



**Committee of the Whole Minutes  
Council Chambers  
March 10, 2026**

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

**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:** Deputy Warden Ross called the March 10, 2026, Committee of the Whole meeting of the Municipality of the District of Digby to order at 5:00pm.

**PAUSE TO SEEK GUIDANCE:** Deputy Warden Ross 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 Food Enterprise

**MOTION #COTW2026-03-10-01**

**It was regularly moved and seconded that the agenda for March 10, 2026 be approved as amended.**

**MOTION CARRIED**

2.2 Disclosure of Conflict-of-Interest Issues: None

2.3 Presentation/Delegation: None

2.4 Approval of Minutes of February 10, 2026

**MOTION #COTW2026-03-10-02**

**It was regularly moved and seconded that the minutes of February 10, 2026 be approved as circulated.**

**MOTION CARRIED**

## 2.5 CAO Report

- i. Meeting Dates/Reminders  
Deputy Warden Ross 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 #COTW2026-03-10-03**

**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 Acacia Valley Trail Society – Letter of Support Request

Christopher Kingston, Manager of Municipal Services, explained that the Acacia Valley Trail Society is seeking a letter to be sent to the Premier, the Minister of Environment, and local MLA, in support of their proposal to have the provincial lands at Acacia Valley designated as a wilderness area. Council discussed and agreed to send a letter.

### **MOTION #COTW2026-03-10-04**

**It was regularly moved and seconded to recommend to Council to send a letter to Premier Tim Houston, the Minister of Environment Tim Halman, and MLA Jill Balser in support of the Acacia Valley Trail Society's proposal to have two provincially owned woodlots designated as protected wilderness areas.**

**MOTION CARRIED**

### 4.2 Timberland Shore Wellness Society - Letter of Support Request

Council reviewed the letter of support request from the Timberland Shore Wellness Society to help develop a nonprofit addiction recovery initiative in Southwest Nova Scotia. Council agreed that it would be great for the organization to have a letter from the Municipality of Digby to show community support and to use for future grant applications.

**MOTION #COTW2026-03-10-05**

**It was regularly moved and seconded to recommend to Council to write a letter of support for the Timberland Shore Wellness Society.**

**MOTION CARRIED**

4.3 Food Enterprise

Councillor Scherer shared the details of the food enterprise project that is working towards developing a food market local to Digby Neck & Islands and asked if Council would be interested in writing a letter of support. Warden Gregory asked if the organizers could come before Council to present before deciding to write a letter and it was agreed that Councillor Scherer will help facilitate a presentation.

**5. CORRESPONDENCE/INFORMATION ITEMS:**

5.1 Rural Communities Foundation Winter Newsletter

Reviewed and noted.

5.2 RCMP Retroactive Pay Liability

Reviewed and noted.

5.3 Digby Admiral Museum – Thank You Letter

Reviewed and noted.

**6. COMMITTEE REPORTS**

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

**Councillor Scherer:**

- Councillor Scherer noted that the Digby Municipal Fire Association met, but he was unable to attend the meeting.

**Councillor Manzer:**

- The Art Bank Committee made some initial choices, but are meeting again later in the week to pick their final art selections.
- At the Senior Safety meeting, it was mentioned that Matthew Raymond at the Town of Digby is retiring and perhaps the Municipality of Digby can take over the bookwork for Senior Safety. CAO Pulley shared that he is in contact with CAO Ossinger regarding this matter.
- The Digby Town & Municipal Housing Corp (Tideview Terrace) scheduled a special meeting to discuss the decrease in their budget later in the week.

**Warden Gregory:**

- Warden Gregory shared that the Association was very pleased that the Digby Development Agency is leasing land for the fire training facility. It was also noted that the Bear River Fire Department is purchasing a new mini pumper.
- Waste Check discussed how they need more green carts but they are getting costly. The group also went over new policies and updated old ones.
- Warden Gregory also attended an updated flood line map session.

**Councillor Ross:**

- It was shared that the Digby & Area Housing Working Group now has guaranteed funding from CMHC and are waiting on the new fiscal year for the provincial share. They plan to go ahead with ground breaking mid-April in collaboration with New Commons Development. Their AGM is scheduled for March 24th 4:30pm.
- DATA held a zoom meeting to review financials, the marketing report, bylaws, and the new Tourism Development position. It was noted that the guidebooks will go out for printing soon and the new display sites will be considered with some of the closures coming from provincial cutbacks. DATA is currently looking for new office space.

**Deputy Warden Ross:**

- The REMO Advisory Committee agreed to use the 2026 Regional Emergency Readiness Grant towards a generator for the Municipality of Clare. It was also noted that staff was directed to investigate a water fill-up station on Back Street in Weymouth.
- DARC is preparing the budget, and is busy with lots of programming. Sharon MacAlpine continues to work with the Tri-County Regional Centre for Education on multiple agreements.
- The Digby Harbour Port Association met and was provided an update on funding.
- The Digby Development Association reviewed some longstanding reports on the lands and approved a lease to development a fire training facility.

**7. IN CAMERA ITEMS:** None

**8. ADJOURNMENT**

**MOTION #COTW2026-03-10-06**

**It was regularly moved and seconded that the meeting adjourn at 5:30pm.**

**MOTION CARRIED**

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**Matthew Ross, Deputy Warden**

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**Tyler Pulley, CAO**



## CAO UPDATE (As of March 2, 2026)

- Regular communication and meetings with the management team and staff.
- Attended COTW meeting and Joint Council meeting.
- Attended Digby County REMO Advisory Committee meeting.
- Attended Fire Services Modernization Planning session.
- Attended Valley Regional Services Board meeting.
- Had meeting with Director of Recreation at DARC to discuss their budget.
- Attended meeting with the Warden, Mayor of the Town of Digby, Director of Municipal Services and Fire Services Coordinator to discuss the fire training facility.
- Attended NSFM meeting to discuss the provincial budget.
- Had discussions with NS Public Works and scheduled the first Highway 101 Taskforce meeting.
- Responded to two FOIPOP requests.
- Continue to work on the fire modernization file.
- Leading the group of local CAO's in negotiations with Queens as our landfill contract expires on March 31, 2027 but it can be extended by agreement before October 1, 2026.
- Had meeting with Rob Hersey to discuss succession planning.
- Working with the Director of Finance on budget preparation.
- Finalizing the job description for the Program Coordinator position. This position will be advertised in March.
- Currently enrolled in a Dalhousie University course on Risk Assessment and Management.
- Numerous phone calls and meetings with residents and municipal counterparts.

## DEPARTMENT REPORTS

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

Director of Finance Report  
Submitted by: Cora Lee Ross  
February 4, 2026 to March 3, 2026

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**Tax Sale:**

Tax Sale Update provided by Nicole Robbins, Tax Administrator:

**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 29 properties remain on the tax sale (down 21 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:**

- The department has been assisting tax payers with various grant applications and various inquiries.
- Working with the admin department cross training.
- The department has had many inquiries approaching the deadline for the tender sale.
- There have been lots of calls and stop ins regarding the 2026 assessments.

**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 January income and expense statement reported 96% of revenues received, and 77% for expenses.
- Preliminary work for the 26/27 Operating budget has begun.

**Capital Budget:**

- The capital projects are near completion for the 25/26 fiscal year.

**Miscellaneous:**

- Continue to work with various Fire Departments re: Loans/Reserves.
- Working on HST Offset application.
- Working on various reporting for the Province.
- Various emails/calls with villages in preparation for the setting of village rates.
- Preliminary planning for Rob's upcoming retirement party.
- Working with Bruce and the Province to obtain the necessary information for a claim we had made for Hurricane Dorian.

**Conferences/Training/Meetings:**

- Tyler, Chris and I continue to meet for management discussions.
  - Continue to meet with Administration staff.
  - Attended Bylaw & Policy, COTW, Council and a Joint Council meeting.
  - Organized and attended meetings with Planning Department and TownSuite to implement a building inspection app. (In progress)
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- Succession planning meeting with Rob.
- Meetings with Charlene Boyce, NSFAM and Evan Nemeth to provide information on the Municipality's rural internet project so that NSFAM can do a feature story.
- Participated in an AMA Conference Planning meeting. Digby will be hosting the Spring AMA Conference.
- Succession planning meeting with Tyler and Chris.
- Meeting with Taylor to plan for an electronic application system for community grants.
- Miscellaneous internal meetings.

<b>Director of Municipal Services (DMS) Report</b>	
DATE:	March 10 <sup>th</sup> , 2026
SUBMITTED TO:	Tyler Pulley, CAO
CARBON COPIES:	Taylor Robinson, Executive Assistant
SUBMITTED BY:	Christopher Kingston, DMS

<b>Miscellaneous</b>
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- Work has wrapped up on the Haines Lake Re-siding
- Attended management meetings
- Attended By-Law and Policy, COTW and Council Meetings
- Attended a Joint Council Meeting
- Attended a DDA Meeting
- Made amendments to our Land Use Bylaws
- Continue to work with contractor on Accessibility upgrades to Municipal Office
- Continue to work with contractor on Emergency Back up generator.
- Biogas Generator Repurposing project has been awarded;
  - Preliminary work has begun.
- Balancing Rock Trail Assessment & Design project has been awarded;
  - Preliminary work has begun.
- Ongoing Accessibility research and work for the Weymouth Library
- Regular meetings with Program Coordinator Robert Hersey
- Attended a course for Procurement Principles put on by AMANS
- Met with a NSFM representative regarding Critical Minerals and Green Energy
- Continue role as Development Officer

<b>Airport</b>
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- Regular check-ins with Dispatch supervisor
- Interviewed for the Full Time Dispatcher Position
- On going winter maintenance
- See attached monthly report

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

<b>Dog Control</b>
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- 7 Complaints/Incidents for the month of February

<b>Fire Services &amp; REMO</b>
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- 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 and the Fire Training Facility
- Begun discussions about the provincial modernization of the Fire Departments

#### **Public Works**

- Meet with Mr. Faulkner on a regular basis to discuss issues that arise
- Mr. Faulkner has completed our MOU with the Municipality of Clare
- Public Works Department continues to perform winter maintenance on our parking lots, lift stations and airport

#### **Renewable Energy and Climate Change**

- Met with SREI Consultant
  - Discussed ongoing projects.
- Ongoing meetings about interest in the Biogas Generator
- Ongoing meetings with SREI Consultant and the Biogas Generator Repurposing Consultants
- See attached monthly report

#### **Solid Waste**

- Talked with service provider about any issues or concerns that arise
- Frequent check ins regarding collection during winter weather
- Ongoing Collection and Receiving claims through Circular Material

#### **Trails**

- Met with Trails Coordinator on a regular basis
  - Discussed winter maintenance on trails
- Ongoing discussion for work needed on Balancing Rock Trail
- Ongoing work to be done to Smiths Cove Lighthouse Parking Lot
- Ongoing discussion about DARC to hosting Hike NS Summit in Fall of 2026
- Began discussions about proper use of the trails and how to educate residents
- 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 February

<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-B2026-008	3	0	New Use	Apartments	Apartment Building	65.00	20,000.00
DM-B2026-009	5	0	Addition	Single Dwelling	Porch/Patio	62.70	125,000.00
DM-B2025-332	3	0	Relocate	Garage/Carport/Shed	Storage Room	50.00	15,000.00
DM-B2026-011	2	0	Renovate	Garage/Carport/Shed	Storage Room	175.00	75,000.00
DM-B2026-013	1	0	Construction	Garage/Carport/Shed	Garage	38.80	40,000.00
DM-B2026-014	4	0	Construction	Single Dwelling	House	106.40	70,000.00
<b>Total</b>	<b>6</b>	<b>0</b>				<b>497.90</b>	<b>345,000.00</b>

*D I S T R I C T S*

<i>Building Type</i>	1	2	3	4	5	Total
<b>Apartments</b>	0	0	1	0	0	1
<b>Garage/Carport/Shed</b>	1	1	1	0	0	3
<b>Single Dwelling</b>	0	0	0	1	1	2
<b>Total</b>	1	1	2	1	1	6

*Summary of Estimated Value by District*

1	<b>40,000.00</b>
2	<b>75,000.00</b>
3	<b>35,000.00</b>
4	<b>70,000.00</b>
5	<b>125,000.00</b>
Total	<b>345,000.00</b>

*Summary of Estimated Value by Building Type*

Apartments	<b>20,000.00</b>
Garage/Carport/Shed	<b>130,000.00</b>
Single Dwelling	<b>195,000.00</b>
Total	<b>345,000.00</b>

*D I S T R I C T S*

<i>Building Type</i>	1	2	3	4	5	Total
<b>Apartments</b>	2	0	1	0	0	3
<b>Commercial</b>	6	0	2	2	1	11
<b>Double Dwelling</b>	1	0	0	0	0	1
<b>Garage/Carport/Shed</b>	11	10	12	3	5	41
<b>Institutional And</b>	1	0	0	0	0	1
<b>Park/Recreational</b>	0	1	0	0	1	2
<b>Single Dwelling</b>	14	19	22	15	14	84
<b>Total</b>	<b>35</b>	<b>30</b>	<b>37</b>	<b>20</b>	<b>21</b>	<b>143</b>

*Summary of Estimated Value by District*

1	<b>2,912,492.00</b>
2	<b>1,261,700.00</b>
3	<b>2,387,289.00</b>
4	<b>2,116,523.00</b>
5	<b>1,035,066.00</b>
Total	<b>9,713,070.00</b>

*Summary of Estimated Value by Building Type*

Apartments	<b>840,000.00</b>
Commercial	<b>487,500.00</b>
Double Dwelling	<b>330,000.00</b>
Garage/Carport/Shed	<b>821,900.00</b>
Institutional And Governmen	<b>300,700.00</b>
Park/Recreational	<b>17,000.00</b>
Single Dwelling	<b>6,915,970.00</b>
Total	<b>9,713,070.00</b>

Municipality = Town of Digby

## PERMIT APPLICATIONS

For the Month of February

<i>Number</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-B2026-001		0	Construction	Apartments	Apartment Building	290.00	263,000.00
DB-B2026-002		0	Renovate	Commercial	Retail Stores	27.00	1,000.00
DB-B2026-003		0	Renovate	Commercial	Commercial Use	155.00	65,000.00
<b>Total</b>		<b>0</b>				<b>472.00</b>	<b>329,000.00</b>

D I S T R I C T S

<i>Building Type</i>		Total
<b>Apartments</b>	1	1
<b>Commercial</b>	2	2
Total	3	3

*Summary of Estimated Value by District*

	<b>329,000.00</b>
Total	<b>329,000.00</b>

*Summary of Estimated Value by Building Type*

Apartments	<b>263,000.00</b>
Commercial	<b>66,000.00</b>
Total	<b>329,000.00</b>

D I S T R I C T S

<i>Building Type</i>		3	Total
<b>Apartments</b>	7	0	7
<b>Commercial</b>	7	1	8
<b>Garage/Carport/Shed</b>	8	0	8
<b>Institutional And</b>	1	0	1
<b>Single Dwelling</b>	11	0	11
Total	34	1	35

Summary of Estimated Value by District

	<b>2,811,900.00</b>
3	<b>23,000.00</b>
Total	<b>2,834,900.00</b>

Summary of Estimated Value by Building Type

Apartments	<b>1,955,900.00</b>
Commercial	<b>209,000.00</b>
Garage/Carport/Shed	<b>186,500.00</b>
Institutional And Governmen	<b>40,000.00</b>
Single Dwelling	<b>443,500.00</b>
Total	<b>2,834,900.00</b>

**Digby Dispatch****Call Type and Log Item Counts****ALL****February 2026**

	Count	YTD
<b>Call Type</b>		
1 Appliance Fire	1	1
2 Boat on Fire	0	1
3 Chimney	10	22
4 CO Detector	0	4
5 Electrical	2	12
6 Fire Alarm - Commercial	21	45
7 Fire Alarm - Residential	16	23
8 Grass/Bush/Forest	1	1
9 HAZMAT	0	1
10 Lift Assist	2	5
11 Medical Call	57	132
12 Mutual aid	31	72
13 MVC	17	34
14 MVC w/ Entrapment	3	10
15 Other	4	10
16 Phone Crash Alert	2	4
17 Pole fire	0	1
18 Rekindle	0	1
19 Rescue	2	2
20 Smoke	1	2
21 Structure	3	8
22 Vehicle fire	2	8
<b>Total Call Type</b>	<b>175</b>	<b>399</b>
<b>Log Items</b>		
1 Dog Call	8	44
2 FD Equipment out of service	20	51
3 Miscellaneous	5	10
4 Municipal Alarm	1	1
5 Pager Message	1	1
6 Sewer	1	5
7 Special Pager Check	0	1
8 Special Radio Check	1	2
9 Training	2	2
<b>Total Log Items</b>	<b>39</b>	<b>117</b>

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*Digby Municipal Airport/Dispatch Monthly Report*  
*February 2026*

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I attended the Digby Municipal Association Meeting on February 25.

All evaluations for the year have been completed.

During a morning shift, the Wi-Fi went down; however, a quick reset resolved the issue. This also gave us the opportunity to test the Starlink system, which worked very well.

We successfully completed our first test of notifying fire departments of the new procedure for JRCC training in St. Mary's Bay.

Our snowblower returned in perfect timing for the February storms and maintenance worked hard to get everything cleaned up.

Best regards,



Paulette Theriault  
Dispatch Supervisor  
[ptheriault@digbymun.ca](mailto: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	\$ -	\$ 77.42	0 Tng, 4 Rec, 0 Bus, 0 Tou, 0 Gov, Total =4	0
FEB	\$ -	\$ 60.42	6 Tng, 21 Rec, 0 Bus, 0 Tou, 2 Gov, Total =29	7
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 February 6 – March 5, 2026**

Continued to make preparations for retirement. Purged old hard copy files and created a backup of my computer files.

Started the March issue of the Coastline. Determine the articles and notify contributors.

Met with Suesan Pfeiffer, curator at the Admiral Digby Museum. We discussed my retirement and projects like the scanning of old Digby Courier 1978 - 2016. Also developing an Elder Transcript type of project to collect life stories from local elder in the district. Also, collect local war Veteran stories of their experience in combat and service.

Created hard copies of the Art Bank submission documents as requested by the jury for selection purposes. The jury needs to select their top five submissions.

### **Week vacation**

Created the top list of the art bank submissions for the jury and set a meeting to start the selection process. March 4 at 2 pm has been scheduled.

Continued to develop the Coastline. This issue is a special edition, highlighting the initiatives and governance the municipality has conducted in 2025.

As I will be retiring in June, I need to take vacation time prior to retirement. As a result, I will be taking every Friday off as vacation time until the first of May.

Attended a Digby Art Bank meeting with the jury to select the finalist in the acquisition. Selected artists are now asked to bring in their original work for final review and selection. The purchase of art must happen no later than March 31.

Completed the March issue of the Coastline and sent it to the publisher.

February 2026

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. No new activity.

**Biogas Generator:**

- Working with CBCL the successful bidder on the RFP.
- Met with consultants for a kick off meeting.
- Providing information via FTP link on generator, arena, CHP and earlier DHS study.
- Prepare for upcoming visit with consultants and local team.

**Wind Development**

- Prepare lease payment for ToD to correspond to year end.
- Following paper trail on invoices from Enercon.
- Invoices from NSP submitted for payment.
- Working with NSCC to develop a promotional video on wind technician training that the college is introducing.

**Roadway Lighting**

- No new outages reported.
- Working with Director of Municipal Services to prepare an upcoming budget for streetlight repairs.

**Climate Change**

- Follow up with manufacturer to compile data from the weather stations.
- Confirming internet access.
- Weymouth requires a new USB LTE data stick.
- Invoice submitted for payment.
- Shared flood mapping link with local citizen in Bear River.

**Digby Development Agency:**

- March meeting.

**PACE PROGRAM:**

- Review 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. ENS is still working with us.

**Other –**

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

Respectfully



**Terry Thibodeau**

March 10, 2026

### Acacia Valley

Larry Goodwin has served as President of the Acacia Valley Trails (AVT) since 2013. Over the past 12 years, he has played a central role in developing and maintaining the trail system, helping to shape every trail, bridge, and step along the way. In sincere appreciation of his dedication and leadership, a plaque was presented to him at the AVT Annual General Meeting. The AGM was held on February 22, at which time a new President, Jonathan Riley, was elected. The financial statements were submitted to the Registry of Joint Stock Companies on February 24. In addition, the required Yearly Proposed Maintenance Plan, Estimated Level of Usage, and Condition Report were submitted to the Nature Trust in accordance with the Landowner agreement.

### Balancing Rock

On February 19, the first ACOA direct claim was submitted for concept design services provided by WSP.

### Haines Lake

The Access Ability Program application was submitted on February 4. We expect to hear back from the Nova Scotia Communities, Culture, Tourism and Heritage in mid-May regarding funding for the lakefront gazebo, accessible parking, the pathway leading to the gazebo, two accessible picnic tables, and accessible parking signage.

### Van Tassel Lake

Preparations for the Lily Lake Lollygag on April 25, 2026, are underway. A port-a-potty has been rented, and a planning meeting was held to discuss roles and responsibilities to ensure the event's success.

### Point Prim

On March 3, I met with Paul from Environment and Climate Change Canada and Jessie from Nova Scotia Department of Natural Resources and Renewables to install the bat monitoring device for another season. The program was very successful last year, and we hope to continue learning more about bat migration.

### Railbed

On February 12, I submitted an application to Communities, Culture, Tourism and Heritage under their Operational Rail Trail Maintenance funding program. If approved, this funding will support additional ditching, grading, and culvert repairs. I also met with WREN to receive keys for the washroom in Smiths Cove.

### Promo and other

- Worked on the website to update information that has expired

- On February 6<sup>th</sup> we had a hiking logistics and safety meeting to continue planning the hiking summit.
- On February 26<sup>th</sup> I meet with Paul Saulnier to record the voiceover for our first promotional video. I also wrote the script for our second and third promo video and will be recording these in the coming weeks.