

# **MUNICIPALITY OF THE COUNTY OF ANTIGONISH**

## **COMMITTEE OF THE WHOLE AGENDA**

**Tuesday, April 2, 2019, 5:30 pm**

**Council Chambers**

**Municipal Administration Building**

**285 Beech Hill Road**

**Beech Hill, NS B2G 0B4**

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1. Call to Order – Chairman, Warden Owen McCarron
2. Approval of Agenda
3. Approval of March 19, 2019 Committee of the Whole Minutes
4. Business Arising from the Minutes
5. Delegations
  - a. Dr. John Chiasson, Positive Action for Keppoch
  - b. Mr. Rodger Porter, Resident of Mount Cameron
6. Continuing Business
  - a. Strategic Priorities Update

Following up Council's Strategic Priorities session in February, the draft priorities table, long list and short list are attached for the Committee's review. Because numbers declined late in the day during the session, the Committee will be provided an opportunity to ensure the short list and priority table reflect the priorities of Council.
  - b. Strait of Canso Investment Readiness Proposal

Warden McCarron, Deputy Warden Stewart and Mr. Horne met with Strait Chamber of Commerce Executive Director Amanda Mombourquette and Richie Mann to discuss questions raised by the Committee concerning this request. The group will report back to the Committee on this discussion. Under the leadership of the Strait Area Chamber of Commerce, this initiative is seeking a \$5000 contribution from municipal partners within the Strait Area Economic Zone.
7. New Business
  - a. Cost of Living Update for 2019-2020

The stated 2018 CPI increase for Nova Scotia is 2.2%. In keeping with both the Municipality's personnel and council remuneration policies, it is recommended that the staff salary scale and council stipends be adjusted by 2.2% to reflect this increase.
  - b. Antigonish Arena Debt

As of March 31, 2018 the Antigonish Arena has a deficit of \$159,633.00. The Town of Antigonish has recently provided payment for half of the deficit (\$79,816.50) to the Antigonish Arena. This payment was made because the Antigonish Arena is owned jointly between the Town and County.

As we know, the Antigonish Arena is strained financially; a major contributor to this strain is the accumulated deficit. For the Arena to progress financially we need to deal with the strain of the

debt. If the debt was removed then the Arena Board and management can re-prioritize their efforts to be more innovative, effective and strategic.

Staff recommending that Council provide for an expense of \$79,816.50 (50% of the Antigonish Arena's March 31, 2018 deficit) as an expense item in the Fiscal 2019/20 budget. This would be in addition to the County's approved annual operating grant allocation.

- c. Nova Scotia Power Commission Discussion  
Councillor Chisholm has been contacted by a constituent regarding the local Nova Scotia Power Commission. This is an opportunity for information sharing and further discussion.
- d. Old Highway #4 in Aulds Cove and East Havre Boucher Discussion  
Councillor Corbett has been in touch with representatives with the Department of Transportation regarding concerns with erosion and water management on the old Highway 4 through East Havre Boucher and Aulds Cove.
- e. Streetlight Request  
A streetlight has been requested for the intersection of New France Road and Highway 104.

8. Reports from Inter-Municipal Boards, Committees and Commissions

- a. Antigonish Heritage Museum Board
- b. Antigonish Arena Commission
- c. Antigonish Crime Prevention
- d. Eastern District Planning Commission
- e. Eastern Regional Solid Waste Management Committee
- f. Eastern-Straight Regional Enterprise Network
- g. Pictou Antigonish Regional Library
- h. RK MacDonald Nursing Home

9. Community Events

This item provides Councillors with an opportunity to briefly bring to the attention of Council events that are taking place in their communities.

10. In Camera Items

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 to discuss Contract Negotiations and Personnel Matters. Materials will follow.

11. Additions to the Agenda

12. Adjournment

# MUNICIPALITY OF THE COUNTY OF **ANTIGONISH**

## **Committee of the Whole Meeting Minutes**

Tuesday, March 19, 2019, 7:00 pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

Present were: Deputy Warden Hugh Stewart  
Councillor Mary MacLellan  
Councillor Donnie MacDonald  
Councillor Remi Deveau  
Councillor John Dunbar  
Councillor Neil Corbett

Regrets: Warden Owen McCarron  
Councillor Vaughan Chisholm  
Councillor Gary Mattie  
Councillor Bill MacFarlane

Staff Present: Glenn Horne, Clerk-Treasurer  
Beth Schumacher, Deputy Clerk

Also Present: John Beaton

### **1. Call to Order – Deputy Warden Hughie Stewart**

The meeting of the Committee of the Whole was called to order by the Chair, Deputy-Warden Stewart, at 6:33pm

### **2. Approval of Agenda**

Deputy Warden Stewart called for any additions or deletions to the minutes. The following was added to the agenda:

- Dog Park
- Riverside Speedway Corporate Sponsorship
- Keppoch Signs

**Moved By** Councillor MacDonald

**Seconded By** Councillor MacLellan

*That the agenda be approved as amended.*

**Motion Carried**

3. **Approval of March 12, 2019 Committee of the Whole Minutes**

Deputy Warden Stewart called for any errors or omissions in the minutes.

**Moved By** Councillor Deveau

**Seconded By** Councillor Dunbar

*That the Committee of the Whole minutes of March 12, 2019 be approved as presented.*

**Motion Carried**

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Delegations**

There were no delegations.

6. **Continuing Business**

There was no continuing business

7. **New Business**

a. **Housekeeping Policy Amendments - Human Resources Administrative Policy Manual**

Mr. Horne reviewed the housekeeping amendments proposed to the Human Resources Administrative Policy Manual. Specifically, these updates are to remove reference to sick leave for part time employees, to update the per diem table to bring it in line with the amounts in the Council expense policy, and to reference the Municipal Clerk Treasurer's expenses being addressed in the Policy on Municipal Council and Municipal Clerk Treasurer Expense Reimbursement.

**Moved By** Councillor Corbett

**Seconded By** Councillor Deveau

*The Committee recommends that Municipal Council amend the Human Resources Policy Manual for Employees as presented.*

**Motion Carried**

8. **Reports from Inter-Municipal Boards, Committees and Commissions**

a. **Antigonish Heritage Museum Board**

There was nothing to report.

**b. Antigonish Arena Commission**

Mr. Horne provided an update on upcoming actions related to the financial review and the consultant's work with the management board. Mr. Horne also provided further information regarding the arena's accumulated deficit. Discussion followed.

**c. Antigonish Crime Prevention**

Meeting was held last month, but Councillor Deveau was not able to attend because it occurred at the same time as the Warden's Tour stop in his district.

**d. Eastern District Planning Commission**

At the last meeting the annual budget was approved, and a summary of the status of current applications was provided.

**e. Eastern Regional Solid Waste Management Committee**

A meeting is scheduled to take place on March 21st.

**f. Eastern-Straight Regional Enterprise Network**

Mr. Horne noted that these updates will be discussed in-camera (Contract Negotiations).

**g. Pictou Antigonish Regional Library**

There was nothing to report.

**h. RK MacDonald Nursing Home**

There was nothing to Report.

**9. Staff Reports**

Deputy Warden Stewart noted that the RCMP report was included for information. A report from ESREN was also passed out for information, and Mr. Beaton was on hand to answer any questions that members of the Committee might have.

**10. Community Events**

The following community events were noted:

- Chase the Ace in St Josephs on Friday night
- Chase the Ace in Havre Boucher
- Treasure Chest fundraiser in the Havre Boucher community has started as well
- Work is being done on Cape Jack beach - a committee has been struck to work on making improvements to the beach

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11. **Additions to the Agenda**

a. **Dog Park**

Councillor Dunbar brought forward a question from his constituents about the possibility of an off-leash dog park in the community, and asked members of the Committee about their thoughts. Discussion followed. Mr. Horne recalled that there had been some discussion about dog parks in the community at a Joint Council meeting several years ago. Consensus was provided by Council to look into the issue further.

b. **Riverside Speedway Corporate Sponsorship**

Mr. Horne reviewed the 2019 request for the Municipality to renew its corporate sponsorship at Riverside International Speedway. Mr. Horne outlined what is included in the gold level corporate sponsorship, which is the package that the Municipality has purchased for the last several years.

**Moved By** Councillor MacDonald

**Seconded By** Councillor Deveau

*The Committee recommends that Municipal Council renew its gold level corporate sponsorship for Riverside International Speedway for the 2019 year.*

**Motion Carried**

c. **Signage at the Keppoch**

Deputy Warden Stewart brought forward a request from Keppoch Mountain for assistance with purchasing directional signage from the Province on Highway 104 at exit 30. Volunteers have been quoted \$1800 per sign and are looking for two signs (one in each direction on the highway). Discussion followed.

**Moved By** Councillor Deveau

**Seconded By** Councillor MacLellan

*The Committee recommends that Municipal Council approve the purchase of two tourism directional signs for Keppoch Mountain, on Highway 104 at exit 30, at the quoted price of \$1800 each.*

**Motion Carried**

12. **In Camera Items**

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 to discuss Contract Negotiations, Personnel Matters, and the Acquisition, Sale, Lease, and Security of Municipal Property.

**Moved By** Councillor Dunbar  
**Seconded By** Councillor Deveau

*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, Personnel Matters, and Contract Negotiations at 7:05pm*

**Motion Carried**

**Moved By** Councillor Deveau  
**Seconded By** Councillor Corbett

*That the Committee adjourn the In-Camera session at 7:37pm*

**Motion Carried**

**Moved By** Councillor Corbett  
**Seconded By** Councillor Deveau

*The Committee recommends to Municipal Council that it rescind Motion #2019 – 020 related to the Eastern Strait Regional Enterprise Network and confirm the Municipality's intent to withdraw, effective March 31, 2019.*

**Motion Carried**

**13. Adjournment**

**Moved By** Councillor Dunbar

*That the Committee of the Whole meeting be adjourned at 7:37pm*

**Motion Carried**

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Deputy Warden Hughie Stewart

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Glenn Horne, Municipal Clerk/Treasurer

## STRATEGIC PRIORITIES CHART (amended Feb. 2019)

COUNCIL PRIORITIES	
<b>NOW</b> <ol style="list-style-type: none"> <li><b>CELLULAR &amp; BROADBAND CONNECTIVITY:</b> Business Case, Funding &amp; Advocacy</li> <li><b>WATER INFRASTRUCTURE:</b> Assessment, Plan &amp; Implementation</li> <li><b>RENEWABLE ENERGY:</b> Explore Partners &amp; Develop Options</li> <li><b>PAQTNKEK PARTNERSHIP:</b> Transition Plan &amp; Milestones</li> <li><b>TOURISM:</b> Plan Development</li> </ol>	
<b>NEXT</b> <ul style="list-style-type: none"> <li>ACCESSIBILITY: Improvements &amp; Engagement</li> <li>INFRASTRUCTURE FUNDING: Plan &amp; Implementation</li> <li>WATER &amp; SEWER: Assessment &amp; Plan</li> <li>ACTIVE TRANSPORTATION PLAN: Implementation</li> <li>MUNICIPAL AWARENESS: Plan &amp; Implementation</li> <li>RECREATION PLAN: Implementation</li> <li>BUSINESS PARK: Determine need for new / LSR Options.</li> </ul>	<b>ADVOCACY/PARTNERSHIPS</b> <i>Connectivity Funding (Prov &amp; Feds)</i> <i>Physician Recruitment &amp; Retention (Prov)</i> <i>Long-Term Care Facility Funding (Prov)</i> <i>Aging In Place Program (Prov)</i>
ADMINISTRATION	FINANCE
<ol style="list-style-type: none"> <li><b>CELLULAR &amp; BROADBAND CONNECTIVITY:</b> May 2019</li> <li><b>TOURISM:</b> Plan – December 2019</li> <li>INFRASTRUCTURE FUNDING: Plan &amp; Implementation - Ongoing <ul style="list-style-type: none"> <li>BUSINESS PARK: Determine need for new / LSR Options – June 2019</li> <li>Asset Management System: Complete Phase 1 &amp; 2 – June 2019</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>INFRASTRUCTURE FUNDING: Plan &amp; Implementation - Ongoing</li> <li>Water Meter System: Integration – Mar 2019</li> <li>Water Utility Rates: Review – Oct <ul style="list-style-type: none"> <li>Information Technology Strategy: Oct 2019</li> <li>Receivables and Payables: Ongoing</li> </ul> </li> </ol>
PUBLIC WORKS	RECREATION
<ol style="list-style-type: none"> <li><b>WATER INFRASTRUCTURE</b> Assessment, plan and Implementation.</li> <li>SEWER SYSTEMS: Assessment - October.</li> <li>WATER SYSTEM: Fringe Water Upgrades - 2020 <ul style="list-style-type: none"> <li>Day-to-day operations</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>ACTIVE TRANSPORTATION PLAN: Trunk 104 Concept Design – Mar 2020</li> <li>RECREATION PLAN: Community Hubs Concept Design – Nov 2019.</li> <li>RECREATION PLAN: <ul style="list-style-type: none"> <li>Summer, After School &amp; Learn to Swim Programing: Ongoing</li> </ul> </li> </ol>
SUSTAINABILITY	PLANNING
<ol style="list-style-type: none"> <li><b>RENEWABLE ENERGY:</b> Options Development – Jan 2020</li> <li><b>PAQTNKEK PARTNERSHIP:</b> Transition Plan from CEDI &amp; Key Milestones for 2020 – Sept 2019.</li> <li>ACCESSIBILITY: Improvements and Engagement – Feb 2020 <ul style="list-style-type: none"> <li>MUNICIPAL AWARENESS: Plan &amp; Implementation – Nov 2019</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>Eastern Antigonish Plan Review – Sept.</li> <li>Bill 58 Amendments to the MGA assessment and response – Summer 2019</li> <li>Development Applications – Ongoing</li> <li>Building and Fire Inspection – Ongoing <ul style="list-style-type: none"> <li>Certification of Assistant Building Inspector</li> </ul> </li> </ol>



ISSUE & OPPORTUNITY LONG LIST					
'C' indicates COUNCIL scoring. 'S' indicates STAFF scoring.					
ISSUE/OPPORTUNITY	COUNCIL	STAFF	ISSUE/OPPORTUNITY	COUNCIL	STAFF
REN-Enhance Econ Dev	-	1	Community Hubs	-	2
Connectivity	7	2	AT Corridor	-	-
Paqtnkek Partnership	8	3	Renewable Energy (Big Project)	2	3
Sidewalk on Hwy 337	1	-	Physician Recruitment	1	1
Accessibility Arisaig Hall	-	-	Antigonish Arena	1	-
Tourism	6	2	Youth-Gap in our Community	-	3
Market Our Community	-	3	New Business Park	4	-
Records/Space Management	-	1	Guysborough Collaboration	-	
Infrastructure Funding	5	4	Water Infrastructure	1	7
Municipal Awareness	4	3	Sewer Infrastructure	2	-
Wardens Tour	-	-	Eastern Antigonish Plan	-	-
Senior Services	1	-	Asset Management	1	1
Affordable Housing	1	-	EMO	1	1
Library	-	2	Water Meters	1	2
Service Org. Operational Support	1	1	Alignment with REN	-	-
Antigonish Community Transit	2	-	Support Econ Development	-	-
PVSC Office Space	-	-	Support Local Beaches	-	-
Farmers Market	1	-	Water Utility Rates	-	1
Subdivision Green Space		1	IT Strategy	-	3
Fisheries Regulations	3	-	Sewer/Water Assessments	2	5
Skatepark	-	1	AT Plan Implementation	1	1
Medical Appreciation	-	-	Renewable Energy	-	-
REN Accommodations	-	-	Newsletter Review	-	-
Website Update	-	-	Online Media Refresh	-	2
Fairplay	1	-	Court House Assessment	-	1
Loss of School Board	-	-	Dog Control Program	-	-
Business Continuity Plan	1	-			

ISSUE & OPPORTUNITY SHORT LIST			
'C' indicates COUNCIL scoring. 'S' indicates STAFF scoring.			
ISSUE/OPPORTUNITY	COUNCIL	STAFF	TOTAL
Connectivity	6	5	11
Water Infrastructure	4	6	10
Infrastructure Funding	1	8	9
Renewable Energy	3	4	7
Paqtnkek	3	3	6
Tourism	3	1	4
Accessibility	2	2	4
AT Plan	1	3	4
Municipal Awareness	1	2	3
Recreation Plan Implementation	0	3	3
Sewer/Water Assessment	1	1	2
New Business Park	1	0	1