



TOWN COUNCIL
COUNCIL CHAMBERS TOWN HALL
August 4, 2026
MINUTES

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

STAFF PRESENT: Tom Ossinger, Chief Administrative Officer
Leslie Brinton, Deputy Chief Administrative Officer
Karen Morrell, Administrative Assistant/Receptionist

REGRETS:

A. CALL TO ORDER – ROLL CALL

Mayor Bartlett called meeting to order at 6:02 PM

B. LAND ACKNOWLEDGEMENT

C. CELL PHONE USE DURING MEETINGS

D. AGENDA

D.1 Additions/Deletions
None

D.2 Approval

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier, that the agenda for August 4, 2026, be accepted as presented.

Motion Carried

E. DECLARATIONS OF ANY CONFLICTS OF INTEREST

None

F. DELEGATIONS/PRESENTATIONS

None

G. MINUTES OF PREVIOUS MEETING

G.1 July 06, 2026

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier, that the minutes for July 06, 2026, be accepted as presented.

Motion Carried

H. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

None

I. REPORT OF CAO

There was no update regarding the Transport Canada lease for the waterfront and marina area. The transition of the Housing Coordinator into the Development Officer role is progressing well, with the position expected to be assumed in September. The CAO Succession and Transition Plan remains on schedule, with the Deputy CAO assuming increasing responsibilities and demonstrating the leadership and knowledge required to assume the CAO role. The remaining transition period will focus on transferring institutional knowledge and reviewing outstanding matters to ensure continuity and stability for Council, staff, and the community.

J. REPORT OF MAYOR

Canada Day and the Lobster Bash were successful events and the Mayor wanted to thank the organizers and volunteers for their time and effort. The Digby Arena was suggested as a confirmed rain location for next year's Canada Day celebrations. The Mayor also reported on various Council, committee, community, and organizational meetings, including a productive discussion with MLA Jill Balser regarding the Rails to Trails property, with follow-up correspondence sent to Natural Resources.

The Mayor presented a \$750 Canada Day Grant to the Digby Soccer Association. Attended the Joe Casey Humanitarian Award presentation, congratulating Grant and Alma Creighton on receiving the award. The Water Commission reported that water quality testing met required standards, the recent inspection was successful, a new SCADA program had been ordered, and potential solar opportunities were discussed.

K. REPORTS OF COMMITTEES

K.1 RCMP Advisory Committee Meeting-Councillor Weir

Councillor Weir attended the RCMP Advisory Committee meeting with Councillor William McCormick, CAO Tom Ossinger, and Deputy CAO Leslie Brinton. The group toured the Digby RCMP Detachment and received an overview of its operations.

Discussion included speeding concerns, increased police presence, traffic enforcement, and cell phone use while driving. The RCMP advised that complaints are being taken seriously and that a new officer will soon join the detachment. The potential use of electronic speed information signs was also discussed.

K.2 Committee of the Whole

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that Council authorize a current appraisal of the property located at 53 Mount Street, PID 30226765.

Motion carried

Motion:

Moved by Councillor McCormick and seconded by Councillor Foote that Council declare Lot 14A, Sydney Street (PID 30378558), surplus to the Town's requirements and available for sale, and accept the proposal from Manzer Construction to purchase the property for residential development in the amount of \$15,000.

Motion carried

K.3 By Law & Policy Committee

This amendment helps reduce upfront costs for approved applicants and makes the Affordable Housing Grant Program more supportive of new housing development.

1. Amendment to Administrative Policy #2026-02, Affordable Housing Grant Policy.

Motion:

Moved by Deputy Mayor Saulnier and seconded by Councillor Foote that Administrative Policy 2026-02 be amended to allow approved applicants to be reimbursed for eligible building permit and development permit fees, and that Appendix B (Grant Agreement) be updated accordingly.

2. Road Trails Designation Policy

Motion:

Moved by Councillor Foote and seconded by Councillor McCormick that That Council approve the Road Trails Designation Policy as presented. It was noted that adoption of the policy does not automatically open roads to off-highway vehicle use. Future requests will remain subject to Council approval, public consultation, and any required by-law amendments

Motion carried

K.4 DARC July Report-Deputy Mayor Saulnier

The Board received updates on the Community Use of Schools agreement, early ice installation, roof repairs, staffing, and the baseball field. Accounts payable of \$92,099.43 was approved. The Active Living and Director's Reports were accepted, and the purchase of curling stones was ratified.

L. CORRESPONDENCE

L.1 2026-09-10 - SW Nova Scotia Power Infrastructure Inequity

The Municipality of the District of Shelburne is requesting support for improvements to electrical transmission infrastructure in Southwest Nova Scotia. Current limitations with the electrical system are impacting future wind development, economic growth, renewable energy opportunities, and potential industrial investment in the region. The Municipality is asking the Nova Scotia

Federation of Municipalities to recognize this as a provincial priority and advocate for the necessary infrastructure improvements.

Direction to Staff:

Council directed staff to send a letter supporting the Municipality of Shelburne's request that electrical infrastructure improvements become a priority for the Nova Scotia Federation of Municipalities.

L.2 Commitment to Provide Post-Transition Support - July 2026

CAO Ossinger will remain available for consultation and support until January 31, 2027, to assist Council and senior staff during the transition to new leadership.

L.3 Minister of Justice -RCMP Billing Model for Municipalities

The Province has advised that under the new Municipal Billing Model, the Town of Digby's estimated RCMP policing contribution for 2026-2027 will be \$907,029, subject to final calculations. This is a decrease from the previous estimated cost of \$1,209,372. The new model considers factors such as population, property values, assigned officers, and the Crime Severity Index. Final costs will be adjusted following year-end reconciliation of actual policing costs.

The Province will be meeting with municipalities in August 2026 to discuss the changes and next steps.

M. NOTICE OF MOTION

M.1 None

N. NEW BUSINESS

N.1 Decommissioning and removal of the Wind Turbines at Vantassel Lake

Motion:

Moved by Deputy Mayor Saulnier and seconded by Councillor Foote that Council approve the Municipality of Digby's request to decommission both wind turbines located at Vantassel Lake, including the removal of the turbines and concrete foundations to restore the property as closely as possible to its original condition. Further, that the electrical connection be disconnected and removed back to the first utility pole.

Motion Carried.

N.2 Tax Sale List July 2026

No sale date has been set. Notices are to be sent to the property owners first.

N.3 Basinview Apartments Resident Safety Letter

Council sent a letter to the Province regarding reported health and safety concerns at Basinview Apartments, including rodent activity and sanitation issues. The Town's By-law Officer completed an inspection under the Minimum Rental Housing Standards By-law and provided findings to the appropriate parties. Council requested the Province take immediate action to address concerns, support affected residents, and provide updates on remediation efforts.

Motion:

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that Council's letter regarding resident safety concerns and by-law violations at Basin View Apartments be forwarded to the Premier, Minister of Housing, and local MLA.

Motion carried

O. IN-CAMERA

O.1 Legal

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that we go into In Camera for Legal matters.

Motion carried

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Saulnier that we go out of In Camera for Legal matters.

Motion carried

P. BUSINESS FROM IN-CAMERA

Q. ADJOURNMENT

Motion:

Moved by Deputy Mayor Saulnier and seconded by Councillor McCormick that there being no further business that the meeting be adjourned at 8:15 PM.

Motion carried



Mayor



Clerk