Council Minutes
Council Chambers
September 22, 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, Christopher Kingston, Director of Municipal Services, and Taylor Robinson, Executive Assistant, who took the minutes of the meeting

   ABSENT: Councillor Scherer

   CALL TO ORDER: Warden Gregory called the September 22, 2026 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 and 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 4.4 Music on the Promenade Request
   - Addition under 6. IN CAMERA ITEMS 6.2 Contractual

   MOTION #C2026-09-22-01
   It was regularly moved and seconded that the agenda for September 22, 2026 be approved as amended.

   MOTION CARRIED

   2.2 Disclosure of Conflict-of-Interest Issues:
   - Deputy Warden Ross declared a conflict of interest for 3. STANDING COMMITTEE ITEMS Committee of the Whole Recommendations 5) Benefits

   2.3 Delegations/Presentations: None

   2.4 Approval of Minutes: Council July 28, 2026
   MOTION #C2026-09-22-02
   It was regularly moved and seconded that the minutes from July 28, 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 July & August 2026 Income & Expense reports were reviewed.

3. STANDING COMMITTEE ITEMS

By-Law & Policy Recommendations

1) FIN-2500-11 Expense Reimbursement Policy

MOTION #C2026-09-22-03

It was regularly moved and seconded that Council accept the amended Expense Reimbursement Policy #FIN-2500-11 as presented.

MOTION CARRIED

2) Digby Curling Club – New Curling Stone Replacement Project

MOTION #C2026-09-22-04

It was regularly moved and seconded that Council send a letter to the Digby Curling Club informing them that will be no additional financial assistance at this time.

MOTION CARRIED

3) Joshua Slocum Society Community Grant Request

MOTION #C2026-09-22-05

It was regularly moved and seconded that Council approve the Joshua Slocum Society Community Grant Request in the amount of $5,000.

MOTION CARRIED

4) Road Priority List

MOTION #C2026-09-22-06

It was regularly moved and seconded that Council send a letter to MLA Jill Balser outlining the Municipality of Digby's road resurfacing and gravel road priority lists.

MOTION CARRIED

Committee of the Whole Recommendations

Deputy Warden Ross declared a conflict of interest and left Council Chambers at 5:07pm.

5) Benefits

MOTION #C2026-09-22-07

It was regularly moved and seconded that Council provide the benefit premium holiday savings to the staff who are enrolled in the benefits program with the Municipality.

MOTION CARRIED

Deputy Warden Ross returned to Council Chambers at 5:08pm.

6) Transfer Station Hours

MOTION #C2026-09-22-08

It was regularly moved and seconded that Council approve the change to the Transfer Station's full-time operating hours to Tuesday to Friday, 8:00am to 4:00pm, and Saturday, 8:00am to 12:00pm.

MOTION CARRIED

7) Big Brothers Big Sisters of the Annapolis Valley – Opening Doors Campaign

MOTION #C2026-09-22-09

It was regularly moved and seconded that Council approve the funding request from the Big Brothers Big Sisters Annapolis Valley for their Opening Doors Campaign in the amount of $1,000.

MOTION CARRIED

8) Letter of Support – Dube's Victory Drive Veterans Housing Alliance

MOTION #C2026-09-22-10

It was regularly moved and seconded that Council write a letter of support for Dube's Victory Drive Veterans Housing Alliance.

MOTION CARRIED

4. BUSINESS ITEMS

4.1 Non-Municipal Borrowing Policy FIN-2500-04

Council reviewed the policy and agreed to approve the amendments.

MOTION #C2026-09-22-11

It was regularly moved and seconded that Council approve the Non-Municipal Borrowing Policy FIN-2500-04 as circulated.

MOTION CARRIED

4.2 BBFD Fire Rate

CAO Pulley explained that wording in a prior motion at the July Council meeting was made in error and Council will have to amend it.

MOTION #C2026-09-22-12

It was regularly moved and seconded that Council amend motion #C2026-07-28-06 passed on July 28, 2026 by striking out the words "for 10 years".

MOTION CARRIED

4.3 J-Class Road Submission

CAO Pulley shared that it is time to submit the J-Class Road Submission List to the province in hopes we will be chosen this year for a cost-share agreement. It was recommended by staff to submit the same list as last year as neither road was selected. Council agreed.

MOTION #C2026-09-22-13

It was regularly moved and seconded that Council submit the J-Class Road Submission List to the province for consideration of Cost Share Agreement 2026-009 on the Paving of Subdivision (J Class) Streets.

MOTION CARRIED

4.4 Music on the Promenade Request

Council reviewed the request from the Digby Business Association for a donation to the Music on the Promenade's Fall Finale auction. Council agreed to provide municipal merchandise.

MOTION #C2026-09-22-14

It was regularly moved and seconded that Council agree to contribute items to the Music on the Promenade Fall Finale auction.

MOTION CARRIED

5. INFORMATION ITEMS

5.1 <u>Correspondence</u>

a) Advocacy Request Response - Electrical Infrastructure
   Reviewed and noted. Staff noted that all of the units that sent in letters received the same letter back from NSFM.

b) Request of Removal of Cap (Letter from Resident)
   Reviewed and noted.

5.2 Councillor District Activity Report

Councillor Manzer gave an update to Council on various district activities such as attending a Weymouth Village meeting regarding rate increases, a meeting with MP Chris d'Entremont and members of Council, the Southville Fire Department Harvest Supper, a library committee meeting, and the Italian Supper fundraiser for Digby & Area Housing Coalition.

Councillor Ross gave an update to Council on various district activities such as attending all the regular Council and committee meetings, volunteered for the Smith's Cove and Bear River Fire Department Saturday breakfasts, attended the Italian Supper fundraiser for Digby & Area Housing Coalition, volunteered at Scallop Days as well as Wharf Rat Rally, attended a meeting with MP Chris d'Entremont and members of Council, went to the Emancipation Day Event at JACBA Centre of Excellence, attended the 90th birthday celebrations for Bob Benson, and has been hearing complaints of speeding on Back Road and Morganville Road, as well as the Glyphosate spraying off Thomas Road.

Deputy Warden Ross gave an update to Council on various district activities such as attending all the regular Council and committee meetings, Tom Ossinger's Retirement Celebration, the Digby Marine Charity Golf Classic, the Class 3 Driver Licensing Pilot Project announcement with Minister Kim Masland, a meeting with MP Chris d'Entremont and members of Council, volunteered during Scallop Days and Wharf Rat Rally, and has been receiving concerns from residents regarding unkept properties and garbage dump sites.

Deputy Warden Ross asked if we could bring the garbage issue up with Wastecheck and enquire to see if there is anything they can do to educate more people in our area. Warden Gregory and Councillor Ross will bring it up at their next meeting.

Warden Gregory gave an update to Council on various district activities such as attending all the regular Council and committee meetings, Tom Ossinger's Retirement Celebration, the Bear River Fire Department Saturday breakfast and sold tickets, the Atlantic Marine Coastguard training event, volunteered for Wharf Rat Rally, and just attended the Mayor's Congress over the past weekend.

MOTION #C2026-09-22-15
It was regularly moved and seconded that Council move to in-camera at 5:48pm to discuss a personnel and contractual matter.

MOTION CARRIED

6. IN CAMERA ITEMS:

6.1 Personnel
6.2 Contractual

Council resumed regular session at 5:55pm.

MOTION #C2026-09-22-16
It was regularly moved and seconded that Council appoint Andrew Theriault to the PAC Committee for a two-year term.

MOTION CARRIED

MOTION #C2026-09-22-17
It was regularly moved and seconded that Council appoint Anne Taylor-Price to the Digby Town & Municipal Housing Corp. (Tideview) for a two-year term.

MOTION CARRIED

MOTION #C2026-09-22-18
It was regularly moved and seconded that Council approve a Capital Budget Amendment, for Year 1 of the 2026/27 Capital Budget, to increase the budget for the Capital

improvement project for Chambers, up to a maximum of $100,000, to be funded via a withdraw from the Capital Reserve Fund.

MOTION CARRIED

7. ADJOURNMENT

MOTION #C2026-09-22-19

It was regularly moved and seconded that the meeting be adjourned at 5:57pm.

MOTION CARRIED

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Linda Gregory, Warden	**Tyler Pulley, Chief Administrative Officer**