



**Council Minutes  
Council Chambers  
June 24, 2025**

- 1. IN ATTENDANCE:** Deputy Warden Matthew Ross (Chair), Councillor Joan Ross, Councillor George Manzer, and Councillor Peter Scherer

**STAFF PRESENT:** Tyler Pulley, CAO, Christopher Kingston, Director of Municipal Services, and Taylor Robinson, Executive Assistant, who took the minutes of the meeting.

**ALSO PRESENT:** Patricia Moore, John Schwinghamer, Wanda Christensen, Crystal McDormand, and Clarke Lent from SAIL2, and Stephanie Journeay-Andrews and Chelsea MacAlpine from DALA to provide presentations to Council.

**REGRETS:** Warden Linda Gregory and Cora Lee Ross, Director of Finance

**CALL TO ORDER:** Deputy Warden Ross called the June 24, 2025 Council 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 to pause to seek guidance and then read the Municipality of Digby's Mission Statement.

**2. ADMINISTRATIVE AND PROCEDURAL ISSUES**

**2.1 Approval of Agenda-Additions/Deletions**

- Addition under 4. BUSINESS ITEMS 4.5 Notice of Surplus Property
- Addition under 6. IN-CAMERA 6.2 Contractual

**MOTION #C2025-06-24-01**

**It was regularly moved and seconded that the agenda for June 24, 2025 be approved as amended.**

**MOTION CARRIED**

**2.2 Delegations/Presentations:**

**MOTION #C2025-06-24-02**

**It was regularly moved and seconded that Patricia Moore, John Schwinghamer, Clarke Lent from SAIL2, come before Council to present.**

**MOTION CARRIED**

Patricia Moore introduced her colleagues John Schwinghamer, Wanda Christensen, Crystal McDormand, and Clarke Lent from SAIL2. Mr. Schwinghamer went on to explain their plans to stabilize and weather-proof for Phase 1 of the Peter's Island Lighthouse repair and asked for Council's support and that funding be made available. The work will be completed during a two-week period in September (outside of bird mating season). It was noted that have a lot of volunteers and in-kind support to complete the project but are budgeting \$14,943.50; requiring \$6,351 at this time (possibly more if there are unforeseen expenses) from the Municipality of Digby.

Mr. Lent shared SAIL2's fundraising efforts. The group has been busy developing a website with the ability to donate online, creating new signage with QR codes, established a fundraising thermometer for the community to see the progress, and have held many other small events to help raise funds. Council asked various questions about the project and thanked the group for their informative presentation.

*Pat Moore, John Schwinghamer, Wanda Christensen, Crystal McDormand, and Clarke Lent left Council Chambers at 5:25pm.*

**MOTION #C2025-06-24-03**

**It was regularly moved and seconded that Stephanie Journeay-Andrews and Chelsea MacAlpine from Digby Area Learning Association (DALA), come before Council to present.**

**MOTION CARRIED**

Stephanie Journeay-Andrews and Chelsea MacAlpine stated that DALA has helped almost 400 newcomers since January 2023. DALA has a program to help them with settlement support and building connections; Ms. MacAlpine is the Case Manager and helps support newcomers any way she can. It was shared that they believe hosting a Multicultural event helps in showcasing the variety of cultures in our area and allows newcomers to feel a sense of community. It also provides the opportunity to showcase local talents and cuisines and bring the community together in a meaningful way. The original date was supposed to be June 2025, but as that date quickly approached and they were unsure of funding, they were unable to begin planning. They are now planning to have the event in October. DALA is requesting financial support from the Municipality of Digby in the amount of \$3,000. Council thanked Mrs. Journeay-Andrews and Ms. MacAlpine and noted that Council will discuss the request and get back to them.

*Stephanie Journeay-Andrews and Chelsea MacAlpine left Council Chambers at 5:35pm*

**2.3 Approval of Minutes: Council May 27, 2025**

**MOTION #C2025-06-24-04**

**It was regularly moved and seconded that the minutes from May 27, 2025 be approved as circulated.**

**MOTION CARRIED**

**2.4 CAO Report**

**a) Meeting Reminders**

Deputy Warden Ross 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 2025-2026**

Council reviewed the update on the capital projects.

**d) Financial Report**

**i) Income & Expense Reports**

The April & May 2025 Income & Expense reports were reviewed.

**MOTION #C2025-06-24-05**

**It was regularly moved and seconded that Council approve the April & May 2025 Income & Expense reports.**

**MOTION CARRIED**

**3. STANDING COMMITTEE ITEMS**

**By-Law & Policy Recommendations**

**1) Share The Wind Community Grant Request**

**MOTION #C2025-06-24-06**

**It was regularly moved and seconded that Council approve the Share The Wind community grant request in the amount of \$3,500.**

**MOTION CARRIED**

- 2) NS Power Data Breach

**MOTION #C2025-06-24-07**

It was regularly moved and seconded that Council write a letter to Nova Scotia Power expressing concern that the 24 months of credit monitoring being offered to customers affected by the recent data breach is insufficient, and to advocate that a minimum of 10 years of credit monitoring be provided to those impacted.

Further, that the letter be copied to the Honourable Jill Balsler, MLA for Digby-Annapolis; the Honourable Tim Houston, Premier of Nova Scotia; the Honourable Trevor Boudreau, Minister of Energy; and the Nova Scotia Federation of Municipalities (NSFM).

**MOTION CARRIED**

**Committee of the Whole Recommendations**

- 3) Capital Project Addition – Industrial Drive (Roll-over from 24/25)

**MOTION #C2025-06-24-08**

It was regularly moved and seconded that Council amend the 5-year capital plan for 2025-2030 to include the paving project for Industrial Drive for year one in the amount of \$50,000.

**MOTION CARRIED**

- 4) Letter to NSFM - Safety Concerns for Roads

**MOTION #C2025-06-24-09**

It was regularly moved and seconded that Council write a letter to the Nova Scotia Federation of Municipalities (NSFM) expressing concerns regarding the safety and deteriorating condition of roads due to insufficient funding for year-round maintenance by the Department of Public Works.

Further, that the letter be copied to the Honourable Jill Balsler, MLA for Digby-Annapolis, and circulated to all municipal units across the province to raise collective awareness of this province-wide issue.

**MOTION CARRIED**

- 5) Grand Passage Ferry Concerns

**MOTION #C2025-06-24-10**

It was regularly moved and seconded that Council write a letter to the Minister of the Department of Public Works, the Honourable Fred Tilley, and copy Transport Canada, to express concerns regarding the recent reclassification of open waters and the subsequent replacement of the Grand Passage ferry “Margaret’s Justice” with “The Scotian”.

Further, that the letter request an extension allowing the continued use of the Margaret’s Justice until the end of the 2025 tourism season in September, and that the Department of Public Works ensure The Scotian meets all safety regulations prior to its full-time deployment.

**MOTION CARRIED**

- 6) Electric City Letter of Support

**MOTION #C2025-06-24-11**

It was regularly moved and seconded that Council write a letter of support for the Electric City to endorse their interpretive centre capital project.

**MOTION CARRIED**

#### 4. BUSINESS ITEMS

##### 4.1 Planning Advisory Committee

CAO Pulley quickly went over the four discussion items that have to be brought forward to the Planning Advisory Committee.

##### **MOTION #C2025-06-24-12**

**It was regularly moved and seconded that Council to send the following items to the Planning Advisory Committee for review and recommendations: Wind Turbine Provincial Requirements; Water Setback; RVs/Campers being used as permanent dwellings; and the Subdivision By-Law.**

**MOTION CARRIED**

##### 4.2 Emancipation Day Sponsorship Request

##### **MOTION #C2025-06-24-13**

**It was regularly moved and seconded that Council provide \$500 to the Town of Digby to sponsor the Emancipation Day Event.**

**MOTION CARRIED**

##### 4.3 Support for Daycare Fundraiser - Gift Card Raffle Donation Request

Council agreed to help support the Learning Grove Childcare Center in the amount of \$100 out of the community grants funding.

##### **MOTION #C2025-06-24-14**

**It was regularly moved and seconded that Council approve the Learning Grove Childcare Center's donation request in the amount of \$100.**

**MOTION CARRIED**

##### 4.4 Updated Accessibility Plan

Council reviewed the updated accessibility plan. It was noted that the plan establishes guidelines for the Municipality, Town, Villages, and DARC to follow over the next three years.

##### **MOTION #C2025-06-24-15**

**It was regularly moved and seconded that Council approve the Accessibility Plan for 2025-28 as presented.**

**MOTION CARRIED**

##### 4.5 Notice of Surplus Property

CAO Pulley explained that they were approached by the province to obtain a surplus property on Blueberry Lane by the Sissiboo River. It was noted that staff do not believe that the piece of property would be any use to the Municipality of Digby. Council discussed that it is a small lot in a remote area and agreed that they do not see a use for it at this time.

#### 5. INFORMATION ITEMS

##### 5.1 Correspondence

a) Digby Cancer Help Fund Association Thank You  
Reviewed and noted.

b) Brier Island Foundation – Plans for Canadian Coastguard Station  
CAO Pulley mentioned that the Municipality of Digby has always had an interest in obtaining the CCG Station Westport property and would be willing to potentially form a connection with the Brier Island Foundation for their interpretive centre project in the future.

##### 5.2 Councillor District Activity Report

**Councillor Scherer** gave an update to Council on various district activities such as attending two meetings with the Westport Village Commission, a meeting with SAIL2, a

community meeting regarding the ferry issues, and met with the local Department of Public Works team to do a tour of Digby Neck and Islands to see what they could do to fix up some of the roads.

**Councillor Manzer** gave an update to Council on various district activities such as attending the Home & Lifestyle Expo at the Digby Arena, two meetings with the library, a Heritage Advisory Committee meeting, the Special Council meeting to discuss the Valley Regional Services Intermunicipal Services and Kings Transit Authority Agreements, and canvassed Sissiboo Street with MLA Jill Balsler.

**Councillor Ross** gave an update to Council on various district activities such as attending regular Council and committee meetings, the Smith's Cove Coffeetime, the night market in Bear River, the Home & Lifestyle Expo at the Digby Arena, the monthly event at the Bear River & Area Health Clinic, participating in the Smith's Cove and Bear River Fire Department breakfasts, working every Tuesday at the Bear River Community Kitchen, went to the FCM Conference in Ottawa, participated in the Tri-County, South Shore, and Valley Housing Network meeting in Bridgewater, briefly met with MLA Jill Balsler, and took part in the Heritage Property Plaque Unveiling for the Old Titus Home in Centreville. Councillor Ross also noted that she continues to respond to residents' concerns regarding Pleasant Street, crumbling road shoulders, and speed zones.

**Deputy Warden Ross** gave an update to Council on various district activities such as attending a meeting with Chris Larson from the Wharf Rat Rally, a webinar with NS Environment, the Home & Lifestyle Expo at the Digby Arena, and a meeting with the Warden, CAO, Bruce Snell and members of the Brighton-Barton Fire Department to discuss the challenges they've been facing.

**MOTION #C2025-06-24-16**

**It was regularly moved and seconded that Council move into in-camera at 6:11pm to discuss two contractual matters.**

**MOTION CARRIED**

**6. IN CAMERA ITEMS:**

- 6.1 Contractual
- 6.2 Contractual

*Council resumed regular session at 6:31pm.*

**7. ADJOURNMENT**

**MOTION #C2025-06-24-17**

**It was regularly moved and seconded that the meeting be adjourned at 6:31pm.**

**MOTION CARRIED**

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Deputy Warden Ross

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Tyler Pulley, Chief Administrative Officer