

**TOWN OF DIGBY  
COMMITTEE OF THE WHOLE  
June 17, 2024  
Council Chambers**

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

**STAFF PRESENT:** Tom Ossinger, Chief Administrative Officer  
Leslie Brinton, Executive Assistant  
Ed McCormick, Director of Public Works  
Matthew Raymond, Director of Finance  
Laura Lee Milner, Special Constable  
Rob Hartmier, Grant Coordinator

**A. CALL TO ORDER**

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

**B. AGENDA**

**B.1 Additions/Deletions**

Non.

**B.2 Approval**

**Motion:**

***Moved by Councillor Saulnier and seconded by Councillor Turnbull that the agenda for June 17, 2024, be approved as presented.***

**Motion Carried.**

**C. DELEGATIONS/PRESENTATIONS**

**C.1 Megan McMorris-Coastal Protection**

Megan McMorris presented on the NS Governments new coastal protection plan. She is touring the province giving presentation to Municipalities. This is the implementation of a new action plan for coastal protection which is aiming for a 3-year rollout. There are three sections which include 15 actions. Supporting Informed decision making, Supporting Municipal Leadership and Aligning Resources with Coastal Protection. Numerous information packages on NS government website. Discussion from council members followed presentation. Key points asked were the downloading of

responsibilities to individual municipalities as well as costs associated with those responsibilities and the enforcement of created protected acts/by-laws. Below high-water mark is provincial responsibility, above high-water mark will be responsibility of municipalities. Both Mayor Cleveland and Councillor Saulnier voiced their concerns over the Digby breakwater/wharf and that due to climate change, it would need to be rebuilt at an astronomical cost. Several questions from council were unanswered as Megan Morris is just the project lead on this action plan. Mayor Cleveland asked as to the timeline on By-law documentation guide from the province. Assured that there was something coming very soon but that they would only be guidelines and that the province wishes to work with each municipality to create specific bylaws for the specific areas. Deputy Mayor Bartlett also noted that provincially owned land has not done any coastal protection work themselves and that their lands should be leading by example on protection.

**D. MINUTES OF PREVIOUS MEETINGS**

**D.1 May 21, 2024**

**Motion:**

***Moved by Councillor Saulnier and seconded by Councillor McCormick that the Minutes of May 21, 2024, be approved as presented.***

**Motion Carried.**

**E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS**

**E.1** Chief Administrative Officer requested some direction/clarity as he works on drafting the By-Law for the ATV trail use through the downtown core. Discussion was had over possible options at the North End as well as the South End. After a number of discussion points, Mayor Cleveland asked that the CAO and the public works director come back to the Committee with a map that would better illustrate the options available.

**F. STAFF REPORTS**

**F.1 Chief Administrative Officer Report**

The Chief Administrative Officer presented his report. A total of 8 Development permits were issued. There were 11 building permits issued. There were two fire inspections completed. Digby Fire Department responded to 7 calls, 3 were in town and 4 were in the district.

Visitor Information Centre opened May 20<sup>th</sup>. Season started slow but current numbers show there was 40 more visitors in May 2024 compared to May 2023.

Mount Street upgrade project – commences week of June 19<sup>th</sup>. Public works has located water valves and has been implementing temporary entrance barriers for High School. Project states at King Street going west to allow for normal school access in fall.

Old Vic Lease Agreement - Lease between DATA and Town has completed. May 1, 2024 to April 30, 2025 renewable by mutual consent at \$600 per month plus HST.

Society of Friends of Feral – A License agreement for use of a portion of Town property at 74 Sydney Street has been drafted. Discussion to be had In-Camera Session.

Development Agreement Applications Update- New Site plan and concept for Siesta motel project has been drafted. Presenting to Planning Advisory Committee in July. Application for multi-unit residential development in south end has been received. And is being reviewed by development officer and town planner. Requested more information to move to next step.

## **F.2 Director of Public Works**

The Director of Public Works gave an overview of his report and was provided in the package. Director is working with Multi-cultural festival and supporting closing parking lot for event. Planters are now placed to keep vehicle traffic off sidewalks. Deputy Mayor Bartlett asked about bollards near House of Wong restaurant. Director communicated that there are new collapsible bollards that he is going to install there. New battery powered grass trimming tools have been purchased and implemented in areas to keep noise to a minimum and are a good solution. 5-ton truck to return to dealer as there are still instrumentation issues. New public washroom doors sensors are still an issue. Supplier is installing new sensor in hope to solve issue. Public shower should be operational by July 1<sup>st</sup>. Mini home is nearing completion.

## **F.3 Director of Finance**

### **a) Report**

The Director of Finance presented his report at the Budget Committee meeting preceding this meeting.

## **F.4 Special Constable**

### **a) Dangerous or Unsightly Premises Reports**

The Dangerous or Unsightly Premises Report was included in the package. Discussion had over issues with garbage in rental units and not enough storage for the garbage. Bin are needed in specific areas as well as need for garbage to be in clear bags. Enforcement needs to happen with landlords in order to have garbage bylaw enforced.

### **b) Protective Services Reports**

The Protective Services Report was included in the package. All cameras are now operational. Taxi renewals are all complete with only one taxi license not being renewed.

## **F.5 Grant Coordinator**

The Grant Coordinator Report was included in the package. 5 applications submitted and 3 final reports submitted. Grant Coordinator is learning receipting process as secondary support as well as taking a greater role in social media.

## **F.6 Returning Officer**

The Returning Officer report was included in the package. Sharing agreement with province has been signed. All indicators are on schedule for election timing.

**G. CORRESPONDENCE**

**G.1 Waste Check Correspondence to Minister of Public Works**

A letter that was sent to the Minister of Public Works by the general manager of waste Check, Gus Green concerning brush cutting practices on secondary roads and the need for there to be better clean up of these areas.

**H. NEW BUSINESS**

**H.1 Minister of Municipal Affairs and Housing**

This letter is the one-year notice of changes that may be implemented by the Municipal affairs and housing of the Provincial government. Mayor Cleveland has asked the regional director of libraries to present at a council meeting this summer so information can be gathered on possible funding changes. Chief Administrative Officer noted that this is the one-year notice they must make before making any changes. Only noticeable concern may be possible library funding changes and continued RCMP labour contract negotiations remain ongoing.

**H.2 Rivers of Grace Pastoral Charge. United Church of Canada Letter**

Request that the church property and cemetery be restored to tax free status. Discussion was had on loss of revenue if churches and cemeteries were given exemption which is allowed under By-law #2024-02 (reviewed annually).

**Motion:**

***Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that the Committee recommend to Council for First Reading the By-law respecting Certain Exemptions from the Fire Protection Rate as presented.***

**Motion Carried.**

**H.3 Request for Decision – Public Washroom/Showers hour of Operation**

The request for decision on changing of the current hours for the Public Shower and Public Washrooms located in the downtown Core. Discussion was had on what those hours should be. Current hours are 7am to 7pm.

**Motion:**

***Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Committee recommend to Council that the hours of the public shower remain 7am to 7pm and that the public washroom hours move to 6:30am to 8:30pm.***

**Motion Carried.**

I. IN-CAMERA

I.1 Legal.

Motion:

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

Motion Carried.

Motion:

*Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Committee move Out of In Camera for Legal.*

Motion Carried.

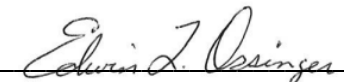
J. ADJOURNMENT

Motion:

*Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Committee of the Whole meeting be adjourned as there is no further business at 8:19 P.M.*

Motion Carried.

  
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Mayor

  
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Clerk