

**DIGBY TOWN COUNCIL
REGULAR MEETING
Monday October 4, 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
Matthew Raymond, Director of Finance

REGRETS:

A. CALL TO ORDER

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

B. Public Hearings

B.1 None.

C. AGENDA

C.1 Additions/Deletions

Three additions to the Agenda under New Business J.2 Mary Saulnier J.3 Housing and J.4 Town Crier.

C.2 Approval

Motion

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the Agenda for October 4, 2021 be approved with three additions under New Business J.2 Mary Saulnier J.3 Housing and J.4 Town Crier.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Grant Thornton-Aaron Kelly

Aaron Kelly from Grant Thornton is here to present the Financial Statements this presentation has been made prior to tonight to the Audit Committee the recommendation to approve the statements will follow the presentation. Aaron reviewed the Independent Auditors Report the option of the audit is that the financial statements present fairly, in all material respects, the financial position of the Town of Digby as of March 31, 2021. Aaron did a review of the Consolidated Statement of Operations the revenue for the year end is \$5,437,777 which is higher than budget and expenses for the year end are \$4,729,115 which are less than budget this results

in a surplus of \$708,662 and brings the accumulated surplus to \$16,442,154. The town is currently in a good financial position. Last year with Covid-19 it was a challenging year for a lot of business and individuals however the financial position of the Town is good.

D.2 Audit Committee Report

Motion:

Moved by Councillor McCormick and seconded by Councillor Turnbull that Council approve the Town of Digby Consolidated Financial Statements for the year ending March 31, 2021 as presented.

Motion Carried.

E. MINUTES OF PREVIOUS MEETING

E.1 September 7, 2021

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that the Minutes of September 7, 2021 be approved as presented.

Motion Carried.

E.2 September 13, 2021 Special Council Meeting

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that the Minutes of September 13, 2021 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 Municipality of Digby and Town of Digby Accessibility Committee

The CAO spoke about the Accessibility Committee when we did some research on the motion to approve the Council we realized that no formal motion was done to adopt the Terms of Reference for the Accessibility Committee. Therefore there are several motions coming forward so that we can get this committee established and moving forward we are running out of time.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Turnbull that Council approve the Municipality and Town of Digby Accessibility Advisory Terms of Reference.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Bartlett that Council rescind the Motion made at the April 6, 2021 Council Meeting to appoint Councillor Saulnier and Councillor Turnbull to the Accessibility Advisory Committee.

Motion Carried.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that Council appoint Councillor Turnbull to the Accessibility Advisory Committee.

Motion Carried.

Motion:

***Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that Council appoint Jackie Giguere as the Town of Digby Citizen member to the Accessibility Advisory Committee.
Motion Carried.***

G. REPORTS

G.1 Chief Administrative Officer Report

The CAO reported on the Covid-19 as of Wednesday September 29th the detail of the proof of full vaccination protocol which goes into effect as Phase 5 begins on October 4. The Town Hall Covid-19 protocols have been in place since July 31 and will continue to be practiced until the foreseeable future. The Deker Trail sign is now installed and we have received positive comments about the sign. The CAO contacted the Mackintosh family regarding the park and as of today he is still waiting to hear back. The Ministerial mandate letter to Municipal Affairs and Housing Minister John Lohr is included in the meeting package for Councils review. The CAO highlighted the last bullet point it discusses the review of the Municipal Act, Municipal Charters including the size and scope and concept of shared services and regional service authorities. The CAO has sent correspondence to Minister Lohr regarding the Fire Protection rate that has not been paid at the time of the writing of the report there has been no reply.

G.2 Digby Area Recreation Commission Report

The Digby Area Recreation Commission has been doing a lot of fundraising with the splash committee that is going very well. DARC is also working on the telescope a couple from Annapolis area are working with DARC on this project.

G.3 Digby and Area Tourism Association

The DATA report was included in the package. Councillor Turnbull was unable to attend the meeting. There is work to be done by the Administration department and we are aiming for the levy to be in place by April 1, 2022.

G.4 Waste Check Report

At the recent Waste Check meeting there was lots of talk about the removal of the black bag from the Industrial, Commercial and Institutional waste streams. Councillor Saulnier noted that a large portion of the newsletter is dedicated to waste information.

H. CORRESPONDENCE

H.1 Premier Houston letter to John Lohr Minister of Municipal Affairs and Housing

The Town of Digby received a copy of the letter that Premier Houston sent to Minister Lohr a copy was included in the package for information.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Digby Wesleyan Church Trunk or Treat Event

The Town of Digby received a similar request from the church last year. The event last year seemed to go well and Council was in support of the event again this year.

J.2 Letter from Mary Saulnier

Councillor Saulnier declared a conflict of interest on this correspondence.

Mary Saulnier sent correspondence with a proposal of a Victorian Christmas on Maiden Lane market at Fishermen's memorial park in Digby this would be a fundraiser for DRHS Graduates. Council was in favor of the event is Covid-19 protocols can be in place and followed. In the correspondence she does outline Covid-19 protocols. A permit should be given for the event however if Council wishes they can waive the fee for the event as it will be a DRHS fundraiser. Council approved the event and agreed to waive the fee associated with the permit.

J.3 Affordable Housing

Mayor Cleveland would like to send correspondence to Minister Houston on affordable housing Mayor Cleveland will draft correspondence.

J.4 Town Crier

Today we received notice that the honorary Town Crier for the Town of Digby will be retiring and a small celebration will be held on Saturday we can see if possible to have a plaque in appreciation done for him. Mayor Cleveland will be attending the ceremony.

K. IN CAMERA

K.1 Legal

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that Council move to In Camera for Legal.

Motion Carried.

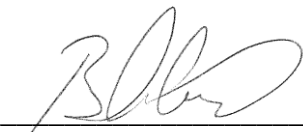
Council moved out of In Camera.

L. ADJOURNMENT

Motion:

Motion for adjournment was moved by Councillor McCormick and seconded by Deputy Mayor Bartlett at 7:42 P.M.

Motion Carried.



Mayor



Clerk