



**Council Minutes
Council Chambers
April 22, 2025**

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

STAFF PRESENT: Tyler Pulley, CAO, Cora Lee Ross, Director of Finance, and Taylor Robinson, Executive Assistant, who took the minutes of the meeting.

ALSO PRESENT: Paul Lombard, Transport De Clare to provide a presentation to Council

REGRETS: None

CALL TO ORDER: Warden Gregory called the April 22, 2025 Council meeting of the Municipality of the District of Digby to order at 5:00pm.

PAUSE TO SEEK GUIDANCE: Warden Gregory welcomed everyone and asked to pause to seek guidance. Councillor Ross read the Municipality of Digby's Mission Statement.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda-Additions/Deletions

MOTION #C2025-04-22-01

It was regularly moved and seconded that the agenda for April 22, 2025 be approved as circulated.

MOTION CARRIED

2.2 Delegations/Presentations:

MOTION #C2025-04-22-02

It was regularly moved and seconded that Paul Lombard from Transport De Clare, come before Council to present.

MOTION CARRIED

Mr. Lombard introduced himself and thanked Council for the continued funding for the Transport De Clare. He went over the history, fleet, driver fees, and funding structure of the organization. Mr. Lombard mentioned that they provide affordable and safe services to all. The possibility of Transport De Clare becoming a transit system was also briefly discussed. Council asked various questions and thanked Mr. Lombard for all his work and his presentation.

Paul Lombard left Council Chambers at 5:29pm.

2.3 Approval of Minutes: Council March 25, 2025

- Change typo under Warden Gregory's report from "foo" to "food".

MOTION #C2025-04-22-03

It was regularly moved and seconded that the minutes from March 25, 2025 be approved as amended.

MOTION CARRIED

2.4 CAO Report

a) Meeting Reminders

Warden Gregory went over the meeting dates/reminders.

- b) Action Items from Previous Meetings
All action items have been addressed to date.
- c) Update on Capital Projects 2024-2025
Council reviewed the update on the capital projects.
- d) Financial Report
 - i) Income & Expense Reports
The March 2025 Income & Expense reports were circulated.

MOTION #C2025-04-22-04

It was regularly moved and seconded that the March Income & Expense report be approved as presented.

MOTION CARRIED

3. STANDING COMMITTEE ITEMS

By-Law & Policy Recommendations

- 1) 2025-26 Funding Requests

MOTION #C2025-04-22-05

It was regularly moved and seconded that Council approve the 2025-26 funding requests as agreed to in the minutes.

MOTION CARRIED

- 2) Spending Motion

MOTION #C2025-04-22-06

It was regularly moved and seconded that Council approve one-quarter of the Operating Budget from the 2024/25 fiscal year in the amount of \$3,188,806 for the purpose of providing spending authority and business continuity for the first quarter of the current fiscal year beginning April 1, 2025 and until a full Operating Budget is approved by Council.

MOTION CARRIED

- 3) 2025 Digby Home & Lifestyle Expo

MOTION #C2025-04-22-07

It was regularly moved and seconded that Council register a booth in the 2025 Digby Home & Lifestyle Expo that will take place on June 7 & 8, 2025.

MOTION CARRIED

- 4) DATA Funding Request – US Ad

MOTION #C2025-04-22-08

It was regularly moved and seconded that Council provide \$2,833.33 to Digby Area Tourism Association for their US ad.

MOTION CARRIED

(1 NAY)

Committee of the Whole Recommendations

- 5) Digby Harbour Port Association – Letter of Support

MOTION #C2025-04-22-09

It was regularly moved and seconded that Council write a letter of support for the Digby Harbour Port Association's application for the Sustainable Communities Challenge Fund.

MOTION CARRIED

- 6) Sustainable Communities Challenge Fund & Low Carbon Communities Program

MOTION #C2025-04-22-10

It was regularly moved and seconded that Council authorize the preparation and submission of an application to the Sustainable Communities Challenge Fund to

seek financing for a FEED study for a potential community solar garden under the Nova Scotia Community Solar Program and fund the project up to \$25,000.

MOTION CARRIED

MOTION #C2025-04-22-11

It was regularly moved and seconded that Council authorize the preparation and submission of an application to the Low Carbon Communities Program to seek financing an engineering study to determine the feasibility of re-purposing the biogas generator and fund the project up to \$25,000.

MOTION CARRIED

7) J-Class Roads – Notice of Acceptance

MOTION #C2025-04-22-12

It was regularly moved and seconded that Council approve the Notice of Acceptance for the 2025-26 Cost Shared Program for Paving of Subdivision (J Class) Streets with the Province of Nova Scotia for Pleasant Street (0.35km) in the amount of \$87,500.

MOTION CARRIED

8) EPR Letter of Concern

MOTION #C2025-04-22-13

It was regularly moved and seconded that Council write a letter to the Honourable Tim Halman, Minister of Environment & Climate Change, to address concerns with the implementation of the extended producer responsibility (EPR) program.

MOTION CARRIED

4. BUSINESS ITEMS

4.1 Digby Splash Park

CAO Pulley explained that the Digby Splash Park Society is requesting the balance of funds that were committed by the Municipality of Digby in February of 2021 for capital projects. To date, a cheque totalling \$10,185.56 has been issued, leaving a balance of \$19,814.44. It was noted that all funds were not distributed at the time because the project was overfunded by the province. Council discussed that they cannot give the remaining amount unless it is for capital upgrades and gave staff direction to contact the Digby Splash Park Society and ask for further details on what the money will be used for.

4.2 Fire and Emergency Service Providers Registration Policy – Second Reading

Council reviewed the policy.

MOTION #C2025-04-22-14

It was regularly moved and seconded to approve second reading of the Fire and Emergency Service Providers Registration (Policy No. LEG-4000-09) as presented.

MOTION CARRIED

4.3 Municipal Affairs - 12 Month Notice to Municipalities

CAO Pulley noted that the letter sent from Mayor Pam Mood, President of Nova Scotia Federation of Municipalities, was straightforward. The Municipality of Digby will see the effect of decreasing revenues or increasing the required expenditures of municipalities in the 2026-27 fiscal year. It is too soon to know so there is not much that they can do but wait and see what happens next year.

4.4 Library Grant Request

CAO Pulley summarized that the Village of Westport has received an annual Library Grant of \$5,500 since 2020/21 from the Municipality to cover non-wage related expenses, such as electricity, telephone, cleaning services, grass mowing, and snow

removal but is requesting an increase the Library Grant to \$10,000 annually to cover the current cost of expenses. Council discussed and agreed to increase it to \$7,000.

MOTION #C2025-04-22-15

It was regularly moved and seconded to increase the Village of Westport's annual library grant from \$5,500 to \$7,000.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

a) Winter Maintenance Standards Response

Deputy Warden Ross requested that Council send a subsequent letter to emphasize the importance of a review of the winter maintenance standards.

MOTION #C2025-04-22-16

It was regularly moved and seconded that Council write a response to Minister Fred Tilley, Department of Public Works, to emphasize the importance and request a review of the winter maintenance standards.

MOTION CARRIED

b) Admiral Digby Museum - April 2025

Reviewed and noted.

c) Digby Dolphins Aquatics Club - Tim Hortons Smile Campaign

Reviewed and noted. Warden Gregory confirmed that all Councillors should participate in making cookies if available during the week of April 28th-May4th.

d) Adapting the Additional Officer Program

Reviewed and noted.

e) Proposed Reserve Addition - Doty Road

CAO Pulley stated that it is a unique situation and will keep Council updated once he gets more information.

f) Proposed Reserve Addition - River Road

Reviewed and noted.

5.2 Councillor District Activity Report

Councillor Ross gave an update to Council on various district activities such as attending regular Municipal Council and committee meetings, the evening presentation by DATA on their five year plan and the roll out of the Ten Wonders of Digby, the Bear River and Smith's Cove Fire Departments Breakfasts, the DARC \$1.5 million funding announcement by MLA Jill Balser, a meeting with the Town Council and Ronnie LeBlanc, an education session at the Bear River Health Centre with Wendy Balser presenting on grants and supports available to seniors, the DATA AGM, served at the Bear River Community Kitchen, and has had a few calls concerning roads and culverts, and garbage pickup.

Deputy Warden Ross gave an update to Council on various district activities such as attending the Wharf Rat Rally Association AGM, the evening presentation by DATA on their five-year plan and the roll out of the Ten Wonders of Digby, a meeting with the Town Council and Ronnie LeBlanc, the DARC \$1.5 million funding announcement by MLA Jill Balser, spoke with Ritchie Nickerson from Waste Check about the various dump sites that have appeared and has had many calls concerning roads, housing, and dangerous & unsightly properties.

Councillor Manzer gave an update to Council on various district activities such as attending regular Municipal Council and committee meetings, a meeting with the Town

Council and Ronnie LeBlanc, went to the DARC \$1.5 million funding announcement by MLA Jill Balsler, and has been transporting seniors into Town to help get their income taxes done.

Councillor Scherer gave an update to Council on various district activities such as meeting with the Sandy Cove Conservancy to discuss beach clean ups, meeting with the Westport Recreation Auxiliary where they thanked the Municipality of Digby for their contribution to the multipurpose court, participated in the monthly phone call for the Healthcare on the Islands stakeholders, attended an Easter Breakfast in Tiverton, helped resident with a grant application, partook in a Dept. of Municipal Affairs monthly virtual training session, spoke with Terry Thibodeau regarding sustainable/low carbon projects, and is exploring options for recreation in Tiverton.

Warden Gregory thanked Braden Nickerson, a resident of Digby who plays hockey for the U16AAA Valley Wildcats and the team's executive, Adam and Rebecca Clarke, who raised funds and matched it. The total amount donated was \$2424 which was presented Roger Tibbetts from the Digby Area Food Bank.

Warden Gregory also gave an update to Council on various district activities such as attending the Electric City Fundraiser, the Lily Lake Lollygag Run as a first-aider, the 3rd Annual Ukranian Easter celebration, a virtual meeting with municipal leaders across the country, has been discussing the conditions of roads and lack of AEDs in the community with constituents.

MOTION #C2025-04-22-17

It was regularly moved and seconded that Council move into in-camera at 6:18pm to discuss a contractual item.

MOTION CARRIED

6. IN CAMERA ITEMS:

6.1 Contractual

Council resumed regular session at 6:33pm.

7. ADJOURNMENT

MOTION #C2025-04-22-18

It was regularly moved and seconded that the meeting be adjourned at 6:33pm.

MOTION CARRIED

Warden Gregory

Tyler Pulley, Chief Administrative Officer