



**Council Meeting**  
**Municipal Council Chambers, Municipal Office**  
**March 29, 2016 at 6:00 PM**  
**Agenda**

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- 1. CALL MEETING TO ORDER**
- 2. ADOPTION OF AGENDA – Additions or Deletions**
- 3. PAUSE TO SEEK GUIDANCE**
- 4. READING OF MISSION STATEMENT**
- 5. PRESENTATION/ DELEGATION**
  - 5.1 Warden to welcome new Chinese Students and Teacher
- 6. APPROVAL OF MINUTES**
  - 6.1 Council Minutes – February 22, 2016
- 7. OLD BUSINESS/BUSINESS ARISING**
  - 7.1 Final Reading of PACE By-law
- 8. NEW BUSINESS**
  - 8.1** Funding Requests:
    - i. Digby County 4 H – barn building project
    - ii. Freeport Musical Festival
    - iii. Juniper House
    - iv. Music on the Sissiboo
    - v. Transport de Clare
    - vi. Parade of Lights Committee
  - 8.2** Spring into Summer
  - 8.3** Loan Guarantee \$ 170,000 Brighton Barton Fire Department
  - 8.4** Municipal Finance Corp
    - i. Letter of Commitment
    - ii. Resolution for Pre-approval of Debenture Interest Rate

## COUNCIL AGENDA-March 29, 2016

8.5 Legacy 150 Trip to Ottawa

### 9. CHIEF ADMINISTRATIVE OFFICER REPORT

- 9.1 Meeting Reminders
- 9.2 Update on Action Items
- 9.3 Update on Capital Projects
- 9.4 Update on Special Project/Initiatives
- 9.5 Decision/Direction Request
- 9.6 Approval of February 2016 payables \$461,096.94
- 9.7 Income & Expense Report February 2016

### 10. CORRESPONDENCE/INFORMATION ITEMS

- 10.1 UNSM – Derelict and Abandoned Vessels
- 10.2 Department of Canadian Heritage funding decision

### 11. STANDING COMMITTEES OF COUNCIL RECOMMENDATION

#### 11.1 BY-LAW & POLICY RECOMMENDATIONS

- 1) To amend the Conventions Policy #1007 to:
  3. Councillors wishing to attend more than three FCM Conferences during their four year term may attend if the other Councillors have not, nor do not intend to attend a maximum of three FCM conferences during their four year term. If there are more Councillors interested in attending than there are spots available, then the decision of who attends is decided by a draw.
  4. If all Councillors have attended a maximum of three FCM Conferences during their four year term and a Councillor wishes to attend more than three FCM Conferences, that Councillor may attend as long as that Councillor is responsible for all expenses associated with attending the conference. However, the Municipality will pay the conference registration for individuals attending the FCM conference pursuant to this Clause.
- 2) To amend the Milestone and Long Service Recognition Policy #1007 to:
  6. The Municipality of Digby will annually recognise all Volunteer Fire Department and Ground Search and Rescue personnel upon completing a minimum of 5 years of service. Further individual recognition will subsequently be based on five year increments.
- 3) To approve the funding request for \$1000 from Melissa Comeau.
- 4) To approve the New Street Light rate of 4%.

**11.2 COTW RECOMMENDATIONS**

- 1) To contribute \$1,000.00 in total for travel expenses for a Nurse Practitioner for the Digby Medical Clinic for a period not to exceed three months and that a cheque for \$1,000.00 be sent to the Digby Area Charitable Health Foundation.

**12. ADVISORY COMMITTEES- REPORTS/UPDATES**

- 12.1** Digby Source Water Protection Advisory Committee – Councillor Adams
- 12.2** Heritage Advisory Committee – Warden Gregory, Councillor Adams
- 12.3** Planning Advisory Committee – Warden Gregory, Councillors Adams and Tudor
- 12.4** Joint RCMP Advisory Board – Warden Gregory, Councillor Adams
  - 1) September 2015 minutes
- 12.5** REMO Advisory Committee – Warden Gregory, Deputy Warden MacAlpine
- 12.6** Western Regional Housing Authority - Richard Fitzgerald

**13. REGIONAL/JOINT COMMITTEES – REPORTS/UPDATES**

- 13.1** Age Friendly Community – Councillor Adams
- 13.2** Canada Legacy Society – Warden Gregory
  - 1) February update
- 13.3** Digby & Area Affordable & Supportive Housing Group - Councillor Tudor, Councillor Adams
  - 1) January meeting notes
  - 2) February meeting notes
  - 3) February Business Plan meeting notes
  - 4) March meeting notes

## **COUNCIL AGENDA-March 29, 2016**

- 13.4** Digby Annapolis Development Corporation - Deputy Warden MacAlpine, Councillor Tudor
  
- 13.5** Digby Area Learning Association – Councillor Manzer
  - 1) CRC February report
  - 2) DCEC February report
  - 3) Executive Director’s February report
  - 4) Learning Grove February report
  - 5) DALA January minutes
  - 6) DALA February minutes
  
- 13.6** Digby Area Recreation Commission – Warden Gregory, Councillor Manzer
  - 1) January minutes & March reports
  
- 13.7** Digby Area Tourism Association – Councillor Manzer
  - 1) February minutes
  
- 13.8** Digby Development Agency – Warden Gregory, Deputy Warden MacAlpine
  - 1) New email address
  
- 13.9** Digby Harbour Port Association – Warden Gregory
  - 1) February minutes
  
- 13.10** Digby Library Committee – Deputy Warden MacAlpine
  
- 13.11** Digby Municipal Fire Association – Councillor Tudor
  
- 13.12** Highway 101 Task Force - Warden Gregory, Councillor Adams
  - 1) July 2015 minutes
  
- 13.13** Kings Transit Authority – Warden Gregory
  - 1) January minutes
  - 2) February Manager report
  - 3) January ridership report
  - 4) February newsletter
  - 5) Community Services 2014 vs 2015 report

## **COUNCIL AGENDA-March 29, 2016**

- 13.14** Open Spaces – Councillors Manzer & Tudor
- 13.15** Senior Safety Committee – Councillor Tudor, Deputy Warden MacAlpine
  - 1) February Co-ordinator report
  - 2) December 2015 minutes
- 13.16** Shared Services Committee - Deputy Warden MacAlpine, Councillors Adams & Tudor
- 13.17** Transport de Clare - Councillor Manzer
  - 1) January minutes
- 13.18** Tideview Terrace – Councillor Manzer
  - 1) January minutes
- 13.19** Upper Clements Park Society – Councillor Adams
  - 1) January minutes
- 13.20** Waste Check – Warden Gregory, Deputy Warden MacAlpine
  - 1) By-Law Enforcement February report
  - 2) March meeting notes
- 13.21** Western Counties Regional Library – Deputy Warden MacAlpine
- 13.22** Western Regional Enterprise Network Liaison and Oversight Committee - Deputy Warden MacAlpine
  - 1) CEO February report
- 13.23** Weymouth Doctor Recruiting Committee – Warden Gregory, Councillor Manzer
  - 1) January minutes

## **14. COUNCIL DISTRICT REPORTS**

**COUNCIL AGENDA-March 29, 2016**

**15. IN CAMERA**

- 1) Municipal Properties
- 2) Personnel Issue

**16. ADJOURNMENT**

Municipality of Digby  
P.O. Box 429  
Digby, NS  
B0V 1A0

March 11, 2016

**COUNCIL**  
**NEW BUSINESS**  
MAR 29 2016

On behalf of the Digby County 4H, I am submitting this letter to request financial support to build a barn on the Digby Exhibition grounds.

Digby County 4H has been developing our youth for almost 60 years. It is an invaluable hands on program that promotes learning by doing. Youth discover interests and talents as well as gain self confidence and gain leadership skills. Through opportunities in 4H, youth have the opportunity to become involved in their community which increases pride in their community. Part of the 4H program includes completed projects, they are shown and judged at exhibition in August and may go on to represent the area provincially.

Digby County 4H is currently fundraising to build a barn on the Digby County Exhibition grounds. This barn will be used to accommodate the livestock projects of the Digby County 4 H clubs. Presently, the Digby County 4H clubs use available space in the exhibition barns. The current arrangement, has the clubs spread out, having no space of their own. This does not allow the opportunity for continuity, or an overall sense of togetherness for the clubs. It is difficult to feel that same sense of pride and ownership in a borrowed space. The clubs that will be using this space include; The Island Seabreeze, Bear River Trailblazers, Digby Maple Nuts and Weymouth Sissiboo Landers . A barn of our own would give Digby County 4H a place to gather, share their knowledge, provide a sense of camaraderie and give them a place to show case their hard work from the past year.

Based on informal conversations and quotes obtained previously, we are anticipating a project that will cost in excess of \$22,000. However, we do not have a solid cost projection as we are awaiting quotes from three contractors. Upon your request we will forward the quote amounts and any other information you require. Digby County 4H currently has \$6138.40 in our barn building account raised through fundraising, we are asking that the Municipality of Digby consider a financial contribution to our barn building project. This barn would benefit the 4H participants from the Municipality of Digby for generations to come.

Thank you for considering our request, we would be willing to appear before council to answer any questions you may have or to provide any additional information about 4H or our barn building project.

Yours truly,  
  
Shawna Curry, Maple Nuts 4H Leader  
902-245-5205  
shawnacurry@hotmail.com

**March 15, 2016**

David Tudor  
Councillor  
Municipal Council of the District of Digby  
[dtudor@municipality.digby.ns.ca](mailto:dtudor@municipality.digby.ns.ca)

**RE: Request for Grant to support the Freeport Music Festival (July 30, 2016)**

Dear Councillor Tudor

We are asking for the Council to financially support the first annual Freeport Music and Arts Festival (known as “Breaking Waves”) unfolding on July 30, 2016 here in Freeport, Long Island. We have approached the Province and our local Village Commission for grants, and are hoping we can count on your support as well.

We realize that Municipal budgets are always under numerous financial pressures and diverse demands. We believe this Festival Request is deserving of particular attention

As outlined in the Ivany Report: [Now or Never: An Urgent Call to Action for Nova Scotians](#) (Nova Scotia Commission on Building our New Economy, 2014), this Festival brings the potential to contribute to our social resiliency and economic regeneration. Our Festival brings together aspects of community, cultural and economic development, improving long-term health, increasing tourism, and creating networks of local artists and musicians.

The Festival is bringing this community and Long Island numerous direct and indirect benefits.

- Organizing this Festival has become a community project involving seniors, youth, parents, local organizations, long-time village and summer residents. It’s creating the space for community members to meet each other, renew relationships, and interact in ways that foster dynamic community bonds while establishing creating numerous opportunities for participation, inclusion and celebration.
- It’s creating new cultural relationships and networks that is bringing together local artists and musicians to showcase their talents in Digby County and establish new partnerships.
- The Festival is part of a community event to regenerate the Freeport Baseball Field as a public site with electric power.
- Further, in doing so, the Festival is creating a permanent community event space that will be used for future events including sports (baseball, soccer, ice-skating), picnics, Freeport Days, and ongoing music/cultural events.
- Importantly, the Festival will assist in increasing tourism, showcasing Long Island, adding to community economic opportunities and fostering Long Island as a vacation destination.

We have attached our working budget of \$11,000. We are raising revenue through community fundraising events, T-shirt sales, sponsorships, together with free-will entrance donations and beer sales on the day of the event. **It's our request that the Council consider a grant of between \$2,700-4000.**

**Most Cordially**

**Rick Wallace and Katherine Feiel**

Lead Organizers, Breaking Waves Music Festival

AND

Co-Chairs, Freeport Community Development Association

**Contact info:**

**Katherine Feiel**

**Tel: 902-839-2434**

[info@katherinefeiel.com](mailto:info@katherinefeiel.com)

RECEIVED  
MAR 17 2016



*South West Nova Transition House Association*

**JUNIPER HOUSE**

TEL. (902) 742-4473 - P.O. BOX 842 - YARMOUTH, NOVA SCOTIA - B5A 4K5  
junipered@eastlink.ca

March 15, 2016

Municipality of Digby  
PO Box 429  
Digby NS B0V 1A0

Dear Warden and Council,

Re: Community Grants Application

The South West Nova Transition House Association, Juniper House, is requesting \$1500.00 from the Municipality of Digby to assist with the operating costs of the organization, in particular the programs and supports offered through our Outreach Office in Digby. Our primary funding is through the Nova Scotia Advisory Council on the Status of Women, however each year we must fundraise and apply for grants in order to cover operating expenses and to deliver programs in the community.

Juniper House was established in 1985 to provide a safe refuge for women, with or without children, who have experienced abuse. Between January 22, 1985 and December 31, 2015; 3712 women and children have been admitted to Juniper House. Our services have evolved and grown over the years but we continue to maintain a professionally staffed 15-bed shelter, with a 24 hour crisis line. In addition we provide supportive counselling, educational programs, advocacy, referrals and Outreach Services to women and children in Yarmouth, Digby and Shelburne Counties. We also provide programs in the community aimed at preventing violence and abuse. Juniper House is governed by a volunteer Board of Directors, with members from each of the counties in our catchment area.

From January 1-December 31, 2015, 55 women and their children stayed at Juniper House; 35 women and 20 children. 37% of women admitted to the house were between 40-49 years of age, and 55% of children admitted were under 5 years of age. Our 24 hour phone line received 1290 calls for the year; averaging 107 per month, and 2072 visits were made to the house for the year; averaging 172 per month.

Juniper House provides Outreach Services through the shelter in Yarmouth as well as offices in Digby and Shelburne. The Juniper House Digby Outreach Office began in 2005. Two full time outreach workers provide services for women who have experienced physical and/ or emotional abuse providing counselling, support groups, and advocacy for those living in Digby and Annapolis County and surrounding areas. Women do not have to stay at Juniper House to benefit from our programs. Having an Outreach Office in Digby County makes it easier for women to remain in their own community if they choose. The Outreach staff will meet with women in other areas as well making travel to Digby or Yarmouth unnecessary. In addition to individual work with clients, staff provide educational programs in schools as well as information sessions to community organizations.

Some statistics from 2015 for Digby county include:

- Voices, A Program of Self-Discovery and Empowerment for Girls-Saint Mary's Bay Academy for 6 sessions with 8 girls participating.
- Healthy Relationships-Saint Mary's Bay Academy for 2 sessions in October with 42 students
- Healthy Relationships-Saint Mary's Bay Academy in partnership with Meteghan RCMP in January for 80 Grade 7&8 students
- "Hands Are Not For Hitting" program presented to Digby Neck Consolidated School- Grades Primary and 1-11 students
- "Hands Are Not For Hitting" program presented to Islands Consolidated School-Grades Primary, 1 and 2-27 students
- Digby and Area Recreation Day Camps-2 presentations to 33 participants
- Digby Regional High School-Human Services Class presentation to 5 students
- Digby Regional High School-staff participated in a students class project
- Family Centre Digby-Outreach staff participate in programs weekly
- Community based art project-8 participants
- Presentation at Department of Community Services, Income Assistance and Child Welfare staff meeting
- RCMP training Digby detachment for 5 officers
- Digby Regional High School-Grade 10 information and relationship session for 13 students
- DALA educational session for 10 adult learners
- No Fears, No Limits Summer Girls Group at DRHS with 7 girls participating
- NSCC Continuing Care Assistance program: Neighbours, Friends and Families presentation for 18 students
- Emergency Responders Career Fair at DRHS-120 students/teachers/public
- Digby Public Forum-30 attendees
- Digby Town Council presentation-10 member/staff
- Purple Ribbons distributed at Digby Walmart December 4
- Meeting with RCMP Staff Sergeants from Digby, Annapolis and Meteghan

- Community meetings included Mental Health & Addictions, Kings Co Barristers Society, King Solomon Lodge, Digby Telephone Pioneers, Universite Sainte Anne staff
- Members of Digby Interagency Committee, Digby Area Affordable and Supportive Housing Committee, Occupational Health & Safety Committee-NSCC, High Risk Protocol Committee, Digby SchoolsPlus Advisory Committee

Digby Outreach office received 600 phone calls and 251 in person contacts and drove 12,309 km. 1 woman from the **Town of Digby** stayed at Juniper House in 2015, representing 2% of our occupancy rate.

I would like to take this opportunity to thank you for your past support. Without grants such as yours, continuing to meet the needs of families who experience domestic violence would be more difficult. Please do not hesitate to contact me for further information or clarification.

Sincerely,



Anne Robbins  
Executive Director (Acting)  
South West Nova Transition House Association  
Juniper House



Dear: *MUNICIPALITY OF DIGBY*

2016 will be our 6th year for this exciting local event. The Weymouth Waterfront Development Committee is pleased to present Music on the Sissiboo, a FREE to the public concert series, which has become a great success for the Weymouth area. During the 2015 season, we had over 150 people at some of the concerts. For 2016, we have secured the use of the Historical Society building in case of inclement weather. Our focus again is to provide a venue for our amazing and diverse local musical talent, bring added excitement to our community, and recognize and promote our sponsors. We are proud to say that a huge percentage of sponsor dollars stays in our local area. Visit us on Facebook to find out more.

Concerts will be held on Friday evenings from 7:00 - 8:30pm at the scenic Weymouth Waterfront Band Shell. The kick-off concert will be on July 8, continuing every Friday evening throughout the summer until August 26<sup>th</sup>, a total of eight community-centered evenings of great music. Our lineup in the past has included Country Rock, Contemporary Christian, Classic Rock & Roll, Blues, Acadian/Bluegrass, and much more. There will be something for everybody again this year with a wide variety of musical genres. Bring your lawn chair!

We offer four levels of sponsorship opportunities for local businesses:

- We have the exclusive **Platinum Level for \$750.00** (first come, first served) which will be recognized and promoted as our main sponsor for the series.
- We follow this with the **Gold Level available for \$500.00 to \$700.00.**
- Next we offer **Silver Level sponsorships available for \$300.00 to \$450.00 +.**
- And finally, we have **Bronze Level sponsorships available for \$100.00 to \$250.00 +.**

All sponsorships at these levels will be included in our promotional material. Although these are the designated levels, we encourage and appreciate any level of support. All sponsorships, of any amount, will be gratefully accepted and publically acknowledged.

If you have any questions or would like to learn more about Music on the Sissiboo, please contact Jeanne at 902-837-4723 or [sissiboolanding@gmail.com](mailto:sissiboolanding@gmail.com); or Stacey at 902-308-9354 or [staceyadoucette@hotmail.com](mailto:staceyadoucette@hotmail.com). Please make your sponsorship cheque to the Weymouth Waterfront Development Committee, P.O. Box 62, Weymouth, B0W3T0.

Thank you for your support and I look forward to seeing you at our concerts.



**Cathy Theriault, Manager:**  
Monday-Friday 8h00 am to 4h30 pm  
902-769-2333(w) 902-769-8424(c)  
[manager@transportdeclare.ca](mailto:manager@transportdeclare.ca)

**Please note our new mailing address:**

<p><b><u>Le Transport de Clare Society</u></b> Site 6, Box 0 R.R 1 Saulnierville, NS B0W 2Z0</p>
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March 21, 2016

Dear Municipality of Digby Council,

This year marks our 20th anniversary, and we are honored to still be able to offer a much needed service to Digby Co. Last year we drove approx. 350,000 km and transported 24,000 passengers. Most of our clients deal with financial challenges, disabilities, health issues or have no access to other means of transportation. We are happy to say that we have been able to assist with most of the transportation requests we have received. Thanks to private and corporate donations as well as our annual Golf Tournament fundraiser, we have been able to subsidize most trips for passengers who can't afford the full fare. We get an average of 5 new customers per month, consisting of people between the age of 19 and 100. Our passenger ratio is around 60% seniors and 40% aged between 19 and 64 years old.

Medical trips are still our main priority, and we are increasingly aware of the impact our service has on improving the wellbeing and mental health of our clientele. Depression among seniors, persons with disabilities and people affected by poverty is a huge health concern. Not only do we provide our clients with a ride to their appointments, but offer an opportunity for them to get out of the house, enjoy conversation, friendship and compassion. This is why when we bring people to each appointment we also offer them the choice of three extra stops to run errands after their appointment. For many clients, this is their only opportunity to get out. In adding these extra stops we hope to give them some chance for social interactions with their community and help brighten their day.

In the last year we have seen considerable growth in the Digby and Area Division. Our vehicles are now in the Digby Area on a daily basis, and we now have one bus located in Digby full time. We desperately need more drivers and vehicles there. The number of trips towards Digby Neck and Islands is increasing. We also see an increase in the number of subsidized trips in the Digby area every day. A trip from Tiddville to Digby Hospital is 87 km return. Our basic rate is \$20 for this trip to those who can afford to pay. In reality, this trip costs us \$34.80 plus the cost from our driver's house to the

passenger's house. We absolutely don't want to raise our basic rates, but in order to continue serving everyone equally we need to find more financial resources. This situation doesn't apply only to the Digby area. We're experiencing the same problem in Clare and Weymouth as well. Just for your information, in February alone we made 20 trips down Digby Neck, and 50% of our manpower and vehicles were employed serving the residents of Digby area.

We are very grateful for the ongoing financial support the Municipality of Digby has provided since 2010. The funding you offer helps keep the Transport de Clare solvent and operational. We hope that we can count on the same amount of funding this year, which is the sum of \$23,000. We are due to update our business plan and do a feasibility study on our services this year. We are hopeful that these studies will generate practical ways to assist more residents with their transportation needs. We plan to add one more 18-passenger bus to our fleet by the end of 2016, and also expand our fundraising efforts.

As you may know, Claredon Robicheau has retired from all managerial duties and is preparing to retire from the position of Chair of the Board of Directors. I have successfully assumed the duties of full-time Manager and work from our new office space in the CIFA Building, located at 795 Highway 1 in Comeauville. The Board of Directors and I are fully committed to the Transport de Clare and will do our best to uphold and increase all the services we offer to the citizens of Digby Co. If you have any suggestions for how we can improve our services to the Digby and Area community, please let us know. Please don't hesitate to contact me with any questions or concerns you may have. We look forward to growing the partnership with the Municipality of Digby to provide affordable, accessible transportation to the residents of Digby Co.

Thank you all very much for your continuing support.

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Cathy Theriault, Manager  
Le Transport de Clare Society

# Community Grants Application

## Application Form

### Applicant Information

Name of Agency/Organization/Group: "PARADE OF LIGHTS" COMMITTEE  
 Address: 4575 MAIN STREET  
 City: WEYMOUTH N.S. Postal Code: B0W 3T0  
 Contact Person: STACEY DOUCETTE Position/Title: ORGANIZER  
 Telephone: \_\_\_\_\_ Cell: 902-368-9354 Fax: \_\_\_\_\_  
 Email: staceyadoucette@hotmail.com Website: \_\_\_\_\_

### Organization Information

Registered Society in good standing (Y/N): N Society number: N/A.

Briefly describe the organization's objectives: \_\_\_\_\_  
- ORGANIZE A PARADE OF FLOATS DECORATED IN A CHRISTMAS THEME (ESPECIALLY WITH LIGHTS) FOR THE VILLAGE OF WEYMOUTH.  
- ORGANIZE EVENT TO KICK START FESTIVE SEASON.

Briefly describe the services the organization provides: \_\_\_\_\_  
- EVENT BRINGS PEOPLE INTO DOWNTOWN AREA FOR CELEBRATION OF SEASON.  
- EVENT THIS YEAR TO INCLUDE KID'S EVENT TO KEEP CROWD LONGER IN VILLAGE.

Is the organization receiving funding in the form of cash (C), in-kind (IK), tax exemptions (TE), or any other type from the Municipality of the District of Digby (Y/N): N

### Grant Request

Briefly describe the project/program/event for which the organization is requesting this grant: \_\_\_\_\_  
- PART OF GRANT NEEDED FOR CONSTRUCTION + REPAIR OF SLEIGH FOR TRANSPORTATION OF JOLLY OLD GENTLEMAN (SANTA)  
- TREATS FOR CHILDREN (N/C)

Project/programs/event goals and timelines: \_\_\_\_\_  
- EARLY SATURDAY IN DECEMBER FOR PARADE  
- HOT DOGS, TREATS, MUSIC ETC BEFORE + AFTER PARADE TO KEEP CROWD IN VILLAGE LONGER

(Attach a separate sheet if necessary)

**Funding request**

Total amount required by this specific project/program/event \$ 300.00  
 less:  
 Amounts contributed by the organization \_\_\_\_\_  
 Amounts contributed by other partners \_\_\_\_\_  
 Partner name: NOT A REVENUE \_\_\_\_\_  
 Partner name: GENERATOR \_\_\_\_\_  
 Amount requested from the Municipality of Digby grant program \$ 300.00

**Financial Information**

Provide the most current financial statements:  
*NOT A REVENUE GENERATOR*  
 Balance sheet or statement of financial position for the immediately prior year  
 Income statement or statement of financial activities for the immediately prior year  
 Budgeted income statement or statement of financial activities for the grant year

(note: Required, please attach to application. Audited or Reviewed financial statements are preferred if available)

	Confirmed	Potential
<b>Project/Program/Event Revenue:</b>		
<b>Federal and/or provincial grants (specify ministry and program)</b>		
<b>Other federal and/or provincial funding (specify)</b>		
<b>Community grants</b>		
Municipality of Digby – cash (specify each component and timeline)		<u>300.00</u>
Other local governments (specify municipality and each component)		
<b>Non-government</b>		
Earned income		
User fees		
Fundraising		
Foundations (specify)		
Private donations		
Other (specify)		
<b>Applicant organization's contributions to the project/program</b>		
Cash		
In-kind (other)		
<b>Total Revenue</b>		



**Fri. June 10th and Sat. June 11, 2016  
Digby Arena**

March 9, 2016

The *Spring into Summer Digby and Area Trade Show* committee is preparing for the 4<sup>th</sup> Annual Spring into Summer Trade Show. We have successfully garnered the support and positive response of our local business and consumer communities for three years, and we are scheduled to 'hit the ground running' again on June 10 and 11 of this year.

The *Spring into Summer Trade Show* creates a platform for the business community to showcase their products and services to consumers. It is also an opportunity for professional networking, collaboration and business resources. Historically, we have attracted over 800 area consumers who enjoyed shopping and mingling at over 70 exhibitor booths.

The feedback from both exhibitors and attendees has suggested that we offer a Friday night and all day Saturday opportunity for the trade show. Additionally, we are considering inviting several local celebrities and events for added interest and attraction.

For the past 3 years we have received support from the Municipality of Digby, The Town of Digby, The Digby and Area Board of Trade and the local CBDC, Growth Opportunities and we look forward to their continued participation.

We invite your company to consider becoming part of this successful and important economic development event with sponsorship .

Included with the \$250.00 and over sponsorship package are the following benefits:

- Your Logo on the Spring into Summer Banner
- Your Logo on all marketing materials, (booklet, rack cards)
- Your company mentioned in all Media presentations (newspaper, Clare Shopper, radio ads)

We appreciate your consideration and timely response. We look forward to your participation in the event, one of our staff will be happy to help you with the registration process and we can be contacted at 902-245-5459 or [springintosummer@gmail.com](mailto:springintosummer@gmail.com) .

Sincerely

The Spring into Summer Trade Show Committee



2013, 2014, 2015 Spring into Summer filled up fast & welcomed OVER 750 VISITORS EACH YEAR

• **EXHIBITOR SHOW BADGES** Business Name on each badge: \_\_\_\_\_

\_\_\_ YES provide x2 free badges to be picked up at show (Show Booth / Digby Print & Promo Booth)

1. Exhibitor Name: \_\_\_\_\_
2. Exhibitor Name: \_\_\_\_\_

• **ADVERTISING** – n/c - Exhibitors confirmed by May 10<sup>th</sup> will be listed in advance promotions. Exhibitors will be included *at no extra cost* in some print advertising destined for community pickup locations & household delivery - to get in on any advance PR a booth space has to be paid for by the circulation dates.

• **ADVERTISING** – an extra charge – we’ll have a new look to the supplemental BOOKLET advertising the show – variety of ad sizes – must be paid for in advance of circulation – ad information must be firm with PRINT & PROMO by Fri May 20<sup>th</sup> – booklets mailed to 10,000 households 1 week prior to show.

\_\_\_ YES contact me. I am interested in supplemental advertising. (*your show of interest DEADLINE is May 20, 2016*)

• **DOOR PRIZES**

Exhibitors are each required to provide a draw prize and have their draw opportunity set up at their own booth.

• **PAYMENT** SPACE REQUIRED: \_\_\_1 SPACE \_\_\_2 SPACES \_\_\_close as possible to my LAST YEAR location  
Purchase insurance from the Show Organizers only if you cannot prove you have your own insurance.

___ YES I am purchasing insurance from Show Organizers			ADD insurance fee \$	75.00
			ADD insurance HST \$	11.25
SPACE FEE	A. \$155.00	B. \$125.00	C. \$55.00	ADD SPACE FEE \$
	A. \$ 23.25+HST	B. \$ 18.25+HST	C. \$ 8.25+HST	ADD space HST \$
SUB TOTAL	A. <u>\$178.25 power</u>	B. <u>\$143.25 no power</u>	C. <u>\$63.25 outside</u>	<b>PAYMENT TOTAL \$</b> _____

CASH: \_\_\_ CHEQUE: \_\_\_ CREDIT CARD: \_\_\_ INTERACT: \_\_\_

• **CREDIT CARD INFORMATION**

Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_  
 Name on Card \_\_\_\_\_  
 Billing Address \_\_\_\_\_ Postal Code \_\_\_\_\_  
 CVV \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_  
 Signature \_\_\_\_\_

-----  
**EXHIBITORS** *this is what to do with your Application, Proof of Insurance & Payment:*

- MAIL Digby Print & Promo, PO Box 2428, Digby, NS, B0V 1A0
- DROP OFF Digby Print & Promo Office – 184 Victoria Street, Digby
- SHOW EMAIL [springintosummerdigby@gmail.com](mailto:springintosummerdigby@gmail.com) send paperwork PLUS make enquires

**SHOW SET UP Friday June 10<sup>th</sup>** Only between 12 noon - 4pm (*show opens to public Friday at 4pm*)  
**NO EXHIBITOR can come in Arena to set up BEFORE 12 noon FRIDAY ARENA**  
 SHOW WORKERS NEED TIME TO INSTALL BOOTH WALLS, TABLES & DRAPES

2016 Spring into Summer Digby Expo is organized by Business & Community volunteers working from the Digby Print & Promo business location - - **CALL 902-245-5459 for more information**

# Spring into Summer 2016 Advertising Booklet

Half page  
5.25 x 4.125  
\$205.00

Quarter  
Page  
2.5 x 3.9  
\$120.00

**Distribution:**  
Canada Post:  
all mailboxes from  
Annapolis  
to Church Point  
(approx 10,000)

Full page  
5.25 x 4.125  
\$395.00

**Format:**  
Folded booklet - finished page size 8.5 x 5.5  
Number of pages = 8 (possible 16 maximum)  
Full colour gloss throughout

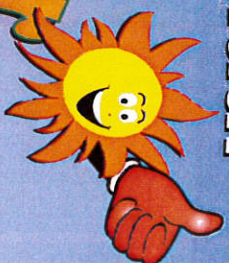
**Layout:**  
Front cover is the show title page  
Page 2 is a list of all exhibitors  
Rest of the book is display advertising

**Ad costs:**  
Full page \$395.00 (5.5 x 8.5)  
Half Page \$205.00 (5.5 x 4.25)  
Quarter Page \$120.00 (2.75 x 4.25)

Set up included in the above price,  
HST is extra.

Deadline for booking is May6th.

# 4th Annual Spring into Summer 2016



**EXPO @ Digby Arena**

## Be Part of the Show

**Fri. June 10th 4 - 8 pm &  
Sat. June 11th 9 am to 4 pm**

8' wide booth with power \$155.00  
8' wide booth no power \$125.00  
8' wide space outside no power \$55.00  
Setup Friday 12 - 4 pm  
Payment confirms space  
Leadup advertising included in fee  
(list of participating businesses)

**DOOR PRIZE!**  
VALUED OVER  
\$100.00

Supplemental Booklet advertising  
opportunity available.

For more info or to reserve a spot

An opportunity to:

Meet new customers

Make sales, Showcase, Network

Tell what you do!

Please contact:

Digby Print & Promo

902-245-5459  
springintosummerdigby@gmail.com

**Sales / Demos / Specials  
Displays / Networking**



**A prize draw at over 70 booths!**

**Free Public Admission**



Brighton Barton Fire Department  
P.O.Box 46  
Barton N.S. B0W 1H0  
(902)245-5166

To whom it may concern,

A meeting was held today on Tuesday, March 1, 2016 with the members of the Brighton Barton Fire Department. It was decided in the meeting that the department would purchase a tanker truck and building of a new hall; amount totaling \$170,000.00

Thank-you for your time,

A handwritten signature in black ink, appearing to read "Cliff Surette", written over a horizontal line.

Cliff Surette – Fire Chief

A handwritten signature in black ink, appearing to read "Mitchell Bremner", written over a horizontal line.

Mitchell Bremner – President

MUNICIPALITY OF THE DISTRICT OF DIGBY

GUARANTEE RESOLUTION

\$170,000

Barton/Brighton Fire Department  
Tanker Truck/Steel Building

**WHEREAS** the Barton/Brighton Fire Department is registered with the Municipality of the District of Digby;

**AND WHEREAS** the Barton/Brighton Fire Department has determined to borrow the aggregate principal amount of One Hundred Seventy Thousand Dollars (\$170,000) for the purpose of a new tanker truck and a steel building;

**AND WHEREAS** the Barton/Brighton Fire Department has requested a municipality to guarantee the said borrowing;

**AND WHEREAS** Section 294(6) of the Municipal Government Act provides that a municipality may grant or lend money to, or guarantee a loan for, a registered fire department for operating or capital purposes;

**AND WHEREAS** Section 88(3) of the Municipal Government Act provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs has approved of the proposed borrowing or debenture and of the proposed guarantee;

**BE IT THEREFORE RESOLVED**

**THAT** the Municipality of the District of Digby does hereby approve the borrowing by the Barton/Brighton Fire Department of One Hundred Seventy Thousand Dollars (\$170,000) for the purpose set out above;

**THAT** subject to the approval of the Minister of Municipal Affairs of the guarantee, the Municipality unconditionally guarantee repayment of the principal and interest of the borrowing so made;

**THAT** upon the issue of the debentures, the Warden and Clerk of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

**THIS IS TO CERTIFY** that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Municipality of the District of Digby held on the 29th day of March, 2016.

**GIVEN** under the hands of the Warden and the Clerk and under the seal of the Municipality this \_\_\_day of\_\_\_\_\_ 2016.

\_\_\_\_\_  
Warden

\_\_\_\_\_

For DMA Use Only

March 29, 2016

Paul Wills, CPA, CMA  
Chief Executive Officer,  
Nova Scotia Municipal Finance Corporation,  
Suite 1501, Maritime Centre  
Halifax, N.S.  
B3J 3K5

**Re: MFC Spring 2016 Debenture**

Please accept this letter as a commitment by the Council of the Municipality of the District of Digby of their intent to be included in the spring debenture issue of 2016. The Municipality wishes to borrow the amount of six hundred and ninety thousand (\$ 690,000), with a term of ten years. The purpose of the borrowing is to fund the cost of a 800 kw wind turbine. The Municipality also wishes to borrow the amount of five hundred thousand (500,000), with a term of ten years. The purpose of the borrowing is to fund the cost of a 50 kw wind turbine.

Also, please find enclosed a photocopy of the Temporary Borrowing Resolutions (TBR) File No. 15/16-01 and (TBR) File No 15/16-02.

Sincerely,

Linda Fraser, CGA  
Chief Administrative Officer

Name of Unit: Municipality of the District of Digby

**Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate**

WHEREAS Section 91 of the *Municipal Government Act* provides that a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs;

AND WHEREAS the resolution of council to borrow for the purpose of purchasing two wind turbines was approved by the Minister of Municipal Affairs on February 12, 2016.

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Municipal Finance Corporation Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

**BE IT THEREFORE RESOLVED**

THAT under the authority of Section 91 of the *Municipal Government Act*, The Municipality of the District of Digby borrow by the issue and sale of debentures a sum or sums not exceeding \$ 1,190,000, for a period not to exceed 10 years, subject to the approval of the Minister Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the above mentioned unit in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 5.5%;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Municipality of the District of Digby held on the 29th day of March, 2016.

GIVEN under the hands of the Warden and the Clerk and under the seal of the Municipality of the District of Digby this 30<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
Mayor/Warden

\_\_\_\_\_  
Clerk



Good morning again Everyone,

Following discussions with Warden Ritchie and Mayor Tompkins this morning... and in keeping with our intent of not only being ready, transparent and proactive we intend to issue a press release shortly. Peter MacLellan is preparing the draft release and will circulate to the board, the Atlantic Regional heritage Office and to Colin Fraser MP. The press release will recognize the rejection letter under the signature initiative, but demonstrate optimism with funding from another stream or streams.

Additionally, Warden Ritchie and Mayor Tompkins felt it was important to begin planning our collective trip to Ottawa.

With that said and in an effort to create readiness I respectfully ask each board member of the Legacy Society to verify their intention to travel to Ottawa on the week of April 11, 2016 – specific dates To Be Determined (TBD). At this point in time I would ask each municipal unit to cover the cost of travel and accommodations for your appointed member. It is understandable that the each respective board member will need to seek approval from their respective councils. We may only have one opportunity to meet in Ottawa to promote our application in a positive manner. We also need to work with Colin Fraser to assist his office with coordination of the Ottawa visit.

Your respective and collective effort is very much appreciated.

Warden Ritchie, Mayor Tompkins and I plan to attend with the Ottawa delegation.

Please advise at your earliest convenience verifying your intentions to travel with the Ottawa delegation. We plan to get a group rate if possible. Time is of the essence.

Please contact either Peter MacLellan or myself.

If funding is approved prior to travelling to Ottawa, then we will adjust our plans accordingly. We must however create readiness.

Kind regards,

**John Ferguson**

Chief Administrative Officer

Telephone: (902) 532-3130

Mobile: (902) 526-0478

Fax: (902) 532-2096

Email: [jferguson@annapoliscounty.ca](mailto:jferguson@annapoliscounty.ca)

Website: [AnnapolisCounty.ca](http://AnnapolisCounty.ca)



**COUNTY of ANNAPOLIS**  
NATURALLY ROOTED

Municipality of the County of

PO Box 100

752 St. George Street

Annapolis Royal, NS B0S 1A0



## Chief Administrative Officer Report

Meeting Date	<i>March 29, 2016</i>
Submitted To	<i>Council</i>
Submitted By	<i>Linda Fraser, Chief Administrative Officer</i>
Carbon Copies	<i>Jeff Sunderland, Deputy CAO CoraLee Bremner, Manager Corporate Services Pat Stevens, Executive Secretary</i>

## Meeting Dates/Reminders-As of March 22, 2016

Date & Time	Meeting	Who Attends	Location
April 4 <sup>th</sup>	NO MEETING		
April 5 <sup>th</sup> @ 4:00 pm	DDA	Gregory, MacAlpine	Municipal Board Room
April 11 <sup>th</sup> @ 4:30	COTW	All Council	Council Chambers
April 11 <sup>th</sup> @ After COTW	Budget Meeting	All Council	Municipal Board Room
April 18 <sup>th</sup> @ 4:30	By-law & Policy	All Council	Municipal Board Room
April 25 <sup>th</sup> @ 6:00 pm	Council	All Council	Council Chambers
May 2 <sup>nd</sup> @ 4:30 pm	By-law & Policy	All Council	Municipal Board Room
May 9 <sup>th</sup> @ 4:30 pm	COTW	All Council	Council Chambers
May 16 <sup>th</sup> @ 4:30 pm	By-law & Policy	All Council	Municipal Board Room
May 23 <sup>rd</sup>	NO MEETING		
May 24 <sup>th</sup> @ 6:00 pm <b>Tuesday</b>	Council	All Council	Council Chambers
May 30 <sup>th</sup>	NO MEETING		

Request for Decision or Direction	
<b>#1</b>	

COUNCIL ACTION ITEM – JANUARY 2015
<b>Letter to Minister of Justice request a review of the RCMP complement.</b>
<p><b>Jan 2016</b> – The RCMP Resourcing Study will be presented to the Councils of the Municipality of Digby, the Town of Digby, and the Municipality of Clare, along with members of the Police Advisory Committees on Feb 17<sup>th</sup> at 9:30 am in the Municipality of Digby Council Chambers.</p> <p><b>Feb 2016</b> – RCMP staff from Strategic Planning and Client Services, Senior RCMP from H Division, staff from Dept of Justice met with members of Council and staff from the Municipality of Clare, the Town of Digby, and Municipality of Digby to present the results of the Policing Resource Model PRM looking at Digby Detachment, Meteghan Detachment, and a hypothetical District Policing Model with Digby and Meteghan combined. A recommendation from the report is that the current level of front line personnel, 10 in Digby and 5 in Clare remain. The report, along with the speaking notes will be distributed to Council. There was a discussion about the pros and cons of merging the two detachments. Further studies are needed to look at social/economic factors. The issue of needing French speaking members in Clare was discussed. Next step is to do further studies looking at Clare merging with either Digby or Yarmouth; and Digby and Annapolis County. This will take from 4 to 6 months to complete.</p> <p><b>Mar 2016- No update from last report. Copy of presentation with comments circulated to Council and RCMP Joint Advisory Committee</b></p>

## COUNCIL ACTION ITEM – JUNE 2015

### Regional Tourism VIC Kiosk – Halifax Waterfront

**June/July 2015** – Letters to the following municipal units were sent the last week of June: Middleton, Annapolis Royal, Annapolis Co, Town of Digby, Clare, Town of Yarmouth, Municipality of Yarmouth, Municipality of Argyle, Municipality of Shelburne, Municipality of Barrington, Town of Shelburne, Lockport, Clarks Harbour, and the Region of Queens. The letter was to determine if there was any interest in participating in the initiative.

**Aug 2015** – I have received positive responses from the following Municipalities: County of Annapolis, Town of Shelburne, Barrington (depending upon costs), and District of Shelburne.

Yarmouth Acadian Shores (Town of Yarmouth, District of Yarmouth, Argyle) – dependent upon equal sharing of costs and Board approval on Sept 15<sup>th</sup>.

Region of Queens staff is in the process of preparing a report to take to Council.

**Sept/Oct 2015** – Letter received from Region of Queens that they are referring the matter to the South Shore Regional Enterprise Network. ( They are just in the process of hiring the CEO). Their Economic Development Staff provided feedback (see attached) on the type of questions that would require further investigation before determining whether or not to proceed.

I have received a letter providing support in principal from the Town of Digby. I have not heard anything yet from Municipality of Clare, the Towns of Lockport, Clarks Harbour.

**It is my recommendation that we take a serious look at the questions raised by Queens at a By-law & Policy Committee.**

### Regional Tourism VIC Kiosk – Halifax Waterfront (con't)

**Nov/2015** Decision to put on hold until more information regarding the provinces plan regarding VIC's is known.

**Jan/Feb 2016** - I have reached out to Destinations Cape Breton Association regarding their plans for the upcoming tourism season. They are expecting to make a final decision this month. I have also requested the name of the contact at Halifax Waterfront Development Corporation that they have been working with. I have reached out to Halifax Waterfront Development Corp for some information. Waiting for a response. Deputy Warden MacAlpine is reaching out to Michael Johnson, the new Executive Director for NS Tourism Agency.

**Mar 2016** – Deputy Warden MacAlpine contacted Michael Johnson who is putting him in touch with another person in the Agency.

## COTW ACTION ITEMS -January 2016

### Lack of Internet Services in Little River

**Jan 2016** – I contacted Cody Joudry, who indicated they received a number of responses to their expression of interest and are in the middle of evaluating them. Cody indicated they had met other Municipalities to determine if there is an opportunity for a joint effort. Seems like this would have been a good topic/project for the Digby Annapolis Development Corp.

**Feb 2016** – Evan Nemeth, Research EDO, Western Regional Enterprise Network prepared the attached synopsis on Rural Internet in Nova Scotia.

**Mar 2016** – Council waiting on study being conducted by NS Business. The study is to be completed by early spring.

## CAPITAL PROJECTS – 2015/2016

### General Government Services

No planned projects

### Protective Services

No planned projects

### Transportation Services

Utility Trailer  
Budget- \$ 7,200  
**Actual - \$ 7,152**

**Purchased and in service**

Replacement of Avgas Pump  
Budget \$ 23,000  
**Actual - \$ 20,753**

**Feb 2016** Delivery date of Dec 21<sup>th</sup> not met, hope for delivery before fiscal year end.

**Mar 2016** Pump has arrived, and installed

### Environmental Health Services-Wastewater

Upgrades to Pump Stations – As needed  
Budget \$ 84,500  
**Actual \$**

**Feb 2016** – Possible pump replacement required on a lift Station in Bear River.

**Mar 2016** – No update

## Environmental Health Services-Wastewater (con't)

<p>Collection Expansion on Shore Road Budget \$ 1,262,000</p>	<p><b>Decision to postpone project until provincial and/or federal funding in place</b></p>
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## Environmental Health Services-Solidwaste

<p>No planned projects</p>	
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## Environmental Development Services

<p>50 kw Wind Turbine Budget \$ 500,000 <b>Actual \$</b></p>	<p><b>Feb 2016</b> – Written confirmation of Comfit approval received. Moving forward with installation of turbine in Spring. <b>Mar 2016</b> – Terry Thibodeau is developing a tender document for the purchase of a 50 KW wind turbine.</p>
<p>800 kw Wind Turbine Budget \$690,000</p>	<p><b>Jan 2016</b> – COTW recommendation to purchase 800 kw wind turbine from RESL to be ratified by Council Jan 25<sup>th</sup>. <b>Feb 2016</b> Lawyers working on purchase and sale agreement. <b>Mar 2016</b> – Documents associated with sale reviewed by our lawyers. Purchase and Sale agreement signed and sent to our lawyers. Sale to be finalized no later than Mar 31<sup>st</sup>.</p>
<p>EV Car Charging Stations Budget \$ 7,500 <b>Actual \$</b></p>	<p><b>Oct 2015</b> –Terry Thibodeau is working on getting information about power hookups in Weymouth and Bear River. Terry has been meeting with Super Store management to find out if they would be willing to fund the \$ 15,000 cost of a fast charger if we would cover the installation costs. He expects an answer sometime after Jan 1<sup>st</sup>. <b>Nov 2015</b> -We are moving forward with getting the power installed on a pole in the parking lot next to the grocery store. Terry also met with NSPI onsite at Superstore to discuss location of EV station close to where the community mailboxes are located. <b>Dec 2015</b> – Sun Country is not getting funding for EV Charging Stations. Terry has been meeting with Super Store management to find out if they would be willing to</p>

	<p>fund the \$ 15,000 cost of a fast charger if we would cover the installation costs. He expects an answer sometime after Jan 1<sup>st</sup>.</p> <p><b>Feb 2016 – Terry Thibodeau has reached out to manager of Superstore for an update</b></p>
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**SPECIAL PROJECTS/INITIATIVES**

<p><b>Youth Engagement Workshops – Fall 2014</b></p>	<p><b>Council Strategic Priority – Social/Community</b>  <b>Goal: Engage youth in Local Government</b>  <b>ICSP Goal S-1.2 Engage youth in municipal governance and decision making processes</b></p> <p><b>July 2014</b> – Project approved. Project moving forward for September youth workshop.</p> <p><b>Sept 2014</b> – Two meeting have been held to work out details of the event which will be held in November. Article to be done for October Coastline.</p> <p><b>Oct 2014</b> - Sessions to be held Nov 14<sup>th</sup> and 15<sup>th</sup> October Coastline included an article on the Engagement Sessions.</p> <p><b>Nov 2014</b> – Consultants working on report from the sessions.</p> <p><b>Jan 2015</b> – Council to discuss how best to create a Junior Council.</p> <p><b>Mar-April 2015</b> Deputy CAO working on organizing a one day event with participants from all three high schools.</p> <p><b>May/June 2015</b> – Event held on May 26. Digby and SMBA participated, ICS declined. A full report will be presented at a later date.</p> <p><b>July/Aug 2015</b> – Update to follow.</p> <p><b>Sept 2015</b> – No update</p> <p><b>Oct-Dec 2015</b>- Project put on temporary hold. Looking at the development of a citizen/youth engagement budget template. Once developed, it would be presented to various classes in the schools.</p> <p><b>Jan/Feb 2016</b> –By-law &amp; Policy Committee approved the launch of Citizen Budget, a powerful online tool to involve residents in decision-making processes and to demonstrate a municipality’s commitment to citizen engagement. Information on the budget tool will be included in an article for the February CoastlineCitizen Budget On-line Tool to be launched mid February</p> <p><b>Mar 2016</b> – Engagement tool up and running.</p>
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## SPECIAL PROJECTS/INITIATIVES (con't)

### Cold Storage Facility

#### **Council Strategic Priority – Environmental Reduce Our Carbon Footprint**

##### **Jan 2015 – Report from Dan**

Cold Storage Feasibility study: Hired a Field Research Associate, developed a questionnaire and survey protocol, created multiple contact lists (for Fisheries and Agriculture), bi-weekly supervisory meetings with the field researcher, 2 Project Team meetings, etc. Data collection wraps up next week, and I begin the Demand Analysis and Feasibility portion of the work plan. An initial report has been provided to Terry, full Phase I report due in January. Data collection went very well; we had 91% cooperation and 99% data completeness. Preliminary look is that a facility would be supported-size and configuration to be determined.

**Feb 2015** - Cold Storage Project: completed Phases I and II of the work plan, see attached. We are now into the stage where we determine start-up costs and project financial feasibility.

**April 2015** – Dan presented report to Council in March and will continue with marketing to priority investors identified during the study.

**May/June 2015** - – Warden Gregory, Mayor Cleveland, Dan Harvey, Terry Thibodeau, Tom Ossinger, Linda Fraser met with a potential investor who is also interested in including a biomass generator for a possible district heating system and who is also interested in including a biomass generator for a possible district heating system. Follow-up meeting took place in Halifax in June.

**July 2015** – Dan Harvey working on draft Expressions of Interest

**Aug 2015 – Call for Expressions of Interest due in August**

##### **Sept 2015- Report from Dan Harvey:**

*This project is proceeding well. I expect a facility will break ground next spring. The Memorandum of Understanding presented to DDA is being finalized. There were two local companies that had expressed interest: one confirmed last week that he will not be proceeding. A second, a company that originally had interest but declined, said yesterday they plan to build “in the next year”. Their facility would be for their own usage, however, not the industry-wide model we proposed. I promoted DDA lands, and he said they were a possibility. ACOA, after originally saying they weren’t interested in this project, is now. Met with Jeff Mullen, Brianne LeBlanc, and Blake Mann from ACOA last week and they are proposing to support investments in value-added seafood processing technologies located in the facility.*

**Oct 2015** – Update provided to the DDA. MOU signed with potential developer.

<p><b>Cold Storage Facility</b></p>	<p align="center"><b>SPECIAL PROJECTS/INITIATIVES (con't)</b></p>
	<p><b>Nov 2015</b> – Waiting for RFP for Industrial Park to be awarded before entering into any land purchase agreement.</p> <p><b>Jan 2016</b> – Andrew Forsythe from Design Point Engineering &amp; Surveying met with Dan Harvey and the developer to discuss the preferred location of the cold storage facility and how that would impact the engineering and pre design work being done by Design Point in the Industrial Park.</p> <p><b>Feb 2016</b> – Nothing new to report.</p> <p><b>March 2016</b> – <b>Timelines within the MOU with potential developer extended for two months.</b></p>

In the event that any new information has been received from the time of distribution of this report and the meeting, the Administration will provide the additional information at the meeting.

Municipality of Digby

Fiscal Year Period April 01,2015 To February 29,2016  
FUND10 - Fund 10

Income & Expense Statement

Printed: 3:50:14PM 03/16/2016

Page 1 of 6

AcctName	Fiscal YTD	Annual Budget	Variance	% Used
<b>REVENUE</b>	<b>1000</b>			
<b>TAXES</b>	<b>1005</b>			
<b>ASSESSABLE PROPERTY TAXES</b>	<b>1010</b>			
ASSESSABLE PROPERTY	1015			
Totals For: ASSESSABLE PROPERTY	5,617,060.00	5,599,218.00	(17,842.00)	100.32
<b>AREA RATES</b>	<b>1020</b>			
Totals For: AREA RATES	325,142.74	319,964.00	(5,178.74)	101.62
<b>SPECIAL ASSESSMENTS</b>	<b>1025</b>			
Totals For: SPECIAL ASSESSMENTS	523,345.08	526,080.00	2,734.92	99.48
<b>OTHER TAXES</b>	<b>1030</b>			
Totals For: OTHER TAXES	376,431.94	385,608.00	9,176.06	97.62
Totals For: ASSESSABLE PROPERTY TAXES	6,841,979.76	6,830,870.00	(11,109.76)	100.16
<b>GRANTS IN LIEU OF TAXES</b>	<b>1035</b>			
<b>FEDERAL GOVERNMENT</b>	<b>1040</b>			
Totals For: FEDERAL GOVERNMENT	29,372.76	23,000.00	(6,372.76)	127.71
<b>PROVINCIAL GOVERNMENT</b>	<b>1045</b>			
Totals For: PROVINCIAL GOVERNMENT	107,670.60	111,216.00	3,545.40	96.81
Totals For: GRANTS IN LIEU OF TAXES	137,043.36	134,216.00	(2,827.36)	102.11
Totals For: TAXES	6,979,023.12	6,965,086.00	(13,937.12)	100.20
<b>SERVICES PROVIDED TO OTHER GOV</b>	<b>1050</b>			
Totals For: SERVICES PROVIDED TO OTHER GOV	77,374.98	84,100.00	6,725.02	92.00
<b>SALES OF SERVICE</b>	<b>1055</b>			
<b>GENERAL GOVERNMENT</b>	<b>1060</b>			
Totals For: GENERAL GOVERNMENT	550.00	1,000.00	450.00	55.00
<b>PROTECTIVE SERVICES</b>	<b>1065</b>			
Totals For: PROTECTIVE SERVICES	5,748.38	9,600.00	3,851.62	59.88
<b>TRANSPORTATION SERVICES-OTHER</b>	<b>1070</b>			
<b>AIRPORT REVENUE</b>	<b>1075</b>			
Totals For: AIRPORT REVENUE	86,701.43	54,700.00	(32,001.43)	158.50
Totals For: TRANSPORTATION SERVICES-OTHER	86,701.43	54,700.00	(32,001.43)	158.50
Totals For: SALES OF SERVICE	92,999.81	65,300.00	(27,699.81)	142.42
<b>OTHER REVENUE FROM OWN SOURCE</b>	<b>1085</b>			
<b>LICENSES &amp; PERMITS</b>	<b>1090</b>			
Totals For: LICENSES & PERMITS	9,516.85	10,000.00	483.15	95.17
<b>MUNICIPAL FINES</b>	<b>1095</b>			
Totals For: MUNICIPAL FINES	14,024.52	10,100.00	(3,924.52)	138.86
<b>RETURN ON INVESTMENTS</b>	<b>1100</b>			
Totals For: RETURN ON INVESTMENTS	30,605.26	31,000.00	394.74	98.73
<b>PENALTIES &amp; INTEREST ON TAXES</b>	<b>1105</b>			
Totals For: PENALTIES & INTEREST ON TAXES	119,539.58	130,000.00	10,460.42	91.95

Municipality of Digby

Fiscal Year Period April 01,2015 To February 29,2016  
FUND10 - Fund 10

Income & Expense Statement

AcctName	Fiscal YTD	Annual Budget	Variance	% Used
REVENUE COLLECTED FOR OTHER GO	1110			
Totals For: REVENUE COLLECTED FOR OTHER GO	251,470.42	248,586.00	(2,884.42)	101.16
OTHER REVENUE FROM OWN SOURCES	1115			
Totals For: OTHER REVENUE FROM OWN SOURCES	119,373.96	200,300.00	80,926.04	59.60
Totals For: OTHER REVENUE FROM OWN SOURCE	544,530.59	629,986.00	85,455.41	86.44
UNCONDITIONAL TRANSFERS FROM	1120			
PROVINCIAL GOVERNMENT	1125			
Totals For: PROVINCIAL GOVERNMENT	351,513.00	360,201.00	8,688.00	97.59
Totals For: UNCONDITIONAL TRANSFERS FROM	351,513.00	360,201.00	8,688.00	97.59
CONDITIONAL TRANSFERS-OTH GOV'	1130			
PROVINCIAL GOVERNMENT	1135			
Totals For: PROVINCIAL GOVERNMENT	0.00	0.00	0.00	0.00
OTHER LOCAL GOVERNMENTS	1140			
Totals For: OTHER LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00
Totals For: CONDITIONAL TRANSFERS-OTH GOV'	0.00	0.00	0.00	0.00
TRANSFERS FROM OWN AGENCIES	1145			
Totals For: TRANSFERS FROM OWN AGENCIES	0.00	0.00	0.00	0.00
OPERATING RESERVES	1150			
Totals For: OPERATING RESERVES	0.00	0.00	0.00	0.00
CAPITAL AND GAS RESERVES	1155			
Totals For: CAPITAL AND GAS RESERVES	5,000.00	5,000.00	0.00	100.00
Totals For: REVENUE	8,050,441.50	8,109,673.00	59,231.50	99.27
EXPENSE	1295			
GENERAL GOVERNMENT SERVICES	1300			
LEGISLATIVE	1305			
Totals For: LEGISLATIVE	163,974.18	194,347.00	30,372.82	84.37
GENERAL ADMINISTRATION	1310			
ADMINISTRATION	1320			
Totals For: ADMINISTRATION	323,510.77	367,683.00	44,172.23	87.99
FINACIAL MANAGEMENT	1322			
Totals For: FINACIAL MANAGEMENT	73,335.85	73,300.00	(35.85)	100.05
TAXATION	1324			
Totals For: TAXATION	291,922.54	294,061.00	2,138.46	99.27
Municipal Office Operations	1325			
Totals For: Municipal Office Operations	101,298.17	131,500.00	30,201.83	77.03
OTHER GENERAL ADMIN SERVICES	1330			
Totals For: OTHER GENERAL ADMIN SERVICES	210,205.67	210,013.00	(192.67)	100.09
Totals For: GENERAL ADMINISTRATION	1,000,273.00	1,076,557.00	76,284.00	92.91
VALUATION ALLOWANCES RELATED	1360			
Totals For: VALUATION ALLOWANCES RELATED	0.00	0.00	0.00	0.00

Municipality of Digby

Fiscal Year Period April 01,2015 To February 29,2016  
FUND10 - Fund 10

Income & Expense Statement

AcctName		Fiscal YTD	Annual Budget	Variance	% Used
2nd GENERAL GOVERNMENT SERVICE	1365				
GENERAL GOVERNMENT SERVICES	1370				
Totals For: GENERAL GOVERNMENT SERVICES		27,074.00	27,072.00	(2.00)	100.01
COMMUNITY GRANTS	1375				
Other General Gov't Services	1377				
Totals For: Other General Gov't Services		106,474.90	121,143.00	14,668.10	87.89
Totals For: COMMUNITY GRANTS		209,671.24	231,190.00	21,518.76	90.69
Totals For: 2nd GENERAL GOVERNMENT SERVICE		236,745.24	258,262.00	21,516.76	91.67
Totals For: GENERAL GOVERNMENT SERVICES		1,400,992.42	1,529,166.00	128,173.58	91.62
PROTECTIVE SERVICES	1380				
POLICE SERVICES	1385				
Totals For: POLICE SERVICES		887,427.00	1,184,269.00	296,842.00	74.93
LAW ENFORCEMENT OTHER	1387				
Totals For: LAW ENFORCEMENT OTHER		19,445.65	21,000.00	1,554.35	92.60
TRANSFER TO CORRECTIONAL SERVI	1390				
Totals For: TRANSFER TO CORRECTIONAL SERVI		106,953.00	106,953.00	0.00	100.00
FIRE PROTECTION	1397				
WATER SUPPLY AND HYDRANTS	1400				
Totals For: WATER SUPPLY AND HYDRANTS		401,122.00	438,234.00	37,112.00	91.53
FIRE DEPARTMENTS	1405				
Totals For: FIRE DEPARTMENTS		239,285.10	239,286.00	0.90	100.00
Totals For: FIRE PROTECTION		640,407.10	677,520.00	37,112.90	94.52
EMERGENCY MANAGEMENT SERVICES	1415				
Totals For: EMERGENCY MANAGEMENT SERVICES		14,213.08	16,800.00	2,586.92	84.60
PROTECTIVE INSPECTIONS	1417				
BUILDING SERVICES	1430				
Totals For: BUILDING SERVICES		160,806.52	173,758.00	12,951.48	92.55
Totals For: PROTECTIVE INSPECTIONS		160,806.52	173,758.00	12,951.48	92.55
OTHER PROTECTIVE SERVICES	1420				
DISPATCH SERVICES	1410				
Totals For: DISPATCH SERVICES		188,325.73	220,240.00	31,914.27	85.51
DOG CONTROL	1425				
Totals For: DOG CONTROL		31,537.60	36,600.00	5,062.40	86.17
Totals For: OTHER PROTECTIVE SERVICES		219,863.33	256,840.00	36,976.67	85.60
Totals For: PROTECTIVE SERVICES		2,049,115.68	2,437,140.00	388,024.32	84.08
TRANSPORTATION SERVICES	1435				
COMMON SERVICES	1440				
PUBLIC WORKS	1445				
Totals For: PUBLIC WORKS		96,285.35	99,159.00	2,873.65	97.10
Totals For: COMMON SERVICES		96,285.35	99,159.00	2,873.65	97.10

Municipality of Digby

Fiscal Year Period April 01,2015 To February 29,2016  
FUND10 - Fund 10

Income & Expense Statement

AcctName	Fiscal YTD	Annual Budget	Variance	% Used
<b>ROAD TRANSPORT</b> 1450				
ROADS AND STREETS 1455				
Totals For: ROADS AND STREETS	68,149.72	73,911.00	5,761.28	92.21
STREET LIGHTING 1460				
Totals For: STREET LIGHTING	(8,082.17)	100,000.00	108,082.17	(8.08)
TRAFFIC SERVICES 1465				
Totals For: TRAFFIC SERVICES	0.00	1,500.00	1,500.00	0.00
Totals For: ROAD TRANSPORT	60,067.55	175,411.00	115,343.45	34.24
<b>AIR TRANSPORT, DISPATCH, PUBL</b> 1470				
DIGBY ANNAPOLIS REGIONAL AIRPO 1475				
AIRPORT EXPENDITURES-COMMON 1480				
Totals For: AIRPORT EXPENDITURES-COMMON	18,787.09	27,000.00	8,212.91	69.58
AIRPORT INVENTORY PURCHASES 1485				
Totals For: AIRPORT INVENTORY PURCHASES	87,298.71	61,200.00	(26,098.71)	142.64
DISPATCH GENERAL OPERATING EXP 1490				
Totals For: DISPATCH GENERAL OPERATING EXP	35,142.75	41,200.00	6,057.25	85.30
Totals For: DIGBY ANNAPOLIS REGIONAL AIRPO	141,228.55	129,400.00	(11,828.55)	109.14
Totals For: AIR TRANSPORT, DISPATCH, PUBL	141,228.55	129,400.00	(11,828.55)	109.14
<b>PUBLIC TRANSIT</b> 1495				
Totals For: PUBLIC TRANSIT	209,507.00	216,224.00	6,717.00	96.89
Totals For: TRANSPORTATION SERVICES	507,088.45	620,194.00	113,105.55	81.76
<b>ENVIRONMENTAL HEALTH</b> 1500				
WASTEWATER COLLECTION AND DISP 1505				
ADMINISTRATION 1510				
Totals For: ADMINISTRATION	6,813.62	12,246.00	5,432.38	55.64
Totals For: WASTEWATER COLLECTION AND DISP	6,813.62	12,246.00	5,432.38	55.64
<b>WASTE WATER COLLECTION &amp; LIFT</b> 1520				
Digby 1525				
Totals For: Digby	72,582.71	82,500.00	9,917.29	87.98
Weymouth 1530				
Totals For: Weymouth	26,167.18	29,000.00	2,832.82	90.23
Smiths Cove 1535				
Totals For: Smiths Cove	51,553.17	64,000.00	12,446.83	80.55
Bear River 1540				
Totals For: Bear River	10,294.85	15,000.00	4,705.15	68.63
Totals For: WASTE WATER COLLECTION & LIFT	160,597.91	190,500.00	29,902.09	84.30
<b>SOLID WASTE COLLECTION &amp; DISPO</b> 1545				
ADMINISTRATION 1550				
Totals For: ADMINISTRATION	16,630.20	16,800.00	169.80	98.99
COLLECTION & DISPOSAL 1555				

Municipality of Digby

Fiscal Year Period April 01,2015 To February 29,2016  
FUND10 - Fund 10

Income & Expense Statement

AcctName	Fiscal YTD	Annual Budget	Variance	% Used
Totals For: COLLECTION & DISPOSAL	652,912.35	645,167.00	(7,745.35)	101.20
RECYCLING 1560				
Totals For: RECYCLING	71,781.76	91,000.00	19,218.24	78.88
COMPOSTING 1565				
Totals For: COMPOSTING	60,104.93	62,000.00	1,895.07	96.94
SOLIDWASTE COLLECTION & DISPOS 1570				
Totals For: SOLIDWASTE COLLECTION & DISPOS	10,153.08	11,500.00	1,346.92	88.29
Totals For: SOLID WASTE COLLECTION & DISPO	811,582.32	826,467.00	14,884.68	98.20
DEBT CHARGES 1575				
Totals For: DEBT CHARGES	16,490.04	26,285.00	9,794.96	62.74
Totals For: ENVIRONMENTAL HEALTH	995,483.89	1,055,498.00	60,014.11	94.31
PUBLIC HEALTH SERVICES 1580				
HOUSING 1585				
Totals For: HOUSING	0.00	45,000.00	45,000.00	0.00
Totals For: PUBLIC HEALTH SERVICES	0.00	45,000.00	45,000.00	0.00
ENVIRONMENTAL DEVELOPMENT SERV 1590				
PLANNING & DEVELOPMENT 1595				
Totals For: PLANNING & DEVELOPMENT	27,841.75	27,500.00	(341.75)	101.24
COMMUNITY DEVELOPMENT 1600				
TRANSFER TO REGIONAL AUTHORITY 1605				
Totals For: TRANSFER TO REGIONAL AUTHORITY	45,730.00	47,873.00	2,143.00	95.52
OTHER COMMUNITY DEVELOPMENT 1610				
Totals For: OTHER COMMUNITY DEVELOPMENT	49,683.85	49,000.00	(683.85)	101.40
INDUSTRIAL PARKS 1615				
Totals For: INDUSTRIAL PARKS	18,333.37	20,000.00	1,666.63	91.67
Totals For: COMMUNITY DEVELOPMENT	113,747.22	116,873.00	3,125.78	97.33
TOURISM 1620				
Totals For: TOURISM	37,366.60	23,500.00	(13,866.60)	159.01
RENEWABLE ENERGY DEVELOPMENT 1625				
Totals For: RENEWABLE ENERGY DEVELOPMENT	86,958.01	172,381.00	85,422.99	50.45
Totals For: ENVIRONMENTAL DEVELOPMENT SERV	265,913.58	340,254.00	74,340.42	78.15
RECREATION AND CULTURAL SERVIC 1630				
RECREATION 1635				
Totals For: RECREATION	305,159.50	303,271.00	(1,888.50)	100.62
LOCAL LIBRARIES 1640				
Totals For: LOCAL LIBRARIES	19,839.18	53,434.00	33,594.82	37.13
REGIONAL LIBRARY 1645				
Totals For: REGIONAL LIBRARY	49,026.34	49,026.00	(0.34)	100.00
Totals For: RECREATION AND CULTURAL SERVIC	374,025.02	405,731.00	31,705.98	92.19

Municipality of Digby

Fiscal Year Period April 01,2015 To February 29,2016  
FUND10 - Fund 10

Income & Expense Statement

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AcctName	Fiscal YTD	Annual Budget	Variance	% Used
HERITAGE	1650			
Totals For: HERITAGE	55,218.36	71,575.00	16,356.64	77.15
EDUCATION	1655			
Totals For: EDUCATION	1,233,853.39	1,346,022.00	112,168.61	91.67
CAPITAL	1660			
Totals For: CAPITAL	0.00	0.00	0.00	0.00
EXTRAORDINARY OR SPECIAL ITEMS	1665			
Totals For: EXTRAORDINARY OR SPECIAL ITEMS	0.00	0.00	0.00	0.00
FINANCING AND TRANSFERS	1670			
PRINCIPAL INSTALMENTS	1675			
Totals For: PRINCIPAL INSTALMENTS	110,000.00	110,000.00	0.00	100.00
TRANSFER (TO) OPERATING RES	1680			
Totals For: TRANSFER (TO) OPERATING RES	45,000.00	110,000.00	65,000.00	40.91
TRANSFER (TO) CAPITAL RESERVES	1685			
Totals For: TRANSFER (TO) CAPITAL RESERVES	39,093.00	39,093.00	0.00	100.00
TRANSFER (TO) TRANSFER TO GE	1690			
Totals For: TRANSFER (TO) TRANSFER TO GE	0.00	0.00	0.00	0.00
CHANGES IN EQUITY	1695			
Totals For: CHANGES IN EQUITY	0.00	0.00	0.00	0.00
Totals For: FINANCING AND TRANSFERS	194,093.00	259,093.00	65,000.00	74.91
Totals For: EXPENSE	7,075,783.79	8,109,673.00	1,033,889.21	87.25
<b>Total Income:</b>	\$ 8,050,441.50	\$ 8,109,673.00	\$ 0.00	99.27
<b>Total Expenses:</b>	7,075,783.79	\$ 8,109,673.00	0.00	87.25
<b>Totals:</b>	<u>\$ 974,657.71</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>12.02</u>

# Derelict and Abandoned Vessels

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*Prepared for the Union of Nova Scotia Municipalities by the office of Bernadette Jordan, Member of Parliament for South Shore—St. Margaret's*

## Background

Transport Canada currently estimates that there are approximately 600 abandoned and/or derelict vessels on shorelines, and at public and private wharves across Canada.

The Large Vessel Registry in Canada only necessitates that commercial vessels be registered, so if large vessels are sold for salvage or pleasure they will not appear on the registry; this leads to the very common issue in which vessel ownership is unknown. Often the cost of salvage or disposal of a vessel exceeds the vessel's value to the owner, and in the absence of fines or other punitive measures there is no strong incentive for the owner to take reasonable steps to dispose of the vessel. There is also no offence associated with the abandonment of a vessel.

The federal government will intervene and order an abandoned vessel be removed if its presence presents a significant risk to the public from environmental contamination, or if the ship impedes a navigable waterway. If neither of these criteria is met, the responsibility for action falls on the owner or operator of the waterway or wharf where the vessel is located.

Municipalities and port operators have been burdened with significant challenges due to the presence of such vessels, including the inability to sell land, expenses related to monitoring and inspecting of the vessel/site, lost revenue from docking fees, as well as public outcry.

## History of the Federal Government's involvement

Canada participated in the International Marine Organization's Convention on the Removal of Wrecks in 2007 in Nairobi. The convention defines wrecks, includes liability and insurance for vessels working internationally, and sets a framework for cooperation between countries dealing with non-domestic vessels. Despite the recommendation from the Transport Canada, Canada did not accede to the convention, which entered into force in April 2015.

The Standing Committee on Fisheries and Oceans touched on the topic of derelict vessels in their study on Small Craft Harbours in 2009 and recommended that the federal government define the term derelict and create a legislative framework to allow for removal of derelict and abandoned vessels from government-owned property.

Transport Canada conducted a study on the issue, for which the final report was released in November 2012, which recommended:

- Defining the terms "abandoned vessel" and "derelict vessel";
- Conducting an analysis to determine regulatory and legislative gaps;
- Exploring methods used to identify owners;
- Identifying sources of funding to remove abandoned and derelict vessels;
- Creating a central inventory of derelict vessels;

- Creating training, communication, and awareness material; and
- Facilitating the sharing of information in relation to removal of vessels.

Four private members bills have been introduced by three members to address this challenge. Ms. Jean Crowder introduced Bill C-231 in 2011 and Bill C-638 in 2014. C-638 was introduced again as C-219 by Ms. Sheila Malcolmson in 2016. The main objection in the two Crowder bills was that the bills stated that the Coast Guard, as the receiver of wrecks, would be mandated to remove vessels once they reached a state of abandonment. This would be a very significant cost to the federal government, as well as potentially making disposal via abandonment the most cost-effective option, free of recourse, to the vessel owners.

Mr. John Weston introduced C-695 in 2015 that would have made the abandonment of a vessel an offence. Parliament was dissolved before the bill could work through the House of Commons.

## **Action and Plan going forward**

MP Bernadette Jordan has tabled a private member's motion in the House of Commons which would call on the federal government to take action on the issue of derelict and abandoned vessels. The motion, M-40, proposes the government explore legislative options prohibiting the abandonment of a vessel, suggests an educational component on responsible vessel ownership, recommends improving vessel registration and ownership identification, and calls on the government to assist in the removal of abandoned vessels in cases where their presence creates an economic burden on a community.

Ms. Jordan's motion asks the government to act within six months of its adoption by the house. As Ms. Jordan is in the top thirty for the order of precedence for Private Member's Business, the motion will likely reach its first hour of debate in spring 2016. If it goes to a second hour of debate, the motion would likely be voted on in fall 2016.

Ms. Jordan has been consulting with Minister of Transportation Marc Garneau's office on this issue and they have been responsive and supportive and are keen to work together to find a way to move forward on this issue.

## **For More Information**

Private Member's Business: Items in the Order of Precedence (C-40 is item No. 30)

<http://www.parl.gc.ca/HousePublications/Publication.aspx?Pub=NoticeOrder&Mode=1&Language=E&Parl=42&Ses=1&File=6>

Overview of the Nairobi International Convention on the Removal of Wrecks:

<https://www.tc.gc.ca/eng/policy/acf-acfi-nairobi-overview-2233.htm>

Transport Canada Study of the extent of abandoned and derelict vessels in Canada: [http://avicc.ca/wp-content/uploads/2013/12/TransportCanada\\_Report\\_AbandonedDerelictVesselReport\\_Feb202013.pdf](http://avicc.ca/wp-content/uploads/2013/12/TransportCanada_Report_AbandonedDerelictVesselReport_Feb202013.pdf)



Mrs. Linda Fraser  
Chief Administrative Officer  
MUNICIPALITY OF THE DISTRICT OF DIGBY  
Post Office Box 429  
Digby, Nova Scotia  
B0V 1A0

14 MARS 2016

Title of Project: Weymouth Canada Day Event

Dear Mrs. Fraser:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$1,700 will be awarded to help your organization carry out its activities, under the Celebrate Canada Program. This funding will be allocated over one government fiscal year 2016-2017 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives will be in contact with you in the near future to review the terms and conditions related to this funding.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Paul Landry  
Regional Director General  
Atlantic Region



<b>SECTION: ADMINISTRATION</b>		<b>Page 1 of 2</b>
		<b>POLICY # 1007</b>
<b>CONVENTIONS</b>	<b>Effective Date</b> <b>October 26, 1998</b>	<b>Revision Date</b> <b>January 27, 2003</b> <b>March 23, 2009</b> <b>March 2014</b>

## **PURPOSE**

To establish the procedures for attendance at conferences and conventions for municipal council purpose.

## **OBJECTIVE**

1. To define who may attend the annual Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show and the FCM Sustainability Conference.
2. To define who may attend conferences of the Union of Nova Scotia Municipalities;
3. To establish rules and procedures for attendance at other municipal conferences.

## **POLICY**

1. The Warden, Chief Administrative Officer (or Deputy Chief Administrative Officer) may attend the annual conference of the Federation of Canadian Municipalities each year and /or the FCM Sustainability conference.
2. Each Councillor may attend a maximum of three FCM conferences during their four year term.
3. Councillors wishing to attend more than three FCM Conferences during their four year term may attend if the other Councillors have not, nor do not intend to attend a maximum of three FCM conferences during their four year term. If there are more Councillors interested in attending than there are spots available, then the decision of who attends is decided by a draw.
4. If all Councillors have attended a maximum of three FCM Conferences during their four year term and a Councillor wishes to attend more than three FCM Conferences, that Councillor may attend as long as that Councillor is responsible for all expenses associated with attending the conference. However, the Municipality will pay the conference registration for individuals attending the FCM conference pursuant to this Clause.

<b>SECTION: ADMINISTRATION</b>		<b>Page 2 of 2</b>
		<b>POLICY # 1007</b>
<b>CONVENTIONS</b>	<b>Effective Date</b> <b>October 26, 1998</b>	<b>Revision Date</b> <b>January 27, 2003</b> <b>March 23, 2009</b> <b>March 2014</b>

5. All Councillors, the Chief Administrative Officer, Deputy Chief Administrative Officer may attend the Union of Nova Scotia Municipalities Conference(s).
6. Councillors may attend other conferences that are directly related to committees to which they are appointed.
7. Council authorization is required to attend conferences held outside the Province of Nova Scotia.

<b>COMMUNICATIONS</b>		Page 1 of 3
		<b>POLICY # 3005</b>
<b>MILESTONE/LONG SERVICE RECOGNITION</b>	<b>EFFECTIVE DATE</b> October 2003	<b>REVISION DATE</b> February 2007

### **Purpose**

The purpose of the Milestone/Long Service Recognition policy is to acknowledge individual and group milestones and long service in the Municipality of Digby by awarding an appropriate certificate to commemorate the occasion.

### **Objectives**

The objectives of the Milestone /Long Service Recognition Policy are to:

1. The Municipality of Digby will recognise individual birthdays, beginning at age 80 and every five years thereafter.
2. The Municipality of Digby will recognise wedding anniversaries for forty and fifty years; and every five years thereafter.
3. The Municipality of Digby will recognise special anniversaries of community organisations in five-year increments. Notwithstanding that an exception may be made where there is an important historical significance for a year other than in an increment of five years.
4. In some exceptional cases a request may be made to provide a milestone recognition certificate of an outstanding contribution to the community by an individual or group or simply to mark a special occasion. In these cases, the Warden, or Councillor whose constituent(s) is affected, shall have discretion to indicate if the Municipality will provide a milestone recognition certificate.
5. Notwithstanding sections (1), (2) and (3), in some instances a milestone recognition certificate may be issued at any anniversary, but subsequent certificates will only be issued in accordance with the policy as outlined.
6. The Municipality of Digby will annually recognise all Volunteer Fire Department and Ground Search and Rescue personnel upon completing a minimum of 15 years of service. Further individual recognition will subsequently be based on five year increments.

### **Policy**

1. A standard form shall be drawn up that residents, and elected officials are requested to fill out to ensure that a particular milestone or long service is recognised.
2. The Fire Chief of the Volunteer Fire Department and/or the president of the Ground Search and Rescue will be contacted annually (January) by the Deputy CAO to have a standard form submitted to the Executive Secretary for each volunteer being recognised.

<b>COMMUNICATIONS</b>		Page 2 of 3
		<b>POLICY # 3005</b>
<b>MILESTONE/LONG SERVICE RECOGNITION</b>	<b>EFFECTIVE DATE</b> October 2003	<b>REVISION DATE</b> February 2007

3. The Warden and Councillors may attend the annual banquet/meeting of the Fire Departments in their district to present the long service certificate.
4. The Warden or his/her delegate may attend the annual banquet/meeting of the Ground Search and Rescue Organization to present the long service certificate.
5. All milestone and long service request forms shall be submitted to the Executive Secretary, at least ten (10) working days prior to the anniversary date, which shall compile the information necessary to produce the milestone long service recognition certificate.
6. The Executive Secretary shall produce the certificate and ensure it is delivered to the appropriate elected official at least one day prior to the occasion or event.
7. All milestone/long service recognition certificates shall be signed and sealed by the Warden and a Councillor. In the absence of the Warden, the Deputy Warden shall sign and in the absence of a Councillor the CAO shall sign.
8. It is the responsibility of the person submitting the request form to verify all information and ensure dates and spellings are correct.

COMMUNICATIONS		Page 3 of 3
		POLICY # 3005
MILESTONE/LONG SERVICE RECOGNITION	EFFECTIVE DATE October 2003	REVISION DATE February 2007

## MILESTONE RECOGNITION CERTIFICATE REQUEST FORM

**Directions:**

Please fill out the form ensuring dates and spelling is correct. Once completed, please drop off to the Executive Secretary at the Municipal Office. The Municipality will produce the milestone or long service recognition certificate according to the information submitted.

**Name of Person or Group to be recognized:**

\_\_\_\_\_

**Event (please circle one):**

Birthday; 80 85 90 95 other\_\_\_\_\_

Anniversary; 40 50 55 60 65 other\_\_\_\_\_

Long Service 15, 20, 25, 30, other\_\_\_\_\_

Other (describe)\_\_\_\_\_

**Date to be shown on certificate:**\_\_\_\_\_

**Name of person requesting certificate:**\_\_\_\_\_

FOR OFFICE USE ONLY
Date Received: _____
Date Produced: _____
Date Delivered to Official: _____
Staff Initials: _____

**From:** Melissa [nikitammg27@yahoo.ca]  
**Sent:** Friday, February 19, 2016 11:06 AM  
**To:** Linda Fraser  
**Subject:** Re: Additional funds for this year

I have 5 more cats to fix for March. I have all meds and leuk test. That will get me through till May. But would like to get a few more females done. Before kitten season starts.

I think I would do well with \$1,000. If this is to much I understand. Thank you.

Sent from my Samsung device over Bell's LTE network.

----- Original message -----

From: Linda Fraser <[lfraser@municipality.digby.ns.ca](mailto:lfraser@municipality.digby.ns.ca)>  
Date: 02-19-2016 9:56 AM (GMT-04:00)  
To: Melissa <[nikitammg27@yahoo.ca](mailto:nikitammg27@yahoo.ca)>  
Subject: Additional funds for this year

Melissa:

I understand you requested additional funds to carry you through to the end of March. I would have to take this request to Council. How much extra would you be looking for.

*Linda Fraser, CPA,CGA*

Chief Administrative Officer

Municipality of the District of Digby

[www.digbydistrict.ca](http://www.digbydistrict.ca)



Area Rate Code	Assessments 2016-17	Annual Street Light Cost	Dep Rate Per Code Based on %	Total Annual Expense	Area Rate
ARL0	\$4,537,900	\$1,869.48	\$1,905	\$3,774	\$1,847
ARL1	\$14,667,900	\$3,843.36	\$3,916	\$7,759	\$5,969
ARL3	\$27,513,100	\$6,292.44	\$6,411	\$12,704	\$11,196
ARL5	\$9,135,200	\$2,198.16	\$2,240	\$4,438	\$3,717
ARL7	\$31,124,500	\$3,853.80	\$3,927	\$7,780	\$12,666
ARL8/LJ/LS	\$74,241,400	\$7,308.24	\$7,446	\$14,754	\$30,212
ARL9	\$8,147,600	\$1,265.40	\$1,289	\$2,555	\$3,316
	<u>\$169,367,600</u>	<u>\$26,630.88</u>	<u>\$27,134</u>	<u>\$53,765</u>	
HST		\$4,051.44		\$1,158	\$68,922
HST Rebate		-\$2,893.81		\$54,922	
<b>Net Annual Cost</b>		<b>\$27,788.51</b>			
<b>Capital Cost</b>		<b>Annual Deprec 25yrs</b>	<b>Average</b>		
<b>\$678,344</b>		<b>\$27,134</b>	<b>Annual</b>		
<b>Maintenance Cost</b>		<b>\$14,000</b>	<b>Area Rate</b>		
		<u>\$68,922</u>			
Total Annual Cost		\$1,693,676	<b>0.0407</b>	To budget gl # 10-11191-000	
Divided by Assess				\$68,922.27	