

# **MUNICIPALITY OF THE COUNTY OF ANTIGONISH**

## **COMMITTEE OF THE WHOLE AGENDA**

Wednesday, May 14, 2025, 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 Nicholas MacInnis
2. Approval of Agenda
3. Approval of May 6, 2025 Committee of the Whole Minutes
4. Business Arising from the Minutes
5. Delegations
  - a. Art Fair / Art House
  - b. John Chiasson, Keppoch
6. Continuing Business
  - a. Discussion Regarding Noxious Weeds
7. New Business
  - a. Low-Income Tax Exemption
  - b. Recreation Budget Updates
  - c. St. Josephs Water Tower Discussion
  - d. Amendments to the Local Improvements By-law
  - e. Resident Fencing Concerns Between Nova Landing and Keating Court
8. Staff Reports
9. Additions to the Agenda
10. In-Camera Items
11. Adjournment

# **MUNICIPALITY OF THE COUNTY OF ANTIGONISH**

## **Committee of the Whole Meeting Minutes**

Tuesday May 6, 2025, Following Asset Management  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

Present were: Warden Nicholas MacInnis  
Deputy Warden John Dunbar  
Councillor Mary MacLellan  
Councillor Adam Baden-Clay  
Councillor Richelle MacLaughlin  
Councillor Shawn Brophy  
Councillor Wayne Melanson  
Councillor Gary Mattie  
Councillor Harris McNamara  
Councillor Sterling Garvie

Regrets: None

Staff Present: Shirlyn Donovan, CAO  
Beth Schumacher, Deputy Clerk  
Allison Duggan, Director of Finance  
Meg MacInnis, Strategic Initiatives Coordinator

Others Present: Gallery (online)

### **Call to Order – Chair Warden Nicholas MacInnis**

The meeting of the Committee of the Whole was called to order by the Chair, Warden MacInnis, at 5:36pm.

### **Approval of Agenda**

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

Moved and Seconded

That the agenda be approved as presented.

**Motion Carried**

### **In-Camera Items**

Moved and Seconded

That the Committee move into an in-camera session to discuss the Personnel Matters at 5:36pm.

**Motion Carried**

Moved and Seconded

That the Committee adjourns the in-camera session at 7:00pm.

**Motion Carried**

*The meeting was recessed to facilitate a technology changeover at 7:00pm.*

*The meeting reconvened at 7:12pm.*

### **Approval of April 22, 2025 Committee of the Whole Minutes**

Warden MacInnis called for any errors or omissions in the Committee of the Whole minutes of April 22, 2025. Hearing none, the minutes were considered approved.

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

There was no business arising from the minutes.

### **Delegations**

There were no scheduled delegations.

### **Continuing Business**

There was no continuing business.

### **New Business**

#### **Community Partnership Grants**

Mrs. Donovan shared a summary of the applications for community partnership grants. A committee of staff composed of the CAO, Director of Finance, and Strategic Initiatives Coordinator conducted a preliminary review of the 47 applications received, and provided recommendations for funding based on the request, past contributions to the organization, and overall amount of funding available for grants.

A suggestion was made to include a column in the summary table to note the total project cost, particularly for the capital grant applications, to facilitate consideration of the requests. A suggestion was also made to have an information session for the community to assist those applying to community partnership grants with developing a better understanding of the application process. A suggestion was also made to

provide recreation facilities with a letter to communicate the Building Code requirements for accessibility if upgrades are being made to washroom facilities. Discussion followed regarding funding allocations, particularly cemeteries.

**Additions to the Agenda**

There were no additions to the agenda.

**Adjournment**

There being no further business, the Committee of the Whole adjourned at 9:10pm.

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Warden Nicholas MacInnis

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Shirlyn Donovan, CAO







# Keppoch 101

## Presentation to Municipality

# How we are remembered







# How we are seen today







Who you expect to see  
at Keppoch















Who you didn't see  
(Until now)







1. 10% of our people live in long term care (@400)
2. Many don't leave their residences once admitted (Except for hospitalizations)
3. Most say they are lonely
4. Loneliness effect on health is equal to smoking 15 cigarettes a day on reducing life expectancy
5. Loneliness is thought to be a leading cause of heart attack (51%), Stroke (32%), and death (30%)

How is Keppoch  
changing that statistic?



- Weekly outings via ACT (Antigonish Community Transit)
- Forest tours
- Journey to summit
- Presentations in lodge
- Keppoch 101 philosophy
- Food and drink
- Live entertainment















































# How did we do?

- 150 residents were hosted between April and November
- Comments “There are over 120 people where I live and I’m lonely. Singing connects me to my happy place.”
- Comments “I didn’t know what to expect but this gave me a lift”
- Comments “When can we come again?”
- Comments “My mother told us she was at Keppoch and we saw it on Facebook” Thanks for doing that



# Our Project and Budget

- To continue this initiative for the coming year
- Propose 35 outings in 2025
- Weekly budget is \$503 (17,500)
- Keppoch contribution \$2500 plus donated in-kind (8 hours per outing)
- Requested contribution from County is \$15,000

**MUNICIPALITY OF THE COUNTY OF**  
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**REQUEST FOR DIRECTION**

**TO:** SHIRLYN DONOVAN, CAO

**FROM:** ALLISON DUGGAN, DIRECTOR OF FINANCE

**SUBJECT: LOW INCOME TAX EXEMPTION FOR F2025/26 BUDGET**

**DATE:** MAY 5, 2025

The Municipality of the County of Antigonish currently has a tax exemption policy for low-income taxpayers, those with a total household income of less than \$36,000. The purpose of this policy is to assist low-income taxpayers by providing a reduction of up to \$300 on their property taxes (dwelling only). The deadline to apply for the low-income tax exemption is December 31<sup>st</sup>.

The 2022 Canadian Income Survey that is currently posted on the Finance and Treasury Board website (<https://novascotia.ca/finance/statistics>) states that low income in Rural Nova Scotia for a family of 2 adults and 2 children is \$48,476. Please see graph below for surrounding municipal Low-income threshold amounts.

**CURRENT LOW-INCOME EXEMPTION AND THRESHOLDS:**

| <b>Municipal Unit:</b>      | <b>Gross Income</b> | <b>Exemption (up to):</b> |
|-----------------------------|---------------------|---------------------------|
| <b>County of Antigonish</b> | <b>\$ 36,000</b>    | <b>\$ 300</b>             |
| Town of Antigonish          | \$ 28,510           | \$ 450                    |
| County of Inverness         | \$ 24,999           | \$ 150                    |
| Victoria County             | \$ 35,000           | \$ 300                    |
| Guysborough County          | \$ 50,000           | \$ 300                    |
| Pictou County               | \$ 30,000           | \$ 250                    |
| Richmond County             | \$ 25,000           | \$ 150                    |
| Town of Port Hawkesbury     | \$ 27,000           | \$ 200                    |
| Town of New Glasgow         | \$ 23,150           | \$ 390                    |
| Town of Trenton             | \$ 28,797           | \$ 274                    |
| Town of Stellarton          | \$ 28,429           | \$ 300                    |
| Town of Westville           | \$ 26,435           | \$ 250                    |
| Town of Truro               | \$ 32,147           | \$ 258                    |

Approximately 220 households utilized the low-income tax exemption in the prior year. Budgetary costs for the increase in the F2024/25 budget were \$63,335.

Staff is recommending **an increase in the value of the combined household income threshold from \$36,000 to \$40,000 for the Fiscal 2025/26 budget and maintaining the maximum \$300 tax reduction amount.**

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|                       |   |
|-----------------------|---|
| <b>TOPIC:</b>         | <b>Tax Exemption Policy for Low-Income Tax Payers</b> |
| <b>POLICY NUMBER:</b> | <b>15</b>   |
| <b>DATE APPROVED:</b> | <b>May 18, 1999 (Min #59)</b>                         |
| <b>DATE REVISED:</b>  | <b>June 3, 2014 (2014-081)</b>                        |
|                       | <b>May 19, 2015 (2015-075)</b>                        |
|                       | <b>May 2016 (budget deliberations)</b>                |
|                       | <b>June 6, 2017 (2017-069)</b>                        |
|                       | <b>May 21, 2019 (2019-077)</b>                        |
|                       | <b>June 8, 2020 (2020-076)</b>                        |
|                       | <b>June 7, 2022 (2022-071)</b>                        |
|                       | <b>May 9, 2023 (2023-062)</b>                         |

**1.0 PURPOSE:**

The purpose of this Policy is to provide a tax exemption for low-income tax payers.

**2.0 POLICY:**

- 2.1 It is the intention of the Municipality to provide tax exemption for low-income tax payers.
- 2.2 The exemption shall apply only to persons who are residents of the Municipality and property for rate payers occupied by him/her as his/her home.
- 2.3 Where a property is assessed to more than one person, any of them who is entitled to an exemption may receive only the portion of the exemption equal to that person's share of the total assessment for the property, but where the different interests are not separate, then to that portion determined by the Treasurer, whose determination is final.
- 2.4 In order to be eligible for this tax exemption, total income from the previous year must not exceed \$36,000.00. Income of all members of the same family residing in the same household shall be included. Applicants will be required to provide evidence of previous years' income from all family members residing in the household. (Income Tax Return)
- 2.5 Any individual receiving Social Assistance as their only income that includes a total tax component as part of their budget will not be eligible for this exemption.
- 2.6 The amount of the exemption will not exceed \$300.00.
- 2.7 The applicant requesting a tax exemption shall be required to complete a tax exemption form.
- 2.8 Applications for a tax exemption will be received up to December 31<sup>st</sup> of each year.



**3.0 POLICY REVIEW:**

3.1 This Policy is to be on an annual basis.



| OFFICE USE ONLY          |  |
|--------------------------|--|
| Total Exemption Applied: |  |
| Date Exemption Applied:  |  |

## 2024 Low Income Property Tax Exemption Application

|                            |  |
|----------------------------|--|
| Assessment Account Number: |  |
| Applicant's Name:          |  |
| Mailing Address:           |  |
| Telephone Number:          |  |

**\*Proof of Income (2023 Notice of Assessment from CRA) must be provided for all adults living in the household.)\***

|   |             |
|---|-------------|
| Applicant Total Income <u>before</u> all deductions (line 15000 of Notice of Tax Assessment from CRA)                             | \$          |
| Other Individuals in same household (Total Income <u>before</u> all deductions from line 15000 Notice of Tax Assessment from CRA) |             |
|   | + \$        |
|   | + \$        |
| <b>TOTAL INCOME FROM ABOVE</b>  | <b>= \$</b> |

☒ **Please read and agree to the following:**

- ☐ I own/hold legal title to the above noted property.
- ☐ I certify total household income for 2023 does not exceed \$36,000.00
- ☐ I understand the Low-Income Exemption amount is up to a maximum of \$300.00 for the current tax year. No retroactive exemptions will be granted.
- ☐ I occupy the property as my principal place of residence.
- ☐ I understand the exemption will not be granted to any account with arrears.
- ☐ I have included the Notice of Assessments for 2023 for *each* resident of the household.
- ☐ I understand the deadline for this application is December 31<sup>st</sup>, 2024 and no application will be accepted after this date.

**IN WITNESS WHEREOF THE PARTIES HERETO HAVE AFFIXED THEIR SIGNATURE.**

Sworn to at \_\_\_\_\_ in the County of Antigonish this \_\_\_\_\_ day of \_\_\_\_\_ of 2024.

I hereby swear the above information to be an accurate statement.

\_\_\_\_\_  
Applicant Signature

ANY PERSON PROVIDING FALSE OR MISLEADING INFORMATION WHICH MAY INDUCE THE MUNICIPALITY TO GRANT, OR TO CONSIDER TO GRANT AN EXEMPTION SOUGHT BY THE APPLICANT PURSUANT TO SECTION 79(1) OF THE *MUNICIPAL GOVERNMENT ACT* WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.



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## STAFF REPORT

**TO:** Committee of the Whole  
**FROM:** BETH SCHUMACHER, DEPUTY CLERK  
**SUBJECT:** LOCAL IMPROVEMENTS BY-LAW AMENDMENTS  
**DATE:** 2025-05-14

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### RECOMMENDATION

**That the Committee recommend that Municipal Council receive the proposed amendments to the By-law Respecting Local Improvements, for First Reading at their May 14, 2025 meeting.**

### BACKGROUND

In 2023, amendments were made to the Local Improvements By-law to reflect servicing installations done in specified areas in accordance with that by-law. These amendments included updates to Schedule A, to list specific PIDs that were subject to the fees for these services.

In the area of the St. Josephs Waterline Extension, a unique situation was created where a property owner had his holdings divided into two parcels due to a road right-of-way taken, but not used, by the Department of Highways. Having two individual PIDs has resulted in the issuance of two fees for under the Local Improvement Program for this water service. Over the last two years, this property owner has been working to have the right-of-way property purchased and migrated to re-consolidate his holdings. This process continues, and in good faith, an amendment is proposed to the by-law to remove the orphaned PID from the project description to avoid any further double charges.

Two further housekeeping amendments to this by-law are proposed:

- One identified by the former CAO in May of 2024, noting that PID 1301977 has no frontage in the project area of the Highway 337 Waterline Extension – 2023 project. The inclusion of this parcel was identified to have been an error, and its removal is also recommended at this time.
- Updates to Part 10 of the by-law, to provide a better explanation of the voting process exercised when consulting the public in an area of a proposed project, including references to further details in the policy, which is proposed to be updated shortly.

### Discussion

Section 81 of the Municipal Government Act, *By-law regarding the payment of charges*, allows for a municipality to adopt a by-law imposing, fixing and providing methods of enforcing payment of charges for a variety of capital improvements. Section 81(3) outlines the parameters of such a bylaw, many of which are included in the Municipality's by-law.

Section 4 of the Municipality's Bylaw states the following:

*4. Charge Imposed Where a local improvement has been carried out by the Municipality of the County of Antigonish in an area identified in Schedule "A" as amended from time to time, a tax is*

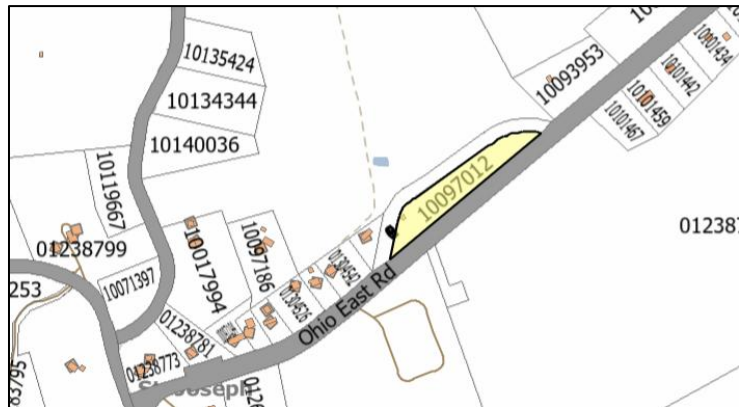


*hereby levied upon every owner of real property situated in whole or in part within the identified area except to the extent that any lot or the owner thereof is totally or partially exempt from tax by provisions in this By-Law or the provisions of Schedule "A".*

Based on the Municipal Government Act and the By-law itself, the fixing and enforcement of capital improvement charges requires a by-law amendment. Specifically, an amendment to Schedule A would be required to remove reference to the PID of the subject property (Please see the relevant sections of Schedule A attached).

Part VIII of the Municipal Government Act, By-Laws, outlines the procedure for consideration and approval of a municipal by-law. Amending a by-law requires the same process, which is:

- First reading of the proposed by-law or amendment (notice; a vote by Council to proceed to second reading is required);
- Published, public notice at least fourteen-days prior to second reading;
- Second reading of the proposed by-law or amendment (consideration of the amendment; a vote by Council to approve the by-law or amendment);
- Publication of the by-law, upon which it has the force of law.



**Figure 1: Location of Parcel to be Removed from Schedule A Description for St. Joseph's Waterline Extension.**

The draft by-law amendments attached would follow this process and permit the removal of capital improvement charges from the lot identified.

## **NEXT STEPS**

First reading of this by-law amendments is anticipated for Wednesday, May 14, 2025. Second reading could tentatively be expected for Tuesday, June 10, 2025 but could take place earlier if a special meeting of Municipal Council is held and advertising notification timelines could be satisfied. A published, public notice of the proposed amendment and the date of the second reading would be provided following first reading. If approved by Council, the amendment would have the force of law upon being advertised following the second reading.



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**BY-LAW NUMBER #01-2025**  
**AMENDING THE BY-LAW RESPECTING**  
**CHARGES FOR LOCAL IMPROVEMENTS**

WHEREAS Section 81 of the *Municipal Government Act* provides that a Municipality may make by-laws imposing, fixing and providing methods of enforcing payment of charges for types of local improvements, and

NOW THEREFORE by the Council of the Municipality of the County of Antigonish enacts as follows:

1. That the By-law Respecting Charges for Local Improvements be amended by making the following changes to Part 10:

**10. Administrative Guidelines**

- a) Council may proceed with a Local Improvement in response to a petition from property owners or in response to a staff recommendation which shows the necessity of the project for improved public health and safety; or that the project is critical to the controlled management of residential or commercial/industrial growth and development or for other such compelling reasons as determined by Council.
- b) Where Council considers carrying out a local improvement on the basis of a petition presented by the taxpayers in the area to be charged, such charges would be considered only where there is at least 2/3 majority support for the project.
- c) **Council may direct staff to conduct a mail-in vote of residents in the identified project area in accordance with the process outlined in the Local Improvements Policy, with majority support for a project being determined as follows:**
  - i) If the charge is to be distributed according to land area, then owners of at least 2/3 of the land would have to vote in favor.
  - ii) If the charge is in relation to assessment, then owners of at least 2/3 of the assessment would have to vote in favor.
- d) Regardless of cost allocation methodology used (from Section 5), 2/3 of the total landowners must be in favor **of the proposed project** for a petition to be considered valid. (as amended by By-law #03-2020)
  - i) If the petition relates to all streets/land area within an entire subdivision, approval must represent at least two thirds of the owners of land with frontage within the subdivision, who own at least two-thirds of the frontage, and represents at least 50.1% of the owners and frontage on each individual street within the subdivision.
  - ii) The petition should clearly indicate the method by which costs will be allocated among taxpayers.



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e) Council may direct staff, at its discretion, to amend the project area based on the results of the mail-in vote. Should an amendment of the project area take place, changes including project scope and cost must be communicated in accordance with the process outlined in the Local Improvements Policy.

f) Successful petitions (above noted 2/3 support) are considered to be valid for a period of not less than 10 years from the date of presentation to Council.

i) Within that time frame, the validity of the petition is not affected by the number of times any one individual property may change hands between the time the petition is presented and when the local improvement is carried out.

2. That the By-law Respecting Charges for Local Improvements be further amended by removing the following from Schedule "A":

SCHEDULE "A"

Highway 337 Waterline Extension - 2023

- a) The project will involve a 2km extension of waterline on Highway 337 in Lanark.
- b) Properties with the following RID numbers shall be subject to the local improvement charge:  
1234095; 10126738; 10078558; 1234079; 1234053; 1301977; 10074078; 10074060; 10117356; 1284041; 10056000; 1234103; 10114205; 10127199; 1302173; 10059822; 1234111; 10121218; 10005338; 1234137; 1301993.
- c) The local improvement charge and repayment terms can be found in the Municipal Local Improvements Fee Policy.
- d) Any property not listed in 1(b) seeking to connect to the water main extension described herein via direct lateral or private line is subject to the local improvement charge stated in 1(c) as well as the Building Service Connection fee stated in section 9(1) of this By-Law.
- e) The cost of the project shall be subject to an interest rate of consistent with the County's approved rate and based on the Local Improvement Charge payment schedule.

St. Josephs Waterline Extension - 2023

- a) The project will involve a 3.2km extension of waterline on the Ohio East Road and Addington Forks Road.
- b) Properties with the following PID numbers shall be subject to the local improvement charge:  
10071397; 10097012; 01238872; 01238864; 01238856; 10126761; 01288042; 01238823  
01265040; 01238773; 01238781; 01266212; 01238732; 10097194; 01238740;  
01304526 01304534; 01304542; 01304567; 01238716; 10070381; 01314863;  
01238724; 01238831 01238849; 01304559; 10010874; 10010882; 10012409;  
10017002; 10099257; 10070399 10019719; 01283795; 01238799
- c) The local improvement charge and repayment terms can be found in the Municipal Local Improvements Fee Policy.



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- d) Any property not listed in 1(b) seeking to connect to the water main extension described herein via direct lateral or private line is subject to the local improvement charge stated in 1(c) as well as the Building Service Connection fee stated in section 9(1) of this By-Law.
- e) The cost of the project shall be subject to an interest rate of consistent with the County's approved rate and based on the Local Improvement Charge payment schedule.

READ a first time this  
Fourteen day of May, 2025

READ a second time and passed this  
\_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Warden

\_\_\_\_\_  
CAO



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**MEMO FOR INFORMATION**

**TO:** Committee of the Whole  
**FROM:** SHIRLYN DONOVAN, CAO  
**SUBJECT:** MAY 2025 STAFF REPORT  
**DATE:** 14/05/2025

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**ADMINISTRATION DEPARTMENT**

- CAO attended:
  - RK MacDonald Steering Committee and Finance Committee Meetings
  - Arena Board Meeting
  - Antigonish Regional Emergency Management Advisory Meeting
  - Antigonish Regional Emergency Management Planning Committee Meeting
  - Staff and Council Communications Strategy Sessions
  - AMANS Spring Conference
  - Several meetings with residents
- The CAO has continued to work with the Director of Finance on the Compensation Review.
- The team has been involved in ongoing budget preparation
- Housing Accelerator Fund (HAF) Update – A new website will be launched in May 2025 to communicate HAF initiatives to the public. This website will also include the latest funding opportunities for housing developers and housing resources from each level of government.
- Housing Accelerator Fund (HAF) Update – Community Transit: A kick off meeting was held to start the redesign of the fixed route system. A rebranding and relaunch of the fixed route system is expected in 2026.
- Housing Accelerator Fund Update – Antigonish HAF Planning: a preliminary report has been received outlining potential changes to the Town and County Municipal Planning Strategies, Land Use Bylaws and County Subdivision and Residential Improvement Bylaws. The next step is to have Planning Advisory Committee preliminary review in late May/ June.
- Tourism Working Group – Continued collaboration on the development of a partnership agreement and returned to Council with recommendations and funding requests aligned with the tourism strategy.
- County Connect – Created and sourced new content and reviewed and edited existing material. Submitted the finalized edition to publishers; currently awaiting confirmation of completion before it is mailed to all Antigonish residents.
- Communication Strategy – Coordinated facilitated sessions with Forward Creative for Council and staff. Organized one-on-one meetings and reviewed the



draft community engagement survey. Next steps include working with Forward Creative to plan community pop-ups and engagement sessions.

- Municipal Code of Conduct – Reviewed AMANS-qualified investigators and submitted recommendations to Council for the implementation of the new Code of Conduct process.
- Energy - Net Zero Community Buildings confirming wrap up and end dates with the Province on ICIP project to include final meetings and overview, energy audit to detail and report on the impact of the project.
- Director of Sustainable Communities is presenting at community session at Antigonish Library on May 24<sup>th</sup> @ 6pm. A poster and info will be shared with staff and council during the week of the 13<sup>th</sup>.
- First aid training is happening at 285 Beech Hill on May 14<sup>th</sup> and May 29<sup>th</sup>-30<sup>th</sup>. This is emergency and standard first aid training. All departments have staff participating, and another training session will happen in the fall to support covering within staff team.
- Wellness program is open to applications; if you have any questions reach out to T. Feltmate.
- Nalikitquniejik Antigonish Equity, Anti-Hate & Anti-Racism Plan was submitted and is on record at the Province, and a funding application has been submitted for first workshop with Council and Staff.
- Information and training is upcoming on the built environment for Accessibility, covering changes to the Building Code and the built environment, what came into effect April 1, 2025, and what compliance looks like for April 01, 2026. Director of Sustainable Communities is working on a series of 1-pagers for quick reference by Council and Staff.
- Dates for Asset and Infrastructure Tours will come to Council this week (May 14, 2025.) for confirmation. Transportation has been challenging to book for this event.
- New OHS investigation, accident, incident, and near miss forms going to the OHS Committee on May 15<sup>th</sup> for review, and then they will be distributed to all staff.
- Review of Municipal Policies re Equity, Diversity, Anti-hate and Anti-Racism and using plain language ongoing.

## **EMO**

- Conducted AREMO Planning Advisory Committee meeting on April 23<sup>rd</sup>, meeting well attend by members and agencies
- Conducted AREMO Advisory Committee meeting on April 30<sup>th</sup>.
- Working with the Antigonish Area Fire and Rescue Training Centre Association.



- Site has now been clear cut/ mulched/ grubbed and now ready for road construction, ditching and pad preparation for training modules
- Visited following training sites to capture learnings for the design of the training centre - Valley VFD Training Centre Bible Hill, New Glasgow VFD Training Centre New Glasgow, and NSCC Fire School in Port Hawkesbury
- Now soliciting quotes for road construction/ ditching and pad preparation
- CACL/ RCL emergency generator installation and commissioning complete. Generator now ready for operation and had live test during the power outage across the area on May 3<sup>rd</sup>.
- Preparing for Minister Masland (Emergency Management) visit May 22<sup>nd</sup>
- May 20 & 21, I will be attending the inaugural annual emergency management conference hosted by the newly established Department of Emergency Management. This 2-day event has been specifically designed for municipal Emergency Management Coordinators.

## **FINANCE DEPARTMENT**

- Finance Department is preparing for Budget F25/26.
- Two Finance department staff are board members on the County's Occupational Health and Wellness committee which meet monthly.
- Reports submitted to the province: 2025-2026 HST Offset Program and Capital Investment Plan (CIP), Annual Pension reporting and final report submission requirement for a \$744,000 grant from the Sustainable Growth Fund.
- Director of Finance is working with the CAO on the compensation review for council and staff.
- Finance department is on the Association of Municipal Tax Collectors (AMTC) board and is sharing responsible for maintenance of their website.
- 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.
- 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.



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## RECREATION DEPARTMENT

### Antigonish Scotiabank Mini-Pitch

- Plans are well on the way for the Let's Play: Grand Opening of the Mini – Pitch and Make Your Move Antigonish (MYMA) Family Fun Day taking place on June 7, 2025

### Other Programs, Services, initiatives

- Summer Staff have been hired for summer day camps and will begin working late June. Summer Coordinators/Supervisors started their employment began on May 5<sup>th</sup> are actively planning for the upcoming season.
- Spring learn to swim program started on May 6.
- Registration for Summer Day Camps open on May 7.
- 2025 – 26 Recreation Departmental budget has been submitted for consideration.
- Continuing to meet with new people / groups / orgs to introduce MYMA, the message and to see how they can join the movement.
- Recreation team participated in a video being produced by Recreation Nova Scotia that will highlight the department's adapted pieces of equipment available through the Municipal Equipment loan program.
- Planning and preparation for upcoming events are ongoing including;
  - MYMA is joining in with Kids on the Move with their walk to school
  - Let's Play: Grand Opening of the Mini – Pitch hosted by MYMA
  - Heartland tour, July 15<sup>th</sup>
  - Bike Rodeo, July 16<sup>th</sup>

### Active Transportation

- Church St Roundabout went to tender May 8<sup>th</sup> and will be closing May 23<sup>rd</sup>.
- Prepping for a June 23, Active Transportation Workshop.
- Recreation Director was interviewed for the Let's Talk Antigonish Podcast regarding the Trunk 4 Active Transportation Corridor.

### EDIA Navigator Initiatives

- As many community sport organizations are gearing up for their spring/summer programming, the EDIA Sport Navigator has been working with several groups to find solutions to equitable access to gyms and fields.
- Mini-Pitch opening ceremonies prep work
- Safe Sport Facilitation training



## **PUBLIC WORKS DEPARTMENT**

- The team has been dealing with several water breaks on Spruce Lane over the last couple of months.
- The team hopes to start filling the St. Joseph's Water Tower during the week of May 12<sup>th</sup>.