

**DIGBY TOWN COUNCIL**  
**Special Council Meeting**  
**Monday June 21, 2021**

At the conclusion of the Committee of the Whole

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Tom Ossinger Chief Administrative Officer  
Leslie Brinton Executive Assistant

**REGRETS:**

**A. CALL TO ORDER**

Mayor Cleveland called the meeting on order at 7:37 PM

**B. AGENDA**

**B.1 Additions/Deletions**

None.

**B.2 Approved as discussed.**

**C. NEW BUSINESS**

**C.1 Salary Scale**

The Salary Scale is the recommendation coming forward from the Committee of the Whole To allow staff to continue forward with the budget preparations.

**Motion:**

***Moved by Councillor McCormick and seconded by Councillor Turnbull that Salary Scale be approved as presented below.***

**Ayes**

**Councillor McCormick  
Councillor Turnbull  
Councillor Saulnier  
Mayor Cleveland  
Motion Carried.**

**Nays**

**Deputy Mayor Bartlett**

**DIGBY TOWN COUNCIL**  
**Special Council Meeting**  
**June 21, 2021**

**Town of Digby**  
**Proposed Salary Scales - Effective April 1, 2021**

Increase %

1

Position	Department	Step 1	Step 2	Step 3	Step 4	Step 5
<i>Level 6 (500 - 600 Points)</i>						
Director of Public Works	Public Works	65,173	67,395	69,617	71,838	74,060
Director of Finance	Finance	65,173	67,395	69,617	71,838	74,060
<i>Level 5 (400 - 499 Points)</i>						
Public Works Foreman	Public Works	23.56	24.37	25.17	25.97	26.78
<i>Level 4 (320 - 399 Points)</i>						
Operator -Water / Wastewater	Public Works	21.60	22.33	23.07	23.81	24.54
<i>Level 3 (240 - 319 Points)</i>						
Executive Assistant	Office of CAO	43,368	44,847	46,325	47,803	49,282
<i>Level 2 (180 - 239 Points)</i>						
Operator	Public Works	19.75	20.42	21.10	21.77	22.44
Seasonal Operator	Public Works	16.36	16.92	17.48	18.04	18.59
Student Worker	Public Works	12.95	13.23	13.67	14.11	14.54
Tax/Utility Payroll Clerk	Finance	41,102	42,503	43,904	45,305	46,706

**DIGBY TOWN COUNCIL**  
**Special Council Meeting**  
**June 21, 2021**

Accounts Payable Clerk	Finance	41,102	42,503	43,904	45,305	46,706
By-law Enforcement Officer	Protective Services	41,102	42,503	43,904	45,305	46,706
<i>Level 1 (100 - 179)</i>						
VIC Manager ( Permanent/seasonal)	Tourism	Minimum Wage plus 2.00 *				
VIC Counsellor (Permanent/seasonal)	Tourism	Minimum Wage plus 1.00 *				
VIC Councillor (Probationary and/or Student)	Tourism	Minimum Wage				
Crossing Guards	Protective Services	Minimum Wage *				

Salary Scales of Levels 2-6 employees will increase each year by the Cost of Living Allowance (COLA) for Nova Scotia as of December 31st of the Preceding Year.

Salary Scales of Level 1 employees will increase each year by the Cost of Living Allowance (COLA) for Nova Scotia as of December 31st of the Preceding Year when there is no adjustment to the minimum wage.

**CAO Salary Scale**  
**Proposed Salary Scale Effective April 1, 2021**

**Increase %** **1.00%**

Position	Department	Step 1	Step 2	Step 3	Step 4	Step 5
Chief Administrative Officer	Office of the CAO	90,394	93,475	96,557	99,638	102,720

Salary Scales of the CAO will increase each year By the Cost of Living Allowance (COLA) for Nova Scotia as of December 31st of the Preceding Year.

DIGBY TOWN COUNCIL  
Special Council Meeting  
June 21, 2021

**C.2 Priority Resolution**

The Flood Risk Infrastructure Investment Program requires the commitment from the Council for the funding application.

**Motion:**

**Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that Council approve the following:**

***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.***

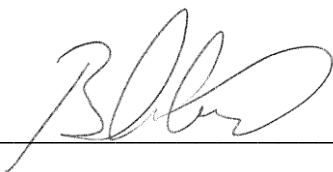
**Motion Carried.**

**D. ADJOURNMENT**

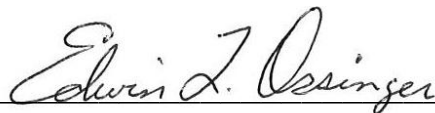
**Motion:**

**Moved by Councillor McCormick and seconded by Councillor Turnbull that the meeting be adjourned at 7:43 P.M.**

**Motion Carried.**



Mayor



Clerk