

**TOWN AND MUNICIPALITY OF DIGBY
INDUSTRIAL COMMISSION
(DIGBY DEVELOPMENT AGENCY)**

May 13, 2015

Town of Digby

Members Present: Mayor Ben Cleveland (chair)
Deputy Warden Jimmy MacAlpine (vice chair)
Councillor Danny Harvieux
Warden Linda Gregory

Staff Present: Linda Fraser, CAO, Municipality of Digby
Terry Thibodeau, Municipality of Digby
Tom, Ossinger, CAO, Town of Digby
Dan Harvey, Business Support Consultant
Pat Stevens, Executive Assistant, Municipality of Digby

Regrets:

A. CALL TO ORDER

The Chair called the meeting to order at 12:03 pm.

B. AGENDA

B.1 Additions/Deletions

B.2 Approval

Motion:

Moved by Deputy Warden MacAlpine and seconded by Warden Gregory that the agenda of May 13, 2015 be approved as circulated.

Motion Carried.

C. MINUTES

C.1 Minutes April 1, 2015

Motion:

Moved by Deputy Warden MacAlpine and seconded by Warden Gregory that the minutes of April 1, 2015 be approved as circulated.

Motion Carried.

D. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

D.1 MRC Funding Request

CAO Linda Fraser advised that she has been working on a preliminary budget for 2015-16. It is projected that there will be a surplus for 2014-15 of approximately \$ 14,000.

Motion:

Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux that the funding request from MRC be approved in the amount of \$4,000.

Motion Carried.

D.2 Incorporation of the DDA

It was noted that the Town and Municipality of Digby Industrial Commission is not incorporated and is currently operating as a committee of both municipal units. In order to enter into agreements, it is necessary to incorporate under the Societies Act. The Industrial Commission can carry on business as the Digby Development Corporation but must incorporate as the Town and Municipality of Digby Industrial Commission.

Motion:

Moved by Deputy Warden MacAlpine and seconded by Councillor Harvieux to have the Town and Municipality of Digby Industrial Commission incorporated under the Societies Act. Digby Development Agency (DDA) incorporated.

Motion Carried.

E. NEW BUSINESS

E.1 Digby Clare Energy Enterprise

There was a meeting two weeks ago with the CAO's regarding what the consultant's have prepared as a business plan. The report has been finished. The Municipality of Clare will not proceed until they see the potential financial obligations. Terry Thibodeau will schedule a meeting of the three Council's sometime in the second week of June so that Mike Gushue can present the business plan.

E.2 MOU Open Hydro

The MOU with Open Hydro has been signed. An announcement of the signing of the MOU will be made in June. A business plan is to be compiled as well as a two page concept paper. The Minister of Energy, Michel Samson will be in Digby next week to look at the sites. The Province is non-committal in terms of financial support.

E.3 Pending Meeting with Provincial Government

Any questions that need to be put to Michel Samson are to be forwarded to Terry before the meeting.

E.4 SCEI Deadline – Dan Harvey

Discussion took place on the Strategic Cooperative Education Incentive (SCEI) deadline. Upon further investigation, the development of a website similar to the Port Colborne site would cost approximately \$ 40,000 to \$ 80,000 to develop. The WREN is developing an investment readiness strategy which may adopt a similar approach. An alternative plan would be the development of a business directory and website content. The committee recommended that Dan go ahead and develop a business directory.

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F. ADJOURNMENT

Motion

Call for adjournment by Warden Gregory and seconded by Deputy Warden MacAlpine at 1:03 PM

CHAIRPERSON

SECRETARY