

**Town of Digby  
Committee of the Whole  
October 21, 2024  
Council Chambers**

**MEMBERS PRESENT:** Mayor Ben Cleveland  
Deputy Mayor Mike Bartlett  
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, Special Constable  
Rob Hartmier, Grant Coordinator

**REGRETS:**

**A. CALL TO ORDER**

Mayor Cleveland called the meeting to order at 6:00 pm

**B. AGENDA**

**B.1 Additions/Deletions**

E. 1 Victoria street sidewalk

H.1 Senior Safety

**B.2 Approval**

**MOTION:**

*Moved by Councillor McCormick and seconded by Councillor Saulnier that the agenda for October 21, 2024, be approved as amended.*

**Motion Carried**

**C. DELEGATIONS/PRESENTATIONS**

None

**D. MINUTES OF PREVIOUS MEETING**

**D.1 September 16, 2024**

**H.3** Councillor Saulnier noted the error that H.3, Dangerous and Unsightly Policy, would be addressed by the New Council in regards to the updating of the policy.

**MOTION:**

*Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the Minutes of September 16, 2024 be approved as amended.*

**Motion Carried**

**E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS**

### **E.1 Victoria Street Sidewalk**

Director of Public Works communicated that the Victoria sidewalk needs to be worked on. There needs to be a cost analysis on the work and then to bring that forward for the recommendation and look at adding it to next years budget. The work to be done is from KFC and work our way up to redo the sidewalk. Councillor Saulnier asked if the Mount Street sidewalk will go right up to the asphalt sidewalk of Victoria? Director of Public Works said yes.

## **F. STAFF REPORTS**

### **F.1 Chief Administrative Officer**

The report was submitted with the package. 1 development permit issued. 2 building permits issued. No Fire inspection reports. Digby Fire responded to 20 calls during August and 8 calls during September. VIC closed October 10<sup>th</sup>. 200 visitors on the 10 open days of October. Local businesses reported September was busiest month by far. There may be a request coming to Council from a resident who was looking for a reduction in garbage rate as he is only a seasonal home owner. Garbage rate is set by Council and CAO instructed resident to contact Council if wanting a change. Council is in agreement that there would be no change in the garbage rate regardless of whether the person is a part-time or seasonal resident. Mini home realtor has been contacted and brought price recommendations forward. CAO wishes to discuss this in-camera. Councillor Saulnier inquired as to whether the information tv display could move to the town hall for the off-season. CAO has asked for some clarification about the blue sign at the KFC corner. Council gave him direction to begin the process to remove sign.

### **F.2 Director of Public Works**

a) Public Works Report - The report was submitted with the package. LED bulbs have started to be installed in a number of lights. There is good value in this and the Director of Public Works is looking to move forward with that as a permanent option. Director of Public Works has broken up the hours on the report doing certain works so COTW can see where hours are being spent by Public Works Staff. Next meeting will provide some Mount Street finishing timelines after a meeting. Councillor Saulnier inquired about the heat in the public washrooms being turned all the way up. Options are being looked at to find coded and programable thermostats. Deputy Mayor asked about push button cross walks near the Victoria Street Sobey's entrance. Director of Public Works will look into maybe a light there as cross walks aren't in the budget. Director of Public Works wished to verify the closing time of the washrooms and shower. Decision was made to have the public shower closed October 31<sup>st</sup> and the public washrooms closed November 31<sup>st</sup>.

### **F.3 Director of Finance**

The Report was submitted with the package. Quite a few sales in the town so deed transfer tax is up. Sewer rate is on budget. Commercial taxes are below budget due to assessment appeals and reduction due to fire. Public washroom costs are going to be above budget. May need to do bridge financing while we are waiting for Shore Road and Mount Street to complete those projects but this is to make sure of a safety net for the reserves.

### **F.4 Special Constable**

a) Dangerous and Unightly - The Report was submitted with the package. Number of files as written in the report have become complaint with requests from the By-law officer. Discussion around using inspection stickers to ascertain if the vehicle is derelict or not. To be added to policy amendments when discussed. Another discussion was had about the blue sign that needs to be taken down at the old KFC intersection. Director of Public Works and CAO to discuss where decision was left on what was

to be done with that sign. Discussion had about #10 Carleton Street and all the requirements that are needed.

b) Protective Services – The Report was submitted with the package. All cameras are operational. Taxi bylaws have been repealed in Cumberland County. Only 22 Taxi bylaws in Nova Scotia. Number of solid waste files that are being dealt with. 133 First Avenue has been visited by Waste Check and Waste Check notified By-law that it is unsafe to visit site alone as current tenant was difficult to deal with.

#### **F.5 Grant Coordinator Report**

The Report was submitted with the package. HAF2 was completed and submitted with a “fall” date being given for response. ACOA meeting was had to discuss funds for Harding lookoff project. Submitted a number of progress reports for Nova Scotia Provincial Government grants.

#### **F.6 Returning Officer**

The Report was submitted with the package. All requirements are in place for election week as well as election day, October 19, 2024. Report to follow in regards to voter turn out and final report for the election.

### **G. CORRESPONDENCE**

#### **G.1 George Lemaitre – Waste Disposal**

Deputy Mayor Bartlett is suggesting that perhaps the writer of the letter needs to move to a smaller green bin. Mayor suggested that Councillors on the Waste Check Committee take the letter to next Waste Check meeting.

#### **G.2 Conway Workshop Association**

When the building was sold, the reduced rate was removed due to a different company taking control of the building. Mayor suggested that CAO has a meeting with them and to explain the process to the letter writer in applying for a reduced rate.

### **H. NEW BUSINESS**

#### **H.1 Senior Safety**

Councillor McCormick wanted to communicate to council that the funding for the Senior Safety position is still \$25,000 and has been so for roughly 8 years. Discussions were had over the last year to add to the budget. Councillor McCormick would like a letter written to proper department in order to increase the funding for this well needed position. Office of the CAO has been asked to draft a letter.

### **I. IN-CAMERA**

#### **I.1 Contract**

##### **Motion**

***Moved by Councillor Saulnier and seconded by Councillor McCormick that the Committee of the Whole meeting move to in-camera for Contract.***

**Motion Carried.**

##### **Motion**

***Moved by Councillor McCormick and seconded by Councillor Turnbull that the Committee of the Whole meeting move to out of in-camera for Contract.***


**Motion Carried.**

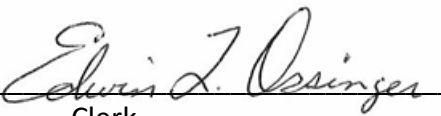
**J. Adjournment**

**Motion**

***Moved by Councillor McCormick and seconded by Councillor Turnbull that the Committee of the Whole meeting be adjourned as there is no further business at 7:15 pm***

**Motion Carried.**

  
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Deputy Mayor

  
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Clerk