

PLANNING ADVISORY COMMITTEE
Thursday June 26, 2025
Council Chambers

MEMBERS PRESENT: Councillor William McCormick, Chair
Deputy Mayor Paul Saulnier
Councillor Shane Weir
Mayor Mike Bartlett, Vice Chair (Via Zoom)
Councillor Rick Foote
Charles Haliburton, Citizen Representative

STAFF PRESENT: Tom Ossinger, CAO/Development Officer
Leslie Brinton, Deputy Chief Administrative Officer
Chris Millier, Town Planner 4 Site Group (Via Zoom)

REGRETS: Ed Moore, Citizen Representative
Anya Chin, the 4 Site Group

OTHERS:

A. Call to order

The Chair called the meeting to order at 6:18 p.m.

B. Agenda

B.1 Additions/Deletions

None.

B.2 Approval

Motion:

Moved by Mayor Bartlett and seconded by Deputy Mayor Saulnier that the Agenda for June 26, 2025, be approved as presented.

Motion Carried.

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C. Minutes of the Previous Meeting

C.1 May 27, 2025

Motion:

Moved by Deputy Mayor Saulnier and seconded by Councillor Foote that the Minutes of May 27, 2025, be accepted as presented.

Motion Carried.

D. Business Arising/Unfinished Business

D.1 None.

E. Correspondence

E.1 Beth Earle ABDS Correspondence

Today we received email correspondence from Beth Earle it came too late to be included in the package however we will ensure that everyone receives a copy of the correspondence.

F. New Business

F.1 “What we heard” Engagement Session

- Continuing from page 4

Short term rental accommodations were discussed. Parking requirements were also discussed along with amenity spaces. We need to be clear, and the policy needs to be clear on short term rental accommodation in the downtown. Charles doesn't agree with the owner's occupied premise for the short-term rental accommodations he spoke about a property he recently stayed in out in Alberta Charles would like to further discuss the owner occupied only short-term rental. Chris Miller spoke about Banff not allowing this to happen in Banff with relations to Canmore it seems interesting. The risk would be not a responsible owner/operator the concern might be the use of the property for not proper supervision.

Deputy Mayor spoke about closing the loophole for Airbnb in the commercial zone more discussion might be needed. Councillor Foote also spoke about Water Street main level having short term accommodations. Deputy Mayor Bartlett spoke about also having a standard for Airbnb accommodations. If the real focus is commercial frontage on Water Street there will be a

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definition add to the LUB/MPS, identify for parking and keep consistency there.

Increase Residential Density

Chris spoke about R1 Zones not being allowed any longer the province will not allow that to happen. Increase density in the residential zone where appropriate. Preserving character, “As of Right “Development process, transparent process for major developments. There was opposition to light industrial uses in residential areas. Chris reviewed the relevant policies that apply to regulation of density. In some areas lots size will dictate the number of units that can go on a certain size lot and done by calculation in some areas this would apply to areas with limited sewer capacity. Chris was comfortable with units per density and what are the boundaries for “as of right” development. Councillor McCormick spoke about the units per parking spaces for sleeping, and to reaffirm the “as of right” allowable development for the size lot. Councillor Weir says that “as of right” should be better advertised to the public. The Alertable App is being used more and as we move forward, we can push that MPS and LUB documents. Charles asked about 4 units being done “as of right” that is the change being discussed.

Affordability

It’s an important issue here in Digby along with supply, affordability, and the question arose what the Town of Digby can do to support affordability, limit short term rentals, collaboration with the province for funding, allow more density such as grannie suites, housing needs, co-op housing, housing near services. Density is an issue in the private sector decision that undermine the value of the asset by putting too much on the market. Full range of housing types and density being discussed. Provincial Directives will be included in this as well. Support from Government funding support is this being discussed by the Council at this time to lead and fund to develop and fund affordable housing or anything like this policy framework can be added to the policies. The By law relates to Land Use and the MGA ties to Development Agreements for property maintenance. Deputy Mayor Saulnier asked about MPS and LUB definition of Affordable housing yes Chris has heard of Municipalities added this into their documents most are using

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The CMHC definition of Affordable Housing.

Development Approval Process

What types of public notice are important and what matters should be considered. What we heard is public awareness is critical we didn't ask for a number tied to the answer. Chris spoke about perhaps 5 units or more that type of development activity. Various ways of notifying the public was discussed, inclusive engagement, amenities, scale. The value being able to carry it through to the end is something we heard. We can provide notice and there is no challenge to that for "as of right" development the community has no role in the process. Deputy Mayor Saulnier spoke about policy notification and the process that we go through the back-end notice is also important as well. Councillor Weir spoke about 4 units or less he would like to see a notice going to all the neighbours with a notice, show enthusiasm we can use it as a story board. Charles Haliburton asked about a preliminary development being advertised with only preliminary designs. The Development Officer discussions with a potential developer is confidential until the documents are tabled at a Planning Advisory Meeting. Mayor Bartlett spoke about the Developer providing a shovel ready description the public are more interested in this as well. Would architectural design plans be needed during the initial process? The Development Officer spoke about advertisement for "as of right" development this would create a lot of issues. Chris agrees with the process of assisting developers as a confidential nature until that comes to the table. In Digby we hold the developer to a level that we feel is appropriate to Digby, the level of details in Toronto might be different than Digby. The Development Office spoke about the documents needed for the process for a Development Agreement. Councillor Weir spoke about courteous notice for development such as 3 units and up not a deck. Deputy Mayor Saulnier asked about Commercial Zone vs Residential and the difference between the requirements in the area. There are committees that ask for more information when an application comes forward.

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F.2 Institutional and open space Development Policies

Please review and read this information before the next meeting on July 22, 2025.

Councillor McCormick spoke about the Commercial section engagement session we need to schedule that Commercial session in the future.

The Chair spoke about the Commercial annotated versions of the workbook of the comments that were collected during that review process. The engagement process will focus on a few of the policies and Commercial Downtown. Discussion at the next meeting about the Commercial engagement sessions and Industrial portions of LUB.

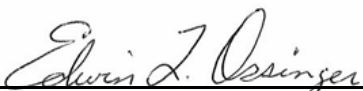
G. Date of next meeting

G.1 Thursday August 21, 2025, at 6:00 PM

H. Adjournment

There being no further business the meeting was adjourned by Deputy Mayor Saulnier and seconded by Councillor Foote at 7:59 PM

CHAIRPERSON



DEVELOPMENT OFFICER