



THE ROLE AND BUDGET OF THE MUNICIPALITY OF DIGBY

THIS PRESENTATION WILL INCLUDE INFORMATION ON:



The Federal Government



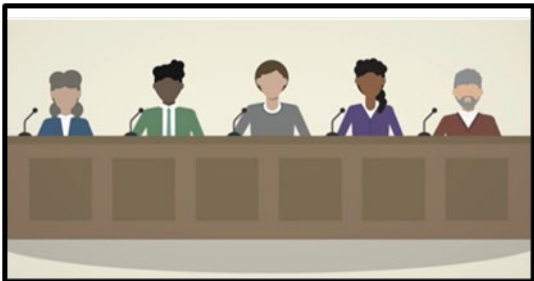
The Provincial Government



The Municipal Government



How Municipal Government is Funded



Municipal Council



The Chief Administrative Officer Role



Municipal Staff



Municipal Budget



OVERVIEW OF GOVERNMENT IN CANADA

Canada has three levels of government:

- Federal
- Provincial / Territorial
- Municipal / Local

Each level has different responsibilities and powers.

FEDERAL GOVERNMENT

- Based in Ottawa
- Led by the Prime Minister
- Local MP Chris d'Entremont
- Responsible for:
 - National Defense
 - Immigration
 - Foreign Policy
 - Criminal Law
 - Postal Service
 - Fisheries & Oceans



PROVINCIAL GOVERNMENT

- Located in Halifax
- Led by the Premier
- Local MLA Jill Balser
- Responsible for:
 - Education
 - Healthcare
 - Transportation
 - Natural Resources
 - Justice and Policing
 - Housing
 - Social Services



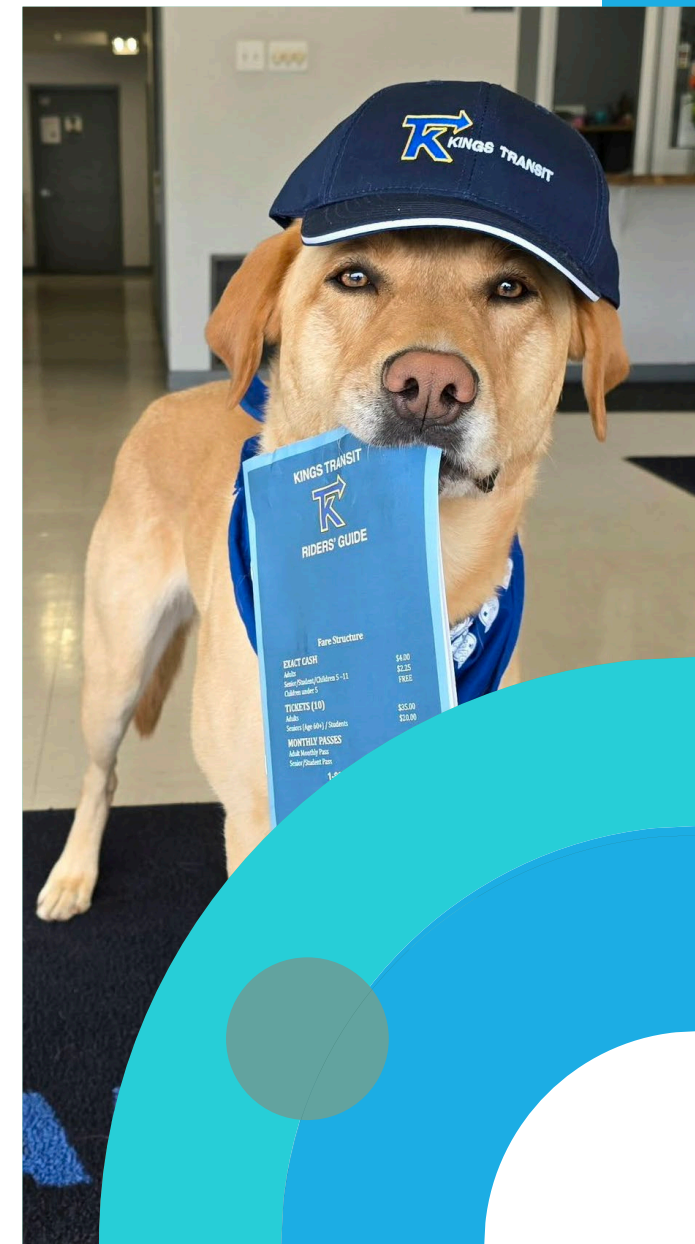
MUNICIPAL GOVERNMENT

- Local government closest to the people
- Created by the Province under the *Municipal Government Act*
- Includes:
 - Municipalities
 - Towns
 - Villages
- Led by *Mayors or Wardens* and *Councils or Commissions*



MUNICIPAL RESPONSIBILITIES

- Provide local services:
 - Sewer
 - Waste Collection
 - Public Transit
 - Recreation
 - Fire Protection and Emergency Management
 - Building Department
 - Land-Use Planning
 - Local By-Laws (such as Noise or Dog Control)
 - Some municipalities own roads (The Municipality of Digby does not – the Province owns and maintains our roads)



HOW MUNICIPAL GOVERNMENT IS FUNDED

- Property Taxes (Accounts for 77% of our total revenue)
- User Fees (Fees charged for sewer, permits, street lights)
- Transfers from the Provincial and Federal Government



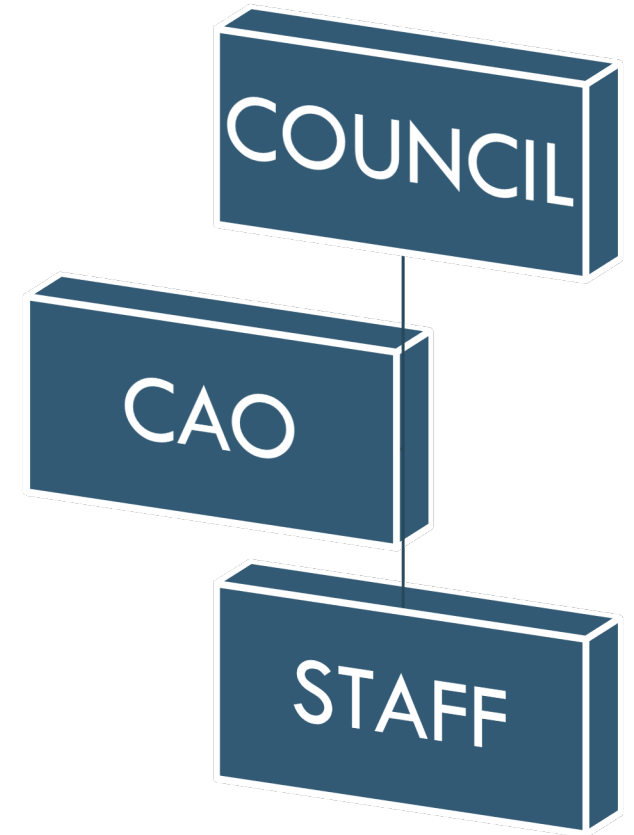
MUNICIPAL COUNCIL

- The Municipality of Digby has a total of five Councillors who each represent a district
- One of the five is chosen by the others as Warden, and one as Deputy Warden
- Council attend meetings each month and sit on several committees
- Council approve the Strategic Plan and the Municipal Budget
- Council approve Policies and By-Laws
- Council have a Code of Conduct that they must follow
- Decisions are made by majority vote



THE CHIEF ADMINISTRATIVE OFFICER

- Council has only one employee – the Chief Administrative Officer (CAO)
- The CAO is the only staff member who is directed by Council
- Council holds the CAO accountable to results
- The CAO has broad authority and responsibility to run the organization
- The CAO advises Council and carries out their wishes
- All staff of the Municipality are the responsibility of the CAO



MUNICIPAL STAFF

- The Municipality employs a total of 21 full-time staff
- The Director of Finance and the Director of Municipal Services form the management team along with the CAO
- Staff departments include Public Works, the Building Department, Administration, Finance, Dispatch, Emergency Management, and Trails



PROPERTY ASSESSMENT

- The Municipality does not assess property or determine the value of property
- Property Valuation Services Corporation (PVSC) is the company that the Province uses to assess property values in Nova Scotia
- The Municipality pays a fee each year to PVSC for their services
- PVSC has their own assessors who use different methods to assess the value depending on the type of property
- These methods include a sales comparison approach for residential, an income approach for office buildings, malls, and apartments, and a cost approach when there are not adequate comparable sales
- The Province has a CAP System in place where properties that qualify have a capped assessment in addition to their normal assessment and their taxable assessment is based on the lesser of the two

THE MUNICIPAL BUDGET

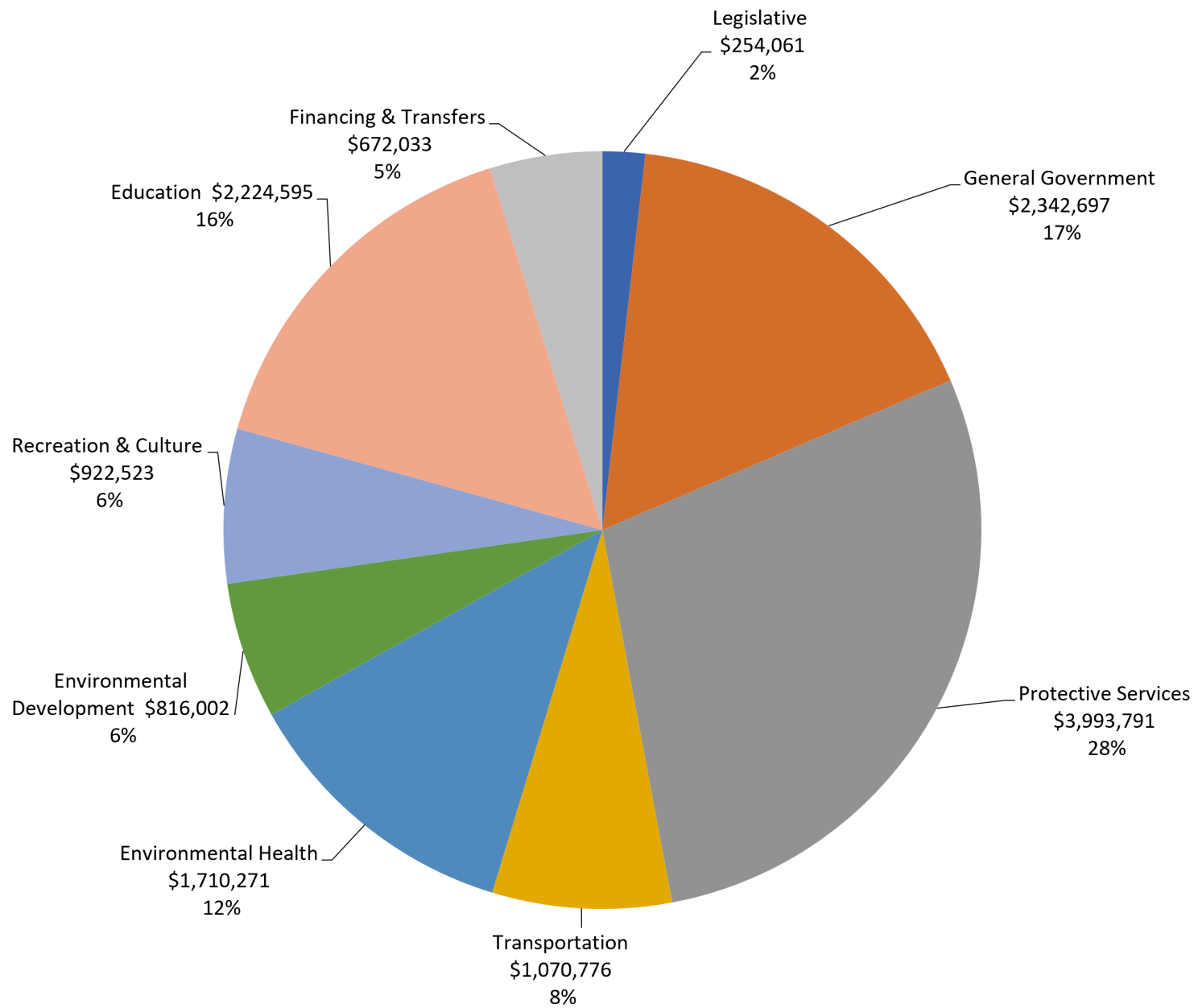
- The budget is set every year and approved by Council
- Municipalities are not allowed to run a deficit so the budget must balance
- Over 34% of the total expenses are mandatory expenses from the Province
- The two highest expenses for the budget are RCMP and Education
- The third highest expense for the budget is solid waste collection, transportation, receiving, and disposal



The Statement of Estimates was prepared with no changes to the residential tax rate of \$ 1.30 and the commercial rate of \$ 1.85. This year's SOE is proposing an increase of approximately 9% in revenues and expenditures from the 2025-2026 estimates.

Tax revenue has seen an increase over last year's budget of 7.91%. The Municipality of the District of Digby has had no tax increases in the past twenty years.

TAX REVENUE	RATES	2026-2027	2025-2026	%
RESIDENTIAL	\$1.30	\$7,938,018	\$7,348,832	8.02%
RESOURCE	\$1.30	\$487,921	\$440,010	10.89%
COMMERCIAL	\$1.85	\$1,131,691	\$1,068,379	5.93%
LESS SEASONAL TOURIST REDUCTION		-\$19,130	-\$17,928	
TOTAL TAX REVENUE		\$9,538,500	\$8,839,293	7.91%



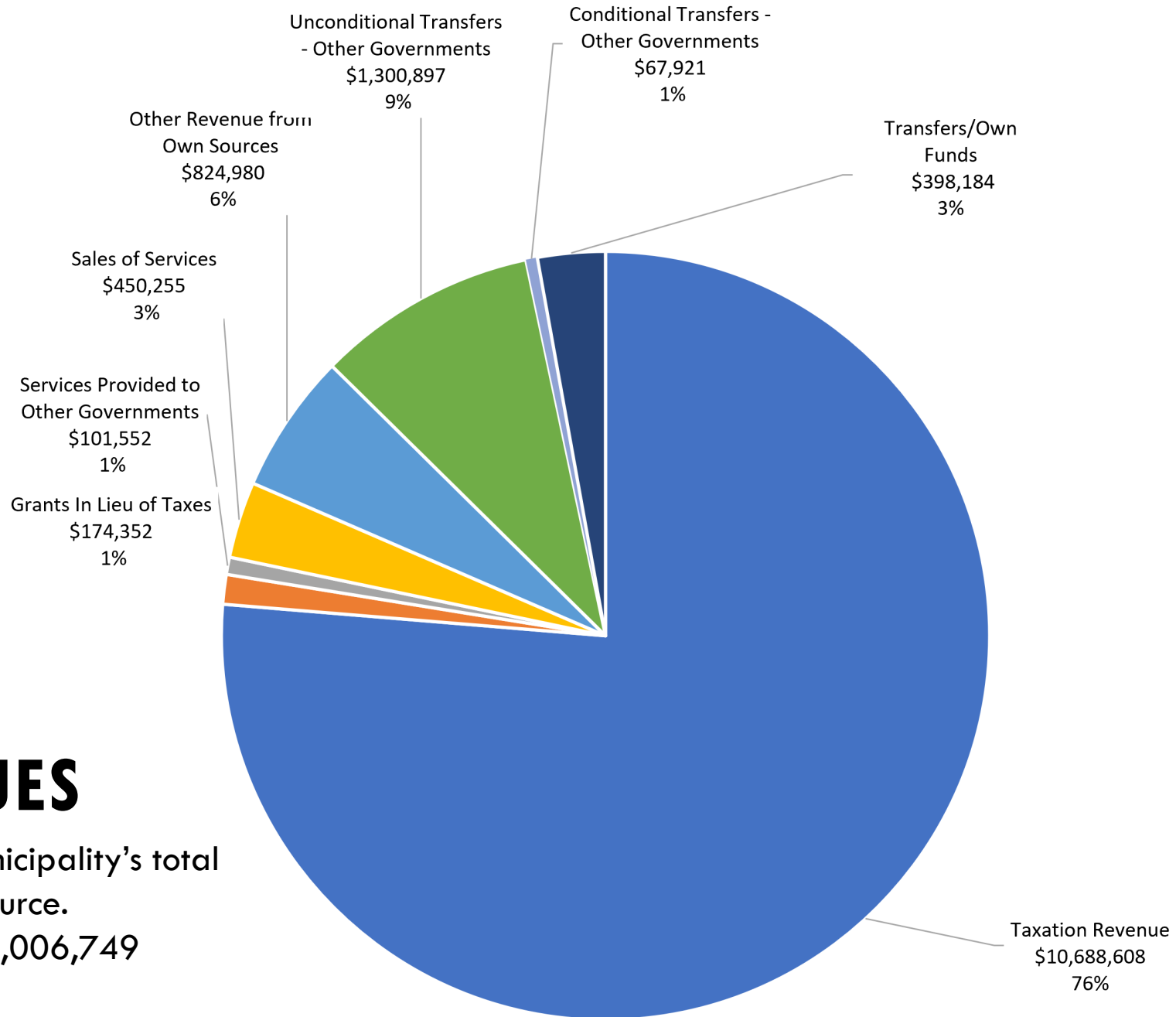
EXPENDITURES

This chart details the Municipality's total expenditures by department.
 Total expenditures: \$14,006,749

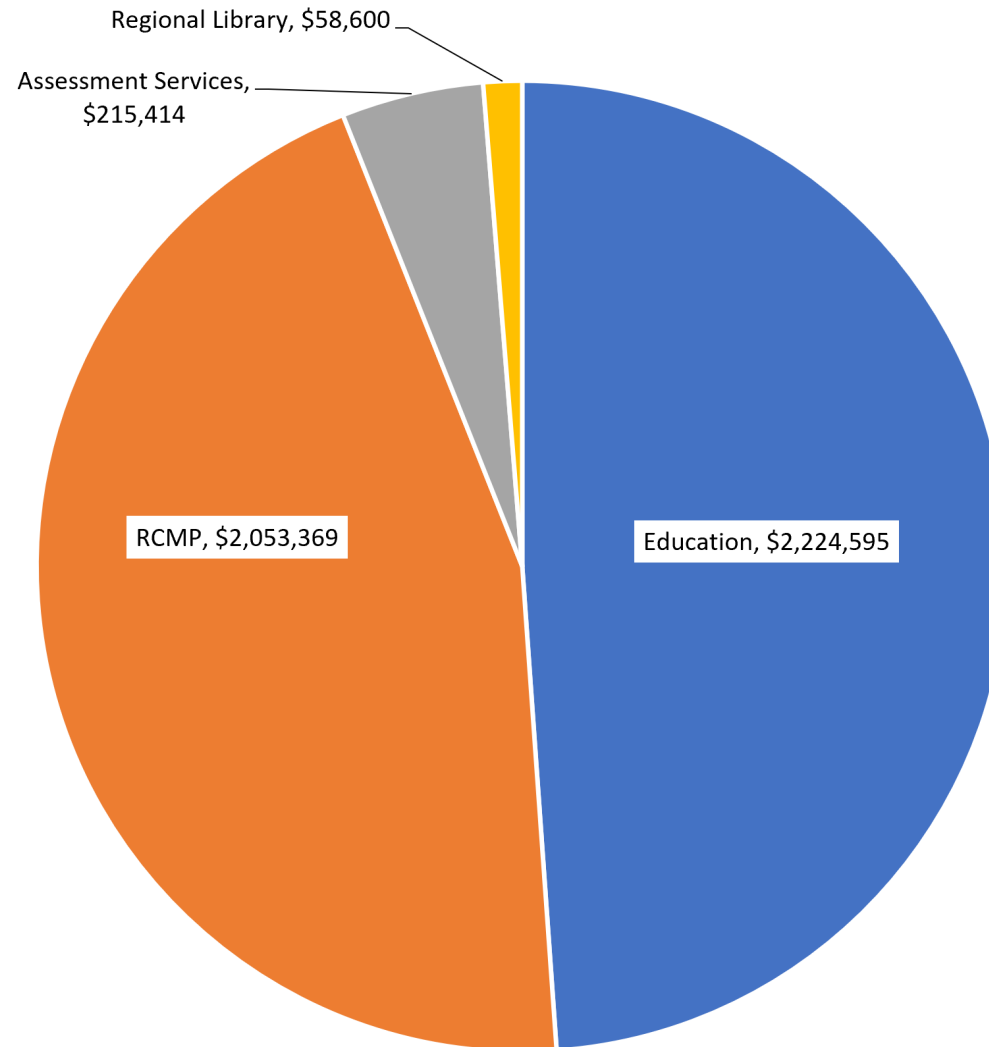
REVENUES

This chart details the Municipality's total revenues by source.

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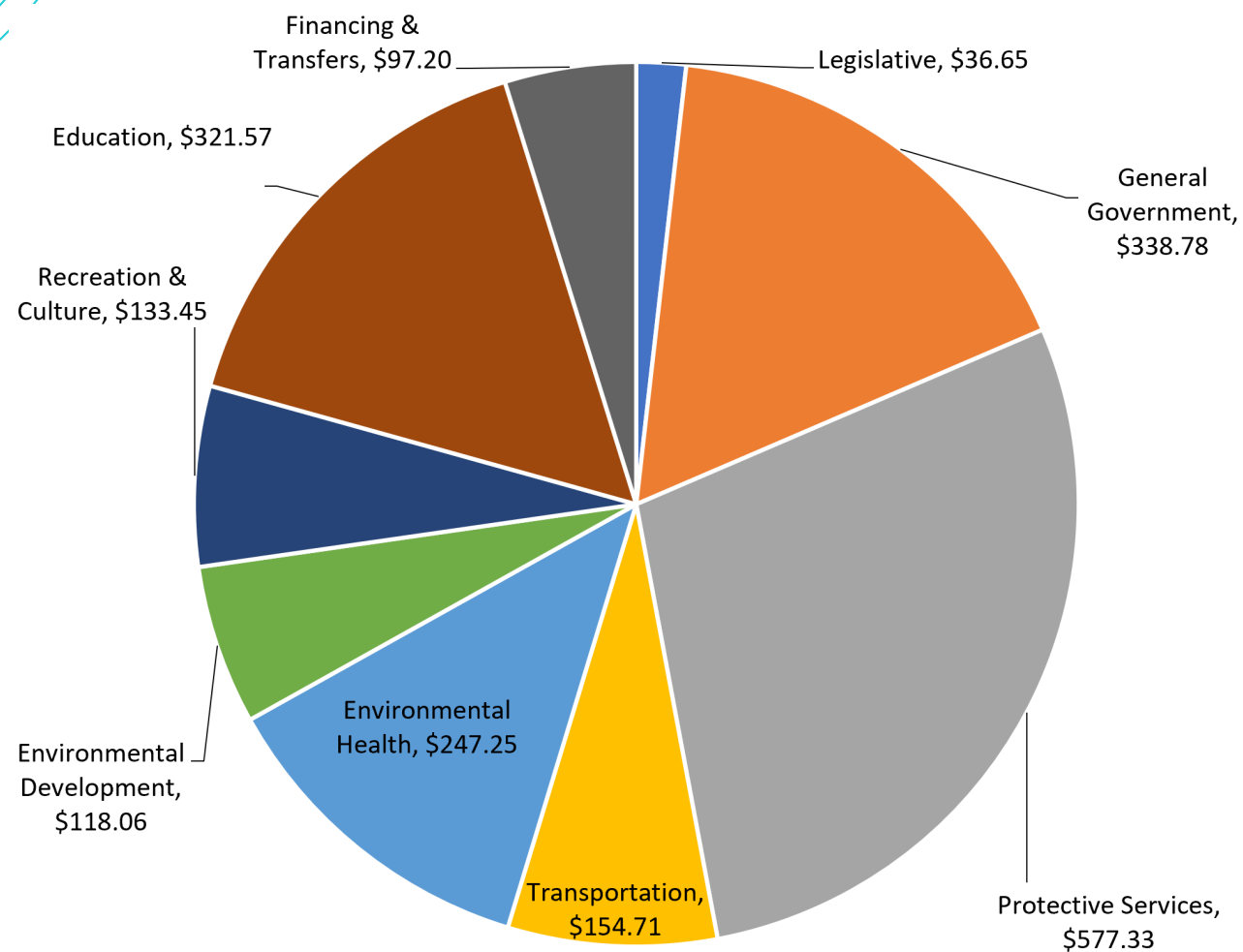


MANDATORY EXPENSES



32% of the Municipal expenditures are made up from provincial mandatory expenses which equals \$4,551,978 of the municipal budget.

HOW TAX DOLLARS ARE SPENT



To the owner of an average home valued at \$150,000, the base budget would levy taxes of approximately \$1,950 per household. If you factor in a .05 cent fire area rate, that adds an additional \$75.

This does not include any streetlight or sewer charge that may apply.

- Legislative
- General Government
- Protective Services
- Transportation
- Environmental Health
- Environmental Development
- Recreation & Culture
- Education
- Financing & Transfers

REVENUES

2026-2027 Operational Budget Highlights - Revenues

TAX REVENUE

2026-27 BUDGET \$8,464,013	2025-2026 BUDGET \$ 7,775,759 2025-2026 ACTUAL \$ 7,781,919 BUDGET VARIANCE \$ 6,160 over
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- **Assessable property** ✓ **Tax Revenue up by 7.91%**
- **Area Rates**
 - Sewer ✓ **CAPP rate set at 2.6% (1.5% last year)**
 - Street Light ✓ **Residential Tax Rate \$ 1.30**
 - Sidewalk ✓ **Commercial Tax Rate \$ 1.85**
- **Conservation Property Exemption** ✓ **Unified sewer rate \$300/year for connected service, \$150/year for frontage and \$150 one-time connection fee**
- **Net Fire Area Rates (\$'s collected minus \$'s transferred to Fire Reserve)** ✓ **Deed Transfer Tax decreasing**
- **Village Rates (Collected minus transferred)**
- **Other Taxes**
 - Deed Transfer Tax
 - Wind Turbine Taxes
 - Bell-Based on Revenue

GRANTS IN LIEU OF TAXES

2026-27 BUDGET \$174,352	2025-2026 BUDGET \$163,591 2025-2026 ACTUAL \$163,919 BUDGET VARIANCE \$328 over
<ul style="list-style-type: none">➤ Federal Grant in Lieu➤ Provincial Grant in Lieu➤ Provincial Forest Acreage	✓ The Federal and Provincial governments pay grants in lieu of tax payments directly to the Municipality. The Municipality doesn't send tax bills for these properties.

SERVICES PROVIDED TO OTHER GOVERNMENTS

2026-27 BUDGET \$101,552	2025-2026 BUDGET \$113,396 2025-2026 ACTUAL \$103,841 BUDGET VARIANCE - \$9,555 under
<ul style="list-style-type: none">➤ Annapolis Co. - Wastewater Treatment➤ Town of Digby<ul style="list-style-type: none">-Building Inspection-Dog Control	✓ The Municipality of Digby has several Intermunicipal Agreements with other units including the Town of Digby, The Municipality of Annapolis and The Municipality of Clare

SALES OF SERVICE

2026-27 BUDGET \$450,255	2025-2026 BUDGET \$215,282 2025-2026 ACTUAL \$227,172 BUDGET VARIANCE \$11,890 over
➤ Tax Certificates	✓ The Municipality of Digby provides Dispatch Services to Clare, Argyle, Yarmouth, and the Town of Yarmouth.
➤ Dispatch Services	
➤ Airport Revenue	
➤ EPR Revenue	

REVENUE FROM OWN SOURCES

2026-27 BUDGET \$824,980	2025-2026 BUDGET \$922,542 2025-2026 ACTUAL \$1,010,400 BUDGET VARIANCE \$87,858 over
➤ Licenses & Permits	✓ Decrease in interest on bank deposits with prime interest dropping
➤ Municipal Fines	
➤ Income on Investments	
➤ Interest on Outstanding Taxes	
➤ Wind Turbine (Partial Year)	
➤ Subdivision & Planning Fees	
➤ Commercial Garbage Fees	
➤ Marketing Levy	

UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS

2026-27 BUDGET \$1,300,897		2025-2026 BUDGET \$1,268,107 2025-2026 ACTUAL \$1,274,176 BUDGET VARIANCE \$6,069 over	
➤ Equalization Grant	✓	A Municipal Financial Capacity Grant is provided to Municipalities by the Province and is measured by the cost of providing services against ability to pay.	
➤ Farm Acreage Grant			
➤ NS Power Grant In Lieu			
➤ NS Power HST Offset			
➤ Divert - Household Hazard Waste	✓	Renewable Energy Projects include a feasibility study for the refurbishment of the Biogas Generator and as well, a Solar Park Engineering Study	
➤ 911 Recovery Fee Share	✓	Grants in lieu of taxes for farm acreage and NS Power.	

CONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS

2026-27 BUDGET \$67,921		2025-2026 BUDGET \$156,300 2025-2026 ACTUAL \$91,781 BUDGET VARIANCE \$64,519 under	
➤ Project Funding	✓	Trails Funding	
	○	Rail Bed	
	○	Balancing Rock	

TRANSFERS FROM OWN FUNDS/RESERVES

2026-27 BUDGET \$398,184

2025-2026 BUDGET \$89,951

2025-2026 ACTUAL \$80,854

BUDGET VARIANCE \$9,097 UNDER

- ✓ **Operating Reserve**
- ✓ **Lighthouse Reserve**
- ✓ **Gas Tax Reserve**

- ✓ **\$5,000 transfer from operating reserve (To fund 25/26 Community Grant Commitment)**
- ✓ **\$20,000 transfer from operating reserve (Deferred Haines Lake Waterfront Project)**
- ✓ **\$19,814 Splash Park commitment**
- ✓ **\$53,370 transfer for Lighthouses (Boars Head and Peter's Island)**
- ✓ **\$300,000 Transfer from Gas Tax for Weymouth Sidewalk project**

EXPENDITURES

Operational Budget Highlights - Expenditures

GENERAL GOVERNMENT SERVICES

2026-27 BUDGET \$2,596,759

2025-2026 BUDGET \$2,395,354

2025-2026 ACTUAL \$2,181,764

BUDGET VARIANCE \$213,590 UNDER

- **Legislative (Council)**
- **General Administrative salaries**
- **Employee Benefits**
- **Taxation**
- **Financial Management**
- **Municipal Office Operations**
- **Information Technology**
- **Communication**
- **Other General Gov. Services**
- **Community Grants**
- **Grants to Villages**

- ✓ **Cost of living 2.1% and wage increases**
- ✓ **Increase in health premiums**
- ✓ **Low-Income Tax rebate of \$ 350 – 600 for families whose income does not exceed \$34,000**
- ✓ **Assessment Services increased by 7%**

PROTECTIVE SERVICES

2026-27 BUDGET \$3,993,791		2025-2026 BUDGET \$3,568,980	
		2025-2026 ACTUAL \$3,592,495	
		BUDGET VARIANCE \$23,515 OVER	
➤ Policing Services	✓	RCMP increase of 5%	
➤ Law Enforcement	✓	WCB Coverage being provided to all	
➤ Dog /Cat Control		Volunteer Fire Departments	
➤ Fire Protection	✓	60% Insurance for Fire Departments	
➤ Building Inspection Services	✓	Full time Fire Services Coordinator	
➤ Dispatch Services	✓	Fire Services Modernization Transition	
➤ Emergency Management		Budget	
	✓	Water Voucher Program	

TRANSPORTATION SERVICES

2026-27 BUDGET \$1,070,776		2025-2026 BUDGET \$933,462	
		2025-2026 ACTUAL \$859,465	
		BUDGET VARIANCE \$73,997 UNDER	
➤ Public Works Salaries	✓	Cost of living 2.1% and wage increases	
➤ Road Transport	✓	Town of Digby doing our snow & ice removal	
➤ Street Lights			
➤ Airport Expenditures	✓	IAP (Instrument Approach Procedure)	
➤ Dispatch Expenditures			
➤ Avgas and Jet Fuel Purchases			
➤ Public Transit			
- Kings Transit			
- Transport de Clare			

ENVIRONMENTAL HEALTH SERVICES

2026-27 BUDGET \$1,710,271

2025-2026 BUDGET \$1,688,727

2025-2026 ACTUAL \$1,662,725

BUDGET VARIANCE \$26,002 UNDER

- **Waste Check Administration**
 - **Waste Water Collection & Treatment**
 - **Digby; Weymouth; Bear River and Smiths Cove**
 - **Solid Waste**
 - **Collection & Disposal; Transfer Station; Public Drop Off**
- ✓ **Cost of living 2.1% and wage increases**
 - ✓ **Garbage Contract - 6% Increase**
-

ENVIRONMENTAL DEVELOPMENT SERVICES

2026-27 BUDGET \$816,002

2025-2026 BUDGET \$631,384

2025-2026 ACTUAL \$423,159

BUDGET VARIANCE \$208,225 UNDER

- **Planning & Development**
- **Economic Development (WREN, economic development projects, DDA)- Tourism**
- **Special Projects**
- **Digby Area Tourism Assoc.**
- **Renewable Energy Consulting Services**
- **Renewable Energy Projects**
- **Municipal Marketing & Events**
- **Wind Turbine Operating/Decommissioning Costs**
- ✓ **EV Charging expenses**
- ✓ **Doctor Recruiting Initiative**
- ✓ **Marketing Levy**
- ✓ **Renewable Energy Projects**
 - **Climate Change Mitigation and Adaptation Plan**

RECREATION AND CULTURAL SERVICES

2026-27 BUDGET \$922,523

2025-2026 BUDGET \$ 835,512

2025-2026 ACTUAL \$ 804,075

BUDGET VARIANCE \$ 31,437 UNDER

- **Recreation Operating & Capital**
 - **Municipal trail maintenance**
 - **Balancing Rock**
 - **Trails & Open Space grants**
 - **Haines Lake Property Costs**
 - **Lighthouses**
 - **Regional and local libraries**
 - **Heritage**
 - **Heritage projects**
 - ✓ **Slight decrease in Digby Area Recreation Commission budget**
 - ✓ **Splash Park project completion**
 - ✓ **Trails Projects:**
 - **Rail Bed**
 - **Balancing Rock**
 - ✓ **\$53,370 transfer for Lighthouses (Boars Head and Peter's Island)**
 - ✓ **Registered Heritage Church Grant Program (Year 5 of 5)**
 - ✓ **Haines Lake Waterfront Project**
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EDUCATION

2026-27 BUDGET \$2,224,595

2025-2026 BUDGET \$ 2,139,259

2025-2026 ACTUAL \$ 2,139,259

- **Tri-County Regional School Board** ✓ **4% Increase**

FINANCING AND TRANSFERS

2026-27 BUDGET \$672,033

2025-2026 BUDGET \$ 651,509

2025-2026 ACTUAL \$ 676,509

BUDGET VARIANCE \$ 25,000 OVER

- | | |
|---|--|
| <ul style="list-style-type: none"> ➤ Debenture Principal Payments ➤ Transfer to Capital Reserves ➤ Trail/Open Space Reserve | <ul style="list-style-type: none"> ✓ Debenture Principal \$ 69,000 (Final payment) ✓ \$155,000 transfer - Capital Reserves ✓ \$140,033 transfer - Asset Management Requirements ✓ \$100,000 transfer – Housing related infrastructure ✓ \$100,000 transfer – Hydro Reserve ✓ \$100,000 transfer – Strategic Planning Projects ✓ \$8,000 transfer to Trail/Open Space Reserve |
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THANK YOU!

If you have any further questions, please contact the Municipal Office via telephone 902-245-4777 or email administration@digbymun.ca.

You can view more information on our website at digbymun.ca.