



COMMITTEE OF THE WHOLE AGENDA
Tuesday, February 16th, 2016 @ 5:00 pm
Municipal Administration Centre

- 1) Call to Order – Chairman, Warden Russell Boucher
- 2) Approval of agenda
- 3) Approval of February 2nd, 2016 Committee of the Whole Minutes
- 4) Business Arising from the Minutes
- 5) Contract Negotiations – *In-Camera*
- 6) Contract Negotiations – *In-Camera*
- 7) Acquisition, Sale, Lease and Security of Municipal Property – *In-Camera*
- 8) Active Transportation Report and Recommendations
- 9) Review of a draft Capital Investment Policy
- 10) FCM Conference Attendance
- 11) 2016 Standing Committee Appointments
- 12) Asbestos Investigation & Removal at Correctional Facility
- 13) Demolition of the former Antigonish Correctional Facility
- 14) EDPC Budget Presentation & Year in Review
- 15) Adjournment



MUNICIPALITY OF THE COUNTY OF ANTIGONISH

TO: MUNICIPAL COUNCIL
FROM: GLENN HORNE, MUNICIPAL CLERK TREASURER
SUBJECT: ***COMMITTEE OF THE WHOLE MEMO***
DATE: FEBRUARY 16, 2016

CONTRACT NEGOTIATIONS (In-Camera)

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

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ACQUISITION, SALE, LEASE AND SECURITY OF MUNICIPAL PROPERTY (In-Camera)

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

ACTIVE TRANSPORTATION REPORT AND RECOMMENDATIONS (For Decision)

Please see report attached from Recreation Director Marlene Melanson.

CONSIDERATION OF CAPITAL INVESTMENT POLICY (For Discussion)

Through its 2014 Priority Setting exercise, Municipal Council identified the development of a Capital Investment Strategy as one of its immediate priorities. Staff have been working on developing such a strategy since the fall. Attached is a policy that seeks to outline those strategic and administrative principles that will allow Municipal Council to make informed decisions on capital investment.

At this time staff are seeking feedback from the Committee before finalizing the policy for Council's consideration.



FCM CONFERENCE ATTENDANCE (For Decision)

The Annual FCM Conference will be taking place in Winnipeg from June 2-5th. This year's conference is titled: **Connecting Communities, Moving Canada Forward**. We have reserved 5 rooms but have to advise the hotel by February 26th if the rooms will be let go. The conference program can be viewed at: <http://www.fcm.ca/home/events/annual-conference-and-trade-show/program.htm>.

2016 STANDING COMMITTEE APPOINTMENTS (For Decision)

Attached is a copy of the current standing committees list.

ASBESTOS INVESTIGATION AND REMOVAL AT CORRECTIONAL FACILITY (For Decision)

Director of Public Works, Daryl Myers is looking for Councils approval put out a tender to investigate and remove any asbestos at the Correctional Facility.

DEMOLITION OF THE CORRECTIONAL FACILITY (For Decision)

Once the investigation and removal of asbestos is complete, Daryl would also like Councils approval to put the Demolition of the Correctional Facility to tender.

EDPC BUDGET PRESENTATION (For Information)

John Bain, Director of the Eastern District Planning Commission will present the 2016-2017 Operating Estimates.

COMMITTEE OF THE WHOLE MEETING

A Committee of the Whole Meeting was held Tuesday, February 2nd, 2016 at 5:30pm in the Council Chambers of the Municipal Administrative Centre, 285 Beech Hill Road, Antigonish NS.

Present were: Warden Russell Boucher, Chair
 Deputy Warden Owen McCarron
 Councillor Mary MacLellan
 Councillor Pierre Boucher
 Councillor Angus Bowie
 Councillor Vaughan Chisholm
 Councillor Bill MacFarlane
 Councillor Donnie MacDonald
 Councillor Hughie Stewart
 Glenn Horne, Municipal Clerk/Treasurer
 Shirlyn Donovan, Interim Deputy Clerk

Regrets: Councillor Rémi Deveau

The meeting of the Committee of the Whole was called to order by the Chair, Warden Boucher, at 5:35pm.

APPROVAL OF AGENDA

The following items were added to the agenda:

- Nova Scotia Power's Response to Outages
- Municipal Response to Power Outages
- Meeting with Rodger Cuzner
- Letter of support for StFX University
- Letter of support for Bear Paw pipeline
- Heritage Ponderosa
- Personnel Matter (In-Camera)

Moved by Councillor MacDonald and seconded by Councillor Stewart that the agenda be approved as amended. Motion carried.

APPROVAL OF MINUTES

Moved by Councillor Stewart and seconded by Councillor Chisholm that the Committee of the Whole minutes January 19th, 2016 be approved as presented. Motion carried.

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

CONTRACT NEGOTIATIONS (In-Camera)

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

Moved by Councillor MacDonald and seconded by Councillor MacLellan that the Committee of the Whole Meeting be adjourned to an In-Camera Session to discuss contract negotiations and a personnel matter. Motion carried.

Moved by Councillor Stewart and seconded by Councillor MacLellan that Municipal Council proceed with the development of an MOU for renewable energy and share in proportional costs. Motion carried.

Moved by Councillor Boucher and seconded by Councillor MacLellan that the In-Camera session be adjourned at 6:48pm. Motion carried.

RCMP MONTHLY REPORT

Municipal Council was provided with the RCMP Monthly Report for December 2015.

REPORT ON CAPPED ASSESSMENTS AND IMPLICATIONS ON TAX REVENUE

Mr. Horne reviewed the breakdown of 2016/17 assessments for the Municipality. As outlined, this reflects a + 2.32% change in residential and + 1.10% change in commercial assessments from 2015/16. Please note that appeals to assessments may cause some variability in these numbers.

This represents the lowest growth rates the Municipality has experienced in the past decade. However, we are still experiencing growth, were most municipalities are experiencing decreases in either or both residential and commercial taxable assessments.

This change will result in the following additional revenues (approx.) for the Municipality from the previous fiscal year, based on retaining our existing tax rates:

- Additional residential tax revenue = **\$179,043.04**
- Additional commercial tax revenue = **\$13,627.64**
- Additional resource tax revenue = **\$10,181.60**

AWARDING RFP FOR MUNICIPAL VIGNETTES

Staff are recommending to engage Leah Johnston (World Beneath Productions Inc.) and Jeff Babineau (Babineau Visual Media) for a value of \$13,920.

Moved by Councillor MacDonald and seconded by Councillor Bowie that the Municipality award the proposal for Municipal Vignettes to Leah Johnston and Jeff Babineau for \$13,920. Motion carried.

AMENDMENT OF KEPPOCH LEASE CLAUSE

Since October 2015, Mr. Horne has been in conversations with Positive Action for Keppoch (PAK). The Municipality owns Keppoch Mountain and leases it to the Positive Action for Keppoch group. It recently came to the attention of the group that they cannot insure the lodge because they are not the owners. It states in the PAK lease that they are to hold insurance over the property and building(s) (Section 6.8).

After discussions with PAK we thought it the best compromise that the Municipality hold the insurance for the building and invoice the PAK for the cost.

Adding a clause for insurance to be in the name of the Municipality but paid by the Society conforms with the spirit of the original lease. Mr. Horne has received confirmation from Dr. John Chiasson, Chair of PAK, that this language meets the organization's needs.

Moved by Councillor Chisholm and seconded by Councillor Stewart that the Keppoch Lease clause be amended for insurance to be in the name of the Municipality but paid by the Positive Action for Keppoch Society. Motion carried.

AWARDING OF A TENDER – WATER METERS AND METER READING SYSTEM

The RFP for Water Meters closed on January 28, 2016. One tender was received from Neptune Technology Group (Canada) Ltd. The tender price was \$644,950.00. The tender was reviewed by Benjamin Theuerkauf of SNC Lavalin Inc., he found no discrepancies or reasons to advise against possible award. Their submission is competitively priced.

Staff recommended municipal council award the water meter tender to Neptune Technology Group (Canada) Ltd.

Councillor MacFarlane asked where the money is coming from. Mr. Horne said that some of the costs are coming from existing water rates, gas tax and maybe reserve.

Councillor Chishom asked how many meters would be put in. Mr. Horne said about 1100 residential customers between The Fringe and Lower South River and about 300 customers in Gaspereaux Lake.

Councillor Boucher asked how that would work for landlords with multiple apartments. Mr. Horne said each apartment would receive a water meter.

Moved by Councillor Stewart and seconded by Councillor MacDonald that tender for water meters be awarded to Neptune Technology Group (Canada) Inc. for a cost of \$644,950. Motion carried.

MUNICIPAL PROPERTY IDENTIFICATION SIGNAGE

In spring 2015, the Municipality posted Highway oriented Community Identity signs on Highway 104 at Marshy Hope and Aulds Cove. These signs were designed by WeUsThem and have received a great deal of positive feedback. Municipal Council has recently provided direction to

build on this identity signage by developing integrated municipal property signage that takes inspiration from the Highway Identity signs erected in spring 2015.

The Municipality is seeking to install municipal property identification signage that will enhance the Municipality's presence through visibility of coordinated graphics, colours and typography. The signage elements should identify municipal facilities and welcome residents and guests. Further, the Municipality is seeking a common look and feel of municipal signage that contributes to a more corporate and business-like presence.

Staff recommends moving forward with WeUsThem Inc. to have the outlined scope of work completed for a total cost of \$4250. Design timeline to be developed in contract negotiations.

Moved by Councillor MacLellan and seconded by Councillor MacDonald that Municipal Council contract WeUsThem Inc. to design the Municipal Property Identification Signage. Motion carried.

INTERMUNICIPAL AGREEMENT RENEWAL

In 2011, nine municipal units signed an inter-municipal agreement and created the Diamond Municipal Solutions Corporation. The Corporation's objective is the provision of inter-municipal computer services including the funding, operations, and relations with the nine municipal units. The agreement has been in force for the past five years and is up for renewal commencing on April 1, 2016. The Intermunicipal Agreement has been instrumental in implementing and maintenance of the municipal software solution for the nine units.

Staff is recommending that Council approve The County's continued participation in this group and allow a designated signing authority from the County to sign on for another five year term with the group.

Moved by Deputy Warden McCarron and seconded by Councillor MacDonald that Municipal Council approve the continued participation of the County in the Intermunicipal Agreement for another five years. Motion carried.

CONSIDERATION OF COMMUNITY PARTNERSHIP GRANTS POLICY

The draft policy attempts to merge the recreation grants with the municipal grants to make for a more concise policy and application process. Under the draft Policy there are 5 categories of grants that groups can apply for. Development, Operating and Capital Grants can be applied for prior to budget time each year by filling out the application form attached. Recreation, Sport & Culture as well as Leadership Grants can be applied for on an ongoing basis throughout the year by filling out the application for specific to Travel Assistance which is also attached.

The major change from the previous policies is that under the new policy the recreation grants would be applied for in March as opposed to June. Changes to the grant policies can be seen in the summary table provided.

Staff asked that the Committee recommend this Policy to Council for adoption.

Moved by Councillor Stewart and seconded by Councillor Boucher that Municipal Council approve the Community Partnership Grants Policy. Motion carried.

CONSIDERATION OF COUNCIL BUSINESS EXPENSE AND CONFERENCE POLICY

Mr. Horne reviewed the draft Council Business Expense and Conference Policy.

Mr. Horne asked Council whether they would like to continue with collecting receipts or move to a per diem system. Council came to the consensus that they preferred the per diem system.

Councillor MacLellan asked about having to park away from an event and taking a taxi to the event. Mr. Horne said we can add something to the policy to clarify that.

Mr. Horne discussed the Warden, Deputy Warden and Councillors having the ability to authorize certain expenses if they are under a specific dollar value to perform their duties as such. Council asked Mr. Horne to look at other policies from across the province and come up with an average dollar value in which they would be able to authorize expenses without it having to go in front of Council.

HERITAGE/PONDEROSA

The residents of Heritage Drive and Ponderosa Drive are unhappy with their road maintenance. They are both provincial streets. Councillor MacFarlane would like the County to take over both streets.

We have taken over streets in the past but it was based on a service exchange. The Province took over Social Services and the County took on more roads.

If we take on the maintenance we take on everything, paving/repaving along with the winter maintenance.

Council if staff could find out from Daryl how much it costs per km of winter maintenance.

It was suggested to add Ponderosa and Heritage to the list of J Class roads for the Province to pave and if they bring it up to standard then perhaps the County could take it over.

NOVA SCOTIA POWER'S RESPONSE TO OUTAGES

Mr. Horne wanted to give Councillors an opportunity to voice their concerns about the recent power outages in regards to Nova Scotia Power's response time.

Councillors said there was some serious issues with dispatching crews to get to the sites that where maintenance was needed.

MUNICIPAL RESPONSE TO POWER OUTAGES

Mr. Horne wanted to get some direction from Council regarding the Municipal Response to the recent storm and power outages. Mr. Horne asked Council is they saw a need for comfort centres. Mr. Horne suggested that our plans should be articulated better so the decision is easier to make on where or not to open comfort centres.

Council discussed that there should be better coordination between managers of community centres and the EMO coordinator.

The Lower South River and Gasperaux Lake water utility do not have back up power sources so the water pumps do not work without power. Mr. Horne said backup power sources will be purchased for both utilities in the next budget year.

MEETING WITH RODGER CUZNER

Rodger Cuzner would like to set up a meeting with Municipal Council. He suggested, Tuesday February 11, 2016 at 10am and is wondering if that works for Council. Shirley Donovan will send out an email to coordinate.

LETTER OF SUPPORT FOR STFX UNIVERSITY

The university is currently looking for funding from the federal government to support an energy management program and the new Institute on Government. University administration have asked for both the Town and the County to write letters of support for the project.

Committee of the Whole came to the consensus they would like to send the letter of support.

LETTER FOR SUPPORT FOR BEAR PAW PIPELINE

CAO of Richmond County is requesting a letter of support for the Bear Paw Pipeline which would go from Goldboro to Point Tupper. All Municipalities in the area have been asked to send letter of support to the URB.

Committee of the Whole came to the consensus they would like to send the letter of support.

ANTIGONISH ARENA

There has been a question raised about whether or not the arena floor would be able to hold up if they host the exhibition. There have been input from Higgins and CJ MacLellan and there are concerns.

The Arena Commission is going to have to address this very soon. The understanding from the beginning was that the Exhibition would always go forward on the new floor.

ADJOURNMENT

Moved by Deputy Warden McCarron and seconded by Councillor Chisholm that the Committee of the Whole meeting be adjourned at 8:40pm. Motion carried.

Warden Russell Boucher

Glenn Horne, Municipal Clerk/Treasurer

Active Transportation in Antigonish County
Report & Recommendation
Presented by: Marlene Melanson, Recreation Director
February 2016

Background:

Active Transportation (AT) has been the topic of discussion at Municipal Council on numerous occasions over the past couple years. As indicated at the January 19, 2016 committee of the whole meeting, the subject has gained momentum at the community level with local groups expressing interest in developing active transportation projects in their areas. Many have also inquired about the municipality's role and plans for the future as it relates to AT. Recreation personnel have attended AT meetings and workshops in the past year to become better informed about AT and available resources. At the provincial level, representatives have developed an Active Transportation Policy Framework which will hopefully be adopted by the Province of Nova Scotia in the near future.

The Municipality of the County of Antigonish has always demonstrated commitment and dedication to fostering more active lifestyles for people of all ages and abilities. Active Transportation is one of many ways to encourage and support active lifestyles.

Recognizing the importance of active transportation, the County in partnership with the Town of Antigonish engaged a consultant to help develop an Active Transportation plan through community engagement and input. The resulting report offers guidelines and suggestions of AT actions for our community. When considering the number of initiatives and projects outlined in the plan and the resources that would be required to achieve them all, the plan can be a bit overwhelming. It also begs the question, what are the implications for the Municipality if the plan is adopted by council.

Next Steps:

The recommended approach is to view the plan as a playbook; a guiding document and vision of what AT could like in Antigonish County five to ten years from now. Much like a coach's playbook in hockey or football the AT playbook will contain strategies and actions to obtain an end result. In sports the ultimate results is to win the game (and have fun doing it!). For AT the ultimate goal is to have a variety of AT opportunities available to residents of Antigonish County. The following table outlines the recommended actions and timelines critical to the development of AT in Antigonish County:

Further, it would be beneficial for the Municipality to define the role it will play in development of AT in the county through a series of discussions, workshops, and meetings.

When	Action
Municipal Council Committee of the Whole February 2016	Municipality of the County of Antigonish adopts the Active Transportation plan as the guiding document/vision for AT in Antigonish County.
Municipal Council Committee of the Whole February 2016	Identify the Municipality's guiding principles as it relates to Active Transportation. This could take many forms such as: <ol style="list-style-type: none"> 1. SUPPORT & GUIDANCE This may include: <ol style="list-style-type: none"> a. Support to community based AT projects such as financial or staff resources. b. Policy Development (ie: by-laws, incorporating AT into planning strategies.) c. Education & Awareness (ie. promoting active modes of transportation, share the road campaigns, signage) 2. BUILT ENVIRONMENTS This would involve the Municipality selecting a capital project from the plan and assuming responsibility for implementation and all aspects of the project. 3. COMBINATION OF SUPPORT & GUIDANCE AND BUILT ENVIRONMENTS This could include: <ol style="list-style-type: none"> a. The Municipality assuming responsibility for the development and implementation of a number of items from both 1 & 2. Or; b. Begin with providing support and guidance for the first few years and reassessing as opportunities present themselves. If the Municipality chooses to play a support and guiding role for the first few years; it doesn't exclude the possibility of taking on capital projects down the road. For example, if major development was to occur along the closed section of Highway 104, the county may want to consider the possibility of bikes routes or walking trails in that area.
Municipal Council Committee of the Whole February 2016	Municipality of the County of Antigonish commits to establishing an AT committee. The committee's mandate would be to review the plan as well as to identify and prioritize actions and strategies based on the guiding principles agree upon by council.
March/April 2016	<ol style="list-style-type: none"> 1. Establish AT Committee Terms of Reference for council consideration and approval. Terms of Reference will reflect the guiding principles and include committee structure; roles/responsibilities; objectives; timelines, etc. 2. Establish the AT Committee (First task would be to host a community information session.)
May 2016 (or early June)	Host an AT Community Information Session to: <ul style="list-style-type: none"> • Share the Municipality of the County of Antigonish's Active Transportation plan as the guiding document/vision for AT in Antigonish County • Provide an overview of the Municipality's work to date and anticipated next steps. • Provide a venue for provincial departments to outline the resources/supports available for AT. Also, to introduce community members to provincial folks working in the field of AT
June to September 2016	The AT committee will meet on a regular basis June through September to identify actions and strategies; which will then be presented to council for review and approval.

Recommendations:

Recreation staff are recommending the following immediate actions:

- That the Committee recommends to Municipal Council that the Municipality of the County of Antigonish adopts the Active Transportation plan as the guiding document/vision for AT in Antigonish County.
- That the Committee recommends to Municipal Council that the Municipality of the County of Antigonish identify the guiding principles as it relates to Active Transportation.
- That the Committee recommends to Municipal Council that the Municipality of the County of Antigonish establish an Active Transportation Committee made up of municipal personnel and community partners to review the plan as well as to identify and prioritize actions and strategies based on the guiding principles agree upon by council.

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

TOPIC:	A Policy for the Consideration of Capital Investments
POLICY NUMBER:	##
DATE APPROVED:	February, 2016
DATE REVISED:	

TITLE:

This Policy may be cited as the “Capital Investment Policy” of the Municipality of the County of Antigonish.

POLICY:

1. The purpose of the Capital Investment Policy is to provide for sustainable, appropriate and responsible use of financial resources for capital investment decisions within a long-term financial context.
2. **Definitions:**
 - a. “Capital” is defined as an item that will provide a benefit in excess of one year to the Municipality.
 - b. “Municipal Council” means the Council of the Municipality of the County of Antigonish;
 - c. “Majority approval” for the purposes of this Policy means fifty per cent (50%) plus one (1).
 - d. “Municipality” means the Municipality of the County of Antigonish.
 - e. “Municipal Clerk Treasurer” means the Municipal Clerk Treasurer or designate of the Municipality of the County of Antigonish.
 - f. All other words used have the same meaning as in governing provincial or municipal legislation or subordinate legislation from time to time unless the context indicates otherwise.
3. **Strategic Direction**
 - a. An allocation from the operating budget to the Operating and/or Capital Reserve will be made each year for investing in capital.
 - b. A capital budget for a minimum of three years will be provided annually as an integral part of the Municipality’s financial plan along with the operating budget.
 - i. This capital budget will serve to form the Capital Investment Plan (CIP) as required by the Federal and Provincial government funding agreements.

- ii. This capital budget will inform all grant applications to other orders of government.
- c. The capital budget must be justified in relation to municipal goals and priorities while recognizing that individual communities have differing needs.
- d. A goal of the Municipality is to reduce the debt servicing burden on the operating budget. Therefore, there will be a concerted effort to develop non-debt forms of funding.
- e. A goal of the Municipality is to support both residential and commercial development. Development is supported by a number of types of capital investments (ie: water, sewer, storm water, transportation, recreational, etc...). Categories with specific investment levels will be a component of the capital budget.
 - i. General Government Services
 - ii. Transportation Services
 - iii. Environmental Health Services
 - iv. Water Utility
 - v. Environmental Development Service
 - vi. Recreation & Cultural Services
- f. All capital projects/programs will include a business case that will identify the need, sources of funding, state any maintenance costs and community impacts.

4. Administration

- a. On an annual basis the Municipal Clerk Treasurer shall cause a capital budget to be prepared for adoption by Municipal Council.
- b. All Capital projects will be approved by Municipal Council by way of the capital budget process.
- c. Implementation of all capital projects is the responsibility of the Municipal Clerk Treasurer based on established priorities.
 - i. Only those projects the Municipality intends to initiate during a particular fiscal year will be included in the capital budget.
- d. The Director of Finance will be responsible for administering the capital budget and this policy.
- e. Staff will advise Council as to the form of funding necessary to maximize the financial benefit to the Municipality.
- f. Capital projects must be justified in relation to the goals and objectives and their funding will be approved as part of the overall budget process.

- g. The Municipal Clerk Treasurer will provide a report to Council a regular basis that will be at least twice a year, as to the status of all approved capital projects including completed projects with actual cost v budget and the status of approved projects that are not complete.
- h. To be funded by capital debt, items must have a life expectancy of at least 10 years.
- i. Capital projects will be segregated in the accounting records which shall ensure the maintenance of accurate budgetary and expenditure information.
- j. The capital spending policy will be reviewed annually in conjunction with the budgeting process.

5. Other Policy & By-law

- a. Other policies and by-laws, particularly the Street Improvements By-law and the Local Improvements By-law, require residents requesting a particular infrastructure investment submit a petition to the Municipality. Once accepted by Municipal Council a petition will be recorded on an inventory of potential capital projects for Council's consideration in preparing the capital budget.
- b. The Fringe and Central Municipal Planning Strategies adopted state the cost effectiveness of extending services is a key factor in deciding where infrastructure development occurs. Any decision to extend central water & sewer services into an unserved area should be supported by a plan to ensure that infilling occurs to minimize the cost to each household and to the Municipality.

2015/16 STANDING COMMITTEES LIST
Warden, Ex-Officio

INTERNAL COMMITTEES

Committee of the Whole

All Members of Council
Chair, Warden Russell Boucher

Recreation Committee

All Members of Council
Chair, Angus Bowie

ICSP Committee

Chair, Pierre Boucher
Donnie MacDonald
Mary MacLellan
Angus Bowie

Joint Occupational Health & Safety Committee

Donnie MacDonald
Rémi Deveau (alternate)

INTERNAL/EXTERNAL COMMITTEES

Economic Development & Industrial Park Committee

Chair, Rémi Deveau
Owen McCarron
Pierre Boucher
Glenn Horne, Executive Director
John Graham MacDonald (Park Representative)

Planning Advisory

Chair, Mary MacLellan
Pierre Boucher
Angus Bowie
Bill MacFarlane
Carroll MacAdam
Linda Arsenault

EXTERNAL BOARDS/

ACALA

Mary MacLellan

Antigonish Care Van Committee

Owen McCarron

Antigonish Coordinated Services Board

Rémi Deveau

Antigonish Heritage Museum Board

Donnie MacDonald
Vaughan Chisholm
Dr. Laurie Stanley-Blackwell

Antigonish Poverty Reduction Coalition

Angus Bowie

Building for Youth Commission (Arena)

Russell Boucher
Owen McCarron
Rémi Deveau
James Barter

Crime Prevention

Rémi Deveau

Eastern District Planning Commission

Pierre Boucher
Bill MacFarlane

Eastern Mainland Housing Authority

Jim MacIntyre – Expires April 24, 2016

Emergency Fuel Fund

Angus Bowie

Affordable Housing

Donnie MacDonald

Antigonish Community Transit

Councillor Angus Bowie

COMMISSION/COMMITTEES

Dept. of Transportation Community Liaison Committee

Donnie MacDonald

Eastern Region Solid Waste Management Committee

Pierre Boucher

Early Childhood Intervention

Owen McCarron

Emergency Management Advisory Committee

Russell Boucher
Donnie MacDonald, Liaison Officer
Glenn Horne
Tom Bennett, Coordinator

Joint Town/County Police Advisory Board

Vaughan Chisholm, Alternate Chair
Hughie Stewart

Fence Arbitration Board

Owen McCarron

Pictou/Antigonish Regional Library Board

Mary MacLellan

R. K. MacDonald Nursing Home (3 Year Term)

Mary MacLellan (Expires June 2018)
Donnie MacDonald (Expires June 2017)
Vaughan Chisholm (Expires June 2016 remainder of Hughie's term)
Angus Bowie (Expires June 2015)

Friends of Antigonish Library (FOAL)

Mary MacLellan

Antigonish Food Security Coalition

Vaughan Chisholm

Northumberland Rock Quarry – Community Liaison

Mary MacLellan



Eastern District Planning Commission

32 Paint St., Unit 4, Port Hawkesbury NS B9A 3J8
Tel : 902-625-5364
Fax : 902-625-1559
1-888-625-5361

John D. Bain
Director
jdbain@edpc.ca

January 14, 2016

Mr. Glenn Horne, Municipal Clerk
Municipality of the County of Antigonish
285 Beech Hill Road
RR#6 Station Main
Antigonish, Nova Scotia B2G 0B4

Dear Mr. Horne,

Attached please find our Operating Estimates for the 2016-2017 fiscal year as approved by our Board today in accordance with the requirements of the *Municipal Government Act* Section 258(1) which requires that these estimates be provided to the clerk of each participating Municipality no later than January 15. This budget is allocated to the individual units based on our funding formula using the **draft** Uniform Assessment Sharing Base numbers for the coming fiscal years. These allocations will therefore only require adjustment if the UA numbers change.

On behalf of the staff of the Commission I would like to take this opportunity to thank-you for the support we have received from you and your Council last year. We look forward to providing our services to your municipality again in the coming year.

Please let me know if you require me to be present at your Council to discuss these estimates.

Yours truly,

John D. Bain
Director

/jb
enc. (1)

c. Alfred Poirier, Chair

**2016 – 2017 Operating Estimates
Eastern District Planning Commission**

	Budget
Staff	
Wages	\$667,436
El, CPP, Group Insurance	\$75,766
Workers Compensation	\$10,374
Company RRSP	\$36,042
Membership Dues and Fees	\$6,000
	\$795,618
Administrative Overhead	
Advertising	\$500
Bank and Service Charges	\$2,000
Computers	\$4,000
Insurance	\$32,000
Misc. Operating Costs	\$5,000
Office Rent	\$28,000
Office Supplies	\$7,000
Photocopying and Printing	\$4,000
Postage	\$4,000
Telephone and Fax	\$16,000
	\$102,500
Travel and Training	
Mileage Compensation	\$85,000
Conference Fees and Expenses	\$18,000
	\$103,000
Additional Fees	
Legal	\$7,000
Auditor	\$7,000
Technical and Mapping	\$5,000
Commission Expenses	\$6,000
	\$25,000
TOTAL	\$1,026,118

**2016 – 2017 Operating Estimates
continued: Page 2**

	Budget
	\$1,026,118
Building Permits	
Building Permits Fees	\$175,000
Subdivision Fees	\$40,000
Miscellaneous Revenues	\$8,000
E-911 Funding	\$18,500
Net Budget	\$784,618
Total Contributions	
Antigonish County	\$203,907
Inverness County	\$190,231
Richmond County	\$175,410
Victoria County	\$147,496
Port Hawkesbury	\$67,573
Total	\$784,618

Uniform Assessment Sharing Base (2016-2017)

Municipality	Assessment
Antigonish	\$1,065,903,865
Inverness	\$979,599,403
Richmond	\$886,068,422
Victoria	\$709,912,695
Hawkesbury	\$205,555,972
	\$3,847,040,357

January 15, 2016