

**DIGBY TOWN COUNCIL
REGULAR MEETING
TUESDAY August 7, 2018
COUNCIL CHAMBERS
6:00 PM**

MEMBERS PRESENT: Mayor Ben Cleveland
Deputy Mayor Jean Brittain
Councillor Mike Bartlett
Councillor Danny Harvieux
Councillor Peter Turnbull

STAFF PRESENT : Tom Ossinger, Chief Administrative Officer
Matthew Raymond, Director of Finance
Leslie Brinton, Executive Assistant

REGRETS:

A. CALL TO ORDER

Mayor called the meeting to order at 6:00 PM

B. PUBLIC HEARINGS

C. AGENDA

C.1 Additions/Deletions

One addition to the Agenda under New Business J.4 Pink Piano

C.2 Approval

Motion

Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Agenda of August 7, 2018 be with one amendment to the Agenda under New Business J.4 Pink Piano.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Grant Thornton-Presentation of Financial Statements

Aaron Kelly from Grant Thornton presented to Council the Financial Statements for the year ended March 31, 2018. Management is responsible for the preparation and presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement. Auditor is responsible to express an opinion on the consolidated financial statements based on the audit. In the opinion the consolidated financial statements present fairly, in all material respects, the financial position of the Town as at March 31, 2018. The Consolidated Statement of Operations year ended March 31, 2018 show revenue for the year end at 4,924,544 this is slightly higher

than budgeted. Expenditures for the year end were 4,771,041 this is slightly lower than budgeted ending the year with an accumulated surplus of 15,214,170. Schedules to the Consolidated Statement of Operations were reviewed one item to note one is a reduction in the amount of overtime paid to Public Works staff resulting in some cost savings. Overall Revenue was up slightly and a slight decrease in Expenses. Council thanked Grant Thornton for their completing the audit ahead of schedule.

E. MINUTES OF PREVIOUS MEETING

E.1 July 3, 2018

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Minutes of July 3, 2018 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES

F.1 Highway 101 Signage

Council was provided an updated draft of the new Town of Digby Highway 101 sign to be done for the opening of new section of the Highway 101 and also to replace the existing one location near Smith's Cove.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Highway 101 signage design as presented.

Motion Carried.

G. REPORT

G.1 Chief Administrative Officer

The Chief Administrative Officer report was distributed to Council for review. The CAO discussed the Cannabis Legalization and asked that Council give some consideration to restricting the cultivation of Cannabis such as in school zone. There will be more information coming forward regarding cannabis but something to keep in mind for now. The CAO provided to Council information about the authority provided to Municipalities to sell surplus property. The tenders for the purchase of two trucks have now be awarded both to Belliveau Motors. The tender is now posted for the purchase of the new one ton truck and also a tender for the sale of one surplus truck. Staff will be compiling a report to Council regarding the elimination of one-third Tax Exemption. The CAO and Councillor Harvieux are both registered to attend the upcoming workshop on relationships, decision making and innovation in New Glasgow in September and will not be in attendance at the September Council Meeting as this workshop has an early start time the next morning. The Digby Fire Hall Appraisal will be further discussed In Camera. The town Solicitor has reviewed the draft by laws and has made some recommend changes and they have be completed and will be coming forward as part of the Committee of the Whole report for first reading. The group of artisans have now completed their first draft of the banner and it is being presented here tonight for approval of Council to move forward with that design.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve the banner design as presented.

Motion Carried.

The CAO and the Director of Public Works met with representatives from Kings Transit as well as the Municipality of Digby to discuss a potential location for the new bus shelter the determined location will be across from Josie's Place restaurant all costs for the installation of the new shelter will be covered by Kings Transit. Deputy Mayor Brittain noted that on the CAO report it indicated a DARC meeting that meeting did not be held this month.

G.2 Committee of the Whole Report

The Committee of the Whole report was distributed for review.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council give first reading of the Vending & Licensing By-Law #2018-02.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council give first reading of the Public Places By-Law #2018-03.

Motion Carried.

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett that Council declare the vacant lot at 98 Carleton Street to be surplus.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council approve the Vending and Licensing By-Law Designated Site Policy as presented.

Motion Carried.

G.3 Digby Area Recreation Commission Report

The DARC report was included in the package for review.

G.4 Audit Committee Report

Motion:

Moved by Councillor Harvieux and seconded by Deputy Mayor Brittain that Council approve the Town of Digby Consolidated Financial Statements for the year ended March 31, 2018 as presented.

Motion Carried.

H. CORRESPONDENCE

H.1 Provincial Heritage Conference

The Provincial Heritage Conference is being held in Annapolis Royal from September 26-28th. They are asking if we are interested in sponsoring a Taste of Digby as part of a meet and greet at the event.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council sponsor the 2018 Provincial Heritage Conference Taste of Digby for \$500.00.

Motion Carried.

H.2 Property Valuation Services Corporation Annual Report

PVSC 2017-18 Annual report is now available to be viewed online.

H.3 Sydney Street Pub and Café

The Sydney Street Pub is asking if picnic benches could be places on Sydney Street the side nearest to Scotiabank rather than barricades. They feel that the barricades create a barrier to the Pub and people feel uncomfortable crossing them to access the pub. Discussion ensued on the safety issue having picnic benches at that location vs the barricades. The CAO will contact the RCMP traffic authority and they can provide an opinion and we will move forward with their recommendation.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Second Reading of Development Agreement-19 Prince William Street

Motion:

Moved by Deputy Mayor Brittain and seconded by Councillor Bartlett that Council enter into a Development Agreement with Grace United Church to allow the use of the existing structure and lands at 19 Prince William Street (PID 30231153) for a private residence.

Motion Carried.

J.2 Amendment to the Land Use By-Law

a) Permitted uses in Commercial Downtown (CD) Zone

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council give second reading, of an amendment of the Land Use Bylaw to amend Part 7.3.1 to include the following: "Automobile Service Stations, including accessory automobile repair and automobile sales on lots located north of Prince William Street".

Motion Carried.

b) Amendment to Land Use By-Law Section 7.3.1 (d)

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council give second reading, of an amendment of the Land Use bylaw to amend Part 7.3.1 (d) by adding "and Birch Street" immediately following Church Street. "In the Commercial Downtown (CD) Zone properties fronting on First Avenue north of Church Street, and Birch Street in addition to the permitted uses in Part 7.3.1(a), existing commercial structures may be converted to the following:

Residential dwellings use to a maximum of four (4) dwelling units subject to the requirements of the RMD Zone."

Motion Carried.

c) Amendment to Land Use By-Law Definition of "Development"

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council give second reading, of an amendment of the Land Use Bylaw to amend Part 3 Definitions by including the

following definition of "Development": "Development includes any erection, construction, alteration, replacement or relocation of or addition to any structure and any change or alteration in the use made of land, buildings or structure but shall not include routine maintenance and repair of a structure".

Motion Carried.

J.3 Sale of Surplus Property at 98 Carleton Street

The property located 98 Carleton Street has been declared as surplus under section 50 5(b) of the MGA this provides a Municipality the authority to sell property at market value when the property is no longer required for the purpose of the municipality. The CAO discussed with the Solicitor and the Town is free to enter into negotiations with any party to see municipal property as long as the sale price is a minimum of market value.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that Council agree to sell the property at 98 Carleton Street to Aubrey (Rusty) States for \$14,000.

Motion Carried.

J.4 Pink Piano

Deputy Mayor Brittain inquired about some protection from the weather for the pink piano. The CAO indicated that the piano was put there for enjoyment for the public this was an old piano that Diane Theriault was willing to give away and when it has reached it useful life Diane will come and remove it and have it disposed of which will likely be the end of summer.

K. IN CAMERA

K.1 Purchase of Property

K.2 Fire Hall Assessment

Motion:

Moved by Councillor Turnbull and seconded by Councillor Bartlett that Council move to In Camera.

Motion Carried.

Councillor Turnbull declared a conflict and removed himself from the room during the K.1 Purchase of Property discussion.

Councillor Turnbull returned after the Purchase of Property discussion to discuss the Fire Hall Assessment.

Council moved out of In Camera.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council engage a surveyor to monitor existing building movement of the Fire Department Building and follow the recommendations of the structural engineer as they become available.

Motion Carried.

L. ADJOURNMENT

Motion:

Motion for adjournment was moved by Deputy Mayor Brittain and seconded by Councillor Bartlett at 8:07 PM

Motion Carried.