



Council Meeting
Municipal Council Chambers, Municipal Office
May 24, 2016 at 6:00 PM
Agenda

- 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**
- 6. APPROVAL OF MINUTES**
 - 6.1** Council Minutes – April 25, 2016
- 7. OLD BUSINESS/BUSINESS ARISING**
 - 7.1**
- 8. NEW BUSINESS**
 - 8.1** Julie & Tim Long – letter of support
 - 8.2** Digby and Area Health Services Charitable Foundation – donation
 - 8.3** World Future Cities Summit
 - 8.4** Tax Rate Resolution 2016-2017
- 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

COUNCIL AGENDA-May 24, 2016

- 9.5** Decision/Direction Request
 - 1) 2016 Summer meeting schedule
- 9.6** Approval of April 2016 payables \$903,613.94
- 9.7** Income & Expense Report April 2016 unavailable

10. CORRESPONDENCE/INFORMATION ITEMS

- 10.1** Bear River Community Greenhouse invitation
- 10.2** Black Educators Association – spelling bee
- 10.3** DABT 2016 Awards Dinner Press Release

11. STANDING COMMITTEES OF COUNCIL RECOMMENDATION

11.1 BY-LAW & POLICY RECOMMENDATIONS

- 1) to accept the Clean Foundation as the PACE administrator to undertake a one year pilot program at a cost of \$1,900, to be shared between the Municipality of the District of Digby, Town of Bridgewater, Municipality of the District of Lunenburg and the Municipality of the District of Shelburne
- 2) to set aside funds for the Jordantown Acaciaville Conway Betterment Association building project to a maximum of \$120,000 over three years pending approval of the current level of funding request from the Federal and Provincial governments
- 3) that any funding to the Jordantown Acaciaville Conway Betterment Association would be used for capital costs only
- 4) not to renew the current contract with CanAm Physician Recruitment Inc due to the fact that the NS Health Authority has moved the physician position from Weymouth to Digby
- 5) to engage the services of Gordon McIntosh for a Post Election Council workshop
- 6) that \$500 be sent to the UNSM initiative for support for the Fort McMurray evacuees

11.2 COTW RECOMMENDATIONS

12. ADVISORY COMMITTEES- REPORTS/UPDATES

- 12.1** Digby Source Water Protection Advisory Committee – Councillor Adams
- 12.2** Heritage Advisory Committee – Warden Gregory, Councillor Adams
 - 1) August 2015 minutes

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- 12.3** Planning Advisory Committee – Warden Gregory, Councillors Adams and Tudor
- 12.4** Joint RCMP Advisory Board – Warden Gregory, Councillor Adams
- 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** Atlantic Mayors Congress – Warden Gregory
 - 1) April 2015 minutes
 - 2) October 2015 Minutes
- 13.3** Canada Legacy Society – Warden Gregory
- 13.4** Digby & Area Affordable & Supportive Housing Group - Councillor Tudor, Councillor Adams
 - 1) April minutes
- 13.5** Digby Annapolis Development Corporation - Deputy Warden MacAlpine, Councillor Tudor
 - 1) November 2015 minutes
- 13.6** Digby Area Learning Association – Councillor Manzer
 - 1) March minutes
- 13.7** Digby Area Recreation Commission – Warden Gregory, Councillor Manzer
 - 1) April minutes
 - 2) May reports

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- 13.8** Digby Area Tourism Association – Councillor Manzer
 - 1) 2015 AGM minutes
 - 2) April 2016 minutes

- 13.9** Digby Development Agency – Warden Gregory, Deputy Warden MacAlpine
 - 1) April minutes
 - 2) Design Point final report

- 13.10** Digby Harbour Port Association – Warden Gregory
 - 1) April minutes
 - 2) April 2015 AGM minutes

- 13.11** Digby Library Committee – Deputy Warden MacAlpine

- 13.12** Digby Municipal Fire Association – Councillor Tudor

- 13.13** Highway 101 Task Force - Warden Gregory, Councillor Adams

- 13.14** Kings Transit Authority – Warden Gregory
 - 1) February minutes
 - 2) General Manager’s March/April report
 - 3) Ridership report
 - 4) April newsletter

- 13.15** Open Spaces – Councillors Manzer & Tudor

- 13.16** Senior Safety Committee – Councillor Tudor, Deputy Warden MacAlpine

- 13.17** Shared Services Committee - Deputy Warden MacAlpine, Councillors Adams & Tudor

- 13.18** Transport de Clare - Councillor Manzer

- 13.19** Tideview Terrace – Councillor Manzer
 - 1) March minutes

- 13.20** Upper Clements Park Society – Councillor Adams
 - 1) March minutes

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2) April minutes

13.21 Waste Check – Warden Gregory, Deputy Warden MacAlpine

13.22 Western Counties Regional Library – Deputy Warden MacAlpine

13.23 Western Regional Enterprise Network Liaison and Oversight Committee -
Deputy Warden MacAlpine

1) CEO April report

2) Business Plan 2016-2017

13.24 Weymouth Doctor Recruiting Committee – Warden Gregory, Councillor
Manzer

14. COUNCIL DISTRICT REPORTS

15. IN CAMERA

1) Municipal Properties

2) Personnel Issue

3) Personnel Issue

4) Contractual Issue

16. ADJOURNMENT

Hi Linda:

Tim and I are in the process of obtaining funds to renovate the home next to ours on Digby Neck to provide shared accommodations for low-income individuals, primarily but not limited to seniors.

As a child, I remember asking my mother what the huge building was on the way into Town. She said it used to be the Poor House. I asked where the people live now and she simply said, "I don't know." Both my grandmother and my mother bought and delivered food to seniors in our community. When I was a little girl, I used to help my grandmother in her store and remember her refusing to increase the price on the cans of soup because people would not be able to afford to eat. When her store closed, there were several food orders which had never been paid. Gram just said that they must not have been able to afford to pay them. These memories have had a lasting impact on me, and Tim shares my sentiments.

The house we are trying to renovate is my grandmother's home, and we would like to call it "*Gram's Place.*"

We have made a conditional offer on the property and a representative from the Nova Scotia Housing Authority in Halifax is coming to view the home on May 20th, 2016. Manzer Construction is working out an estimate for the renovations.

The primary question we need to answer for them is: "Is there a need for this type of housing in this area?"

The home we desire to create will be a single-room dwelling where the tenants help with day-to-day operations such as cooking and cleaning, as they are able, to encourage a sense of family and community. There will be a total of 7 rental rooms, one of which will be occupied by a superintendent couple, preferably low-income as well. Each tenant will have his/ her own room complete with a bed, closet, mini fridge and a TV. We would like to see one bathroom for each 2 rooms to share. Two of the larger rental rooms would be available for couples or for 2 people to share if they wish to do so. There is to be a shared kitchen, laundry, family room and a common room. The property also has ample storage for any belongings the tenants wish to keep but may not fit in their rooms.

The rent will include: heat, hot water, lights, satellite TV, wifi, laundry supplies, toiletries, one main meal daily to share as a group, access to a phone, and activities. We will provide transportation into the Town of Digby once per week and we would like to assist with travel to medical appointments. Rental fees will be based on income.

Gram's Place is not a traditional style boarding house. We want to create an atmosphere of community and belonging- a home for the individuals who come to live there. We personally believe there is a shortage of "transitional homes" for seniors. My husband and I live with my

80 year old mother. I am not sure where she would go if we were not able to be with her since she could not afford to live on her own and she is too independent to be in a nursing home.

There is no question that inflation continues to rise making it increasingly difficult for low-income individuals to survive. Being poor does not mean these people are any less entitled to a beautiful and happy home. Isolation, loneliness and depression can be just as stressful as not having enough money to provide the basic necessities of life.

If we were to take in children, *Gram's Place* would be called a Foster Home. I do not know if such a term exists for seniors, but this home would definitely be a safe place where the tenants would be encouraged and nourished.

We are not seeking funds from the Municipality or from other local agencies, we are simply asking the Nova Scotia Housing Authority to award us the maximum grant allowable for this type of housing renovation.

What we are seeking from the Municipality and local agencies are letters of support for our project. We will be submitting our proposal for grant funding immediately after the Nova Scotia Housing Authority views the property on May 20th. The letters can be emailed to jbunkerlong@hotmail.com. Questions can be directed to either Julie or Tim Long. Our contact information is below. I have attached a pdf which tells a little of who we are as a couple.

Thank you for your support.

Julie and Tim Long

jbunkerlong@hotmail.com /902-495-1659 (cell or text)
timmlong12@gmail.com /902-247-2836 (cell or text)

RR#1 Sandy Cove
4537 Highway 217, Tiddville
Digby County, NS B0V 1E0

Executive Team

The current partnership members of *Gram's Place* are Tim and Julie Long.

Tim is a Reverend with the Wesleyan Church, Atlantic Canada District. He is currently working as an Assistant Pastor at the Digby Wesleyan Church in Digby, Nova Scotia.

Prior to seeking ordination credentials, Tim worked as a National Sales Director with Equifax Canada Inc. based out of Halifax, Nova Scotia. His previous positions with Equifax Canada Inc. were Business Development and Branch Manager, Collections Division, Halifax, Nova Scotia.

Throughout his employment with Equifax Canada Inc., Tim was responsible for building relationships with customers and communities to establish long-term business growth, and he developed quarterly and annual sales department budgets. Tim developed a comprehensive training program for the sales associates whom he supervised, and he supported this efficient team both in writing proposals and closing contracts.

As Branch Manager of the Collections Division, he created new revenue streams through outsourcing initiatives and increased profits by 60% in one year through these ideas.

Tim brings a wealth of experience as an active community volunteer and advocate. He began as a lifeguard and playground supervisor as a teenager, while his more recent achievements have been:

- 2016: Coaching/ Mentoring training workshop, New Brunswick
- 2016: Palliative care training at the Digby General Hospital
- 2015: Involved in the selection of local rep hockey candidates
- 2015: Weekly volunteer at Digby Regional Hospital
- 2015: Member of the Digby Community Health Board

- 2009-2013: Key leader for Kraft Dinner lunch program feeding 500-700 high school students each month partnering with RCMP, municipal government, schools and churches in Cole Harbour, Nova Scotia.

- 2013: Golden Apple Recipient, Halifax Regional School Board – *Investing Positively into Lives of Students in HRM.*

- 2009-2012: Volunteer development with annual Cole Harbour Harvest Festival - responsible for training and development of 30-40 volunteers.
- 2011: Volunteer Award recipient from the Mayor of Halifax for dedicated volunteer work within HRM.
- 2003-2004: Hockey coach – Cole Harbour Minor Hockey – Community Coach of the Year

Julie was registered as a Medical Laboratory Technologist from NSCCIT, formerly known as NSIT, Halifax, Nova Scotia in 1991. She began her career working at the Digby General Hospital, Digby, Nova Scotia, with her last two positions managing research laboratories at Dalhousie University, Halifax, Nova Scotia.

From 1995-2000, she was the Research Laboratory Supervisor for Dr. Theo Hagg of the Anatomy Department at Dalhousie University. Their research was in the areas of Alzheimer's Disease, Parkinson's Disease and Spinal Cord Injury.

From 2000-2006, she was the Research Laboratory Manager at Dalhousie University, Microbiology and Immunology Division under the direction of Dr. Kenneth West, Nephrologist, Capital District Health Authority, Halifax, Nova Scotia. Dr. West's primary research interest was in preventing transplant rejections.

In both of the above noted research positions, she was responsible for working with the Postdoctoral Fellows to support their research proposals; training and supervising new staff and students; and assisting the students (Honors, Masters, PhD) with their research projects, conference presentations, and theses.

Julie was also responsible for managing laboratory inventory supplies, Quality Control & Quality Assurance, Lab Safety & Safety Protocols, as well as assisting with grant preparations and submissions. She was accountable for the financial management of grants and research funds through accurate and efficient account/ ledger record keeping.

While raising their family, they provided respite services for two teenagers over the course of six years. They are keenly aware of the challenges facing at-risk teens.

Julie currently supports her husband's vital church and community ministry and assists with the care of her elderly mother.



**Digby and Area Health Services
Charitable Foundation**

PO Box 820, Digby, NS B0V 1A0

May 10th. 2016

MUNICIPALITY of DIGBY

Dear *LINDA*,

**Digby and Area Health Services Charitable Foundation
2nd Annual Richard Ellis Memorial Golf Tournament**

The second annual Richard Ellis Memorial Golf Tournament will be held at the Digby Pines golf course on the 22nd of June.

We are hoping that you are able to sponsor a hole at this fundraiser for the "Hospital Foundation". We also intend holding a barbecue and auction after the golfing activities are over, and the awards have been presented. We are seeking items that can be auctioned and are hoping that you can also help us by donating an article that could be auctioned. The barbecue and auction will take place in Digby Hall on the Pines Resort and Spa property. Funds raised by the Foundation will go to improving health care services in the Digby/Clare area. Last year the inaugural tournament was a success and we hope to continue the tradition. We also want to recognize the support provided us by the management and staff of the Digby Pines Resort and Spa in hosting this event, as well as the local businesses who are supporting and participating in the event.

Phil Bennett for

H. Neil Nichols, Chairman
Digby & Area Health Services Charitable Foundation
(902)247-1230

**NEW BUSINESS
COUNCIL
MAY 24 2016**

Dear Mayor / Warden

The founding meeting of i-CANADA's Rising Communities Caucus is at the **World Future Cities Summit** in Toronto on June 9-10: www.wfcs.ca . News about the World Future Cities Summit is the lead article in ITWorld Canada today, featuring SUMMIT expert Craig Settles, describing how broadband is the "killer app" for communities.

<http://www.itworldcanada.com/article/broadband-is-the-killer-app-for-modernizing-cities-large-and-small-analyst/383285>

On behalf of i-Canada, as Mayor or Warden you are invited to attend the Summit at no charge, including the Distinguished Guests Dinner on the evening of June 8th and the Luminato UNSOUND Music Festival in the evening of June 9th:

<https://luminatofestival.com/News-Media/Blog/2015-11/TurnOnTheHearn>.

We can think of no better way of demonstrating the importance of culture and entertainment in our Future Smart Cities than including this festival. The "Hearn" is one of the unique industrial landmarks in the world. It is three times larger than the Tate Modern, the Statue of Liberty fits in it upright (or on its side), and it sits proudly on Toronto's waterfront.

Six years ago we created i-CANADA to encourage and support Canadian communities large and small to compete for global Smart and Intelligent Community awards because of prosperity and citizen convenience benefits experienced by previous global winners. Since then many global awards have been won by Canadian cities and towns. Last year we initiated the Canadian Community i-Performance Awards. Edmonton won "Best in Show" for blending data analytics and safety while Kitchener won for productivity improvements through innovative methods in Computer Aided Design for development submissions.

Now we are creating the Rising Communities Caucus of i-CANADA Co-Chaired by Brad Woodside of Fredericton and Mayor Dan Mathieson of Stratford, both of whom are leading smaller cities that are arguably among the most innovative in the world. The idea behind Rising Communities is to address in a focused way issues like broadband, innovation districts and best practices in Smart/Intelligent/Sustainable and Resilient community development. Rising Communities are smaller than our big cities and of course there are differences between large and small Rising Communities too but many issues are common.

The evolving program for the Summit is at www.wfcs.ca and exciting speakers continue to be added. You will see the important trade development element with India's 100 Smart Cities program as well as the latest in broadband development and financing, the creation of some of the most successful innovation districts and a discussion of the new ISO standard for Smart, Sustainable and Resilient Communities. The message is "forget about the ten individual smart/intelligent/sustainable community standards and focus on the new global ISO 37120 standard. It allows for international certification that will become important to corporations moving their staff and international investors.

We look forward to your participation and we also hope you will accept our invitation to join sixty other Mayors and CEOs on the i-CANADA Council of Governors: www.iCanada150.ca/governors-council.

Please RSVP to Terry Dalton (Terry.Dalton@i-valley.ca), President, *i*-Valley Intelligent Community Association and let us know.

Best Regards,
Terry

Terry E. Dalton, C.E.T.

President

i-Valley

9049 Commercial Street, New Minas

Nova Scotia, Canada B4N 5A4

Phone: 902.405.3120 / 866.405.3120

Cell: 902.488.2300

E-Mail: Terry.Dalton@i-valley.ca

www.i-valley.ca

BE IT RESOLVED THAT pursuant to the authority contained in section 72 of the Municipal Government Act, the Council of the Municipality of the District of Digby hereby adopts the Statement of Estimates in the amount of \$ **8,038,031** as presented for the fiscal year ending March 31, 2017.

FURTHER BE IT RESOLVED that a commercial rate pursuant to section 72 (6) (a) of the Municipal Government Act be established at \$1.85 per \$100 of assessment, a residential and resource rate pursuant to section 72 (6) (b) of the Municipal Government Act be established at \$1.30 per 100 of assessment.

AND FURTHER BE IT RESOLVED that the following area rates pursuant to section 75 (2) be established for the provision of fire protection, street lighting and sidewalk maintenance.

Sidewalk Maintenance	Codes	
Conway Sidewalk	ARCM	4.5 cents per \$100 of assessment
Mount Pleasant	ARMM	4.5 cents per \$100 of assessment
Street lighting		
Weymouth Falls Light Rate	ARL0	4.07 cents per \$100 of assessment
Bear River Light Rate	ARL1	4.07 cents per \$100 of assessment
Digby Neck Light Rate	ARL3	4.07 cents per \$100 of assessment
Barton Light Rate	ARL5	4.07 cents per \$100 of assessment
Culloden Light Rate	ARL7	4.07 cents per \$100 of assessment
Smith's Cove Light Rate	ARL8	4.07 cents per \$100 of assessment
Weymouth North	ARL9	4.07 cents per \$100 of assessment
Fire Protection		
Digby Neck Fire District	ARF2	5.0 cents per \$100 of assessment
Smiths' Cove Fire District	ARF3	6.0 cents per \$100 of assessment
Freeport Fire District	ARF4	5.0 cents per \$100 of assessment
Tiverton Fire District	ARF5	5.0 cents per \$100 of assessment
Westport Fire District	ARF6	5.0 cents per \$100 of assessment
Barton/Brighton Fire District	ARF7	5.0 cents per \$100 of assessment
Plympton Fire District	ARF8	5.0 cents per \$100 of assessment
Weymouth Fire District	ARF9	10.0 cents per \$100 of assessment
Bear River Fire District	ARFB	5.0 cents per \$100 of assessment
Digby Fire District	ARFD	5.0 cents per \$100 of assessment
Southville/Danvers Fire District	ARF0	15.0 cents per \$100 of assessment

FURTHER BE IT RESOLVED that the Municipality will bill and collect on behalf of the Commissioners for the Village of Weymouth, Village of Tiverton, Village of Freeport and the Village of Westport an amount as determined by each Commission at duly convened meetings.

Pursuant to the authority granted by the Municipal Government Act and Policy # 2001 Municipal Tax Collection, the Municipal Council hereby sets the interest rate on overdue taxes at the rate of **15 percent per annum**, and an interest rate of 10 percent per annum be established for overpayment on taxes due to assessment appeals.

This is to certify that the foregoing is a true copy of a resolution adopting the tax rates for the Municipality of the District of Digby passed the 24th day of May, 2016.

Linda Fraser
Chief Administrative Officer
Municipal Clerk



**Municipality of the District of Digby
Statement of Estimates**

**For the Fiscal Year Ending
March 31, 2017**

Approved by Council
, 2016

*Preserving Our Past
Developing Our Future*

Council Strategic Priorities 2013-16

Priority	Goals
Economic Development	<ul style="list-style-type: none">➤ Maximize our opportunities in renewable energy➤ Ensure continued support for Tidal Servicing Center in the Annapolis Basin➤ Develop a marketable Industrial Park➤ Engage stakeholders in creating a vision for sustainable job/industry development
Environment	<ul style="list-style-type: none">➤ Continue Improvements to Wastewater Treatment to ensure safe shellfish harvesting from waters adjacent to wastewater treatment plants➤ Reduce our carbon footprint
Social/Community	<ul style="list-style-type: none">➤ To establish a volunteer welcoming committee for newcomers➤ Continue to work on physician recruitment➤ Ensure for the continued access to critical open spaces➤ Engaging youth in local government➤ More effectively engage/communicate with the community
Culture/Heritage	<ul style="list-style-type: none">➤ Enhance the creative culture of our community➤ Ensure for the transition of area lighthouses from provincial to public ownership

Overview

- ▶ Attached is the first draft of the 2016-2017 Statement of Estimates (SOE) for the Municipality of the District of Digby. The estimates provided represent the financial plan of the municipality, including Council priorities and Provincial Mandatory Expenditures.
- ▶ This SOE is prepared assuming no changes to the residential tax rate of \$ 1.30 and commercial rate of \$ 1.85.
- ▶ No change in area rates except for street light rates that decreased by 50% to \$0.407
- ▶ This year's SOE is proposing an increase of approximately 2.35 % or \$ 184,912 from 2015-2016 estimates

ASSESSMENT 2016-2017	# of Occur	2016-2017	2015-2016	% Change
Residential Assessment-Market Value	5320	\$381,819,700	\$386,609,600	-1.24%
Less Capped Adjustment @ 0.3 %	3334	-40,157,800	-47,841,500	
Residential Assessment-Capped Value		341,661,900	338,768,100	0.85 %
Less Estimate for loss on appeal		- 500,000	- 500,000	
Net Taxable Residential Assessment		\$ 341,161,900	\$338,268,100	0.86 %
Number of Dwelling Units	4490			
Number of Lots	830			
Residential Tax Rate	\$ 1.30	\$ 64,222	\$ 63,834	
Average Residential Assessment (Capp)		\$ 835	\$ 830	
Average Residential Tax Burden				
Resource Assessment-Market Value	2888	\$ 25,951,700	\$ 26,383,000	-1.63 %
Less Capped Adjustment @ 0.03 %	1136	- 1,459,900	- 1,522,000	
Taxable Resource Assessment-Capped		\$ 24,491,800	\$24,861,000	-1.49 %
Commercial Assessment	381	\$ 44,086,200	\$44,765,100	-1.52 %
Less estimate for loss on appeal		- 500,000	- 500,000	
Less seasonal business reduction	9	- 734,250	- 921,875	
Commercial Tax Rate	\$ 1.85	\$ 42,851,950	\$43,331,725	-1.11 %
Net Taxable Commercial				
Total taxable Assessment		\$ 408,505,650	\$ 406,460,825	0.50 %

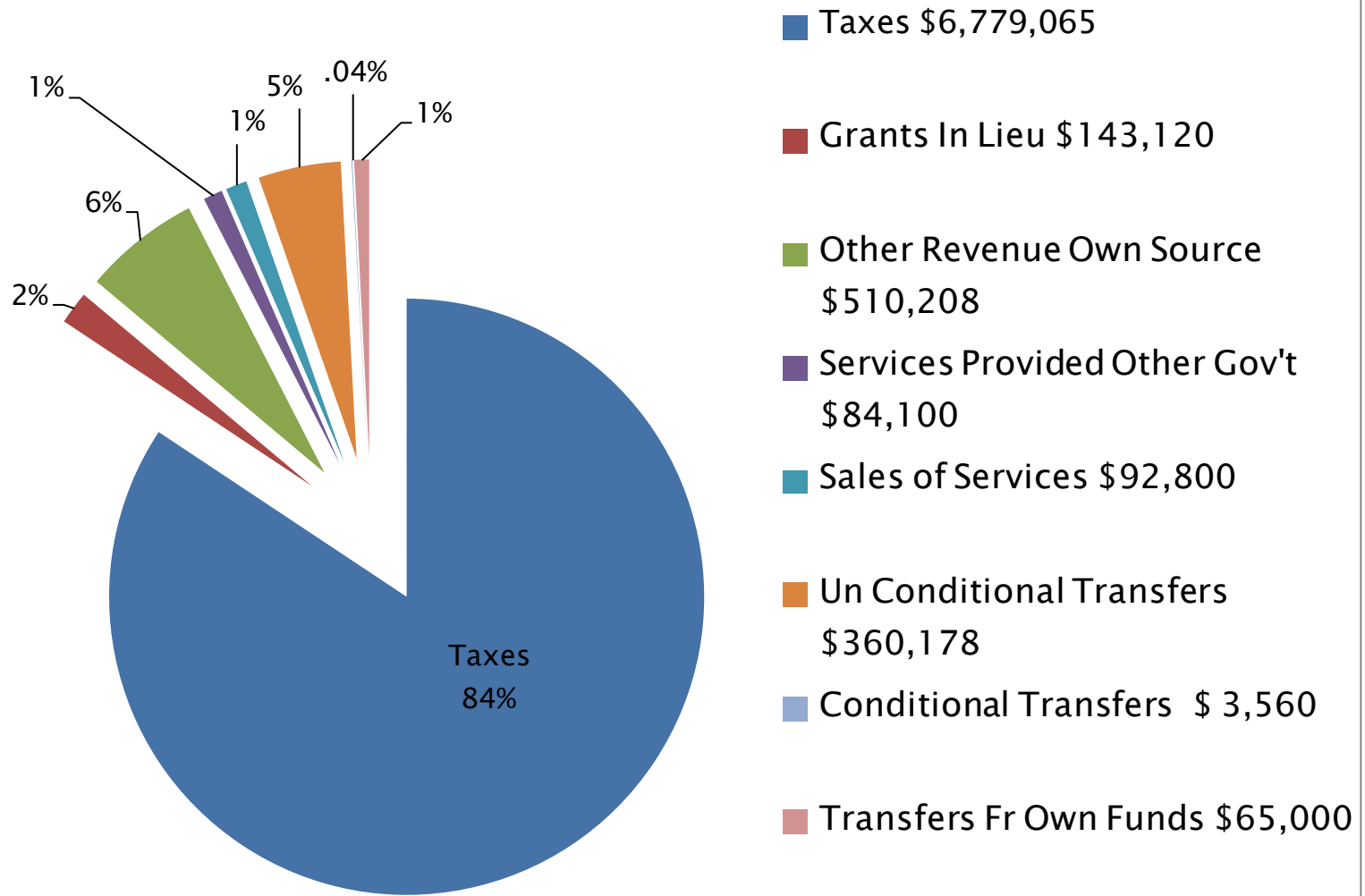
Highlights - Assessments

- Total market value residential assessment is \$ 381,819,700, a 1.24% decrease from last year. A total of 3,334 out of 5,320 properties were capped in 2016. This is a decrease in the number of Capped properties from last year. This decrease helped to even out the assessment to last years values. The residential tax rate is applied to assessment of \$ 341,661,900, including an allowance for loss on appeals.
- Resource market value assessment decreased by 1.63%, and 1.49 with cap adjustment.
- Commercial market assessment decreased by 1.53 %. With adjustments for loss on appeal and seasonal tourist reduction the decrease is 1.11%.
- **With tax revenue growth flat, and expenditures increasing, to submit a balance budget, \$ 25,000 is coming into revenue from an operating reserve set aside for doctor recruiting.**

2016-2017 Budget Summary – Revenues \$ 8,038,031

	Proposed 2015-2016	Actual (Unaudited) 2015-2016	Proposed 2016-2017	% Change From Budget
Taxation	\$ 6,912,037	\$6,829,156	\$ 6,779,065	- .51 %
Grants in Lieu of Taxes	\$134,216	\$142,978	\$ 143,120	1.63 %
Services Provided Other Governments	\$ 84,100	\$ 90,624	\$ 84,100	0.00 %
Sales of Services	\$ 65,300	\$100,899	\$ 92,800	42.11 %
Revenue from Own Sources	\$390,700	\$332,182	\$ 510,208	30.59 %
Unconditional Transfers- Other Governments	\$360,201	\$360,055	\$ 360,178	-0.01 %
Conditional Transfers- Other Governments	\$0	\$0	\$ 3,560	N/A
Transfers from Own Funds	\$5,000	\$ 5,000	\$ 65,000	92.3 %

Revenues - \$ 8,038,031



Tax and Area Rate Revenue 2016-2017

	Tax Rates	2016-2017 Budget	2015-2016 Budget	% Change
Residential	\$1.30	\$ 4,435,105	\$4,397,485	0.86 %
Resource	\$1.30	\$ 318,393	\$ 323,193	-1.49 %
Commercial Less Seasonal Deduction	\$1.85	\$ 806,345 -\$13,584	\$818,904 (17,267)	-1.53 %
Area Rates & Sewer Charges		\$ 254,167	\$ 319,963	- 21 %
TOTAL TAX/AREA RATE REVENUE		\$5,800,426	\$5,847,457	0.01 %

Basically no change in tax revenue from last year.



Overview – Impact of Tax and Area Rates

- ▶ Impact on residential property assessed at \$ 100,000

Tax Rate	1.30	➡	\$ 1,300
Fire Area Rate	0.05	➡	<u>\$ 50</u>
			\$1,350

If applicable, additional charges and area rates may apply such as: Base sewer charge of between \$ 162 – \$225; Streetlight rate 0.04; Sidewalk rate of .045 and Village Rates in Weymouth 0.25; Tiverton 0.65; Freeport 0.50 and Westport 0.50

Highlights – Revenues \$ 8,038,031

- ▶ No tax or area rate increases, Street light area rate cut 50%
- ▶ Revenues increased by \$ 177,137 over forecasted actual revenues from last year. Increases to revenue come from:
- ▶ Revenue from Own Sources
 - ✓ Revenue from Mount Pleasant Wind Turbine \$ 120,000 **New**
 - ✓ PACE program pay back \$ 50,000 which is revenue neutral due to
 - ✓ \$ 50,000 cost of program **New**
 - ✓ Biogas Generator revenue of \$ 65,000 budgeted, compared to \$ 13,075 actual from 2015-16
- ▶ Transfers from Own Funds
 - ✓ Transfer from Election Reserve to cover cost of election \$ 40,000, revenue neutral
 - ✓ Transfer from Doctor Recruiting Reserve of \$ 25,000 into general revenue to balance budget

MGA allows transfer from Operating Reserves into revenue at the discretion of Council

Revenue - Taxes \$ 6,779,065

- ▶ *Net Taxable Assessment up about half a percent.*
- ▶ *Assessment CAPP rate set at 0.3 % (last year 1.304%)*
- ▶ *Area Rates (Fire Rates, Sidewalk, Street Lights, JClass Road)*
- ▶ *Special Assessments-Aliant, NS Power, HST Offset*
- ▶ *Deed Transfer Tax - \$ 10,000 more than last budget*
- ▶ *Wind Turbine Taxation - Decreased by 1.55 % due to loss of tax on Mount Pleasant Wind Turbine*
- ▶

- ▶ **2015-2016 BUDGET \$ 6,813,602**
- ▶ **2015-2016 ACTUAL \$ 6,829,156**
- ▶ **Variance to Budget + \$15,554**

Revenue –Grants in Lieu of Taxes \$ 143,120

- ▶ *Federal Grant In Lieu-\$ 21,000*
 - ▶ *Canada Post - \$ 8,306*
 - ▶ *Provincial Properties - \$ 50,304*
 - ▶ *Provincial Forest Acreage-\$61,297*
 - ▶ *Wind Farm – Dept of Energy - \$ 1,866*
 - ▶ *Fire Protection - \$ 347*
-
- ▶ **2015-2016 BUDGET \$ 134,216**
 - ▶ **2015-2016 ACTUAL \$ 142,120**
 - ▶ **Variance to Budget +\$ 7,904**

Revenue –Services Provided to Other Gov'ts \$ 84,100

- ▶ *Annapolis County – Sewer - \$ 45,000*
 - ▶ *Town of Digby – IT \$6,000; Transit \$ 4,000; Bld Insp \$ 23,000*
 - ▶ *Dog Control \$ 3,600*
 - ▶ *Towns of Annapolis Royal \$ 2,000*
-
- ▶ **2015-2016 BUDGET \$ 84,100**
 - ▶ **2015-2016 ACTUAL \$ 90,624**
 - ▶ **Variance to Budget + \$ 6,524**

Revenue - SALES OF SERVICE \$ 92,800

- ▶ *Airport Revenue – Jet Fuel Sales; AVGAS*
- ▶ *Tax Certificates*
- ▶ *Dispatch Services*

- ▶ **2015-2016 BUDGET \$ 65,300**
- ▶ **2015-2016 ACTUAL \$ 100,899**
- ▶ **Variance to Budget + \$ 34,599**

OTHER REVENUE FROM OWN SOURCES - \$ 510,208

- ▶ *Licenses & Permits*
- ▶ *Municipal Fines*
- ▶ *Income on Investments*
- ▶ *Interest on Outstanding Taxes*
- ▶ *Other Revenue-Public Drop Off Fees, Subdivision Fees,*
- ▶ *Comfit Revenue - \$ 65,000*
- ▶ *PACE Program Payback \$ 50,000 New*
- ▶ *Mount Pleasant Wind Turbine \$ 120,000 New*
 - ▶ **2015-2016 BUDGET \$ 390,700**
 - ▶ **2015-2016 ACTUAL \$ 332,182**
 - ▶ **Variance to Budget - \$ 58,518**

UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS – \$ 360,178

- ▶ Equalization Grant – No change
 - ▶ Farm Acreage Grant
 - ▶ RRFB
 - ▶ 911 Recovery Fee
-
- ▶ **2015-2016 BUDGET \$ 360,201**
 - ▶ **2015-2016 ACTUAL \$ 360,055**
 - ▶ **Variance to Budget -\$ 146**

CONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS - \$ 3,074

- ▶ *Age Friendly Community Project Funding*

- ▶ **2015-2016 BUDGET \$ 0**

- ▶ **2015-2016 ACTUAL \$ 0**

Revenue TRANSFERS FROM OWN FUNDS

\$ 65,000

- ▶ *Transfer from Election Reserve \$ 40,000*
- ▶ *Transfer from Doctor Recruiting Reserve \$ 25,000 To be decided*

- ▶ **2015-2016 BUDGET \$ 5,000**
- ▶ **2015-2016 ACTUAL \$ 5000**
 - ▶ **Variance to Budget \$ 0**

Highlights – Expenditures \$ 8,038,031

- ▶ Increased Low Income Tax Exemption from \$ 225 to \$ 250 for those whose 2015 income from all sources is less than \$ 24,000 (increased from \$ 23,000)
- ▶ Tax exemptions to non-profits \$ 41 K
- ▶ Grants to Organizations/Festivals/VIC's \$ 79 K
- ▶ Grants to Fire Departments \$398 K
- ▶ Capital Contribution Grant \$ 40,000 (to be decided)
- ▶ Heritage Projects \$ 15,000 (to be decided)
- ▶ Tourism Funding \$ 27,000
- ▶ Expanded service Transport de Clare \$23K
- ▶ Continued support for Kings Transit \$193K
- ▶ Economic Development \$ 131 K
- ▶ Renewable Energy Development - \$ 198 K

Mandatory Expenditures-Trends

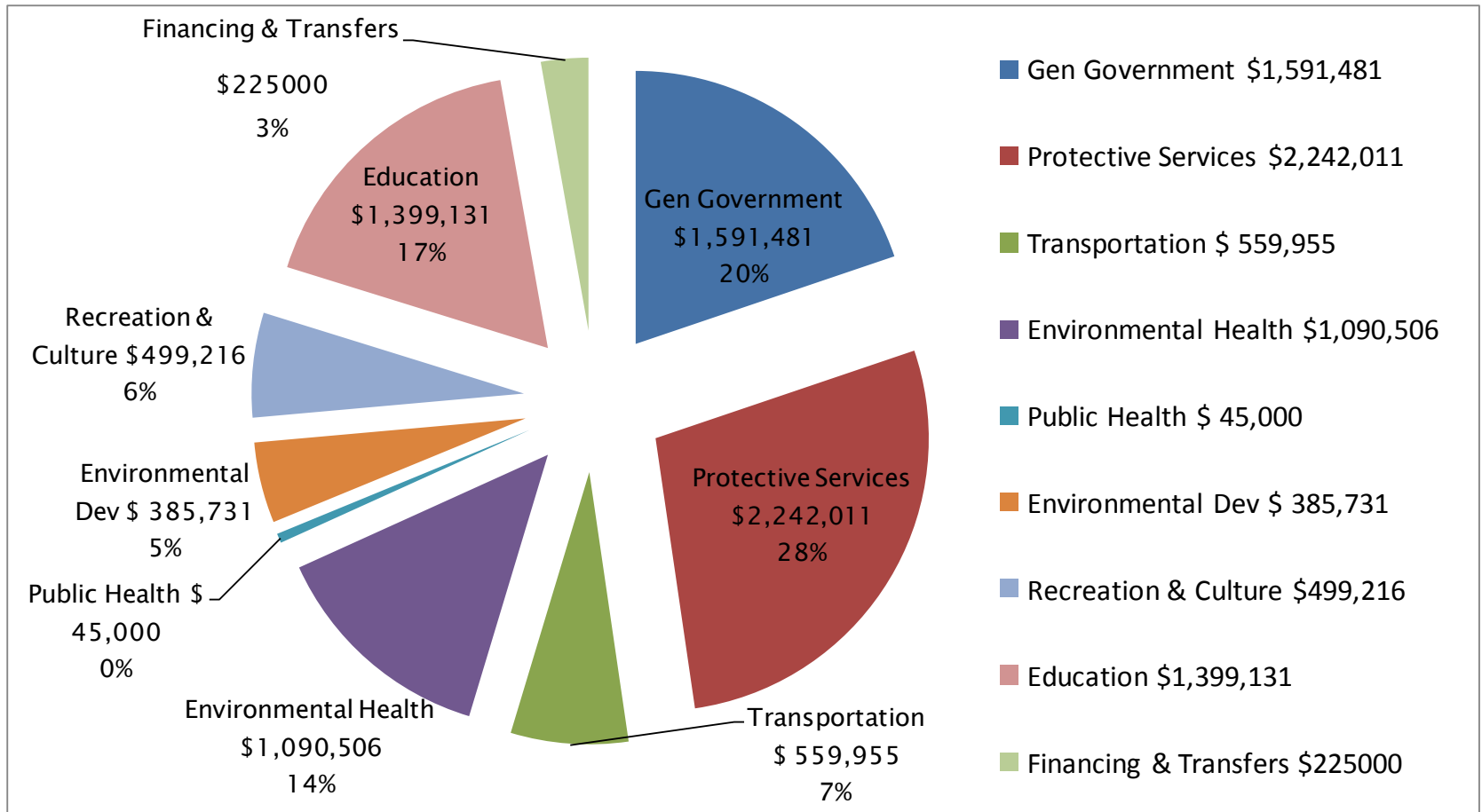
	2013/14 Actual	2014-15 Actual	2015-16 Budget	2016-17 Budget
Education	1,269,697	1,317,127	1,346,022	1,399,131
Assessment	191,769	190,766	190,766	189,200
Corrections	108,976	107,918	106,953	106,641
Housing	45,000	45,000	45,000	45,000
RCMP	1,126,308	1,158,776	1,184,269	1,231,640
Subtotal	2,774,191	2,820,908	2,873,010	2,971,612
% Change	4.54%	1.68%	1.85%	3.32 %

Mandatory Expenses = 37 % of Budget Expenditures

2016–2017 Budget Summary – Expenditures \$ 8,038,031

	Budget 2015-2016	Actual 2015-2016	Proposed 2016-2017	% Change From Budget
General Government	\$1,511,898	\$1,460,037	\$1,591,481	5.26 %
Protective Services	\$2,197,854	\$2,184,830	\$2,242,011	2.01 %
Transportation Serv.	\$620,094	\$ 533,227	\$559,955	-9.70 %
Environmental Health	\$1,055,498	\$1,052,025	\$1,090,506	3.32 %
Public Health	\$45,000	\$43,756	\$45,000	0 %
Envion Development	\$340,254	\$281,923	\$385,731	13.37 %
Recreation & Culture	\$477,306	\$460,685	\$499,216	4.59 %
Education	\$1,346,022	\$1,346,022	\$1,399,131	3.95 %
Financing & Transfers	\$259,093	\$256,147	\$225,000	-13.16 %

Expenditures - \$ 8,038,031

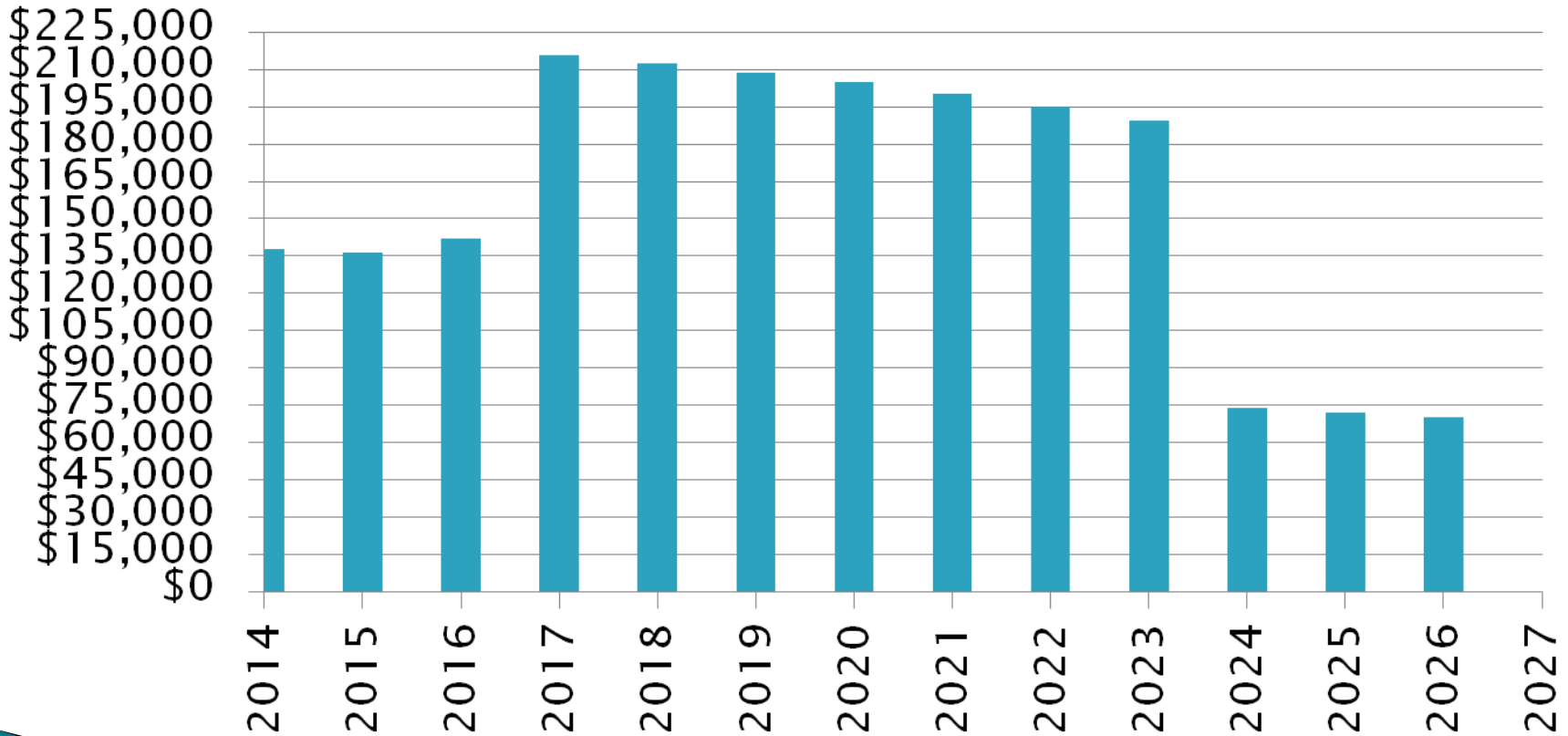


Expenses-General Government \$ 1,591,481

- ▶ *Legislative*
 - ▶ *General Administrative salaries – Cost of Living Increase 0.4*
 - ▶ *Taxation – By-law Exemptions; Low Income Tax Rebate; Seasonal Business Reduction; Transfer to Assessment Services*
 - ▶ *Financial Management –Bank Charges and Credit Card Charges*
 - ▶ *Municipal Office Operations*
 - ▶ *Employee Benefits*
 - ▶ *Information Technology- New position of IT Coordinator*
 - ▶ *Communication – Website; Coastline; Advertising*
 - ▶ *Other General Gov Services*
 - ▶ *Community Grants; Grants to Villages*
 - ▶ *Professional Services*
- ▶ **2015-2016 BUDGET \$ 1,511,898**
 - ▶ **2015-2016 ACTUAL \$ 1,460,037**
 - ▶ **Variance to Budget - \$ 51,861**

Debt Repayment

Principal & Interest



Protective Services \$ 2,242,011

- ▶ *Policing Services – Estimate RCMP increase of 4%*
- ▶ *Senior Safety- \$ 15,000*
- ▶ *Law Enforcement –Transfer to Corrections*
- ▶ *Dog Control/Spay & Neuter Cat Program*
- ▶ *Animal Control – TLC, Friends of Ferals, Baie Saint Marie*
- ▶ *Fire Protection*
- ▶ *Dispatch Services*
- ▶ *Emergency Management*
- ▶ *Building Inspection Services*
- ▶ **2015-2016 BUDGET \$ 2,197,854**
- ▶ **2015-2016 ACTUAL \$ 2,184,830**
 - ▶ **Variance to budget -\$ 13,024**

Transportation Services \$ 559,955

- ▶ *Public Works Salaries*
 - ▶ *Road Transport*
 - ▶ *Sidewalk Snow & Ice Removal*
 - ▶ *Street Lights – Reduced energy costs due to LED Installation*
 - ▶ *Airport Expenditures*
 - ▶ *Avgas, Jet Fuel and Avoil inventory*
 - ▶ *Public Transit -Kings Transit and
Transport de Clare Digby -Weymouth*
-
- ▶ **2015-2016 BUDGET \$ 620,094**
 - ▶ **2015-2016 ACTUAL \$ 533,227**
 - ▶ **Variance to Budget - \$ 86,867**

Environmental Health Services \$ 1,099,506

- ▶ *Waste Water Collection & Treatment*
- ▶ *Interest on long term debt - \$ 24,674*
- ▶ *Solid Waste – Transfer Station*
 - HHW*
 - Public Drop Off*
 - Collection*

- ▶ **2015-2016 BUDGET \$ 1,055,498**
- ▶ **2015-2016 ACTUAL \$ 1,052,025**
 - ▶ **Variance to Budget - \$ 3,473**

Public Health Services \$ 45,000

- ▶ *Western Region Housing Authority Deficit*

- ▶ **2015-2016 BUDGET \$ 45,000**
- ▶ **2015-2016 ACTUAL \$ 43,756**
- ▶ **Variance to Budget - \$ 1,244**

Environmental Development Services \$ 385,731

- ▶ *Planning & Development*
- ▶ *Western Regional Enterprise Network*
- ▶ *DH Business Services*
- ▶ *Doctor Recruiting*
- ▶ *Tourism – Special Projects*
- ▶ *Renewable Energy Opportunities*
- ▶ *Long Term Debt Interest **New Loan MFC***

- ▶ **2015-2016 BUDGET \$ 340,254**
- ▶ **2015-2016 ACTUAL \$ 281,923**
- ▶ **Variance to Budget - \$ 58,331**

Recreation and Cultural Services \$ 499,216

- ▶ *Digby Area Recreation – Operating & Capital*
 - ▶ *Heritage Budget – Heritage Church Conservation*
 - ▶ *Regional and local libraries*
 - ▶ *Heritage Projects*
-
- ▶ **2015-2016 BUDGET \$ 477,306**
 - ▶ **2015-2016 ACTUAL \$ 460,685**
 - ▶ **Variance to Budget - \$ 16,621**

Education \$ 1,399,131

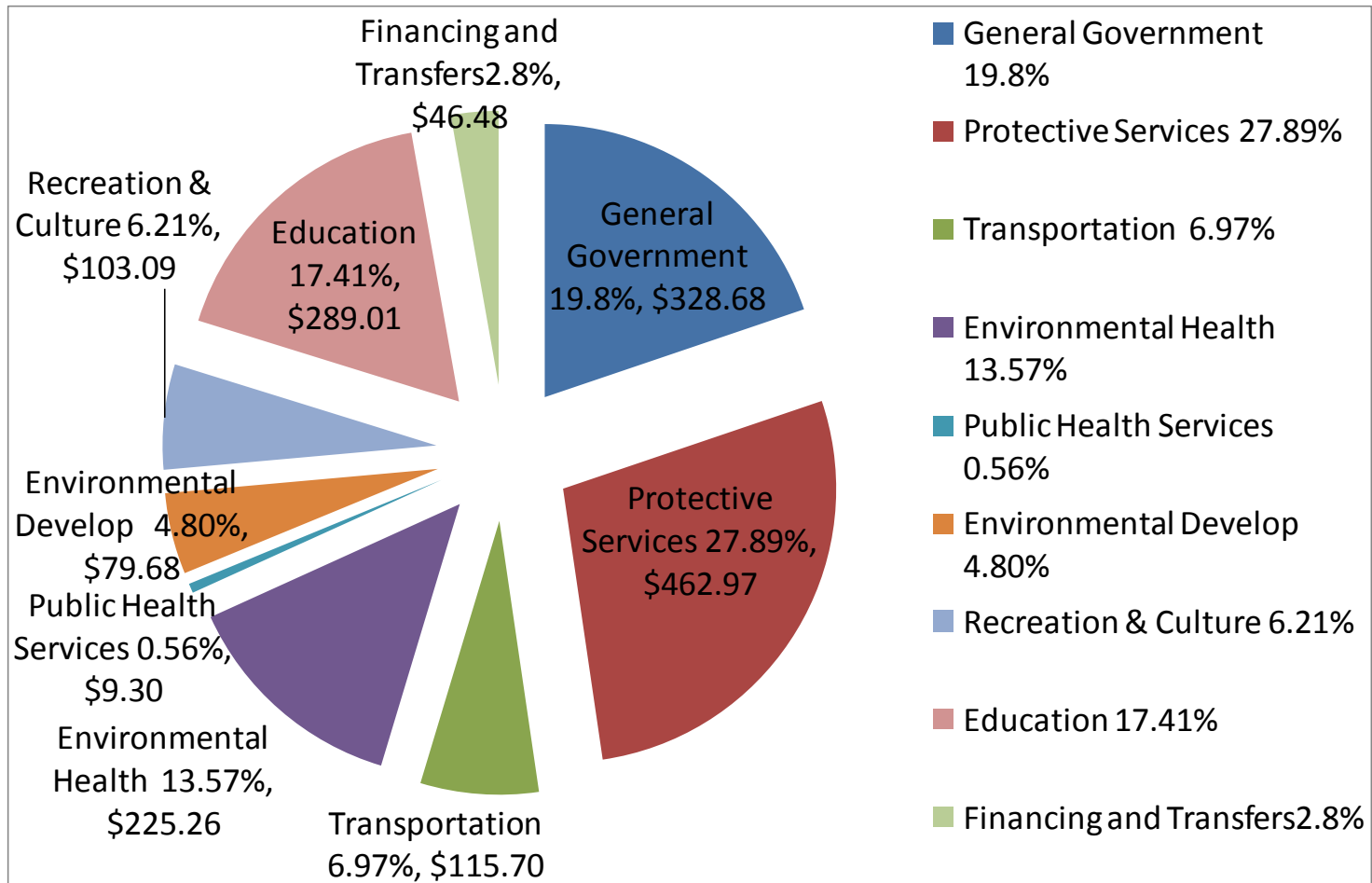
- ▶ *Tri-County Regional School Board*
3.95% increase

- ▶ **2015-2016 BUDGET \$ 1,346,022**
- ▶ **2015-2016 ACTUAL \$ 1,346,022**
 - ▶ **Variance to Budget \$ 0**

Financing and Transfers \$ 225,000

- ▶ *Transfers to Operating reserves- \$ 55,000*
 - ✓ *Municipal Heritage Church - \$ 5,000*
 - ✓ *Trail/Open Space - \$ 10,000*
 - ✓ *JACBA - \$ 40,000 (for three years) To be discussed*
 - ▶ *Transfer to Capital reserves \$ 60,000*
 - ▶ *Long Term Debenture Principal - \$ 110 K*
 - ▶
-
- ▶ **2015-2016 BUDGET \$ 259,093**
 - ▶ **2015-2016 ACTUAL \$ 256,147**
 - ▶ **Variance to Budget -\$ 2,946**

Where Your Tax Dollars Go



Chief Administrative Officer Report

Meeting Date	<i>May 24, 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 May 18, 2016

Date & Time	Meeting	Who Attends	Location
May 30 th @ 5:45 pm	Planning Advisory Committee	Gregory, Adams, Tudor	Council Chambers
June 6 th	No Meeting		
June 8 th @ 6:00 pm	Joint Police Advisory Committee	Gregory, Adams	Municipal Board Room
June 13 th @ 4:30 pm	COTW	All Council	Council Chambers
June 14 th @ 4:00 pm	DDA	Gregory, MacAlpine	Town Council Chambers
June 20 th @ 4:30 pm	By-law & Policy	All Council	Municipal Board Room
June 27 th @ 6:00 pm	Council	All Council	Council Chambers

Request for Decision or Direction

#1	Summer Meeting Schedule - July and August
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COUNCIL ACTION ITEM – JANUARY 2015

Letter to Minister of Justice request a review of the RCMP complement.

Jan 2016 – 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 17th at 9:30 am in the Municipality of Digby Council Chambers.

Feb 2016 – 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.

Mar 2016- Copy of presentation with comments circulated to Council and RCMP Joint Advisory Committee

May 2016 – No update since last report.

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 15th.

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

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

the South Shore Regional Enterprise Network.(They are just in the process or 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.**

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.

Apr 2016 – No update since last report.

May 2016 - I contacted Mary Tulle from Destinations Cape Breton, she indicated they have moved out of the Kiosk. Deputy Warden was speaking with April Hannah from NS Tourism regarding the possibility of setting something up next year outside the Provincial VIC on the waterfront.

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

May 2016 - \$ 6 Million in provincial budget for rural internet. NS Dept of Business is looking at how best to distribute funds. Suggestion that the province should provide project management and engineering for any internet projects as municipal units don't have the expertise for complex internet projects.

COTW ACTION ITEMS -MAY 2016

The Clean Ocean Action Committee (COAC) – Request for Action to have Sites 3 & 4 removed as lease sites for oil drilling Municipality of Barrington’s request for a joint resolution on this issue

May 2016 – Contacted Rob Frost, CAO from Barrington to advise him of Council’s support to do something jointly to express our concerns. Suggested a letter signed by Mayors and Wardens from the Southwest Region to go to Federal and Provincial Governments.

I spoke to MLA Gordon Wilson regarding our concerns, he suggested that we have a presentation by someone from the CNSOPB Fisheries Advisory Bd make a presentation at to answer any questions that councillors may have. Queens and Lunenburg County are to be invited for the presentation.

Suggestion is to make the invitation for the Southwest Regional UNSM meeting to be held here in Digby sometime in June. Queens and Lunenburg to be invited to attend.

CAPITAL PROJECTS – 2015/2016

General Government Services

No planned projects	
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Protective Services

No planned projects	
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Transportation Services

Utility Trailer Budget- \$ 7,200 <b style="color: red;">Actual - \$ 7,152	<b style="color: red;">Purchased and in service
Replacement of Avgas Pump Budget \$ 23,000 <b style="color: red;">Actual - \$ \$ 20,753	Feb 2016 Delivery date of Dec 21 th not met, hope for delivery before fiscal year end. <b style="color: red;">Mar 2016 Pump has arrived, and installed

Environmental Health Services-Wastewater

<p>Upgrades to Pump Stations – As needed Budget \$ 84,500 Actual \$ 8,134</p>	<p>Feb 2016 – Possible pump replacement required on a lift Station in Bear River. Mar 2016 – No update March 2016 – New pump installed in pump station in Bear River located near the Fire Hall.</p>
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Environmental Health Services-Wastewater (con't)

<p>Collection Expansion on Shore Road Budget \$ 1,262,000</p>	<p>Decision to postpone project until provincial and/or federal funding in place</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 Actual \$</p>	<p>Feb 2016 – Written confirmation of Comfit approval received. Moving forward with installation of turbine in Spring. Mar 2016 – Terry Thibodeau is developing a tender document for the purchase of a 50 KW wind turbine. Apr 2016 – To be carried over to 2016-17</p>
<p>800 kw Wind Turbine Budget \$690,000</p>	<p>Jan 2016 – COTW recommendation to purchase 800 kw wind turbine from RESL to be ratified by Council Jan 25th. Feb 2016 Lawyers working on purchase and sale agreement. Mar 2016 – 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 31st. Apr 2016 – To be carried over to 2016-17</p>
<p>EV Car Charging Stations Budget \$ 7,500 Actual \$</p>	<p>Oct 2015 –Terry Thibodeau is working on getting information about power hookups in Weymouth and Bear River. Terry has been meeting with Super Store</p>

	<p>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 1st.</p> <p>Nov 2015 -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.</p> <p>Dec 2015 – 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 fund the \$ 15,000 cost of a fast charger if we would cover the installation costs. He expects an answer sometime after Jan 1st.</p> <p>Feb 2016 – Terry Thibodeau has reached out to manager of Superstore for an update</p> <p>April 2016 Superstore has agreed to cost share to a maximum of \$ 15,000 in the installation of a Fast EV Charging Station. Unfortunately the used EV Charging Station is no longer available. New fast charging stations cost \$ 30,000. The Federal budget included a funding program for EV charging stations. Terry is looking at getting details of the program.</p> <p>May 2016 – No update at this time.</p>
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SPECIAL PROJECTS/INITIATIVES	
<p>Youth Engagement Workshops – Fall 2014</p>	<p>Council Strategic Priority – Social/Community Goal: Engage youth in Local Government ICSP Goal S-1.2 Engage youth in municipal governance and decision making processes</p> <p>July 2014 – Project approved. Project moving forward for September youth workshop.</p> <p>Sept 2014 – 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>Oct 2014 - Sessions to be held Nov 14th and 15th October Coastline included an article on the Engagement Sessions.</p> <p>Nov 2014 – Consultants working on report from the sessions.</p> <p>Jan 2015 – Council to discuss how best to create a Junior Council.</p>

	<p>Mar-April 2015 Deputy CAO working on organizing a one day event with participants from all three high schools.</p> <p>May/June 2015 – Event held on May 26. Digby and SMBA participated, ICS declined. A full report will be presented at a later date.</p> <p>July/Aug 2015 – Update to follow.</p> <p>Sept 2015 – No update</p> <p>Oct-Dec 2015- 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>Jan/Feb 2016 –By-law & 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>Mar 2016 – Engagement tool up and running.</p> <p>April 2016 – Deputy CAO reported that only 16 people completed the survey. Council decided to keep the citizen engagement on-line budget up for a few more months.</p> <p>May 2016 - No update</p>
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SPECIAL PROJECTS/INITIATIVES (con’t)

<p>Cold Storage Facility</p>	<p>Council Strategic Priority – Environmental Reduce Our Carbon Footprint</p> <p>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.</p> <p>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.</p> <p>April 2015 – Dan presented report to Council in March and will continue with marketing to priority investors identified during the</p>
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<p>Cold Storage Facility</p>	<p>study.</p> <p>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.</p> <p>July 2015 – Dan Harvey working on draft Expressions of Interest</p> <p>Aug 2015 – Call for Expressions of Interest due in August</p> <p>Sept 2015- Report from Dan Harvey: <i>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.</i></p> <p>Oct 2015 – Update provided to the DDA. MOU signed with potential developer.</p> <p>Nov 2015 – Waiting for RFP for Industrial Park to be awarded before entering into any land purchase agreement.</p> <p>Jan 2016 – Andrew Forsythe from Design Point Engineering & 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>Feb 2016 – Nothing new to report.</p> <p>March/April 2016 – Timelines within the MOU with potential developer extended for two months. (May 1, 2016)</p> <p>May 2016 - DDA approved a motion to withdraw the MOU. Potential developer may still be interested in building a cold storage facility, but are not interested in operating one.</p>
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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.



Direction/Decision Report

TO: Council

SUBMITTED BY: Linda Fraser
CAO

DATE: May 24, 2016

SUBJECT: Summer Meeting Schedule

Discussion:

I am recommending the following summer meeting schedule.

July 4 th	No Meeting
July 11 th	No Meeting (COTW)
July 18 th	No Meeting
July 25 th	Council @ 6:00 pm – Approval of Audited Financial Statements
August 1 st	No Meeting (Holiday)
August 8 th	COTW @ 4:30 pm
August 15 th	No Meeting
August 22 nd	No Meeting (Council)
August 29 th	No Meeting
Sept 5 th	No Meeting (Holiday)
Sept 12 th	COTW @ 4:30 pm
Sept 19 th	By-Law & Policy @ 4:30
Sept 26 th	Council @ 6:00 pm

The Bear River Community Greenhouse
And
Waterfront Gardens
100 Wharf Street, Bear River, Nova Scotia

MAY 24 2016

Date: May 6, 2016

To: Linda Gregory
Municipality of Digby Warden
Municipal Office, Digby.

COUNCIL
CORRESPONDENCE

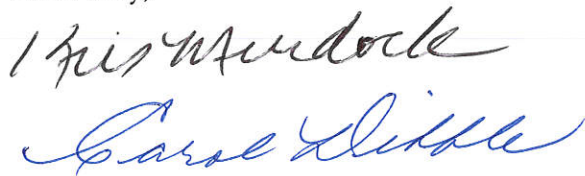
Dear Linda Gregory:

Re: Public Information and Update Meeting
May 28, 2016 at 7:00 pm
Oakdene Community Centre
1913 Clementsvale Road, Bear River

The Committee of the Bear River Community Greenhouse and Waterfront Gardens invite you to the first public meeting of the project. A lot of plans have been made and a lot of work has been done, and we feel it's time to share the story of our progress so far.

The support the project received from the Municipality of the County of Annapolis and since then the build-up of local interest, is driving us enthusiastically forward. We are eager to present the opportunities it offers to the community and hope you can join us for what we believe will be a stimulating and informative evening.

Yours truly,



Kris Murdock and Carol Dibble
Co-Chairs
BRCGWG Committee



Black Educators Association



FOR IMMEDIATE RELEASE: Tuesday, May 10, 2016

2016 REP Provincial Spelling BEE – Diamond Anniversary



Competition Day: Saturday, May 14, 2016 @ 1:00 pm

Venue: Mount Saint Vincent University (MSVU), 166 Bedford Highway, Halifax, Nova Scotia, Canada

On Saturday, May 14, the *Black Educators Association (BEA)* will hold its tenth annual *REP Provincial Spelling BEE* with more than 100 spellers pre-registered; the *BEA* has received ubiquitous support throughout Nova Scotia with school boards, corporations and organizations across the province making financial contributions with each region having competitors in the extensive *Program*. 2016 marks the 10th Anniversary of the *Program* and the *BEA* acknowledges the *Department of Education and Early Childhood Development (DoEECD)* as the *2016 Diamond Level Sponsor*; *2016 Platinum Level Sponsor – Chignecto - Central Regional School Board (CCRSB)*; and its *2016 Gold Level Sponsor: Royal Bank of Canada Foundation (RBC Foundation)*. President Andrea Marsman will be on hand to present the trophies to this year's winners. Admission to the competition is free and open to the public with invitations to superintendents, principals, teachers, members of the *Black Educators Association*, parents and families, elected school board members across Nova Scotia and other educational stakeholders. *BEA's* challenging academic competition is held in May during the same time as the US-based *Scripps National Spelling Bee* and is open for registration to Black students aged eight to 15 years across the province and *any* student enrolled in a *CAEP* (an after-school program) operated by the *Black Educators Association*. First, second and third-place winners will take home *BEA Education Awards* of \$500, \$300 and \$200 respectively; each will receive an *iPad Mini* tablet computer & gift cards & other prizes.

The purpose of the *REP Provincial Spelling BEE* is to focus on English language basics; foster learning of African Nova Scotian students studying the English language; and introduce and encourage students to compete in regional, national and international finals. The annual provincial competition serves as the culminating activity of *BEE Supportive of Our CAEPs* – a comprehensive educational strategy underway within *BEA's* after-school programs directed at superior second language acquisition for Black learners.

2007 – Year 1 – Championship Word – **Truculent** – John Beaton – New Glasgow
2008 – Year 2 – Championship Word – **Knish** – John Beaton – New Glasgow
2009 – Year 3 – Championship Word – **Dyslexia** – John Beaton – New Glasgow
2010 – Year 4 – Championship Word – **Concede** – Jack Andrew – Waverley
2011 – Year 5 – Championship Word – **Salmonella** – Ashley Beaton – New Glasgow
2012 – Year 6 – Championship Word – **Salmonella** – Oluwatomisin 'Tomi' Akinkunmi, Halifax
2013 – Year 7 – Championship Word – **Narcoleptic** – Isabelle Chase, Truro
2014 – Year 8 – Championship Word – **Magnificently** – Isabelle Chase, Truro
2015 – Year 9 – Championship Word – **Hypothesize** – Ashton MacRae, Antigonish
2016 – Year 10 – What will 'BEE' the Winning Word?

A community-based province-wide activity (open to African Nova Scotian students and any student enrolled in a *CAEP*) outside regular school curriculum sponsored by the *Black Educators Association's (BEA) Regional Educators Program (REP)* and *Cultural Academic Enrichment Programs (CAEPs)* supported by corporate donations.

"Good Luck" is extended to all **2016 REP Provincial Spelling BEE** competitors and their families from the Board of Directors, Membership & Staff of the *Black Educators Association!* For information: visit www.theblackeducators.ca. Contact: Jacqueline Smith-Herriott, Director of Programs and 2016 REP Provincial Spelling BEE Chairperson @ beacsi@eastlink.ca.

Immigration Minister Lena Diab Keynote Speaker for Awards Dinner

May 9, 2016

(**DIGBY, NS**)The Honourable Lena Metlege Diab will be the featured speaker at the Digby Area Board of Trade's 10th annual Awards of Excellence Dinner scheduled for **Tuesday , May 31** at the Digby Pines Resort and Spa.

Minister Diab was elected to the Nova Scotia Legislature in 2013 and appointed to Cabinet as the first female Attorney General and Minister of Justice as well as Minister of Immigration. Last summer, she took on the Immigration portfolio full-time.

Passionate about making Nova Scotia a more diverse and welcoming province, Minister Diab has been leading the Province's humanitarian initiative to resettle Syrian refugees, working closely with the Government of Canada, settlement service providers and other key partners.

Minister Diab is the daughter of first generation immigrants to Canada and the eldest of six children. She was born in Nova Scotia but moved to Lebanon at the age of 2, then returned to Halifax at the age of 11, escaping civil war.

Her educational background includes a Bachelor of Arts in Economics and Political Science, a Masters of Public Administration and a law degree. She was admitted to the Nova Scotia Barristers Society in 1991 and had a diverse legal career for more than 20 years before being elected to the Legislature. She is the proud mother of four children and has two grandchildren. She speaks English, Arabic and French.

She has served seven terms as the President of the Canadian Lebanon Society of Halifax and was the first recipient of the Lebanese Chamber of Commerce in Nova Scotia's Professional of the Year Award. She has received other honours, including the prestigious Queen Elizabeth II Diamond Jubilee Medal, the Duke of Edinburgh Award, the Province of Nova Scotia Volunteer Award, the Halifax Municipality Volunteer Award and most recently the 2015 Progress Women of Excellence Award.

Tickets for this prestigious regional business event are \$50 for members and \$60 for nonmembers, available at digbytrade.ca.

Deadline for ticket purchase is May 24th.

For Further Information Contact:

Michael Carty
Digby Area Board of Trade
(902) 247-0144
vp2@digbytrade.ca



Document #	
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Date	
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Committee	
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REPORT TO: MUNICIPALITY OF DIGBY COUNCIL	
SUBMITTED BY:	Terry Thibodeau, Coordinator Renewable Energy and Climate Change
DATE:	May 9, 2016
SUBJECT:	Administration & Evaluation Services for a Residential PACE Program

ORIGIN

The report originates from staff and relates to the development of a Property Assessed Clean Energy (PACE) financing program in the Municipality of Digby.

BACKGROUND

On March , 2015, Council approved \$50,000 in PACE program financing for fiscal year 2015/16, and directed staff to develop the PACE Program By-Law. The By-Law was developed and passed first reading on January 21, 2016, and passed second reading with minor amendments on February, 2016. Final approval took place on March 28, 2016. A PACE program was not successfully achieved in fiscal year 2015/16, so no program funds have been spent to date.

Since the approval of the By-Law, staff has worked jointly with other municipalities to achieve a viable PACE program. Initial program discussions with Efficiency Nova Scotia (through franchise holder EfficiencyOne) did not yield a PACE contract that was acceptable to the participating units, and a decision was made by staff to pursue a public procurement process for these services in order to achieve better value for the participating units. On March 24, 2016, a joint RFP was released by the Municipality of the District of Lunenburg (MODL), the Municipality of the District of Shelburne (MODS), and the Town of Bridgewater, for the procurement of “Administration & Evaluation Services for a Residential Property Assessed Clean Energy (PACE) Program”. On April 11, 2016 an Addendum was issued that allowed the Municipality of the District of Digby (MODD) to participate in the RFP.

The RFP requested proposals for the development of a 1-year pilot residential PACE program with the intention of negotiating future years with the winning proponent following the evaluation of the first year. The required services included two components: a first phase of work design a “standardized” residential PACE program the cost of which would be shared by

the participating municipalities, and the roll-out of the program where all costs from then on would be paid for by participating homeowners. The RFP stipulated a set of common services that would be provided to all participating municipalities, and also allowed for certain components, such as the types of eligible energy efficient upgrades, to be customized for each participating municipality. The RFP was structured as a standing offer to allow other municipalities not named in the RFP to purchase identical services from the winning proponent without needing to go through separate procurement processes. The RFP closed at 2:00PM on April 15, 2016.

DISCUSSION

Four proposals were received by the deadline. Proponent names and quotes are described in the table below:

Supplier	Clean Foundation	Efficiency Nova Scotia	Loyal Team Environmental	Sustainable Housing
Total Cost to Municipalities (Shared)	\$1,900.00	\$12,000.00	\$15,300.00	\$18,500.00
Cost to Each Participating Homeowner	\$275.00	\$199.00	\$2,201.00	\$800.00
Provisional item: Supplemental Home Energy Assessment Evaluation (Additional Cost to Some Homeowners)	\$75.00	\$99.00	\$225.00	\$150.00

All prices in the table above are exclusive of HST.

Municipal staff participated on a joint municipal RFP evaluation committee with the other units participating in the RFP. The evaluation committee reached a consensus that the Clean Foundation proposal offered the best value to the municipalities as it scored highest in both the technical evaluation as well as the price evaluation. As a result, staff at all four units are recommending to their respective Councils that the contract for PACE program pilot year design and administration be awarded to the Clean Foundation.

One of the main benefits of procuring PACE program services from the Clean Foundation is that the organization has been awarded a 10 year contract to deliver the Nova Scotia HomeWarming program that implements energy efficiency retrofits within income qualifying homes. As a result, the organization is well positioned to expand its energy evaluation and administration services, which includes making energy upgrade arrangements and coordinating payments to local contractors.

Digby's contribution to the program design phase would be approximately \$495 (\$1,900 plus net of HST divided by four). This cost can be absorbed by existing program budgets that have been recommended to the budget deliberation process. While this amount is lower than what is typically required by the Municipality's procurement policies for Council approval, staff is nonetheless bringing this contract to Council for approval given its scope and complexity.

Staff has concluded, after a lengthy process of determining how best to provide residential PACE services to Bridgewater homeowners, that the outcome of this RFP process represents the best market solution available to the Municipality at this time. In order to move forward with program implementation this fiscal year, staff recommends that the Municipality undertake the following steps:

-
- Extend the maximum PACE program financing limit of \$50,000 into fiscal year 2016/17 (requires Council motion).
 - Work together with the other participating municipalities to develop the joint PACE program with the Clean Foundation. This will involve the completion of the PACE Program Clean Energy Upgrade Standards Policy, which is referred to by the PACE Program By-Law, and will be brought to Council for approval prior to program launch.
 - Work together with the other participating municipalities to develop a joint marketing effort to promote the program in our respective communities. Marketing costs for **Bridgewater** will be modest and can be absorbed into existing program budgets that have been recommended to the budget deliberation process. Program marketing will dovetail well with marketing and outreach efforts for in the Municipality.
 - Complete the development and implementation of the in-house administrative and financial processes required to review PACE financing applications and apply PACE charges to participating residential properties in the Municipality of Digby.
 - Approach the Nova Scotia Department of Energy to request support toward the design implementation, and evaluation of the joint PACE program, including the provision of program funds to further reduce costs to the participating municipal units.

The completion of these steps will allow the Municipality to launch a residential PACE program this fiscal year. Staff estimates that the program will launch and begin taking applications from homeowners by this summer.

BUDGET IMPLICATIONS

Budget implications for the pilot year of the residential PACE program are modest given the scale of the program. The Municipality's share of program design and marketing efforts will be less than \$2000, which can be absorbed into existing budgets related to sustainable energy education and promotion. Beyond that, the PACE Program By-Law has been structured to allow for the full recovery of PACE financing expenditures, and the program will operate cost neutral to the Municipality.

RECOMMENDATION

Staff recommends that Municipality of Digby Council endorse the recommendation of the joint municipal RFP evaluation committee and award the contract for Administration & Evaluation Services for a Residential PACE Program to the Clean Foundation based on the scope of work and quoted costs described in its submitted Proposal.

Staff further recommends that Municipality of Digby Council extend the maximum PACE program financing limit of \$50,000 into fiscal year 2016/17.

ATTACHMENTS

N/A



Direction/Decision Report

TO: By-Law & Policy
SUBMITTED BY: Linda Fraser, CAO
DATE: May 16, 2016
SUBJECT: Request from Jordantown Acaciaville Conway
Betterment Association

ORIGIN: May 2, 2016 By-law & Policy Committee

OPTIONS/RECOMMENDATIONS

I have received clarification that the request is for \$ 120,000 over two fiscal years.

I am recommending that Council budget \$ 40,000 over the next three fiscal years to be put into a reserve. Once JACBA can confirm both Provincial and Federal funding partners, and construction has begun we will provide the funding.

This is the same process Council followed with the Digby Health Center and the Bay of Fundy Discovery Center which was not build and we moved the \$ 50,000 back into general operating.

BUDGET IMPLICATION

\$ 40,000 from operating budget for three fiscal years. To balance this year's budget, I am recommending that we move \$ 25,000 from the Doctor Recruiting Reserve into general revenue. This leaves a balance in the reserve of \$ 281,000, well above the \$ 200,000 level discussed at a previous meeting.

ATTACHMENTS - NONE

Clarification of request from JACBA

Hi Linda

Sorry for sending this so late. I was looking over my emails for the day and realized I didn't respond.

The amount we suggested in our presentation at the Digby chambers was \$150,000 over three years and depended upon the result of TIR's assessment.

TIR offered 4 options and the community selected an option and we amended our request accordingly. In our proposal the ask of \$120,000 over two years reflects our request to the Municipality.

I hope this helps. You can call me at 247-1925 if you need more information



Email to: lfraser@municipality.digby.ns.ca

May 2, 2016

Dear Ms. L. Fraser & Warden Linda Gregory

RE: POST-ELECTION WORKSHOP SERVICES

It is critical to get off to a good start after the upcoming October elections. “**Are We on the Same Page?**” (Priority Setting) and “**What’s Black & White and Grey All over?**” (Governance Success) that may be of interest to you (*can customized to your needs*).

“**What’s Black & White and Grey All over?**” (Attachment 1) deals with governance effectiveness with emphasis on the political/administrative interface by:

- Clarifying **roles & responsibilities guidelines** for Council and staff;
- Identifying **success indicators** to monitor organizational effectiveness; and
- Establishing **procedures and processes** to improve decision making.

Are We on the Same Page? (Att. 2) focuses on strategic priorities with realistic actions plans:

- Establishing **action plans** for **short term Council priorities**;
- Determining **operational strategies** and **longer term objectives**; and
- Developing **criteria** to determine priorities among multiple demands.

My successful **experience** (Att. 3 & 4) involving 1,200 sessions 140,000 civic officials throughout Canada and overseas ensures good value from your organization’s investment:

- extensive consulting in the area of **local government effectiveness**;
- 30 years of **managerial experience** in most aspects of local government;
- an expertise in **solution seeking** processes with applied solutions;
- practical tools to **maximize participant involvement** and retention; and
- **Workshop documentation** for follow-up action by your organization.

I am hoping we can arrange a week (or 2) for the nine interested parties to realize some economies: January 16-20 & 23-27, February 13-17 & 20-24, and March 20-24 & 27-31. So for budgeting purposes, I am offering a 1.5 day session for \$3,000 (regular fee is 2,250/day) plus a percentage of travel costs for 3 clients in one week estimated at 600.00 if confirmed before July 1, 2016. An extra 950.00 if you wish a corporate plan document.

I look forward to the opportunity to work with you and your organization.

Yours truly,

Gordon A. McIntosh – PhD & CLGM

What's Black & White and Grey All Over? (The Political/Administrative Interface)

Date: 4:00 to 9:30 p.m., (dinner provided)
8:30 a.m. to 4:00 p.m. (lunch provided)

LOCATION: XXXXXXXXXXXXXXXXXXXX

PARTICIPANTS: Council Members & Senior Staff

FACILITATOR: Gordon A. McIntosh - PhD, CLGM

1.0 GETTING STARTED

1. **Workshop Overview** *Presentation*
2. **Participants' Aims** *Round Table*
3. **Confirm Agenda** *Plenary*

2.0 GROUP DYNAMICS

1. **Group Dynamics Framework** *Presentation*
2. **Personality Styles** *Exercise*
3. **Team Values** *Group & Plenary Discussion*

Deliverables: *Organizational Values Charter*

3.0 CLEAR ROLES

1. **Roles & Responsibilities Framework** *Presentation*
2. **Defining Key Roles** *Plenary Discussion*
3. **Responsibility Guidelines (the ideal)** *Group & Plenary Discussion*

Deliverables: *Role Clarity Matrix & Responsibility Guidelines*

4.0 ORGANIZATIONAL SUCCESS

1. **Organizational Effectiveness** *Presentation*
2. **Defining Success Indicators** *Plenary Discussion*
3. **Assessing Organizational Effectiveness** *Group & Plenary Discussion*

Deliverables: *Organizational Success Indicators & Criteria*

5.0 GOOD DECISIONS

1. **Decision Making Framework** *Presentation*
2. **Decision Making Criteria** *Group & Plenary Discussion*
3. **The Decision Making Guidelines & Procedures** *Plenary Discussion*

Deliverables: *Decision Making Guidelines & Reality Check*

6.0 EFFECTIVE RELATIONS

1. **The Political/Administrative Interface** *Presentation*
2. **Areas for Attention** *Group & Plenary Discussion*
3. **Organizational Improvement Action Plan** *Plenary Discussion*

Deliverables: *Organizational Improvement Action Plan*

WRAP UP

1. **Summary of Outcomes** *Presentation*
2. **Workshop Follow Up** *Plenary Discussion*
3. **Workshop Feedback** *Round Table*

Deliverables: *Workshop Follow up Action List*

Are We On The Same page? (Priority Setting)

Date: 4:00 to 9:00 p.m.,
8:30 a.m. to 4:00 p.m.

Location:

Participants: Council and Senior Staff

Facilitator: Gordon A. McIntosh - PhD, CLGM

'DRAFT' AGENDA

GETTING STARTED

1. Workshop Overview *Presentation*
2. Participants' Aims & Confirm Agenda *Round Table*

1.0 STRATEGIC SCAN

1. Vision Check-up – Checklist *Presentation*
2. Strategic Review - Progress & Results *Group Work*
3. Identify Issues/Opportunities *Round Table*
4. Short List Items *Group Ranking*
5. Determine Strategic Topics List *Discussion*

Deliverables: *Vision Checklist, and Issues/Opportunities, Focus Areas & Strategic Topics Lists*

2.0 STRATEGIC POSSIBILITIES

1. Solution Seeking Model *Presentation*
2. Determine Expectations/Options *Discussion*
3. Establish Potential Action Plans *Discussion*
4. Develop Operational Strategies *Presentation (Staff)*

Deliverables: *Draft Action Plans*

3.0 STRATEGIC PRIORITIES

1. Review Priority Setting Criteria *Presentation*
2. Determine Board Priorities – NOW, NEXT & LATER *Discussion*
3. Confirm Operational Strategies *Discussion*

Deliverables: *Strategic Priorities Chart and Priority Work Program*

NEXT STEPS

1. Workshop Outcomes Summary *Presentation*
2. Workshop Follow-up & Feedback *Round Table*

Deliverable: *Workshop Follow-up Action List*



PROFILE FOR GORDON A. MCINTOSH

Gordon McIntosh has 34 years of management, educator and consultancy roles in the local government sector. As President of the Local Government Leadership (LGL) Institute, he provides governance development, strategic facilitation and leadership training services. He has conducted 950 workshops involving 120,000 elected and appointed officials on topics such as:

- ***Are We on the Same Page?*** –making strategic choices using priority setting criteria with short term action plans consistent with organizational resources
- ***Need a Vision Check-Up?*** – moving beyond vision and goal statements to describe and regularly assess progress toward a preferred future
- ***Avoiding the Rocky Shoals*** – developing success indicators to assess and develop strategies to enhance decision making, role clarity and organizational effectiveness
- ***What's in the Box?*** – determining essential and discretionary services as well as ways to maximize efficiency and ensure a balanced service delivery capacity
- ***What Does It Take?*** – identifying and developing leadership competencies for personal and organizational success along with learning and performance indicators
- ***Playing Nice in the Sand Box!*** – facilitating shared values and goals for enhanced team, interdepartmental, interagency and intergovernmental collaboration

Gordon received the Professional Award of Excellence and served as President of the Local Government Management Association in BC. His managerial positions included corporate, human service and community development functions of local government. As the Islands Trust Executive Director, he worked with a 26-member Council serving the 470 Gulf Islands in the Georgia Basin.

Doctor McIntosh's research work focuses on local government leadership, emerging trends and the role of the CAO. Current faculty roles include the Universities of Victoria, York, and Dalhousie as well as the Tanzanian Public Service.

Gordon has developed 25 modules for conference sessions, executive workshops and customized programs. Clients include local, First Nation, Métis and regional governments as well as municipal associations throughout Canada and overseas - Palestine, Caribbean, Sri Lanka, Africa and Philippines. Session alumni comment that his sessions are interactive, humorous and practical with very high satisfaction ratings.

He was raised in Ottawa where he received athletic awards for water polo. Gordon and his wife Diane live in North Saanich where they enjoy cycling, gardening and hiking.



RECENT CLIENT REFERENCES (Nova Scotia)

- UNION of NOVA SCOTIA MUNICIPALITIES** Past President Bob Wrye
 [Lyle Goldberg, Policy Analyst (902) 423-8673]
Focus: Priority Setting, CEO/CAO Forum, Leadership Sessions & Board Governance
- ANNAPOLIS COUNTY** Warden Reginald Ritchie
 [John Ferguson, CAO (902) 532-3130]
Focus: Priority Setting, Governance Success and Economic Development
- TOWN of WINDSOR** Former Mayor Anna Allen
 [Louis Coutinho, CAO (902) 798-6675]
Focus: Priority Setting, Service Capacity Review and Governance Success
- TOWN OF WOLFVILLE** Former Mayor Bob Stead
 [Roy Brideau, Former CAO (902) 542-5767]
Focus: Priority Setting
- REGIONAL MUNICIPALITY OF HALIFAX** Former Mayor Peter Kelly
 [Cathi Mullaly, Manager (902) 490-7239]
Focus: Priority Setting, Leadership Model, Roles & Responsibilities and Decision Making
- TOWN of YARMOUTH** Former Mayor Charles Crosby
 [Jeff Gushue, CAO (902) 742-8565]
Focus: Governance Success & Priority Setting
- VICTORIA COUNTY** Warden Bruce Morrison
 [Sandy Hudson, CAO (902) 295-3660]
Focus: Priority Setting, Economic Development & Staff Leadership
- KINGS COUNTY** Warden Fred Whalen
 [Tom MacEwan, CAO (902) 690-6131]
Focus: Regional Cooperation
- TOWN of AMHERST** Mayor Rob Small
 [Greg Herrett, CAO (902) 667-65123]
Focus: Priority Setting, Service Excellence and Roles & Responsibilities
- MUNICIPALITY of the DISTRICT of LUNENBURG** Mayor Don Downe
 [Tammy Wilson, Former CAO (902) 541-1320]
Focus: Leadership Development, Priority Setting, Governance & Regional Waste Model
- CAPE BRETON UNIVERSITY**
 [Gord MacInnis, Vice-President (902) 565-8198]
Focus: Adjunct Professor

TO: Mayors/Wardens, Councillors, All Units

CC: Chief Administrative Officers/Clerk-Treasurers

FR: Betty MacDonald, Executive Director

RE: FORT MCMURRAY SUPPORT

During the UNSM Spring Workshop, members passed the following motion"

"On behalf of all Nova Scotia municipalities and our people, through the Union of Nova Scotia Municipalities, we extend our prayers and thoughts to your Council and all your residents of Fort McMurray and surrounding area in this time of challenge, strife and fear. May the spirit, resolve and caring of all Canadians keep you safe and strong".

The UNSM Board encourages all municipalities to help Fort McMurray rebuild and recover from this difficult event. In a demonstration of collective support, UNSM will collect financial contributions on your behalf, and forward them to the appropriate authorities. Any municipality contributing will be listed. UNSM will publicly announce the total contributions made by municipalities, and would appreciate information about donations made directly by municipalities for this purpose.

Donations and information about donations may be sent to UNSM, attention Tracy Verbeke (tverbeke@unsm.ca).



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www.unsm.ca