



**Council Minutes
Council Chambers
November 25, 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.

REGRETS: None

CALL TO ORDER: Warden Gregory called the November 25, 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

- Addition under 4. BUSINESS ITEMS 4.3 Letter to Department of Environment
- Addition under 4. BUSINESS ITEMS 4.4 Feedback from Island's Budget Meeting

MOTION #C2025-11-25-01

It was regularly moved and seconded that the agenda for November 25, 2025 be approved as amended.

MOTION CARRIED

2.2 Disclosure of Conflict-of-Interest Issues: None

2.3 Delegations/Presentations: None

2.4 Approval of Minutes: Council October 28, 2025

MOTION #C2025-11-25-02

It was regularly moved and seconded that the minutes from October 28, 2025 be approved as circulated.

MOTION CARRIED

2.5 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 2025-2026

Council reviewed the update on the capital projects.

d) Financial Report

i) Income & Expense Reports

The October 2025 Income & Expense reports were reviewed.

MOTION #C2025-11-25-03

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

MOTION CARRIED

3. STANDING COMMITTEE ITEMS

Committee of the Whole Recommendations

1) Fire Training Facility Request

MOTION #C2025-11-25-04

It was regularly moved and seconded that Council contribute up to \$10,000 towards the fire training facility.

MOTION CARRIED

2) New Year's Levee

MOTION #C2025-11-25-05

It was regularly moved and seconded that Council spend up to \$1,500 to host a New Year's Levee on January 1, 2026 from 1-3pm at the Municipal Office.

MOTION CARRIED

4. BUSINESS ITEMS

4.1 Letter of Support Request - Université Sainte-Anne

Council reviewed the request and agreed to write a letter of support.

MOTION #C2025-11-25-06

It was regularly moved and seconded that Council write a letter for the Université Sainte-Anne in support of their grant application requesting funding from the province for repairs to their 50-year-old pool.

MOTION CARRIED

4.2 Youth Summit Invitation

Council reviewed the request from the Youth Wellbeing Network for Councillors to participate and donate funds for the upcoming Youth Summit on April 24, 2026. Deputy Warden Ross and Councillor Manzer agreed to participate. Council decided to provide funds to help with snacks and lunch.

MOTION #C2025-11-25-07

It was regularly moved and seconded that Council donate \$50 to the Youth Wellbeing Network to go towards nourishments at the Youth Summit on April 24, 2026.

MOTION CARRIED

4.3 Letter to Department of Environment

Council repealed the decision to write a letter to the Minister of Environment regarding proper disposal of sharp objects.

MOTION #C2025-11-25-08

It was regularly moved and seconded that Council rescind MOTION #C2025-07-22-12.

MOTION CARRIED

4.4 Feedback from Island's Budget Meeting

Councillor Scherer provided an overview of the feedback received during the recent budget meeting held on the Islands. Council reviewed and discussed the items raised, and recommended that Councillor Scherer bring these considerations forward during the upcoming budget deliberations in the new year. It was further noted that the villages may wish to explore the option of disassembling and re-establishing as community groups as a potential way to help reduce the tax burden for residents.

5. INFORMATION ITEMS

5.1 Correspondence

- a) Response from the Municipality of Clare Re Highway 101 Taskforce
Reviewed and noted.
- b) Response from the Town of Yarmouth Re Highway 101 Taskforce
Reviewed and noted.
- c) Response from the Town of Digby Re Highway 101 Taskforce
Reviewed and noted.

5.2 Councillor District Activity Report

Deputy Warden Ross gave an update to Council on various district activities such as attending the NSFM Conference, the Barton Area Remembrance Day Ceremony, the Open House for the newly renovated Barton School, a Provincial House Tour with MLA Jill Balser, a meeting with the Minister of Municipal Affairs, John A. MacDonald, the Digby Area Recreation Commission's Christmas Dinner, and has spoken with Deputy Minister Paul LeFleche regarding the Hwy 101 completion as well as taken many calls on water, road, and garbage issues.

Councillor Ross gave an update to Council on various district activities such as attending the regular council and committee meetings, a Provincial House Tour with MLA Jill Balser, attended the provincial launch of the EPR (Extended Producer Responsibility) program for packaging and paper, went to the NSFM Conference, continues to go to the Smith's Cove Coffeetime at the firehall each Thursday morning, participates in the Bear River Fire Dept. breakfasts, volunteers for the Community Soup Kitchen and Seniors Day, attending many of the craft shows and events that are happening throughout the District as part of the Christmas Season celebrations, and took part in both the Bear River and Smiths Cove Remembrance Day Ceremonies. It was also noted that she has spoken with a few residents regarding air quality concerns; the Department of Environment is looking into the matter.

Councillor Scherer gave an update to Council on various district activities such as attending the Freeport Remembrance Day Ceremony where he met Veteran Raymond Robicheau and went to the following lunch at the legion, went to the NSFM Conference, attended a meeting with the Minister of Municipal Affairs, John A. MacDonald, met with MLA Jill Balser at her pop-up office at Digby Neck Firehall, spoke with a local architect who wants to work on revitalizing the wharfs for commercial use, and has been speaking with residents regarding roads and trying to find a winter snow plow driver for the Islands.

Councillor Manzer gave an update to Council on various district activities such as attending the NSFM Conference, a meeting with Jill Balser and the Weymouth Fire Department, SMBA's Remembrance Day Ceremony, the Weymouth Legion's Remembrance Day Ceremony, and has had some phone calls from residents regarding ditches.

Councillor Manzer reminded Council that the Festival of Trees is happening this week at Sissiboo Landing in Weymouth.

Warden Gregory gave an update to Council on various district activities such as attending the NSFM Conference, a Provincial House Tour with MLA Jill Balser, the provincial launch of the EPR (Extended Producer Responsibility) program for packaging and paper, the Remembrance Day Ceremony in Digby, the Bear River Fire Department breakfasts, many of the holiday craft shows, a meeting with the Minister of Municipal Affairs, John A. MacDonald, the New Horizon's Tea, Digby Area Recreation Commission's Christmas Dinner, volunteered for the Smile Cookie Campaign, and has heard many concerns with roads from residents.

MOTION #C2025-11-25-09

It was regularly moved and seconded that Council move into in-camera at 5:55pm to discuss a personnel and contractual matter.

MOTION CARRIED

6. IN CAMERA ITEMS:

6.1 Contractual

6.2 Personnel

Council resumed regular session at 6:08pm.

MOTION #C2025-11-25-10

It was regularly moved and seconded that Council execute the collection contract as presented with Circular Materials.

MOTION CARRIED

MOTION #C2025-11-25-11

It was regularly moved and seconded that Council execute the transfer station contract as presented with Circular Materials.

MOTION CARRIED

MOTION #C2025-11-25-12

It was regularly moved and seconded that Council execute the small quantity non-residential generators contract as presented with Circular Materials.

MOTION CARRIED

MOTION #C2025-11-25-13

It was regularly moved and seconded that Council appoint Christopher Kingston as the Development Officer.

MOTION CARRIED

MOTION #C2025-11-25-14

It was regularly moved and seconded that Council appoint Christopher Thibodeau as the Alternate Development Officer.

MOTION CARRIED

7. ADJOURNMENT

MOTION #C2025-11-25-15

It was regularly moved and seconded that the meeting be adjourned at 6:10pm.

MOTION CARRIED

Linda Gregory, Warden

Tyler Pulley, Chief Administrative Officer