



**Committee of the Whole Minutes
Council Chambers
May 12, 2026**

- 1. IN ATTENDANCE:** Warden Linda Gregory (via Zoom), Deputy Warden Matthew Ross (Chair), 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

ALSO PRESENT: Sandra Cunningham & Sarah MacLachlan to provide a presentation to Council

REGRETS: None

CALL TO ORDER: Deputy Warden Ross called the May 12, 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

MOTION #COTW2026-05-12-01

It was regularly moved and seconded that the agenda for May 12, 2026 be approved as circulated.

MOTION CARRIED

2.2 Disclosure of Conflict-of-Interest Issues: None

2.3 Presentation/Delegation: Sandra Cunningham and Sarah MacLachlan, Sandy Cove Conservancy

MOTION #COTW2026-05-12-02

It was regularly moved and seconded that Sandra Cunningham and Sarah MacLachlan from the Sandy Cove Conservancy come before Council to present.

MOTION CARRIED

Ms. Cunningham and Ms. MacLachlan introduced themselves as the President and Treasurer of the Sandy Cove Conservancy, which was established in 2022. They explained that the group was initially formed with a focus on beach conservation efforts, noting that the Municipality had previously assisted by providing a portable toilet at the beach. Over time, the organization expanded its focus to include the conservation of the built environment, including fundraising efforts to restore the local church and initiatives aimed at preserving community stories and history.

Ms. Cunningham and Ms. MacLachlan advised that a group of five members had been invited to participate in an Asset-Based Community Development course offered through St. Francis Xavier University and the Coady Institute, noting that their community was the smallest participating group. In December, the organization held a community meeting that included exercises such as community mapping, identifying local organizations, and compiling a directory of community skillsets.

It was further explained that, in February, representatives from approximately 12 community groups met to brainstorm ways to better coordinate activities and reduce overlap between organizations. While the community currently utilizes a physical bulletin board, the group would like to create a digital version to improve accessibility. A committee has since been formed to develop the concept further, including the creation of a website featuring a community calendar and information about local organizations. The presenters emphasized that the initiative is intended to involve all members of the community and noted that a local graphic designer from Sandy Cove had volunteered to complete the initial website design work.

Ms. Cunningham and Ms. MacLachlan advised that the organization is seeking \$2,000 in funding from the Municipality of the District of Digby to support the project. Council asked a number of questions regarding the initiative and thanked Ms. Cunningham and Ms. MacLachlan for their presentation.

Sandra Cunningham and Sarah MacLachlan left Council Chambers at 5:20pm.

2.4 Approval of Minutes of April 14, 2026

MOTION #COTW2026-05-12-03

It was regularly moved and seconded that the minutes of April 14, 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

MOTION #COTW2026-05-12-04

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

Christopher Kingston, Director of Municipal Services, provided a brief overview of the dangerous and unsightly premises report. It was noted that the Administrator of the Dangerous and Unsightly Premises is working on paperwork for demolitions on three dwellings, as well as one partial demolition. There are also two properties that need to be cleaned up.

4. BUSINESS ITEMS

4.1 Operating Budget – Draft #2

Cora Lee Ross, Director of Finance, went over the few changes to the draft operating budget. The revenue decreased by \$102,250, expenditures increased by \$427,136, and transfer to capital reserves decreased by \$527,886.

4.2 Peters Island Lighthouse

CAO Pulley explained that the Heritage Advisory Committee has recommended the installation of Hardie Plank siding on the Peter's Island Lighthouse. This recommendation was brought forward by the Islands Historical Society, who noted that the island's consistently humid environment, combined with the presence of hundreds of sea birds within the protected bird nesting sanctuary managed by the Nova Scotia Nature Trust, creates conditions that are conducive to fungal growth on the lighthouse. The Society believes that Hardie Plank would provide a more durable and cost-effective siding option that is better suited to withstand the harsh environmental conditions and Council agreed.

MOTION #COTW2026-05-12-05

It was regularly moved and seconded to recommend to Council to approve the recommendation of the Heritage Advisory Committee to install Hardie Plank siding on the Peter's Island Lighthouse, as recommended by the Islands Historical Society, in

recognition of the challenging environmental conditions on the island and the need for a durable, cost-effective exterior material.

MOTION CARRIED

4.3 Youth Grants Policy

CAO Pulley reported that, following the recent promotion of the Municipality's Youth Grants Policy, three applications had been received from Islands Consolidated School. CAO Pulley noted that similar applications had been received in the past and that revisions had previously been made to the policy to address concerns; however, additional revisions may still be required. Council reviewed and discussed the submitted applications. It was noted that the application, relating to equipment, may be more appropriately submitted through the Digby Area Recreation Commission. Council also discussed that the application for healthy food for a sports tournament may be better suited for consideration under the Community Grants Program. The third application was agreed to be approved by Council.

MOTION #COTW2026-05-12-06

It was regularly moved and seconded to recommend to Council to provide a Youth Grant to Kennedy Laybolt, from Islands Consolidated School, in the amount of \$250 for the NSSSA Provincial Conference.

MOTION CARRIED

4.4 Water Assistance

CAO Pulley referred to the discussion held at the previous meeting regarding the potential implementation of either a voucher program or a water distribution program to assist residents during drought conditions this summer. Concerns were raised regarding the logistics of a distribution program. Christopher Kingston explained that a hauler reimbursement program could present challenges, as only larger companies typically carry the required insurance coverage, while many local operators do not, making the administration of such a program difficult. It was also noted that the Municipality of the District of Argyle had previously administered a similar program through its Public Works Department; however, it was felt that the Municipality's Public Works capacity is too limited to manage a comparable initiative.

Council discussed allocating \$75,000 in the budget for a water bottle program, with the possibility of also incorporating water filling stations. Staff were directed to spend the coming months exploring available options, noting that several other municipalities are also examining similar initiatives. Council further discussed implementing a voucher program for the upcoming summer season and exploring the possibility of mailing vouchers directly to residents who access the program.

4.5 Canadian Volunteer Fire Service Association Awards

Council reviewed the letter from the Plympton & Gilbert's Cove Fire Department requesting that the Municipality provide and pay for medals starting at 10 years instead

of 30. Council agreed that it would be a great initiative to recognize volunteer firefighters and asked staff to allocate the funds in the budget.

MOTION #COTW2026-05-12-07

It was regularly moved and seconded to recommend to Council to write a letter to the Plympton & Gilbert's Cove Fire Department letting them know that the Municipality of Digby will participate in the Canadian Volunteer Fire Service Awards for firefighters between 10 and 29 years of service as requested.

MOTION CARRIED

5. CORRESPONDENCE/INFORMATION ITEMS:

5.1 Letter of Support for Antigonish Coalition to End Poverty
Reviewed and noted.

5.2 Five Year Freeze for NS Power Rates – Town of Lockeport
Reviewed and noted.

5.3 Letter to Premier Houston Re: NS Power Rate Freeze – Municipality of Shelburne
Reviewed and noted.

5.4 12 Month Notice Letter to NSFM- 2027-2028
Reviewed and noted.

6. COMMITTEE REPORTS

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

Councillor Scherer:

- Councillor Scherer reported that none of his committees met during the month and, as a result, there are no updates to provide.

Councillor Manzer:

- Councillor Manzer reported that none of his committees met during the month and, as a result, there are no updates to provide.

Warden Gregory:

- Warden Gregory shared that she was in Whistler attending a conference on behalf of Waste Check.
- It was also noted that Kings Transit officially changed their name to “Tidal Transfer”.

Councillor Ross:

- Councillor Ross explained that the Heritage Advisory Committee discussed the alternative cladding options for Peter's Island Lighthouse and agreed that Hardie plank cladding was the best option. It was also noted that this is the last year for the

Municipal Church Grant Program which started in 2022; the program has delivered \$41,000 to municipal heritage registered churches in the district.

- Waste Check met May 5th, the first part was the AGM, and at the regular meeting they discussed flyer services and some areas have bylaws guiding what that service looks like. They also agreed that a letter will be sent to Minister Tim Halman (Environment and Climate Change) and to Minister Michelle Thompson (Health and Wellness) expressing concern over lack of action on dealing with sharps disposal.
- Councillor Ross attended the TIANs Strategic Planning Presentation on May 7th, and noted that last year in Nova Scotia, there were \$3.7B in tourism revenues and 55,000 jobs supported.

Deputy Warden Ross:

- The REMO Advisory met and discussed a water fill-up station, Alertable Software, wildfire communications, and the REMO Coordinator provided an update from the EMC Meeting.
- At the Joint RCMP Advisory Board, Staff Sgt. Ryland updated the group on the Digby Detachment activity.

MOTION #COTW2026-05-12-08

It was regularly moved and seconded to move in-camera at 5:58pm to discuss two contractual matters and one legal item.

MOTION CARRIED

7. IN CAMERA ITEMS:

- 7.1 Contractual
- 7.2 Contractual
- 7.3 Legal

Council resumed regular session at 6:42pm

MOTION #COTW2026-05-12-09

It was regularly moved and seconded to recommend to Council to end the Property Assessed Clean Energy Program as of November 10, 2026 due to the fact that the Clean Energy Financing will no longer be administering the program.

MOTION CARRIED

MOTION #COTW2026-05-12-10

It was regularly moved and seconded to recommend to Council to decommission both windmills due to the increase in breakdowns and expenses.

MOTION CARRIED

8. ADJOURNMENT

MOTION #COTW2026-05-12-11

It was regularly moved and seconded that the meeting adjourn at 6:44pm.

MOTION CARRIED

Matthew Ross, Deputy Warden

Tyler Pulley, CAO

Chief Administrative Officer Report

Meeting Date	May 12, 2026
Submitted To	Committee of the Whole
Submitted By	Tyler Pulley, CAO

Meeting/Event Dates/Reminders (As of May 6, 2026)

Date & Time	Meeting/ Event	Who Attends	Location
May 19 th @ 5:00 pm	Council	All Council	Council Chamber
May 26 th	NO MEETING		
June 2 nd @ 5:00 pm	By-Law & Policy	All Council	Council Chambers
June 9 th @ 5:00 pm	COTW	All Council	Council Chambers
June 16 th	NO MEETING		
June 23 rd @ 5:00 pm	Council	All Council	Council Chambers
June 30 th	NO MEETING		
July 7 th	NO MEETING		
July 14 th	NO MEETING		
July 21 st @ 5:00 pm	Audit Committee	All Council	Council Chambers
July 28 th @ 5:00 pm	Council	All Council	Council Chambers

CAO UPDATE (As of May 6, 2026)

- Regular communication and meetings with the management team and staff.
- Attended COTW, Audit, Council, NS Public Works, and By-Law & Policy meetings.
- Attended Valley Regional Services Board meeting.
- Attended REMO Advisory Committee meeting.
- Attended RCMP Advisory Committee meeting.
- Participated in a REMO Exercise.
- Reviewed the draft operating budget and had meetings with the Director of Finance.
- Attended the NSFM Conference in Yarmouth.
- Had meeting with the Town CAO and DARC Recreation Director.
- Completed an all-day First Aid course.
- Drafted an RFD and By-Law on Well-Financing for Council to review.
- The new Program Coordinator, Amber Gillis, started on May 4th.
- Communication with Tidal Transit on the installation of signage.
- Continue to lead the negotiations with Queens as our landfill contract expires on March 31, 2027. It can be extended by agreement before October 1, 2026.
- 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
Trails Coordinator	Monthly Report

Director of Finance Report
Submitted by: Cora Lee Ross
April 8, 2026 to May 7, 2026

Tax Sale:

Tax Sale Update provided by Nicole Robbins, Tax Administrator:
2026 Tax Sale:

- Tax sale by tender took place March 11, 2026. There were 16 properties taken to the sale, and 14 of which were sold. Certificates of sale have been sent to the lawyers and deeds office to be registered. There have been two redemptions take place.

Administration Department:

- April was a busy month after sending over 11 thousand tax bills. The administration department processed \$4,374,440 receipts. The breakdown is as follows:
 - Direct Deposit: 55%
 - Cash: 2%
 - Credit Card: 23%
 - Debit Card: 5%
 - Cheques: 15%
- The department has been assisting tax payers with various grant applications.
- Working with the admin department cross training.

Municipal Audit:

- The 25/26 Municipal audit is fast approaching. An audit plan with Grant Thornton has been set. The first Audit Committee Meeting was held on April 21 where Grant Thornton outlined their audit approach and Council received a 25/26 financial update on the budget variances.
- The Municipal Audit is scheduled to take place June 8 – 15, 2026.

Operating Budget:

- The March income and expense statement reported 100% of revenues received, and 96% for expenses.
- Spent most of this month working directly on the operating budget.
- The first draft of the Operating budget was presented May 5, 2026. Second draft will be presented May 12, 2026.

Capital Budget:

- The capital projects are complete for the 25/26 fiscal year, with the exception of the completion of the generator project.

Miscellaneous:

- Continue to work with various Fire Departments re: Loans/Reserves.
- Conducted interviews on April 8 & 9, 2026 and awarded the position to Amber Gillis. We welcomed her to the team on May 4, 2026.
- Preliminary planning for Rob's upcoming retirement party.
- 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 Bylaw & Policy, COTW, Audit Committee, TIR, and Council meetings.
- Met with Scotia Bank representatives.
- Met with Chris K and members of the Weymouth Village Commission regarding their sidewalk project.
- Participated in a REMO exercise at the Clare EOC Centre.
- Succession planning with Rob.
- Participated in an AMA Conference Planning meeting. Digby will be hosting the Spring AMA Conference.
- Misc internal budget meetings.
- Miscellaneous internal meetings.

Director of Municipal Services (DMS) Report	
DATE:	May 12 th , 2026
SUBMITTED TO:	Tyler Pulley, CAO
CARBON COPIES:	Taylor Robinson, Executive Assistant
SUBMITTED BY:	Christopher Kingston, DMS

Miscellaneous

- Attended management meetings
- Attended By-Law and Policy and COTW meetings
- Participated in budget meetings with Management
- 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 is ongoing; draft reports expected soon
- Balancing Rock Trail Assessment & Design project is ongoing
- Participated in a Digby REMO Exercise
- Completed a STAT CAN survey on Operation and Capital Expenses
- Met with DARC Director to assist in grant application
- Ongoing Accessibility research and work for the Weymouth Library
- Regular meetings with Program Coordinator Robert Hersey
- Continue role as Development Officer
- Met with local ACOA agents to discuss potential projects
- Met with Weymouth Village Commissioners to discuss Sidewalk Project

Airport

- Regular check-ins with Dispatch supervisor
- Celebrated Telecommunications Week
- Runway Lights are currently down to do Transformer Issues
- See attached monthly report

Building Department

- Meet regularly with Building Department and Development Officer to discuss files
- Building Department continue ongoing education and training
- See attached monthly report

Dog Control

- 5 Complaints/Incidents for the month of Month

Fire Services & REMO

- Met with Mr. Snell to discuss ongoing 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

- Continue discussions about the provincial modernization of the Fire Departments

Public Works

- Meet with Mr. Faulkner and Mr. LeBlanc on a regular basis to discuss issues that arise
- Tractor repairs have put a stop to our Spring Maintenance

Renewable Energy and Climate Change

- Entered into a new contract with SREI Consultant
- Met with SREI Consultant to discuss ongoing projects and succession planning
- Ongoing meetings about interest in the Biogas Generator
- Ongoing meetings with SREI Consultant and the Biogas Generator Repurposing Consultant

Solid Waste

- Talk regularly with service provider about any issues or concerns that arise
- Transfer Station is now a registered Depot location for Recyclable Material
- Queens County Landfill have hired a new hauler for Solid Waste
- Ongoing Collection and Receiving claims through Circular Material

Trails

- Met with Trails Coordinator on a regular basis
 - Discussed goals for the spring/summer/fall seasons ahead
- Ongoing discussion for work needed on Balancing Rock Trail
- Work ongoing at the Smiths Cove Parking Lot has been completed
- Spring maintenance and repairs being performed on the Railbed
- 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 April

<i>Number</i>	<i>PID</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-B2026-040	5	0	Renovate	Single Dwelling	House	51.00	13,000.00
DM-B2026-042	3	0	Addition	Single Dwelling	Deck	79.00	27,000.00
DM-B2026-045	3	0	Construction	Single Dwelling	House	192.80	100,000.00
DM-B2026-046	5	0	Addition	Single Dwelling	Deck	53.00	14,000.00
DM-B2026-048	4	0	Construction	Garage/Carport/Shed	Accessory Uses - Garage	38.80	30,000.00
DM-B2026-050	3	0	Construction	Garage/Carport/Shed	Garage	170.00	150,000.00
DM-B2026-059	5	0	Addition	Garage/Carport/Shed	Storage Room	18.00	1,000.00
DM-B2026-061	5	0	Addition	Single Dwelling	Roof	27.00	500.00
DM-B2026-060	2	0	Repair	Single Dwelling	Deck	27.00	1,000.00
DM-B2026-067	2	0	Renovate	Commercial	Dance Hall	36.00	18,000.00
DM-B2026-054	5	0	Repair	Single Dwelling	House	33.00	4,000.00
DM-B2025-337	5	0	Construction	Single Dwelling	House	96.80	90,000.00
DM-B2026-034	5	0	Addition	Commercial	Storage Room	62.00	20,000.00
DM-B2026-071	1	0	Construction	Garage/Carport/Shed	Shed	13.60	2,000.00
DM-B2026-063	4	0	Addition	Single Dwelling	Deck	30.00	2,500.00
Total	15	0				928.00	473,000.00

PERMIT APPLICATIONS

For the Month of April

DISTRICTS

<i>Building Type</i>	1	2	3	4	5	Total
Commercial	0	1	0	0	1	2
Garage/Carport/Shed	1	0	1	1	1	4
Single Dwelling	0	1	2	1	5	9
Total	1	2	3	2	7	15

Summary of Estimated Value by District

1	2,000.00
2	19,000.00
3	277,000.00
4	32,500.00
5	142,500.00
Total	473,000.00

Summary of Estimated Value by Building Type

Commercial	38,000.00
Garage/Carport/Shed	183,000.00
Single Dwelling	252,000.00
Total	473,000.00

Municipality = Town of Digby

PERMIT APPLICATIONS

For the Month of April

<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-B2026-007			0	Addition	Single Dwelling	Deck	40.00	9,000.00
DB-B2026-006			0	Addition	Commercial	Specailized Retail Use - Office a	46.60	17,500.00
DB-B2026-004			0	Addition	Single Dwelling	Deck	15.00	6,000.00
DB-B2026-008			0	Construction	Single Dwelling	House	173.60	220,000.00
DB-B2026-009			0	Repair	Single Dwelling	House	95.00	35,000.00
DB-B2026-005			0	Renovate	Single Dwelling	Deck	65.00	20,000.00
DB-B2026-010			0	Construction	Double Dwelling	Duplex	260.00	220,000.00
Total			0				695.20	527,500.00

D I S T R I C T S

<i>Building Type</i>		Total
Commercial	1	1
Double Dwelling	1	1
Single Dwelling	5	5
Total	7	7

Summary of Estimated Value by District

	527,500.00
Total	527,500.00

Summary of Estimated Value by Building Type

Commercial	17,500.00
Double Dwelling	220,000.00
Single Dwelling	290,000.00
Total	527,500.00

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

	Count	YTD
Call Type		
1 Appliance Fire	0	3
2 Boat on Fire	0	1
3 Chimney	3	35
4 CO Detector	0	4
5 Electrical	1	16
6 Fire Alarm - Commercial	27	90
7 Fire Alarm - Residential	8	39
8 Grass/Bush/Forest	40	48
9 HAZMAT	1	2
10 Lift Assist	2	13
11 Medical Call	62	250
12 Mutual aid	45	158
13 MVC	9	50
14 MVC w/ Entrapment	3	14
15 Other	5	20
16 Phone Crash Alert	0	5
17 Pole fire	0	3
18 Rekindle	1	2
19 Rescue	1	8
20 Smoke	1	9
21 Structure	5	16
22 Vehicle fire	5	16
Total Call Type	219	802
Log Items		
1 Dog Call	17	66
2 FD Equipment out of service	36	123
3 Hydrant Use	1	1
4 Miscellaneous	6	33
5 Municipal Alarm	1	3
6 Pager Message	0	1
7 Sewer	6	11
8 Special Pager Check	0	2
9 Special Radio Check	0	7
10 Training	5	14
Total Log Items	72	261

Digby Municipal Airport/Dispatch Monthly Report
April 2026

We have successfully transitioned six departments to the upgraded IAmResponding system, with only a few minor issues along the way. There was excellent collaboration between IAR IT and our Fire Department IT teams to ensure everything is functioning properly.

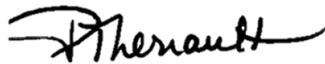
An RCMP helicopter was stationed at the airport for a couple of nights while assisting with joint training exercises involving a Black Hawk helicopter and the ferry in the Basin.

CFB Greenwood has also utilized the airport multiple times this month for training exercises, including equipment drops and pickups.

During National Public Safety Telecommunicators Week in mid-April, our team was recognized with thoughtful treats and appreciation posts, which were greatly appreciated. We wrapped up the month with Smile Cookies in support of the Smiths Cove Fire Department and DARC.

We also received a plaque from the Province in appreciation of our assistance during the 2025 wildfire season on the airport side.

Best regards,



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

26-27	AVGAS PROFIT	AIRCRAFT MOVEMENTS							PASSENGERS
		TNG	TOU	REC	BUS	GOV	MIL	TOTAL	
APR	\$129.62	23	0	17	2	7	10	59	52
MAY									
JUN									
JUL									
AUG									
SEP									
OCT									
NOV									
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

May 12, 2026

Acacia Valley

On April 22, I completed a walkthrough of the main trail loop to assess conditions. No significant issues were identified, and the trail remains in good condition.

Van Tassel Lake

I connected with the O2 class teacher at DRHS to coordinate a student volunteer day. The class confirmed their participation on May 5.

On April 14, I completed maintenance along the Lily Lake Lollygag route, including removing leaning trees, trimming branches, and addressing exposed roots to improve safety ahead of the event.

On April 24, I assisted with course setup for the Lily Lake Lollygag, which took place on April 25. The event was a great success, with 73 participants.

On May 5, 16 students from the DRHS O2 program assisted with trail improvements, spreading approximately 550 feet of woodchips

Balancing Rock

On April 9, I met on-site with WSP during their field assessments. The team included Craig (trail alignment and topographic surveying), Bill (structural assessment), and Meghan (environmental assessment). I accompanied the group during a site walk to discuss opportunities to enhance the trail, with a focus on structural integrity, accessibility, and long-term sustainability.

On April 13, I reached out to Island Consolidated School regarding potential involvement of their O2 program in trail maintenance. A volunteer day is being planned for June.

On April 20, I contacted Roy to discuss renewing our Landowner agreement, which is set to expire on July 16. A meeting will be scheduled shortly to complete the renewal.

Boars Head Lighthouse

The National Cost-Sharing Program for Heritage Places application submitted by the Tiverton Central Grove Heritage Association was successful.

On April 16, I met with representatives from Parks Canada (Cynthia Graham and Minerve Malialin) and the Tiverton Central Grove Heritage Association to review next steps. Discussions included the contribution agreement, reporting requirements, project scope, and timelines.

A follow-up meeting was held on April 30 with the contractor, who outlined their proposed methodology and confirmed alignment with best practices and conservation standards. The project will proceed as planned.

Haines Lake

On April 27, I met with a contractor to obtain a quote for sloping the bank on the west side of the property to improve stability and access.

Railbed

On April 23, work to expand the lighthouse parking area was completed. I met with the contractor on-site and was very pleased with the outcome. The improvements have significantly enhanced traffic flow and increased parking capacity.

On April 24, I was made aware of a washout near Henry Mallet Road. The area was flagged to alert users. The washout was caused by a fire that had been lit in the area, which melted the plastic culvert and led to the road collapsing. On April 29, gravel was delivered as a temporary fix to stabilize the area and ensure user safety. A member of the ATV club volunteered equipment and time to complete the repair. A contractor will be engaged in the coming weeks to install a new culvert and complete a permanent repair.

On April 28, I received confirmation of two successful funding applications:

- Recreational Trail Expansion Fund: \$18,060
- Off-Highway Vehicle Infrastructure Fund: \$8,400

These funds will support culvert repairs and ditching to improve water management along the railbed.

On April 30, I replaced a missing trailhead sign on Jordantown Road. I also installed a solar-powered imitation camera at the picnic park washroom, along with signage indicating video surveillance.

Promo and other

- On April 13, I obtained a quote for painting Boars Head Lighthouse while staging is in place. Due to higher-than-expected costs, this work has been deferred, and a grant application will be pursued for next year.
- On April 20, I met with the Sandy Cove Conservancy to discuss summer plans, including a beach cleanup during Coastal Action Week (July 14). A separate beach cleanup is scheduled for May 20 with the DRHS O2 class, in partnership with Angela Riley from Scotian Shores.
- On April 30, two loads of gravel were delivered to the Sandy Cove Beach parking lot to improve conditions.
- On April 28, I attended a REMO spring training exercise.
- On May 5, Chris and I met with ACOA to discuss the Balancing Rock project, as well as other municipal properties that may be eligible for upcoming funding opportunities.