



**Committee of the Whole Minutes
Council Chambers
January 13, 2026**

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

CALL TO ORDER: Warden Gregory called the January 13, 2026, Committee of the Whole meeting of the Municipality of the District of Digby to order at 5:03pm.

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

- Addition under 4. BUSINESS ITEMS 4.3 African Heritage Month Gala

MOTION #COTW2026-01-13-01

It was regularly moved and seconded that the agenda for January 13, 2026 be approved as amended.

MOTION CARRIED

2.2 Disclosure of Conflict-of-Interest Issues

2.3 Presentation/Delegation:

MOTION #COTW2026-01-13-02

It was regularly moved and seconded that Ed Chisholm from the Port of Digby come before Council to present.

MOTION CARRIED

Mr. Chisholm thanked Council for the opportunity to present and went on to share details of the Master Plan and upgrades needed to the Port of Digby. It was explained that Phase 1 of the Master Concept replaces the current dilapidated marginal wharf which has surpassed its useful life. Phase 1 also incorporates an additional marginal wharf to the easterly of the Main Wharf. This asset will substantially increase the amount of wharf face to facilitate expanded operations and significantly reduce congestion in existing bottlenecks. Mr. Chisholm asked that the Digby Harbour Port Association is seeking financial support from the Municipality of Digby to generate the financial shortfall in funding costs not covered by the NS Sustainable Communities Fund. Council asked various questions and thanked Mr. Chisholm for the presentation.

Ed Chisholm left Council Chambers at 5:22pm.

2.4 Approval of Minutes of December 9, 2025

MOTION #COTW2026-01-13-03

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 #COTW2026-01-13-04

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

MOTION CARRIED

3. DANGEROUS AND UNSIGHTLY PREMISES

4. BUSINESS ITEMS

4.1 African History Month Proclamation Event

CAO Pulley explained that while the Town of Digby has hosted the event in previous years, it was suggested that the event now be held at the newly constructed Jordantown-Acaciaville-Conway Centre of Excellence. As a result, coordination of the event would fall to the Municipality of Digby. Council agreed that, despite the short timeline, they are prepared and willing to host the event going forward.

MOTION #COTW2026-01-13-05

It was regularly moved and seconded to recommend to Council to host and coordinate the African Heritage Month Proclamation event at the Jordantown-Acaciaville-Conway Centre of Excellence.

MOTION CARRIED

4.2 Joint Council Meeting Topics

CAO Pulley shared that agenda items will have to be submitted by Councils as a whole, rather than individual Councillors. The Town and Municipality will each discuss and determine themselves what topics they wish to bring forward to the joint meeting. Council discussed and agreed to add four items to the Joint Council agenda scheduled for February 11th.

4.3 African Heritage Month Gala

Warden Gregory advised that she spoke with Tottie Barton regarding the upcoming event and wished to confirm that the Municipality of Digby would participate again this year. It was agreed that the Municipality would purchase a table. Council members and staff then confirmed their attendance.

MOTION #COTW2026-01-13-06

It was regularly moved and seconded to recommend to Council to participate in the African Heritage Month Gala by purchasing a table, as discussed, and that Council members and staff attend as available.

MOTION CARRIED

5. CORRESPONDENCE/INFORMATION ITEMS: None

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

- There have been no meetings since the last report.

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

- Warden Gregory shared that the January meeting was cancelled due to lack of agenda items but the Board will reschedule.

Marketing Levy & Promotion

- Councillor Ross noted that the New Core application form was approved, and the Committee is looking over a funding application for the 2026 Hiking Summit.

Digby Art Bank Jury

- There have been no meetings since last report.
- It was noted that submissions are open until end of January.

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.

Digby Community/NS Health Authority Stakeholder

- The group is inactive as of right now.

Digby & Area Housing Working Group

- There have been no meetings since the last report.

Atlantic Mayors Congress

- There have been no meetings since last report.

Digby Area Recreation Comm

- There have been no meetings since last report.

Digby Development Agency (Industrial Comm)

- Deputy Warden Ross shared that everything is going well, and at the last meeting they had discussed three businesses looking at property across the road to purchase.

Digby Library Committee

- There have been no meetings since the last report.

Digby Municipal Fire Association

- There have been no meetings since the last report.

Kings Transit Authority

- Warden Gregory noted that Kings Transit changed their name, and they are also looking into moving the bus shelter by the mall in Town to out in Conway by DALA.

Senior Safety Committee

- There have been no meetings since the last report.

Tideview Terrace

- Councillor Manzer shared that Jessica Pulley has been hired as the new CEO to replace Debra Boudreau at Tideview.

MOTION #COTW2026-01-13-07

It was regularly moved and seconded to recommend to Council to send a congratulatory letter to Jessica Pulley as the new CEO at Tideview Terrace.

MOTION CARRIED

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 Maureen Turner is the new Interim Manager replacing Doug Ralph.
- Registration notices have been sent out to the businesses for the upcoming Guidebook and registrations are due by Feb 13, 2026.
- The bylaws committee is continuing their work.

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.

MOTION #COTW2026-01-13-08

It was regularly moved and seconded to move in-camera at 5:58pm to discuss a personnel and contractual issue.

MOTION CARRIED

7. IN CAMERA ITEMS:

- 7.1 Personnel
- 7.2 Contractual

Regular session resumed at 6:10pm

MOTION #COTW2026-01-13-09

It was regularly moved and seconded to recommend to Council to make the Fire Services & REMO Coordinator a permanent position.

MOTION CARRIED

8. ADJOURNMENT

MOTION #COTW2026-01-13-10

It was regularly moved and seconded that the meeting adjourn at 6:12pm.

MOTION CARRIED

Linda Gregory, Warden

Tyler Pulley, CAO

Chief Administrative Officer Report

Meeting Date	January 13, 2026
Submitted To	Committee of the Whole
Submitted By	Tyler Pulley, CAO

Meeting/Event Dates/Reminders (As of January 8, 2026)

Date & Time	Meeting/ Event	Who Attends	Location
January 20 th	NO MEETING		
January 27 th @ 5:00 pm	Council	All Council	Council Chambers
February 3 rd @ 5:00 pm @ 6:00 pm	NS Public Works By-Law & Policy	All Council	Council Chambers
February 10 th @ 5:00 pm	COTW	All Council	Council Chambers
February 17 th	NO MEETING		
March 3 rd @ 5:00 pm	By-Law & Policy	All Council	Council Chambers
March 10 th @ 5:00 pm	COTW	All Council	Council Chambers
March 17 th	NO MEETING		

CAO UPDATE (As of January 8, 2026)

- Regular communication and meetings with the management team and staff.
- Have started budget and succession planning meetings with the management team.
- Attended NS Public Works, By-Law & Policy, and COTW meetings.
- Attended housing working group meeting.
- Attended lunch with the Digby & Area Housing Coalition.
- Had meeting with the Digby and Area Health Services Charitable Foundation.
- Attended Marketing and Promotion Levy Committee meeting.
- Had meeting with members of the Plympton Fire Department.
- Attended two meetings with the CAO group for Kings Transit.
- Have started a Dalhousie University course on Risk Assessment and Management.
- Numerous phone calls and meetings with residents and municipal counterparts.

DEPARTMENT REPORTS

Director 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
December 5, 2025 to January 8, 2026

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 50 properties remain on the tax sale (down 10 from 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:

- Annual statements were prepared and sent in the Admin Department in December.
- The department has been assisting tax payers with various grant applications and various inquiries.
- The water distribution program is wrapping up now as we prepare the final payments to the water vendors and invoicing to the Province.
- 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 November income and expense statement reported 93% of revenues received, and 63% 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.

Conferences/Training/Meetings:

- Tyler, Chris and I continue to meet for management discussions.
 - Continue to meet with Administration staff.
 - Attended a position specific REMO training session.
 - Prepared for and attended annual staff gift exchange.
-

- **Attended staff safety meeting.**
- **Attended COTW meeting.**
- **Meetings and planning with Social Committee to prepare for the upcoming Christmas Party.**
- **Attended the annual Christmas party.**
- **Succession planning meeting with Tyler and Chris.**
- **Miscellaneous internal meetings.**

Director of Municipal Services (DMS) Report	
DATE:	January 13 th , 2026
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
- Continue to work with contractor on Accessibility upgrades to Municipal Office
- Continue to work with contractor on Emergency Back up generator
- RFP for Biogas Generator Repurposing project has been posted
- RFP for Balancing Rock Trail Assessment and Design has been posted
- Ongoing Accessibility research and work for the Weymouth Library
- Regular meetings with Program Coordinator Robert Hersey
- Organized and attended DDA meeting
- Organized and attended PAC meeting
- Continue role as Development Officer
- Circular Materials successfully launched

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

- 6 Complaints/Incidents for the month of December

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
- Public Works Department continues to perform winter maintenance on our parking lots and lift stations.

Renewable Energy and Climate Change

- Met with SREI Consultant
 - Discussed ongoing projects.
- Ongoing meetings about interest in the Biogas Generator
- 3 Street lights have been repaired
- See attached monthly report

Solid Waste

- Talked with service provider about any issues or concerns that arise
- Reviewed Circular Material Contracts and amendments

Trails

- Met with Trails Coordinator on a regular basis
 - Discussed winter 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 Period: December 01 2025 To December 31 2025

<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-B2025-333	3	0	Construction	Single Dwelling	Residential - Above Ground Floo	30.00	2,500.00
DM-B2025-330	5	0	Repair	Single Dwelling	House	45.00	10,000.00
DM-B2024-132	4	0	Construction	Single Dwelling	Cottage	91.70	150,000.00
DM-B2025-334	3	0	Addition	Single Dwelling	Deck	105.00	40,000.00
DM-B2025-292	5	0	Relocate	Single Dwelling	Moble/Mini Homes	50.00	5,000.00
DM-B2025-300	5	0	Construction	Single Dwelling	Moble/Mini Homes	87.20	160,866.00
Total	6	0				408.90	368,366.00

D I S T R I C T S

<i>Building Type</i>	3	4	5	Total
Single Dwelling	2	1	3	6
Total	2	1	3	6

Summary of Estimated Value by District

3	42,500.00
4	150,000.00
5	175,866.00
Total	368,366.00

Summary of Estimated Value by Building Type

Single Dwelling	368,366.00
Total	368,366.00

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	21	14	13	81
Total	34	29	34	19	20	136

Summary of Estimated Value by District

1	2,872,492.00
2	1,186,700.00
3	2,162,289.00
4	2,046,523.00
5	910,066.00
Total	9,178,070.00

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	6,530,970.00
Total	9,178,070.00

Municipality = Town of Digby

PERMIT APPLICATIONS

For Period: December 01 2025 To December 31 2025

<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-B2025-036			0	Addition	Garage/Carport/Shed	Shed	19.60	2,750.00
DB-B2025-037			0	New Use	Commercial	Hotel Motel and Motor Inn	71.00	23,000.00
Total			0				90.60	25,750.00

D I S T R I C T S

<i>Building Type</i>		3	Total
Commercial	0	1	1
Garage/Carport/Shed	1	0	1
Total	1	1	2

Summary of Estimated Value by District

3	2,750.00
	23,000.00
Total	25,750.00

Summary of Estimated Value by Building Type

Commercial	23,000.00
Garage/Carport/Shed	2,750.00
Total	25,750.00

D I S T R I C T S

<i>Building Type</i>		3	Total
Apartments	6	0	6
Commercial	5	1	6
Garage/Carport/Shed	8	0	8
Institutional And	1	0	1
Single Dwelling	11	0	11
Total	31	1	32

Summary of Estimated Value by District

3	2,482,900.00
	23,000.00
Total	2,505,900.00

Summary of Estimated Value by Building Type

Apartments	1,692,900.00
Commercial	143,000.00
Garage/Carport/Shed	186,500.00
Institutional And Governmen	40,000.00
Single Dwelling	443,500.00
Total	2,505,900.00

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

	Count	YTD
Call Type		
1 Appliance Fire	0	11
2 Boat on Fire	0	1
3 Bylaw Inspection	1	6
4 Chimney	9	68
5 CO Detector	1	18
6 Electrical	4	25
7 Elevator	0	3
8 Fire Alarm - Commercial	29	249
9 Fire Alarm - Residential	13	188
10 Flood	2	13
11 Grass/Bush/Forest	4	118
12 HAZMAT	1	10
13 Lift Assist	6	36
14 Medical Call	68	905
15 Mutual aid	46	630
16 MVC	31	214
17 MVC w/ Entrapment	2	49
18 Other	9	73
19 Phone Crash Alert	2	37
20 Pole fire	3	16
21 Rekindle	1	7
22 Rescue	1	15
23 Smoke	7	56
24 Structure	6	41
25 Vehicle fire	2	29
Total Call Type	248	2,818
Log Items		
1 Dog Call	17	162
2 FD Equipment out of service	31	470
3 Ferry	0	2
4 Miscellaneous	5	180
5 Municipal Alarm	0	4
6 Sewer	6	28
7 Special Pager Check	3	8
8 Special Radio Check	3	12
9 Special TEXT message	0	3
10 Training	0	16
Total Log Items	65	885

*Digby Municipal Airport/Dispatch Monthly Report
December 2025*

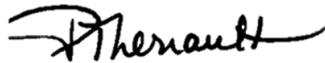
I attended the Digby Municipal Fire Association meeting on December 3, where I advised that the fax machine will be removed from Dispatch, as it is only used by three departments. Those departments have confirmed they will transition to receiving information via email instead of fax. While the cost savings are minimal, this change will help reduce expenses for departments that are currently paying for fax services.

All fire departments and fire coordinators have been notified that any road closures affecting their areas will be distributed through IamResponding (IAR) and email going forward.

The snowblower is currently in need of repair, and the completion timeline is still unknown. In the meantime, Maintenance will use the plow to clear the runway; however, this will result in snowbanks forming along the runway edges.

All local pilots have been advised that fuel sales have been discontinued. A press release regarding this change will be issued in the new year.

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	\$709.87	14 Tng, 25 Rec, 8 Bus, 0 Tou, 8 Gov, Total = 55	48
OCT	\$ 688.06	\$214.87	14 Tng, 23 Rec, 4 Bus, 0 Tou, 4 Gov, Total =46	50
NOV	\$ 328.67	\$ 157.98	9 Tng, 18 Rec, 8 Bus, 0 Tou, 8 Gov, Total = 35	17
DEC	\$ -	\$ 96.33	20 Tng, 5 Rec, 0 Bus, 0 Tou, 0 Gov, Total = 25	31
JAN				
FEB				
MAR				
		NB:		
	AIRCRAFT MOVEMENTS -		Include aircraft leaving and arriving at the airport	
	PASSENGER MOVEMENTS -		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 December 5, 2025 – January 8, 2026

Attended a staff social committee meeting to prepare for the municipal Christmas dinner at the Pines Hotel. Prepared items for the games and other event items.

The NS Art Gallery requested Harold Cromwell video and audio materials for a new exhibit. I continued to investigate audio materials from Harold Cromwell's interview associated with the Elder Transcripts 2000. Video audio is not useable for a presentation. Looking at other options.

Completed the Heritage Advisory Committee minutes from the dinner meeting December 3rd.

Create a staff slide show for the Christmas dinner and collect materials to be set -up for the dinner.

Responded to a request from Parks Canada regarding funding application for Peters Island. Contacted the Chair of the Island Historical Society for the requested documents. And forward them to the Parks staff.

Continued to develop my list of job duties and determine how long each duty takes in time. Job history, future heritage projects and closing remarks.

Reposted documents regarding the Digby Art Bank call to artist and artisans. Repost on facebook and emailed art groups and repost on the Municipal website.

Set up display materials, PA and projector for the staff dinner.

Week vacation

I prepared for the new year. Updated my day timer book contacts and marked 2026 project deadlines and funding deadlines.

Responded to another request for document from Parks Canada regarding Peters Island Lighthouse funding application.

Heritage Canada is discontinuing the Heritage Place Initiative. This website contains all the registered heritage properties in the Country. Provinces are now responsible for the listings. Province requested that materials from each municipality be copied and sent to new provincial website. I started this process.

I continued to develop my job history and current duties in preparation for my retirement.

January 13, 2026

Acacia Valley

The new trailhead sign was installed on December 20. The sign enhances visitor safety by providing a comprehensive map of the trail system, enabling users to review trail options and select routes appropriate to their skill level before entering the trails.

Balancing Rock

On December 17, municipal staff met with Chris d'Entremont to discuss the funding being received to engage engineering expertise to assess the trail and develop detailed design plans.

Haines Lake

On December 18, I met with a contractor to discuss the accessibility project, in order to obtain a quote to support the funding application. On December 23, I met with a second contractor to obtain an additional quote for the same accessibility application.

Railbed

On December 17, I visited the Smith Cove Lighthouse parking area to review progress on the picnic area improvements. At that time, construction of the washroom was underway, with the walls going up, and excavation had begun for both the parking and picnic areas.

The washroom is now complete, and excavation of the picnic area has been finished, with a picnic table installed. Work on the parking area will continue once snow conditions improve and warmer temperatures allow.

On December 4, ditching work began on the railbed starting at Sissiboo Street in Weymouth and continuing toward Digby. As of December 19, ditching had progressed as far as Hogan Road.

Promo and other

- On January 7, I met with the Program and Entertainment Outreach Subcommittee for the Hiking Summit to review progress on contacting potential speakers and vendors.
- On January 7, I met with Environment and Climate Change Canada to remove bat monitoring equipment from Point Prim Lighthouse. The site was identified as a successful monitoring location, and staff indicated they have upcoming meetings to discuss future plans. Given the success of this location, it is likely monitoring will resume in April.

December 2025

Consultants' Report:

Digby Solar Project

We have a planned meeting with Kyle McInnis from Natural Forces to discuss their proposal to the MoDD. 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.

Biogas Generator:

- Final consultation on the RFP with Director of Municipal Services.
- RFP has been released, close date is January 30.
- Successful start up of the biogas generator with with LeBlanc Diesel, JC Comeau Hydrolic and B. LeBlanc Electrical.
- Invoices have been paid.
- Will meet with Ed McCormick and Sharon MacAlpine to review the RETScreen analysis on the CHP. Analysis of the arena and curling rink along with the CHP unit is complete.
- Follow up with mushroom grower in Debert for the repurpose at their operation.

Low Carbon Communities Fund

- Preparing reports and claims for the Biogas generator project due by February

Wind Development

- Responded to fault notifications.
- SCADA from Ghre turbine review. Invoices from NSP submitted for payment.
- Following up outstanding invoices with Enercon.

Roadway Lighting

- All outages have been repaired.
- One new outage reported in Weymouth Falls. Will verify that it is an MODD light before sending a repair crew.

Climate Change

- Installation of new weather stations for Digby and Freeport is complete. DFO has indicated an interest in obtaining data from the weather stations. . Seacoast is coming back to repair Weymouth, Bear River and Sandy Cove still outstanding.

Digby Development Agency:

- December meeting complete. Councillor Scherer participated along with the Director of Municipal Services.

PACE PROGRAM:

- Statistics from the Clean Foundation were submitted. Follow up with the Federal FCM reporting.
- Discussion with Clean Foundation regarding increasing the administrative fee beginning in April.
- Discussion with Clean Foundation regarding media outreach. Taylor will be coordinating with their communications team on effective marketing campaign through Facebook and our municipal newsletter.

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.
-

SEAMARK *RENEWABLE ENERGY INC.* 

Other –

- QUEST Group (Municipalities from across NS, energy network)
- Internet searches, LinkedIn Group Discussions, Twitter activity.
- WREN development officers meeting.

Respectfully



Terry Thibodeau