in the town purchasing the lot.

H.7 Fence at Mount and King Street

The closed section of road at Mount Street and King Street is in need of some repair the sign is bent the fence is rotting. As well as the former Mount Street School property the lawn needs to be mowed and that might be the responsibility of the tenant we will have to refer to the lease agreement.

H.8 Resolution

The Flood Risk Infrastructure Investment Program resolution for the costal erosion funding program is coming up for submission and as part of the application Council commitment to the project is required.

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Bartlett that the Committee recommends to council:

Whereas coastal erosion and sea rise is a concern for coastal towns like Digby, and the resulting flooding causes huge risks to the Town's Water, Wastewater and Road Infrastructure.

And whereas flooding has along Racquette Road has already occurred during extremely high tides and/or storm surges, causing damage and putting infrastructure at risk.

And whereas funding of these projects cannot be accomplished without funding from the other levels of government.

Be it therefore resolved that the Town Council of the Town of Digby identify the raising of the Racquette Road east of the Racquette Bridge and the construction of a seawall break as a priority project and supports the application under the Flood Risk Infrastructure Investment Program.

Motion Carried.

H.9 Umbrella

Deputy Mayor Bartlett held the Joe Casey award ceremony the temperature was high and it was hot there and Deputy Mayor Bartlett would like to bring this forward for further discussion at Council.

I. IN-CAMERA

I.1 None.

J. ADJOURNMENT

There being no further business the meeting adjourned.

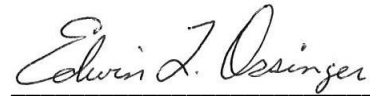
Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier the meeting be adjourned at 7:36 P.M.

Motion Carried.



Mayor



Clerk