

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

COMMITTEE OF THE WHOLE AGENDA

Tuesday, May 8th, 2018 5:30pm
Municipal Administration Centre

- 1) Call to Order – Chairman, Warden Owen McCarron
- 2) Approval of Agenda – Additions or Deletions
- 3) Approval of May 1, 2018 Minutes
- 4) Business Arising from the Minutes
- 5) Budget Deliberations
 - a. Consideration of Community Partnership Grants
 - b. Consideration of Individual Grant Requests:
 - Antigonish Community Transit
 - Antigonish Heritage Museum
 - Antigonish Crime Prevention
 - Destination Eastern & Northumberland Shores
 - Antigonish Farmers Market
- 6) Inter-Municipal Boards, Committees & Commissions
 - a. Antigonish Arena Commission
- 7) In-Camera Items
 - a. Contract Negotiation
- 8) Additions to the Agenda
- 9) Adjournment - Next Meeting: May 15st, 2018 @ 5:30pm (Budget Deliberations Continued)

STRATEGIC PRIORITIES CHART December, 2017 (amended Mar. 2018)

COUNCIL PRIORITIES	
<p><u>NOW</u></p> <ol style="list-style-type: none"> BROADBAND PROPOSAL: Agreement – Jan. INTERNET SERVICE: Business Case – March CELLULAR SERVICE: Business Case – May NEW BUSINESS PARK: Options – June REN STRATEGY: Review – Mar. 	
<p><u>NEXT</u></p> <ul style="list-style-type: none"> ACCESSIBILITY: Audit INFRASTRUCTURE FUNDING: PLAN WATER: Assessment & Projects SEWER: Assessment & Projects GUYSBOROUGH: Collaboration Meeting TOURISM PROGRAM: Review 	<p><u>ADVOCACY/PARTNERSHIPS</u></p> <p><i>Broadband Funding (Province)</i> <i>Long-Term Care Facility Funding (Province)</i> <i>Aging In Place Program (Province)</i> <i>NS Broadband Study (Province)</i> <i>PFN: CEDI Initiatives</i></p>
CLERK TREASURER	FINANCE
<ol style="list-style-type: none"> REN STRATEGY: Review – Mar. INDUSTRIAL PARK –LAND AD, SALE & NEW BUSINESS PARK: Options - June Asset Management System: Phase 1 – June <ul style="list-style-type: none"> Emergency Management Coordination Leadership Team Development Program 	<ol style="list-style-type: none"> INFRASTRUCTURE FUNDING: Plan – Jun Water Meter System: Integration Landfill Billing System: Review – Mar. <ul style="list-style-type: none"> Water Utility Rates: Review – Oct. Information Technology Strategy: Sept
PUBLIC WORKS	RECREATION
<ol style="list-style-type: none"> SEWER TREATMENT: Assessments & Problem ID – Sept. WATER SYSTEM: Assessment – Mar. WATER SYSTEM: Upgrades <ul style="list-style-type: none"> Facilitate Asset Condition Assessments 	<ol style="list-style-type: none"> Active Transportation: Action Plan – April. MPAL: Recreation Plan – June. Part Time Staff Leadership Program – April Support Community Initiatives – Jan 2019 <ul style="list-style-type: none"> Recreation for All Program – Jan 2019
SUSTAINABILITY	PLANNING
<ol style="list-style-type: none"> ACCESSIBILITY: Audit – Mar. Emergency Business Continuity Plan – May. Renewable Energy: Options – June (Prov.) <ul style="list-style-type: none"> PFN: CEDI Initiative Next Steps – April Municipal Awareness Strategy – September 	<ol style="list-style-type: none"> EASTERN ANTIGONISH PLAN REVIEW – Sept. <i>Civic Address Internal Audit</i> – April Amendments – PAC Jan/Feb. <ul style="list-style-type: none"> Antigonish Affordable Housing (Phase 3) MacDonald Dairy Warehouse Levy’s Leather Warehouse
ADMINISTRATION	ADMINISTRATION
<ol style="list-style-type: none"> BROADBAND PROPOSAL: Agreement – Jan. INTERNET SERVICE: Business Case – March CELLULAR SERVICE: Business Case – May <ul style="list-style-type: none"> Newsletter Review Online Media Refresh 	<ol style="list-style-type: none"> GUYSBOROUGH: Collaboration – Mar. TOURISM Review/Scan – Mar. Internet Upgrades – Mar. <ul style="list-style-type: none"> Court House: Assessment - Mar Dog Control Program: Review - June

TO: COMMITTEE MEMBERS
FROM: STAFF
SUBJECT: *COMMITTEE OF THE WHOLE MEMO*
DATE: MAY 8TH, 2018

BUDGET DELIBERATIONS

a. Consideration of Community Partnership Grants

Please see the attached spread sheet. In 2017/18 Council provided direction to staff to set 3.2% of tax revenue as the budgeted expenditure for Community Partnership Grants. In 2018/19, 3.2% equates to \$333,696.

The Municipality received 44 new requests, 4 standing commitments and the Special District Grants at a total value of \$658,983. A staff committee and Warden McCarron have reviewed all application in detail. A proposed distribution of grant is provided for your review. This includes the following information to inform Council's decision:

- Name of the organization,
- Purpose of the grant funding,
- 7-year total of grants received from the Municipality,
- Annual value of any property tax exemption received,
- Amount requested from the organization,
- Proposed grant amount,
- Brief notes from the review committee.

Council is asked to review, discuss and provide approval or further direction on the distribution of Community Partnership Grants. Staff will have all grant applications on hand if there are further questions.

b. Consideration of Individual Grant Requests

Please find attached the grant requests for the following organizations:

- Antigonish Community Transit
- Antigonish Crime Prevention
- DEANS
- Antigonish Heritage Museum
- Antigonish Farmers Market

Antigonish Community Transit

In addition to the information supplied in their grant application, the following follow-up questions were sent to Antigonish Community Transit; this information has not yet been received, but will be circulated to the Committee once it comes in:

- How many unique riders use ACTS annually? Overall ridership is about 27,500 rides. I know that number is not 27,500 different riders, nor is it 1 rider using the service 27,500 times. How many different people used the service in 2017?
- How do you track the number of riders using ACTS? Are the fares and the rider numbers reconciled? How?

- When were fares last reviewed? What analysis was used to determine the fares? Please provide a full break-down of the revenue generated through fares.
- Can you please provide me with a breakdown of wages and benefit costs for all employees? I noticed the payroll for 2018/19 is proposed to be approximately \$75,000 more than last year to “expand the management capacity”, “become more sustainable”, and “align closer with other community transportation providers”. Can you provide additional detail on this point?
- Please send me a copy of the most recent audited statements.
- If 11,532 riders are coming from the Municipality via dial-a-ride, and 16,060 riders are coming from the Town on a fixed route system, what is the justification for requesting \$80,000 from the Municipality and only \$40,000 from the Town?

Heritage Museum / Heritage Association of Antigonish

Email correspondence between Angus MacGillivray and Glenn Horne is also attached for reference re: the relationship between the Heritage Museum and the Heritage Association of Antigonish.

Antigonish Farmers’ Market

Previously circulated materials regarding the Antigonish Farmers Market are attached for the Committee’s information.

INTER-MUNICIPAL BOARD, COMMITTEES & COMMISSIONS

a. Antigonish Arena Commission

An update will be provided by Commission members.

IN-CAMERA ITEMS

Contract Negotiation

This subject matter falls within Section 22(2) of the Municipal Government Act as that which a committee may discuss in a closed session. It is recommended a motion be made to initiate an in-camera session. Materials will follow.

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Committee of the Whole Meeting Minutes

Tuesday, May 1, 2018, 6:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Present were: Warden Owen McCarron
Deputy Warden Hugh Stewart
Councillor Mary MacLellan
Councillor Donnie MacDonald
Councillor Vaughan Chisholm
Councillor Remi Deveau
Councillor Gary Mattie
Councillor Neil Corbett
Councillor Bill MacFarlane
Regrets: Councillor John Dunbar
Staff Present: Glenn Horne, Clerk-Treasurer
Beth Schumacher, Deputy Clerk
Allison Duggan, Director of Finance
Marlene Melanson, Director of Recreation
John Bain, Director - Eastern District Planning Commission

1. 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 6:27pm.

2. Approval of Agenda

The following items were added to the agenda:

10(a) Bulky Waste 2018 Tender Award

10(b) Highway Detour Signage

10(c) Review of District Names

Moved By Councillor Deveau
Seconded By Councillor MacFarlane

That the agenda be approved as amended.

Motion Carried

3. Approval of April 17th, 2018 Committee of the Whole Minutes

Warden McCarron called three times for any errors or omissions in the April 17th, 2018 Committee of the Whole Minutes.

Moved By Councillor Chisholm
Seconded By Councillor Deveau

That the Committee of the Whole minutes of April 17th, 2018 be approved as presented

Motion Carried

4. In-Camera Items

Moved By Councillor MacDonald
Seconded By Councillor MacLellan

That the Committee of the Whole Meeting be adjourned to an In-Camera Session to discuss the Acquisition, Sale, Lease, and Security of Municipal Property and Contract Negotiations at 6:29pm

Motion Carried

Moved By Councillor Deveau
Seconded By Councillor Mattie

That the In-Camera session be adjourned at 6:55pm

Motion Carried

Moved By Councillor Corbett
Seconded By Councillor MacLellan

The Committee recommends that Municipal Council approve the proposed amendment to the Inter-Municipal Services Agreement for the Eastern District Planning Commission, to add the Town of Antigonish

Motion Carried

Moved By Councillor Deveau
Seconded By Deputy Warden Stewart

That the Committee of the Whole meeting is adjourned to an In-Camera Session to discuss Contract Negotiations and the Acquisition, Sale, Lease and Security of Municipal Property at 6:56 pm.

5. **Continuing Business / Business Arising from the Minutes**

Warden McCarron called for any business arising from the minutes of April 17th. There was no business arising from the minutes.

6. **New Business**

a. **Consideration of Riverside Speedway 2018 Corporate Partnership**

Mr. Horne reviewed the request from Riverside Speedway, noting that the Municipality has purchased this sponsorship in the past, as it provides the Municipality with advertising in the community.

Moved By Deputy Warden Stewart

Seconded By Councillor Deveau

The Committee recommends that Municipal Council renews their corporate sponsorship of Riverside Speedway for the 2018 racing season, at the Gold Package level with a cost of \$2875 (incl HST).

Motion Carried

b. **Renewal of MPAL Agreement**

Ms. Melanson reviewed the staff report and gave some background regarding the MPAL program, and recommended renewal. Discussion followed.

Moved By Councillor Corbett

Seconded By Councillor Deveau

The Committee recommends that Municipal Council approve the renewal of the MPAL Agreement.

Motion Carried

c. **Accessible Beach**

Ms. Melanson provided some background on a product that Councillor Mattie brought forward in March, which is called Mobi-Mat, and provides an accessible surface that can be installed on beaches. Further discussions have taken place with representatives from the Department of Natural Resources, and the possibility of partnerships for the installation of the product on local Provincial Beaches; specifically Pomquet Beach. Some preliminary figures for boardwalk improvements, mat installation, and wheelchairs were provided. Discussion followed.

Moved By Councillor Deveau

Seconded By Councillor Chisholm

That the Committee recommends that Municipal Council make an investment in a mobi-mat product, on a pilot basis for a beach in the Community, at a cost of no more than \$12,000..

Motion Carried

d. Funding Request - les Jeux de l'Acadie

Ms. Melanson provided some background on the Jeux de l'Acadie. For the past few years, the games have been receiving a grant from the County under cultural considerations, and Councillor Deveau has provided funding from his Special District Grant to cover t-shirts for the event. This year, Councillors in Districts 4 through 10 were approached for funding.

Discussion followed regarding the impact of the recent policy amendments and this particular request. Following the new policy would require denial of this particular request, as it does not qualify for the grant (event not outside of the Maritimes).

e. Update on 2018/2019 Community Partnership Grant Requests

Mr. Horne provided an advance notice of the Special Committee Meeting taking place next week, and noted that it will be held to discuss the Community Partnership Grant Requests as part of the overall budget consultation process. Staff and the Warden have already taken a preliminary review of the applications, and will be presenting this information along with recommendations to the Committee on how the requests can fit into the budgeted amount. The Committee will also be asked to consider the request from the Antigonish Farmers' Market, as well as DEANS, the Heritage Museum, ACTS and the Senior Safety Coordinator.

f. Update on Rural League

Warden McCarron provided a brief overview of the financial situation with the Rural Hockey League, noting that it will be discussed further at the Arena Commission at their next meeting. Discussion followed.

g. Consideration of an Amendment to the Tax Exemption for Non-Profit Organizations Policy

Mr. Horne provided members of the Committee with a brief background regarding the idea under consideration. Discussion followed. It was noted that not every hall or community centre charges fees; consideration must also be given to the policies of the organizations in question. A majority of the Committee felt that it was worthwhile to reach out of each hall receiving a tax exemption, with some additional background information. Warden McCarron suggested that the outreach be done by the District Councillors.

7. **Reports from Inter-Municipal Boards, Committees and Commissions**

a. **Antigonish Heritage Museum Board**

The Board met on April 30th. Three funding streams are available. A question was also raised regarding the County's public representative; staff was asked to forward this information to the representatives at the Heritage Museum

b. **Antigonish Arena Commission**

The next meeting taking place on May 2nd. An update will be provided at that meeting regarding the process regarding the transfer from the old organization to the new one.

c. **Antigonish Crime Prevention**

A report from Anita Stewart is attached to the agenda package.

d. **Eastern District Planning Commission**

A regional meeting is scheduled for later this month.

e. **Eastern Regional Solid Waste Management Committee**

Councillor MacDonald provided a summary of highlights from the Committee, including an update on the Efficiency Study to review the Nova Scotia Solid Waste-Resource Management System, the Extended Producer Responsibility Key Messages that will be presented at the UNSM Spring Session, the status of a resolution being signed and sent by the ERSWM Committee regarding the sign-use plastic shopping bag reduction focus, information about the Litter Clean-up Incentive and Community Bin Funding programs, and the addition of the bulky waste collection information on the online calendar.

f. **Eastern-Strait Regional Enterprise Network**

The Committee met on April 24th. The Connector Program (a mentoring program) was one of the topics discussed as an update was given regarding ongoing projects with the REN. The REN Team has met with a number of businesses, two business opportunities, and facilitated a local business expansion. Two new appointees have been added to the Board, bringing the total to eight.

The Liaison Oversight Committee asked the regional CAOs to meet with John Beaton to discuss what challenges they've identified with the REN. Further meetings will take place with Provincial representatives to discuss in further detail those challenges that are directly impacted by the Province.

g. **Pictou Antigonish Regional Library**

The April meeting has been reschedule for May 3rd. New Chair of the Board has been elected, who is from Antigonish County. The one-time grant that was

provided to libraries last year was renewed. The Health Connections office is moving out of the library; other options for tenants are being considered.

h. RK MacDonald Nursing Home

The RK MacDonald released a press release regarding funding concerns at the facility.

8. Community Events

Councillor MacLellan reported that the annual Arisaig Lobster Dinner is taking place on Mother's Day.

A Pickleball game is taking place in Arisaig on May 3rd.

Councillor MacDonald reported that on May 6th, a Mini Trails Auction taking place.

Councillor Deveau reported that on May 5th, a Community Yard Sale as a fundraiser for the Pomquet Community Centre. That evening students from the Pomquet school are holding a community dinner as a fundraiser for their Europe trip. Following week, a roadside community cleanup is taking place.

Saturday May 5th is the signing of the Friendship Accord, followed by a session in the gym at Patnkek. Monday May 7th, a CEDI workshop will take place at the Heatherton Community Centre.

Updates were also provided regarding upcoming sessions, including the UNSM spring workshop.

10. Additions to the Agenda

a. Bulky Waste 2018 Tender Award

Mr. Horne reviewed the single bid that was received for the 2018 Bulky Waste Collection; a bid from Eastern Sanitation Limited, at a price of \$50,994.83 (incl HST).

Moved By Councillor Deveau

Seconded By Councillor Corbett

The Committee recommends that Municipal Council accept the tender from Eastern Sanitation Limited for the Bulky Waste Collection Spring 2018, at a bid price of \$50,994.83 (incl HST).

Motion Carried

b. Highway Detour Signage

Councillor MacLellan reviewed the concerns raised by business owners along the Sunrise Trail scenic route regarding the closure of Exit 27 on Highway 104 for bridge repairs. While a detour has been signed at Exit 26, it only references highways 245 and 337, and makes no mention of the scenic route

name. Concern was raised with providing clear direction for tourists who may be inclined or looking for the scenic route names that are referenced in tourist publications or GPS units, and a request has been made to ask for additional signage from DTIR to add this information to the detour signs at Exit 26.

Moved By Councillor MacLellan

Seconded By Councillor MacDonald

That the Committee recommends that Municipal Council approve sending a letter to Minister Hines requesting that detour signage at Exit 26 on Highway 104 also make reference to the scenic route "Sunrise Trail".

Motion Carried

c. Review of District Names

Councillor MacFarlane asked whether any consideration could be given to coming up with names for his district and others surrounding the Town (2, 4, and 10), to highlight communities falling within those districts and avoid being called "Fringe". Discussion followed. Those Councillors in the districts impacted will discuss further and bring the matter back to a future Committee meeting.

12. Adjournment

Moved By Councillor MacLellan

Seconded By Councillor Corbett

That the Committee of the Whole meeting be adjourned at 9:21pm

Motion Carried

Warden Owen McCarron

Glenn Horne, Municipal Clerk/Treasurer