

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

COMMITTEE OF THE WHOLE AGENDA

Monday, January 13, 2020, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

1. Call to Order – Chairman, Warden Owen McCarron
2. Approval of Agenda
3. Approval of December 17, 2019 Committee of the Whole Minutes
4. Business Arising from the Minutes
5. Delegations
There are no scheduled delegations
6. Continuing Business
 - a. Job Posting for Returning Officer
 - b. Redesign of Trunk 4 in Antigonish County
 - c. Jeux L'Acadie Organizing Committee Request
7. New Business
 - a. Consideration of an Event Permit - Summerfest 2020
 - b. Discussion Regarding the Licensing of Dogs
 - c. Festival Antigonish 2020 Season Launch and Fundraising Dinner
8. 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.
9. Staff Reports
10. Additions to the Agenda
11. In Camera Items
12. Adjournment

MUNICIPALITY OF THE COUNTY OF **ANTIGONISH**

Committee of the Whole Meeting Minutes

Tuesday, December 17, 2019, 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 John Dunbar
 Councillor Neil Corbett
 Councillor Bill MacFarlane

Regrets: Councillor Remi Deveau
 Councillor Gary Mattie

Staff Present: Glenn Horne, Clerk-Treasurer
 Beth Schumacher, Deputy Clerk
 Tammy Feltmate, Director of Sustainable Communities
 Allison Duggan, Director of Finance

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 5:35pm.

2. Approval of Agenda

Warden McCarron called for any additions or deletions to the agenda. Two additions were made.

Moved By Councillor MacDonald

Seconded By Councillor MacLellan

That the agenda be approved as amended.

Motion Carried

3. **Approval of December 3, 2019 Committee of the Whole Minutes**

Warden McCarron called for any errors or omissions in the minutes.

Moved By Councillor Dunbar

Seconded By Councillor MacFarlane

That the Committee of the Whole minutes of December 3, 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**

a. **Recap of Municipal Energy Learning Session**

Ms. Feltmate provided members of the Committee with an overview of the energy learning session that was held at the Municipal Office on December 9th. The four areas that were identified where the Municipality could have an impact are:

- Efficiency
- Transportation (Fleet)
- Generation (Renewables)
- Waste Management

Members of the Committee who attended the session added their feedback on the speakers and content. Discussion followed. Ms. Feltmate discussed the anticipated "next steps" for the process. Warden McCarron thanked Ms. Feltmate for organizing the learning session.

b. **Consideration of Support for Antigonish-based Film**

Mr. Horne spoke further to a proposal for a movie to be filmed in the Antigonish County & Town areas that was presented at a Committee meeting earlier in the year and discussed at the September Joint Council meeting. The request for financial support for the movie has been received; the Municipality is being requested to contribute \$19,000. The same request has been made of the Town. This item would fall in the 2020/2021 budget. Discussion followed.

Moved By Councillor MacLellan

Seconded By Councillor MacFarlane

The Committee recommends that Municipal Council approve budgeting a contribution of \$19,000 towards the production of Dawn, her Dad and the Tractor in the 2020/2021 budget.

Motion Carried

c. Discussion of a Municipal Business Park

Mr. Horne provided an overview of a memo provided in the agenda package looking at the potential for a municipally-owned business park. Reviewing the feasibility of such a park was one of the priorities identified by Municipal Council. The methodology of the interviews and surveys used by the consultant was discussed. Capacity at the existing business park was reviewed. Consensus of the Committee was that there was ample capacity for land in the community and there wasn't a need for the Municipality to create another development.

d. Consideration of Council and Committee Nights

Mrs. Schumacher presented a follow-up memo providing details regarding the dates if the regular Council and Committee meetings were to be moved to the second and fourth Mondays of each month starting in 2020. Discussion followed.

Moved By Councillor Chisholm

Seconded By Councillor MacDonald

The Committee recommends that Municipal Council approve changing the regular Council night from the third Tuesday of each month to the second Monday of each month, changing the regular Committee of the Whole meetings from the first and third Tuesday of each month to the second and fourth Monday of each month, and the regular Asset Management meetings from the first Tuesday of each month to the fourth Monday of each month.

The Committee further recommends that Municipal Council approve amending the applicable policies and terms of reference noting these meeting dates to reflect this change.

Motion Carried

e. Streetlight Request

Mr. Horne spoke to a request brought forward from Councillor Corbett on behalf of a constituent requesting that the Municipality consider assuming a streetlight located at the end of their driveway on Hill Road. Councillor Corbett spoke to the request. The streetlight is located at the end of the line of streetlights and was installed when the residents had moved in before the Village Commission installed the other streetlights along Hill Road. The light faces into the driveway, and not out onto the road, but the resident would request it to be turned out if it was

assumed. Mr. Horne noted that the streetlight request does not meet the Municipality's Streetlight Policy.

Discussion followed. A suggestion was received from Mrs. Duggan to look at the pattern of lighting along the street, and to determine what lights are Municipal and which are private. The item will be deferred to the next meeting to allow time for this information to be gathered.

7. New Business

a. Antigonish Food Bank Request

Warden McCarron spoke to a request received from the Antigonish Food Bank for support during the holiday season to meet the demand that they are experiencing.

Moved By Deputy Warden Stewart

Seconded By Councillor Chisholm

The Committee recommends that Municipal Council provide a contribution of \$2500 to the Antigonish Food Bank.

Motion Carried

b. Aulds Cove VFD Generator Fundraising Request

Mr. Horne spoke to a request from the Aulds Cove Volunteer Fire Department, following their designation as a comfort/warming centre in the event of an extended closure of the Causeway. Without an emergency source of power, they are requesting assistance for the expense of a generator. It was noted that this request would be appropriate for the Community Partnership Grants process, and there may be opportunity for the Aulds Cove VFD to reach out to neighbouring municipalities and other government partners and agencies as well.

c. Eastern Mainland Housing Board Re-Appointment

The term for Mr. MacIntyre to serve as the Municipality's Representative on the Eastern Mainland Housing Authority Board is due for renewal; Mr. MacIntyre has indicated that he is interested in serving for another term.

Moved By Councillor MacDonald

Seconded By Councillor Chisholm

The Committee recommends that Municipal Council re-appoint Jim MacIntyre as the rep on the Eastern Mainland Housing Authority.

Motion Carried

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

a. **Antigonish Heritage Museum Board**

Nothing to report. The next meeting will be in January.

b. **Antigonish Arena Commission**

There is a tenant lined up to operate in the place of the canteen at the arena, and is expected to be operational shortly.

c. **Antigonish Crime Prevention**

There was no report.

d. **Eastern District Planning Commission**

There was nothing to report.

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

The Committee met on December 13th. Councillor MacDonald provided an overview of the Committee's business over the past month, which included a review of the Regional Chairs Priorities, and other updates.

f. **County – Pictou Joint Steering Committee**

No Committee report. Warden McCarron noted that the swearing-in ceremony for Chief and Council will be taking place on December 18th.

g. **Pictou Antigonish Regional Library**

The last meeting took place in the newly renovated Westville library.

h. **RK MacDonald Nursing Home**

The RK was in the process of accreditation earlier in the month and was successful.

9. **Community Events**

The following community events were noted:

- Chase the Ace Friday nights in St. Joseph's
- New Years Levee at the Legion on January 1st
- Tree lighting took place at the St. Andrew's seniors home on December 13th
- Chase the Ace in St. Andrews was won last week

10. **Staff Reports**

The reports in the agenda were received for information.

11. **Additions to the Agenda**

a. **Councillor Excuse Due to Illness**

Mr. Horne noted that this month's meeting will be Councillor Mattie's third consecutive absence from Council due to illness. The excused absence was provided for the month of December.

Moved By Deputy Warden Stewart

Seconded By Councillor MacLellan

The Committee recommends that Municipal Council provide Councillor Mattie with an excused absence from the December 2019 regular Council Meeting for medical reasons.

Motion Carried

b. Award of IT Request for Proposals

Mr. Horne provided an overview of the inter-municipal RFP that was issued in the fall by a group of municipalities who have partnered to develop a joint IT service. The results of that RFP and the interview process that was used was discussed. IMP solutions was the recommended vendor for the contract.

Moved By Councillor MacLellan

Seconded By Councillor Corbett

The Committee recommends that Municipal Council award the contract for the Inter-Municipal IT Asset Inventory, Assessment & Action Plan be awarded to IMP solutions at a bid price of \$61,050.

Motion Carried

12. In Camera Items

There were no in-camera items.

13. Adjournment

Moved By Deputy Warden Stewart

That the Committee of the Whole meeting be adjourned at 6:54pm.

Motion Carried

Warden Owen McCarron

Glenn Horne, Municipal Clerk/Treasurer

**MUNICIPALITY OF THE COUNTY OF
ANTIGONISH**

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Returning Officer

The Municipality of the County of Antigonish will be receiving applications for the position of Returning Officer for the October 2020 Municipal Election.

The Returning Officer will be responsible for the direction and supervision over the administration of this election.

General duties include, but are not limited to, appointment of enumerators (if necessary) and other election officers, fixing of polling places, instructing election officers in the effective execution of their duties and all other work required to conform with the provisions of the Municipal Elections Act.

Interested persons are asked to provide the Municipality with a letter stating their qualifications or related experience and expected rate of pay to the undersigned on or before February 5, 2020.

***Beth Schumacher
Deputy Clerk
285 Beech Hill Road
Beech Hill, NS B2G 2L4***



2020 SEASON LAUNCH AND DINNER

A fundraising evening to support Festival Antigone

Friday, January 31, 2020

5 pm Reception | 6 pm Dinner
Marjorie Desmond Hall, Coady Institute, StFX

Dinner tickets are \$50 (cost recovery only) or \$300 for a table of 6.
We respectfully invite dinner guests to make a tax-deductible donation
of an amount of your choosing at the event.

AN AVERAGE GIFT OF \$150 PER PERSON WILL HELP US MEET OUR GOAL OF RAISING \$10,000. ALL FUNDS
RAISED WILL DIRECTLY SUPPORT FEES FOR PROFESSIONAL AND EMERGING ARTISTS IN NOVA SCOTIA.

A musical staff with notes and a treble clef, with the text 'Fly me to the moon' written in a cursive font across it.

Fly me to the moon

Contact Reema Fuller at rfuller@stfx.ca or 902-318-3375

MEMO FOR INFORMATION

TO: Committee of the Whole
FROM: GLENN HORNE, MUNICIPAL CLERK-TREASURER
SUBJECT: STAFF REPORTS
DATE: 13/01/2020

ADMINISTRATION DEPARTMENT

Notable Things that Have Happened This Month

- Heat pumps have been installed in the Courthouse.
- A test of the Emergency Command Centre back-up communications system was completed on Tuesday, January 7, 2020, prior to the most recent winter storm. The system, which is based on VHF radios, worked as expected and all staff who took part received a crash-course on radio use. The back-up system is only intended to be used in the event the cellular and home phone network is unavailable.

Major Project Updates

- The Quality of Life survey results are being analyzed by the Local Leadership Team, and will be presented to Council later in the Spring.

FINANCE DEPARTMENT

Notable Things that Have Happened This Month

- The Finance Department underwent a major upgrade to the Diamond software over the holidays
- Water bills were mailed during the week of January 6th

Major Project Updates

- The Water Rate Study is expected to be delayed to April due to consultant availability.

Upcoming Events and Meetings

- PVSC is expected to be mailing out assessments to homeowners this month; the appeal deadline for these assessments is usually mid-February.

RECREATION DEPARTMENT

Notable Things that Have Happened This Month

- Maria Fraser started in the role of Recreation Department in December, for the remainder of Meaghan's leave
- The Recreation Department received \$40,000 in Active Communities funding from the Province, which will be used for a variety of projects including facility access (e.g. free community swims and skates)

Major Project Updates

- Community meetings for the Community Hubs project took place in November and December
- The Active Transportation Bikeway Coordinator project is ongoing; a preliminary report from the consultant is expected later in the Winter.

Upcoming Events and Meetings

- Volunteer award nomination packages are being distributed shortly and will be advertised.