

**DIGBY TOWN COUNCIL
REGULAR MEETING
February 3, 2025
Council Chambers**

MEMBERS PRESENT: Mayor Mike Bartlett, Chair
Deputy Mayor Paul Saulnier
Councillor Ricke Foote
Councillor William McCormick
Councillor Shane Weir

STAFF PRESENT: Tom Ossinger, Chief Administrative Officer
Leslie Brinton, Executive Assistant
Rob Hartmier, Grant Coordinator

A. CALL TO ORDER

The mayor called the meeting to order at 6:00pm

B. PUBLIC Hearings

B.1 None

C. AGENDA

C.1 Additions/Deletions

I.4 Tariffs

C.2 Approval

MOTION:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that the agenda for February 3, 2025 be approved as amended.

Motion Carried

D. DELEGATIONS AND PRESENTATIONS

D.1 Bruce Snell – Regional Emergency Management Office

Mr. Snell spoke to the Emergency Management system and what is expected of elected officials. There was an explanation of when and how the REMO is activated such as weather events, power loss, storms and the like. State of Emergency's are explained (which last for 7 days). Mr. Snell also gave out a hand-out to the elected officials to better explain what the REMO is and some of the expectations for the elected officials. There is an expectation of the elected officials to be involved in these emergencies to one degree or another. REMO is responsible for training, planning and organizing when an emergency arises. There is currently no western REMO location but the Provincial Government is looking at creating one. There are two teams of ECC staff for emergencies which is staffed

from the Town and the Municipality. One of the tools that can be used is a Ready Alert which allows the Digby REMO to send out targeted alerts for the area. There are training exercises that happen once a year. Councillor Foote asked if there is a possible chance that the regional REMO may be located in Digby. Mr. Snell did not have an answer as the province is currently still working through its budget needs. Deputy Mayor Saulnier enquired how the Nova Scotia Guard would work into this plan. Mr. Snell explained how they could be implemented/called into action. The CAO asked about the Ministers letter that stated that when the Provincial ECC is activated, all other ECC should be activated. Mr. Snell stated that the local ECC does not have to open when the Provincial ECC opens. Activities/emergencies may be very localized so there may be no need to open regional ECC.

E. MINUTES OF PREVIOUS MEETING

E.1 January 6, 2025

MOTION:

Moved by Councillor McCormick and seconded by Councillor Foote that the Meeting Minutes for January 6, 2025, be approved as presented.

Motion Carried

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 Committee of the Whole – Time Change

Time change for meetings has been discussed and they will start at 5pm starting in February.

F.2 Second and Final Reading – Land Rezoning King Street lot PID 30380059 Park and Lee

The CAO read out a letter that was sent in and was in support of the rezoning. They were interested in knowing when the construction would start so they could prepar.

MOTION:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that the Digby Land Use By-law Schedule A, Zoning Map, be amended to rezone lands of Sangseok Park and Myungja Lee at King Street (PID 30380059) from Residential Low Density (RLD) to Residential Medium Density (RMD as identified.

Motion Carried

F.3 Second and Final Reading – Development Agreement with Digby Area Housing Coalition Society

CAO communicated that there were some communications/questions about this agreement and that those were sent onward to the Mayor and Councillors.

MOTION:

Moved by Councillor Weir and seconded by Councillor Foote that the Town of Digby enter into development agreement with the Digby Area Housing Coalition Society to permit the redevelopment of civic 81 Montague Row (PID 30229785) for the purposes of establishing a 34-unit residential dwelling unit, associated common use facilities

and multi-purpose space as proposed in the application and associated Site Planning and Building Details dated December 2, 2024.

Motion Carried

G. REPORTS

G.1 Mayor Report

Report is submitted with the meeting package. A large number of phone calls and conversations had with residents of the Town of Digby – see report submitted. A number of issues solved by Public Works around concerns of residents so a big thank you to the Director of Public Works, especially as the Public Works are currently down a snow plow due to repair/maintenance. Met with Digby salvage to see if there might be an option for them to purchase a rope chopper. Met with Warden Linda Gregory and talked of having a couple of joint meetings twice a year. Planning session ideas were sent to all Councillors and need to be reviewed so the Council can move forward on direction of interest for the town.

G.2 Chief Administrative Officer Report

Report is submitted with the meeting package. It was a very busy month for meetings. Attended the Planning Appeal, a preliminary meeting for the appeal to the Thomas Road housing project. A number of steps have been outlined for both Respondent and Appellant to complete, with due dates for each step. A preliminary hearing itself will be held via teleconference on Wednesday, March 5th, 2025 (see CAO report for specific dates and times). The CAO proposes establishing a committee to focus on the development and review of Bylaws and Policies as well as a number of other items that would be in their purview. If Council is interested in the creation of this committee, the CAO could draft a more detailed committee terms of reference for Council's consideration. The CAO recommends that the ACCESS-Ability grant be tabled for next years capital budget as the due date for the applications is February 14th and there is not enough time to put together a solid application. The CAO would like to see this application be moved to the 2025-2026 financial budget year. The By-law officer has been out on medical leave and will return on a plan to get back to full duties over the next couple of weeks. Deputy Mayor Saulnier asked who would be on the proposed By-law committee. The CAO communicated that all councillors would need to be on this committee.

G.3 Committee of the Whole Report

MOTION:

Moved by Councillor McCormick and seconded by Councillor Weir that the Town of Digby Council table a Wayfarer Signage program for the March Council Meeting

Motion Carried

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that Council approves Administrative Policy #2025-02 – Culturally respectful Acknowledgment Policy.

Motion Carried

MOTION:

Moved by Councillor McCormick and seconded by Councillor Weir that the Council approve Administrative Policy #2025-01 – Property Tax Reduction Policy – Digby Bargain Bin.

Motion Carried

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor Weir that the Council approve the budget costs of \$2,800 for the Digby 135 Event Celebration.

Motion Carried

G.4 Digby Area Recreation Commission Report

Report is submitted with the meeting package. Two meetings were held on January 29th, 2025: AGM and a regular board meeting. An Audit was presented by Aaron Kelly with no great concerns of note. Elections were held as follows; DARC chair: Mike Bartlett, Vice Chair: Matthew Ross, Treasurer: Paul Saulnier. A Community Use of Schools meeting is being scheduled for middle of February with Craig Crosby. Retirement of long-time arena employees is happening soon, so a small celebration for their service will be had. The Capital Asset Report was shared and is an important part of the report. The condenser unit is over its life cycle by two years so planning and budgeting is underway to look at replacement. It is used for both ice sheets so it really needs to be looked at replacement. National Volunteer week is coming soon and DARC asks for the Town and County Council to consider nominating a deserving volunteer.

G.5 Waste Check Report

Report is submitted with the meeting package. Large green cart purchase was made and talks are ongoing about possible solutions to repairs and challenges for parts. Strategies on reporting waste issues, suggested to contact Ritchie Nickerson for waste check. Waste Check Orientation presentation was discussed. There is an extended producer responsibility (EPR) regulation coming in for December 1, 2025. Under the EPR, the industry who produced these packaging will be in charge of its recycling. Deputy Mayor Saulnier asked if there is any breakdown of where the new carts actually go? CAO communicated that we are only billed for what we use, not for all the green carts that are purchased.

H. CORRESPONDENCE

H.1 None

I. NEW BUSINESS

I.1 Digby Curling Club Letter of Support

Curling club is looking to write a grant for new curling stones. The club would like a letter of support from the Town of Digby to accompany their submission.

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor Foote that the Council write a letter of support for the DARC grant proposal.

Motion Carried

I.2 Digby Fire Department Training Proposal

The Digby Fire Department has put forward a proposal for the Council to consider funding a training location and materials to allow the training of Firefighters with live fire situations. Councillor McCormick communicated that the bins used for this has already been purchased by the Fire Department. This proposal is about securing a location and some monetary help in regards to adding onto the containers. If this was to be used by other fire departments, there could be a user fee or a joint fee worked out with the Municipality of Digby. There were 3 locations suggested. One was in town, at the south end, and has a power line issue. The airport was one location but may be too far out of town. The third one was in the industrial park which seemed like it might be a usual spot. Deputy Mayor Saulnier communicated that in town locations are not great options in his opinion. Councillor Foote questioned whether the Fire Department could look at some other out of town locations and to put in some better information on what is actually needed (specific space, height of fences etc.). Council looks to have a letter sent to the Fire Department that the Queen Street location is not a viable location. CAO communicated that the Town had moved monies to the 2026-2027 budget but that was related to if the training program/location was within town limits. The CAO felt that if this training location was going to be out of town limits, that there should be more funding from the municipality and that the Town of Digby is not the sole funder. There was Council agreement to that suggestion. Letter will be created by the Office of the CAO.

I.3 Digby Area Recreation Commission Letter of Support.

DARC is looking to write a grant to the Rink Revitalization Fund to help with repairing the wall which separates the curling rink from the ice rink, The Commission would like a letter of support from the Town of Digby to accompany their submission.

MOTION:

Moved by Councillor Weir and seconded by Deputy Mayor Saulnier that the Council write a letter of support for the DARC grant application.

Motion Carried

I.4 Tariffs

Councillor McCormick communicated that even though there is a 30 day hold on tariffs, Digby is a very tourist oriented town. Digby needs to remember that a lot of tourists are from the US and that they may not have voted or agreed to any of their president's agenda. Councillor McCormick would like the Council to reach out to DATA to make sure

there is something put together to address this. Deputy Mayor Saulnier suggested a marketing opportunity to say that we are still open to American Tourists.

J. IN CAMERA

J.1 None

K. ADJOURNMENT

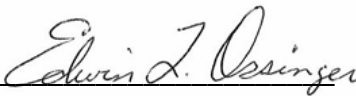
MOTION:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that there be no further business that the meeting be adjourned at 7:33pm.

Motion Carried



Mayor



Clerk