

**DIGBY TOWN COUNCIL
REGULAR MEETING
Monday June 5, 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 6:00 P.M.

B. PUBLIC HEARING

B.1 Development Agreement- 81 Montague Row (former Siesta Motel) PID 30229785

C. AGENDA

C.1 Additions/Deletions

One addition to the Agenda under H.7 Admiral Digby Museum

C.2 Approval

Motion

Moved by Councillor Saulnier and seconded by Councillor Turnbull that the Agenda for June 5, 2023 be as approved with one addition under Correspondence H.7 Admiral Digby Museum.

Motion Carried.

D. DELEGATIONS & PRESENTATIONS

D.1 None.

E. MINUTES OF PREVIOUS MEETING

E.1 May 1, 2023

Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that the Minutes of May 1, 2023 be approved as presented.

Motion Carried.

F. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

F.1 Spring into Summer Event

The Municipality of Digby has asked if the Town was interested in sharing a booth like we did in 2022 it worked well so Council was in favor of sharing a booth again this year.

F.2 St. Pat's Community Kitchen request

This request was brought forward at the last Committee of the Whole Meeting the Mayor was meeting with Churches in the area to discuss. The Committee discussed inviting them to the upcoming Committee of the Whole meeting and it will allow time for the CAO to provide to Council the amount of funds remaining from the Community Grant Program.

F.3 Second and Final reading of the Amendments to the Municipal Planning Strategy

Motion:

Moved by Councillor McCormick and seconded by Deputy Mayor Bartlett that Council give second and final reading to the following amendments to the Town of Digby Municipal Planning Strategy to amend Part 4, Policy IM5 be amended to read:

IM 5 It shall be a policy of Council to review the Municipal Planning Strategy and Land Use By – Law as deemed necessary by Council due to changing conditions but not later than every five years. In considering amendments to or the repeal and replacement of this Strategy Council shall seek input from the community and the abutting municipality as require by the Municipal Government Act and as provided for in the Town's Public Participation Program Resolution.

Motion Carried.

F.4 Second and Final reading 81 Montague Row (former Siesta Motel)

Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that Council give second and final reading to the Development Agreement for 81 Montague Row (former Siesta Motel) As presented.

Motion Carried.

G. REPORTS

G.1 Chief Administrative Officer Report

The Chief Administrative Officer was presented. The CAO provided an update on the land on Shore Road and Third Avenue they are now subdivided and can be listed for sale. Council may sell property at market value when the property is no longer required a motion of Council is required to declare the properties are not required and then listed for sale.

Motion:

Moved by Councillor Saulnier and seconded by Councillor Turnbull that Council declare surplus to the Town of Digby and place on MLS for sale PID# 30382816 lot 2022 on Shore Road and PID# 30382808 lot 2023 Third Avenue and two conditions be included 1) that the property be developed for residential use and 2) a buy back agreement should the property not be developed in a period of two years.

Motion Carried.

The Digby Foodbank still has no signed rental agreement. The Council directed the CAO to draft a letter to the Foodbank asking that they come and present at the Committee of the Whole to

discuss the lease agreement and past due rent. The former VIC on Montague Row is now being occupied by DATA provision have been made for the use of the washrooms by the Farmers Market during the days of the Market. The CAO updated Council on a webinar taken by the Director of Public Works for the Housing Accelerator Fund funding eligibility for the program has been uploaded to the Digby Cloud for review of Council. The Mount Street conversion to make rental Units is looking like close to 1 million dollars to bring the building up to current code. We may have to bring a contractor in to view the building.

G.2 Committee of the Whole Report

There is four recommendations coming forward from the Committee of the Whole.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor Saulnier that Council add the Grace United Church request for paving with an estimated cost of \$12,000 to the Town of Capital Investment Plan for the year 2024-2025.

Motion Carried.

Motion:

Moved by Councillor McCormick and seconded by Councillor Turnbull that Council approve the amended Capital Investment Plan as presented.

Motion Carried.

Motion:

Moved by Councillor Turnbull and seconded by Councillor McCormick that Council approve the Amended HR Policy #2014-02 Salary Administrative Policy as presented.

Motion Carried.

Motion:

Moved by Deputy Mayor Bartlett and seconded by Councillor McCormick that Council reject the Proposal from the Tri County Centre for Education for the rental of Digby Station.

Motion Carried.

G.3 Planning Advisory Committee Report

Motion:

Moved by Councillor Saulnier and seconded by Deputy Mayor Bartlett that Council enter into a Development Agreement with Robin Ghosn, Crystal Tessier and Melissa Patterson to permit the Development of a 100 unit multiple unit residential development at Victoria Street PID 30225320 as detailed in the application dated January 13, 2023 subject to:

- 1) Confirmation of the provision of amenity space per requirements of Policy C14;***
- 2) Relocation of the proposed townhouse structure per requirements of Policy C14 and Land Use By-law Part 7.3.2 (d)***
- 3) The provision of engineering details relating to sanitary sewer connections site grading and storm water management as required by the Town Engineer (April 28, 2023)***
- 4) Confirmation of domestic water and fire protection capacities and requirements***
- 5) The installation of a Victoria Street crosswalk at the proposed driveway access;***
- 6) Confirmation of proposed phasing of the development.***

G.4 Waste Check Report

The report was distributed in the meeting package.

G.5 Digby Area Recreation Commission

The report was distributed in the meeting package the Community Use Agreement with DRHS is close to being finalized. DARC will be handling the requests for booking.

H. CORRESPONDENCE

H.1 Jennie O'Brien Carleton Street

Mayor Cleveland received correspondence from Jennie O'Brien concerning Carleton Street stating that it's a very busy road that poses safety concerns for her family when walking on the street. Deputy Mayor Bartlett went to have a look at the concerns. He noted that there is a blind crest issue as well as a bad bump in the road that could be patched and it is a narrow road that truck traffic do use. The Council discussed options to make the road safer. It was decided that consultation with the Director of Public Works this will be coming forwarded to the Committee of the Whole for further discussion.

H.2 Minister of Municipal Affairs and Housing

Correspondence was received from Minister Lohr concerning 12 month notice for changes that are coming that could have the effect of decreasing revenues or increasing the required expenditures of municipalities.

H.3 Municipality of Barrington

Correspondence was sent to all Municipalities and Towns concerning the RCMP retroactive costs that they and others in Nova Scotia will be expected to cover the retroactive costs. The Council directed the CAO to also draft correspondence to the Minister of Justice concerning the retro costs.

H.4 Nova Scotia Environment and Climate Change-Seabrook Quarry

NSE sent correspondence to the CAO concerning the Town Hall being an information centre for the environmental assessment process for the Seabrook Quarry Expansion Project, Digby County as of today the information is here at Town Hall it is also available at the Municipal Office and at the NSE office in Yarmouth.

H.5 Ecology Action Centre

Correspondence was received concerning the indefinitely delay regulations for the Coastal Protection Act they are asking Municipalities do write to Minister Halman with the concerns over the delay in regulations.

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that Council draft correspondence to Minister Halman concerning the delay in regulations for the Coastal Protection Act.

Motion Carried.

H.6 Digby Cancer Help Fund

A letter of thanks was sent to Council for the donation under the Community Grants Program.

H.7 Admiral Digby Museum

Correspondence was received asking Council to consider adding a picnic table along the Montague Row side for public use. Council suggested referring them to apply under the Community Grant in January.

I. NEW BUSINESS

I.1 Draft Brochure by Law Enforcement

The By law officer has drafted the brochure being presented here tonight as a handout for residents this would also be a great handout for the upcoming spring into summer event. One suggestion was that we switch out the logo for our promotional logo otherwise great job.

I.2 By law Enforcement/Commissionaires

Deputy Mayor Bartlett added this item for discussion with the current enforcement officer busy with properties clean up parking downtown is still an issue perhaps we can discuss with the Commissionaires parking enforcement for downtown. Council directed the CAO to reach out to the Commissionaires to discuss parking enforcement.

I.3 Events

This was added to the Agenda to clearly identify event that the Town will be hosting Canada Day and Joe Casey award will be happening as usual. New Year's Levee is the one that was discussed and we will swap that out for a community breakfast.

J. IN CAMERA

J.1 Legal

Motion:

Moved by Councillor McCormick and seconded by Councillor Saulnier that Council move into In Camera for Legal.

Motion Carried.

Motion:

Moved by Councillor Saulnier and seconded by Councillor McCormick that the Council move out of In Camera Session.

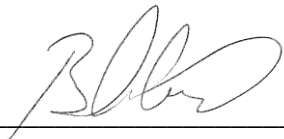
Motion Carried.

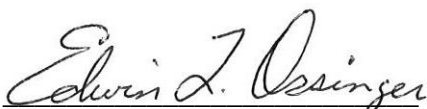
K. ADJOURNMENT

Motion:

Motion for adjournment was moved by Councillor McCormick and seconded by Councillor Saulnier at 8:03 P.M.

Motion Carried.





Mayor

Clerk