

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

**COMMITTEE OF THE WHOLE AGENDA**

Tuesday, July 2, 2024, Following Statutory Public Hearings starting at 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. Approval of Agenda
3. Approval of June 25, 2024 Committee of the Whole Minutes
4. Business Arising from the Minutes.
5. Continuing Business
  - a. There is no scheduled continuing business
6. New Business
  - a. Water Budget
  - b. Antigonish Heritage Museum – Request for Support for Chocolate Shop Relocation
7. Additions to the Agenda
8. In-Camera Items
  - a. Contract Negotiations
9. Adjournment

**STRATEGIC PRIORITIES CHART** (amended October 2022)

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

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

**Committee of the Whole Meeting Minutes**

Tuesday, June 25, 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 (by Zoom)  
Councillor Remi Deveau  
Councillor John Dunbar  
Councillor Gary Mattie  
Councillor Harris McNamara

Regrets: Councillor Hugh Stewart

Staff Present: Glenn Horne, CAO  
Beth Schumacher, Deputy Clerk  
Denise Dunn, HAF Coordinator  
Tammy Feltmate, Director of Sustainable Communities (by Zoom)

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 6:07 pm.

**Approval of Agenda**

Warden McCarron called for any additions or deletions to the agenda. The following additions were made: Letter of Support for RES Wind Farm.

Moved and Seconded

*That the agenda be approved as amended.*

**Motion Carried**

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**Approval of June 11, 2024 Committee of the Whole Minutes**

Warden McCarron called for any errors or omissions in the Committee of the Whole minutes of June 11, 2024.

Moved and Seconded

*That the minutes of June 11, 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**

Boundary Review Decision

Mr. Horne noted that the decision of the UARB, which was previously shared with Council by email, has been included with the agenda package for information.

**New Business**

Tax Relief Request for Demolish Property

Mr. Horne reviewed the staff memo a summary of the request made to the municipality for consideration of relief from taxes due to the assessed value of a property when the roll closed not reflecting that the home on the property was demolished. The staff report noted the timeline for the past appeal of assessment in 2023 and that an appeal was not made to PVSC in 2024. A similar previous situation and the decision made by the Committee at that time to not provide relief as requested was discussed. The Committee felt that it was appropriate to treat this current request in the same way as previous requests brought forward, which is to not provide relief for taxes levied against assessments not appealed to PSVC.

Approval of Housing Accelerator Fund Expenditures

Ms. Dunn provided member of the Committee with an overview of the Housing Accelerator Fund (HAF), timeframes for the work being undertaken using the funding received under this program, and the reporting requirements for the ongoing release of funds for the duration of the program. Her position is coordinating the administration of this funding for the County and Town together. The eight (8) initiatives being implemented by the Municipality were outlined.

Ms. Dunn then spoke to the memo prepared by staff in the agenda package. She summarized the first three projects that are that have been identified to support the municipality's targeted initiatives were summarized.

Moved and Seconded

*The Committee recommends that Municipal Council approves the release of funding received under the HAF as follows:*

- *Antigonish Community Transit Service (ACTS) – Service Review in the contribution amount of \$26,034 including HST. The ACTS Service Review is cost shared with the Town of Antigonish as per the Inter-Municipal Agreement for the Housing Accelerator Fund.*
- *Antigonish Affordable Housing Society – Appleseed Phase II in the contribution amount of \$30,000.*
- *St. Martha's Connector Path in the contribution amount of \$178,112 inclusive of HST. The St. Martha's Connector Path is a component of the Community Active Transportation Network Project.*

**Motion Carried**

#### Antigonish Affordable Housing Society Request for Support

Mr. Horne declared a conflict, as he sits on the AAHS Board.

Ms. Schumacher noted that Antigonish Affordable Housing made a request in November 2023 for a total of \$150,000 over five years to support the second phase of their development on Appleseed Drive. The first-year contribution of \$30,000 is one of the items just approved by the Committee to be funded using monies from the Housing Accelerator Fund. Staff noted that a motion from the Committee confirming their commitment to the multi-year funding request be made. A copy of the minutes from the presentation made by AAHS to the Committee in November of 2023 was shared, as well as the site plan for the approved development.

Moved and Seconded

*The Committee recommends that Municipal Council supports the request made by Antigonish Affordable Housing for \$150,000 over five (5) years, with the year one contribution of \$30,000 covered by the Housing Accelerator Fund.*

**Motion Carried**

#### Community Events

- Councillor Deveau shared that the opening of the new Cultural Centre in Pomquet took place earlier in the month. Upcoming events were shared, including Acadian Days, summer camps, the Pomquet Volunteer Fire Department half chicken barbeque, and Friday events at Chez Deslauriers.

- Deputy Warden McFarlane shared that Canada Day preparations in Williams Point are underway, with lots of flags being raised in the community. A breakfast will be held at the park there on Canada Day
- Councillor Macdonald shared that the Mini Trails Canada Day Celebration planning is underway.
- Councillor MacLellan shared that her community just won the Lieutenant Governor's Community Spirit Award. A September 14<sup>th</sup> celebration is planned. The Prime Minister, Premier, and the local MP were all in attendance in District 1 last week.
- Councillor Mattie shared that on July 13<sup>th</sup> the Classic Car Show and dance will be taking place in his district.
- Councillor McNamara shared that the 50<sup>th</sup> anniversary of the fire department in his district is happening in July.
- Warden McCarron shared that the Coady Institute student welcome this week. A number of funding announcements in the community have taken place recently, including those for Appleseed Drive and Highway 337 Servicing Cost Share projects. Canada Day celebrations are upcoming on July 1<sup>st</sup> , and provided a summary of events planned at the Junior School and Columbus Field.

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

#### Heritage Museum

- Next Meeting July 8<sup>th</sup>

#### Arena

- Nothing to Report

#### EDPC

- Retirement dinner for Wanda Ryan – there for 32 years

#### ERSWM

- No meeting this month

#### PARL

- AGM held earlier, and a copy of the report was provided to each member of Council.

#### RK MacDonald Nursing Home

- AGM taking place on Thursday, June 28<sup>th</sup>.

### County Paqtnekek Joint Steering Committee

- Nothing to report. An application has been made to the Municipal Innovation Program for support to support that relationship.

### Community Navigation & Physician Retention Services Association

- Committee met with the new navigator, who gave a report on physicians coming and going from the community. Working with the provincial recruiter – daycare mentioned as a concern. Looking at shortening the name of the association to make it easier to share. Looking at what other healthcare professionals can be supported.

## **Additions to the Agenda**

### Letter of Support for RES

Mr. Horne shared information about meetings with RES wind farm, who is looking at undertaking a development in District 1. A proposal to set up a community benefit program, to be set up with an agreement, has been made to the municipality. A letter of support for their development has been requested. Support provided would be pending adherence of any by-law or regulation set forth by the municipality, province, and federal government.

Warden McCarron shared details of their proposal for a partnership with NSCC for service technician program. Councillor MacLellan shared information and feedback from the community meetings that were held in District 1, which were all received with positive feedback.

Moved and Seconded

*That the Committee recommends that Municipal Council provides a letter of support to RES Wind Farm.*

**Motion Carried**

## **Staff Reports**

Mr. Horne reviewed the staff report memo that was included in the agenda package, highlighting information about broadband connections, tax billing, Recreation staff training for day camps, the affordable housing waterline installation completion, and bulky waste collection completed with amounts of waste collected shared.

**In-Camera Items**

Moved and Seconded

*That the Committee of the Whole adjourn to an in-camera session to discuss Personnel Matters and Public Safety at 6:47 pm.*

**Motion Carried**

Moved and Seconded

*That the in-camera session adjourns at 8:08 pm.*

**Motion Carried**

Moved and Seconded

*The Committee recommends that Municipal Council appoint Shirlyn Donovan as the Interim CAO effective July 13, 2024 until the permanent CAO is appointed, and that Municipal Council appoint Ms. Donovan as a signing authority for the Municipality.*

**Motion Carried**

Moved and Seconded

*The Committee recommends that Municipal Council select Facet for the CAO appointment process for the bid price of the estimated cost of \$30,000 + HST.*

**Motion Carried**

**Adjournment**

Moved

*That the Committee of the Whole meeting be adjourned at 8:11pm.*

**Motion Carried**

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Warden Owen McCarron

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Glenn Horne, CAO



**MUNICIPALITY OF THE COUNTY OF  
ANTIGONISH WATER UTILITY FISCAL  
2024-2025    2023-2024    2023-2024**

**DRAFT      ACTUAL-  
BUDGET    UNAUDITED    BUDGET**

**REVENUE**

**RATED CUSTOMERS**

<b>Fringe Water Rates</b>	<b>\$1,200,000</b>	<b>\$1,141,647</b>	<b>\$1,175,000</b>
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<b>Customer Revenue Sub-Total</b>	<b>\$1,200,000</b>	<b>\$1,141,647</b>	<b>\$1,175,000</b>
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**WATER INTRST REVENUE**

<b>Interst Fringe</b>	<b>\$6,500</b>	<b>\$5,885</b>	<b>\$7,700</b>
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<b>Water Interest Revenue Sub-total</b>	<b>\$6,500</b>	<b>\$5,885</b>	<b>\$7,700</b>
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**OTHER OPERATING REVENUE**

<b>Public Fire Protection Rates</b>	<b>\$472,190</b>	<b>\$472,190</b>	<b>\$472,190</b>
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<b>Private Firy Hydrants UARB</b>	<b>\$6,200</b>	<b>\$6,201</b>	<b>\$6,201</b>
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<b>Permit Revenue</b>	<b>\$12,000</b>	<b>\$9,400</b>	<b>\$17,000</b>
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<b>Other Oper Revenue Sub-total</b>	<b>\$490,390</b>	<b>\$487,791</b>	<b>\$495,391</b>
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<b>Total Revenues</b>	<b>\$1,696,890</b>	<b>\$1,635,322</b>	<b>\$1,678,091</b>
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**EXPENDITURES FRINGE**

**SOURCE OF SUPPLY**

<b>Fringe Water Purchased - Town</b>	<b>\$275,000</b>	<b>\$272,039</b>	<b>\$230,000</b>
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<b>Mtr Chrgs Fringe (bulk) Town</b>	<b>\$155,796</b>	<b>\$113,945</b>	<b>\$140,000</b>
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<b>Fringe Repairs &amp; Maintenance</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
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<b>LSR Repairs &amp; Maintenance</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>
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<b>Gaspereau Lake Repairs &amp; Maintenance</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
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<b>Gaspereau lake Electric (1/3 Well)</b>	<b>\$3,000</b>	<b>\$2,834</b>	<b>\$3,000</b>
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<b>LSR Sampling</b>	<b>\$10,000</b>	<b>\$6,135</b>	<b>\$10,000</b>
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<b>Gaspereau Lake Sampling</b>	<b>\$4,000</b>	<b>\$2,948</b>	<b>\$4,000</b>
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<b>Fringe Sampling</b>	<b>\$3,400</b>	<b>\$3,188</b>	<b>\$1,500</b>
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<b>Source of Supply revenue Sub-total</b>	<b>\$462,196</b>	<b>\$412,088</b>	<b>\$399,500</b>
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**POWER & PUMPING**

<b>LSR Electricity - WELLS 3,4,6 &amp;7</b>	<b>\$23,000</b>	<b>\$17,211</b>	<b>\$23,000</b>
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**TRANSMISSION & DISTRIB.**

S alary Full Time	\$211,777	\$206,671	\$207,637
Overtime	\$10,714	\$15,254	\$10,714
Benefits	\$43,125	\$41,006	\$40,168
Fringe - Water Meter R & M	\$6,000	\$5,086	\$5,000
LSR Water Meter R & M	\$1,500	\$0	\$1,500
LSR R & M	\$10,000	\$12,433	\$7,000
St. Andrews R & M	\$10,000	\$9,891	\$6,000
Gaspreau Lake R & M	\$5,000	\$3,201	\$5,000
Water Meter Inventory	\$30,000	\$18,890	\$50,000
Repairs & Mtce Wright's River	\$7,500	\$4,540	\$7,500
R & M Lochaber Rd	\$20,000	\$3,577	\$20,000
R & M North Grant waterline	\$2,000	\$7,581	\$2,000
R & M Church Street	\$5,000	\$802	\$5,000
R & M Sylvan Valley	\$500	\$0	\$500
R & M St Andrews Street	\$500	\$5,790	\$500
R & M Arbor Drive	\$500	\$0	\$500
R & M Cloverville Rd	\$11,000	\$0	\$11,000
R & M Post Rd	\$1,000	\$13,090	\$1,000
R & M Brierly Brook	\$2,000	\$5,408	\$2,000
R & M Mount Cameron	\$7,000	\$756	\$7,000
R & M Mkt St Water Tower	\$10,000	\$292	\$10,000
R & M V MacDonald Hill	\$500	\$0	\$500
R & M Highland Drive	\$500	\$56	\$500
R & M Beechhill Rd	\$500	\$52	\$500
Fringe Well/ Wrights River Electricity	\$5,000	\$2,762	\$5,000
St. Andrew's Electricity Trans & Distrib	\$4,500	\$4,452	\$4,200
Gaspereau Electricity Trans & Distrib	\$3,500	\$2,834	\$3,500
Lochaber Rd Booster Elec	\$7,000	\$4,665	\$7,000
Mkt St Water Tower Electricity	\$2,500	\$1,821	\$2,500
Mkt St Water Tower Sampling	\$2,000	\$0	\$2,000
Cameron Kinney Hill Booster Elec	\$3,000	\$575	\$3,000
Post Road Electricity	\$2,500	\$2,550	\$2,500
Br.Brk Pump & Boost Elec	\$2,500	\$2,261	\$2,500
B.Stn Old # 4 Br.Brk.Elec	\$2,000	\$2,192	\$2,000
Fringe Sampling	\$5,000	\$5,241	\$5,000
LSR Sampling	\$7,500	\$6,566	\$7,500
Gaspereau Sampling	\$4,000	\$3,563	\$4,000

**Trans & Distrib. Sub-total**

**\$447,616    \$393,858    \$452,219**

**WATER TREATMENT**

Gaspereau Electricity Water Treatment	\$3,000	\$2,847	\$3,000
Gaspereau R & M	\$8,000	\$2,573	\$8,000
LSR Repairs & Maintenance	\$5,000	\$4,262	\$5,000
LSR Chemicals	\$11,000	\$7,845	\$11,000
Gaspereau Chemicals	\$5,000	\$6,384	\$5,000
LSR Sampling	\$4,500	\$3,727	\$4,500
Gaspereau Sampling	\$3,000	\$3,414	\$3,000
Vehicle R & M	\$8,000	\$4,400	\$8,000
Vehicle Fuel	\$20,000	\$15,347	\$15,000
Registration-Vehicle	\$300	\$111	\$300
Mkt St. Tower Chemicals	\$500	\$0	\$500
Fringe Chemicals	\$2,000	\$830	\$2,000
Fringe Sampling	\$25,000	\$1,151	\$25,000
Fringe Repairs & Maintenance	\$5,000	\$2,416	\$5,000
<b>Water Treatment Sub-total</b>	<b>\$100,300</b>	<b>\$55,306</b>	<b>\$95,300</b>

**WTR ADMIN & GENERAL EXPEN**

Office and Administrative Fee	\$200,000	\$190,000	\$190,000
Training & Development	\$5,000	\$5,546	\$5,000
Conventions & Conferences	\$500	\$326	\$500
Membership Fees	\$100	\$0	\$100
Auditing	\$25,000	\$5,804	\$25,000
Clothing Allowance	\$1,000	\$871	\$1,000
Insurance Admin Wtr	\$22,458	\$21,446	\$21,445
Utility & Review Board	\$3,000	\$1,690	\$3,000
Miscellaneous	\$6,000	\$2,461	\$6,000
Tools & Supplies	\$50,000	\$32,441	\$50,000
Telephones	\$3,000	\$2,865	\$3,000
Legal	\$5,000	\$0	\$12,500
Engineering	\$18,000	\$17,264	\$5,000
<b>General &amp; Admin Sub-total</b>	<b>\$339,058</b>	<b>\$280,713</b>	<b>\$322,545</b>

2024-2025    2023-2024    2023-2024

DRAFT    ACTUAL-  
BUDGET    UNAUDITED    BUDGET

**DEPRECIATION EXPENSE**

Depreciation	\$173,000	\$169,000	\$169,000
Transfer to Depreciaion Fund	\$84,535	\$111,250	\$0
Deferred Contribution Exp (Grants)	(\$111,375)	(\$111,250)	\$0
<b>Depreciation Sub-total</b>	<b>\$146,160</b>	<b>\$169,000</b>	<b>\$169,000</b>

**WATER UTILITY TAXES**

Taxes	\$37,092	\$37,163	\$37,163
<b>Property Taxes Sub-Total</b>	<b>\$37,092</b>	<b>\$37,163</b>	<b>\$37,163</b>

**DEBT REPAYMENT  
& INTEREST CHARGES**

Internal .Princ. Repayment	\$133,366	\$117,640	\$30,000
Internal .Interst Payment	\$8,102	\$15,500	\$15,500
Principal Deben Repaym	\$0	\$108,880	\$108,880
Fringe Interest Debenture Paymt	\$0	\$25,000	\$25,000
<b>Debt &amp; Interest Expense Sub-total</b>	<b>\$141,468</b>	<b>\$267,020</b>	<b>\$179,380</b>

**Total Expenditures**

<b>Total Expenditures</b>	<b>\$1,696,890</b>	<b>\$1,632,360</b>	<b>\$1,678,107</b>
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**Revenue LESS Expenditures**

<b>Revenue LESS Expenditures</b>	<b>\$0</b>	<b>\$2,962</b>	<b>(\$16)</b>
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**20 East Main Street, Antigonish, NS, B2G 2E9**

27 June 2024

Municipality of the County of Antigonish  
285 Beech Hill Road  
Beech Hill, NS  
B2G 0B4

Dear Warden, Councillors and Staff,

The Staff, Board, and Volunteers of the Antigonish Heritage Museum continue to be extremely grateful to the County for your continued support. Your generosity allows us to continue to provide programming, exhibitions, and specials events for the benefit of all.

Earlier this year, the Museum Board was approached by Tareq Hadhad of Peace by Chocolate, with an offer for us to take stewardship of their original chocolate shop on Bay Street for 10 years (with possibility of renewal or outright donation of the building). This would allow us to showcase the important contributions to Antigonish Town and County by our immigrant and refugee communities.

Such a plan would necessitate the relocation of the building to the Museum property on East Main Street, which would, of course, incur various expenses. During the 10 years, Peace by Chocolate would be responsible for any structural maintenance. We estimate a total cost of \$6150 for the relocation, with the following breakdown, and request half of the amount from each municipal unit.

Removal of Shed	\$1150
Gravel for Foundation	\$500
Repairs	\$2000
Electrical/Lighting	\$1000
Interpretation	\$1500

We believe that this would be a valuable addition to our offerings as a cultural hub for Antigonish Town and County, as well as a wonderful opportunity to highlight the success of so many newcomers to our vibrant communities.

With sincerest thanks for your continued support, we remain,

Yours Sincerely,

Barry R. MacKenzie, PhD  
Curator

Andrew Murray  
Chair