

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
APRIL 19, 2022
Council Chambers**

MEMBERS PRESENT

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

STAFF PRESENT

Leslie Brinton, Acting CAO and Executive Assistant
Matthew Raymond, Director of Finance
Ed McCormick, Director of Public Works
Bruce Baxter, By-Law Enforcement
Joy Robbins, Recording Secretary

REGRETS

Tom Ossinger, Chief Administrative Officer

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:10 PM

B. AGENDA

B.1 Additions/Deletions

The following four additions are being added to New Business

H.2 Provincial Property Tax, H.3 Spring into Summer Expo, H.4 Job Posting –
Community Development Co-ordinator H.5 LED Lighting and one additions under In
Camera I.2 Legal

Motion:

***Moved by Councillor McCormick seconded by Deputy Mayor Bartlett the Agenda for
April 19, 2022 be approved as amended.***

Motion Carried.

C. DELEGATIONS/PRESENTATIONS

C.1 None

D. MINUTES OF PREVIOUS MEETINGS

D.1 March 21, 2022

Motion

Moved by Councillor Saulnier seconded by Councillor McCormick that the Minutes of March 21, 2022 be accepted as presented.

Motion Carried.

D.2 Special Committee of the Whole Meeting March 21, 2022

Motion:

Moved by Councillor Saulnier seconded by Councillor McCormick that the Minutes of March 21, 2022 Special Committee of the Whole Meeting be accepted as presented.

Motion Carried.

E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

E.1 Frank Mackintosh Park dedication ceremony

The Acting CAO was in contact with members of the Mackintosh family and it was suggested that an official dedication/opening would be very welcoming from the family and that we should schedule a date. Saturday May 28, 2022 was chosen by Council.

E.2 Digby and Area Health Services Charitable Foundation – Community Navigator

Motion:

Moved by Deputy Mayor Bartlett seconded by Councillor McCormick the Committee recommend to Council that Town fund the Community Navigator position for the next three years in the amount of \$26,750 per year. This being 25% of their total budget of \$107,000.

Motion carried.

E.3 Digby Splash Park

The Splash Park Committee is requesting \$30,000 from the Town and Municipality to help with the capital costs of construction of the splash park. Council will consider this request when they start working on the Capital Budget for the 2022/23 year.

F. STAFF REPORTS

F.1 Acting Chief Administrative Officer Report

The Acting CAO highlighted that two development permits were issued in March and three building permits were issued.

The Autism Flag Raising scheduled for today has been delayed due to weather and arrangements will be made for another time.

The Mayor, Director Public Works, Acting CAO and ACOA met to discuss the Rediscover Main Street Program and the possibility of obtaining funding for some projects.

NS Health Authority wants to extend the lease at Digby Station from July 1, 2022 to March 31, 2023

Tammy Smith has been hired one day a week to assist during the absence of the CAO.

F.2 Director of Public Works

The Director of Public Works made the meeting aware that Covid Virus and been “running rampant” at the Works Department Department. Most of the staff has been out over the past two weeks. They tried to look after what was necessary and some of the light duties as they arose. As of today they are back to a full complement of staff. This has pushed any scheduled jobs back 2 to 3 weeks. The director showed the meeting samples for siding, shutters, trim and windows for the upgrade of the outside of the Town Hall.

F.3 Director of Finance

Director of Finance noted that the Town will have an operating surplus.

The Capital Budget meetings have been delayed due Covid at the Works Dept.

RCMP costs are expected to increase by 11.04% in the coming year

The Insurance will increase by 16%

Grant Application for the Federal Active Transportation Fund has been submitted.

The Provincial Capital Assistance Program (PCAP) is an opportunity for the Town to apply for funding for engineering specs for high priority projects. Motions are needed from Council to help to get this funding approved. The two areas of concern are complete replacement of all services on a section of Church St and King St.

Motion:

Moved by Deputy Mayor Bartlett seconded by Councillor McCormick that the Committee recommend to Council to make application to PCAP for engineering work to upgrade all services on a section of Church Street as a priority.

Motion carried.

Motion:

Moved by Deputy Mayor Bartlett seconded by Councillor McCormick a recommendation go to Council to make application to PCAP for engineering work to upgrade all services on a section of King Street as a priority.

Motion carried.

F.4 Special Constable

a) Dangerous or Unsightly Premises Report

The report was reviewed by the Special Constable and along with this report he advised that complaints have been received about garbage and rats at the family units of public housing.

The COTW asked that the Officer get in contact with Public Housing to make them aware of the problem about garbage and the garbage attracting rats and have public housing clean up these properties. A representative from Waste Check is coming and will be going to visit problem properties in the next few days

b) **Protective Services Report**

The By-Law Officer informed the meeting the Town has 5 new cameras and are in the process of having them installed.

The matter of too many black bags being put out on pick-up day was discussed. Waste Check will be in the area and will look at this problem as well.

G. CORRESPONDENCE

G.1 1792 Project

Information Item for Council

G.2 Diane Axent

A thank you for our support and donation toward the Red Cross campaign to help war torn Ukraine.

G.3 FCM-RCMP Retro Active Pay

Letters are to be sent to our MP and MLA concerning this retroactive pay and to ask for details of who is responsible to pay this and what impact this will have on each Municipal Unit. The Committee directed the Acting CAO to draft correspondence regarding this Retro RCMP Pay.

G.4 Fibromyalgia Association Canada

May 12, 2022 is Fibromyalgia Awareness Day and they are asking that we acknowledge the day. Mayor suggested we put a purple bulb in the Digby Lighthouse.

G.5 Black Start-up Project Atlantic Roadshow

Looking for financial support from the Town. Letter be sent advising that our Grants to Organizations has been done for this year. But we wish them every success for their event to be held in Digby May 25, 2022 at the NSCC Digby Learning Centre

H. NEW BUSINESS

H.1 RCMP – Foreign Scams

Councillor McCormick spoke about the RCMP will no longer be investigating foreign originated scams. This is a problem as a lot of the telephone/internet scams come from outside of Canada. Direction was given that letters be sent to the MP, MLA and Provincial Justice Department requesting government to put pressure on the RCMP to continue to investigate these scams.

H.2 Additional Property Tax

Provincial - \$2.00/\$100.00 of assessment the Province is looking to charge a Tax rate of \$2.00/\$100.00 of assessment on all property owned by people who live outside of the province. An NSFPM zoom call will be coming with more information.

H.3 Spring into Summer Trade Show

The organizing committee is looking for financial support from the town to help with the costs. The Town along with the Municipality have also committed to a booth for the show.

Motion

Moved by Deputy Mayor Bartlett seconded by Councillor McCormick that the Committee recommend to council to contribute \$250.00 to the Spring into Summer Trade Show.

Motion Carried.

H.4 Job Posting – Community Development CoOrdinator

The Job Description was written by the CAO and presented to Council last fall. This was approved at that time. The Committee would like to the job posted to be done right away to at the very least begin the process. The Acting CAO will post this position.

H.5 LED Lights

Councillor Saulnier addressed this item of business and explained about new LED lights on the market. They are programmable and much more serviceable for year round use. It was suggested that the Digby Lighthouse be looked at as a trial project. Councillor Saulnier will look into these lights and the hardware and accessories needed and the cost involved for this project and present his findings to COTW at a future meeting.

I. IN-CAMERA

I.1 Personnel

I.2 Legal

Motion:

Moved by Councillor McCormick seconded by Councillor Turnbull the meeting move to In Camera for Personnel and Legal.

Motion Carried.

Motion:

Moved by Councillor McCormick seconded by Deputy Mayor Bartlett the meeting come Out of In Camera.

Motion Carried.

The meeting resumed the business of the evening.

Motion:

Moved by Deputy Mayor Bartlett seconded by Councillor McCormick that the Committee recommend the following motion to council: the Acting CAO receive a salary increase to \$74,060 annually during the absence of the CAO.

Motion Carried.


The salary rate increase of 6% for the Works Department be considered in this years operating budget.

J. ADJOURNMENT

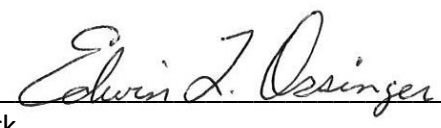
Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that the meeting be adjourned as there is no further business at 8:50 PM.

Motion Carried.



Mayor



Clerk