

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

COMMITTEE OF THE WHOLE AGENDA

Tuesday, May 22nd, 2018 5:30pm
Municipal Administration Centre

- 1) Call to Order – Chairman, Warden Owen McCarron
- 2) Approval of Agenda – Additions or Deletions
- 3) Approval of May 15, 2018 Minutes
- 4) Business Arising from the Minutes
- 5) Budget Deliberations
 - a. Review of Complete Operating Budget
- 6) Low Income Tax Exemption Requests
- 7) Additions to the Agenda
- 8) Adjournment - Next Meeting: June 5th, 2018 @ 5:30pm

STRATEGIC PRIORITIES CHART December, 2017 (amended Mar. 2018)

COUNCIL PRIORITIES	
NOW <ol style="list-style-type: none"> BROADBAND PROPOSAL: Agreement – Jan. INTERNET SERVICE: Business Case – March CELLULAR SERVICE: Business Case – May NEW BUSINESS PARK: Options – June REN STRATEGY: Review – Mar. 	
NEXT <ul style="list-style-type: none"> ACCESSIBILITY: Audit INFRASTRUCTURE FUNDING: PLAN WATER: Assessment & Projects SEWER: Assessment & Projects GUYSBOROUGH: Collaboration Meeting TOURISM PROGRAM: Review 	ADVOCACY/PARTNERSHIPS <ul style="list-style-type: none"> <i>Broadband Funding (Province)</i> <i>Long-Term 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"> REN STRATEGY: Review – Mar. INDUSTRIAL PARK –LAND AD, SALE & NEW BUSINESS PARK: Options - June 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"> INFRASTRUCTURE FUNDING: Plan – Jun Water Meter System: Integration Landfill Billing System: Review – Mar. <ul style="list-style-type: none"> Water Utility Rates: Review – Oct. Information Technology Strategy: Sept
PUBLIC WORKS	RECREATION
<ol style="list-style-type: none"> SEWER TREATMENT: Assessments & Problem ID – Sept. WATER SYSTEM: Assessment – Mar. WATER SYSTEM: Upgrades <ul style="list-style-type: none"> Facilitate Asset Condition Assessments 	<ol style="list-style-type: none"> Active Transportation: Action Plan – April. MPAL: Recreation Plan – June. Part Time Staff Leadership Program – April Support Community Initiatives – Jan 2019 <ul style="list-style-type: none"> Recreation for All Program – Jan 2019
SUSTAINABILITY	PLANNING
<ol style="list-style-type: none"> ACCESSIBILITY: Audit – Mar. Emergency Business Continuity Plan – May. Renewable Energy: Options – June (Prov.) <ul style="list-style-type: none"> PFN: CEDI Initiative Next Steps – April Municipal Awareness Strategy – September 	<ol style="list-style-type: none"> EASTERN ANTIGONISH PLAN REVIEW – Sept. <i>Civic Address Internal Audit</i> – April 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"> BROADBAND PROPOSAL: Agreement – Jan. INTERNET SERVICE: Business Case – March CELLULAR SERVICE: Business Case – May <ul style="list-style-type: none"> Newsletter Review Online Media Refresh 	<ol style="list-style-type: none"> GUYSBOROUGH: Collaboration – Mar. TOURISM Review/Scan – Mar. Internet Upgrades – Mar. <ul style="list-style-type: none"> Court House: Assessment - Mar Dog Control Program: Review - June

TO: COMMITTEE MEMBERS
FROM: STAFF
SUBJECT: *COMMITTEE OF THE WHOLE MEMO*
DATE: MAY 22ND, 2018

BUDGET DELIBERATIONS

Staff will review the complete operating budget, which will include a review of proposed budget figures for items falling under Administration and Recreation. Draft figures will be provided for review at the meeting.

LOW INCOME TAX EXEMPTION REQUESTS

The Municipality has received two requests for low income tax exemptions. Further information about these requests will be provided to the Committee at the meeting.

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Committee of the Whole Meeting Minutes

Tuesday, May 15, 2018, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Present were: Warden Owen McCarron
Deputy Warden Hugh Stewart
Councillor Mary MacLellan
Councillor Donnie MacDonald
Councillor Vaughan Chisholm
Councillor Remi Deveau
Councillor John Dunbar
Councillor Neil Corbett
Councillor Bill MacFarlane
Regrets: Councillor Gary Mattie
Staff Present: Glenn Horne, Clerk-Treasurer
Beth Schumacher, Deputy Clerk
Allison Duggan, Director of Finance
Marlene Melanson, Director of Recreation
Daryl Myers, Director of Public Works

1. Call to Order – Chairman, Warden Owen McCarron

The meeting of the Committee of the Whole was called to order by the Chair, Warden McCarron, at 5:31pm

2. Approval of Agenda

Warden McCarron asked for any additions or deletions to the agenda. Mr. Horne noted that item 6) b., the Tender Award for the Municipal Office Accessibility Improvements, is to be deleted. Two additions were made under budget deliberations: Recreation Operating Budget, and Revenue

Moved By Councillor MacDonald

Seconded By Councillor Corbett

That the agenda be approved as amended.

Motion Carried

3. **Approval of the May 8th, 2018 Committee of the Whole Minutes**

Warden McCarron asked for any errors or omissions to the May 8, 2018 Committee of the Whole minutes.

Moved By Councillor Dunbar

Seconded By Councillor MacLellan

That the Committee of the Whole minutes of May 8, 2018 be approved as presented

Motion Carried

4. **Business Arising from the Minutes**

Warden McCarron asked for any business arising from the minutes. Councillor Dunbar asked for an update regarding the Antigonish Arena Commission. Mr. Horne noted that a number of items requested from Arena Management had been received, and the County's Director of Finance is making arrangements for the County's auditor to take a look at their books.

Daryl Myers joined the meeting at 5:35 pm.

5. **New Business**

a. **Budget Deliberations**

5.a.1 **Public Works**

Mrs. Duggan and Mr. Myers reviewed the operating budget for Public Works, looking at the actual expenditures in 2017/2018, and the amounts being budgeted in 2018/2019. Details for items were provided as they were reviewed, and Councillors were provided with the opportunity to ask any questions after each topic was reviewed.

5.a.2 **Revenue**

Mrs. Duggan reviewed the overall revenue that is expected from taxes, sales of services, revenue from own sources, and grants. Details for items were provided as they were reviewed, and Councillors were provided with the opportunity to ask any questions after each topic was reviewed.

Marlene Melanson joined the meeting at 5:59 pm.

Daryl Myers left the meeting at 6:02 pm.

5.a.3 **Recreation**

Mrs. Duggan and Ms. Melanson reviewed the operating budget for Recreation, looking at the actual expenditures in 2017/2018, and the

amounts being budgeted in 2018/2019. Details for items were provided as they were reviewed, and the mobi-mat project expense, wrap-up costs for the pavilion, and increases in minimum wage were all noted. Councillors were provided with the opportunity to ask any questions after each topic was reviewed.

5.a.4 Infrastructure Priorities

Mr. Horne provided an update about the changes in timing for provincial infrastructure funding. A call for applications will be made in the fall, for projects to start next spring (2019). At a previous meeting, two capital projects were identified as priorities for funding applications from other levels of government. Staff is looking for direction from the Committee regarding actions on the prioritized capital projects, considering the changes in the timing of the government funding.

Councillor MacDonald spoke to the North Grant Water project, providing the Committee with an update on the talks that he has had with provincial and federal representatives. Community engagement has also taken place to determine interest in undertaking the project. Councillor MacDonald asked the Committee if they would consider proceeding with the project, and whether consideration would be given to using Gas Tax Funding to offset the funds that were expected from other levels of government. Discussion followed.

A suggestion was made for Councillor MacDonald to speak to the residents in the North Grant Water project area, to determine their willingness to wait for the project to take place in the next fiscal year in order to avoid the additional expense. A suggestion to have the local MP and MLAs attend a Council meeting to discuss the funding program was also made, and have the residents attend as well.

Unanimous support was given regarding proceeding with the motion making the Beech Hill Waterline Looping a priority. Consensus was that the work would not be done without funding support from other levels of government.

A question was then asked regarding whether the Municipality should proceed without government funding on the North Grant Water project. The difference to residents would be 8% of the total project cost in terms of their share of the expense. Consensus was given to take a month to speak to the funding program administrator, and to meet with the MP and local MLAs as soon as possible, to see if something can be done to release funding before looking to proceed with the project.

6. **Tender Awards**

a. **Well #7 Building**

Mr. Horne reviewed the bid summary provided by Strait Engineering Limited, outlining the two bids that were received, and recommending that the tender be awarded to Tate Construction. Mr. Myers was consulted via telephone regarding details on the sizing and contents of the building, and further details regarding the tender. Discussion followed.

Moved By Deputy Warden Stewart

Seconded By Councillor Dunbar

The Committee recommends that Municipal Council reject all bids for the proposed Well #7 Building

Motion Carried

7. **Adjournment**

Warden McCarron called for a motion to adjourn the Committee of the Whole meeting.

Moved By Councillor Deveau

Seconded By Councillor Corbett

That the Committee of the Whole meeting be adjourned at 7:08pm

Motion Carried

Warden Owen McCarron

Glenn Horne, Municipal Clerk/Treasurer