



**Committee of the Whole Minutes
Council Chambers
December 9, 2025**

- 1. IN ATTENDANCE:** Warden Linda Gregory, Deputy Warden Matthew Ross, Councillor Peter Scherer, Councillor George Manzer, and Councillor Joan Ross

STAFF PRESENT: Tyler Pulley, Chief Administrative Officer, Cora Lee Ross, Director of Finance, Christopher Kingston, Director of Municipal Services, and Taylor Robinson, Executive Assistant, who took the minutes of the meeting

REGRETS: None

CALL TO ORDER: Warden Gregory called the December 9, 2025, Committee of the Whole meeting of the Municipality of the District of Digby to order at 5:02pm.

PAUSE TO SEEK GUIDANCE: Warden Gregory welcomed everyone and asked that we pause to seek guidance.

2. ADMINISTRATIVE AND PROCEDURAL ITEMS

2.1 Approval of Agenda-Additions/Deletions

MOTION #COTW2025-12-09-01

It was regularly moved and seconded that the agenda for December 9, 2025 be approved as circulated.

MOTION CARRIED

2.2 Disclosure of Conflict-of-Interest Issues:

- Councillor Manzer declared a conflict of interest for 4. BUSINESS ITEM 4.1 The Good Samaritan Community Church Tax Request.

2.3 Presentation/Delegation: None

2.4 Approval of Minutes of November 18, 2025

MOTION #COTW2025-12-09-02

It was regularly moved and seconded that the minutes of November 18, 2025 be approved as circulated.

MOTION CARRIED

2.5 CAO Report

i. Meeting Dates/Reminders

Warden Gregory highlighted the meeting dates/reminders.

ii. CAO Report

Council reviewed the CAO Report.

iii. Department Reports

The following department reports were included with the CAO report.

i) Director of Finance

ii) Director of Municipal Services

iii) Trail Coordinator

iv) Airport/Dispatch

v) Building Inspection

vi) Renewable Energy & Climate Change Coordinator

vii) Municipal Program Development Coordinator

MOTION #COTW2025-12-09-03

It was regularly moved and seconded to accept the department reports as circulated.

MOTION CARRIED

3. DANGEROUS AND UNSIGHTLY PREMISES:

3.1 Dangerous and Unsightly Premises Report

CAO Pulley noted that under the MGA, staff are required to provide a Dangerous and Unsightly Premises report at least twice per year; however, the team has chosen to present these updates quarterly. Director of Municipal Services, Christopher Kingston, then reviewed the report and provided an update on the five active files.

4. BUSINESS ITEMS

Councillor Manzer declared a conflict of interest and left Council Chambers at 5:13pm.

4.1 The Good Samaritan Community Church Tax Request

Council reviewed the request for a tax exemption. The organization has constructed tiny homes on an adjacent property to support individuals in need. CAO Pulley clarified that housing does not fall under municipal responsibilities; however, the organization may can apply to the Community Grants Program to help offset the property taxes. Council agreed this would be an appropriate path forward and will send a letter to the organization outlining this option.

MOTION #COTW2025-12-09-04

It was regularly moved and seconded to recommend to Council to write a letter to the Good Samaritan Community Church to advise that while a tax exemption cannot be granted, they may apply to the Community Grants Program for potential support toward property tax costs.

MOTION CARRIED

Councillor Manzer returned to Council Chambers at 5:15pm.

5. CORRESPONDENCE/INFORMATION ITEMS:

5.1 Letters to Mayor's Wardens & Chiefs from Minister MacDonald
Reviewed and noted.

5.2 Letter to Minister MacDonald from Sipekne'katik First Nation
Reviewed and noted.

6. COMMITTEE REPORTS

Each Councillor provided a committee report for Advisory, Intermunicipal, and External Committees:

Digby Source Water Protection Advisory Committee

- There have been no meetings since the last report.

Fences & Arbitration Committee

- There have been no meetings since the last report.

Heritage Advisory Committee

- Councillor Ross shared that Robert Hersey informed the committee that he will be retiring next June. It was also discussed that the Art Bank notices will go out this month with a deadline of Jan 31, 2026 for submissions.

Regional Emergency Management Advisory Committee

- There have been no meetings since the last report.

Planning Advisory Committee

- There have been no meetings since the last report.

Joint RCMP Advisory Board

- There have been no meetings since the last report.

Marketing Levy & Promotion

- There have been no meetings since last report.

Digby Art Bank Jury

- There have been no meetings since last report.

Accessibility Advisory Committee

- There have been no meetings since last report.

Hwy 101 Taskforce

- Warden Gregory shared that the invitation letters have been sent out to all municipalities and MLAs, and she has heard nothing but positive responses.
- The Taskforce should be starting in the new year.

Digby Community/NS Health Authority Stakeholder

- There have been no meetings since the last report. The group is inactive as of right now.

Digby & Area Housing Working Group

- Councillor Ross explained that the group has a conditional letter of intent from CMHC and will receive some pre-development funding to pay some existing expenses. Hope to be able to move ahead with demolition in the Spring.
- The group have also reached out to River Philip Foundation with a \$3.2 million request and are meeting with their consultant Floyd Dykeman this week.

Atlantic Mayors Congress

- There have been no meetings since last report.

Digby Area Recreation Comm

- Warden Gregory communicated that their new member, Maria Hersey, has joined the committee and asked that Yuki Inoue (the previous community representative) be sent a thank you card.

MOTION #COTW2025-12-09-05

It was regularly moved and seconded to recommend to Council to send a thank you card to Yuki Inoue for her term on the Digby Area Recreation Commission.

MOTION CARRIED

- It was also noted that Cindy O’Neil was presented with a 20-year service award.

Digby Development Agency (Industrial Comm)

- There have been no meetings since the last report.

Digby Library Committee

- There have been no meetings since the last report.

Digby Municipal Fire Association

- Warden Gregory asked the Fire Chiefs to send her direct emails on how they feel about Bruce Snell as a REMO Coordinator to help with consideration of extending the position.
- At the meeting, they also discussed that the fire association will be applying for two pallets of foam, and they are concerned with the potential location of the fire training facility.

Kings Transit Authority

- Warden Gregory noted that Kings Transit is trying to keep buses going as they are falling behind with mechanical work. They are looking to hire another heavy-duty mechanic to help.
- They are also looking at the location of transit shelters.

Senior Safety Committee

- Councillor Manzer told Council that the Senior Safety Coordinator warned members on how many seniors are being taking advantage of through family, friends, and/or scams.
- Deputy Warden Ross specified that the province finally wrote a response to their funding letter. It indicated that Senior Safety will continue to receive year by year funding to which the Committee was disappointed to hear.
- Deputy Warden Ross also shared that the Committee is disappointed to see that hospitals still use “no caller ID”. They believe that a lot of residents are missing doctor appointments because they are afraid to answer the phone.

Tideview Terrace

- Councillor Manzer shared that Debra Boudreau is retiring and applications are being accepted for her replacement.

Waste Check

- There have been no meetings since the last report.

Western Counties Regional Library (WCRL)

- There have been no meetings since the last report.

Western Regional Enterprise Network Liaison and Oversight Committee

- There have been no meetings since the last report.

Digby Area Tourism Association

- Councillor Ross shared that the DATA Board met November 27th for their Christmas meeting and dinner. The By-Laws Committee reported on their progress to date.
- Planning going forward will consider the provincial tourism push for 365 days of the year tourism experiences.
- It was noted that Amy and Jess Tudor would be receiving awards at the TIANS conference for their efforts to elevate Brier Island as a destination. Stephen Thibault also received one for Digby Pines Golf Resort and Spa.

Digby Harbour Port Association

- There have been no meetings since the last report.

South West Biosphere Society

- There have been no meetings since the last report.

7. **IN CAMERA ITEMS:** None

8. **ADJOURNMENT**

MOTION #COTW2025-12-09-05

It was regularly moved and seconded that the meeting adjourn at 5:39pm.

MOTION CARRIED

Linda Gregory, Warden

Tyler Pulley, CAO

Chief Administrative Officer Report

Meeting Date	December 9, 2025
Submitted To	Committee of the Whole
Submitted By	Tyler Pulley, CAO

Meeting/Event Dates/Reminders (As of December 2, 2025)

Date & Time	Meeting/ Event	Who Attends	Location
December 16 th	NO MEETING		
December 23 rd	NO MEETING		
December 30 th	NO MEETING		
January 6 th	NO MEETING		
January 13 th @ 5:00 pm	COTW	All Council	Council Chambers
January 20 th	NO MEETING		
January 27 th @ 5:00 pm	Council	All Council	Council Chambers
February 3 rd @ 5:00 pm	NS Public Works	All Council	Council Chambers
@ 6:00 pm	By-Law & Policy		

CAO UPDATE (As of December 2, 2025)

Miscellaneous

- Regular communication and meetings with the management team and staff.
- Attended Council meeting and Audit Committee meeting.
- Finalized the contracts with Circular Materials and executed them.
- Attended tour of the former Barton School to see the new housing units.
- Attended meeting with Minister of Municipal Affairs John A. MacDonald and staff from the Department of Municipal Affairs.
- Had meeting with a resident about a potential land divestiture for trail purposes.
- Participated in ECC Commander training with the Digby County REMO.
- Had meeting with the Town of Digby and Digby Salvage staff to discuss extended producer responsibility and the implementation of the Circular Materials contracts.
- Attended tour of the new housing units on Victoria Street in Digby.
- Finalized several By-Law and Policy revisions for Council review.
- Numerous phone calls and meetings with residents and municipal counterparts.

DEPARTMENT REPORTS

Direct of Finance Report	Monthly Report
Director of Municipal Services Report	Monthly Report
Building Department Reports	Building Permits Report
Airport/Dispatch	Airport Report Dispatch Call Report
Program Coordinator	Monthly Report
Seamark Renewable Energy Inc. Report	Monthly Report
Trails Coordinator	Monthly Report

Director of Finance Report
Submitted by: Cora Lee Ross
November 6, 2025 to December 4, 2025

Tax Sale:

Tax Sale Update provided by Nicole Robbins, Tax Administrator:

2025 Tax Sale:

- The redemption period for the 2025 Tax Sale ended September 26. Deeds are currently being prepared by the lawyer.

2026 Tax Sale:

- Initial letters were sent June 19, 2025.
- A total of 287 properties were on the initial tax sale listing as compared to 213 prior year.
- Preliminary letters were sent to the remaining 174 accounts on July 16, 2025.
- August 19, 2025 was the deadline to make payment or a payment schedule before the \$396 title search fee got added and title searches got started.
- Currently a total of 60 properties remain on the tax sale (same as last month).
- Registered letters were sent November 27 advising tax payers that they had until February 3, before the properties would be advertised.
- The tender date is set for March 11.

Administration Department:

- December is the month annual statements get prepared and sent in the Admin Department. This process will begin next week.
- The department has been assisting tax payers with various grant applications and various inquiries.
- The water distribution program began November 5. 1,050 tickets were redeemed in the first 4 weeks of the program.
- Working with the admin department cross training.

Municipal Audit:

- The Municipal Audit is scheduled to take place June 8 – 15, 2026.
- Grant Thornton will meet with the Audit Committee to present their audit approach on April 21, 2026 and a presentation will be given to outline significant variances for the year.

Operating Budget:

- The October income and expense statement reported 92% of revenues received, and 58% for expenses.
- The operating budget for 25/26 was presented and passed at Council on May 27, 2025 in the amount of \$12,844,185. A copy of the budget package has been posted on the Municipal website.

Capital Budget:

- The capital projects are well under way for the 25/26 fiscal year.

Miscellaneous:

- Continue to work with various Fire Departments re: Loans/Reserves.
 - Working on various reporting for the Province.
 - Worked with TownSuite and Bank of NS to set up EFT capabilities so that we can be prepared in the event of a postal strike. We are also developing processes to move forward with this method of payment with certain vendors.
-

- Worked a couple evenings with our REMO Coordinator and staff to administer the water voucher program.

Conferences/Training/Meetings:

- Tyler, Chris and I continue to meet for management discussions.
- Continue to meet with Administration staff.
- Attended Council, COTW, Audit Committee, TIR and Bylaw & Policy meetings.
- Attended meeting with the Minister MacDonald, Provincial representatives, Council and Management Team.
- Meetings and planning with Social Committee to prepare for the upcoming Christmas Party.
- Met with Tyler, Chris and a member from the community regarding possible trail development.
- Attended a preliminary budget meeting for KTA in the absence of the CAO.
- Meeting with Chris and Bruce regarding Fire Departments.
- Miscellaneous internal meetings.

Director of Municipal Services (DMS) Report	
DATE:	December 9 th , 2025
SUBMITTED TO:	Tyler Pulley, CAO
CARBON COPIES:	Taylor Robinson, Executive Assistant
SUBMITTED BY:	Christopher Kingston, DMS

Miscellaneous

- Continue to work with contractor on the re-siding of Haines Lake Building
- Continue to work alongside NSPW on repaving of Pleasant Street, Bear River
- Attended management meetings
- Presented Airport Fuel Staff Report at By-Law & Policy Meeting
- Awarded Tender for Accessibility upgrades to Municipal Office
- Awarded Tender for Emergency Back up generator
- Ongoing Accessibility research and work for the Weymouth Library
- Regular meetings with Program Coordinator Robert Hersey
- Took on role of Development Officer
- Completed ECC Training session with REMO Coordinator

Airport

- Regular check-ins with Dispatch supervisor
- See attached monthly report

Building Department

- Met regularly with Building Department and Development Officer to discuss files
- Regular meetings with the Building Department regarding problem files
- See attached monthly report.

Dog Control

- 5 Complaints/Incidents for the month of November

Fire Services & REMO

- Met with Mr. Snell to discuss on going work
 - Continues to work closely with the Fire Departments
 - Looking into tax rebates for Fire Departments
- Ongoing discussion about
 - REMO Grants
 - Fire Training Facility

Public Works

- Meet with Mr. Faulkner on a regular basis to discuss issues that arise
- Mr. Faulkner continues our MOU with the Municipality of Clare
 - Checking in weekly to ensure everything is going well

- Completed installation of Stainless Steel Saddle brackets in 5 lift stations
- Completed installation of Stainless Steel support brackets on Smiths Cove Bridge for our Sewer force main

Renewable Energy and Climate Change

- Met with SREI Consultant
 - Discussed ongoing projects.
- Martin Machinery came up to start our Biogas Generator
- Ongoing meetings about interest in the Biogas Generator
- Working on RFP for FEED study
- 3 Street lights have been repaired
- See attached monthly report

Solid Waste

- Met with Town of Digby's Director of Public Works and CAO with service provider
 - Discuss ERP and Transfer Station logistics
- Talked with service provider about any issues or concerns that arise
- Reviewed Circular Material Contracts

Trails

- Met with Trails Coordinator on a regular basis
 - Discussed fall maintenance on trails
 - Discussed challenges faced with certain trails
- Ongoing discussion for work needed on Balancing Rock Trail
- Organized work to be done to Smiths Cove Lighthouse Parking Lot
- Ongoing discussion about DARC to hosting Hike NS Summit in Fall of 2026
- Ongoing discussion about pilot project for Rail bed Maintenance
- See attached monthly report

I trust that the information provided is satisfactory and should you have any questions, please don't hesitate to contact me.

Respectfully,



Christopher Kingston, P.Eng NSLS

Director of Municipal Services

Municipality of Digby

Municipality = Municipality

PERMIT APPLICATIONS

For the Month of November

<i>Number</i>	<i>District</i>	<i>New Units</i>	<i>Work Type</i>	<i>Bldg Type</i>	<i>Proposed Use</i>	<i>Permit Fee</i>	<i>Value</i>
DM-B2025-219	4	0	Construction	Single Dwelling	House	174.70	350,000.00
DM-B2025-311	4	0	Repair	Single Dwelling	House	67.00	21,000.00
DM-B2025-312	3	0	Renovate	Single Dwelling	House	95.00	35,000.00
DM-B2025-315	3	0	Renovate	Single Dwelling	House	55.00	15,000.00
DM-B2025-317	4	0	Construction	Single Dwelling	House	139.60	500,000.00
DM-B2025-319	1	0	Addition	Single Dwelling	House	91.68	150,000.00
DM-B2025-321	1	0	Addition	Single Dwelling	House	29.00	2,000.00
DM-B2025-325	4	0	Repair	Garage/Carport/Shed	Accessory Uses - Other	65.00	20,000.00
DM-B2025-326	2	0	Addition	Garage/Carport/Shed	Car Port	27.40	2,000.00
Total	9	0				744.38	1,095,000.00

D I S T R I C T S

<i>Building Type</i>	1	2	3	4	Total
Garage/Carport/Shed	0	1	0	1	2
Single Dwelling	2	0	2	3	7
Total	2	1	2	4	9

Summary of Estimated Value by District

1	152,000.00
2	2,000.00
3	50,000.00
4	891,000.00
Total	1,095,000.00

Summary of Estimated Value by Building Type

Garage/Carport/Shed	22,000.00
Single Dwelling	1,073,000.00
Total	1,095,000.00

D I S T R I C T S

<i>Building Type</i>	1	2	3	4	5	Total
Apartments	2	0	0	0	0	2
Commercial	6	0	2	2	1	11
Double Dwelling	1	0	0	0	0	1
Garage/Carport/Shed	10	9	11	3	5	38
Institutional And	1	0	0	0	0	1
Park/Recreational	0	1	0	0	1	2
Single Dwelling	14	19	19	13	10	75
Total	34	29	32	18	17	130

Summary of Estimated Value by District

1	2,872,492.00
2	1,186,700.00
3	2,119,789.00
4	1,896,523.00
5	734,200.00
Total	8,809,704.00

Summary of Estimated Value by Building Type

Apartments	820,000.00
Commercial	487,500.00
Double Dwelling	330,000.00
Garage/Carport/Shed	691,900.00
Institutional And Governmen	300,700.00
Park/Recreational	17,000.00
Single Dwelling	6,162,604.00
Total	8,809,704.00

Municipality = Town of Digby

PERMIT APPLICATIONS

For the Month of November

<i>Number</i>	<i>PID</i>	<i>Civc Address</i>	<i>New Units</i>	<i>Work Type</i>	<i>Bldg Type</i>	<i>Proposed Use</i>	<i>Permit Fee</i>	<i>Value</i>
DB-B2025-035			0	Repair	Apartments	Apartment Building	185.00	80,000.00
Total	1		0				185.00	80,000.00

D I S T R I C T S

Building Type

Apartments

		Total
	1	1
Total	1	1

Summary of Estimated Value by District

	80,000.00
Total	80,000.00

Summary of Estimated Value by Building Type

Apartments	80,000.00
Total	80,000.00

D I S T R I C T S

<i>Building Type</i>		Total
Apartments	6	6
Commercial	5	5
Garage/Carport/Shed	7	7
Institutional And	1	1
Single Dwelling	11	11
Total	30	30

Summary of Estimated Value by District

	2,480,150.00
Total	2,480,150.00

Summary of Estimated Value by Building Type

Apartments	1,692,900.00
Commercial	120,000.00
Garage/Carport/Shed	183,750.00
Institutional And Governmen	40,000.00
Single Dwelling	443,500.00
Total	2,480,150.00

Digby Dispatch**Call Type and Log Item Counts****ALL****November 2025**

	Count	YTD
Call Type		
1 Appliance Fire	0	11
2 Boat on Fire	0	1
3 Bylaw Inspection	0	5
4 Chimney	6	59
5 CO Detector	1	17
6 Electrical	5	21
7 Elevator	0	3
8 Fire Alarm - Commercial	18	220
9 Fire Alarm - Residential	14	175
10 Flood	0	11
11 Grass/Bush/Forest	9	114
12 HAZMAT	1	9
13 Lift Assist	2	30
14 Medical Call	66	837
15 Mutual aid	29	584
16 MVC	12	183
17 MVC w/ Entrapment	5	47
18 Other	3	64
19 Phone Crash Alert	1	35
20 Pole fire	2	13
21 Rekindle	2	6
22 Rescue	0	14
23 Smoke	4	49
24 Structure	3	35
25 Vehicle fire	2	27
Total Call Type	185	2,570
Log Items		
1 Dog Call	12	145
2 FD Equipment out of service	38	439
3 Ferry	0	2
4 Miscellaneous	12	174
5 Municipal Alarm	0	4
6 Sewer	4	22
7 Special Pager Check	0	5
8 Special Radio Check	0	9
9 Special TEXT message	1	3
10 Training	10	16
Total Log Items	77	819

*Digby Municipal Airport/Dispatch Monthly Report
November 2025*

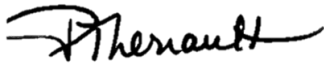
We now have access to RapidSOS, a free program that integrates with IAMResponding and NG911. It uses the caller's phone number to provide real-time location tracking. Before the program can be used operationally, each dispatcher will be required to complete a few training modules.

We are currently out of Jet Fuel. All regular agencies, including EHS, RCMP, and Vision Air, have been notified, and a NOTAM has been filed.

We held our Winter Staff Meeting on November 3 to review and prepare for winter operations at the airport.

Claudia and I attended the CFFA Meeting on November 26. We are now forwarding all road closures to the fire departments and Fire Coordinators for their respective areas.

Best regards,



Paulette Theriault
Dispatch Supervisor
ptheriault@digbymun.ca
Office: 902-245-5885
Cell: 902-245-3546

	JET FUEL PROFIT	AVGAS PROFIT	AIRCRAFT MOVEMENTS	PASSENGERS
	2025-26	2025-26	2025-26	2025-26
APR	\$ 193.89	\$ 113.46	19 Tng, 45 Rec, 3 Bus, 8 Gov, Total = 75	24
MAY	\$ -	\$ 68.91	10 Tng, 28 Rec, 0 Bus, 6 Gov, Total = 44	23
JUN	\$ 126.96	\$ 72.73	18 Tng, 23 Rec, 2 Bus, 4 Gov, Total = 47	17
JUL	\$ 65.87	\$ 270.95	12 Tng, 48 Rec, 11 Bus, 2 Tou, 4 Gov, Total =77	23
AUG	\$ 1,230.97	\$ 606.02	25 Tng, 39 Rec, 26 Bus, 0 Tou, 32 Gov, Total = 122	132
SEP	\$ 213.28	\$ 252.62	14 Tng, 25 Rec, 8 Bus, 0 Tou, 8 Gov, Total = 55	48
OCT	\$ 688.06	\$ 76.47	14 Tng, 23 Rec, 4 Bus, 0 Tou, 4 Gov, Total =46	50
NOV	\$ 328.67	\$ 56.22	9 Tng, 18 Rec, 8 Bus, 0 Tou, 8 Gov, Total = 3	17
DEC				
JAN				
FEB				
MAR				

NB:

AIRCRAFT MOVEMENTS -
PASSENGER MOVEMENTS -

Include aircraft leaving and arriving at the airport
The number of people in the aircraft arriving and leaving
excluding the pilot.

Gov = Government

Bus = Business

Rec = Recreation

Mil = Military

Tou = Tourist

Tng = Training

Activity Report Robert Hersey November 14 - December 4, 2025

I attended the public opening of the Barton Housing Project and took pictures and interviewed the Planning Coordinator for Compass and the Housing Federation and the representative from Garion Construction. This was conducted to develop an article for the December Coastline.

Completed and submitted the Canada Day Funding application for the Weymouth Canada Day celebration 2026.

Continued to develop the application for Peters Island, Phase 2 Parks Canada, Cost Sharing Funding. Collected required documents from partners and developed Phase 2 work descriptions and diagrams.

Continued to develop the December issue of the Coastline. Created articles and placed content into the newsletter publishing document.

Commissioned Art Bank ads to be posted in the Weymouth Bridge and Passages. Additional emails were sent to past artists and other art related organizations.

Finalized the December issue of the Coastline with inserts proofed and minor corrections applied. Document sent to the publisher.

Finalized the Cost Sharing application for Peters Island Lighthouse and gathered all needed materials and submitted them to Parks Canada.

Assisting a staff member at the NS Art Gallery with video and audio materials regarding artist, Harold Cromwell. The video and audio are from the Elder Transcripts archive files.

Prepare documents for the Heritage Advisory Committee meeting December 3rd.

December 9, 2025

Acacia Valley

On November 13th, I met with a contractor to select a location for the new trailhead sign. Concrete has been poured in preparation for installation before the weather becomes too cold, and the sign proof has been sent to the printer.

Balancing Rock

On November 13th, I submitted an application to the Department of Communities, Culture, Tourism and Heritage (CCTH) under the Trail Engineering Assistance Grant, as well as to the Atlantic Canada Opportunities Agency (ACOA), for financial support to advance the DesignPoint Statement of Work for the Balancing Rock Trail. The proposed work includes a two-phase approach: an initial assessment and options analysis to evaluate existing trail conditions and potential realignments for improved accessibility, followed by detailed design and planning to prepare the project for future construction. These phases will address key safety concerns, structural issues with the viewing platform and stairs, and overall trail stability. Once completed, the project will be ready to move toward construction funding and implementation. This work will ensure the long-term protection of the site, enhance accessibility, and improve the visitor experience at one of Nova Scotia's most iconic natural attractions.

On November 27th, I received an approval letter from CCTH confirming our application has been approved under their Trails Engineering Assistance Grant program.

Also on November 27th, a new sign was installed across the road from the Balancing Rock Trail entrance. The new bright-white sign is much more visible than the previous green sign and should prevent drivers from missing the parking lot and needing to brake suddenly, significantly improving safety for visitors.

Bear Cove

The repairs to the Bear Cove Trail were completed on November 18th. Work included replacing three culverts with new wooden box culverts, leaving one culvert in good condition, and replacing another with a small plastic culvert. The contractor also removed and hauled away the existing materials and brought in Class A gravel to backfill around the new installations. These improvements have significantly enhanced the safety and usability of the trail for all users.

Van Tassel Lake

A new "Phone of the Wind" has been built and relocated to a more private location. Positioned at the end of a dead-end trail, this spot provides users with a quiet and secluded area enhancing the overall experience.

Haines Lake

I have begun working on an application to the Community ACCESS-Ability Program to improve accessibility at the Digby Outdoor Recreation Centre on Haines Lake. The site currently has limited access due to a steep hill, and the proposed upgrades would include:

- Accessible parking near the lakefront, with designated signage.
- A barrier-free pathway made of crusher dust, connecting the parking area to the lakefront gazebo.
- A covered gazebo with accessible picnic tables, providing shaded seating and a safe gathering space for visitors of all abilities.

If approved, these improvements will create a more welcoming and inclusive outdoor space, allowing people of all ages and abilities to safely enjoy the lakefront and participate in recreational activities. The application deadline for the program is February 14, 2026.

Railbed

On Thursday, November 20th, I met with a contractor on the railbed section between Van Buskirk Road and Jordantown Road to discuss repairs and improvements. Work began on November 24th and was completed by November 26th.

The repairs included:

- One culvert was too short and the banks were eroding, so extensions were added to each side, then the area was rocked and topped with Class A gravel, widening the road and making it much safer.
- Another culvert had been fully exposed because it was not installed deep enough, so it was reinstalled at a greater depth.
- A large puddle near Jordantown Road was resolved by adding ditching and grading, which had not previously existed. Water now flows properly, eliminating the flooding issue. These improvements have significantly increased safety and usability for all trail users.

Promo and other

- I had a hiking summit meeting on Nov 21.

November 2025

Consultants' Report:

Digby Solar Project

The MODD application that was submitted for the Sustainable Communities Challenge Fund (SCCF), seeking funding for a required feasibility study for a 3MW community solar garden was denied by the Dept of Environment. A request for more information regarding the denial uncovered that there were 21 projects that applied in the Energy Generation and Storage category. Out of those, about 15 had to do with solar. A few were feasibility studies. Further inquiry determined that the Community Solar Program will launch a capital funding stream soon.

I met with Kyle McInnis from Natural Forces while attending the Atlantic Solar Summit. I mentioned that we were denied the SCCF funding and that we will review the proposal in closer examination. NDA signed and information exchange. Discussion with C Kingston regarding scope of project that would be feasible. We will re-establish discussions with Natural Forces.

Further investigation determined that the Digby Port Authority was successful in obtaining \$600k from the program.

Biogas Generator:

- Successful start up of the biogas generator with with LeBlanc Diesel, JC Comeau Hydrolic and B. LeBlanc Electrical
- M Machinery tech team started the unit and a condition report is forthcoming.
- Invoices have been submitted for payment.
- RFP is near completion for distribution.
- RETScreen analysis on the CHP unit as a tool to be used to demonstrate the generator capacity is complete and a report submitted for review and as an attachment to our RFP. Analysis of the arena and curling rink along with the CHP unit is complete.
- Received the name of a potential purchaser in Debert.

Low Carbon Communities Fund

- Preparing contract information and other information pertaining to a commencement date in September. Project has started and reporting and claims underway.
- Speaking with Efficiency NS who reviewed the RFP and provided necessary commentary prior to launching the RFP.

Wind Development

- Responded to fault notifications.
- SCADA from Ghre turbine review. Invoices from NSP submitted for payment.

Roadway Lighting

- 3 outages to report: 1) East Ferry. 2) Smith's Cove awaiting repair crew to come to Digby.

Climate Change

- Follow up with NSFMD decarbonization projects.
- Installation of new weather stations for Digby and Freeport is complete. DFO has indicated an interest in obtaining data from the weather stations. .
- Received a call from a company undertaking a study on anaerobic digestion in NS and organizations that have participated in the past in the industry. Discussion regarding adequate and consistent feedstock supply is of pivotal importance and preoccupies any decision for new development.

Digby Development Agency:

- No New Activity in October, next meeting in December.

PACE PROGRAM:

- Statistics from the Clean Foundation were submitted. Follow up with the Federal FCM reporting.

Energy Efficiency.

- Follow up with the arena after completing the RETScreen.
- Forthcoming meeting with Chris regarding the ENS has assigned an energy manager to work with MODD to create a RETScreen model for our buildings that would act as a baseline for any future funding programs that require this information. Ongoing.
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Other –

- QUEST Group (Municipalities from across NS, energy network)
- Internet searches, LinkedIn Group Discussions, Twitter activity.
- Participated in a study by Workplace Education regarding Regional Training Needs.

Respectfully



Terry Thibodeau