

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

SPECIAL COMMITTEE OF THE WHOLE AGENDA

Wednesday, May 29, 2024, 5:30pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

1. Call to Order – Chair, Warden Owen McCarron
2. Approval of Agenda
3. Approval of May 14, 2024 Committee of the Whole Minutes
4. Business Arising from the Minutes
5. Continuing Business
 - a. Budget Deliberations
6. New Business
 - a. Tax Write-Offs
 - b. Trunk 4 Signage and Landscaping Contract Award
7. Additions to the Agenda
8. In-Camera Items
9. Adjournment

STRATEGIC PRIORITIES CHART (amended October 2022)

COUNCIL PRIORITIES	
<p><u>NOW</u></p> <ol style="list-style-type: none"> 1. WATER UTILITY DEVELOPMENT <ol style="list-style-type: none"> a. Expansion & Renew Aging Infrastructure b. Securing Long-Term Source Water c. Long-Term Financial Plan 2. DEVELOP & IMPLEMENT AN EVENTS & TOURISM PLAN 3. CONNECTIVITY – CELLULAR AND BROADBAND 4. RENEWABLE ENERGY 5. NEXT GEN SOLID WASTE MANAGEMENT 	
<p><u>NEXT</u></p> <ul style="list-style-type: none"> • ASSET MANAGEMENT PLAN: Update & Implementation • ACTIVE TRANSPORTATION PLAN: Implementation • COMMUNITY HUBS: Plan & Implementation 	<p><u>ADVOCACY/PARTNERSHIPS</u></p> <p><i>Connectivity Funding (Prov & Feds)</i> <i>TIR Service Provision (Prov)</i> <i>Long-Term Care Facility Funding (Prov)</i> <i>Aging In Place Program (Prov)</i> <i>Accessible/Affordable Housing</i></p>
ADMINISTRATION	FINANCE
<ol style="list-style-type: none"> 1. CELLULAR & BROADBAND CONNECTIVITY 2. EVENTS & TOURISM 3. ASSET MANAGEMENT 	<ol style="list-style-type: none"> 1. INFRASTRUCTURE FUNDING: Plan & Implementation - Ongoing
PUBLIC WORKS	RECREATION
<ol style="list-style-type: none"> 1. WATER UTILITY DEVELOPMENT 2. NEXT GEN SOLID WASTE MANAGEMENT 	<ol style="list-style-type: none"> 1. ACTIVE TRANSPORTATION 2. COMMUNITY HUBS
SUSTAINABILITY	PLANNING
<ol style="list-style-type: none"> 1. RENEWABLE ENERGY <ul style="list-style-type: none"> • LCC • COMMUNITY SOLAR PROJECT 	<ol style="list-style-type: none"> 1. MANDATORY MINIMUM PLANNING: Development & Implementation 2. EASTERN ANTIGONISH PLANNING STRATEGY & BYLAW: Complete Review

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Committee of the Whole Meeting Minutes

Tuesday May 14, 2024, 5:30pm
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

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 5:32 pm.

In-Camera Items

Moved and Seconded

That the Committee of the Whole adjourn to an in-camera session to discuss a Personnel Matter, Contract Negotiations and Advice Eligible for Solicitor-Client Privilege at 5:32pm.

Motion Carried

Moved and Seconded

That the in-camera session adjourns at 6:13pm.

Motion Carried

Approval of Agenda

Warden McCarron called for any additions or deletions to the agenda. The following deletion and addition was made:

Deletion of 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".

Addition: Sidewalks in Antigonish County.

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

Approval of April 23, 2024 Committee of the Whole Minutes

Warden McCarron called for any errors or omissions in the Committee of the Whole minutes of April 23, 2024.

Moved and Seconded

That the minutes of April 23, 2024 be approved as presented.

Motion Carried

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

There were no delegations.

Continuing Business

Budget Deliberations – Consideration of Community Partnership Grants

Mr. Horne reviewed the recommended grant allocations.

Councillor McNamara would like to request an extra \$3000-\$4000 for the Monastery Ball Field. Mr. Horne clarified that the Monastery ball field was at the max allotment of 1/3 of project cost.

Warden McCarron thanked all of the organizations who submitted applications for the work they do in the community.

Councillor Dunbar asked if the 3% is based on this year or last years tax assessment. He also asked what the contribution to DEANS went to support. He wanted clarification on what Keppoch was applying for.

Moved and Seconded

The Committee recommends that Municipal Council approve the Community Partnership Grants as presented.

Motion Carried

Consideration of St. Joseph's Community Centre Community Partnership Grant Extension and Reallocation

Mr. Horne reviewed the request from the St. Josephs Lakeside Community Centre to reallocate the grant funding that was awarded in 2021. Mr. Horne reviewed several options for the committee's consideration.

1. Reallocate the \$50,000 toward the new project.
2. Reallocate a portion of the \$50,000 toward the new project.
3. Do not award any grant.

Discussion followed.

Moved and Seconded

The Committee recommends that Municipal Council that the \$50,000 grant to the SJLCC be reallocated as requested.

Motion Carried

New Business

Streetlight on Trans Canada Highway Exits

Since September of last year, lights have been out at exit 38 in Monastery. Letters have been written to Minister Morrow and to Basil Pitts. Councillor McNamara would

like Municipal Council to send a letter to the Minister, local MLAs and Basil Pitts requesting that the lights be replaced.

Councillor Mattie said that there is a similar issue at exit 37.

Moved and Seconded

The Committee recommends that Municipal Council send a letter to the Minister, local MLAs and Basil Pitts requesting that the street lights at Exit 37 and Exit 38 be replaced.

Motion Carried

Reappointment of County Representative to the RK MacDonald Board

The Committee recommends that Municipal Council reappoint Fran Haley as the County Representative on the RK MacDonald Board.

Motion Carried

Community Events

- Community Clean up later in May in Pomquet. The official opening of the Cultural Community Centre in Pomquet will be June 20. Acadian Days, Chicken BBQ events coming up this summer.
- Community Clean up in Brierly Brook, community looks great.
- Councillor MacLellan said that her community will be acknowledging Peter Jackson. Peter Jackson was a builder of trails, Fairmont, Cape George, Keppoch etc. On June 2 they will present Mr. Jackson with a bench with a plaque on it.
- Alzheimer's Walk in Havre Boucher on May 26.
- Moose Hide Campaign Day is taking place on Thursday, May 16 and there will be a walk leaving Bayside at 1:00pm.

Additions to the Agenda

Sidewalks

Deputy Warden MacFarlane would like the Committee to consider construction of sidewalks as part of new developments. He would like to refer this topic to the Asset Management committee for further conversation.

Adjournment

Moved

That the Committee of the Whole meeting be adjourned at 7:21pm.

Motion Carried

Warden Owen McCarron

Glenn Horne, CAO

MEMO FOR INFORMATION

TO: Committee of the Whole
FROM: ALLISON DUGGAN, DIRECTOR OF FINANCE
SUBJECT: **WRITE-OFFS FOR INACTIVE ACCOUNTS**
DATE: 29/05/2024

Recommendation

That the Committee recommend that Municipal Council approve inactive account write-offs in the amount of \$1,057.30.

Background

Each year the Tax Office staff prepares a list of property tax accounts that have been made inactive by PVSC, however still hold a balance with the Municipality. Staff review the accounts and most of them appear uncollectable for reasons stated in the table below. Any accounts that staff have information on have been sent them reminder notices to attempt to collect. Accounts recommended for write-off are often mobiles that have vanished in the night, accounts that have a Land Registration error, and a few accounts that were double assessed.

Inactive Accounts for Write-Off Requests April 2024

<u>AAN</u>	<u>Amount</u>	<u>Reason</u>
04548264	\$18.53	Balance carried forward and now in the name of the Queen
08851964	\$9.43	Property sold and amount already assessed on new consolidated account
10513596	\$300.61	Mini home gone, no forwarding information
10946281	\$629.73	LRO created acct with Owner Unknown and now after two years it is going inactive
10930790	\$99	Land Reg. put account in the wrong name. Corrected now but it has been accruing interest for 2 years.

MEMO FOR INFORMATION

TO: Committee of the Whole
FROM: MARLENE MELANSON, DIRECTOR OF RECREATION
SUBJECT: **TRUNK 4 SIGNAGE AND LANDSCAPING CONTRACT AWARD**
DATE: 29/05/2024

Recommendation

That the Committee recommend that Municipal Council award the contract for Signage and Landscaping of the Antigonish Trunk 4 AT Corridor to WSP for the bid amount of \$32,320.00 + HST.

Background

Staff reviewed the proposals received for the Signage and Landscaping of the Antigonish Trunk 4 AT Corridor. After careful consideration, staff recommends awarding the contract to WSP.

Both proposals are very similar in terms of methodology, deliverables, and pricing, and we believe both companies would deliver a high-quality final product. While the County has not worked with Viridis before, staff are familiar with their local work, such as the landscaping and signage for the Bethany Gardens. Their proposal highlights several impressive projects across Nova Scotia and New Brunswick.

On the other hand, staff has collaborated with WSP on several AT initiatives and have been satisfied with their performance. Their extensive experience with AT initiatives in both the county and town of Antigonish is a significant advantage. Additionally, WSP offers a value-added service of a “Needs and Opportunity Assessment”—which includes a virtual workshop to address concerns and challenges related to wayfinding and signage and explores opportunities for “Smart Trail Technology”.

While both companies can deliver an excellent product, the value-added service proposed by WSP gives them a competitive edge. Regarding pricing, there is only a minimal difference between the two proposals: WSP at \$32,320 + tax, and Viridis at \$32,000 + tax.

The value added “Smart Solutions” would cost an additional \$3,180. We propose using some MYMA funds to cover a portion of this additional cost and using those funds to leverage additional money to offset the balance.