

**DIGBY TOWN COUNCIL
REGULAR MEETING
Monday June 6, 2022
Council Chambers**

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

STAFF PRESENT : Tom Ossinger, Chief Administrative Officer
Leslie Brinton, Executive Assistant

REGRETS:

A. CALL TO ORDER

Mayor Cleveland called the meeting to order at 6:00 P.M.

B. Public Hearings

B.1 None.

C. AGENDA

C.1 Additions/Deletions

None.

C.2 Approval

Motion

Moved by Councillor Turnbull and seconded by Councillor McCormick that the Agenda for June 6, 2022 be as presented.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Big Tides Festival-Brian Dugas

Mr. Dugas is here at the request of Council to discuss the festival Big Tides. The idea behind the festival is health and wellness and use the greenspaces around the town to hold various components of his festival. A face book page was created and from that Brian has received a lot of people who want to help and contribute toward the festival. The festival would run from June 21 to June 26. Councillor Turnbull did mention that the farmer's market folks currently have Admirals walk for the market days and Brian is fully aware and willing to work around this.

Motion:

Moved by Councillor Turnbull and seconded by Deputy Mayor Bartlett that Council approve the Big tides Festival and waive the Special Event permit fee.

Motion Carried.

D.2 Affordable Housing-Nancy Robinson

Ms. Robinson thanked Council for the opportunity to come and meet. Michelle Levings is now the newly hired Community Development Coordinator who is here tonight she has been working with The housing group for about 3 weeks now. Ms. Robinson was hoping at this point to have news To share about the purchase of a local motel unit however they are still working on the financing. The proposed purchase will be similar to the Tara Motel in New Glasgow that has been purchased For housing. If the group is successful in purchasing the motel they will likely be asking for a tax reduction in order to do this there is a process and will need to be done in writing to the Council also to come will likely be an ask for some funding relationship. The plan for the motel will be transitional housing, affordable housing as well as live in house manager. With the purchase of the motel will come other opportunities funding. The Council was asked to draft correspondence to the Minister of Municipal Affairs and Housing regarding affordable housing.

D.3 ATVNS-Cory Robar

Cory Robar is the Trails Coordinator and with him is Keith Comeau who is the president of the local ATV Club they thanked Council for the opportunity to come and present. The reason they are here tonight is to discuss the ATV access and trail connectivity here in the Town of Digby. The economic impacts from a direct spending report from 2015 shows that the OHV Community spending in the past 12 months was 189.4 million dollars. There are currently seven highway travel pilot sites throughout the province with the closest one to us being Weymouth. Riders can Enter into town from both East and West sides with about 790 M of connectivity missing that would allow riders to continue their journey if we can create the missing link. Tonight ATVNS is asking Council for support as a partner in seeking access through the Town along with access to services. CAO Ossinger did contact the Town of Yarmouth CAO Jeff Gushue because we are aware they are trying to do the same in Yarmouth. The missing link from the trail has been included in a recent application for active living. Council thanked the ATVNS Club for coming and will keep working towards the missing link.

E. MINUTES OF PREVIOUS MEETING

E.1 May 2, 2022

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Minutes of May 2, 2022 be approved as presented.

Motion Carried.

E.2 Special Council Meeting May 16, 2022

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that the Minutes of the May 16, 2022 Special Council Meeting be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 None.

G. REPORTS

G.1 Chief Administrative Officer Report

The CAO reviewed his report with Council. The Town Hall employees have returned to regular hours of operation the new earned day off policy that will replace the former Modified work week policy will begin once Council approves the new policy. The Community Development Coordinator interviews were conducted on June 2, 2022 the successful candidate was notified by phone and she graciously accepted. The Council would like to have her attend the Committee of the Whole meeting so that they can have the opportunity to meet her. The work on the Tri County Regional planning initiative has begun. A schedule will be coming out for a meeting with CAO's and following that will be an outreach to Council's. We have received official confirmation that the Town of Digby Marketing Levy has been proclaimed effective May 10, 2022. Council will now have to decide what the next steps will be.

G.2 Committee of the Whole Report

There are two recommendation coming forward from the Committee of the Whole.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the CAO conduct an extensive review of the Town of Digby Salary Scales and file a report on or before January 31, 2023 to Council for review and discussion.

Motion Carried.

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that Council adopt the HR Policy # 2022-01 Earned Day off as presented.

Motion Carried.

G.5 Waste Check Report

The Waste Check reports were distributed in the meeting package for review. The two cart sizes was discussed to see if both were needed the Board determined that having the two cart sizes is important for those who are unable to move the larger carts. There was also discussion about rope to the Queens landfill they do not want fishing rope sent there with the regular garbage because the rope is causing damage to the equipment a meeting will be set up with CAO's to discuss.

H. CORRESPONDENCE

H.1 Digby Area Tourism Association

This letter is coming to Council regarding the postponement of the accommodation levy and the ability for DATA to have the resources to fulfill the marketing strategy for 2022. DATA is asking for some assistance with funding for the upcoming season. DATA has been working on the premise to those who put forward a case for those funds. The CAO was asked by Council to draft correspondence to Community Culture and Heritage to see if any assistance can be provided to DATA due to the delay in the implementation of the marketing levy.

I. NOTICE OF MOTIONS

I.1 None.

J. NEW BUSINESS

J.1 Spring into Summer Event

The Executive Assistant has been working to gather handout material for the upcoming spring into summer event and would like to have Councils input for the event which is Saturday June 18. Council would like to have a power point that will just circle through.

J.2 Marketing Room Levy

The CAO from both the Town and the Municipality along with the Warden and Mayor met to Discuss the levy and the next steps forward in order to start the process again it will take some time likely a few months for the by law readings September and October have been discussed as times for the first and seconded reading of the new by law with April 1, 2023 as the start date. The Council agreed that the new levy should not come into effect until the New Year at the earliest. Council agreed that September and October we can do the first and seconded reading of the by law with a start date of January 1, 2023. The CAO will update the Municipality of Digby on the intention of the Town Council.

J.3 Town of Digby General Operating Budget for 2022/2023

Estimates of Revenues and Expenditures

Moved By Councillor Turnbull and seconded by Councillor Saulnier

THAT Council accepts the following estimates of the sums required by the Town of Digby for the fiscal period ending March 31, 2023, prepared in accordance with Section 72 of the Municipal Government Act:

Revenues	
Taxes	3,527,503
Grants in Lieu of Taxes	153,760
Services Provided to Other Local Gov't	187,124
Sale of Services	163,958
Other Revenue from Own Sources	123,933
Unconditional Transfers	397,358
Conditional Transfers	16,352
Other Transfers	3,000
Total Revenues	4,572,988

Expenditures	
General Government Services	828,235
Protective Services	1,593,324
Transportation Services	653,424
Environmental Health Services	669,712
Public Health Services	140,621

Environmental Developmental Services	119,295
Recreation and Cultural Services	401,439
Finance and transfers	166,938
Total Expenditures	4,572,988

Motion Carried.

General Tax Rates

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that
 WHEREAS total estimated expenditures for the fiscal period are \$4,572,988 and
 WHEREAS total estimated revenues, other than taxes to be levied are \$1,045,485 and
 WHEREAS the balance of revenues required, \$3,527,503 must be rated;
 THEREFORE BE IT RESOLVED THAT for the Town of Digby for the fiscal year ending March 31, 2023:

The general tax rates are as follows:

- Residential / Resource \$1.86 per \$100 of assessment
- Commercial \$4.15 per \$100 of assessment

AND THAT these taxes are due and payable on Taxes to be billed by way of interim tax bill (issued in April, due May 31, 2022) and Final tax bill (issued in September, due the October 31, 2022); with interest to be charged on all final tax accounts outstanding on Interest on overdue amounts to be charged at a rate of 15% per annum.

Motion Carried.

Fire Protection Rate

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that
 WHEREAS Council is authorized under Section 80 of the Municipal Government Act to levy a rate on the value of all assessable property assessment in the area served by a water system in the town, as defined by the council by policy, in order to recover that part of the cost of the water system that is attributable to fire protection; and
 WHEREAS the cost of fire protection (water supply and Hydrants) has historically been covered in the general tax rate of non-exempt residential, resource and commercial taxable assessment; and

WHEREAS the provision of fire protection (water supply and hydrants) is beneficial to all assessable property assessment within the Town of Digby serviced by Digby Water Commission the Council wishes to levy a rate over all assessable property assessment.

THEREFORE BE IT RESOLVED that it shall be the policy of the Council of the Town of Digby as of April 1, 2019 to separate the fire protection expenditures (water supply and hydrants) from the estimated expenditures to be covered by general rate of non-exempt residential, resource and commercial taxable assessment; and apply a fire protection rate to cover the estimated fire protection (water and Hydrant) expenditures to all assessable property assessment in the area served by the Digby Water Commission in the town; and

That the Council of the Town of Digby does not exempt any assessable property assessment serviced by the Digby Water Commission from the fire protection rate; and

FURTHER BE IT RESOLVED that the total estimated fire protection (water and hydrant) expenditures for the 2022/23 fiscal year of \$197,765 be covered by a fire protection rate applied to all assessable property assessment serviced by the Digby Water Commission; and

That the fire protection rate for the 2022/23 fiscal year be set at \$0.13 per \$100 of Assessment; and be applied on the final tax bill in September are due and payable by October 31, 2022 with interest on overdue amounts to be charged at the rate of 15 % per annum.

Motion Carried.

Solid Waste Management Uniform Charge

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier

WHEREAS Council has included in its estimates for the fiscal year ending March 31, 2023, the amount of \$331,341 to be expended for the purpose of solid waste management, a purpose for which the Town may expend funds; and

WHEREAS there are approximately 1,172 dwelling units within the boundaries of the Town of Digby; and

WHEREAS the Council may, under paragraph 75(4)(b) of the Municipal Government Act, in lieu of levying an area rate, levy a uniform charge on each property assessment in the area;

THEREFORE BE IT RESOLVED that a uniform charge of \$283 be levied for the fiscal year ending March 31, 2023 on each dwelling unit within the boundaries of the Town of Digby and that these uniform charges are applied on the final tax bill in September and are due and payable by October 31, 2022 with interest on overdue amounts to be charged at the rate of 15 % per annum.

Motion Carried.

Sanitary Sewer Rates

Moved by Councillor Turnbull and seconded by Deputy Mayor Bartlett

WHEREAS Council is authorized by the Town of Digby Sewer Charges By-law to set rates for sewer services;

THEREFORE BE IT RESOLVED THAT the sewer service charge shall be \$6.26 per 1,000 gallons of water consumption; and

Residential and Commercial users shall pay:

Less than 1 million gallons annually 100% of the Sewer Service Charge, or more than 1 million gallons annually 50% of the Sewer Service Charge based on their annual water consumption of the previous year, and

Industrial Premises users shall pay:

Less than 1 million gallons annually 100% of the Sewer Service Charge, or more than 1 million gallons shall pay 10% of the Sewer Service Charge, or more than 10 million gallons shall pay 5% of the Sewer Service Charge based on their annual water consumption of the previous year; and

That the Sewer Service Charge shall be applied to the Water Utility's bi-monthly bill. All bills are due and payable under the same regulations as the Water Utility Bill.

Motion Carried.

Tax Certificate Fee

Moved By Councillor Turnbull and seconded by Councillor Saulnier

WHEREAS Council is authorized to set a fee for a tax certificate pursuant to section 132 (2) of the Municipal Government Act;

THEREFORE BE IT RESOLVED THAT the tax certificate fee shall be \$40 per tax certificate.

Motion Carried.

J.4 Building and Fire Inspection Services

The Town of Digby is currently receiving Fire Inspection Services from the Municipality of the District of Digby through a shared services agreement. The Municipality in preparation for the retirement of their level 2 building and fire inspector entered into a MOU with the Municipality of Clare to supply back up Level 2 Building Inspection and Fire Services. Due to the recent passing of the Municipality of Digby Level 2 inspector the Municipality of Digby has appointed the Municipality of Clare's inspector as the building and fire inspectors. The Town of Digby should also appoint the same.

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the Town of Digby appoint Daniel Gaudet as Level 2 Building Inspector and Fire Inspector, and Ryan Leblanc as Fire Inspector for the Town of Digby.

Motion Carried.

K. IN CAMERA

K.1 Land Interest

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that Council move In Camera for Land Interest.

Motion Carried.

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that Council move out of In Camera Session for Land Interest.

Motion Carried.

L. ADJOURNMENT

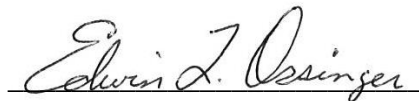
Motion:

Motion for adjournment was moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett at 8:48 P.M.

Motion Carried.



Mayor



Clerk