

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
April 15, 2024
Council Chambers**

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

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

REGRETS:

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:30 PM

B. AGENDA

B.1 Additions/Deletions

Three additions to the agenda one under New Business H.2 Community use of schools one under Delegations C.1 Richard Parry and one under In Camera I.1 Contracts.

B.2 Approval

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the agenda for March 18, 2024, be approved as amended.

Motion Carried.

C. DELEGATIONS/PRESENTATIONS

C.1 Richard Parry

Richard Parry thanked Mayor and Council for the opportunity to address them. Back in March he sent correspondence regarding the expenditure of funds to not for profit organizations. Council did send a reply along with a list of previously awarded grants. There is a concern with the awarding of grants to organizations when there are so many Streets in need to repair, with doctor shortages it took 10 years for Richard to get a physician. Richard questioned why we were awarding to organizations such as the

Anglican Church, Fundy Chorale, and Cancer Help fund when we have roads and other matters that need fixing. Richard would like to have the Community Grant Policy repealed and those dollars spent in other areas. Richard thanked Council for the opportunity to come and speak. Mayor Cleveland thanked Richard and informed him that Council will keep him up to date.

C.2 Brian Manzer

Brian is interested in purchasing the Mount Street property where the Salvation Army was previously and bring it back up and running again as a youth centre. This would create a safe environment for youth to come and be social, show movies, sell snacks and food this would all be available at no cost to the youth to use the space there would be someone responsible for the site there when open it is close to the High School. The basement would still be available for the Food bank and possible provide space for other organizations to rent.

D. MINUTES OF PREVIOUS MEETINGS

D.1 March 18, 2024

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the Minutes of March 18, 2024, be approved as presented.

Motion Carried.

D.2 April 8, 2024, Special Meeting

Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that the Minutes of the April 8, 2024 Special Meeting be approved as presented.

Motion Carried.

E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

None.

F. STAFF REPORTS

F.1 Chief Administrative Officer Report

The Chief Administrative Officer presented his report. Currently there are no development permits issued but there have been lots of talk with potential developers and projects are still being discussed, some of which are close to the development agreement application status.

New Commons is working with Digby Area Housing Collation and they have a new member that is stepping up to review the site plan file as well as an ex staff member of CMHC. We have not heard anything back yet as there may be more amendments to the site plan to come.

Digby Fire Department responded to 13 calls.

The Mount Street upgrade project agreement has been signed with Dexter's and a meeting will take place tomorrow, April 16.

The Senior Management Team is doing a review of the capital budget. Kings Transit Governance changes will be coming up for discussion soon and the Chief Administrative Officer will be meeting with Kings Transit. The Municipality of Digby will be a member of the board. It was mentioned that Annapolis and Middleton do not have members on the board. They are asking that the Chief Administrative Officer take part in the meetings. The Chief Administrative Officer will invite Rob, Grant Coordinator, to a future meeting so he can meet council members, Rob replied that he is happy to attend.

F.2 Director of Public Works

The Director of Public Works presented his report. We have placed an order for green bins but delivery time is an issue. It is likely to take 30 to 60 days.

Digby Fire Department was asked to order a compressor.

Digby waterfront boards are being replaced as they are becoming rotten more of the boards will be replaced over the years.

The new 5-ton truck is currently in the garage and parts have been ordered.

Shower titles are being installed now at Digby Station.

The Digby Transfer Station is now having a debit machine installed.

The Rick Hanson Accessibility course is happening and 8 of 10 sessions have been completed. This has been a good course for the town and municipality and will provide lots of assistance in the future.

There is a group of individuals that walk the trail and trimming the rose bushes back would be important. They would like to see a variety of beach and shore roses there. Swamp milkweed is good for butterflies, there is some located near the Thomas field. We can install a couple of wild gardens and they are low cost items.

The Saint George trail is muddy and it can be filled in with Class A gravel and more crusher dust can also be installed on the trail.

Wayfinding signage on the trail can be a part of the beautification of what we want to do. There was some great ideas and can be discussed again later for summer projects. The crew needs to be considerate of whipping down wild flowers.

Benches are also planned to placed at the Shore Road Visitor Information Center.

F.3 Director of Finance

A) Report

The Director of Finance presented his report. Budgets are currently being worked on. As a result of the service exchange the operating budget will result in saving of \$143,814 in total per year. Employee benefits are going to increase approximately \$22.00 per month and benefits are a cost of about 10%. Currently the town is paying more than half that was originally intended. The cost of insurance is up 13% and deductible have also increased.

The electric car charging station is now up and running. A modern Tesla would be around \$2 per hour to be charged. Digby has a lot of fast chargers and what we currently have is a level 2 so they are slower.

Rent is up-to-date in Mount Street but rent on First Ave is one month behind.

B) Statement of Operations

The Director of Finance presented his statement of operations report. We will likely have a \$200,000 deficit once the housing deficit is known.

F.4 Special Constable

a) Dangerous or Unsightly Premises Reports

The Dangerous or Unsightly administrator report was presented.

10 Carleton Street met with a Lawyer and was asked to complete a full cost analysis on the site.

17 Maiden Lane the property owner will be here in April and will consider selling.

27 West Street debris was removed but difficult to removal of the concrete pieces once all the work is completed it will meet the requirements of the "Unsightly" portion of the policy.

b) Protective Services Reports

CCTV all cameras are operational.

There needs to be more public education for parking control and perhaps better signage.

There have been civic address changes to NSACAF.

There is one new driver taxi licence.

Solid Waste notice was sent to various property owners, there are numerous open and ongoing files for by-law violations.

G. CORRESPONDENCE

G.1 Multicultural Festival

A letter was received regarding a multicultural festival, and they are seeking permission to hold an event. Traditionally, a fee is charged for events like these, but we cannot issue a special event license without Council approval for the first time of the event. The event coordinators will need to have insurance for the event covering any risk for something this size. We will need to specify that the fee waived is for 2024 only and can only support the one event.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that Committee recommend to Council the Multicultural Festival be approved, and the fee be waived for the event for June 15, 2024.

Motion Carried.

H. NEW BUSINESS

H.1 Town Capital Budget

The Director of Finance presented the draft Capital Budget.

One item to note is that the capital reserve will have approximately \$638,017. The reason for pointing this out is that we have minimum reserve amounts. The Director did a review of the year one spending. Past year one is just a forecast for future years. It was suggested

that the draft Capital Budget be taken home and reviewed, and any input be sent to the CAO or Director of Finance before the next meeting.

H.2 Community use of Schools

Councillor Saulnier wanted to bring up the Digby Theatre and the community usage of schools. The Town of Digby has two Councillors that sit on the Digby Area Recreation Commission Board and they should be aware of the needs of the theatre. Deputy Mayor Bartlett suggested that Councillor Saulnier draft a list of repairs and maintenance items that will need to be done at the site and send it to him before the next meeting.

I. IN-CAMERA

I.1 Contract

Motion:

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

Motion Carried.

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Committee move out of In Camera for Contact.

Motion Carried.

J. ADJOURNMENT

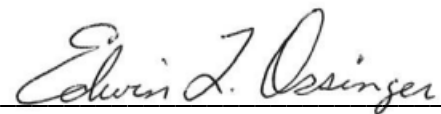
Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the meeting be adjourned as there is no further business at 8:16 P.M.

Motion Carried.



Mayor



Clerk