

**DIGBY TOWN COUNCIL
REGULAR MEETING
April 7th, 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

D.1 Housing Accelerator Fund announcement (Councillor McCormick)

I.4 Eastlink TV (Mayor Bartlett)

I.5 Scallops days and the (Deputy Mayor Saulnier)

I.6 Post Office (Councillor Weir)

C.2 Approval

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that the agenda for April 7th, 2025 be approved as amended.

Motion Carried

D. DELEGATIONS AND PRESENTATIONS

D.1 Housing Accelerator Fund announcement

To qualify for the Housing Accelerator Fund 2, the Town of Digby developed a Housing Action Plan that includes several key initiatives aimed at enhancing residential growth and development. These initiatives focus on reviewing and updating residential zoning and parking standards and regulations, developing affordable housing incentive programs and evaluating processes related to development charges and approvals. As these initiatives progress, further details will be shared with the community. The Town of Digby has developed a Housing Action Plan with key initiatives aimed at enhancing residential growth and development which is supported by the Housing Accelerator fund grant of \$760,952

D.2 Digby Harbour Port Authority

Mr. Ed Chisolm presented to the town on behalf of the Digby Harbour Port Authority. Presentation to Town Council on the proposed Port of Digby Integrated Concept 2024 project. Background information, concept of project and engineered drawings were included in a package for Council. Port of Digby is the largest port in the bay of fundy for the Nova Scotia side. 108 vessels available for each month. Four important points to the presentation. Historical presentation on what the Digby pier looked like and functioned. The Pier was sold from Transport Canada Facility and was divested in 1998 to the Maritime Harbour Society. Port Authority was created in 2002. CHPA purchased the Warf in 2008. Assessment of Warf was done in and a plan put in place for revitalization. Stabilizations and improvements were done after the purchase. Approximately 15 million spent on the wharf to date. 720 current jobs, 110m in landings as of 2024. 2023 report done for Sea level rise mitigation report. Understanding of infrastructure of the wharf. Report says there will be a projected 1.1m sea level rise in the 1970 portions of the wharf. Wharf is old and design is dated, deteriorated and not up to current standards. The reports gave two options – repair or replace. Integrated concept which would be a phased approach in four phases. Sustainable Community Challenge Fund is one option to obtain funding. A letter of support is being asked for at this point. An engineering of phase one is needed and that is the funding they are looking to get help from for the SCCF program. The Port is an identifiable icon of the Town of Digby. They are looking at possibly bringing in some cruise ships if possible.

E. MINUTES OF PREVIOUS MEETING

E.1 March 3rd, 2025

By Consensus, the Council agrees to the Minutes of March 3rd, 2025 as presented.

F. BUSINESS ARISING FROM THE MINUTES/ UNFINISHED BUSINESS

F.1 Second and Final reading of By-law #2025-01 A By-law to repeal the Taxi By-law
The By-law to Repeal Taxi By-law was presented to Council for their approval. The mayor allowed questions from the gallery at this point in regard to the appeal. He explained the reasons for the repeal of the By-law and what happens with the repeal. There was a concerned citizen that thinks there will be a 'race to the bottom'. The mayor stipulated that this would be a free enterprise system. There was some discourse over what this means for the citizens of the Town.

MOTION:

Moved by Councillor McCormick and seconded by Councillor Foote that the Town of Digby Council give second and final reading to By-law #2025-01 to Repeal Taxi By-laws.

Motion Carried

G. REPORTS

G.1 Mayor Report

Report is submitted with the meeting package. Issues still be worked on regarding friends of feral, pigeons and squirrels. Information sent to By-law enforcement and CAO to try to solve problems. Interviewed with CBC on housing in Digby. Met with a citizen and had a good discussion on policies of the area, fire systems, business involvement and paving project proposals. Received emails on garbage issues at 34 Queen Street, which I forwarded to CAO and By-law. Looking at getting the Sports Hall of Fame back up and running with DARC, possibly virtually. Littering near

90 West Street from high school complaint received and forwarded to Public Works, as well as drain issue in the area. AVR will be helping with Digby 135 and attend with cruisers. Met with DAHC on partnering with them and Municipality, with another meeting to follow. Solved a property connection issue with 82 St. George Street with CAO and By-law enforcement. St. Mary's Street issues were discussed in a meeting with CAO and By-law enforcement. Many years of issues and we are working to solve. Had a tour with CIMCO of the Ice plant. Met with a concerned citizen over a number of issues concerning; burnt out street light, ATV speed in town and a number of other issues. Resident of West Street met with me over; Post office cornerstone preservation, demolishing home on Raquette Road, needle collections, Sports Hall of Fame, summer clean up program, Digby Salvage 60th anniversary. Had a call from Taxi Company over concerns of repeal by-law. Spoke to Vice-principal over students hanging out again on Mount Street Hill. 8 Laptops found burnt there on Saturday. RCMP spoken to in order to keep an eye out. Attended a Wharf Rat Rally Meeting. Councillor McCormick asked the CAO to create a flow chart on what should be sent to by-law versus housing inspection versus provincial responsibility.

G.2 Chief Administrative Officer Report

Report is submitted with the meeting package. Very busy schedule for the month of March was had, 36 different events, appointments and meetings. Meetings included in the package. Appeal continues as appellant's aggrieved has been postponed by the UARB. Code of Conduct for Elected Officials online module registration is now available must be completed by May 1st, 2025. Registration information found within the report. Town of Digby workplace was inspected by NS Labour, Skills and Immigration, Occupational Health and Safety. There are compliance issues that must be addressed. This includes establish and maintain a written OHS program and make a copy available to the inspection officer. This must be completed by April 30th, 2025. Staff are currently working on this plan.

G.3 Committee of the Whole Report

Report is submitted with the meeting package. The following has been recommended to Council:

MOTION:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that Council authorizes the CAO to bid the minimum bid in the upcoming tax sale for PID 30231906 at 10 Carleton Street to demolish said building.

Motion Carried

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that Council approves the spending of \$1000 for a new distribution model for sending the newsletter in the mail.

Motion Carried

For the record, Councillor Weir wanted to express his approval to moving this communication tool forward for the Town and thanked Council and Town staff for their work bringing this to fruition.

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that Council approves the purchase of the Economy version of the Alert able app at a cost of \$3,950 plus taxes per year on a one-year trial basis.

Motion Carried

MOTION:

Moved by Councillor McCormick and seconded by Councillor Weir that Council approve the following Priority Resolution for the Provincial Capital Assistance Program grant application for the Carleton Street engineering pre-design:

Whereas new housing development and the provision of drinking water, wastewater and storm water collection systems to foster such development are high on Councils list of priorities.

And whereas Council supports residential development while addressing safety concerns raised by residents.

And whereas Council has identified that upgrading Carleton Street as a project to accomplish this priority.

And whereas an Engineered predesign would be required.

And whereas funding for providing these services cannot be accomplished without funding from other levels of government.

Be it therefore resolved that the Town Council of the Town of Digby make the above-mentioned project a priority for the 2025-2026 PCAP application for funding

And be it further resolved that the Town of Digby Council commits funding for its share of the project.

Motion Carried

MOTION:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that Council approve the following Priority Resolution for the Provincial Capital Assistance Program grant application for the Harding Memorial Lookoff project engineering design:

Whereas the Harding Memorial Lookoff on Queen Street serves as a significant cultural and scenic landmark, offering residents and visitors a place to appreciate the natural beauty and history of the area.

And whereas the structural integrity, safety and accessibility of the lookoff are essential for public enjoyment and long-term sustainability.

And whereas the Town of Digby recognizes the need for a professionally engineered decking solution that meets all safety standards, environmental regulations and aesthetic considerations.

Be it therefore resolved that the Town Council of the Town of Digby make the above-mentioned project a priority for the 2025-2026 PCAP application for funding

And be it further resolved that the Town of Digby Council commits funding for its share of the project.

Motion Carried

G.4 By-law and Policy Committee Report

Report is submitted with the meeting package. The Committee recommends to Council to approve the requests as found in the meeting package.

MOTION:

Moved by Deputy Mayor Saulnier and seconded by Councillor Foote that Council approves the following Community Grants for the 2025/2026 Fiscal Year:

<i>Digby Food bank</i>	<i>\$ 3,000</i>
<i>Wharf Rat Rally</i>	<i>\$ 5,000</i>
<i>Friends of Ferals</i>	<i>\$ 1,500</i>
<i>Lobster Bash</i>	<i>\$ 5,000</i>
<i>DATA</i>	<i>\$ 4,500 (\$1,500 Ad and \$3,000 Grant)</i>
<i>Digby Scallop Days</i>	<i>\$ 7,500</i>
<i>Digby Cancer Help Fund</i>	<i>\$ 500</i>
<i>Digby Curling Club</i>	<i>\$ 2,000 (Pending receipts)</i>
<i>Southwest Nova Biosphere</i>	<i>\$ 250</i>
<i>Digby Downtown Business</i>	<i>\$ 5,000</i>
<i>Yarmouth Hospital Foundation</i>	<i>\$ 1,500</i>
<i>Digby Area Theatre Society</i>	<i>\$ 2,100</i>
<i>Digby Skating Club</i>	<i>\$ 2,000</i>
<i>Digby General Hospital Aux</i>	<i>\$ 1,250</i>
<i>Total amount to be awarded</i>	<i>\$41,100</i>

Motion Carried

G.5 Digby Area Recreation Commission Report

Report is submitted with the meeting package. Board Meeting started on afternoon of the 19th with a facility and mechanical tour of the arena by a CIMCO regarding equipment, age and repair work needed and already done. With no ice for the rest of this season, a few events had to be cancelled. Volunteer awards are to be held at the community theatre. No fall startup date has been made as repairs have to be scheduled first. Discussions were had on a virtual hall of fame. Staff had the idea to put out feelers for area businesses to sponsor dressing room makeovers. 5-year capital budget was reviewed but not voted on pending some correct dollar amounts. There will be a funding announcement at the arena on Friday, April 11th, with food and drinks being provided.

G.6 Accessibility Advisory Committee Report

Report is submitted with the meeting package. Deputy Mayor Saulnier was acclaimed as chair. Discussions were had about projects both municipal groups were undertaking. An extension was granted to complete our accessibility audits and will be supported by DOPW who has had training in Accessibility. Committee members were tasked with gathering info on projects already completed to help with getting dollar amounts on what projects cost. Timelines is April 13 for audits, May 15 for draft of plan, end of May for Public Engagement or Public Survey, June 30, final draft. July 1 to submit approved plan to the province.

H. CORRESPONDENCE

H.1 Nurse Practitioner Association of NS Conference

Letter from NSPA is in the package. They are looking at having some sponsorship for their conference. Mayor asked the Executive Assistant to put a small package together of Town swag as donations for prizes.

H.2 3rd Annual Community Easter Event

Event poster was included in the package. This was added to the agenda as an informational promotion of the event.

I. NEW BUSINESS

I.1 H Division Tour – Dartmouth

May 21st is the tour of the facility in Dartmouth. Those who wish to go can contact the Executive Assistant to be able to attend.

I.2 Draft of Equity, Diversity and Inclusion Plan

The Equity, Diversity and Inclusion Plan draft is included in the package.

MOTION:

Moved by Councillor Footed and seconded by Councillor Wier that Council adopt the Equity, Diversity and Inclusion Plan.

Motion Carried

I.3 Case Study Proposal

The Case Study Proposal is included in the package. Councillor Weir spoke to his proposal. The idea being that life skills and financial literacy be implemented/included in the criteria of grades 10-12 in the high school. Councillor Weir would like to see this education piece in the high school to not only help students with these life skills but that it will also help those moving into adulthood and doesn't fall into the trap of poverty once High School is completed. Councillor McCormick suggested that he would work with Councillor Weir to look at already created programs that are available through RBC (Junior Achievement program).

I.4 Eastlink Video for Committee/Council meetings

The mayor brought forward that he has had contact with Eastlink and that they have agreed to televise our Committee of the Whole and Council meetings on their website for free, one week delayed, if Council would like this to be the case.

MOTION:

Moved by Councillor Foote and seconded by Councillor Weir that Council will agree to allowing Eastlink to play the Committee of the Whole and the Council meetings on one-week taped delay.

Motion Carried

I.5 Scallops Days

Deputy Mayor Saulnier spoke to the background of Scallops Days 50-year anniversary organizing. Mayor spoke to the fact that a flying company would be intown for Scallop Days and is looking at doing some flying maneuvers over the Town.

I.6 Post Office

Councillor Weir spoke to the issue with a parking spot in front of the Post Office which is causing problems with the truck trying to get into the area (on Church Street). The CAO spoke to the 3 handicap spots that are there currently. The CAO also spoke to installing the no parking signs to enforce the hatched off area, so people don't park there.

J. IN CAMERA

J.1 Personnel

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that the Council meeting move to in-camera.

Motion Carried

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that the Council meeting move out of in-camera.

Motion Carried

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that the Council accepts the resignation of Kelly Lindenschmit from the Accessibility Advisory Committee.

Motion Carried

K. ADJOURNMENT

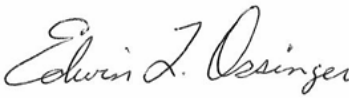
MOTION:

Moved by Councillor Weir and seconded by Councillor McCormick that there be no further business and that the meeting be adjourned at 8:05pm.

Motion Carried



Mayor



Clerk