

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

COMMITTEE OF THE WHOLE AGENDA

Tuesday, February 13th, 2018 6:30pm

Municipal Administration Centre

- 1) Call to Order – Chairman, Warden Owen McCarron
- 2) Approval of Agenda
- 3) Approval of January 16th, 2017 Committee of the Whole Minutes
- 4) Business Arising from the Minutes
- 5) Presentation – Town of Antigonish Business Improvement District Proposal
- 6) Discussion of the Province’s decision to disband Regional School Boards
- 7) Mural discussion
- 8) In-Camera – Acquisition, Sale, Lease and Security of Municipal Property
- 9) In-Camera – Contract Negotiation (Recreation)
- 10) In Camera – Personnel Matters (Staff Training Session Updates)
- 11) Staff Reports
- 12) Adjournment

COUNCIL PRIORITIES

COUNCIL PRIORITIES	
NOW	
<ol style="list-style-type: none"> 1. BROADBAND PROPOSAL: Agreement – Jan. 2. INTERNET SERVICE: Business Case – March 3. CELLULAR SERVICE: Business Case – May 4. NEW BUSINESS PARK: Options – March 5. REN STRATEGY: Review – Feb. 	
NEXT	ADVOCACY/PARTNERSHIPS
<ul style="list-style-type: none"> • ACCESSIBILITY: Audit • INFRASTRUCTURE funding: strategy • WATER: Study & Projects • SEWER: Report & Projects • GUYSBOROUGH: Collaboration Meeting • TOURISM PROGRAM: Review 	<i>Broadband System Funding (Province)</i> <i>Senior Care Facility Funding (Province)</i> <i>Aging In Place Program (Province)</i> <i>NS Broadband Study (Province)</i> <i>PFN: CEDI Initiatives</i>
CLERK TREASURER	Finance
<ol style="list-style-type: none"> 1. REN STRATEGY: Review – Feb. 2. INDUSTRIAL PARK –LAND AD, SALE & NEW BUSINESS PARK: Options - Mar. 3. Asset Management System: Phase 1 – June <ul style="list-style-type: none"> • Emergency Management Coordination • Leadership Team Development Program 	<ol style="list-style-type: none"> 1. INFRASTRUCTURE STRATEGY: Priorities – Jun 2. Water Meter System: Integration 3. Landfill Billing System: Review – Mar. <ul style="list-style-type: none"> • Water Utility Rates: Review – Oct. • Internet System: Audit
Public Works	Recreation
<ol style="list-style-type: none"> 1. SEWER TREATMENT: Study – Nov. 2. WATER SYSTEM: Report – Jan. 3. WATER SYSTEM: Upgrades – Jan. 	<ol style="list-style-type: none"> 1. Active Transportation: Action Plan – Jan. 2. MPAL: Recreation Plan – Mar. 3. Community Initiatives – June <ul style="list-style-type: none"> • Recreation for All Program • Part Time Staff Leadership Program
Sustainability	Planning
<ol style="list-style-type: none"> 1. ACCESSIBILITY: Audit – Jan. 2. Emergency Business Continuity Plan – Feb. 3. Renewable Energy: Options – April (Prov.) <ul style="list-style-type: none"> • <i>PFN: CEDI Initiative</i> – April? • Municipal Awareness Strategy 	<ol style="list-style-type: none"> 1. EASTERN ANTIGONISH PLAN REVIEW – Sept. 2. <i>Civic Address Internal Audit</i> – April 3. Amendments – PAC Jan/Feb. <ul style="list-style-type: none"> • Antigonish Affordable Housing (Phase 3) • MacDonald Dairy Warehouse • Levy’s Leather Warehouse
Administration	ADMINISTRATION
<ol style="list-style-type: none"> 1. BROADBAND PROPOSAL: Agreement – Jan. 2. INTERNET SERVICE: Business Case – March 3. CELLULAR SERVICE: Business Case – May <ul style="list-style-type: none"> • Newsletter Review • Online Media Refresh 	<ol style="list-style-type: none"> 1. GUYSBOROUGH: Collaboration – Mar. 2. TOURISM Review/Scan – Jan. 3. Information Technology Strategy – June? <ul style="list-style-type: none"> • Court House: Assessment • Dog Control Program: Review
<small>CODES: BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; Italics = Advocacy; Regular Title Case = Operational Strategies December 2017</small>	

TO: COMMITTEE MEMBERS
FROM: STAFF
SUBJECT: *COMMITTEE OF THE WHOLE MEMO*
DATE: FEBRUARY 13TH, 2018

ANTIGONISH BUSINESS IMPROVEMENT DISTRICT PROPOSAL

Mr. Jeff Lawrence, CAO of the Town of Antigonish, and Mr. Steve Scannell, Special Projects Coordinator at the Town of Antigonish, will be presenting a proposal under consideration, for the establishment of a Business Improvement Area.

DISCUSSION REGARDING THE PROVINCE'S ANNOUNCEMENT REGARDING THE DISBANDING OF ELECTED REGIONAL SCHOOL BOARDS

This is an opportunity for members of the Committee to further discuss the announcement made by the Province on January 24th, where they identified their intent to eliminate the province's seven English language school boards and remove principals and vice-principals from the teachers union as part of their proposed changes to the education system.

MURAL DISCUSSION

Further to the update provided by staff at the January 16th Committee of the Whole meeting, this is an opportunity for further discussion and planning for the 2018/2019 cycle of the community mural program.

IN-CAMERA – ACQUISITION, SALE, LEASE AND SECURITY OF MUNICIPAL PROPERTY; CONTRACT NEGOTIATIONS; PERSONNEL MATTERS

This subject matter falls within Section 22(2) of the Municipal Government Act as that which a committee may discuss in a closed session. It is recommended a motion be made to initiate an in-camera session. Materials will follow.

STAFF REPORTS

Administration

- Training sessions for staff, regarding dealing with difficult customer interactions, will be offered on February 12th and 14th.
- Staff is working on readying the revamped County newsletter, with expected publication in March. Staff is looking to take photographs of Councillors individually, and Council as a whole, at the meeting on February 20th.

Recreation

- The Open Gym Sunday programming is nearly half way through (running from January 21st to March 18th), and attendance each week is growing. Gym space and play equipment is available to the public at no charge, from 9-11am at St. Andrew Junior School, and from noon-2pm at Paq'tnkek Community Centre. More information is available on the County's Facebook Page.

Finance

- Staff continues to review records for billing information to update any addresses on file that may be impacted by Canada Post's addressing changes.

COMMITTEE OF THE WHOLE MEETING MINUTES

A Committee of the Whole Meeting was held Tuesday, January 16th, 2018 at 5:30pm in the Council Chambers of the Municipal Administrative Centre, 285 Beech Hill Road, Antigonish NS.

Present were: Warden Owen McCarron, Chair
 Deputy Warden Hughie Stewart
 Councillor Mary MacLellan
 Councillor Donnie MacDonald
 Councillor Vaughan Chisholm
 Councillor Rémi Deveau
 Councillor Gary Mattie
 Councillor Neil Corbett
 Councillor Bill MacFarlane

 Glenn Horne, Municipal Clerk/Treasurer
 Beth Schumacher, Deputy Municipal Clerk
 Allison Duggan, Director of Finance
 Tammy Feltmate, Director of Sustainable Communities
 Marlene Melanson, Director of Recreation
 John Bain, Director of Planning
 Shirlyn Donovan, Strategic Initiatives Coordinator
 Lewis MacKinnon

Regrets: Councillor John Dunbar

CALL TO ORDER

The meeting of the Committee of the Whole was called to order by the Chair, Warden McCarron, at 5:30pm.

APPROVAL OF AGENDA

Mr. Horne requested that the in-camera matters move up to take place after item 4 in the agenda. The following items were also added to the agenda:

- Bonvie MacDonald Rinks to Links Sponsorship
- TIR follow-up discussion
- Trip funding requests to Council

Moved by Councillor MacLellan and seconded by Councillor Deveau that the agenda be approved as amended. Motion carried.

APPROVAL OF MINUTES

Warden McCarron called three times for any errors or omissions in the December 19th Committee of the Whole minutes.

Moved by Councillor MacDonald and seconded by Councillor Deputy Warden Stewart that the Committee of the Whole minutes of December 19th be approved as presented. Motion carried.

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

IN-CAMERA: ACQUISITION, SALE, LEASE, AND SECURITY OF MUNICIPAL PROPERTY; CONTRACT NEGOTIATIONS

These subject matters fall within Section 22(2) of the Municipal Government Act as matters that a committee may discuss in a closed session. It is recommended a motion be made to initiate an in-camera session.

Moved by Councillor Mattie and seconded by Councillor MacFarlane that the Committee of the Whole Meeting be adjourned to an In-Camera Session to discuss the Acquisition, Sale, Lease, and Security of Municipal Property and Contract Negotiations at 5:33pm. Motion carried.

Moved by Councillor Deveau and seconded by Deputy Warden Stewart that the In-Camera session be adjourned at 5:45pm. Motion carried.

LANGUAGE POLICY REQUEST

Mr. Lewis MacKinnon brought forward a request to members of the Committee, asking them to consider developing a policy or protocol that would ensure inclusion of the Mi'kmaq language of the First Nations, as well as that of other longstanding and newcomer communities possessing unique languages (e.g. Gaelic, Acadian, Dutch, etc), at official Antigonish County events, activities, and communications. Parameters for inclusion and support in presentation would be outlined in the policy itself. Mr. MacKinnon also highlighted supportive clauses for such a proposal from Nova Scotia's Culture Action Plan: Creativity and Community. Discussion followed. Staff will follow-up with Mr. MacKinnon to work on the policy/protocol for Council's future consideration. Mr. MacKinnon was thanked for his time.

CAUSEWAY BRIDGE SIGNAGE

Mr. Horne reviewed the request and example letter received from the Mayor of Port Hawkesbury, asking that Council send a letter to Premier McNeil encouraging the inclusion of "Unama'ki" to the Canso Causeway Bridge sign.

Moved by Deputy Warden Stewart and Seconded by Councillor Mattie that the Committee recommends that Municipal Council send a letter to Premier McNeil requesting the addition of "Unama'ki" to the Canso Causeway Bridge sign. Motion Carried.

LEBLANC DANGEROUS AND UNSIGHTLY PROCESS SUMMARY

Mr. Bain provided members of the Committee with a summary of the staff report that had been provided in the agenda package. Discussion then followed, covering process, changes in the applicable legislation, and other examples or situations in the community. Mr. Bain was thanked for his report and presentation.

LEGACY 150 PAVILION UPDATE

Ms. Melanson reviewed the steps taken since the update at the December meeting, to review the design and identify opportunities to reduce the cost of the project to fit within the available funding. Additional funds were secured via a Special District Grant contribution of up to \$10,000.00 from District 4, for which the Committee provided consent via consensus. Opportunities for in-kind contributions, from the Municipality as well as the School Board, were also identified. Ms. Melanson also noted that

the concerns regarding the pigeons had been raised with the Architect, and modifications were made to the design to address this issue. Staff continues to look for additional funding and cost savings, which would reduce the amount of monies used from the Special District Grant contribution. Discussion followed.

Moved by Councillor Deveau and Seconded by Councillor MacLellan that the Committee recommends that Municipal Council award the tender for the construction on the “150 Community Pavilion” to Tate Construction Ltd. In the amount of \$124,040. Motion carried.

MURAL PROGRAM UPDATE

Ms. Feltmate provided members of the Committee with an update regarding the status of the mural program, and plans for this year’s program. Expressions of interest are being request from Councillors for the February meeting. Discussion followed, and staff will hold a follow-up discussion with the Committee in early February.

NOVA LANDING

Mr. Horne noted that the report from SNC Lavalin Inc., summarizing their engineering review for the CCTV Inspection of the new sanitary and storm water infrastructure, as well as an Engineering letter stating that Nova Landing road is in compliance with the Municipality’s Subdivision By-law, was included in the agenda package for the Committee’s review and consideration.

Moved by Councillor Chisholm and seconded by Deputy Warden Stewart that the Committee recommends Municipal Council take over Nova Landing as a public road. Motion carried.

HR POLICY (POLICY #5) UPDATES

Mr. Horne reviewed the revised staff report included in the agenda package, noting the changes that had been made to the proposed amendments based on the feedback from the Committee at the last meeting. No further discussion took place.

Moved by Councillor Corbett and Seconded by Councillor MacLellan that the Committee recommends that Municipal Council approve amendments to specific sections of Municipal Policy #5 – Human Resources Administrative Manual for Employees – as outlined in the staff report

STAFF REPORTS

Mr. Horne noted the staff reports noted in the memo, and made particular mention of the notice that PVSC mailed out assessment notices on January 15th.

BONVIE-MACDONALD RINKS TO LINKS

Councillor Deveau brought forward a request for the Municipality to sponsor the Bonvie-MacDonald Rinks to Links Golf Classic, as a Tournament Friend (\$1,800). The Municipality has supported this community fundraiser for several years.

Moved by Councillor Deveau and Seconded by Councillor MacFarlane that the Committee recommends that Municipal Council approve a sponsorship at the “Tournament Friend” level for the 2018 Bonvie MacDonald Rinks to Links Golf Classic, at a cost of \$1800.00. Motion carried.

DEPARTMENT OF TRANSPORTATION UPDATE

Mr. Horne noted that no updates had been received from TIR staff regarding the questions brought forward at the December Committee meeting, but staff would follow-up. A meeting is being booked

with Minister Hines, and Mr. Horne was looking to include Councillors Mattie and Corbett so that they could discuss other constituency matters with their area MLA as well.

TRIP FUNDING REQUESTS

Over the past several weeks, individual Councillors have been approached by students participating in a Gaelic-class trip to Europe with requests for financial support; this particular function did not qualify for funding under the Recreation Department's grant program, and the timing of the trip did not work with the Community Partnership Grant program. Discussion followed. Councillors were requested to flag and forward any trip-related funding requests, asking that the students that such requests go back to the school for details that would allow Councillors to coordinate their contributions.

Several Councillors then noted that they had been contacted regarding a request to sponsor the Antigonish Midget AA Bulldogs for the 2018 Provincial Championships, which they are hosting. Discussion followed. A decision was made to sponsor at the silver level, at a cost of \$500.

Moved by Deputy Warden Stewart and Seconded by Councillor Deveau that the Committee recommends that Municipal Council purchase a Silver Sponsorship at the 2018 Provincial Championships, hosted by the Antigonish Midget AA Bulldogs, in the amount of \$500. Motion carried

ADJOURNMENT

Moved by Councillor Deveau and seconded by Councillor Chisholm that the Committee of the Whole meeting be adjourned at 7:36pm. Motion carried.

Warden Owen McCarron

Glenn Horne, Municipal Clerk/Treasurer