

**DIGBY TOWN COUNCIL
REGULAR MEETING
Tuesday February 6, 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

REGRETS:

A. CALL TO ORDER

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

B. PUBLIC HEARING

B.1 None

C. AGENDA

C.1 Additions/Deletions

None.

C.2 Approval

Motion

Moved by Councillor McCormick and seconded by Councillor Turnbull that the Agenda for February 5, 2024 be as approved as presented.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Wharf Rat Rally-Rick Allright

Rick Allright and Rickey Stewart are here tonight to discuss the past Wharf Rat Rally and what is To come for 2024. In 2023 they estimate about 20,000 people and around 7,500 motorcycles were In attendance. They run the rally with about 120 volunteers who give about 1750 hours of volunteer time to this event and it wouldn't be possible without all that help. The Town of Digby also provides a lot of assistance to the rally from the Administration office to Public Works. The largest revenue source is through grant funding. The 2024 Rally is happening from August 29 to September 1 this will be the 20th Anniversary of the event. They are trying to create a theme

around the 20th Anniversary. They are hoping for some of the same events and some new ones as well. Family focus will remain a key importance for the event. There is an event happening in Conway that is not affiliated with the Wharf Rat Rally it may add to the rally however not part of the Wharf Rat Rally and they will be making a post about this so that people who sponsor or support the event know that there is in fact a difference. Rick and Rickey thanked Council for the opportunity to come and speak and for Council to be aware of what they are planning in the 20th Anniversary year.

E. MINUTES OF PREVIOUS MEETING

E.1 January 2, 2024

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that the Minutes of January 2, 2024 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 Second and Final Reading of the Building By law

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that Council give second And final reading to the Building By Law # 2023-04.

Motion Carried.

G. REPORTS

G.1 Chief Administrative Officer Report

The Chief Administrative Officer was presented. The CAO experienced another busy month with Meetings. The MOU for the placement of the temporary shelters at the Catholic Church has now Been executed. The Siesta Motel project has submitted a revised site plan upon reviewing the new site plan the Development Officer noted that the plan was substantially different than the previous proposal in order to move forward a formal letter from the Digby & Area Housing Coalition Society will need to come forward requesting that the application previously submitted be withdrawn and confirm their intent to not execute the existing Development Agreement. Then we will start the entire process over again. Public Works garage has two heat pumps both have stopped working an estimate to repair was obtained however this is no guarantee that the estimated for repair will be successful in fixing the issue. A quote was obtained to replace both heat pumps at a cost of \$8050.00 plus HST which includes a 10 year warranty. The recommendation is coming forward to replace the heat pumps.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Saulnier to purchase two heat pumps at a cost of \$8050.00 plus HST and fund it from the 2023/24 Capital Budget with the money budgeted for the automatic garage door closures for public works main building.

Motion Carried.

At the present time we do not have an appointed traffic authority the last one was Corporal Rob Lewis and we have been without an appointed traffic authority since. Ed McCormick has been the Deputy Traffic Authority and has been filling the role as Acting Traffic Authority. The CAO is recommending that Council appoint Ed McCormick as the Traffic Authority and Laura Lee Milner as the Deputy Traffic Authority. In order to do this it will require an amendment to Administrative Policy #2016-007 Respecting the Appointment of the Traffic Authority we can have this ready for

the February Committee of the Whole for review and recommendation to Council. Council directed the CAO to prepare the Policy for the February Committee of the Whole. Three tenders all closed on the same day. Mount Street upgrade, Shore Road Culvert Replacement and Victoria Street paving all three projects came in above budget and are currently being reviewed by the Senior Management Team. The CAO would like to further discuss these In Camera. The Grant Coordinator position competition closed on January 31 we received 12 applicants for this position and have been placed on the Cloud for Council review. The application are being short listed in the next week and interviews planned for the 3rd week of February the interview team will remain as the last time. 2024 Municipal Election day in Nova Scotia is October 19, 2024 the CAO has appointed Leslie Brinton as returning officer and Joy Robbins as assistant returning officer we currently have an Alternative Voting By law which allows for voting by Internet or phone the CAO is in the process of obtaining quotes from the three electronic voting providers at this time we have only one quote from Intellivote. Council agreed that fully electronic is the way to continue. Applications for the Marketing and Promotions Levy Advisory Committee were reviewed for the vacancy on the Committee to fill the vacancy of the citizen owner/operator of a roofed accommodation the nominating Committee is recommending the appointment of Angela Turner to the Committee.

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that Council appoint Angela Turner to the Marketing and Promotions Levy Advisory Committee as the Town of Digby's operator collecting funds under the Marketing and Promotions Levy By-law.

Motion Carried.

The Town of Digby and Municipality of Digby Administrative Staff have discussed increased the tipping fees at the Transfer Station effective April 1, 2024 there has never been an increase to tipping since the Transfer Station began operations. The operator of the site was consulted and agreed that tipping fees should be increased. The other thing the operating hours they are being discussed by the units perhaps adjusting the hours might be considered there will be more to come on the hours of operation.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the tipping fees of the Transfer Station increase to \$145.00 per ton for Commercial and \$125.00 per ton for residential effective April 1, 2024.

Motion Carried.

As of April 1, 2024 there will be a ban on black bags and all garbage will have to go into a clear bag Waste Check has launched a campaign to inform the general public of the change. Currently the ban would be unenforceable until an amendment is made to the Solid Waste Resource Management By law the CAO has drafted a By law to amend the Town of Digby Solid Waste By law to allow for this change.

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that Council give First Reading to By Law #2024-01 A By Law to Amend the Town of Digby Solid Waste-Resources Management BY Law #2020-01.

Motion Carried.

G.2 Digby Area Recreation Commission Report

The reports were in the package. Mayor Cleveland attended a meeting with new Doctors recently and the DARC Director was in attendance and that was nice to have them in attendance.

G.3 Planning Advisory Committee

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Town of Digby Enter into a Development Agreement with Manzer Construction Inc to permit the development of a 21-unit multiple residential development at civic 85/89 Mount Street (PID 30226641) as generally detailed in the application dated October 10, 2023.

Motion Carried.

H. CORRESPONDENCE

H.1 Digby/Annapolis Christmas Daddies Fund Committee

Correspondence was received regarding the storage shed located at 68 Sydney Street they no longer have use for the space and are therefore giving the sole use and occupancy to the Town of Digby.

H.2 Housing Needs Assessment

The CAO received correspondence from the Department of Municipal Affairs and Housing regarding the Housing Needs Assessment requests have been received by the Department requesting a more in-depth overview of the data contained in the report if Council wishes we can request that they provide a presentation on the assessment. Council directed the CAO to arrange a presentation with the Department.

I. NEW BUSINESS

I.1 Warwick Street Road Sign

The sign at the site of the former KFC restaurant is on Town property now that the business is closed the sign should come down according the current Land Use By law. There are other signs in similar positions around but this is a business that is no longer in operation. The sign should be taken down if there is no intention of opening another business on that site in the immediate future.

I.2 Western Counties Regional Library

The Western Counties Regional Library is asking Council to consider a slight increase of 5% in funding assistance to help maintain regional library service for the upcoming fiscal year. Council suggested that this be taken to budget for consideration.

I.3 Housing

Councillor McCormick added this to the Agenda at the Joint Meeting of Council Housing was discussed but no clear decision on how to fix the housing issues that we have. Councillor McCormick referred to the Provincial Affordable Housing Project they are looking for development of 5 or more perhaps we should be reaching out to other towns that have a successful housing model and try and gather some information on what worked and how they were able to be successful. Council directed the CAO to reach out and have the Province down to talk about this funding.

I.4 Digby Area Recreation Commission

Councillor McCormick added this item for clarification around the budget and having the opportunity to review or discuss the budget perhaps setting a date for the budget to come for presentation to Council would be helpful. The CAO said that the organization is lacking structure that needs to be put back into place. The Board should have the opportunity to see and provide input into the budget before it comes to Council for review ultimately it is the budget of the board however funding from both units needs to agree upon before the board approves the budget. DARC has one of the fastest growing budgets of the municipal unit. The budget used to come before both Councils before it was approved by the Board change is needed and that will not happen overnight but it is being worked on. Both CAO's are meeting with the DARC Director Tomorrow.

I.5 Elections NS Sharing Agreement

The Town of Digby has partnered with the Province in the sharing of the list of electors this has the method that has been used for some time now. The CAO is recommending that we continue this method for this year.

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that Council authorize the CAO to enter into an Information Sharing Agreement with the Chief Electoral Officer of Elections Nova Scotia in accordance with the Nova Scotia Elections Act and that Municipal Elections Act for use of the Provincial List of Electors in the 2024 Municipal Election and future municipal and special elections.

Motion Carried.

I.6 Digby Harbour Port Authority

The Digby Harbour Port is meeting with MLA Jill Balsler to discuss some upcoming repairs that will be needed for the port. This is just an information item for Council at this point.

J. IN CAMERA

J.1 Legal

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that the Council move To In Camera for Legal.

Motion Carried.

Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that the Council move Out of In Camera for Legal.

Motion Carried.

K. ADJOURNMENT

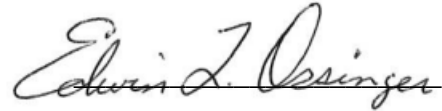
Motion:

Motion for adjournment was moved by Councillor McCormick and seconded by Councillor Turnbull at 8:42 P.M.

Motion Carried.



Mayor



Clerk