



COMMITTEE OF THE WHOLE AGENDA
Tuesday, May 3rd, 2016 @ 5:30 pm
Municipal Administration Centre

- 1) Call to Order – Chairman, Warden Russell Boucher
- 2) Approval of agenda
- 3) Approval of April 19th, 2016 Committee of the Whole Minutes
- 4) Business Arising from the Minutes
- 5) Consideration of Antigonish Special Hazardous Response Unit Proposal
- 6) Funding Request from Veterans Memorial Park
- 7) Request to Attend the Georgetown 2.0 Solutions Conference
- 8) Choosing Your Future: Consideration of a Corporate Plan
- 9) Contract Negotiations (In-Camera)
- 10) Legal Advice Eligible for Solicitor Client Privilege (In-Camera)
- 11) Acquisition, Sale, Lease and Security of Municipal Property (In-Camera)
- 12) Adjournment



MUNICIPALITY OF THE COUNTY OF ANTIGONISH

TO: MUNICIPAL COUNCIL
FROM: GLENN HORNE, MUNICIPAL CLERK TREASURER
SUBJECT: ***COMMITTEE OF THE WHOLE MEMO***
DATE: MAY 3RD, 2016

CONSIDERATION OF ANTIGONISH SPECIAL HAZARDOUS RESPONSE UNIT PROPOSAL (*For Decision*)

The Antigonish Special Hazardous Response Unit has submitted a presentation and proposal (see attached documents) as a funding request to the County. Their budget is outlined in their Business Plan document. That document shows what the Town and County are currently giving ASHRU in financial support and what their Net Expenditures are expected to be over the next 15 years.

FUNDING REQUEST FROM VETERANS MEMORIAL PARK (*For Decision*)

See the attached funding request from the Veterans Memorial Park. There was damage done by weather to the front of the Cenotaph and they have to buy 2 panels (one large and one small) to replace the damaged ones. The cost of the panels is \$3600 and they are requesting to funding to help cover this cost from the seven municipalities within the quad counties.

REQUEST TO ATTEND THE GEORGETOWN 2.0 SOLUTIONS CONFERENCE (*For Decision*)

Municipal Clerk Treasurer, Glenn Horne, is seeking approval to attend the Georgetown 2.0 Solutions conference. See memo attached.

CHOOSING YOUR FUTURE: CONSIDERATION OF A CORPORATE PLAN (*For Discussion*)

Please see the attached presentation for the consideration of a Corporate Plan.

PREAMBLE

As a follow-up to the power-point presentation made to both councils at Town Hall Chambers on October 29, 2014, and given that a number of financial type questions arose during the question period and could not be adequately answered at the time, the ASHRU Executive has met on a number of occasions to provide the following proposed long-term budgets for both capital and operational expenses to aid councils in determining stable and predictable funding to the ASHRU. Note: Where a number of variables are not finalized, certain assumptions were made in preparation of this proposed budget plan.

The following points should be noted when analyzing this document:

- It is assumed that the ASHRU will be relocating to a more suitable location... possibly uniting with other emergency response agencies such as: EMO, Red Cross, and SAGS&R
- It is assumed that the ASHRU will be paying a rental fee at new location... hence the \$12,000.00 annual rental fees (\$1000 per/month) in the proposed budget. If the new space is provided free or in kind, then the numbers drop quite dramatically within our budget projections
- It is felt by both the ASHRU Executive and Board of Directors that as the group purchases the necessary capital equipment, those expenses will dwindle down in future years... although testing, inspection and maintenance costs will rise over time for certain equipment
- What is not contained within our budgets, at least at this point, is the potential to partner with or provide our services to adjacent municipalities and/or companies such as Melford Terminals, Martin Merrietta, Town of Mulgrave, Municipality of Guysborough, etc., potentially bringing in additional revenue sources
- Another revenue source would be based on cost recovery at Haz-Mat type incidents where our group intends to submit claims to insurance companies for manpower, equipment, fuel and other associated costs with responding to Haz-Mat calls. Usually, based on information and protocols from other Haz-Mat teams currently operating within the province, the claim is usually worth more than what was actually expended
- It is the intention of the ASHRU, once operational, to apply to Revenue Canada for charitable status. By doing so, individuals or companies can make monetary donations and receive a tax receipt in return. This status would be quite useful and beneficial when approaching companies or organizations for their financial support (ie. Melford Terminals)
- As already demonstrated since its inception, the ASHRU will endeavour to be fiscally prudent and responsible in providing and maintaining the specialized supports to the communities it serves
- The ASHRU would endeavour to provide, within 12–15 months of operation, the following services:
 1. Hazardous Materials Response – Level B – Operations Level
 2. Confined Space Rescue
 3. Off Road/All-Season/All- Terrain type Vehicle Response
 4. Emergency Responder Rehabilitation Centre
- The ASHRU would endeavour to provide, within 24-36 months of operation, the additional services:
 1. Ice/Water Rescue Support – Inflatable boat c/w motor, lighting and retrieval equipment
 2. High-Angle Rescue

THE ANTIGONISH SPECIAL HAZARDS RESPONSE UNIT SOCIETY



Antigonish Special Hazards Response Unit

Who We Are

- ASHRU primarily consists of Firefighters from various Departments within the Town & County of Antigonish
- Local module to SHRU Bible Hill (Level A)
- Not-for-Profit Organization
- Entirely Volunteer
- Incorporated with Registry of Joint Stock Companies
- Board of Directors consists of:
 - ASHRU Executive (4)
 - Directors At Large (2)

Antigonish Special Hazards Response Unit

Services

Level B Hazardous Materials
Response / Support

Benefits: TOA, COA, St.F.X., Hospital, VFD's, SHRU, EMO, Etc.



Antigonish Special Hazards Response Unit

Services

Confined Space Rescue

Benefits: Workplace OH&S Regulations, VFD's, SHRU, Etc.



Antigonish Special Hazards Response Unit

Services

Remote Wilderness Rescue

Benefits: Keppoch Mtn., Fairmont / Eigg / Brown's Mtn. Trails , ATV's, Sno-Dogs, EHS, RCMP, VFD's, EMO, Etc.



Antigonish Special Hazards Response Unit

Support Vehicles

Chevrolet 4x4 Crew Cab Utility



Chevrolet Suburban c\w Hazardous Materials Support Trailer



Antigonish Special Hazards Response Unit

Renovations to Existing Building

Located at 7343 Hwy #4, Heatherton

Estimated Renovation Cost \$60,000

- Floor
- Roof
- Int. Walls
- Insulation
- OH Bay Doors
- Ventilation
- Heat



Antigonish Special Hazards Response Unit

Needs

- Stable, Predictable Funding
- Avg. Annual Budget Required \$37,500
- Registration with each Municipality
- Renovations to Existing Building

Antigonish Special Hazards Response Unit

Funding Options

- Area Rate (Part X, MGA)
- Under REMO Budget
- Stand-Alone Budget

Antigonish Special Hazards Response Unit

Financial Accountability

The ASHRU will provide Joint Council with:

Annual Financial Statement

Annual Budget

Annual Financial Audit

Annual Operations Report

5 Year Operational Review

In Conclusion.....

- The ASHRU aims to be the Specialized Technical Response Unit for Antigonish & Area
- The ASHRU will endeavor to provide support services to local agencies such as Fire, Police, EHS, SHR, Municipalities, St.F.X.U., GASHA, T&IR, DoE, DFO, Etc.
- Successful operation of the ASHRU requires stable annual funding to Train, Deploy, Operate and Maintain

If this cannot be achieved, the unit will not survive

Consider.....

The measure of success when dealing with local emergencies and disasters is not necessarily measured by reaction alone, but rather by the state of preparedness.



In Conclusion...

- **The ASHRU is a specialized technical response unit for Antigonish and NE Nova Scotia**
- **The ASHRU will endeavour to provide support services to local agencies such as Fire, Police, EHS, SHRU, Municipalities, St.F.X.U., GASHA, T&IR, DoE, DFO, etc.**
- **To be successful... the ASHRU requires stable and predictable funding to Train, Operate and Maintain the services it seeks to offer**
- **The ASHRU Building at 7343 Hwy. 4 in Heatherton requires upgrades for the health, safety and wellbeing of the building, equipment and its volunteer members**
- **The measure of success when dealing with local emergencies and disasters is not necessarily measured in being reactive, but rather measured in the state of preparedness & readiness**

THE ANTIGONISH SPECIAL HAZARDS RESPONSE UNIT SOCIETY



WHO WE ARE:

- Primarily Firefighters from Departments within the Town & County of Antigonish
- Local module (Level B) to the SHRU Bible Hill (Level A)
- Not-for-Profit, Entirely Volunteer, Incorporated with the Registry of Joint Stocks

SERVICES WE AIM TO PROVIDE:

- Hazardous Material Incident Response – Level B
 - o Initial Containment
 - o Evacuation
 - o Decontamination
- Confined Space Rescue
- Remote Wilderness Rescue

CONTACT US:

7343 Hwy #4, Afton N.S.

P.O. Box 61, Heatherton, N.S., B0H 1K0

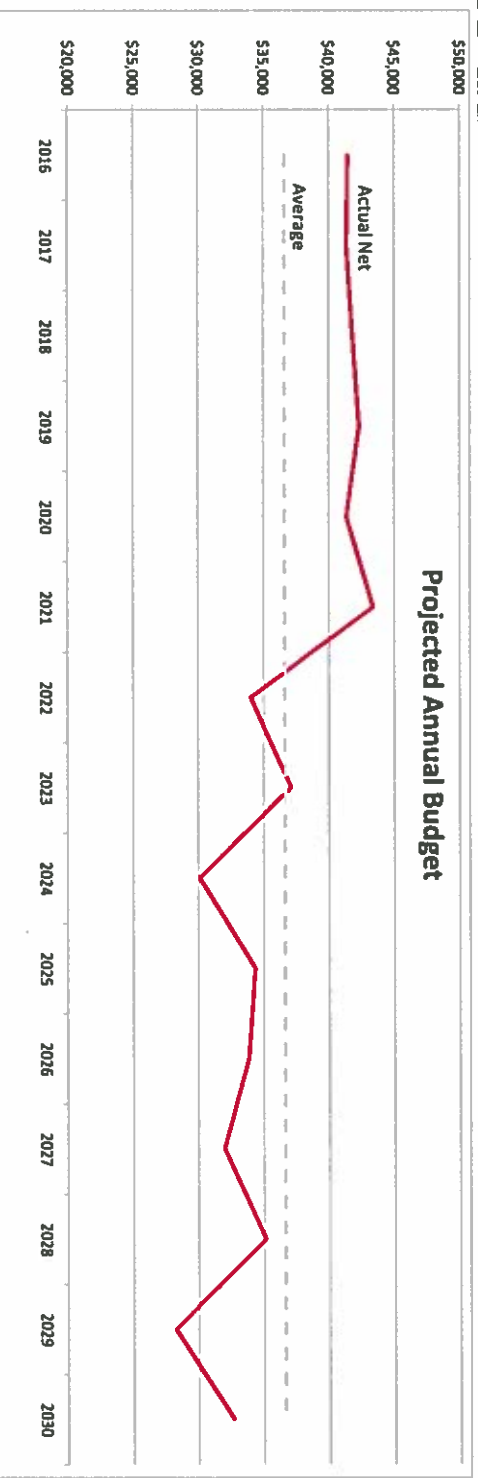
Greg Smith (Coordinator) 902-870-1086 gsmith@townofantigonish.ca



Antigonish Special Hazards Response Unit - 15 Year Annual Budget Projection

Item / Task	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Insurance	\$3,000	\$3,090	\$3,183	\$3,278	\$3,377	\$3,478	\$3,582	\$3,690	\$3,800	\$3,914	\$4,032	\$4,153	\$4,277	\$4,406	\$4,538
Dispatch (Paging)	\$3,450	\$3,554	\$3,660	\$3,770	\$3,883	\$3,999	\$4,119	\$4,243	\$4,370	\$4,501	\$4,637	\$4,776	\$4,919	\$5,066	\$5,218
SCBA Testing	\$1,500	\$1,545	\$1,591	\$1,639	\$1,688	\$1,739	\$1,791	\$1,845	\$1,900	\$1,957	\$2,016	\$2,076	\$2,139	\$2,203	\$2,269
Fuel (Trucks)	\$1,000	\$1,030	\$1,061	\$1,093	\$1,126	\$1,159	\$1,194	\$1,230	\$1,267	\$1,305	\$1,344	\$1,384	\$1,426	\$1,469	\$1,513
Administration	\$500	\$515	\$530	\$546	\$563	\$580	\$597	\$615	\$633	\$652	\$672	\$692	\$713	\$734	\$756
Financial Audit (5yr)	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$1,100	\$0	\$0	\$0	\$0	\$1,200
Basic P.P.E.	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814	\$2,898	\$2,985	\$3,075	\$3,167	\$3,262	\$3,360	\$3,461	\$3,564	\$3,671	\$3,781
Building Services (Heat, Lights, Etc)	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351	\$1,391	\$1,433	\$1,476	\$1,520	\$1,566	\$1,613	\$1,661	\$1,711	\$1,762	\$1,815
Truck & Equipment Maintenance	\$3,000	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814	\$2,898	\$2,985	\$3,075	\$3,167	\$3,262	\$3,360	\$3,461	\$3,564	\$3,671
Building Repair - Mortgage (60k, 4%, 15yr)	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400
New Cab/Chassis Payment (\$35k @ 5%, 7yr)	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
New Suburban or Similar (\$35k @ 5%, 7yr)	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Training	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Hazmat	\$20,000	\$15,000	\$15,000	\$15,000	\$2,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Wilderness Rescue Equipment	\$20,000	\$15,000	\$15,000	\$15,000	\$2,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Confined Space Equipment	\$49,050	\$48,945	\$49,426	\$49,922	\$10,000	\$50,958	\$41,500	\$44,558	\$37,633	\$41,825	\$41,334	\$39,462	\$42,609	\$35,776	\$40,162
TOTAL EXPENDITURES	\$49,050	\$48,945	\$49,426	\$49,922	\$10,000	\$50,958	\$41,500	\$44,558	\$37,633	\$41,825	\$41,334	\$39,462	\$42,609	\$35,776	\$40,162
REVENUE (TOWN & CO. SHRU CONTRIBUTION)	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534	\$7,534
NET EXPENDITURES	\$41,516	\$41,411	\$41,892	\$42,388	\$41,398	\$43,424	\$33,966	\$37,024	\$30,099	\$34,291	\$33,800	\$31,928	\$35,075	\$28,242	\$32,628

Prepared: November 2015
By: ASHRU Executive





ANTIGONISH SPECIAL HAZARDS RESPONSE UNIT

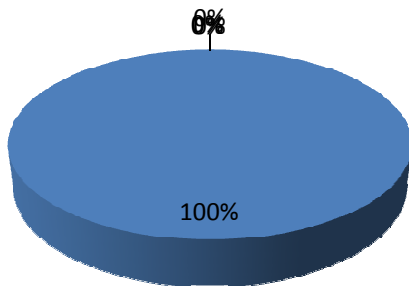
P.O. BOX 61 HEATHERTON, N.S. B0H 1K0

2015 SPENDING SHEET

Up To December 31, 2015



Cheque	Date	Expense	\$	Type
98	27/01/2015	Insurance Renewal for 2015 (1/3 Payment)	\$657.00	Operational
-	28/01/2015	NS Power Auto-Withdraw	\$110.16	Operational
-	30/01/2015	Service Charge	\$1.20	Operational
-	27/03/2015	NS Power Auto-Withdraw	\$212.56	Operational
-	31/03/2015	Service Charge	\$0.60	Operational
99	24/04/2015	Fraser & Hoyt Insurance Payment #2	\$657.00	Operational
-	27/04/2015	Henrys Esso - Greg Fuel for Plowing	\$100.04	Operational
-	30/04/2015	Service Charge	\$1.20	Operational
-	12/05/2015	Cheque Deposit	\$7,500.00	Deposit
-	28/05/2015	NS Power Auto-Withdraw	\$185.30	Operational
-	29/05/2015	Service Charge	\$0.60	Operational
-	01/06/2015	Wheel Pizza & Sub Shop for Meeting	\$72.73	Operational
-	05/06/2015	Pre-Auth GST/HST	\$82.41	Operational
-	12/06/2015	Greg Smith - Refreshments for Meeting	\$20.53	Operational
-	30/06/2015	Service Charge	\$1.80	Operational
-	27/07/2015	Pre-Auth - NS Power	\$80.62	Operational
-	31/07/2015	Service Charge	\$0.60	Operational
-	20/08/2015	Henrys Esso - Fuel	\$75.00	Operational
100	24/08/2015	Fraser & Hoyt Insurance Payment #3	\$657.00	Operational
-	25/08/2015	D&O Insurance Renewal	\$713.00	Operational
-	31/08/2015	Service Charge	\$6.00	Operational
-	04/09/2015	Service Charge Reversal	\$6.00	Deposit
-	28/09/2015	Pre-Auth - NS Power	\$56.49	Operational
-	30/11/2015	Pre-Auth - NS Power	\$55.95	Operational



■ Operational ■ Building ■ Vehicles ■ Training ■ Misc

Operational	\$3,747.79
Building	\$0.00
Vehicles	\$0.00
Training	\$0.00
Misc	\$0.00
TOTAL Debits	\$3,747.79
TOTAL - Deposits	\$7,506.00
NET BALANCE	\$3,758.21

Account Balance Jan. 1, 2015	\$1,783.82
Account Balance Dec. 31, 2015	\$5,542.03



STATEMENT OF INCOME AND EXPENDITURES FOR

(society name)
for the fiscal period ending

(yyyy/mm/dd)

20

Income

Membership fees _____

Fund raising _____

Other revenue _____

Other revenue _____

A. Total Income _____

Expenditures

Administration _____

Education and training _____

Insurance _____

Professional fees _____

Salaries _____

Other expenditures _____

Other expenditures _____

B. Total Expenditures _____

C. Net Surplus or (Deficit) (A - B = C) _____

D. Surplus or (Deficit), beginning of year _____

E. Surplus or (Deficit), end of year (C + D = E) _____

Auditor or

Director: _____
(signature)

Director: _____
(signature)

(name)

(name)



**Service Nova Scotia
and Municipal Relations**
Registry of Joint Stock Companies

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BALANCE SHEET FOR

(society name)
for the fiscal period ending _____
(yyyy/mm/dd)

20

Assets

Current Assets

Cash and deposits

Accounts receivable

Prepaid expenses

Capital/Fixed Assets

Equipment

Land and buildings

Other capital/fixed Assets

A. Total Assets

Liabilities

Current liabilities

Amounts payable

Taxes payable

Long Term Debt

Mortgage

Other

B. Total Liabilities

Equity

Retained earnings/deficit

General reserve

C. Total Equity

Total Liabilities and Equity (A must equal B + C)

Auditor or

Director:

(signature)

(name)

Director:

(signature)

(name)



**Service Nova Scotia
and Municipal Relations**
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BALANCE SHEET FOR

Antigonish Special Hazards Reponse Unit Society

(society name)

for the fiscal period ending 2015-12-31

(yyyy/mm/dd)

20 15

Assets

Current Assets

Cash and deposits

5,542

Accounts receivable

0

Prepaid expenses

0

Capital/Fixed Assets

Equipment

156,000

Land and buildings

0

Other capital/fixed Assets

0

A. Total Assets

161,542

Liabilities

Current liabilities

Amounts payable

0

Taxes payable

0

Long Term Debt

Mortgage

0

Other

0

B. Total Liabilities

0

Equity

Retained earnings/deficit

161,542

General reserve

0

C. Total Equity

161,542

Total Liabilities and Equity (A must equal B + C)

161,542

161,542

Auditor or

Director:


(signature)

Vincent Hallett

(name)

Director:


(signature)

Greg Smith

(name)



**Service Nova Scotia
and Municipal Relations**
Registry of Joint Stock Companies

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STATEMENT OF INCOME AND EXPENDITURES FOR
Antigonish Special Hazards Reponse Unit Society

(society name)
for the fiscal period ending

2015-12-31

(yyyy/mm/dd)

	20 15
Income	
Membership fees	0
Fund raising	0
Other revenue	7,500
Other revenue	6
A. Total Income	7,506
Expenditures	
Administration	0
Education and training	0
Insurance	2,684
Professional fees	0
Salaries	0
Other expenditures	1,064
Other expenditures	0
B. Total Expenditures	3,748
C. Net Surplus or (Deficit) (A - B = C)	3,758
D. Surplus or (Deficit), beginning of year	1,784
E. Surplus or (Deficit), end of year (C + D = E)	5,542

Auditor or
Director:


(signature)

Director:


(signature)

Vincent Hallett
(name)

Greg Smith
(name)

ASHRU Inventory

Updated: Mar-13

Line	Resource Name	Type	QTY	Manufacturer	Model Number	Serial Number	Year Mfr'ed	Year Aquired	Value \$\$	Notes
1	Trailer	Vehicle	1	Canadian Hauler					\$10,000.00	License #T310-791, Alum 16 ft
2	Generator	Equipment	1	Honda	EZ5000				\$3,000.00	
3	Breathing Appartus	Equipment	4	Scott					\$16,000.00	each c/w 2216 psi cylinders
4	Boots	Equipment	22						\$660.00	
5	Helmets	Equipment	22						\$1,100.00	
6	Plug Rugs	Material	4						\$100.00	
7	Sledgehammer	Equipment							\$50.00	
8	Axe	Equipment								
9	Shovel	Equipment						2012		
10	Pick	Equipment								
11	Duct Tape	Material	4						\$40.00	
12	Clipboards	Equipment	4						\$40.00	
13	Night Vision Goggles	Equipment	1	Nightowl Optics					\$300.00	
14	Leak Control Kit	Material	6		EA					
15	Spotting Scope	Equipment	1	Bushnell	Bushmaster				\$200.00	
16	Binoculars	Equipment	1						\$150.00	
17	Sampling Kit	Material	1						\$1,500.00	Various
18	Tubes	Material	6						\$50.00	Caulking Tubes
19	Gas Detector	Equipment	1	3M	950-RR13M				\$2,000.00	
20	Headsets Comm	Equipment	4	Earmark					\$1,000.00	
21	Wooden Plugs	Material							\$350.00	Assorted
22	Suit - Level B	Equipment	14						\$2,800.00	
23	Work Gloves	Equipment	50						\$500.00	
24	Wool Socks	Material	60						\$300.00	
25	50ft Garden Hose	Equipment	5						\$250.00	
26	Manifold	Equipment	1						\$35.00	
27	Nozzle	Equipment	1						\$25.00	
28	Tool Box	Equipment	1						\$100.00	Assortment
29	Paper Towel	Material	1						\$10.00	
30	95gal Recovery Drum	Equipment	2						\$400.00	
31	Portable Shower	Material	1						\$500.00	
32	Wet Vac	Equipment	2						\$100.00	4 gallon and 2 gallon
33	Tool Box	Equipment	1						\$350.00	Adjustable + Pipe Wrenches
34	Yard Broom	Equipment	2						\$50.00	
35	Decon Brush	Equipment	6						\$120.00	
36	Fluid Recovery Containers	Equipment	2						\$350.00	
37	Towels	Material	16						\$80.00	
38	Buckets	Equipment	2						\$20.00	
39	Plug n Dike	Material	1						\$65.00	5 Gallon

40	Drill	Equipment	1	Dewalt	DC720	682583			\$275.00	
41	Recip Saw	Equipment	1	Dewalt	DW938	741922			\$250.00	
42	Sampling Kit	Material	1						\$1,200.00	
43	50' Extension Cord	Equipment	4						\$200.00	
44	Fuel Pump	Equipment	1	Hamco	PumpnBox				\$700.00	110V w/ 10 ft hose
45	Orange Hazmat Boots (pr)	Equipment	3						\$225.00	
46	Rubber Coveralls	Equipment	10						\$1,000.00	
47	Cooling Vest	Equipment	4						\$600.00	
48	Windsock	Equipment	1						\$25.00	
49	Rubber Rolls - Manhole Covers	Material	4						\$800.00	Manhole Covers
50	Tarps	Material	3						\$120.00	2 orange 10x12 ft, 1 blue 12x12
51	SCBA Cylinder 2200psi	Material	2						\$3,000.00	
52	Truck	Vehicle	1	Chevrolet		CKM34AR161904	1980		\$15,000.00	Owned by Town Antigonish Licence #R24884
53	Radio (mobile)	Equipment	2	Motorola					\$1,200.00	VHF
54	Kerosene Heater	Equipment	1						\$250.00	75000 BTU
55	Radio (portable)	Equipment	1	Motorola	CP200	018THZB947			\$750.00	VHF c/w case, spare battery & mic
56	Radio (portable)	Equipment	1	Motorola	CP200	018THZB931			\$750.00	VHF c/w case, spare battery & mic
57	Radio (portable)	Equipment	1	Motorola	CP200	018THZB939			\$750.00	VHF c/w case, spare battery & mic
58	Radio (portable)	Equipment	1	Motorola	CP200	018THZB943			\$750.00	VHF c/w case, spare battery & mic
59	Gas Can	Equipment	1						\$30.00	5 Gallon
60	Absorbant Sheets Yellow	Material	2		P12Y				\$300.00	100 per pack
61	Absorbant Sheets White	Material	8		P12W				\$600.00	100 per pack
62	Absorbant Booms	Material	7						\$490.00	4 booms a pack, 3"x10'
63	Truck	Vehicle	1	Chevrolet	Suburban	1GNEK16T34P293980	2004		\$15,000.00	Owned by Mun. of Antigonish Licence #R26993
64	Absorbant Bags	Material	12						\$480.00	50L
65	Absorbant Roll	Material	1	Oil M	5085					150 ft x 15 in
66	Absorbant Pigs	Material	2							30 per box oil onlly
67	Absorbant Pigs	Material	1							Hazmat only
68	Oil Absorbant	Material	21							
69	TMR Radio (portable)	Equipment	2	Motorola					\$3,500.00	Provincial Seed Program
70	Desk Computer	Equipment	1						\$750.00	
71	Laptop Computer	Equipment	1						\$1,200.00	
72	VHF Base Station	Equipment	1						\$1,200.00	
73	VHF Antenna	Equipment	1						\$600.00	single di-pole
74	Work Coveralls	Equipment	22						\$3,500.00	c/w 3M reflective and lettering package
75	Printer - color/photo	Equipment	1						\$150.00	
76	Printer - B&W	Equipment	1						\$75.00	
77	Digital Camera	Equipment	1						\$200.00	
78										
79										
80										
81										

A.S.H.R.U. Activity/Update Report

- The ASHRU meets the 3rd Thursday of the month at 7:30pm for Business Meetings & Training
- Currently the ASHRU has 12 active members from 6 of 9 local VFD's and public (Aulds Cove, Havre Boucher and Tracadie VFD's currently have no members on ASHRU but each has expressed interest)
- All members are trained to Hazardous Materials Response - Level B – Operations Level
- One member is trained to Hazardous Materials Response - Level A – Technician Level
- Both vehicles in good running order... MVI's and Insured and fitted with both VHF & TMR2 Radios
- Both vehicles are equipped with emergency lights, sirens and reflective striping
- Hazardous Material Support Unit (trailer) is equipped with emergency lighting and 4 portable VHF radios and multitude of Haz-Mat Response equipment
- ASHRU Building has been painted and grounds-work completed and grass is consistently mowed
- 4 ASHRU members participated in a Federal / Provincial Mass-Decon exercise in Pictou last fall
- The ASHRU has expressed interest in securing training space in the former HJ MacDonald School
- The ASHRU is in good standing with NS Registry of Joint Stock Companies
- The ASHRU received funding in 2012-13 from NS Emergency Services Provider Fund for equipment for decontamination deployment equipment
- The ASHRU has received JEPP funding in the past partnering with the Town of Antigonish (ie. VHF portable radios, 6500 watt portable generator and 16' dual-axle support trailer c/w interior lighting and electric brake package
- All members have voice-pagers for response – callout process (same as our VFD's)
- Current Executive: Chief, Deputy Chief, Secretary and Treasurer
- Board of Directors in place..... 6 Directors, ASHRU Executive & R-EMO Coordinator(ex-officio)
- Directors & Officers liability insurance in place
- Property, Building and Operations insurance in place
- Vehicles (Chevy 3x3 & Suburban) currently insured with each Municipality under their respective vehicle fleet insurance policy
- Civic address posted on building

- Mailing address in place: PO Box 61, Heatherton, NS B0H 1R0
- Emergency lighting, exit sign, re-wired electrical c/w new service and panel carried out at ASHRU Bldg.
- Office space created within our 40' x 40' steel-framed building
- 4 members to attend 50 hr. Level A – Technician Level with HRM and/or NSFFS
- Power Point presentation(s) made in 2014 & 2015 respectfully, to Joint Council for securing necessary funding for the operation of the ASHRU
- Other components of ASHRU to roll out in future: Confined Space Rescue & All Terrain Rescue



Port Hawkesbury Veterans Memorial Park Society

P.O. Box 6972, Port Hawkesbury, Nova Scotia, B9A 3S4 Tel. 1.902.625.0812

12 April 2106

Municipality Of The County of Antigonish
285 Beeh Hill Road RR 6
Antigonish N.S.B2G 0B4

Dear Sirs,

We at the Veterans Memorial Park have continued to be busy this past year. We, in 2015, We planted numerous flowers, had our landscaping done, added a cement area to replace a broken area in front of the Cenotaph and continuously buy Flags due to our windy site, to represent our 4 Maritime Provinces, NATO and Peacekeepers and planted 2 new trees.

We have at present we have 10,220 Veterans names on the panels, and this year we installed another panel containing more Veterans names from our Quad Counties. We have installed a bronze Service Dog from Timothy Schmalz that sits at the foot of the replica grave of the Unknown Soldier. We did more ground work as we have added more lighting that disrupted the earlier work done and had to reinforce the flag poles with brick work.

Needless to say, all this has been very costly and again we are in the process of raising money to replace a large and small panel that was damaged during two bad storms this winter. These Two panels will cost us \$3,600.00. They contains the names of 460 Veterans names.

We are, not to be conceited, very proud of our Veterans Park, and feel that all Veterans are honourably represented from all 4 Counties. We receive many compliments and we had bus tours visit our park this past summer. We sincerely wish to thank you for your continued support and we hope that you will be able to help us with the cost of these panels.

Sincerely,

Belle Mac Intyre
on behalf of all our Society Members

[\(Belle.macintyre@ns.sympatico.ca\)](mailto:Belle.macintyre@ns.sympatico.ca)

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

REQUEST FOR DECISION

TO: Committee of the Whole
FROM: Glenn Horne, Municipal Clerk Treasurer
SUBJECT: *Attendance at the Georgetown 2.0 Solutions Conference*
DATE: MAY 3, 2016

SUMMARY

Municipal Clerk Treasurer, Glenn Horne, is seeking approval to attend the Georgetown 2.0 Solutions conference.

BACKGROUND

At the 2013 Georgetown Conference: Rural Redefined, more than 250 community leaders, volunteers and activists took part in a conference in that Prince Edward Island village. Participants from across rural Atlantic Canada exchanged information about challenges faced by rural communities networked, in an atmosphere free of political, bureaucratic or urban presences.

In 2013, the Georgetown Conference: Rural Redefined, brought together more than 250 community leaders, volunteers and activists. Participants from across rural Atlantic Canada networked, exchanged information about challenges faced by rural communities, and discussed efforts to address these challenges.

Georgetown, Prince Edward Island will again play host to more than 250 Atlantic Canadian leaders when Georgetown 2.0, Solutions is held June 2-4, 2016 at the Kings Playhouse. Georgetown 1 showed the overwhelming desire of communities to take the lead in deciding their own future. Georgetown 2.0 is billed to be about solutions. Delegates will be challenged to identify the issues and potential solutions for their communities and will dictate the majority of the conference agenda.

CONSIDERATIONS

This conference will provide an opportunity to network with rural and Atlantic Canadian leaders, exchange ideas to address the economic and demographic challenges that face us all, and collaborate on solutions. The conference agenda is as follows:

Thursday June 2 – Understanding Our Current Reality & Seeing The Bigger Picture

11am – 12:45 pm Registration

1:00 Welcome & Framing

1:30 20 x 20 Presentations: Thought provoking, visual presentations from diverse participants from across the region.

3:00 Break
3:30 Plenary Conversation: What are the forces impacting our solution building?
5:20 Closing
5:30 Lobster Dinner

Friday June 3 Morning – Digging Into Our Choices, Dilemmas & Essential Conversations

9:00 Welcome & Framing
9:15 Keynote Speaker: Chef Michael Smith on challenges and opportunities on leading change in our region
10:00 Break
10:30 Participant Driven Break Out Session
12:30 Lunch

Friday June 3 Afternoon – Uniting The Movement: Connecting Our Actions For Greater Regional Impact

1:30 Participant Driven Break Out Session
3:15 Break and Gallery Walk of Breakout Summaries
3:45 Summary of Sessions
4:00 Keynote Speaker: Doug Griffiths on 13 ways of getting change done in spite of the odds
5:15 Closing
5:30 Curling Club Dinner

Saturday June 4 – Working On Solutions Together

9:00 Welcome & Framing
9:15 Video: Summary of our Work
9:30 Action Planning on New or Ongoing Solutions (Participant Driven 40-50 sessions)
12:00 Closing
12:30 Lunch & Departure

STRATEGIC PLAN

The topics and conversation facilitated at this conference provide multiple alignments with the ICSP and Strategic Priorities, including fostering sustainable communities, economic development, shared services, regional approaches, population aging, etc...

BUDGET IMPLICATIONS

Activity / Item	Estimated Cost
Conference Registration	\$249.00
Hotel (2 nights)	\$300.00
Travel (mileage & ferry)	\$176.00
Per Diem	Included in registration
TOTAL	\$725

WORK PLAN IMPLICATIONS

NA

ALTERNATIVES

1. To not attend the conference.

COMMUNICATION CONSIDERATIONS

NA

NEXT STEPS

Conference registration upon approval.

Choosing Our Preferred Future:

A Proposal for a Corporate Plan

April 19, 2015



Summary

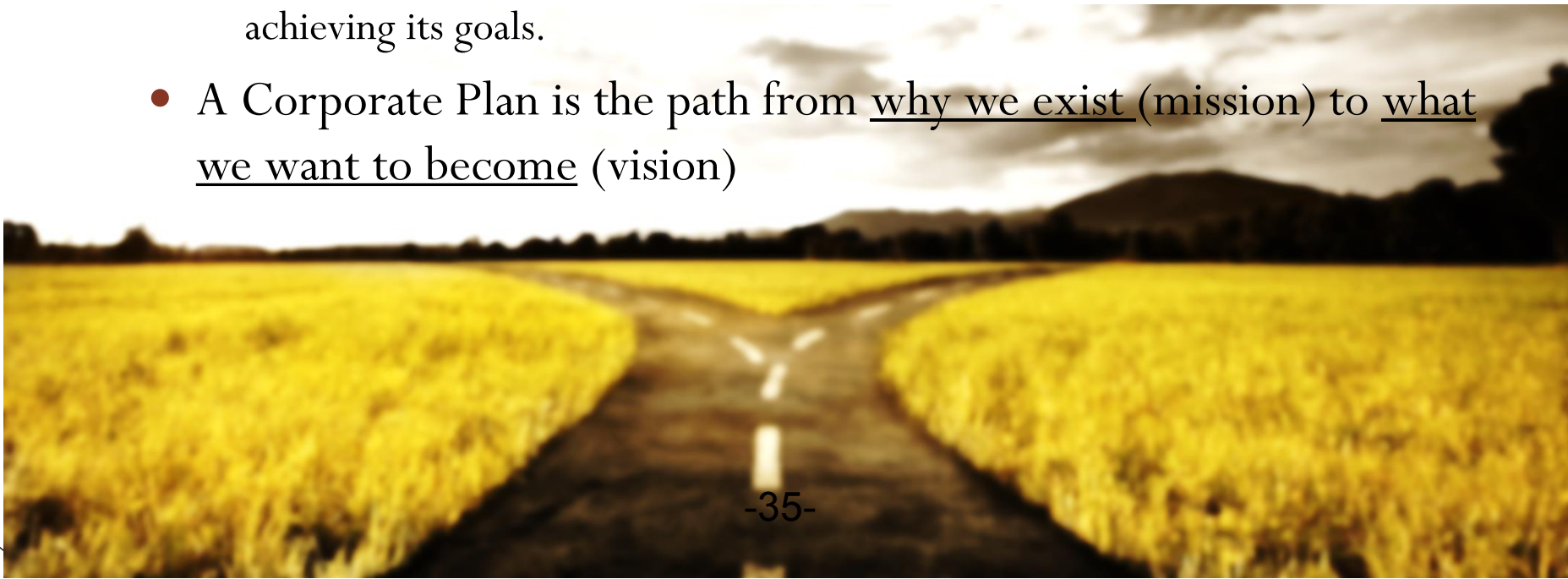
- Municipal Council is being asked to consider initiating a Corporate Planning Process to “*Choose our Preferred Future*” following the 2016 municipal election.
- Global, national and provincial forces will always have an impact on our municipality, but by developing a strong plan with a strong process & implementation we can prepare for and have more control over our own future.
- As Yogi Berra once said, “the future ain’t what it used to be.” It is vital to our success to create our own preferred future so that we maintain the quality and level of service our residents have come to expect while being responsive to their needs.

Challenge & Opportunity

- It is easy to get caught up in the day-to-day aspects of running a municipality that you never get around to planning for the future.
 - By looking ahead we are better positioned to avoid pitfalls & make better use of resources.
- If an organization doesn't know where it is headed its priorities will change constantly with little engagement or commitment from those involved.
 - If we don't know where we are going we will never get there.
- The Municipality's existing services (solid waste collection, accounting, planning, recreation, water, sewer, etc...) are of a high quality.
 - We benefit our residents if we continue to push and improve.
- Increased downloading from other levels of government & uploading from the community.
 - Stating what the Municipality is about conversely states what we are not about.

Why a Corporate Plan?

- A Corporate Plan can be Council's leadership roadmap for the Municipality of the County of Antigonish.
 - It identifies what Council wants to achieve for the community; what our community will be like.
 - It speaks to how we are going to get there.
 - It guides all initiatives to ensure the Municipality is moving closer to achieving its goals.
- A Corporate Plan is the path from why we exist (mission) to what we want to become (vision)



Why Choose Our Preferred Future?

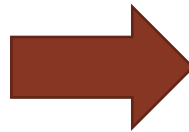
- If we don't choose, it will be chosen for us.



People don't plan to fail;
they fail to plan.

-John Beckley

Achieving our Preferred Future



Canada's Olympic Men's Hockey

1998	Nagano	Marc Crawford	4 th
2002	Salt Lake City	Pat Quinn	GOLD
2006	Turin	Pat Quinn	7 th
2010	Vancouver	Mike Babcock	GOLD
2014	Sochi	-37 Mike Babcock	GOLD

Mike Babcock

“I don’t know what it’s like in your business. But in mine: If you’re not getting better, you’re getting passed.”

What drives Mike Babcock? “I’d like to be the best coach in my generation.”

“He [Babcock] prepares for every detail of the game. That’s why he’s not smiling: He’s always thinking about the execution and implementation of his vision.” - *Kevin Sawyer, who played for Babcock in Spokane, Cincinnati and Anaheim*

“I don’t think there’s a secret to success. It’s lifelong learning. What you did last year and how you wrote last year, if you’re writing the same next year someone else is going to have your job. You have to evolve because everyone else evolves.”

Takeaway: We have to plan and continuously improve to be successful. It won’t just happen.

Why Now?

- Internal:
 - New Council term – 4 year mandate
 - Build on successful pilot of Priority Setting with Gordon MacIntosh.
 - Municipality has under-gone significant change in personnel. We have a new mix of skills , competencies and vision.
 - We have the benefit of many years of successful council and administrative management; we have the benefit and opportunity of being in a better financial position than many.
- External
 - We have moved into a environment of increasing costs, increasing demands and decreasing revenues.
 - *Now or Never* Report is 25 months old. What do we have to show for it?
 - We are a regional player – if we don't lead and set example our region will lag.
 - Pressure is mounting on Municipality's to improve: shared services, restructuring, amalgamation, dissolution, etc...

If we don't choose our preferred future it will be chosen for us.

Local Examples of Success

- Municipality of the District of Guysborough
 - Strives to provide exceptional local and property services to the residents of our communities; works to build on and enhance our sustainable economic, social and natural environment.
 - Uses a Strategic Plan for the basis of all work plans.
 - Council revisits and reviews progress at a retreat each year.
- Nova Scotia Community College
 - One of the best post-secondary institution in Nova Scotia; leading edge programs.
 - <https://www.youtube.com/watch?v=Kmab5OUIY0TY>
 - <https://www.youtube.com/watch?v=M4Xf2TJVPkY>
 - <https://www.youtube.com/watch?v=nPSGtJMDybM>
 - <https://www.youtube.com/watch?v=Dhzwadwh6o0>
- District of East Hants
 - East Hants is often held up as an example for other municipalities.
 - While they have the natural advantage of being a bed-room community of Halifax, the measure of success it has enjoyed did not come by accident:
 - <https://www.easthants.ca/wp-content/uploads/2016/01/Strategic-Plan.pdf>

Mission

Through **innovation** and **excellence** in service delivery, East Hants provides municipal programs and services that continually enhance a **healthy** and **sustainable** community.



EAST HANTS
We live it!

Core Values

What guides us:

- ▶ Excellence
- ▶ Integrity
- ▶ Fairness
- ▶ Respect
- ▶ Learning

Organizational Values

How decisions are made:

- ▶ Excellence
- ▶ Fiscal Responsibility
- ▶ Stakeholder Engagement
- ▶ Informed & Sustainable Decision Making
- ▶ Innovation
- ▶ Responsive, Transparent, Accountable Government
- ▶ Safe & Healthy Workplace Philosophy

Key Strategies

- ▶ Infrastructure Sustainability
- ▶ Governance
- ▶ Communication & Engagement
- ▶ Community Planning & Development
- ▶ Transportation
- ▶ Sustainability
- ▶ Economic Development

Vision

East Hants is a **vibrant, diverse, growing** municipality attractive to residents and visitors because of our unique:

- ▶ Blend of urban & rural residential settings
- ▶ Commercial activities
- ▶ Programs & services
- ▶ Cultures & values
- ▶ Affordable housing
- ▶ Volunteers

- ▶ Active healthy lifestyle
- ▶ Beautiful landscapes

- ▶ Recreation opportunities
- ▶ History

These strengths, combined with sustainable economic development, a skilled work force, strong agriculture and tourism sectors, productive working relationships, and open government processes, ensure we are recognized as a leading municipality in Nova Scotia.

Benefits of a Corporate Plan

- Build on what we are already doing well.
- Everyone is pulling in the same direction(s).
- When you are comfortable you are also confident!
- We clarify what we are about and what we are not about.
- Flexible & focused allocation of finite resources.
- Division of efforts and enables collaboration.
- Once you prove it, you never have to say it.

Questions?

Next: How might this work?

How might it work?

- The Strategic Plan contains Council's mission & vision statement along with key strategies to be pursued.
 - Mission Statement: Why we exist.
 - Vision Statement: What we want to become.
 - Ex of Key Strategies from East Hants: Infrastructure Sustainability, Governance, Communication and Engagement, Community Planning and development, Transportation, Sustainability and Economic Development.
- Within each of key strategy, Council identifies goals to be achieved.
- Based on stated goals, staff place a draft operational and capital budget in front of Council each year. Council adopts a version of the budget which outlines initiatives that will assist to achieve these goals.
- Organizational Values outline how Council and staff make decisions and Core Values which outlines the values that the organization lives, breathes and reflects in all activities.
- This defines the stakeholder experience as it deals with the Municipality.

What is involved?



What is involved?

Why?	Mission, Vision & Values			
What?	Priority A	Priority B	Priority C	Priority D
How?	Goal #1	Goal #1	Goal #1	Goal #1
	Goal #2	Goal #2	Goal #2	Goal #2
	Goal #3	Goal #3	Goal #3	Goal #3
Who?	Annual Work Plans			
Outcome	Preferred Future & How it's Measured			

Who is involved?



Council (ideally)
with consultation
from residents,
stakeholders, staff,
etc...

Developed by staff,
approved by Council

Council

Mission & Values

Priority A

Priority B

Priority C

Priority D

Goal #1

Goal #1

Goal #1

Goal #1

Goal #2

Goal #2

Goal #2

Goal #2

Goal #3

Goal #3

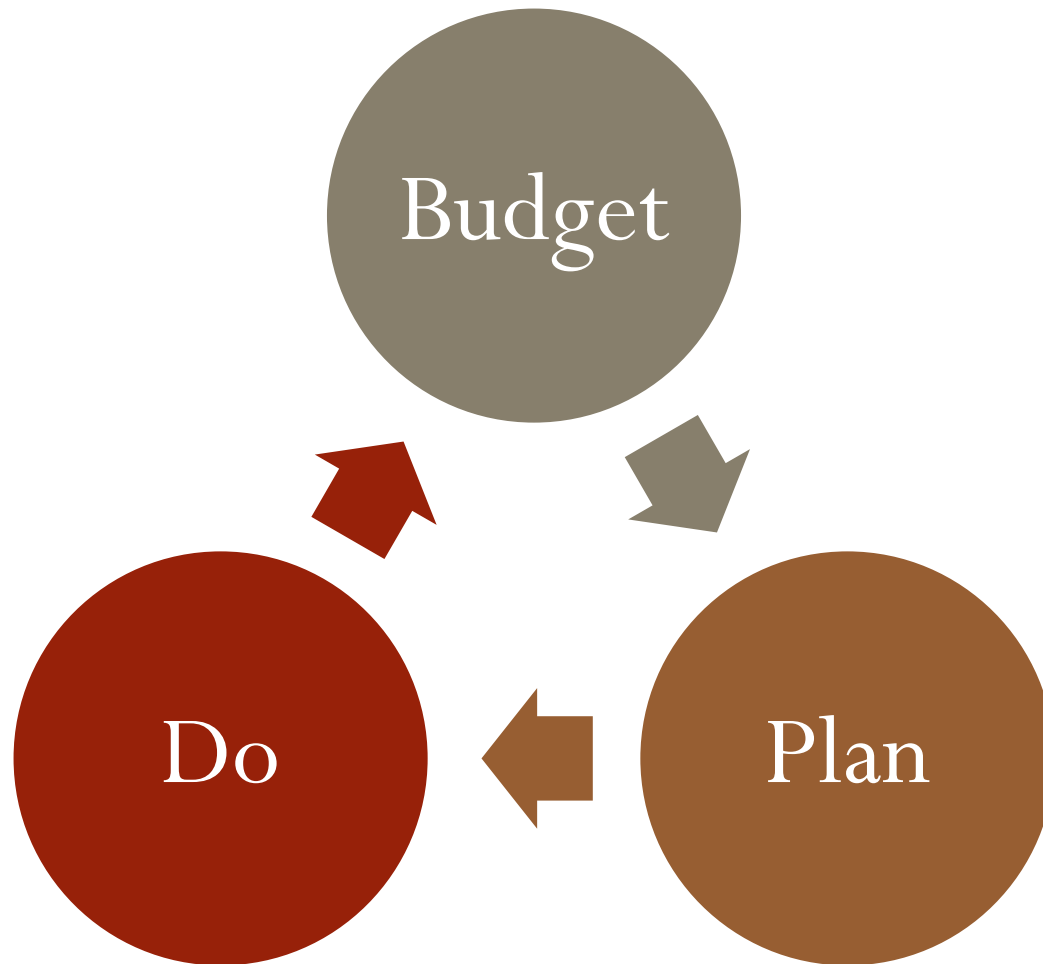
Goal #3

Goal #3

Annual Work Plans

Preferred Future & How it's Measured

Current Work Cycle – Budget Driven



Potential Work Cycle – Plan Driven



Really, we need to talk about values?

Decision Tree

Council

- 20 decisions / month

Clerk
Treasurer

- 40 decisions / day

Senior Staff

- 30 decisions / day

Front-Line Staff

- 100 decisions / day

Values / Goals

Public Engagement

- A core best practice is for an organization to include the priorities of its stakeholders (residents) in its corporate plan.
 - Public input through surveys, public meetings, open houses, etc...
- Each Department has varying needs. Process should include participation from all employees.
 - Foster buy-in, sense of ownership, and move toward plans / objectives tailored to each department.
- Public is increasingly demanding accountability.
 - A plan with specific targets and monitoring will help to ensure expectations are met.

Corporate Planning

Strategic

- Responsibility of Council with support of staff.
- Shapes the organization and its resources.
- Assesses the impacts of environmental variables.
- Takes a holistic view of the organization.
- Develops overall objectives and strategies.
- Is concerned with long-term success.

Operational

- Responsibility of senior and functional managers.
- Deals with current deployment of resources
- Develops tactics
- Projects current operations into the future
- Makes modifications to the business functions, but not fundamental changes

Implementation

- 80% of any plan fails on execution.
- We have demonstrated success in achieving 2014 priorities.
- We also already have a structure to take priorities to plans: Annual Work Plans

Department:							
Activity (Provide a brief description)		Budget Allocation	Key Milestones				Outcome (Why is this positive for the Municipality?)
			Q1 (Apr - June)	Q2 (July - Sept)	Q3 (Oct - Dec)	Q4 (Jan - Mar)	
1							
2							
3							
4							
Do you foresee any significant challenges to the achievement of these activities?:			Reviewed & endorsed by: <div style="display: flex; justify-content: space-between;"> <div>Department Head</div> <div>Date</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Municipal Clerk Treasurer</div> <div>Date</div> </div>				
How do you foresee working with other departments / colleagues to complete these activities?:							

Outputs & Outcomes

- Possible Output:
 - Establishment of organizational values & vision
 - Identification of a number of goals and key performance indicators.
 - A community-based strategic plan.

- Possible Outcomes:
 - Focused and aligned council and staff.
 - Engaged and forward looking employees making decisions aligning with organizational values.
 - Community buy-in and engagement on strategic initiatives.
 - Basis to form partnerships and act as a regional lead.

Questions & Discussion

