

**DIGBY TOWN COUNCIL
REGULAR MEETING
MONDAY May 6, 2019
COUNCIL CHAMBERS
6:00 PM**

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

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

REGRETS: Deputy Mayor Brittain

A. CALL TO ORDER

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

B. PUBLIC HEARINGS

B.1 None.

C. AGENDA

C.1 Additions/Deletions
None.

C.2 Approval
Motion

***Moved by Councillor Harvieux and seconded by Councillor Turnbull that the
Agenda of May 6, 2019 be approved as presented.***

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 John MacAlpine-98 Church Street

John MacAlpine came tonight to address Council on the property he owns at 98 Church Street and to try and understand the process on the application he submitted in January and understand why this takes the time it does. The CAO has worked with John to remedy his issues. John was directed to work with Property Valuation Services who seemed unable to remedy the issues. In 2011 John took the matter to appeals court and it was determined that nothing could be done except to amend the Land Use By-law. In 2012 when the Town of Digby adopted the new Land Use By law and Municipal Planning Strategy the land along Victoria Street was changed after a lengthy process working with the Planner and PAC to adopt the MPS and LUB John was not aware this change was happening. He feels that this process happened secretly.

The property was being charged a Commercial Tax rate however it was in a Residential Zone. John was able to sell the property as a Commercial lot and then realized that it was in fact residential. John applied to have the property changed in January of this year and at a recent Planning Advisory Committee meeting that John attended one of the citizen members did not vote on this approval due to not understanding the issue at hand. Mayor Cleveland explained to John that this matter will be coming back to the Planning Advisory Committee for further discussion once the Town Planner Chris Millier is available to meet and once that date has been set we will advise John and we hope to be able to bring this matter to a close in the near future. Mayor Cleveland informed John that would we reach out to him in a day or so with a date for that Planning meeting.

D.2 Mike Carty and Jill Balser Inspiring Communities

Jill Balser and Mike Carty came to provide an update to Council on the work they are doing in the area and the process they have followed to this point as part of the Inspiring Communities Initiative. They have gather a lot of feedback from citizens on area of concern this feedback was compiled into various sections. The work that is being done will hopefully be able to provide Municipalities and other stakeholders with areas to be addressed and what can be done to make this better. More to come from this work in the years ahead.

E. MINUTES OF PREVIOUS MEETING

E.1 April 1, 2019

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that the Minutes of April 1, 2019 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 None.

G. REPORT

G.1 Chief Administrative Officer Report

The CAO report was distributed for Council review. The CAO provided an update to the Former Provincial VIC on Shore Road as of late day Friday the CAO received email correspondence that the paperwork had been signed off and is now being sent to the next department for final sign off. The CAO discussed a meeting he attended with Bay Ferries, Municipality of Digby and Digby Area Tourism Association on the proposal for a staff person on the Visitor Information Center aboard the Fundy Rose in 2018 the Town committed \$1,500 the same commitment is being asked for the coming 2019 season with no increase. This will be coming forward tonight for Council consideration under New Business. The 2019 Canada Summer Jobs Application was approved for one position at the Visitor Information Center for 8 weeks. The Town of Digby has commenced an On the Job training with a NSCC student Cotta Burns she is with us for 5 weeks with no financial commitment but does require staff mentorship. The Invitational RFP's were sent to three contractors the RFP closed and the contract has been awarded to Digby Salvage and Disposal and should be coming down soon. The CAO discussed Bill # 92 Power to Expend there are some changes and they are outlined in the CAO report.

G.2 Digby Area Recreation Commission Report

The report was included in the package for Council review.

G.3 Committee of the Whole

The Committee of the Whole recommendation were presented for Council discussion.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve a change of date for the June Council meeting to June 10th 2019.

Motion Carried.

Motion:

Moved by Councillor Bartlett and seconded by Councillor Harvieux that Council approve the installation of a new crosswalk on First Avenue at the intersection of Prince William Street.

Motion Carried.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Capital expenditures:

Banners and Brackets 3,600.00

Maintenance free gardens 5,000.00

Hanging Flower Baskets self-watering 2,600.00

Two Compartment Garbage Cans 2,100.00

Plate Tamper 2,800.00

Totalling \$16,100.00

Motion Carried.

G.4 Planning Advisory Committee Report

The Planning Advisory Committee is recommending to council a development agreement pending the fulfilment of the recommendations of the Planner.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Harvieux that the Town enter into a development agreement with Darren M. Halliday to permit the development of three (3) multiple unit residential structures to contain a total of twenty-four (24) dwelling units on PID 30228860 and PID 30228845 Second Avenue subject to the submission of:

- 1. a revised Site Plan***
- 2. a lot Grading and Drainage Plan***
- 3. Building Floor Plans***
- 4. revised Building Elevation Plans and details***
- 5. Consolidation of PID 30228860 and PID 30228845***

Motion Carried.

H. CORRESPONDENCE

H.1 MP Cheryl Gallant-Bill C 68

Information Item.

H.2 Digby Area Tourism Association

Thank you letter for annual financial support.

H.3 Department of Municipal Affairs

This is notice of a one-time payment under the Federal Gas Tax Program this should almost double The one-time payment.

H.4 Digby Area Tourism Association

Mayor and Council received a letter in support of the motion to recommend the next steps for the development of a Marketing and Promotion Levy.

H.5 NS Joint Municipal Fire Services Committee Training Bulletin

The Joint Municipal Fire Services Committee Bulletin was received in regards to Fire Service Training. This might be a beneficial bulletin for the Fire Service.

H.6 NS Justice Wanda Fletcher

The CAO received written notice from NS Justice is regards to the level of service the costs to the Town of Digby represents a decrease of 7.71% for the 2019/20 fiscal year. Nothing changes in regard to the complement of officers the only change is the calculation of the Staff Sgt. wages.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Bay Ferries Limited

This proposal is coming forward for the Visitor Information Services on board the Fundy Rose for the coming visitor season. The cost to operate the Visitor Information Center is approximately \$9,200 annually the proposed funding model for this coming year is the same amount committed by the Town in 2018.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Turnbull that Council approve the 2019 proposed funding of \$1,500 for the Visitor Information Center aboard MV Fundy Rose.
Motion Carried.

J.2 Digby and Area Health Services Charitable Foundation

This letter was sent to the Town of Digby because Digby & Area Senior Safety sponsored a Tee Box at the upcoming Richard Ellis Memorial Gold Tournament. The cheque was sent form the Town of Digby on behalf of the Digby & Area Senior Safety. There may be a letter coming for sponsorship from the Town of Digby as well.

J.3 Banners

a) Draft Banner Selection and Submission Guidelines

Council reviewed the draft guidelines for the banner selection and submission. The selection committee will be Digby Area Tourism but they also asked for some guidelines.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Banner Selection and Submission Guidelines as presented.
Motion Carried.

b) Draft Student Banner Guidelines

Council reviewed the draft guidelines for the students. The selection committee will be Digby Area Tourism folks.

Motion:

Moved by Councillor Harvieux and seconded by Councillor Bartlett that Council approve the Student Banner Guidelines as presented.

Motion Carried.

J.4 Parental Accommodations for Elected Officials

This policy is coming forward from the AMANS and the NSFM this might be the time to consider A draft of this policy the CAO would like to have direction from Council before work begins on the Draft policy. Council directed the CAO to work on a draft policy that is long overdue.

J.5 Minimum Planning Requirements

There are changes that are coming to the regulations respecting the Municipal Planning Strategies The Town of Digby has comprehensive planning in place however there will be some changes but Not major changes.

J.6 Operating Budget Review

The Director of Finance presented to Council a power point presentation to discuss desired service levels and discuss some challenges with this budget. The upcoming operating budget meeting have been set with a date of June 10th for the Operating Budget to be passed. The Capital budget meeting has also been set with a date of July 2 for the Capital Budget to be passed. One challenge this year is the Grant in Lieu that we receive for the Pines Hotel that decrease of assessment create a 26% decrease to the revenue. On the expense side we have just received notice of a decrease to the funding formula this will result in a \$79,000 dollar savings. There is potential for a new tax revenue from a Fire Protection Rate this could generate \$33,000 revenue that would mostly come from the Hospital and the Digby High School and churches could also see a small amount for the Fire Protection Rate. Council will look forward to the first budget meeting and the presentation of a draft budget on May 14th.

- K. IN CAMERA

K.1 Land Acquisition

K.2 Legal

Motion:

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

Motion Carried.

Council moved out of In Camera

Motion:

Moved by Councillor Bartlett and seconded by Councillor Turnbull that the Town of Digby not entertain the purchase of land on Victoria Street.

Motion Carried.

L. **ADJOURNMENT**

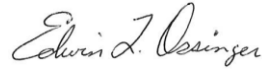
Motion:

Motion for adjournment was moved by Councillor Harvieux and seconded by Councillor Turnbull at 7:58 P.M.

Motion Carried.



Mayor



Clerk