

**DIGBY TOWN COUNCIL
REGULAR MEETING
Tuesday October 3, 2023
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 6:02 P.M.

B. PUBLIC HEARING

B.1 None

C. AGENDA

C.1 Additions/Deletions

One addition to the Agenda under In Camera J.1 Legal

C.2 Approval

Motion

Moved by Councillor Turnbull and seconded by Councillor Saulnier that the Agenda for October 3, 2023, be as approved with one addition under In Camera J.1 Legal.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 Grant Thornton- Aaron Kelly

Aaron Kelly from Grant Thornton is here to present the Financial Statements this presentation has been made prior to tonight to the Audit Committee. Aaron reviewed the Independent Auditors Report the option of the audit is that the financial statements present fairly, in all material respects, the financial position of the Town of Digby as of March 31, 2023. Aaron did a review of the Consolidated Statement of Operations the revenue for the year end is \$5,485,282 which is higher than budget and expenses for the year end are \$5,604,533 which is slightly higher than budget this results in a deficit of \$119,251 and brings the accumulated surplus to \$16,836,992. Aaron spoke about the new accounting standards for recording of Asset Retirement Obligations

which was a big exercise that was done by the staff of the Town, and this has resulted in a liability amount of \$120,411.

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that Council accept the Consolidated Statements as presented for the year ending March 31, 2023.

Motion Carried.

E. MINUTES OF PREVIOUS MEETING

E.1 September 5, 2023

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that the Minutes of September 5, 2023, be approved as presented.

Motion Carried.

E.2 Public Hearing September 5, 2023

Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that the Minutes of the September 5, 2023, Public Hearing 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 Chief Administrative Officer was presented. The CAO is reporting that the Active Transportation Plan open house is October 11, 2023, at Digby Station and that will be followed by a presentation to Council on October 16, 2023. The Utility Fire truck RFP closed on September 14, 2023, only two tenders were received they have been reviewed by the CAO and the Fire Chief and the recommendation is coming forward to purchase the 2024 Chevrolet Silverado from Bruce Chevrolet.

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that Council award the purchase of the Utility Fire Truck to Bruce Chevrolet Buick GMC, Digby to provide a 2024 Chevrolet Silverado 2500HD 4X4 for \$89,372.78 Including HST.

Motion Carried.

An application was received from Nancy Whalley regarding a multicultural celebration held by Digby and Area Health Services Foundation This is open to the public with the potential to have over 200 attendees the event will be held at Digby Elementary School on October 21, 2023, they are seeking a couple of permits one being a Special Event License and the other being a Umbrella Vending License. Under the Vending and Licensing By law Council is presented with the application for Special Event license which has not been granted to the applicant or predecessor organisation within 5 ears for an event substantially of the same nature. Not for profit groups can be exempt from permit fees. The CAO is recommending the permit approvals and waive the fees.

Deputy Mayor Bartlett declared a conflict he is now a member on that Committee.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Saulnier that the Council approve the application for Special Events License and Umbrella Vending License from event leader Nancy Whalley to hold a “Multicultural Celebration” event to be held at the Digby Elementary School at 20 Shreve Street on October 21, 2023, and waive the Permit Fees for the Special Event License and Umbrella Vending License.

Motion Carried.

Council asked that staff ensure the proper insurance is in place for the event. The By Law Officer has been in contact with the organizers and will ensure that the proper insurance is in place.

G.2 Committee of the Whole Report

There are three recommendations coming forward from the Committee of the Whole.

Motion:

Moved by Councillor Turnbull and seconded by Councillor Saulnier that Council accepts the recommendation of the Senior Management Team to not implement a cap on taxi companies within the Town of Digby.

Motion Carried.

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that Council approve the Baton Use Policy as presented.

Motion Carried.

The CAO noted that this will still require approval from the Department of Justice before the Enforcement Officer can begin to use a baton if required.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that Council approve the Fire or Storm Damage Tax Rebate Policy as amended.

Motion Carried.

G.3 Digby Area Recreation Commission Reports

The reports were distributed in the package. The ice is now in which is earlier than normal there is a couple of groups that will be taking advantage of that soon. The CAO was asked to come and meet with DARC Director and Facility manager about the snow clearing tenders received. The CAO also noted while attending the meeting that the building seems to have some areas that are in need of repair where the water is running off the building it seem to be corroding it would be better to have that repaired before it goes to far. The building was constructed in the late 80's and is showing some sign of aging.

G.4 Digby Fire Committee

On September 12th the Digby Fire Committee meet the meeting minutes were in the package. The inability for the Fire Department to launch a boat from here unless the tide is correct is a challenge, they are discussing purchasing a smaller boat.

Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that Council approves the Minutes of the September 12, 2023, Digby Fire Advisory Motion Carried.

G.5 Waste Check Report

The report was in the package nothing further to add.

H. CORRESPONDENCE

H.1 Western Regional Enterprise Network

The mayor received notice as the Chair of the Nominating Committee of the new appointment to To the Western Regional Enterprise Network Board of Directors. JoAnne Ranson is the new appointment to the board.

H.2 Virigina Olafsen

Mayor Cleveland was speaking to resident who sent the letter. By Law Officer has also been to the property as well there seems to be no By Law violations and more of a civil matter between two neighbours and not any by law violation.

I. NEW BUSINESS

I.1 None.

J. IN CAMERA

J.1 Legal

Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that Council moves in Camera for Legal Motion Carried.

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that Council moves out of In Camera for legal. Motion Carried.


Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that Council approves the amended offer on Lot 2022 Shore Road PID 30382816 from Carmen and Vera Burnie. Motion Carried.

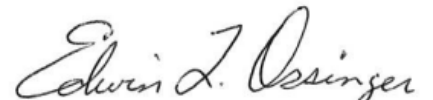
K. ADJOURNMENT

Motion:

Motion for adjournment was moved by Councillor McCormick and seconded by Councillor Saulnier at 7:56 P.M as there was no further business. Motion Carried.



Mayor



Clerk