

**MUNICIPALITY OF THE COUNTY OF**  
**ANTIGONISH**

**COMMITTEE OF THE WHOLE AGENDA**

**Tuesday, May 16<sup>th</sup>, 2017 @ 5:30 pm**  
**Municipal Administration Centre**

- 1) Call to Order – Chairman, Warden Russell Boucher
- 2) Approval of Agenda
- 3) Approval of May 2<sup>nd</sup>, 2017 Committee of the Whole Minutes
- 4) Business Arising from the Minutes
- 5) Community Grant Requests
- 6) Property Tax Bill Reduction Request
- 7) Brierly Brook Road – Letter of Support for Paving
- 8) East Antigonish Scholarship Request
- 9) Riverside Corporate Sponsorship Renewal Request
- 10) Economic Forum Street Party Funding Request
- 11) Staff Reports
- 12) In-Camera: Legal Advice Eligible for Solicitor/Client Privilege (Wright's River)
- 13) Adjournment

**TO:** COMMITTEE MEMBERS  
**FROM:** STAFF  
**SUBJECT:** ***COMMITTEE OF THE WHOLE MEMO***  
**DATE:** MAY 16<sup>TH</sup>, 2017

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**CONSIDERATION OF COMMUNITY GRANT REQUESTS (For Decision)**

Staff has prepared their recommendations for the Community Grant requests, and a summary is attached for review.

**PROPERTY TAX BILL REDUCTION REQUEST (For Decision)**

A request was received from a resident for a property tax reduction due to income and disability – please see request and supporting documentation attached.

**BRIERLY BROOK ROAD – LETTER OF SUPPORT FOR REPAVING (For Decision)**

The Briery Brook Road Committee is looking for Council's support in their request to NSTIR to look at a long term plan to pave a 1.5 km section of roadway, extending from the Quarry (Nova) to the main road. The residents are concerned that chip seal will not withstand heavy truck traffic, and the area residents are concerned that an upcoming political promise to twin the Trans Canada could have a dire effect on the traffic on the road. Councillor Chisholm will speak further to this request.

**EAST ANTIGONISH SCHOLARSHIP REQUEST (For Decision)**

A request has been received from the East Antigonish Education Centre/Academy for a contribution towards their annual scholarship / bursary fund. The Municipality has provided \$200 to the fund in previous years. A copy of the letter is attached for reference.

**RIVERSIDE CORPORATE SPONSORSHIP REQUEST (For Decision)**

Information regarding the opportunity to renew the Municipality's corporate sponsorship of the Riverside International Speedway is attached for reference. The Municipality has participated in this program in previous years, purchasing the "gold" package. For 2017, the gold package for sponsorship is priced at \$2875.00.

**ECONOMIC FORUM STREET PARTY FUNDING REQUEST (For Decision)**

The Antigonish Downtown Business Association and Art Fair are planning food, music, and other entertainment along Main Street during the Economic Forum happening at St. FX (June 1-5), as a way to encourage visitors to the downtown area. The estimated total cost of these activities is \$2000, and the group has contributed \$1000 towards the advertising budget for the event.

**STAFF REPORTS (For Information)**

*Finance*

- Financial Analyst and Reception (term) position are posted on the Municipal website, and will be advertised in the Casket and the Reporter – the job closes on May 26<sup>th</sup>
- Mikayla Pittman has returned as our summer student and Linda Arsenault's last day is Friday.

- Finance is working to close the March 31<sup>st</sup> balances and continuing on with the Budget

*Recreation*

- The Active Transportation Workshop is scheduled to take place on Tuesday, June 6<sup>th</sup>. Workshop location and agenda will be provided closer to the event date

*Administration*

- Paqtnkek Expo 2017 is scheduled to take place on May 25, 2017.

**IN-CAMERA: LEGAL ADVICE ELIGIBLE FOR SOLICITOR/CLIENT PRIVILEGE (WRIGHT'S RIVER)**

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.

MUNICIPALITY OF THE COUNTY OF  
**ANTIGONISH**

**COMMITTEE OF THE WHOLE MEETING MINUTES**

A Committee of the Whole Meeting was held Tuesday, May 2<sup>nd</sup>, 2017 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 Donnie MacDonald  
                              Councillor Vaughan Chisholm  
                              Councillor Rémi Deveau  
                              Councillor John Dunbar  
                              Councillor Gary Mattie  
                              Councillor Bill MacFarlane  
                              Glenn Horne, Municipal Clerk/Treasurer  
                              Allison Duggan, Director of Finance  
                              Daryl Myers, Director of Public Works

Regrets:                   Councillor Hughie Stewart

**CALL TO ORDER**

The meeting of the Committee of the Whole was called to order by the Chair, Warden Boucher, at 5:28pm.

**APPROVAL OF AGENDA**

A request was made to add the following to the agenda:

- Streetlight Request, Hope Lane
- Cape Breton West Islanders
- In-Camera: Legal Advice Eligible for Solicitor-Client Privilege (Wright's River Aquifer)

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

**APPROVAL OF MINUTES**

*Moved by Councillor MacLellan and seconded by Councillor Deveau that the Committee of the Whole minutes of April 18<sup>th</sup>, 2017 be approved as presented. Motion carried.*

**BUSINESS ARISING FROM THE MINUTES**

Mr. Horne notified the Committee that all PCAP applications made by the Municipality were unsuccessful. Members of the Committee enquired for further details on what applications from elsewhere in the province were successful, and why.

Mr. Horne also provided the Committee with an update regarding the LeBlanc Dangerous and Unsightly file, noting that the 30-day notice to remedy was served on April 20<sup>th</sup>, 2017.

**IN-CAMERA: PERSONNEL MATTERS (FINANCIAL ANALYST POSITION; MATERNITY LEAVE) AND  
LEGAL ADVICE ELIGIBLE FOR SOLICITOR-CLIENT PRIVILEGE (WRIGHT'S RIVER AQUIFER)**

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 MacDonald and seconded by Deputy Warden McCarron that the Committee of the Whole Meeting be adjourned to an In-Camera Session to discuss Personnel Matters and Legal Advice Eligible for Solicitor-Client Privilege. Motion carried.*

*Moved by Deputy Warden McCarron and seconded by Councillor Deveau that the Committee recommends that Municipal Council approve the job description for the Financial Analyst position, and that Municipal Council publically post an employment opportunity with the Municipality to fill this position. Motion carried.*

*Moved by Councillor MacDonald and seconded by Councillor Dunbar that the Committee recommends that Municipal Council publically post an employment opportunity with the Municipality to fill the Receptionist position for a one-year maternity leave. Motion carried.*

*Moved by Councillor Deveau and seconded by Deputy Warden McCarron that the In-Camera session be adjourned. Motion carried.*

**INACTIVE ACCOUNTS**

Mrs. Allison Duggan, Director of Finance, provided members of the Committee with a brief overview of the request to write-off a number of accounts deemed uncollectable for reasons outlined in the agenda memo.

*Moved by Councillor MacFarlane and seconded by Deputy Warden McCarron that the Committee recommends that Municipal Council write-off the following accounts on the roll:*

<b>Roll #</b>	<b>Balance</b>
01687433	\$142.14
02752034	\$86.80
07201710	\$543.71
07201869	\$79.04
07202881	\$1,223.81
07204140	\$437.47
09006648	\$652.62
10107873	\$871.78
10343224	\$184.95
2683733	\$1,290.96
<b>TOTAL</b>	<b>\$5,513.28</b>

*Motion carried.*

### **BEECH HILL SOLID WASTE RESOURCE MANAGEMENT – C&D UPDATE**

Mr. Horne reviewed the memo provided by Public Works staff regarding the request to construct a C&D cell at the Beech Hill Solid Waste Resource Facility. Discussion took place regarding possible alternatives, including shipping the materials to another municipal unit, or exploring a methane plant option. Mr. Daryl Myers, Director of Public Works, provided an overview of the discussions with the Nova Scotia Department of Environment, staffing requirements, and the nature of the C&D materials being received. Consensus from the Committee was received to develop the proposed C&D cell. Staff was congratulated for keeping the site so neat and tidy.

### **FINAL CONSIDERATION AND APPROVAL OF 2017/2018 CAPITAL PROJECTS**

Mr. Horne introduced the list and provided an update on project being pursued under the Local Improvements Bylaw. Discussion took place regarding the possibility of delaying Sylvan Valley Sewer and Somers Road Water projects until next year to get better tender price and solicit other government funding.

Mr. Horne mentioned Council's ability to move forward with Somers Road water without 2/3rds approval; consensus to move with all but Sylvan Valley Sewer Line. Staff was directed to draft tenders and seek Nova Scotia Utility Board approval. A request was made to keep the North Grant sewer on the list of capital projects; based on the exercise this is what the residents want. Consensus was provided for staff to prepare the 2017/18 operating and capital budget with these capital projects included.

### **BULKY WASTE TENDER**

Mr. Horne reviewed a memo received from Public Works, which noted that a Tender was called for the collection of bulky waste material throughout the County during the weeks of May 22<sup>nd</sup> and May 29<sup>th</sup>. The Tender was advertised in The Casket, The Reporter, the Nova Scotia Government Procurement Website, and the County Website. The Tender closed on May 2<sup>nd</sup> at 12:00 noon.

One Tender was received from Eastern Sanitation Limited in the amount of \$47,217.44 HST included. All of the necessary documents and bank draft accompanied the bid proposal. Staff is recommending the acceptance of the bid submitted by Eastern Sanitation Limited, in the amount of \$47,217.44 HST included, for the collection of the bulky waste material throughout the County during the weeks of May 22<sup>nd</sup> and May 29<sup>th</sup>, 2017.

Discussion took place regarding the change in pricing over previous bulky waste collections, and staff was directed to look into other options for future bulky waste collection efforts.

*Moved by Councillor Deveau and seconded by Councillor MacFarlane that the Committee recommend that Municipal Council accept the bid submitted by Eastern Sanitation Limited, in the amount of \$47,217.44 HST included, for the collection of the bulky waste material throughout the County during the weeks of May 22<sup>nd</sup> and May 29<sup>th</sup>, 2017. Motion carried.*

### **FURTHER CONSIDERATION OF UNDERTAKING A CORPORATE PLAN**

Members of the Committee expressed concern regarding the development of a Corporate Plan for the Municipality, citing the mechanical nature of the document relative the size of the Municipality as opposed to other organizations, where such a document can work and provide value.

Committee members felt that such a plan would create too tight of a box that might not reflect community priorities. A question was asked about how a Corporate Plan might impact the kind of exercise that was done earlier at this meeting regarding capital projects, and what other Municipalities are doing. Consensus from the Committee was to look at options for a facilitated exercise, with staff, instead of undertaking a Corporate Plan.

### **STAFF REPORTS**

Mr. Horne reviewed the information provided in the staff reports, making note of upcoming events including the Active Transportation Workshop, A Piece of Antigonish art event, and the Accessibility Challenge scheduled for May 26th. He also provided an update on the proposed timing for the budget, noting that staff are preparing for deliberations to begin and expect that grant consideration will be ready for consideration soon.

Mr. Horne also noted that there was a three-page write up in Municipal Voice about the CEDI project, and two delegates from Paqtnkek will be attending the UNSM Spring Workshop happening May 10-12 as the Municipality's guests. Chief Prosper will also bring a welcome to attendees at the opening of this event.

### **STREETLIGHT REQUEST – RIVERSIDE DRIVE**

Councillor MacDonald brought forward a request to install a streetlight on the newly named Hope Lane, as there are not any streetlights on this stretch of roadway.

*Moved by Councillor MacDonald and seconded by Councillor MacLellan the Committee recommends that Municipal Council approves a streetlight being installed on Hope Lane. Motion carried.*

### **CAPE BRETON WEST ISLANDERS**

Councillor Deveau made the suggestion that Antigonish-area members of the Cape Breton West Islanders be invited to a future Council meeting, in order to congratulate by Council for the team's success at the Telus Cup in Prince George, British Columbia.

### **ADJOURNMENT**

*Moved by Deputy Warden McCarron and seconded by Councillor Chisholm that the Committee of the Whole meeting be adjourned at 8:00pm. Motion carried.*

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Warden Russell Boucher

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Glenn Horne, Municipal Clerk/Treasurer

April 28/2017

Dear Sir/Madam,

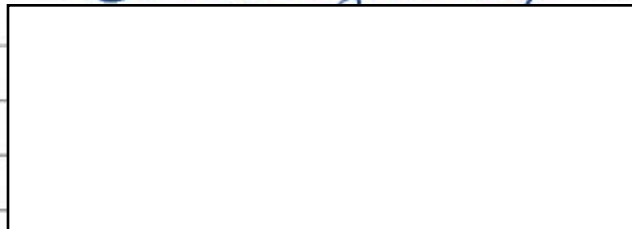
Due to my disability and income, I am requesting a reduction on my property TAX at 53 Rock Point Road (Lot 2) in Pomquet.

Assessment Account Number 09707956

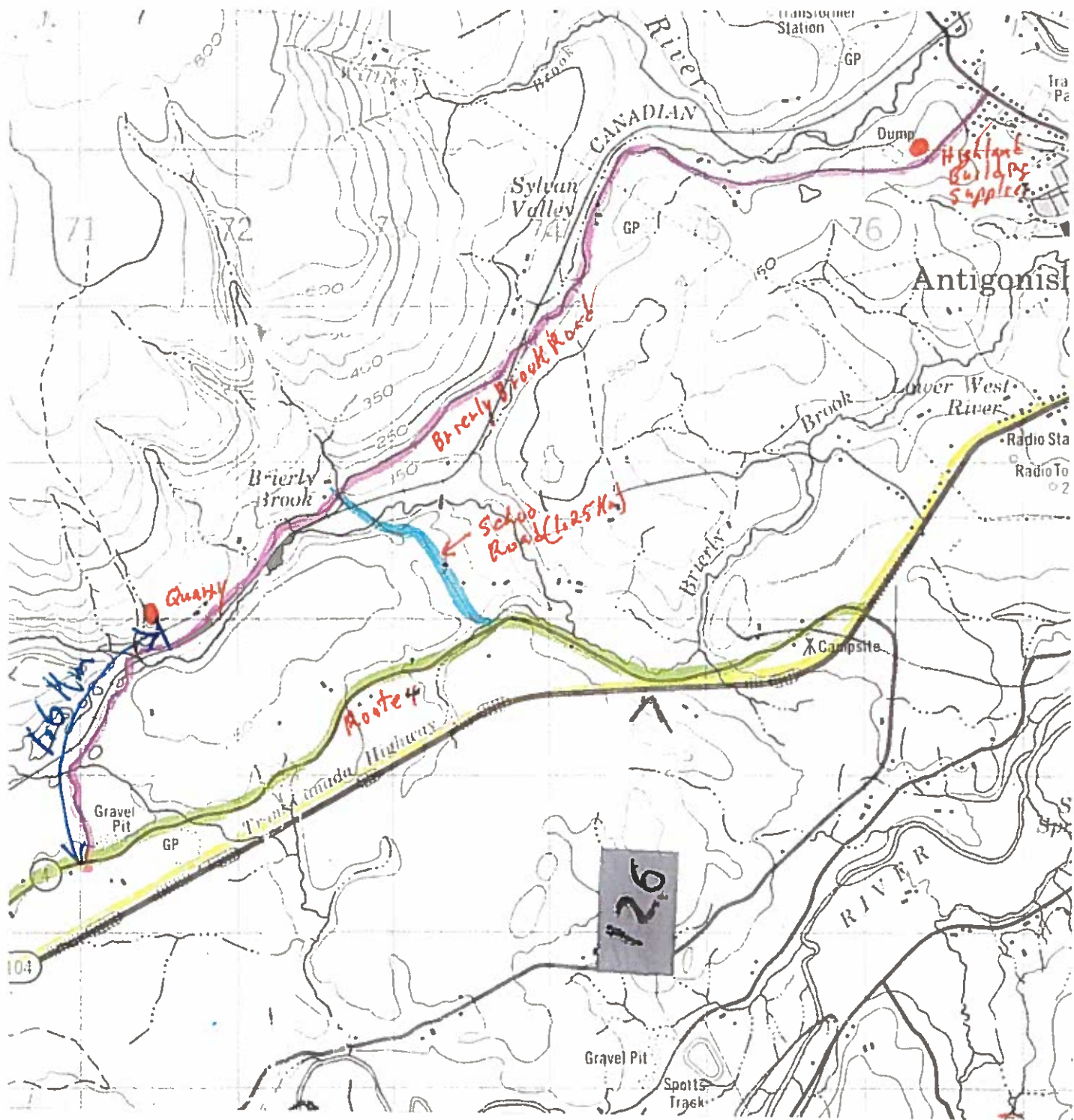
Enclosed, please find a copy of my Income TAX Assessment

Thank You

Davis Horne















## *East Antigonish Education Centre/Academy*

10124 Route #4  
Monastery, NS  
BOH 1W0  
Phone: (902)232-2410  
Fax: (902)232-3829

Richard Britten, Principal  
Sonya Sauve, Vice Principal  
Paul Brown, Vice-Principal  
Amanda Marchand, Guidance

March 6, 2017

A handwritten signature in blue ink that reads 'Allison' with a long, sweeping underline.

Dear Warden Boucher:

High School Graduation is quickly approaching and the Graduates of the Class of 2017 and staff are busy planning and preparing for Graduation Day, June 29, 2017.

This is a very special time of the year for our school and community as we celebrate the academic achievements of our graduating students. This year we are delighted to announce that we have 36 potential graduates, all of whom we are very proud of their individual academic accomplishments, as well as the challenges they have overcome to reach this milestone in their lives.

**AT THIS TIME, WE ARE ASKING YOU, ALONG WITH OTHER INDIVIDUALS, GROUPS AND BUSINESSES IN THE AREA, TO MAKE A MONETARY CONTRIBUTION TO OUR ANNUAL SCHOLARSHIP/BURSARY FUND. YOU WILL PERSONALLY ASSIST STUDENTS WITH FINANCIAL AID TO FURTHER THEIR EDUCATION AND ASSIST THEM IN REACHING THEIR EDUCATIONAL GOALS.**

We will acknowledge your contribution during our Graduation Ceremony, and in preparation for this event, we ask that your contribution be made by June 7, 2017. A follow up call will be made by the end of May.

We would like to take this opportunity to thank you in advance for your anticipated support. If you require an official income tax receipt from the Strait Regional School Board please indicate when you send your monetary contribution and a receipt will be issued early in 2018.

Sincerely,

A handwritten signature in blue ink that appears to read 'R. Britten'.

Richard Britten,  
Principal



# Corporate Partnership

# 2017



# 2017

## Corporate Partnership



As host of the top summer sporting events in the Maritimes, Riverside International Speedway offers unique marketing opportunities for companies with a goal to present its products and services to a brand-loyal audience.

Our 2017 season includes perhaps the most exciting schedule yet with everything from Mini Stocks - four cylinder entry level race cars, to the top touring series in the Maritimes - the Parts for Trucks Pro Stock Tour, to the NASCAR Pinty's Series - its only stop on Canada's east coast, to the IWK 250 - an event that this year has attracted NASCAR legend and Hall of Fame inductee Mark Martin as our celebrity driver.

By offering such a diverse schedule we increase our fan base and in so doing the value to our marketing partners.

In 2016 more than 30,000 spectators passed through our gates coming from the local area as well as drawing large numbers from throughout the Maritimes. Our website and social media numbers are strong with more than 1.5 million hits/reaches. With our continued growth for 2017 these numbers are expected to increase.

Our reach, and that of our marketing partners, extends even further with the television broadcast of the NASCAR Pinty's Series event on TSN, rated at more than 250,000 viewers. And two of our three Parts for Trucks Pro Stock Tour events are broadcast live online worldwide via Race Time Radio, whose professional announcers do a fantastic job promoting both the event and our partners to those who are unable to be at our events in person.

Our marquis event, the IWK 250 Presented by Steve Lewis Auto Body, has grown to become what is widely known as the most exciting stock car race in Canada. The three-day event attracts more than 10,000 spectators with many of those staying in our on-site campground full to capacity with more than 900 sites. Since its inception in 2007, the IWK 250 has raised awareness and more than \$400,000 for the IWK Health Centre.

Management and staff at Riverside International Speedway are committed to offering the best value possible to our partners and as such provide a professional support staff, both at the track and in preparation and promotion of the events. We utilize a combination of television, internet, radio, magazine, and newsprint to promote our shows. Professional graphics and public relations help garner even more advance exposure and once on-site our fans enjoy the best public relations announcers in the business.

I invite you to be a part of our exciting 2017 season and explore the many possibilities to work with us in developing and activating a partnership that will provide your brand the exposure it deserves. A variety of offerings ensure your product or service gain maximum coverage. In addition, we are happy to consider combinations as well as custom packages in order to best fit your budget and goals.

Thank you in advance for the consideration.

I look forward to hearing from you.

Sincerely,

Paul McLean  
General Manager  
902-863-9614 or [mclean@riversidespeedway.ca](mailto:mclean@riversidespeedway.ca)

**The BIGGEST,  
BADDEST,  
Loudest,  
Fastest  
Racin'** you'll ever witness  
on a 1/3 mile oval.





Riverside International Speedway is widely recognized as one of the premier short track facilities in Canada hosting several special events each year, indeed a leading destination in the region. Together with its sister company, Nova Construction, their owner Donald Chisholm is pleased to promote economic growth and stimulus for Antigonish and the surrounding area, to provide a platform for humanitarian efforts such as support of the IWK Foundation, Wounded Warriors, and local groups. Our fans enjoy high octane excitement with door handle to door handle short track racing. Our corporate partners realize unparalleled value with the enclosed marketing packages.



### ***the loyalty of race fans...***

NASCAR fans continue to demonstrate the greatest loyalty toward a sponsor's brand among all sports fans in the U.S., according to SponsorLink research released by Repucom. Seven out of 10 NASCAR fans said they are loyal to a sponsor's brand when the brand supports their sport, which is nearly 20% higher than a typical sports fan. Repucom, a trusted advisor in sports and entertainment intelligence, is again monitoring and evaluating the performance of more than 1,000 brands appearing in the NASCAR Sprint Cup, XFINITY and Camping World Truck series in 2015. By using leading technology and advanced data analysis, Repucom monitors the value and quality of exposure and messages getting through to fans and advises clients on how to stand out in the highly competitive commercial space. Repucom analyzes more than 350 hours of NASCAR programming per year, and evaluates how changes to the race schedules, sponsors, teams and broadcast channels impact value versus prior years and among the entire field of entries. In total, sponsors in NASCAR's top three national series earned nearly \$1.3 billion in television exposure value in 2014. In addition to audience size, Repucom considers factors such as exposure duration, size, quality and the number of competing messages when determining value. Repucom also measures the value and impact of brand exposure in digital and social media, areas that are becoming increasingly important as media consumption patterns change.

#### **2017 Schedule**

**June 17**

Pro Stock Tour  
Sportsman Series

**July 13-15**

Sportsman Series/Legends  
IWK 250

**August 18-19**

Sportsman Series/Minis  
NASCAR Pinty's Series

**September 9**

Sportsman Series  
Pro Stock Tour

Subject to change without notice

# GOLD PACKAGE

**for 2017 - \$2,875.00, including HST**

## Gold Package - Benefits:

- (6) reserved seat tickets for each of the 2017 racing events
- (10) lap sponsorships for the IWK 250
- (2) signs: (1) 4' x 8' sign along the grandstand walkway plus (1) 30" x 6' on pit wall
- (3) public address system announcements during each of our events
- your company logo on our lap board, for the season
- your company logo on our website sponsor page, with link

## Gold Package - Renewals:

- ☐ Yes, please renew my sponsorship for the 2017 racing season
- ☐ Yes, I will be renewing but with changes, please call me
- ☐ No, I will not be renewing my sponsorship for the 2017 racing season

## Gold Package - New Sponsor:

- ☐ Yes, please sign me up for the 2017 racing season

Company Name:					
Your Name:		Phone #:		Email:	

For More Information: Paul McLean at 902-863-9614 / 902-863-2291 or [mclean@riversidespeedway.ca](mailto:mclean@riversidespeedway.ca)  
or...[www.riversidespeedway.ca](http://www.riversidespeedway.ca)



Trans-Canada Highway 104, Exit 30 at James River  
PO Box 1969, Antigonish, Nova Scotia, B2G 2M5



**From:** Jamie MacDonald  
**Sent:** May 8, 2017 8:01 AM  
**To:** Glenn Horne  
**Subject:** Economic Forum, June 1-5

Glenn,

A number of business owners met last month, along with myself and Steve Scannell, and discussed the upcoming Economic Conference with the coordinator, Greg Tkacz, of St FX. I'm not going into all the details about the forum other than 800 visitors from all over the world will converge on our town between June 1-5. Greg shared the schedule of events for the attendees and welcomes the opportunity to invite the participants into activities around the town and community.

The ADBA is organizing a Main St Music Fest, which involves food, music and other entertainment along Main St between June 1-3. We are encouraging the downtown merchants to open their doors to welcome the visitors. To do this we are considering setting up food vendors and placing a stage within the downtown area to provide live entertainment.

We are well on our way to making the Music Fest a reality and we like to see if the County would be willing to help out with some of our administrative costs and offer some financial support during this week in June. We estimate that the total cost would be about \$2000 and the town has already contributed a \$1000 towards our advertising budget. We are also looking to other sources of sponsorship and wanted to present this proposal to you so that can consider partnering with on this special project. For your consideration.

Jamie MacDonald, Chair  
Antigonish Downtown Business Assoc  
902-318-5241