

**DIGBY TOWN COUNCIL
REGULAR MEETING
Monday November 1, 2021
Council Chambers**

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

STAFF PRESENT : Tom Ossinger, Chief Administrative Officer
Leslie Brinton, Executive Assistant

REGRETS:

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:00 P.M.

B. Public Hearings

B.1 None.

C. AGENDA

C.1 Additions/Deletions

Three additions to the Agenda under New Business J.4 Letter Joe Lefebvre J.5 John Lohr J.6 Website and J.7 Affordable Housing.

C.2 Approval

Motion

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Agenda for November 1, 2021 be approved with four additions under New Business J.4 Letter from Joe Lefebvre J.5 John Lohr J.6 Affordable Housing and J.7 Website.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 None.

E. MINUTES OF PREVIOUS MEETING

E.1 October 4, 2021

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the Minutes of October 4, 2021 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 None.

G. REPORTS

G.1 Chief Administrative Officer Report

The CAO spoke about the Western REN Energy Project for Residential Retrofits. This project would help residential retrofit to happen and reduce the capacity on the grid by lowering energy needs. There are currently 22,800 households in within the Western Region so this project will be a huge undertaking but could have significant economic spinoffs. A draft funding application has been reviewed by FCM and feedback has been provided. The FCM requires that 10% of the total costs come from the applicant the Western REN will allocate its own funds for this purpose leaving no financial ask to the municipal units at this time. They are asking for a letter of support from each of the municipalities for the project and that such letter include a \$1,200 in-kind contribution of staff hours to reflect any required requests. The consensus of the Council is to proceed with the letter of support along with the In Kind request to the Western REN project.

The CAO spoke about the Proof of Vaccination for Covid-19 specifically about outdoor activities Such as the Christmas tree lighting it seems to be unclear on whether outdoor activities such as these would require proof of vaccination. The CAO is trying to arrange a meeting to discuss upcoming events and what is required.

The CAO has not received any correspondence from Minster Lohr regarding the Fire Protection Rate for the Digby General High School.

The CAO provided an update on the Lobster Fisheries Dispute from the October 10 and October 27th meetings the current contract with Iris Communication will soon be up the Council thoughts Were at the end of the Lobster fishing season this might be the time to end the contract with Iris. The CAO attended a meeting with members of the Digby Area Health Services Charitable Foundation concerning the Community Navigator at this point in time they are looking for support (in principal) for the position they are seeking corporate and private partnership so at this time they seem to be backing off the financial request from the Municipal units. A meeting is schedule with the MLA to bring her up to speed and see if this fits in with the provincial health care agenda. There will be more coming in the weeks ahead.

The Grants Committee meet to discuss the grants and the need for a committee or additional staff to address researching grants and determining whether the Town is a qualifying applicant and that the town's project qualifies. The current workload of the Senior Management Team area currently taxed to the max typically in the past we have done our best to research and apply for grants from a corner of your desks and to date we have some success stories but there are lots of huge files coming down such as accessibility, affordable housing, asset management and grants the position might be able to be funded through grant funding. The CAO is recommending that Council consider the creation of a Special Projects Coordinator position within the Office of the CAO whose duties fall under the office of the CAO the position is for a term of 12 months. The CAO will begin the research for the position.

The FRIIP funding for Racquette Road Sea Water Flooding Project has now been announced on October 28th by the province the tender documents have been posted on the Provincial Procurement Site and the Town's Website and closes on November 18th due to a small window of opportunity to have the work completed the CAO is requesting an email poll on November 23 as in accordance with the Telephone and Electronic Polls Policy and then ratified at the December 7th Council Meeting.

The RFP for the Former Provincial VIC building closed on October 28th only one proposal was received this item has been added to the Agenda under New Business for further discussion.

G.2 Digby Area Recreation Commission Report

The Digby Area Recreation Commission reports are in the package. Councillor Turnbull spoke about the huge success with the Smile Cookie Campaign this was the most cookies sold during the local campaign a cheque for over \$10,000 was received with the funds going towards the Climbing wall and the Vaughan Vantassel Memorial Park. The Facility Manager is reporting that the curling center brine pump will need to be replaced next summer. The headers will also need replacing in the next couple of years.

G.3 Digby and Area Tourism Association

The DATA report was included in the package. The Digby Area Tourism Association needs a friendly reminder that the levy funds collected will be spent as per direction from a committee that needs to be struck this is a process for the Municipal units to create and adopt a By-law around the marketing levy.

G.4 Committee of the Whole

There are four recommendations coming forward from the Committee of the Whole.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the Marketing Levy initiation date remain at April 1, 2022 as previously discussed.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Saulnier that an amendment to the Town of Digby Operating Budget in the amount of \$9,600.00 for tree removal and trimming.

Motion Carried.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Turnbull that an amendment to Town of Digby Capital Budget be made to allow for the buyout of the lease of the 2019 John Deere backhoe at a cost of \$84,200 plus HST.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that the lease agreement for the Digby Campground and the assignment of the lease be approved as presented.

Motion Carried.

G.5 Planning Advisory Committee Report

The Planning Advisory Committee meet to review the application for rezoning the land on Second Avenue.

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that The Digby Land Use By-law Schedule a Zoning Map be amended to rezone lands of Sangseok Park and Myungja Lee at Second Avenue (PID 30380067) from Residential Low Density (RLD) to Residential Medium Density (RMD)

Motion Carried.

The Chief Administrative Officer distributed a flow chart for the process for the rezoning once Council approves the application to rezone it will be advertised in a local paper then following that will be the date for a Public Hearing for this particular application it can be December 6th.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Turnbull that the Public Hearing date for rezoning the land on Second Avenue (PID 30380067) for December 6, 2021.

Motion Carried.

H. CORRESPONDENCE

H.1 None.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Request for Proposal former VIC Shore Road

The one RFP that was received has been distributed to Council prior to this meeting. The unknown for the Town will be the costs for utility. Mayor Cleveland says that building has more potential than what is being proposed. It might be a challenge to heat that building in the winter months. Discussion about moving the Visitor Information Centre to Shore Road however not all were in favor of that. With only one RFP received did we hit the target market we were hoping for? There are ways to advertise on face book for minimal costs.

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the Chief Administrative Officer draft correspondence to Digby Area Learning Association rejecting the RFP submitted for the former VIC on Shore Road.

Motion Carried.

J.2 Municipal Planning Strategy and Land Use By-law review (Backyard suites)

The Planning Advisory Committee meet to review the application received for the rezoning at that meeting another topic was discussed the amendments that would be required for the allowing of back yard (grannie suites) in order to consider this amendment to the MPS and LUB it will require a motion of Council to being that work that is required. Another item for consideration for a review would be the former VIC on Shore Road is not zoned for anything other than tourism related business this is the time to also consider an amendment to the zoning on that property as well. Councils thought were to do a full review of the MPS and LUB it has been since 2012 since the last one was done.

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Council approved a full review of the Municipal Planning Strategy and Land Use By law as discussed.

Motion Carried.

J.3 Doctor Recruitment

Mayor Cleveland attends the Nova Scotia Health Authority meetings and what to provide Council with an update there currently is an interest from a couple of Doctors interest in coming to Digby the area which is good news the community is in need. Mayor Cleveland spoke about the rent at that facility is high and is hoping to be able to speak with the new Minister of Health soon. Perhaps this is something that can be discussed at a joint meeting of Councils.

J.4 Joe Lefebvre Letter

This letter just arrived concerning the safety of the crosswalk on Water Street in front of the Scotiabank. There is a plan in place to upgrade crosswalks once we begin the work on Water Street. We have been installing the flashing crosswalk signs about two per year and the plan is to bring them all the way downtown. If Council wishes we can add this to the current budget or wait and it will be done in the next fiscal year. Council direction was to correspond this information to the individual and continue on with the current installation plan for the upgrades next year.

J.5 Minister of Municipal Affairs and Housing

Email correspondence was received from the Department of Municipal Affairs advising is of the one-time grant of \$368,558 which is doubling of the Municipal Financial Capacity Grant and the Town Foundation Grant. DMHA is also towards negotiating a new Provincial Municipal Memorandum of Understanding.

J.6 Website

Councillor Saulnier noted that the current Community Groups page on the website is in need of updated and he would like to create a poll and gather input from the community folks and update that page. The CAO spoke to this and it would be welcomed as we strive to have the most up to date information on that page.

J.7 Affordable Housing

Councillor Saulnier spoke Affordable Housing there is a need for a feasibility study and there are funds out there to assist with this. We need to know what is available out there and who is looking for affordable housing these are key points. Perhaps we bring the services together to discuss these questions.

K. IN CAMERA

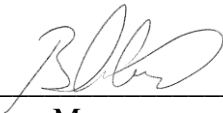
K.1 None.

L. ADJOURNMENT

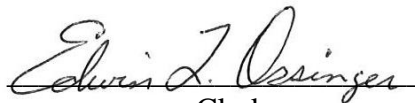
Motion:

Motion for adjournment was moved by Councillor McCormick and seconded by Councillor Turnbull at 8:15 P.M.

Motion Carried.



Mayor



Clerk