

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

COMMITTEE OF THE WHOLE AGENDA

Tuesday, October 8, 2024, 6:30pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

1. Call to Order – Chair, Warden Owen McCarron
2. In-Camera Items
 - a. Contract Negotiations
3. Approval of Agenda
4. Approval of September 24, 2024 Committee of the Whole Minutes
5. Business Arising from the Minutes
6. Delegations
 - a. There are no scheduled delegations
7. Continuing Business
 - a. Follow-up Regarding Pine Ridge Stormwater
8. New Business
 - a. Approval of the Statement of Estimate F24/25 Budget Submission to the Province
 - b. Write-off Request for PVSC Fire Letter
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, September 24, 2024, Following Asset Management
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

Regrets: Councillor Hugh Stewart
Councillor Gary Mattie
Councillor Harris McNamara

Staff Present: Shirlyn Donovan, Interim CAO
Beth Schumacher, Deputy Clerk

Others Present: Gallery (on Zoom)

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 6:15 pm. Warden McCarron noted that Councillor Mattie was absent from the meeting due to the recent passing of his mother. A moment of silence was observed in memory of Councillor Mattie’s mother.

Approval of Agenda

Warden McCarron called for any additions or deletions to the agenda. The following additions were made:

- Truth and Reconciliation Day Observance
- British Home Children in Canada Proclamation
- King Charles III Coronation Medals

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

Approval of September 10, 2024 Committee of the Whole Minutes

Warden McCarron called for any errors or omissions in the Committee of the Whole minutes of September 10, 2024.

Moved and Seconded

That the minutes of September 10, 2024 be approved as presented.

Motion Carried

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

There were no scheduled delegations.

Continuing Business

Strategic Priorities

Mrs. Donovan spoke to the strategic priorities update included in the agenda package, providing specific updates about cellular and broadband, tourism, the housing accelerator program, and infrastructure projects identified on the priorities list. The different grants provided to the Municipality for several projects over the past four years was reviewed, and Mrs. Donovan thanked staff for the work done to secure that additional funding to facilitate many of the projects noted in the priorities update.

Mrs. Donovan noted that Next Generation Solid Waste Management is an area where further work is expected to take place. The status of the Active Transportation Corridor and community hubs was reviewed. Mrs. Donovan noted that the Community Buildings Net Zero Project is nearing completion.

Mrs. Donovan shared her thanks to Council for all of their work in undertaking so many of the projects identified on the priorities list, with many of those projects at or nearing completion. Warden McCarron also shared his thanks to Council and staff for all of their work on the projects.

A question was asked about whether any feedback was being received from the community regarding the Active Transportation Trail, and staff noted that no comments had been received on the County's social media posts. Discussion followed regarding the positive feedback received from the community about the corridor and efficiencies created by the roundabouts at the intersections.

New Business

Discussion About Dog Control and Responsible Ownership of Dogs By-law

Councillor Deveau spoke to concerns raised by residents in District 5 regarding the Municipality's dog control services. He spoke to a letter received earlier in the month from a resident, asking that more be done to inform members of the community of their obligation to keep their dogs under their care and control. Ms. Schumacher spoke to the specific concerns raised and noted that staff would look at opportunities to improve getting information to the community regarding the dog by-law.

Ms. Schumacher noted that the Dog Control position is currently vacant, and work is being done to look at options for the program, including discussions with the SPCA. Councillor Brophy asked about whether the municipality should consider a by-law officer to deal with dog control and other by-law matters requiring enforcement. Councillor MacLellan shared that in her district, there are often issues with dogs on the beaches.

Staff offered to put information together for the committee regarding opportunities for by-law officers as requested, and compiling some preliminary information regarding dog registration as suggested in the resident letter.

Community Events

- Councillor MacLellan – community spirit event on September 14th and everything went well. The event was attended by the Lieutenant Governor and their spouse, and they provided positive feedback.
- Deputy Warden MacFarlane also attended the community spirit event in Arisaig and provided positive feedback.
- Councillor Dunbar thanked Council for their support of District 7 residents who expressed their concerns with the proposed highway twinning design. Saturday October 26th is the Annual Heatherton Parish Bazaar.
- Warden McCarron shared that the St. Andrews community held their Fall Harvest Festival earlier in the month. Highlander Curling Club met earlier in the week and is making arrangements for the season to begin. Pickleball play at the St. Andrews School is also starting soon.

Reports from Inter-Municipal Boards, Committees, and Commissions

Heritage Museum

- Next meeting will be the first Monday in October.

Antigonish Arena Association

- The association met earlier in the month, and there is nothing to report at this time.

Eastern District Planning Commission

- Board meeting on September 26th.

Eastern Regional Solid Waste Management

- Meeting on September 26th.

Pictou Antigonish Regional Library

- No meeting this month. Discussion regarding the Pictou branch that is opening, and the links to the design at the library here in Antigonish

RK MacDonald Nursing Home

- Meeting on September 26th.

County Paqtnkek Joint Steering Committee

- Nothing to report. Paqtnkek hired a new CAO earlier in September, so Mrs. Donovan will reach out to connect and welcome her to the role. Councillor Dunbar shared that a new sign has been installed entering Main Street with the Mi'kmaw community name included.

Community Navigation & Physician Retention Services Association

- An update from the new navigator was shared, with a six month plan being established.

Additions to the Agenda

Recognition of Truth and Reconciliation Day

Mrs. Donovan noted that September 30th was Truth and Reconciliation Day, and reviewed background information regarding the day of reflection and why orange shirts are worn.

British Home Child Day in Canada Proclamation

A proclamation was reviewed regarding British Home Child Day in Canada being recognized on September 28th.

Moved and Seconded

The Committee recommends that Municipal Council approves the proclamation of September 28, 2024 as British Home Child Day in Antigonish County.

Motion Carried

King Charles III Coronation Medals

Mrs. Donovan noted that 20 of residents in the community were the recipients of King Charles the Third Coronation Medals, presented by Senator Mary Coyle. Warden McCarron read out the names of the community members who were recipients of the awards. Both Warden McCarron and Councillor MacLellan received awards. Photographs were taken.

In-Camera Items

Moved and Seconded

That the Committee of the Whole adjourn to an in-camera session to discuss the Contract Negotiations at 7:07 pm.

Motion Carried

Moved and Seconded

That the in-camera session adjourns at 7:09 pm.

Motion Carried

Adjournment

Moved

That the Committee of the Whole meeting be adjourned at 7:10pm.

Motion Carried

Warden Owen McCarron

Shirlyn Donovan, CAO

August 20, 2024

Municipality of Antigonish County

285 Beech Hill Rd.
Antigonish, NS
B2G 0B4

Re: Fire Damaged Property:1213 Pomquet Monks Head Rd., AAN 00489875, Theresa Broussard

Attn:Allison Duggan,

Your request of DATE indicated the above referenced property sustained fire damage on August 1, 2024.

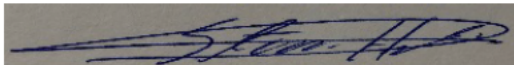
Section 69A of the *Municipal Government Act (MGA)* 1998, c. 18, s.1 provides that a municipal council may, by policy, provide for reduction or re-imbusement of taxes payable in cases of property destroyed or damaged by fire. To support such a policy, that section of the MGA also sets out that Property Valuation Services Corporation (PVSC) provide a new opinion of value reflecting the damage or destruction upon request of the Clerk.

In response to your request respecting the above referenced property, we have provided the following revised opinion of value reflecting damage or destruction for taxation purposes pursuant to the municipality's policy in this regard. Pursuant to the legislation, the revised value below will not be reflected on the current year's filed Assessment Roll.

Current Filed Roll Assessed Value	Tax Classification	Revised Opinion of Value Reflecting Damage or Destruction (for tax purposes)	Tax Classification
\$48,300	01	\$19,300	01

If you have any questions or require additional information, please contact PVSC at 1-800-380-7775.

Sincerely,



Steve Howley, Assistant Director, Operations
Property Valuation Services Corporation
Park Place II Suite 200, 238A Brownlow Ave.
Dartmouth NS, B3B 2B4
T. 1-800-380-7775 | stevehowley@pvsc.ca | www.pvsc.ca

September 17, 2024

To whom it may concern,

I am writing this letter to the Municipality office in Antigonish to confirm that the taxes for account # 00489875 (1213 Monkshead Road, Pomquet, NS, B2G 2L4) have been paid in full for the Year of 2024, and I am also confirming the dwelling at the above address has been destroyed by Fire on July 30, 2024.

Signed by

Joseph Peter Broussard

Joseph Peter Broussard

Ph. # [REDACTED]

New Address
JOSEPH PETER BROUSSARD
[REDACTED]

When a written request for a fire letter is received, a request must be made to PVSC to receive a fire letter with a new assessment. It must be calculated with the new assessment for the period of payment. Tax bills are from April 1 to March 31.

Calculation for write offs for fire letters					
		Original Assessment		New Assessment	
		\$40,800.00	# days full assmt	\$19,300.00	# days reduced assmt
			121		244
	Rate				
Taxes	\$0.850	\$346.80	\$114.97	\$164.05	\$109.67
Fire Hydrant		\$0.00	\$0.00	\$0.00	\$0.00
Fire Dept	\$0.15	\$61.20	\$20.29	\$28.95	\$19.35
Total			\$135.25		\$129.02
Sewer	1 unit	\$316.29	\$104.85		\$0.00
Total		\$724.29	\$240.11		\$129.02
Total to be reduced	\$355.164				

amount taxes should have been for x # of days

do not charge for sewer b/c structure burned

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

MEMO FOR INFORMATION

TO: Committee of the Whole
FROM: SHIRLYN DONOVAN, CAO
SUBJECT: **OCTOBER 2024 STAFF REPORT**
DATE: 08/10/2024

ADMINISTRATION DEPARTMENT

- Over 250 new addresses have become eligible to connect to Bell Fibre. There is only one fibre serving area in Antigonish County left to connect.
- Shirlyn Donovan, Allison Duggan, Tammy Feltmate and Jacqueline Cleary attended the AMANS Conference in Halifax, attending various workshops including Leadership and Problem Solving, Municipal Finance Officers Session, Equity-Based Community Decision Making, Crafting an Effective Incident Response Plan for Disasters, Crisis Communication, Equity and Anti-Racism Plans, Fostering Vibrant Communities, and Provincial Updates from Emergency Management Office, Department of Municipal Affairs and Housing and the Human Rights Remedy.
- Build Nova Scotia has released their second Request for Proposals—Innovative Solutions for Cellular Coverage Improvement. This RFP will close on December 5, 2024, and proposal evaluations will begin shortly afterward. New cellular towers are scheduled for Arisaig, Malignant Cove and North Lochaber, anticipated completion is end of 2026.
- Blaise MacDonald, Shirlyn Donovan, Beth Schumacher, Allison Duggan, Denise Fougere and Amy Leigh George along with colleagues from Strait IT took part in a VHF Radio Training.
- Emergency Shelter Updates:
 - Generator and associated equipment installed for generator at Heatherton Community Centre, however during commissioning Contractor realized the vendor sent them the wrong ATS switch. Contractor working with vendor to resolve issue. This may cause a few weeks delay in completing commissioning of equipment.
 - CACL/ RCL - Groundwork and pad complete, contractor working on installing ATS switch (Contractor confirmed they received correct ATS). Generator should arrive by end of Oct. project should be completed by end of November/24.
 - ICS 200 Training schemed for Oct. 29/30 for AREMO EMT members.
 - Canadian Red Cross mock emergency shelter exercise scheduled for Oct. 26 at CACL/ RCL.

FINANCE DEPARTMENT

- Following the passing of the 2024/2025 Municipal Budget, staff printed and mail over 14,800 tax bills. Finance Department staff are in the process of sending out tax reminder notices (mailed out every two months). Approximately 2,900 tax reminder notices were mailed out in August 2024 and the Tax Office staff are preparing 1,729 which is a 1,110 reduction in outstanding tax accounts (38.27% reduction from August 2024 tax reminder notices).
- Approximately 1,800 Water bills are in the process of being prepared and sent out during the first week of October.
- Two Finance department attended the Municipal Finance Officers meeting the AMANS Fall Conference
- Two Finance department staff are board members on the County's Occupational Health and Wellness committee which meet monthly.
- Two Finance department staff will be attending the Annual Association of Municipal Tax Collectors (AMTC) Conference October 8th – 11th. A staff member in the Finance department is on the AMTC board and is sharing responsible for maintenance of their website.
- Tax Sale date has been set at November 6, 2024.
- Finance Staff attended EMO VHF radio training.
- Ongoing day to day operations (collections, reconciliations, payroll, property tax and utility customer maintenance, bill payments, monthly HST remittances, etc.).
- Member of the Finance Department is a board member for Strait IT. Board meetings occur monthly.
- Worked collaboratively with Public Works Department to submit a claim reimbursement to the province for ICIP Project 05-22-0071 St. Joseph's Water System and Lanark Waterline Extensions as the project construction is at substantial completion. The County received contributions towards these projects from the province of up to a maximum of \$1,155,333 (33.33%) and federal contribution up to a maximum of \$1,386,400 (40%) for a combined contribution of up to \$2,541,733 under the Investing in Canada Infrastructure Program (ICIP).
- Total eligible expenditures on the submitted claim total \$3,373,088.04 (which will be used to calculate the reimbursement amount on this claim).
- Finance staff support the Antigonish Arena in the role of financial accounting (day to day accounting, year end audit preparation, HST remittances, reconciliations, etc.).
- Finance staff working with a total nine municipal units through an intermunicipal partnership to assess current hosting solution of the County's property taxation, utility billing, financial software program.

- Finance Staff are preparing the various Statement of Estimate reports for submission to the province (annual provincial reporting).

RECREATION DEPARTMENT

Scotiabank Mini-Pitch

- Site prep will wrap up on October 15th. Then we will see Musco arrive on site to pour the concrete pad and assemble the Mini-Pitch. Completion is estimated to be mid December. The date was pushed back due to extra concrete cure time required (total of 28 days), for quality assurance of the Mini-Pitch assembly.
- Scotiabank has agreed to move the opening ceremonies to the spring months.

Multi-Use Path (MUP) at St. Martha's

- The MUP at St Martha's is coming along nicely with a goal to finish by early Nov.

Other

- MYMA is hosting several walks over the next couple months. The program is called Nish Walks and hopes to create a space where people can meet to walk and form connections for future opps.
- Plans are shaping up for our free swims and skates which start in Nov and will run until March 2025
- In preparation for the return of the swim program, staff conducted a survey for which we received a great response.

PUBLIC WORKS DEPARTMENT

- Curb and Gutter on Keating Court is ongoing and will be completed this fall.
- Engineer work ongoing for sidewalk requests.
- Highway 337 Sewer Extension is waiting on manholes and will be starting this fall.