

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
February 20, 2024
Council Chambers**

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

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

REGRETS: Laura Lee Milner, By Law Enforcement Officer

A. CALL TO ORDER

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

B. AGENDA

B.1 Additions/Deletions

Two additions to the Agenda under New Business H.3 NSFMC Conference and H.4 Signage on the Promenade. One deletion from the Agenda E.1 Vacant Building By law will be held off until to the next meeting the By Law Officer was unable to attend tonight's meeting.

B.2 Approval

Motion:

Moved by Councillor Turnbull and seconded by Councillor Saulnier that the agenda for February 20, 2024, be approved as amended.

Motion Carried.

C. DELEGATIONS/PRESENTATIONS

C.1 Digby Housing Coalition-Nancy Robinson

Nancy Robinson will be presenting to Council but also in attendance were Jane Kingston, Laurie Crosby, Lori Prescesky, Michelle Levings. Nancy spoke about the proposed

Development on the lands formerly the Siesta Motel at this point there has been no formal submission for a new Development Agreement that is being worked on and will be coming soon. The former Development Agreement will be rescinded and replaced with The new one once the formal process is completed. The Housing Coalition has been working with New Commons on the new design as well as obtaining funding for the project. One of the next steps moving forward will be a to create a business plan. The new construction will likely take a while to begin Nancy is hopeful for Summer of 2024. Council thanked the Housing Coalition for coming to bring them up to date.

D. MINUTES OF PREVIOUS MEETINGS

D.1 January 15, 2024

Motion

Moved by Councillor McCormick and seconded by Councillor Saulnier that the Minutes of January 15, 2024, be approved as presented.

Motion Carried.

E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

E.1 Marshalling Yard/First Avenue

The CAO has drafted correspondence for Council review. The CAO is also suggesting that MLA Jill Balser is briefed on the letter and the ask prior to it being sent. Mayor Cleveland Will be meeting with MLA Balser on another matter and will advise her of the letter.

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the Committee recommend to Council the draft letter for Honorable Rushton be sent.

Motion Carried.

F. STAFF REPORTS

F.1 Chief Administrative Officer Report

The Chief Administrative Officer Report was presented. The planning department issued no Development Permits for the month of January and one subdivision application was approved. The building department issued two building permits during the month of January. The Fire Inspector conducted one site visit at 49 Water Street which did have deficiencies and they were given 30 days to remedy. There were four inspections scheduled for the month. Digby Fire Department has responded to 20 calls during the previous month 3 calls were in the Town and 17 called were in the district. The Office of the CAO is reporting that tenders that closed on January 30, 2024. All three came in well over budget. The Senior Staff and Project Management are reviewing the options for the Mount Street upgrade project in an effort to reduce cost and finding funding for the overage of the project. A detailed report was expected to be available tonight however Matthew Bennett who was the project manager is no longer with WSP a new project director has been appointed and has been brought up to speed on the project. The Shore Road Culvert replacement tender we have contacted NS Public Works and have requested them to provide a price for the project and also to see what might be available under the Roads Service Exchange. The Victoria Street Paving project has been discussed by the

Senior Management team they are recommending that we not award this tender and use the budget towards the Mount Street Project and Victoria Street be patched with cold patch for now and we will retender this in the future.

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that Committee recommend to Council to not award the Victoria Street Tender.

Motion Carried.

F.2 Director of Public Works

The Director of Public Works presented his report. CARP is filling an application for funding to do more storm water management at the Former TVT site as per the design work that was done. AED units have been installed at Town Hall and Public Works. Repairs were done to a wash out along Second Avenue (St. Mary's to St. George Street) it took eight loads of material to repair the washed-out bank. Repairs have been completed on the new 5 ton truck is was delivered on Friday February 8th it was used only a couple of days and is now broken once again. The mini home has the final power inspection done and it now can be hooked up. The interior work will continue to finish this project off. A new podium was constructed by the Public Works Department. Stats were provided for the transfer station from July of 2023 to January of 2024. There maybe a need to discuss the operating hours for the site there will likely be more to come on this item. Councillor McCormick asked if we should be considering a new 5-ton truck a tender design was done for a new truck and will be further discussed.

F.3 Director of Finance

The Director of Finance report was distributed in the package. Mount Street upgrade with a potential cost of \$4.1 million dollars this could be the costliest capital project undertaken by the Town since the wastewater treatment upgrade in 2012. The SSGF Project status report was completed and submitted to Municipal affairs. The Town will be able to spend any remaining funds from the original funds on the Mount Street upgrade project costs that exceed those eligible under the ICIP grant. The Financial Information Return (FIR) template is now available and is due on March 7 the reason for the delay in sending the template was due to the province adding the changes for the new Asset Retirement Obligations. The Active Transportation final invoice has been received a final report is being prepared to be sent to the grantor, Infrastructure Canada.

F.4 Special Constable

a) Dangerous or Unsightly Premises Reports

The Dangerous or Unsightly administrator report was presented. The Administrator was unable to attend tonight's meeting if there are any questions the CAO will be able to answer them.

b) Protective Services Reports

Protective Services report was presented.

G. CORRESPONDENCE

G.1 None.

H. NEW BUSINESS

H.1 Draft Roads Designation By Law

The CAO has done research in a Roads Designation By law the recommendation coming forward from the CAO would be to hold a Public Consultation Meeting concerning the adoption of a Road Trails Designation By law to designate First Avenue (Sydney to Mount Street) the unopened portion of St. George Street west of Montague Row and Montague Row from the St. George Street to the abandoned rail line under the Road Trails Act.

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Committee recommend to Council a Public Consultation Meeting concerning the adoption of a Road Trails Designation By Law to designate First Avenue (Sydney-Mount Street), the unopened portion of St. George Street west of Montague Row and Montague Row from St. George Street to the Abandoned Rail Line under the Road Trails Act.

Motion Carried.

H.2 Draft Appointment of Traffic Authority Policy

The RCMP are no longer the Traffic Authority we need to appoint new traffic authority.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Saulnier that the Committee recommend to Council the Respecting the Appointment of the Traffic Authority Policy as presented.

Motion Carried.

H.3 NSFAM Conference

The NSFAM Spring Conference is now open for those who wishing to attend please let the Executive Assistant know as soon as possible.

H.4 Signage on the Promenade

Deputy Mayor Bartlett was speaking to Peter Janson about signage for the artwork on the promenade. The details of the artwork done by Peter was provided sometime ago to Mayor Cleveland we may have to ask for the information again and then we can have the signage done and installed.

I. IN-CAMERA

I.1 Contract

I.2 Personnel

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the Committee move to In Camera for Contract and Personnel.

Motion Carried.

Motion:

Moved by Councillor McCormick and seconded by Councillor Turnbull that the Committee move out of In Camera for Contact and Personnel.

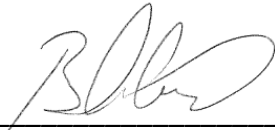
Motion Carried.

J. ADJOURNMENT

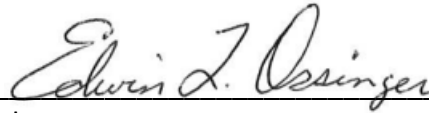
Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that the meeting be adjourned as there is no further business at 8:15 P.M.

Motion Carried.



Mayor



Clerk