

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

**COMMITTEE OF THE WHOLE AGENDA**

Tuesday, May 14, 2024, 5:30pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

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1. Call to Order – Chair, Warden Owen McCarron
2. In-Camera Items
  - a. Contract negotiations
  - b. Advice eligible for solicitor-client privilege
3. Approval of Agenda
4. Approval of April 23, 2024 Committee of the Whole Minutes
5. Business Arising from the Minutes
6. Delegations
7. Continuing Business
  - a. Budget Deliberations – Consideration of Community Partnership Grants
  - b. Consideration of St. Josephs Community Centre Community Partnership Grant Extension and Reallocation
8. New Business
  - a. Motion: “that Antigonish County Council forgive the payment of costs to Antigonish County by Anne Marie Long, Alicia Vink and Terry Penny in the amount of 8,041 dollars and 59 cents”.
  - b. Streetlight on Trans-Canada Highway Exits
  - c. Reappointment of County Representative to the RK MacDonald Board
9. Staff Reports
10. 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.

11. Additions to the Agenda

12. Adjournment

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

**Committee of the Whole Meeting Minutes**

Tuesday April 23, 2024, 6:30pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

Present were: Warden Owen McCarron  
Deputy Warden Bill MacFarlane  
Councillor Mary MacLellan  
Councillor Donnie MacDonald  
Councillor Shawn Brophy  
Councillor Remi Deveau  
Councillor John Dunbar  
Councillor Gary Mattie  
Councillor Harris McNamara

Regrets: Councillor Hugh Stewart

Staff Present: Glenn Horne, CAO  
Shirlyn Donovan, Strategic Initiatives Coordinator  
Marlene Melanson, Recreation Director  
Meaghan MacNeil, Active Living Coordinator  
Tammy Feltmate, Director of Sustainable Communities

Others Present: Gallery

**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 6:33 pm.

**Approval of Agenda**

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

Moved and Seconded

*That the agenda be approved as presented.*

**Motion Carried**

### **Approval of April 9, 2024 Committee of the Whole Minutes**

Warden McCarron called for any errors or omissions in the Committee of the Whole minutes of April 9, 2024.

Moved and Seconded

*That the minutes of April 9, 2024 be approved as presented.*

**Motion Carried**

### **Business Arising from the Minutes**

Deputy Warden MacFarlane asked that the letter that that is being sent to the Department of Natural Resources regarding the West River, also be sent to Minister Thompson and the Minister of Natural Resources and Renewables.

### **Delegations**

There were no delegations.

### **Continuing Business**

#### **Community Hubs Update**

Ms. Melanson and Ms. MacNeil gave a background on the community hubs initiative. In the fall of 2023, recreation staff reengaged with the communities after a number of years. The goal of the meetings were to identify ways to increase movement and what we could do to support. A need was identified for enhanced communication between municipality and communities and communities themselves.

Ms. Melanson and Ms. MacNeil reviewed the next steps which included short term, medium term and long term actions.

Councillor Dunbar thanked them for their presentation and said he attended their session in Heatherton.

Councillor McNamara said he attended the meeting in Havre Boucher and it was awakening for him. He mentioned next time to include Aulds Cove.

Councillor Deveau said the Pomquet School gym has been open for the public the past couple of weekends and it has been extremely popular.

Councillor Mattie also mentioned about the Linwood Rink and how nice it is to see all the people using the facility.

Next Steps on Marketing Levy Bylaw & Tourism Strategy

Ms. Donovan reviewed the memo to the committee and asked for further direction on next steps.

Councillor Brophy said it seems like seasonal business owners are not in favour of it and the year round operators are in favour. A lot to be discussed before a decision can be made.

Councillor Dunbar think the committee needs to make a decision. He has heard loud and clear and he is not in favour of the levy.

Councillor Deveau would be interested in having Mary Tulle come down but the operators he has talked to are not supportive of it. Most bookings are done for this summer.

Councillor McNamara is ready to vote and reject it.

Councillor Mattie is ready to vote.

Councillor MacLellan has talked to a large number of people and many are not in favour.

Councillor MacDonald thinks it would be fair to have a presentation by Mary Tulle.

Deputy Warden thinks that we should move forward supporting the strategy but not go through with a marketing levy.

Warden McCarron believes council should support the Tourism Strategy, however he thinks it is the wrong time now for seasonal operators. He has heard from a variety of operators over the past 5 months. Could be a good idea to have Mary Tulle in to present in the fall as seasonal operators are just getting going. Is there a desire for Council to move forward with the Tourism Strategy and deferring the conversation of the Marketing Levy-Bylaw.

Discussion followed.

Mr. Horne stated no motion had been made regarding the bylaw to date so if Council does not wish to move forward then no motions have to be made. Mr. Horne asked the committee to approve the strategy so tourism related activities can be planned for.

The committee directed staff to invite Mary Tulle to the community to meet with the operators in the fall to discuss the strategy and the recommendations.

Moved and Seconded

*That the Committee recommends to Municipal Council that the Tourism Strategy be endorsed with the exception of the marketing levy.*

**Motion Carried**

### Continuation of the Municipal Boundary Review

Mr. Horne spoke to information received from the Utility and Review Board requesting the decision of Council to move forward with the Boundary Review or Council could submit a status quo application.

Councillor Dunbar put forth a motion in fairness to the public and those running in the fall election for a status quo application.

Deputy Warden MacFarlane questioned if the UARB or Province would consider paying for some of the fees associated with the Boundary Review.

Moved and Seconded

*The Committee recommends to Municipal Council that an application be made to the Nova Scotia Utility and Review Board to approve a status quo municipal boundary application for the 2024 municipal election and defer the ongoing boundary review until after that election.*

**Motion Carried**

### **New Business**

#### Consideration of e-Voting for 2024 Municipal Election

Mr. Horne review three scenarios for the voting options for the 2024 Municipal Election:

1. Paper Only Voting
2. Electronic Voting Only
3. Hybrid Paper & Electronic Voting

Consensus was made to go with option 1, Paper Voting Only for the 2024 Municipal Election.

#### NS Access Awareness Week Proclamation

Mr. Horne read the proclamation for May 26-June 1

Moved and Seconded

*The Committee recommends that Municipal Council proclaim May 26-June 1, 2024 as Access Awareness Week in Antigonish County.*

**Motion Carried**

### **Community Events**

- Councillor Brophy said the Jr. B Bulldogs are on fire and heading to Newfoundland.
- Warden McCarron said he and Mayor Boucher met with some of the Jr. B team members and provided a little contribution for them to head to Newfoundland. Municipal Council wishes them luck in Newfoundland.
- This past weekend there was Trivia Night at Heatherton Community Centre and Saturday was a Birthday Celebration for Ms. Rogers 90<sup>th</sup> Birthday. Congratulations Paqtnkek on a very successful Powwow.
- Councillor Deveau said the Pomquet gym is open on Sunday mornings for children age 2-7pm, lots of pickleball happened at the gym. Community clean up will be taking place in May.
- Councillor MacDonald, Community Clean up in North Grant in May
- Councillor MacLellan, Arisaig group hosted a community dinner as a fundraiser for the ballfield. There will be take out lobster roll dinner for Mothers Day.
- Councillor Mattie – Last weekend there was a Blue Grass concert at the hall in Tracadie last weekend and community clean up coming up
- Councillor McNamara – they had the blessing of the boats on the weekend, line dancing is going well at the centre.
- Warden McCarron – Chase the Ace, lots of pickleball happening.

### **Reports from Inter-Municipal Boards, Committees, and Commissions**

#### Antigonish Heritage Museum Board

- The Board will meet the first Monday in May.

#### Antigonish Arena Association

- Nothing to Report.

#### Eastern District Planning Commission

- Meeting coming up.

#### Eastern Regional Solid Waste Management Committee

- Meeting on April 25<sup>th</sup>.

#### Pictou Antigonish Regional Library

- Had a meeting, there is going to be one new library and an older library will be remodelled.

#### RK MacDonald Nursing Home

- AGM is June 27<sup>th</sup>, open to the public. Meeting April 25.

County Paqtnekek Joint Steering Committee

- Committee will soon see information on community signage in Mi'kmaw.

Community Navigation and Physician Retention Services Association

- There will be a session in June.

**In-Camera Items**

Moved and Seconded

*That the Committee of the Whole adjourn to an in-camera session to discuss the Acquisition, sale, lease and security of municipal property and Personnel Matters at 7:46 pm.*

**Motion Carried**

Moved and Seconded

*That the in-camera session adjourns at 8:30pm*

**Motion Carried**

**Adjournment**

Moved

That the Committee of the Whole meeting be adjourned at 8:31

**Motion Carried**

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Warden Owen McCarron

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Glenn Horne, CAO



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**MEMO FOR INFORMATION**

**TO:** Committee of the Whole  
**FROM:** GLENN HORNE, CAO  
**SUBJECT:** **MAY 2024 STAFF REPORT**  
**DATE:** 10/05/2024

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**ADMINISTRATION DEPARTMENT**

- Exterior upgrades to the Antigonish County Courthouse are being scoped and scheduled for the coming months.
- CAO Glenn Horne attended the following meetings:
  - Deputy Roundtable on Immigration and Population Growth on Wednesday, April 10.
  - Strait Chamber of Commerce Vision 2024 Business Roundtable on Thursday, April 11.
  - Nova Scotia Guard virtual “Town Halls” with Premier Houston on Sunday, April 14.
  - PVSC Board meeting on Friday, April 19.
  - StFX Good Neighbours Working Group on Thursday, April 25.
- After being awarded to WSP, the ACTS Service Review is underway, beginning with a review of existing services, gap analysis and stakeholder engagement.
- The Antigonish Regional Emergency Management Planning Committee is taking part in a wildfire tabletop training exercise on Wednesday, May 15.
- CAO Glenn Horne will be participating in a Municipal Consultation Panel to discuss items of municipal interest identified in the Emergency Management Legislation tabled in the Spring. Meeting dates have not yet been determined.
- Municipal Intern Madeleine McCarron began work on Monday, May 6, and has begun to review the County’s procurement policy, among other activities.
- Broadband:
  - Cable was set to be placed across the Trans Canada Highway in Monastery May 4-5. This allows connection to the central office and will allow them to start releasing addresses around the end of May. There are four of the eight fibre serving areas built and ready to release once the OLT is commissioned.
  - In the remaining Antigonish County areas tree trimming is coming along nicely. Once the crews finish placing cable in Monastery they will shift to Antigonish, which includes all of the remaining scope expansion projects. So the plan would be to start releasing some civic addresses in June but to be finished by the end of August except for a few stragglers.

- Applications are being developed for the recently opened provincial granting programs, such as the Municipal Innovation Program, Provincial Capital Assistance Program and Beautification and Streetscaping Program.

## **FINANCE DEPARTMENT**

- February 8, 2024, was the deadline for Property Valuation Services Corporation (PVSC) assessment appeals. The total number of property assessment accounts for the County of Antigonish is 14,853 and there were a total number of appeals of 270 for the upcoming fiscal year. Of the total appeals, 121 appeals are outstanding (149 appeals have been completed)
- Tax Sale date has been set at November 6, 2024.
- Ongoing day to day operations (collections, reconciliations, payroll, property tax and utility customer maintenance, monthly HST remittances, ad hoc provincial reporting, etc.).
- Staff is working on various projects; various ICIP claim applications, working with AIMS on a new auditing standard Asset Retirement Obligations ARO, etc.
- Strait IT Board meetings occur monthly. Strait IT is working with the County on necessary network upgrades. Network infrastructure has been purchased and Strait IT is currently installing all the necessary equipment. Contracts with Bell were renegotiated to support the network upgrades.
- Year end reconciliations, accrual setups, reviews and audit preparation are ongoing.
- Finance staff support the Antigonish Arena in the role of financial accounting (day to day accounting, year end audit preparation, reconciliations, etc.).
- Preparing for Fiscal 2024/25 budget.
- Finance Staff to attend the Spring Municipal Finance Officers Meeting as part of the AMANS spring conference.
- A Finance staff member is on the board for the Association of Municipal Tax Collectors and co-chair of the website development committee.
- Several members of the Finance Department are members of the County's Occupational, Health and Wellness committee that meet monthly.
- Professional Development is ongoing.

## **RECREATION DEPARTMENT**

- Ongoing MYMA plans with several MYMA events and opportunities for the month of May, including:
  - MYMA Day: May 9th
  - MYMA Community Picnic: May 25th
  - School Bus Walks

- Bike racks installed at the Paqtnkek school
- Meaghan MacNeil presented at the provincial Physical Activity Practitioners Exchange with Marlene Melanson and Kate MacInnis on the AT Corridor and MYMA projects.
- Interviews completed and students hired 2024 summer programs.
- Planning for summer 2024 has begun – Booking facilities, Planning courses to offer to students (First Aid, WHMIS, Anti Racism)
- On going work with Sport Hub – Equipment loan, programs and Scheduling. Registration module is now being used by the recreation department and will be used for summer camp registrations.
- Sport Hub development works continues with Sport Hub facility scheduling with information sent to SAJS and East Antigonish personnel to familiarize them with the scheduling module as it will be used to fully do School bookings in Sport Hub Starting in September.
- And RFP was issued for a streetscaping design for the AT Corridor along Trunk 4.
- The Sport Nova Scotia EDIA navigator continues to build relationships and partnerships to provide services in our community. Most recently with the Pictou County YMCA who also provides services to the Antigonish area. The EDIA navigator works closely with the Y's Antigonish Outreach School Settlement Coordinator to support newcomers and connect them to recreation and sport opportunities in our community.
- Work on the mini-pitch continues to move forward with the expectation of breaking ground this summer.

## **PUBLIC WORKS DEPARTMENT**

- Tender for the water line extension on Appleseed drive has been awarded to accommodate the affordable housing project.
- Tender for re paving of Appleseed has closed.
- Work has begun on the water tower in St Joseph`s for the water line extension.
- The 2024 Bulky Waste Collection will be taking place from May 27 – June 7. The schedule is available here: <https://antigonishcounty.ca/bulky-waste-collection-4/>.