



**Council Minutes
Council Chambers
July 28, 2026**

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

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: Aaron Kelly from Doane Grant Thorton, and one member from the public

REGRETS: Councillor Peter Scherer and Christopher Kingston, Director of Municipal Services

CALL TO ORDER: Warden Gregory called the July 28, 2026 Council meeting of the Municipality of the District of Digby to order at 5:04pm.

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

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda-Additions/Deletions

- Addition under 6. IN CAMERA 6.2 Legal

MOTION #C2026-07-28-01

It was regularly moved and seconded that the agenda for July 28, 2026 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 June 23, 2026

MOTION #C2026-07-28-02

It was regularly moved and seconded that the minutes from June 23, 2026 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 June 2026 Income & Expense reports were reviewed.

3. STANDING COMMITTEE ITEMS

Audit Committee Recommendations

1) 2025-26 Audited Financial Statements

Mr. Kelly went over the 2025-26 Audited Financial Statements.

MOTION #C2026-07-28-03

It was regularly moved and seconded that Council approve the 2025/26 Audited Financial Statements as presented.

MOTION CARRIED

2) Council & CAO Expense Summary Report

MOTION #C2026-07-28-04

It was regularly moved and seconded that Council accept the Council & CAO Expense summary report as presented.

MOTION CARRIED

Mr. Kelly left Council Chambers at 5:33pm.

4. BUSINESS ITEMS

4.1 Budget Surplus Transfer Discussion

Council reviewed a report from the Director of Finance, Cora Lee Ross, which reminded Council that the Audit Committee was presented draft statements on July 21, 2026 outlining an operating surplus for 25/26 which is just over \$500,000 this year. It was noted that Council should consider the upcoming financial demands with the asset management plan, and the requirement to make considerable capital contributions for the upcoming end of life assets. Council agreed to approve the transfer.

MOTION #C2026-07-28-05

It was regularly moved and seconded that Council approve a transfer of \$500,000 to the capital reserve from the operating reserve surplus.

MOTION CARRIED

4.2 BBFD Area Rate Approval

Council reviewed the concerns received from Ms. Newsome regarding the Brighton-Barton fire rate increase. Following the discussion, Council agreed that the Fire Area Rate Policy should be updated to strengthen the notification process and provide greater oversight when fire departments propose future fire rate increases. Council also agreed to approve the requested fire rate increase.

MOTION #C2026-07-28-06

It was regularly moved and seconded that Council approve the Brighton-Barton Fire Rate increase of \$12.5 cents for 10 years.

MOTION CARRIED

4.3 Non-Municipal Borrowing Policy

Cora Lee Ross, Director of Finance, explained that the Non-Municipal Borrowing Policy was originally adopted in 2001 and has only undergone one minor amendment to its wording since then in 2020. She noted that the cost of capital purchases has increased significantly over the years, particularly following the COVID-19 pandemic. The current borrowing limit of \$100,000 has become restrictive for local fire departments, often requiring them to secure additional financing through financial institutions, resulting in increased administrative work and reduced flexibility.

Council agreed with staff's recommendation to amend the policy by increasing the maximum borrowing limit available to fire departments through the Municipality of Digby from \$100,000 to \$200,000. As this constituted first notice of the proposed

amendment, the policy will be brought forward for further consideration at the September Council meeting.

4.4 Request for Loan to Purchase Replacement Pumper Tanker

Council reviewed the request from Brighton-Barton Fire Department to get a loan up to \$100,000 to purchase a replacement pumper tanker. Council quickly discussed and agreed to approve the loan.

MOTION #C2026-07-28-07

It was regularly moved and seconded that Council approve a loan to Brighton-Barton Fire Department up to \$100,000 to purchase a new pumper tanker.

MOTION CARRIED

4.5 Bear River Legion Request

Council reviewed the donation request from the Royal Canadian Legion in Bear River to provide donations to aid their Annual Bass Tournament. Council agreed to provide a \$100 donation.

MOTION #C2026-07-28-08

It was regularly moved and seconded that Council agreed to provide \$100 to the Royal Canadian Legion Branch #22 (Bear River) for their Annual Bass Tournament.

MOTION CARRIED

4.6 St. Patrick's Community Kitchen - Community Grant Request

Council reviewed the community grant request submitted by St. Patrick's Community Kitchen. During the discussion, it was suggested that the organization first connect with the Town of Digby to explore funding opportunities available through the Town. Council indicated that, if additional funding is required after those opportunities have been explored, the Municipality of Digby could consider providing supplementary financial support. Staff were directed to follow up with Ms. Treleaven regarding the next steps.

4.7 National Tree Day

Warden Gregory suggested that the Municipality of Digby participate in National Tree Day on September 23rd by planting trees. The Haines Lake property was proposed as an ideal location. Council gave staff direction to organize the event.

4.8 Supporting Businesses with Washroom Facilities

Council discussed the possibility of supporting local businesses that have washroom facilities due to tourism. During the discussion, concerns were raised regarding the Municipality's authority under the Municipal Government Act (MGA) to provide this type of assistance. Council agreed to defer the matter until Councillor Scherer is present and directed that the item be brought forward on a future meeting agenda for further discussion.

4.9 Weymouth Sidewalk Funding

Council reviewed correspondence received from the Village of Weymouth regarding concerns with the Municipality of Digby's reduction in funding support for the Weymouth sidewalk project. Council discussed that the funding reduction was based on the revised project costs, as the Village had received a lower construction quote than originally anticipated.

Council acknowledged the Village's concerns regarding the need to increase the village rate to fund the remaining portion of the project. Discussion took place regarding the possibility of increasing the Municipality's contribution from \$150,000 to \$200,000; however, Council noted that the Village would still need to determine how to fund the outstanding project costs. Councillor Manzer will reach out to the Village Commission to explain this and to see if the Village will commit to funding the remaining costs.

Council recognized the importance of the project and the need for a timely decision and expressed hope that a solution could be reached to move this opportunity forward.

- 4.10 Electrical Grid Capacity
CAO Pulley shared that the Municipality of Shelburne has been leading the initiative but there have been discussions with other units who are planning to make similar motions.

MOTION #C2026-07-28-09

It was regularly moved and seconded that Council request the NSFM Board of Directors to consider the inadequacy of the electrical transmission infrastructure in South West Nova Scotia as an advocacy priority for NSFM.

Be it further resolved that this Council believes that this issue would be best reviewed by the Infrastructure Advisory Committee or such other committee or ad hoc committee as NSFM may feel is appropriate.

MOTION CARRIED

- 4.11 TBR Tidal Transit
CAO Pulley indicated that Tidal Transit executed a temporary borrowing resolution and, as part-owners of Tidal Transit, we need to make a resolution for our share of the debenture.

MOTION #C2026-07-28-10 – SEE RESOLUTION ATTACHED

- 4.12 Building Inspector Appointment
CAO Pulley stated that Cory Rice has completed his Level 1 Building Inspector Training.

MOTION #C2026-07-28-11

It was regularly moved and seconded that Council appoint Cory Rice as a Building Inspector for the Municipality of Digby.

MOTION CARRIED

- 4.13 Canadian Coast Guard Aux. Donation Request
Warden Gregory explained that the Canadian Coast Guard Auxiliary is hosting their Regional Training Exercise in Digby on August 22nd and the organizing group is asking local organizations for donations to help make the event a success. Council agreed to provide pens and \$100 donation.

MOTION #C2026-07-28-12

It was regularly moved and seconded that Council provide \$100 towards the 2026 Canadian Coast Guard Auxiliary Regional Training Exercise.

MOTION CARRIED

- 4.14 Letter of Support Request - Islands Water Commission
Warden Gregory reminded Council that the letter of support was already agreed to via email and it was to help support the Islands Water Commission and the Brier and Long Island Wastewater Resilience Initiative in their application for funding.

MOTION #C2026-07-28-13

It was regularly moved and seconded that Council send a letter of support to the Village of Westport for their funding request to the Sustainable Communities Challenge Fund.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 Correspondence

- a) Fire Modernization
Reviewed and noted.
- b) Digby Co. Elected Official Letter & Exec Summary
Reviewed and noted.
- c) Tri-County Youth Summit Overview
Reviewed and noted.
- d) 2026 Joe Casey Humitarian Award
Warden Gregory shared that Dr. Grant & Alma Creighton was presented with the Joe Casey Humitarian Award this year, and asked if Council would be interested in sending a congratulatory letter. Council agreed.

MOTION #C2026-07-28-14

It was regularly moved and seconded that Council send a congratulatory letter to Dr. Grant & Alma Creighton in regards to receiving the 2026 Joe Casey Humitarian Award.

MOTION CARRIED

5.2 Councillor District Activity Report

Councillor Manzer gave an update to Council on various district activities such as attending the Music on the Sissiboo and working the BBQ for two weeks, two teas at St. Joseph's Hall, a trip to Halifax to take a senior for eye surgery, the grand opening of the Weymouth Gardens, all regular committee meetings, and worked on the vegetation around the Weymouth Library to help clean it up.

Councillor Ross gave an update to Council on various district activities such as attending all the regular Council and committee meetings, volunteered for the Bear River Fire Department Saturday breakfast, worked the Smith's Cove Good Times Day breakfast, and went to Canada Day in Weymouth, Cherry Carnival, Lobster Bash Activities.

Councillor Ross also took part in the NS Supportive Housing session as well as a session on NS Onshore Wind Energy Development and met with Digby Area Housing Coalition to discuss their progress and ongoing plans. She has been speaking with various residents about the decommissioning of the windmills and abandoned properties.

Deputy Warden Ross gave an update to Council on various district activities such as attending Canada Day in Weymouth, drive through the district to point out vegetation management with a Reliability Advisor with NS Power, met with MLA Jill Balser about road concerns, all regular committee meeting, and various phone calls from residents.

Warden Gregory gave an update to Council on various district activities such as attending the Divert NS AGM, Canada Day in Weymouth, a tea in Bear River organized by the Bear River & Area Health Centre, Lobster Bash Festivities, Cherry Carnival, the Joe Casey Humitarian Award presentation, and she also had another knee surgery done so she has been participating in meetings both online and in-person while she recovers.

One member of the public left Council Chambers at 6:26pm.

MOTION #C2026-07-28-15

It was regularly moved and seconded that Council move to in-camera at 6:27pm to discuss personnel and a legal matter.

MOTION CARRIED

6. IN CAMERA ITEMS:

6.1 Personnel

6.2 Legal

Council resumed regular session at 6:41pm.

MOTION #C2026-07-28-16

It was regularly moved and seconded that Council appoint Brian Bowerman to the Audit Committee for a two-year term.

MOTION CARRIED

MOTION #C2026-07-28-17

It was regularly moved and seconded that Council appoint Danny Harvieux to the Audit Committee for a two-year term.

MOTION CARRIED

MOTION #C2026-07-28-18

It was regularly moved and seconded that Council appoint Heather Brinton to the Senior Safety Committee for a two-year term.

MOTION CARRIED

MOTION #C2026-07-28-19

It was regularly moved and seconded that Council appoint Irwin Gaudett to the Planning Advisory Committee for a two-year term.

MOTION CARRIED

7. ADJOURNMENT

MOTION #C2026-07-28-20

It was regularly moved and seconded that the meeting be adjourned at 6:42pm.

MOTION CARRIED

Linda Gregory, Warden

Tyler Pulley, Chief Administrative Officer