



**Committee of the Whole Minutes  
Council Chambers  
April 14, 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

**ALSO PRESENT:** Germaine Langford, to provide a presentation to Council

**REGRETS:** None

**CALL TO ORDER:** Warden Gregory called the April 14, 2026, Committee of the Whole meeting of the Municipality of the District of Digby to order at 5:00pm.

**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 #COTW2026-04-14-01**

**It was regularly moved and seconded that the agenda for April 14, 2026 be approved as circulated.**

**MOTION CARRIED**

**2.2 Disclosure of Conflict-of-Interest Issues: None**

**2.3 Presentation/Delegation: Germaine Langford, Langford Heritage Community Council**

**MOTION #COTW2026-04-14-02**

**It was regularly moved and seconded that Germaine Langford, with the Langford Heritage Community Council, come before Council to present.**

**MOTION CARRIED**

Mr. Langford introduced himself and advised that the Langford Heritage Community Council has been operating since 2018, with a focus on empowering the community through education, culture, and history. Mr. Langford discussed plans to expand the existing storage building located behind the Sam Langford Community Centre. He explained that while a storage structure is already in place, an extension is needed to better support community activities. Currently, events such as reunions require the use of tents, and additional storage space is needed for items including chairs, tables, and generators. He added that the expanded space could also serve as a small meeting area and support a variety of other events and projects. He further noted that they are working in partnership with the Community Land Trust. At present, efforts are focused on the land, with improvements to the Community Centre identified as the next phase of work. Council asked various questions and thanked Mr. Langford for his presentation.

***Mr. Langford left Council Chambers at 5:13pm.***

#### 2.4 Approval of Minutes of March 10, 2026

##### **MOTION #COTW2026-04-14-03**

**It was regularly moved and seconded that the minutes of March 10, 2026 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) Municipal Program Development Coordinator

##### **MOTION #COTW2026-04-14-04**

**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 Coastal Appreciation Week

Warden Gregory inquired whether Council would be interested in recognizing Coastal Appreciation Week. CAO Pulley noted that the Municipality does not currently have any events planned but advised that staff could explore activities taking place in the area. Staff could also promote the occasion through social media, the municipal website, and the Coastline. Council agreed and Deputy Warden Ross suggested raising the idea with the Trails Coordinator to consider organizing an event for next year.

#### 4.2 Electric City Letter of Support

##### **MOTION #COTW2026-04-14-05**

**It was regularly moved and seconded to recommend to Council to write a letter of support for the Electric City regarding their application to the 2026 John Bragg Award.**

**MOTION CARRIED**

#### 4.3 Wharf Rat Rally – Sky Diving Opportunity

Christopher Kingston, Director of Municipal Services, advised that he recently met with Kevin Ellis on behalf of the Wharf Rat Rally to discuss the potential use of the Digby Airport as a host site for a certified skydiving operator during the September 3-6, 2026 weekend. CAO Pulley noted that Council has expressed liability concerns regarding similar proposals in the past. Following discussion, Council indicated support for the opportunity, provided that a professional operator is engaged and that full liability insurance coverage is in place.

#### 4.4 Mental Health Resources on the Islands

Councillor Scherer shared that, during his monthly “Healthcare on the Islands” conference call, it was noted that mental health resources in the region are currently stretched. To provide service to the Islands twice a week, resources are being reallocated from Digby, which results in less-than-ideal service levels for the Islands while also reducing capacity in Digby. He further advised that the district’s Child and Adolescent care provider will be going on maternity leave in the coming months. Although the Department of Health and Wellness is working to arrange coverage, no replacement has been confirmed to date.

Council discussed the importance of ensuring adequate mental health services across all clinics and suggested inviting Russell Robicheau to attend a future meeting to speak on the matter. Councillor Scherer agreed to reach out to him.

### **5. CORRESPONDENCE/INFORMATION ITEMS:**

#### 5.1 Notice of Public Hearing – County of Annapolis

Reviewed and noted.

#### 5.2 Paving of Subdivision (J-Class) Streets 26-27 Program

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 noted that the 3% budget deduction for Tideview was taken back from the province this year, but the Board is being mindful for next year.

### **Warden Gregory:**

- The Atlantic Mayors Congress will meet in June somewhere in the Truro area.
- The Digby Fire Department is celebrating their 140 Years Anniversary; they will be having an open house during Scallop Days weekend. It was also noted that the department has purchased over \$1 million in equipment this year such as a new truck, a boat, a side-by-side, and equipment.

### **Councillor Ross:**

- At the Marketing Levy & Promotions Committee, there was mention of the difficulty getting levy monies back from Air B&B units and of the requirement for fire retardant umbrellas for event/market booths going forward. It was also noted that funding applications are now available on both Town and Municipal websites. For disbursements, it is 70% core funding, 20% special funding, 10% operating fund.
- The agenda included updates on the Town's HAF (approved one project so far and coalition has sent in application), Build Canada Homes (all projects now will likely go through this corporation and require community partners), CMHC'S home design catalogue that will streamline approval processes for municipalities, and Community Bonds.

### **Deputy Warden Ross:**

- DARC passed their budget, which was \$40,000 lower than last year and there are still lots of programs going on.

## **MOTION #COTW2026-04-14-06**

**It was regularly moved and seconded to move in-camera at 5:56pm to discuss a contractual matter.**

**MOTION CARRIED**

## **7. IN CAMERA ITEMS:**

### **7.1 Contractual**

Council resumed regular session at 5:59pm

**8. ADJOURNMENT**

**MOTION #COTW2026-04-14-07**

It was regularly moved and seconded that the meeting adjourn at 6:00pm.

**MOTION CARRIED**

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Linda Gregory, Warden

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Tyler Pulley, CAO

## *Chief Administrative Officer Report*

|              |                        |
|--------------|------------------------|
| Meeting Date | April 14, 2026         |
| Submitted To | Committee of the Whole |
| Submitted By | Tyler Pulley, CAO      |

### Meeting/Event Dates/Reminders (As of April 7, 2026)

| Date & Time                                | Meeting/ Event                     | Who Attends | Location         |
|--------------------------------------------|------------------------------------|-------------|------------------|
| April 21 <sup>st</sup> @ 5:00 pm           | Audit Committee                    | All Council | Council Chamber  |
| April 28 <sup>th</sup> @ 5:00 pm           | Council                            | All Council | Council Chamber  |
| May 5 <sup>th</sup> @ 5:00 pm<br>@ 6:00 pm | NS Public Works<br>By-Law & Policy | All Council | Council Chambers |
| May 12 <sup>th</sup> @ 5:00 pm             | COTW                               | All Council | Council Chambers |
| <b>May 19<sup>th</sup></b> @ 5:00 pm       | Council                            | All Council | Council Chambers |
| May 26 <sup>th</sup>                       | <b>NO MEETING</b>                  |             |                  |
| June 2 <sup>nd</sup> @ 5:00 pm             | By-Law & Policy                    | All Council | Council Chambers |
| June 9 <sup>th</sup> @ 5:00 pm             | COTW                               | All Council | Council Chambers |

## CAO UPDATE (As of April 8, 2026)

- Regular communication and meetings with the management team and staff.
- Attended COTW, Council, and By-Law & Policy meetings.
- Completed my final course from Dalhousie University and will now receive the Certificate in Local Government Finance.
- Attended Marketing and Promotions Levy Advisory Committee meeting.
- Attended housing working group meeting.
- Had meeting with the CAO of the Town of Digby about several items.
- Attended Valley Regional Services CAO group meeting.
- Had meeting with representatives from the Bear River Board of Trade.
- Scored the applications for the Program Coordinator position and held interviews.
- Worked on contract negotiations for the new fiscal year.
- Continue to work on the fire modernization file.
- Drafted amendments to the Human Resource Policy Manual Amendments Policy.
- 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.
- Worked with the Director of Finance on budget preparation.
- 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                        |
| Trails Coordinator                    | Monthly Report                        |



Director of Finance Report  
Submitted by: Cora Lee Ross  
March 4, 2026 to April 7, 2026

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**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 was one redemption take place.

**Administration Department:**

- The department has been assisting tax payers with various grant applications and various inquiries.
- Working with the admin department cross training.
- Tax bills have been printed and are being sorted. They will be folded and mailed on April 8.

**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 February income and expense statement reported 98% of revenues received, and 83% for expenses.
- 26/27 Operating budget is underway.

**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.
- Reviewed resumes for the Program Coordinator position. The management team will conduct interviews on April 8 & 9, 2026.
- Preliminary planning for Rob's upcoming retirement party.
- Completed HST Offset application.

**Conferences/Training/Meetings:**

- Tyler, Chris and I continue to meet for management discussions.
  - Continue to meet with Administration staff.
  - Attended Bylaw & Policy, COTW, and Council meetings.
  - Organized and attended meetings with Planning Department and TownSuite to implement a building inspection app. (In progress)
  - Succession planning meeting with Rob.
  - Participated in updated First Aid training.
  - Meeting with Scotiabank representative.
  - Meeting with Chase/Paymentec.
  - Meeting with DARC Recreation Director.
  - Participated in an AMA Conference Planning meeting. Digby will be hosting the Spring AMA Conference.
  - Misc internal budget meetings.
-

- Meeting with Taylor and a company from Yarmouth to develop an electronic application system for community grants.
- Miscellaneous internal meetings.
- Completed a Risk Assessment & Management course.

| <b>Director of Municipal Services (DMS) Report</b> |                                      |
|----------------------------------------------------|--------------------------------------|
| DATE:                                              | April 14 <sup>th</sup> , 2026        |
| SUBMITTED TO:                                      | Tyler Pulley, CAO                    |
| CARBON COPIES:                                     | Taylor Robinson, Executive Assistant |
| SUBMITTED BY:                                      | Christopher Kingston, DMS            |

|                      |
|----------------------|
| <b>Miscellaneous</b> |
|----------------------|

- Attended management meetings
- Attended By-Law and Policy and COTW meetings
- Finalized the amendments to our Land Use Bylaws and submitted to the province
- Continue to work with contractor on Accessibility upgrades to Municipal Office
- Continue to work with contractor on Emergency Back up generator.
- Participated in the interview process for the Program Coordinator
- Biogas Generator Repurposing project has been awarded;
  - Site visit with consultants happened on March 11<sup>th</sup>.
- Balancing Rock Trail Assessment & Design project is ongoing
  - Site visit with consultants happened on April 9<sup>th</sup>
- Ongoing Accessibility research and work for the Weymouth Library
- Regular meetings with Program Coordinator Robert Hersey
- Attended a course put on by INTACT for claims against Municipal Building Departments
- Met with a ONEKA Technologies regarding alternative water sources
- Met with our new contact for ENERCON
- Attended an Airport Staff meeting on March 18<sup>th</sup> and the Dispatchers dinner on March 28<sup>th</sup>
- Continue role as Development Officer

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| <b>Airport</b> |
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- Regular check-ins with Dispatch supervisor
- Interviewed for the Full Time Dispatcher Position
- Winter maintenance is officially concluded
- See attached monthly report

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| <b>Building Department</b> |
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- Met regularly with Building Department and Development Officer to discuss files
- Building Department continue ongoing education
- See attached monthly report

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| <b>Dog Control</b> |
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- 2 Complaints/Incidents for the month of Month

|                                 |
|---------------------------------|
| <b>Fire Services &amp; REMO</b> |
|---------------------------------|

- 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
- Continue discussions about the provincial modernization of the Fire Departments

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| <b>Public Works</b> |
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- Meet with Mr. Faulkner on a regular basis to discuss issues that arise
- Public Works Department has concluded their winter maintenance and are looking towards spring maintenance projects

|                                            |
|--------------------------------------------|
| <b>Renewable Energy and Climate Change</b> |
|--------------------------------------------|

- 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 Consultants
- See attached monthly report

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| <b>Solid Waste</b> |
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- Talked 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

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|---------------|
| <b>Trails</b> |
|---------------|

- 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
- 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 March

| <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-B2026-018  | 2               | 0                | Relocate         | Garage/Carport/Shed | Shed                     | 30.00             | 10,000.00    |
| DM-B2026-019  | 4               | 0                | Renovate         | Single Dwelling     | House                    | 105.00            | 40,000.00    |
| DM-B2026-021  | 5               | 0                | Construction     | Single Dwelling     | House                    | 207.20            | 400,000.00   |
| DM-B2026-022  | 5               | 0                | Construction     | Garage/Carport/Shed | Garage                   | 61.20             | 100,000.00   |
| DM-B2026-023  | 3               | 0                | Renovate         | Commercial          | Office                   | 97.00             | 36,000.00    |
| DM-B2026-028  | 1               | 0                | Renovate         | Commercial          | Church                   | 33.00             | 4,000.00     |
| DM-B2026-030  | 5               | 0                | Repair           | Single Dwelling     | House                    | 65.00             | 20,000.00    |
| DM-B2026-038  | 1               | 0                | Addition         | Single Dwelling     | House                    | 47.00             | 200,000.00   |
| DM-B2026-029  | 5               | 0                | Construction     | Single Dwelling     | House                    | 260.00            | 300,000.00   |
| DM-B2026-027  | 3               | 0                | Relocate         | Garage/Carport/Shed | Shed                     | 30.00             | 2,250.00     |
| DM-B2026-015  | 2               | 0                | Addition         | Single Dwelling     | Single Detached Dwelling | 111.20            | 70,000.00    |
| Total         | 11              | 0                |                  |                     |                          | 1,046.60          | 1,182,250.00 |

# PERMIT APPLICATIONS

For the Month of March

## DISTRICTS

| <i>Building Type</i>       | 1 | 2 | 3 | 4 | 5 | Total |
|----------------------------|---|---|---|---|---|-------|
| <b>Commercial</b>          | 1 | 0 | 1 | 0 | 0 | 2     |
| <b>Garage/Carport/Shed</b> | 0 | 1 | 1 | 0 | 1 | 3     |
| <b>Single Dwelling</b>     | 1 | 1 | 0 | 1 | 3 | 6     |
| Total                      | 2 | 2 | 2 | 1 | 4 | 11    |

### Summary of Estimated Value by District

|       |              |
|-------|--------------|
| 1     | 204,000.00   |
| 2     | 80,000.00    |
| 3     | 38,250.00    |
| 4     | 40,000.00    |
| 5     | 820,000.00   |
| Total | 1,182,250.00 |

### Summary of Estimated Value by Building Type

|                     |              |
|---------------------|--------------|
| Commercial          | 40,000.00    |
| Garage/Carport/Shed | 112,250.00   |
| Single Dwelling     | 1,030,000.00 |
| Total               | 1,182,250.00 |

# PERMIT APPLICATIONS

For Period: April 01 2025 To March 31 2026

## DISTRICTS

| <i>Building Type</i>       | 1  | 2  | 3  | 4  | 5  | Total |
|----------------------------|----|----|----|----|----|-------|
| <b>Apartments</b>          | 2  | 0  | 1  | 0  | 0  | 3     |
| <b>Commercial</b>          | 7  | 0  | 3  | 2  | 1  | 13    |
| <b>Double Dwelling</b>     | 1  | 0  | 0  | 0  | 0  | 1     |
| <b>Garage/Carport/Shed</b> | 11 | 11 | 13 | 3  | 6  | 44    |
| <b>Institutional And</b>   | 1  | 0  | 0  | 0  | 0  | 1     |
| <b>Park/Recreational</b>   | 0  | 1  | 0  | 0  | 1  | 2     |
| <b>Single Dwelling</b>     | 15 | 20 | 22 | 16 | 17 | 90    |
| Total                      | 37 | 32 | 39 | 21 | 25 | 154   |

### Summary of Estimated Value by District

|       |               |
|-------|---------------|
| 1     | 3,116,492.00  |
| 2     | 1,341,700.00  |
| 3     | 2,425,539.00  |
| 4     | 2,156,523.00  |
| 5     | 1,855,066.00  |
| Total | 10,895,320.00 |

### Summary of Estimated Value by Building Type

|                             |               |
|-----------------------------|---------------|
| Apartments                  | 840,000.00    |
| Commercial                  | 527,500.00    |
| Double Dwelling             | 330,000.00    |
| Garage/Carport/Shed         | 934,150.00    |
| Institutional And Governmen | 300,700.00    |
| Park/Recreational           | 17,000.00     |
| Single Dwelling             | 7,945,970.00  |
| Total                       | 10,895,320.00 |

**Activity Report      Robert Hersey      March 6 - April 9 2026**

**Note:** *I will be retiring June 1<sup>st</sup> 2026, need to take nine vacation days between March and May 1<sup>st</sup>.*

Collected original art work from selected artists for final review by the Art Bank jury.

Managed the final selection of the Digby Art Bank Acquisition. The jury met for the last time to select the final piece(s) to be purchased. The jury decided to select just one submission, created by Glen Tinckler of a mother and calf Humpback whales made from poplar wood. Cost \$2500.

Contacted all the artists that submitted to the Art Bank this year. Thanked them for participating in the 2026 acquisition. Also posted the 2026 acquisition on the municipal website site.

Received notice from Parks Canada that the funding request via the Cost Sharing Program was not successful due to too many applications and not enough funding money in their budget.

Updated the municipal website. Removed old articles and updated existing articles.

Purged redundant computer files as part of preparations to prepare for the new staff person. Also backed up all the computer files to a portable drive that is stored in the municipal vault.

Prepared 2026/2027 heritage office budget and submitted it to CoraLee for discussion.

Contacted provincial Heritage Department to inquire if a special composite cladding could be applied to Peters Lighthouse and be supported under the conservation grant. *(The high humidity and bird feces combine to create a very infusive environment for fungi growth on the island. The fungi thrive on wood so It is suggested a composite shingle be used that would not be affected by the humidity or the bird feces. The product is made from 95% recycled plastics with additional special polymers to give the product flexibility against harsh environments.)*

Mounted the 2026 Art Bank purchase art on the wall at the office.

Commissioned the final checks for the recipients of the Municipal Church Grant funding.



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

|                               | Count      | YTD        |
|-------------------------------|------------|------------|
| <b>Call Type</b>              |            |            |
| 1 Appliance Fire              | 2          | 3          |
| 2 Boat on Fire                | 0          | 1          |
| 3 Chimney                     | 10         | 32         |
| 4 CO Detector                 | 0          | 4          |
| 5 Electrical                  | 3          | 15         |
| 6 Fire Alarm - Commercial     | 18         | 63         |
| 7 Fire Alarm - Residential    | 8          | 31         |
| 8 Grass/Bush/Forest           | 7          | 8          |
| 9 HAZMAT                      | 0          | 1          |
| 10 Lift Assist                | 6          | 11         |
| 11 Medical Call               | 56         | 188        |
| 12 Mutual aid                 | 41         | 113        |
| 13 MVC                        | 7          | 41         |
| 14 MVC w/ Entrapment          | 1          | 11         |
| 15 Other                      | 5          | 15         |
| 16 Phone Crash Alert          | 1          | 5          |
| 17 Pole fire                  | 2          | 3          |
| 18 Rekindle                   | 0          | 1          |
| 19 Rescue                     | 5          | 7          |
| 20 Smoke                      | 6          | 8          |
| 21 Structure                  | 3          | 11         |
| 22 Vehicle fire               | 3          | 11         |
| <b>Total Call Type</b>        | <b>184</b> | <b>583</b> |
| <b>Log Items</b>              |            |            |
| 1 Dog Call                    | 5          | 49         |
| 2 FD Equipment out of service | 36         | 87         |
| 3 Miscellaneous               | 17         | 27         |
| 4 Municipal Alarm             | 1          | 2          |
| 5 Pager Message               | 0          | 1          |
| 6 Sewer                       | 0          | 5          |
| 7 Special Pager Check         | 1          | 2          |
| 8 Special Radio Check         | 5          | 7          |
| 9 Training                    | 7          | 9          |
| <b>Total Log Items</b>        | <b>72</b>  | <b>189</b> |

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

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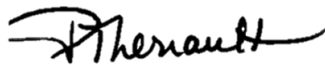
I attended the Yarmouth County Mutual Aid Association meeting on March 19, as well as the Clare Firefighters Association meeting on March 25.

We have completed the hiring process for our permanent full-time position, with Claudia hired to replace Bruce.

We are currently in the process of switching our Administration and EMO lines over to FibreOp, as the existing copper lines have been experiencing crackling issues. Bell Technical Support has recommended this upgrade.

We are also upgrading our Fire Department software, which will allow responders to quickly and easily review new details related to their calls, as well as see which units are responding. This upgrade will integrate with the IamResponding app currently used by firefighters.

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 |                       | \$ 53.05     | 9 Tng, 41 Rec, 0 Bus, 0 Tou, 4 Gov, Total =54                                  | 24         |
|     |                       | 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        |              |                                                                                |            |

April 14, 2026

### Acacia Valley

On April 2nd, I met with Pinqiao Li, who holds a landowner agreement with the Acacia Valley Trails Society for the section of trail on their property. They were very supportive of the trail and requested a walk-through to review the site. I was joined by Jonathan Riley, President of the Acacia Valley Trails Society.

During the visit, we walked sections of the trail and discussed its history and development. This included highlighting the contributions of Larry Goodwin and his role in supporting conservation efforts through the Nature Trust.

### Cherry brook trail

I have been in communication with Jonathan Welch regarding the condition of this trail, which is currently experiencing significant washouts and requires urgent maintenance.

Before any grant applications can be submitted to support repairs, the Bear River Board of Trade must obtain formal permission from the landowner. As there is a new landowner, I sent a letter introducing myself and requesting a meeting to discuss the trail and potential next steps.

On March 13th, the landowner visited the office, where we had a productive discussion about the trail's condition and the possibility of entering into a landowner agreement with the Board of Trade. She was very receptive to the idea and expressed full support for the project. She indicated that she will be in touch in the coming weeks so we can move forward with next steps.

### Van Tassel Lake

On March 4th, I walked the main loop to assess trail conditions and was pleased to find no downed trees.

On March 10th, I conducted a further inspection of select trail sections as the snow began to melt. The portions inspected were found to be in good condition.

I also installed signage at the trailhead to inform users that the trail will be closed on the morning of April 25th for the Lilly Lake Lollygag event.

### Railbed

On March 12th, WREN provided a vehicle trail counter for installation on the railbed to help measure usage across specific sections. The data collected will support future planning and strengthen upcoming grant applications by demonstrating trail use.

### Promo and other

- On March 6th, we held a Hiking Safety and Logistics meeting, along with a broader session involving all subcommittees. The purpose was to review progress, share updates on ongoing work, and ensure alignment across all groups. This also provided an opportunity to confirm there was no overlap in responsibilities and that the itinerary schedule was coordinated and progressing as planned.

- On March 8th, the Hiking Summit Committee presented at the Digby CARES 25 meeting and was successful in securing the majority of votes. The funding awarded will help support key elements of the event, including presenters, live music, and other programming needs.
- On March 12<sup>th</sup> I met with the promotion committee to discuss our next video.
- On March 24<sup>th</sup> I applied for the 2026–27 Tourism Digital Assistance Program (TDAP-Communities) through Tourism Nova Scotia, in partnership with Digital Nova Scotia. This program supports municipalities in strengthening their digital capacity to better promote their communities as tourism destinations. If successful, the Municipality of Digby would be matched with a qualified digital consultant to support improvements such as website development, content creation, photography, and other online marketing tools.  
For Digby, this funding would be used to update and modernize the Digby Trails website to better showcase our trail network, improve user experience, and more effectively promote year-round outdoor tourism opportunities. The goal is to enhance our online presence so we can better attract and inform visitors and highlight the unique natural assets of our region.
- On March 27<sup>th</sup> I recorded the voiceover for the hiking summit video #2.
- I accepted an application from the Freeport Community Development Association for Operational Expenses for Community Trails grant, which was approved.