

**TOWN OF DIGBY
COMMITTEE OF THE WHOLE
December 19, 2022
Council Chambers**

MEMBERS PRESENT: Mayor Ben Cleveland
Deputy Mayor Mike Bartlett
Councillor Peter Turnbull, Via Zoom
Councillor William McCormick
Councillor Paul Saulnier

STAFF PRESENT: Tom Ossinger, Chief Administrative Officer
Leslie Brinton, Executive Assistant
Ed McCormick, Director of Public Works
Matthew Raymond, Director of Finance
Kat Kovalenko, Community Development Coordinator

GUESTS: Charles Haliburton, Digby Water Commission Citizen Member

REGRETS:

A. CALL TO ORDER

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

B. AGENDA

B.1 Additions/Deletions

One addition to the Agenda under New Business H.3 Dr. Update.

B.2 Approval

Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that the Agenda for December 19, 2022 be approved as amended.

Motion Carried.

C. DELEGATIONS/PRESENTATIONS

C.1 Green Data Center-Joe Fitzharris and Paul Thompson

The Digby Water Commission members were invited to attend this presentation. Joe Fitzharris and Paul Thompson are here to talk about a green data center project for Vantassel Lake area. They are interested in purchasing the windmill from the Municipality

of Digby and have a Green Data Storage center there. This storage site would consist of five 40 foot storage containers on a slab. They are interested in partnering on green data center initiatives in the Digby area. The wind turbine currently generates 800kW which the green data center would use the bulk of that energy. The data servers that are built by these folks require a very small amount of energy. The lease that is currently in place for the wind turbine is for power generation there would have to be a new lease created if Council decides to move forward with this lease. They are also looking at a site in Barrington. At this point they have been speaking with Terry Thibodeau from the Municipality of Digby regarding the purchase of the turbine. Council thanked the gentlemen for coming to speak on the proposal once the Town and Water Commission further discuss we will be in touch.

D. MINUTES OF PREVIOUS MEETINGS

D.1 November 21, 2022

Motion

Moved by Councillor McCormick and seconded by Councillor Saulnier that the Minutes of November 21, 2022 be approved as presented.

Motion Carried.

E. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

E.1 None.

F. STAFF REPORTS

F.1 Chief Administrative Officer Report

The Chief Administrative Officer Report was presented. The planning department issued 1 Development permit for the month of November and 1 final Subdivision permit. The building department issued 2 building permits during the month of November. Digby Fire Department responded to 8 calls during the month of November 4 of those were in the Town of Digby and the other 4 in the Municipality of Digby. The Office of the CAO has sent eleven information packages to Fixed Roof Accommodations Owners the deadline for registration is January 9, 2023. The next step will be the Terms of Reference for the Marketing and Promotions Levy Advisory Committee that will be coming up under New Business for Council consideration. The Investing in Canada Infrastructure Program funding application has now been approved on the condition that the Town agrees to ensure Aboriginal Consultation obligations are met. Tri County Regional Planning Initiatives meeting was held with elected officials on December 15, 2022 the consultants Group ATN presented a power point presentation as well as a last version of the common briefing notes and the most up to date financial analysis which includes another option for a funding model. The CAO has uploaded all the information to the Cloud for Council review. Council is encouraged to review the information prior to the January Meeting. The Director of Public Works received a quote to remove 9 diseased Elm trees in town. The approved budget for tree maintenance and replanting is \$10,000 of that budget \$9,000 already been expended. The Director of Public Works obtained a quote for

\$17,178.70 to removed diseased elm trees with Atlantic Arborists Ltd. This contractor is Able to remove the trees with the proper lift equipment and chip on site. Mayor Cleveland Asked about replanting to replace the trees that are being removed we need to encourage Residents to replant trees. The Town has pre ordered 16 trees we will have to see if we get them. Committee discussed the possibility of a tree replacement or replanting policy and also a budget line for tree replanting or a cost share program with property owners currently we are replacing the cut trees with red maples.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Committee recommend tree removal of nine diseased elm trees by Atlantic Arborists Ltd For a total amount of \$17,178.70.

Motion Carried.

F.2 Director of Public Works

The Director of Public Works presented his reports. Safety binders (SDS) have been updated for the Wastewater and Public Works. There has been a few complaints regarding the corner of Victoria Street and Church Street due to the mess they are creating on the sidewalk and roadway with the new construction the Director of Public Works has made contact with the contractor about a driveway base coat that need to be finished. The winter snow clearing schedule is now in place. The Public Works crew have been working on tree clean up on the lot beside Digby Bargain Bin the wood has been donated to the Church and will be given to people in need. One new employee at Public Works started on a term position with funding from the Community Works Program.

F.3 Director of Finance

The Director of Finance reports were presented. The Director updated the Committee on the Asset Management Plan Martha Myers from AIM the company that we have hired to assist us with the Asset Management Plan was in Digby last week to review the buildings. The Capped Assessment Program (CAP) rate for 2023 is now confirmed at 7.7% which is based on the NS Consumer Price Index (CPI) as reported in November of 2022. The Asset Retirement Obligations that are new accounting standards will have significant effects on this year's financial reporting. A full review of all town assets has to be conducted to determine if we have an obligation to remediate the property when the asset is retired and estimate the cost of remediation. The Director has begun the work on this project which will involve the public works, fire department and finance. The Director spoke about the Employee Assistance Plan that is available to all staff and families including Council members and their families. Payment reminder letters and conversations continue with the residential property tenant on First Avenue at this time the tenant is only one month behind. 53 Mount Street property has not remitted any monthly rent payment since March of 2022 nor has the town received proof of liability insurance as required by the lease.

F.4 Special Constable

a) Dangerous or Unsightly Premises Reports

The November report for Dangerous or Unsightly premises is reporting on 4 properties 17 Maiden Lane is open and on-going. 144 Water Street and order to remedy was issued and posted on the property at this point nothing has been done from the order that was issued however the owner's representative has been in contact and a meeting with them will be coming in the New Year. 91 Second Avenue a complaint was received about rodents an inspection took place the inspection resulted in many concerns that needed to be addressed an order to remedy was issue and the property owner decided to demolish the house which is now complete and the lot is clean. 19 Carleton Street will not be receiving a re-inspection of the property due to the building being vacant file is still open and on-going and the CAO is working to determine what the next steps might be.

b) Protective Services Reports

The November report for Protective Services was presented.

C.C.T.V –13 cameras are up and in full operation and 3 are awaiting maintenance.

Parking Control – For the November there were no violations issued

Dog Control in the month of November complaints of two dogs running loose on King Street as well as one dog running loose on Second Avenue.

Crossing Guards- Two crossing guards are working at the Elementary School

Civic Addressing-nothing to update at this time.

Solid Waste Management during the month of November there were five directives issued for garbage bin replacement four have all been completed and one directive for 9 Water Street is to be completed by December 14th that is to remove the solid waste and wire cage. There has been several complaints about by law violations for the feeding of wildlife these individuals feeding the wildlife are now all aware of the by law and all conversations have gone well.

F.5 Community Development Coordinator Reports

The Community Development Coordinator report for November was presented to the Committee. The CDC had two important subjects to discuss the application for funding the African Heritage launch event are now out and is the Council interested in hosting the event again this is typically held toward the end of January discussion ensued and would be willing to host and ask for assistance with the event.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Committee recommend to Council the hosting of the African Heritage month launch event in January.

Motion Carried.

The Community Development Coordinator is working on some handout graphics to assist the By Law Officer. The newsletter might be a great place to also include some of these info graphics and we might also look into adding them to our social media platforms. The CDC drafted the Façade program this will be coming in January for discussion Council will

have to determine if they are willing to allocate funds in the budget for the façade program. The CDC attended the Active Transportation meeting on November 17th. The trail care event had to be postponed until next month the bird houses are constructed however they are still being finished.

G. CORRESPONDENCE

G.1 Western Regional Enterprise Network

The Western REN correspondence to Mayor Cleveland is regarding quorum requirements For the Liaison and Oversight Committee they have been struggling to achieve quorum consistently which affects the Committee's ability to be effective and deliver its mandate at the November 10, 2022 meeting a motion was unanimously approved to recommend the participating units amend Section 9 of the Intermunicipal Agreement to update the quorum requirements to 50% plus one.

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that the Committee recommend to Council the approval of the Amendment to Section 9 (k) of the Western Regional Enterprise Network Intermunicipal Agreement Section 9 (k) to change the quorum structure to 50% plus one.

Motion Carried.

G.2 Digby Area Tourism Association

DATA is interested discussing the opportunity to use the Montague Row VIC for a DATA office should the Town VIC be relocated to the Shore Road former VIC location. At this time no formal decision has been made on the move however we will keep them up to date on this decision. There could be some challenges the Montague Row VIC it is not insulated for year round occupancy.

H. NEW BUSINESS

H.1 Healthy Eating Policy

The Senior Management Team is continuing the review of the Administrative Policies the Healthy Eating Policy was reviewed by the team this policy is very long and very complicated therefore the CAO is asking what the Committee thoughts on perhaps revamping the current policy to create a much better user friendly policy. DARC was involved with the creation of the policy and both the Town and Municipality adopted the policy at that time. The CAO will review the policy and create any amendments and bring the policy back for review at the Committee of the Whole.

H.2 Marketing and Promotions Levy Advisory Committee Terms of Reference

The terms of reference are from the Marketing and Promotions Levy By Law. Once the Terms of Reference are adopted by Council we can start to advertise for Committee Members. At this time we sent out 11 information packages and only have received a couple of completed registration forms back.

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that the Committee recommend to Council the Terms of Reference for the Marketing and Promotions Levy Advisory Committee as presented.

Motion Carried.

H.3 Doctor Update

Mayor Cleveland has been working with the newly appointed Community Navigator who will be coming to a meeting in the coming month. The mobile clinic that was held here didn't receive a lot of visitors they may be reaching out to us to assist with some marketing for the next time they are in the area.

I. IN-CAMERA

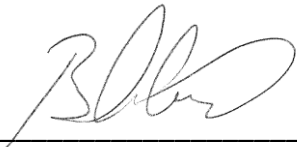
I.1 None.

J. ADJOURNMENT

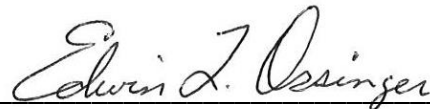
Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that the meeting be adjourned as there is no further business at 7:40 P.M.

Motion Carried.



Mayor



Clerk