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**MEETING:** Committee of the Whole Meeting  
**DATE:** June 2, 2026  
**TIME:** 6:00 PM  
**PLACE:** Town Council Chambers

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## Agenda

1. **Call to Order & Land Acknowledgement**
  2. **Approval of Agenda**
    - 2.1 Additions to the Agenda
  3. **Conflict of Interest**
  4. **Acceptance of Minutes**
    - 4.1 Minutes of the Committee of the Whole Meeting of May 5, 2026
  5. **Banner Requests**
    - 5.1 Festival Antigonish Summer Theatre Banner Request
  6. **Business Arising from the Minutes**
  7. **New Business**
    - 7.1 Branding Memo – Informational
    - 7.2 Noise Exemption By-Law for Antigonish Music Festival
    - 7.3 Town Services and Affordable Housing Grant Applications – Memo
    - 7.4 Municipal Finance Corporation (MFC) Borrowing Resolutions – Memo
    - 7.5 Capital Re-Allocations – Memo
  8. **Correspondence**
    - 8.1 Recognition – Royal Canadian Legion 100<sup>th</sup> Anniversary
    - 8.2 President’s Night of Xaverian Legacy - June 20, 2026
    - 8.3 Letter from J. Paradis re: Safety Concerns on Proposed Crosswalk Location 23 Main St.
    - 8.4 CACL Ham and Bean Dinner & Auction – June 5, 2026
  9. **Councillor & Committee Reports**
  10. **In-Camera**
    - 10.1 Contract Negotiations - MGA Section 22(2)(e)
    - 10.2 Personnel Matters – MGA Section 22(2)(c)
  11. **Adjournment**
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**DRAFT**

**Committee of the Whole  
May 5, 2026  
Town Council Chambers**

**Present**

Mayor S. Cameron  
Deputy Mayor A. Murray  
Councillor P. McKenna  
Councillor D. Roberts  
Councillor J. Pelly  
Councillor J. Sullivan

**Also in Attendance**

R. Delorey, CAO  
M. Fougere, Municipal Clerk  
K. Meisner, P.Eng., Director of Infrastructure and Engineering  
S. Long, Marketing and Communications Officer  
K. MacInnis, Director of Community Development  
M. Barkhouse, Director of Corporate Services  
D. Dunn, Housing Accelerator Fund Coordinator (HAF)

**Regrets**

Councillor L. MacLellan

Gallery (Online)

**1. [Call to Order & Land Acknowledgment](#)**

Mayor S. Cameron called the meeting to order at 6:01 p.m.  
In recognition of Red Dress Day, the Mayor delivered a statement honouring missing and murdered Indigenous women, girls, and Two-Spirit people, acknowledging the red dress as a symbol of remembrance, solidarity, truth, justice, and reconciliation.

**2. [Additions to the Agenda](#)**

**2.1 Additions to the Agenda**

Councillor Sullivan requested the addition of two items under New Business:

- Item 7.7 – Service Agreement Meeting Dates
- Item 7.8 – CAO Evaluation Dates

Moved by: Councillor McKenna

Seconded by: Deputy Mayor Murray

**Motion carried.**

**3. [Conflict of Interest](#)**

No conflict determined.

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**4. Acceptance of Minutes**

**4.1 Minutes of the Committee of the Whole Meeting of April 7, 2026**

The minutes of the Committee of the Whole Meeting held April 7, 2026, were accepted as presented.

**5. Recognition/Presentations/ Flag Requests/ Proclamations**

**5.1 Antigonish Golf and Country Club**

Mayor Cameron recognized the Antigonish Golf and Country Club on the occasion of its 100th anniversary and presented a certificate on behalf of Council.

Representatives of the Club in attendance included: Laurie Oakes, Vice President, Tara Sutherland, Ladies President, Cameron Duncan, Manager, and Kim Bobko, Business Manager.

**5.2 Maclsaac's Funeral Home**

Mayor Cameron recognized Maclsaac's Funeral Home on the occasion of its 100th anniversary and presented a commemorative certificate on behalf of Council.

John and Joan Maclsaac, third-generation owners and operators, were in attendance.

**5.3 Access Awareness Week – Flag Request**

The Committee received the Access Awareness Week flag request for information. The matter will be brought forward to the next Regular Council meeting for consideration and formal motion.

**5.4 Gaelic Affairs – Flag Request**

The Committee received the Gaelic Affairs flag request for information. The matter will be brought forward to a Special Council meeting for consideration and formal motion.

**5.5 Pride Month (June) – Flag Request**

The Committee received the Pride Month flag request for information. The matter will be brought forward to the next Regular Council meeting for consideration and formal motion.

**5.6 Access Awareness Week 2026 – Proclamation**

Mayor Cameron read aloud the proclamation for Access Awareness Week 2026, to be observed May 31 to June 6, 2026.

**5.7 Gaelic Nova Scotia Month – Proclamation**

Mayor Cameron read aloud the proclamation for Gaelic Nova Scotia Month, observed during May 2026.

**5.8 Mental Health Week – Proclamation**

Mayor Cameron read aloud the proclamation for Mental Health Week, to be observed May 4 to 10, 2026.

**6. Business Arising from the Minutes**

No business from the minutes.

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## **7. New Business**

### **7.1 2026-2027 Waste Fee – Memo**

CAO R. Delorey spoke to a memo included in Council's package regarding an error identified in the waste collection fee calculation following adoption of the 2026–2027 budget.

The CAO outlined the financial implications of the error and presented options for Council's consideration, including maintaining the current fee or amending the rate prior to issuance of the tax bills.

Members of Council discussed the matter, including impacts to residents and timing considerations. It was noted that tax bills have not yet been issued, allowing for an adjustment if directed by Council.

As this was a Committee of the Whole meeting, no decision was made. The matter will be brought forward to a Special Council Meeting immediately following for consideration.

### **7.2 Rain Barrell Rebate Program – Memo**

CAO R. Delorey spoke to a memo included in Council's package regarding the proposed Rain Barrell Rebate Program, originally brought forward by Councillor Roberts.

The CAO provided an overview of the program, including eligibility criteria, rebate amount, and funding allocation, noting the program would support up to 50 households on a first-come, first-served basis and would require submission of an application with proof of purchase.

Members of Council discussed the program, including the importance of clear communication to residents and clarification regarding the program start date.

Councillor Roberts thanked staff for advancing the program.

It was noted that program information, along with details on the Low-Income Property Tax Rebate, will be included as an insert with the property tax bills.

### **7.3 Kirk Street Parking – Memo**

CAO R. Delorey spoke to a memo included in Council's package regarding parking concerns on Kirk Street. A map was provided for Council's reference.

The CAO advised that concerns had been raised by the Traffic Authority regarding on-street parking, particularly involving larger vehicles, resulting in reduced roadway width, visibility issues, and impacts to traffic flow. Due to the narrow width of the street, on-street parking limits the ability to accommodate two-way traffic.

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The CAO outlined the recommended removal of on-street parking along portions of Kirk Street to improve traffic flow and safety.

Members of Council discussed impacts to nearby uses, future development considerations, and enforcement limitations related to private property.

This item was provided for Council's information. Staff will communicate with affected residents.

**7.4 James River Watershed Stewardship Board Policy – Memo**

CAO R. Delorey spoke to a memo included in Council's package regarding updates to the James River Watershed Stewardship Board (JRWSB) Source Water Protection Advisory Committee Policy.

Staff advised that the policy has been updated to align with Department of Environment regulations and to modernize the committee's structure and mandate.

The updates include provisions for a more flexible governance structure, the addition of a subcommittee to support source water development initiatives, and the inclusion of a representative from the Department of Emergency Management.

This item was provided for Council's information.

**7.5 Electric Kick Scooters – Memo**

Mayor Cameron spoke to a memo included in Council's package regarding the operation of electric kick scooters within the Town.

It was noted that a new e-scooter company is currently operating within the Town without a vending permit and that no application has been received. Staff further advised that the company is not the same company that previously presented to Council back in September 2025.

K. MacInnis, Director of Community Development, advised that electric kick scooters fall under the Town's Vending By-law and that the operator has been notified of the requirement to obtain a vending permit. Staff have issued correspondence outlining application requirements and operational responsibilities, and follow-up discussions are ongoing.

Members of Council discussed enforcement, licensing requirements, public safety considerations, accessibility concerns, liability, and compliance with applicable by-laws. Clarification was provided regarding applicable regulations under the Motor Vehicle Act, including permitted use and minimum age requirements.

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It was noted that staff will continue to review regulatory options, including potential policy and by-law considerations. The matter will also be brought forward to a future Police and Licensing Committee meeting.

**7.6 Council Meetings – Summer Schedule**

Council discussed the summer meeting schedule, including pausing Committee of the Whole (COTW) meetings for the months of July and August and limiting presentations during this period.

It was noted that Regular Council meetings will continue as scheduled during July and August.

**7.7 Dates for Service Agreements**

Councillor Sullivan added this item to the agenda to confirm dates for Service Agreement meetings.

The following dates and times were identified:

- May 20, 2026, from 5:00 p.m. to 7:00 p.m.
- May 25, 2026, from 5:00 p.m. to 7:00 p.m.
- June 9, 2026, from 5:00 p.m. to 7:00 p.m.

**7.8 CAO Review**

M. Barkhouse, Director of Corporate Services, provided an update regarding the CAO performance review, Request for Proposal (RFP) process, noting that 17 applications were received by the submission deadline.

It was noted that Council will establish a scoring matrix to evaluate submissions, and proponents are expected to be contacted by May 20, 2026.

**8. Correspondence**

**8.1 Lyme Disease – Illumination request – Informational**

This item was received for information purposes only.

**8.2 Mental Health Week – Illumination request – Informational**

This item was received for information purposes only.

**9. Councillor & Committee Reports**

Councillor and Committee reports were included in the agenda package.

Updates were provided regarding recent committee activities, including the Recreation Committee and Accessibility Committee.

Councillor Roberts provided an overview of a recent Rules of Order training session attended and related governance and meeting procedure topics.

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Councillor Pelly provided an update from the Recreation Committee, including discussion regarding facility needs.

Councillor McKenna provided an update from the Accessibility Committee, including upcoming initiatives and the scheduling of the next meeting in June.

Mayor Cameron provided an overview of recent activities.

**10. In-Camera**

**10.1 Acquisition, Sale, Lease and Security of Municipal Property - MGA Section 22(2)(a)**

**Motion:** That Council move to an In-Camera session to discuss Acquisition, Sale, Lease and Security of Municipal Property, pursuant to MGA Section 22(2)(a), at 7:37 p.m.

Moved by: Deputy Mayor Murray

Secodned by: Councillor McKenna

**Motion carried.**

Council rose from the In-Camera session at 8:14 p.m.

**11. Adjournment**

With no further business, Councillor Roberts moved for adjournment at 8:14 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

THE TOWN OF  
**ANTIGONISH**  
Flag/Banner Request 

\* Required

Applicant Information

1. Community Group/Organization Title: \*

Festival Antigonish Summer Theatre

2. Applicant Name: \*

Cassie MacDonald

3. Email: \*

[REDACTED]

4. Address:

5015 Chapel Square Antigonish NS

5. Postal Code:

B2G 2W5

6. Phone:

[REDACTED]

Request Details

7. Please indicate your request: \*

- Flag
- Lamp Post Banner
- Town Hall Lights
- Other **banners**

8. If requesting a flag raising, please indicate what the flag is.

9. If requesting a flag, please provide a link to an image of the appropriate flag.

10. If requesting Town Hall lights, please indicate the preferred colour scheme.

11. What type of event does your request coincide with? \*

- Parade
- Community Event
- Designated March
- Memorial Recognition
- Festival/Celebration
- Other

12. Please indicate the date(s) your organization would like to have you flag/banner request fulfilled.

Flag/Banner/Light Request Start Date: \*

13. Flag/Banner/Light Request End Date: \*

14. Does your event require an official flag raising ceremony with Mayor and Council? \*

- Yes
- No

15. Additional Information: (Please provide an overview of your request and how the addition of a flag to Chatham Park, lamp post banners, or Town Hall lights will benefit your event, celebration, or memorial.

As the premier Summer Theatre festival in our region, these banners will be a visible tourism tool for locals and tourists, drawing attention to the two-month long theatre festival in downtown Antigonish.

**Permissions**

**Special Considerations**

- Flags will be flown at Chisholm Park.
- Banners must be designed to be 18 inches by 44 inches and be made from vinyl material.
- Banners must be designed and installed to the standards set by the Town.
- The Town reserves the right to inspect any flag or banner prior to placement on Town owned property. Flags or banners will not be placed by the Town if:
  - § The material is tattered, frayed, damaged or detracts from the beautification of the Town.
  - § The flag or banner promotes discrimination or philosophy or seek values are deemed to be divisive or discriminatory.
  - § The flag or banner contradicts the guidelines in place in the Town's Special Events Planning Guide.
  - § No flag or banner can be suspended across the street. Not all colour schemes may be available with Town staff flags.

**Declaration**

I, the undersigned, have read, understand, and agree to the conditions and policies in this contract hereby accept the same on behalf of the said members of the organization or group. I acknowledge and agree that the Team will make the final decision on this flag/banner request.

16. Signature: \*

17. Date: \*

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Microsoft Forms

To: Town Council  
Randy Delorey, CAO

Submitted by: Shannon Long

Date: Tuesday, May 26, 2026

Subject: Branding

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## Purpose

This memo outlines the use of the following brands:

1. The Antigonish Tourism Brand
2. The Town of Antigonish Municipal Brand

### 1. The Antigonish Tourism Brand – Background

In December 2021, a Request for Proposal (RFP) was issued in a regional partnership with the following:

- Town of Antigonish
- Municipality of the County of Antigonish
- Paqtnkek Mi'kmaw Nation
- St. Francis Xavier University (StFX)
- Destination Eastern and Northumberland Stores (DEANS)
- Antigonish Chamber of Commerce

This collective was known as the Destination Antigonish Working Group.

The goal of the RFP was to develop a fully integrated tourism strategy for Antigonish. The selected consultants, Group ATN Consulting Inc., in partnership with Tulle Tourism Consulting, were tasked with creating a strategic plan that included:

- Long-term strategic directions
- Sustainable revenue recommendations
- Governance structure with stakeholder representation
- A three-to-five-year action plan

Key focus areas for implementation included:

- Collaborative tourism leadership
- Branding and marketing
- Sustainable asset development
- Communications and engagement
- Extending the tourism season

### **Engagement Process**

The tourism strategy was informed through a comprehensive engagement process that included:

- 13 in-depth interviews with tourism stakeholders
- Five community sessions (mix of in-person and virtual)
- Survey with 215 responses

As part of the engagement process, participants were asked to share their perspectives on Antigonish's identity. The following four key themes emerged:

- A diverse, welcoming, and safe community
- A small-town feel with urban amenities
- Strong connection to StFX University
- A hub for events, outdoor adventure, and culinary experiences

Based on this engagement, new tourism brand was developed as part of the strategy. The strategy was adopted by Council in November 2023 and can be found on the Town's website:

<https://townofantigonish.ca/antigonish-tourism-strategy.html>

### **Purpose of the Tourism Brand**

The tourism brand was designed to promote Antigonish as a destination, attract visitors and support the local economy, and represent the region collectively. Attached to this memo is the Creative Brief explaining the rationale behind this brand.

## Use of the Tourism Brand

Since its adoption, the tourism brand has been implemented across the following initiatives, with more to come:

- Antigonish Tourism Website: <https://antigonishtourism.ca>
- Three welcome signs at entry points to the Town (installed beginning June 2024)
- One sign in Chisholm Park

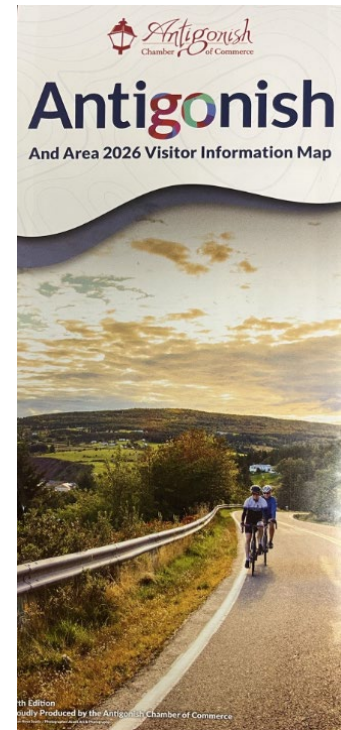
- Gateway signage in the County is being installed this week. These signs share a similar design to the Antigonish/Nalikitquniejik signs found in Town, but instead feature the district name, *Eskikewa'kik*, (*ehs-kee-GEH-wah-gee*) - Territory of the Skin Dressers, one of the seven Mi 'maki districts in Eastern Canada. These signs are being placed in the following locations:

- Highway 245 (Knoydart)
- Highway 7 (South Lochaber)
- Trunk 16 (Upper Big Tracadie)

- Active transportation signage - A new sign was recently installed on West Street near the roundabout with the new name “Harbour Hills Path” and map of the active transportation corridor with more signs to come.



- Regional marketing materials, including Chamber of Commerce maps
- Adoption by the Antigonish Tourism Association - The new Tourism Director has created a brand for the Association using this logo.
- Included in the 2026-2027 budget is the replacement of one set of banners. The plan is to replace the green banners that go up in the Fall with banners that use the tourism brand.



### Key Takeaway

The tourism brand is outward-facing and promotional, representing the destination experience of the broader Antigonish region.

## 2. The Town of Antigonish Municipal Brand

The Town’s corporate brand was established in October 2012 and remains the official identity for all the Town’s municipal business.

### Background & Brand Rationale

The branding for the Town was established in October 2012.

In the Brand Guidelines, it explains the Town’s Branding Rationale, *“The Town of Antigonish landmark draws its inspiration from Antigonish’s vibrant, progressive qualities, as well as its active historic culture. The blues and greens are derived from the official tartan of Antigonish. The iconography is inspired by the architecture of the campus, and is a play on the idea of a celtic version of ‘x’ marks the spot. Together with the use of strong typefaces and letterforms, these graphic elements are symbolic of the Highland Games and the academic institutions through which the Community has achieved International recognition.”*



### Use of the Municipal Brand

The Town’s municipal brand is used for all official Town business and communications. This includes reports, policies, letterhead, graphics, parking signage, apparel and merchandise, graphics, public notices, memos, and more.

**Coat of Arms**

The Brand Guidelines explains when the Coat of Arms should be used, *“The Antigonish Coat of Arms carries a traditional meaning and sense of history for the community. A part of the Antigonish visual identity, it is recommended that the Coat of Arms be used only on official legal documents. This ensures that its usage signifies a seal of authenticity.”*

**Key Differences and When to Use Each Brand**

Tourism Brand	Town Brand
Represents the destination	Represents the municipal organization
Used for marketing, promotion, visitor experience	Used for official business and governance
Collaborative, multi-partner ownership	Solely owned and managed by the Town
Seen on signage, tourism assets, campaigns	Seen on documents, reports, corporate materials

# **ViBE CREATIVE GROUP**

## **ANTIGONISH**

### **Creative Brief – Destination Branding**

**March 2023**

## **ENGAGEMENT**

The engagement process relating to the development of a tourism strategy for Antigonish was broad and extensive, and included participation around the creation of a destination brand. A mix of in person and online sessions were held in February, as well as one-on-one interviews with stakeholders, and a final online session with the project's Working Committee. In addition, an online survey was promoted to a public audience with additional feedback provided.

## **CREATIVE BRIEF**

This creative brief is meant to serve as a summary of the discussions and survey findings, specific to the creative aspects of the project, and as rationale to move forward with brand development.

## **DISCUSSION TOPICS**

Discussion was structured to garner key information relating to the following areas:

- How we feel about Antigonish
- Key attributes and tourism assets of Antigonish
- How we want our audience to feel / think about Antigonish
- Placing our “pin on the map”

# VIBE CREATIVE GROUP

## KEY PHRASES / WORDS

The following words and phrases were put forward when asked what comes to mind when thinking about Antigonish:

Friendly, inviting, welcoming

Small town charm, quaint

Home of St. F.X.

Home and family

Community pride

Active community

Young and older demographics living harmoniously

Mi'kmaw culture, language

Scottish culture, Gaelic language

Lobster

Tuna

Beaches

Scenic

Relaxed, laid back

Small town with lots of amenities

Vibrant main street

Charm

Connected

Interesting people

Public art

Active

Highland Games

Agriculture

Diversity

Legacy

Great beer

Lots of experiences

# VIBE CREATIVE GROUP

## **ASSETS ASSOCIATED WITH ANTIGONISH**

The following activities / tourism assets were mentioned as being part of the Antigonish experience:

- Hiking trails
- Highland Games
- Festival Antigonish
- Riverside Raceway
- Jazz Fest
- Keppoch
- Beaches
- Golf
- Outdoor adventure (with equipment rentals)
- Tuna fishery

## **WHO WILL SEE THE BRAND?**

This brand will be important to visitors to Antigonish, to people / businesses considering a relocation and will be as important to the residents of Antigonish. This brand will celebrate the pride of the people who live here and invite visitors to experience this special destination.

# VIBE CREATIVE GROUP

## BRAND IDENTITY

**A brand is basically what people think about you. What do you think the brand of Antigonish is today and how do you think it could / should evolve or change?**

- Welcoming people
- Rich history, deep family connections
- Many cultures –Mi'kmaw, Gaelic, Acadian, Syrian, Pilipino, Ukrainian
- All-season living
- Proud people
- Deep relationships and connections
- Enduring traditions
- Belonging – “you belong here”
- Active living, outdoor adventure
- Small town with big city amenities and vibe
- Diverse
- Eclectic
- Embracing community (Wongs is a Mosque)
- Colourful
- St FX
- Sports events
- Acceptance of all people
- Safe community
- Inclusive

## PIN ON THE MAP

Antigonish is a community with a capital 'C' — safe, progressive and welcoming...it's a small university town with a big city feel. Antigonish is a tapestry of beautiful cultures and radiates a dynamic, vibrant personality. In an often times grey world, Antigonish exudes a colourful, eclectic and inclusive vibe to all that choose to live here and to all those that will make this special place their travel destination.

Form "A"  
Noise By-law Exemption Application\*

Name of applicant: Antigonish music festival (Robert Gallant)  
Address: 121 Main Street Antigonish NS B2G 2N8  
Telephone #: 902-218-7789  
Name of person overseeing event and telephone #: Robert Gallant (902-218-7789)  
Name of groups, clubs, associations, or societies involved: North Shore VFD

Event Description

Location: 121 Main Street  
Date(s): From: August 7<sup>th</sup> 2006 to: August 8<sup>th</sup> 2006  
Time(s): From: 6pm - 12am to: 2pm - 12am  
What type of sound system is expected to be used? Stage Speakers

Will the decibel reading of the indoor/outdoor event be a maximum of 92 dBA at the mixing board?

Typically sound decibels for concerts are between 95 to 105 dBA  
Will efforts be made to curb the noise level? Yes, inspected venue to position stage in a way that reduces noise.  
Have / will surrounding property owners be contacted to apprise them of this activity and to solicit their acceptance? No residents will not be notified as

the outer perimeter is made up of mostly businesses.  
Why is the activity being held? An event for the town

Is there somewhere else the activity could be held? No

For Internal Use

Police comments: \_\_\_\_\_

Council decision: \_\_\_\_\_

\* This application must be submitted to the Town Office at least thirty (30) days prior to the proposed event.

**To:** Town Council  
Chief Administrative Officer  
Director of Community Development

**Submitted by:** Denise Dunn, Housing Accelerator Fund Coordinator

**Date:** Tuesday, June 02, 2026

**Subject:** Town of Antigonish Town Services and Affordable Housing Grant 2025 Program Recommendations

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## Origin

This memo is to provide Staff recommendations to Council regarding the Town of Antigonish - Town Services and Affordable Housing Grant funded by the Housing Accelerator Fund program.

## Background

### Housing Accelerator Fund

The Federal Housing Accelerator Fund has been awarded to the Town of Antigonish in the amount of \$1,316,000. The funds are received in 4 equal installments to pursue milestones under the 5 initiatives committed to in the contribution agreement with Canada Mortgage and Housing Corporation (CMHC).

### Initiative 4: Town Services Grant

The [Town Services and Affordable Housing Grant policy](#) was approved by Council on June 16, 2025. Six (6) applications were received by 2025-2026 year end. Three (3) applications were filled out accidentally by Community Groups thinking the form was for the Town's Community Grant program. This issue was resolved with the Director of Community Development, and the applications were redirected to the Community Grant form. One (1) application did not meet eligibility criteria. As a result, these four (4) applications were removed from the candidate list. The following are the first recommended recipients under the Planning and Pre-development stream of this policy.

*Important Note:* Some recipients may have appeared before Council in 2025 or 2026 to present specific funding requests for their project. It should be noted, this grant program is separate and distinct from those funding requests, as all applications are evaluated under the Town Services and Affordable Housing Grant policy using defined eligibility criteria and a formal application process.

## Applicants

*Stream 1: Planning and Pre-Development for Non-Profit Organizations (Maximum \$2000 per project)*

1. Antigonish Affordable Housing Society: Sugarloaf Project

2. The Naomi Society: Sugarloaf Project

*Stream 2: Capacity Building for Non-Profit Organizations (Maximum \$500 per project)*

No Applicants

*Stream 3: Town Services Connections (Up to 50% of service connection to a maximum \$5000 per project)*

No Applicants

**Budget Implications**

This grant is fully funded via the Housing Accelerator Fund and not by any other Council discretionary or Town operational budget funding. The amount available for this round of funding was \$50,000. Since the fund was not completely accessed, the remaining amount will be reallocated to the next round of the grant for a total of \$96,000 available in 2026. As per the policy, the grant is open on an annual rolling basis starting April 1<sup>st</sup> until the fund is depleted.

**Recommendations:**

As outlined in the policy, Council has the option to approve or deny the grant awards as presented by Staff. Council may also continue discussions about the projects and how they fit within the Housing Accelerator Fund Initiatives.

For consideration:

1. Award a \$2,000 Town Services and Affordable Housing Grant to the Antigonish Affordable Housing Society under the Planning and Pre-Development for Non-Profit Organizations stream. This is the maximum funding allowed per project per calendar year under the policy.
2. Award a \$2,000 Town Services and Affordable Housing Grant to the Naomi Society under the Planning and Pre-Development for Non-Profit Organizations stream. This is the maximum funding allowed per project per calendar year under the policy.

# Town Services and Affordable Housing Grant Application

The purpose of the Town Services and Affordable Housing Grant is to guide the provision of financial support to developers involved in the development of affordable housing. The policy establishes a framework for awarding grants to assist with seed funding, capacity building, and capital costs, with the objective of enabling increased affordable housing supply in the Town of Antigonish.

Prior to filling out the application below, please review the policy found here: <https://townofantigonish.ca/policies-bylaws/policies/1892-town-services-and-affordable-housing-grant-policy/file.html>

1. Organization or Business Name

2. Organization or Business Mailing Address

3. Contact Name

4. Email

5. Phone Number

### 6. Eligibility Criteria

Please check the following boxes to ensure all criteria is met.

- Be a registered non-profit or charitable organization with the Nova Scotia Registry of Joint Stock Companies to access grant categories 1 and 2.
- Be a non-profit or for-profit housing developer that is building 30% of their project as affordable units.
- Operate within the municipal boundaries or deliver a project that benefits residents of the Town.
- Provide evidence of an increase in housing supply through densification or affordability, aligning with the Town of Antigonish's Housing Needs Assessment: <https://townofantigonish.ca/town-documents-1/1416-final-town-of-antigonish-municipal-housing-needs-assessment/file.html>.
- Streams 1 and 2 require completion of activities within the fiscal year applied (April 1 – March 31).
- Stream 3 requires installation and connection of services to occur by December 31, 2027.
- Have acceptable financial and governance practices, where applicable.

### 7. Category

The Town Services and Affordable Housing Grant offers applicants the opportunity to apply to one of three funding streams. Please select one of the following.

- Stream 1: Planning & Pre-Development for Non-Profit Organizations
- Stream 2: Capacity Building for Non-Profit Organizations
- Stream 3: Town Services Connections

### 8. Project Description

Please provide a detailed description of your project including but not limited to, number of units, the break-down of affordable units versus market rent, accessibility features, and other relevant details.

Applications will be assessed based on demonstrated need and evidence of alignment with Town housing needs assessment, readiness and feasibility of the project, capacity and track record of the applicant, leveraging of other funding sources, and long-term affordability and community impact.

### 9. Confirmation of other funding sources for the project.

Please include a breakdown of other funding sources.

### 10. Timeline

Please include key project dates including anticipated completion date.

### 11. Supporting Documentation

Please email any applicable supporting documentation to [housing@townofantigonish.ca](mailto:housing@townofantigonish.ca). This could include site plan, proof of non-profit status, budget, etc. Please note that your application will not be considered complete until supporting documentation is provided. Staff may follow up for additional documentation.

Documentation Sent

### 12. Signature

By typing your name below, you acknowledge that this constitutes your electronic signature and that it carries the same legal effect as a handwritten signature.

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## **8. Project Description**

*Please provide a detailed description of your project including but not limited to, number of units, the break-down of affordable units versus market rent, accessibility features, and other relevant details.*

*Applications will be assessed based on demonstrated need and evidence of alignment with Town housing needs assessment, readiness and feasibility of the project, capacity and track record of the applicant, leveraging of other funding sources, and long-term affordability and community impact.*

### Overview

The Antigonish Affordable Housing Society (AAHS) has embarked on the planning and design of a transformative affordable housing project of 140 units in Antigonish, Nova Scotia. Situated at the front of a 16-hectare parcel of land donated generously to the organization, the site is strategically located near St. Martha's Regional Hospital and directly along the Antigonish Community Transit Route. This location ensures strong connectivity to essential services, employment, education, and healthcare.

The organization is currently nearing the end of the schematic design phase with the project architect. The project has received pre-development funding from the Nova Scotia Growth Fund and the CMHC Seed Fund to cover initial expenses such as site feasibility studies, project management consultant fees and architect fees to reach this point. The project team is preparing to submit capital funding applications, move through design development, retain a construction manager, finalize construction documents and receive all necessary planning approvals.

### Project Vision and Community Impact

AAHS aims to address the negative effects facing those with low incomes, housing insecurity, and social isolation by creating high-quality, affordable, energy-efficient housing supported by a community-oriented service model. AAHS' vision for this project extends beyond housing and aims to build a vibrant community that features essential infrastructure and community space including public roads, sidewalks, walking trails, water systems, and a neighboring medical clinic and community centre. Through strong community partnerships, economically and environmentally viable housing development, and a significant increase to local, affordable housing stock, this project is positioned to be transformational for future and current residents of Antigonish.

The primary goal of this development is to increase the affordable housing stock in Antigonish, which would have far-reaching impacts within the community. There are currently no emergency shelters in the Town, and very limited transitional housing programs. Increasing housing stock through this project would empower individuals accessing transitional housing to successfully transition to the rental housing market, thus increasing providers' capacity to provide services to others in need of shelter and transitional housing. Additionally, increasing the affordable housing stock could help to attract employable workers to the Town who would otherwise not be able to find housing, thus improving access to skills and labour.

AAHS is an active member of the Nova Scotia Non Profit Housing Association (NSNPHA) and it's regional housing network, which launched around one year ago. AAHS expects this organization to be the channel where they share their learned experience regionally and provincially to those organizations who might benefit from their learning.

The long-term vision extends beyond the buildings themselves. The master plan includes:

- New public roads and sidewalks
- Walking and active-transportation trails
- Community green spaces and gardens
- Water and servicing infrastructure
- A nearby medical clinic and community centre (partner-led)

Through these features and partnerships, the project will be designed to create a vibrant, multi-generational community that enhances wellbeing for current and future residents.

Project Scope and Unit Mix

Please note that:

- The affordability mix is subject to change based on further financial viability modelling and final board approval
- Affordable rents will be calculated in accordance with new Build Canada Homes requirements

Number of units	~140
Affordable Units	~98
Market Rent Units	~42

<b>Unit Mix</b>	1 bedroom: ~33% of total 2 bedroom: ~42% of total 3 bedroom: ~17% of total 4 bedroom: ~8% of total
<b>Number of Buildings on Site</b>	Building Type A – 48 Units each x2 Building Type B – 11 units each x4  4 Buildings Total
<b>Key Features and Amenities</b>	-1.4 parking spaces per unit -Community gathering rooms -Shared outdoor greenspace -Communal laundry rooms -Staff office near lobbies -Communal areas are fully accessible -Energy efficient buildings
<b>Site Ownership</b>	AAHS has ownership of the site as it was donated to the Society by an individual.
<b>Accessibility Features</b>	<ul style="list-style-type: none"> <li>● Around 20% of units or more will be barrier free, ensuring Build Canada Homes Minimum Requirements</li> <li>● All accessible homes will be located on the ground floor with proximate designated parking.</li> <li>● All common areas—including hallways, shared programming space, and tenant-facing offices—will meet accessibility standards and be designed for barrier-free use.</li> </ul>

A mixed-income approach strengthens long-term financial sustainability while maximizing the number of deeply affordable homes.

## Project Alignment with Town Housing Needs Assessment

The Town of Antigonish Municipal Housing Needs Assessment of 2023 shows a significant shortage of affordable rental housing, especially for families and adults under 65. Only 71 publicly owned units exist in the County, almost all of them one-bedroom units designated for seniors. Nearly half of renters earn below what is needed to afford median rents, and 34% of rental households are living in unaffordable conditions. In addition, more than 125 households with children live in inadequate or unsuitable housing (Turner Drake & Partners, 2023).

The Town has a housing gap of 305 units as of 2022 and will need 580 new units by 2027, and 860 units by 2032 to meet demand. The Assessment also projects a total housing demand of up to 1,020 units by 2027, and 1520 units by 2032 in the County, far beyond what current construction trends can supply. This development directly responds to these gaps by providing an anticipated 100 new affordable units by 2028, including family-sized homes and several accessible ground-floor units to support aging in place. By adding a substantial number of units at once, this project meaningfully reduces the projected deficit and helps stabilize local housing pressures (2023).

## Equity, Inclusion, and First Voice Leadership

AAHS is committed to advancing diversity, equity, and inclusion by:

- Addressing systemic barriers that prevent marginalized individuals from accessing safe, affordable housing
- Integrating First Voice perspectives and maintaining ongoing engagement with underrepresented groups
- Creating a community environment that supports social inclusion, safety, and dignity

A tenant-centred approach supports long-term success. Shared indoor and outdoor gathering spaces promote community building, while shared garden boxes encourage food security and tenant engagement. AAHS has two designated spaces on the board for tenant directors and space for tenants to join themselves. The organization works with community partners and ensures that their services are equitably accessible to underserved and underrepresented groups. A dedicated Community Navigator/property manager provides individualized support and helps residents connect to local services. Linking eligible tenants with rent supplements enables a diverse income mix and contributes to organizational stability.

### Environmental Sustainability Commitment

The development will target net-zero energy efficiency, reducing operating costs and environmental impact. The project team plans to apply for funding through Efficiency Nova Scotia (ENS) to offset the costs associated with building a highly energy-efficient building and has already engaged in positive discussion with ENS regarding this funding.

Additionally, this project aims to install solar panels to offset energy costs and install Electric Vehicle charging stations to help support clean energy transition. These endeavors may be supported by funding programs from ENS or the Green Municipal Fund, which the project team plans to apply to with the guidance from a regional Energy Coach.

### Zoning

Although the current zoning does not yet permit multi-residential development, AAHS is confident that a Development Agreement will be approved. The Society has:

- Engaged early with the Eastern District Planning Commission, which has identified no concerns to date
- Received clear expressions of support from both the Town and County
- Noted strong local precedent, such as the recent rezoning of The Maples (Supportive Living), from H1 to H2

These factors demonstrate a feasible pathway to approvals and timely advancement of the project.

### Organizational Capacity & Experience

The AAHS Board demonstrates strong organizational capacity, backed by a proven track record of delivering affordable housing from concept through construction, occupancy, and ongoing property management. Their developments, such as the homes on Appleseed Drive, are thoughtfully designed, energy-efficient, and built to be safe, welcoming, and responsive to the needs of the community. These homes foster dignity and connection through features like communal gathering space and the support of a designated full-time community navigator/property manager.

AAHS currently manages 45 units with one paid staff member who oversees both housing coordination and property management, supported by an exceptionally engaged board of approximately 20 members. This volunteer board brings a wide range of professional expertise

and specialized skills, enabling AAHS to steward high-quality, community-focused housing with strong governance and long-term stability.

### Strengthening Capacity Through Partnerships

This project will involve a collaborative effort among various partners to ensure its success and sustainability. Municipal, provincial, and federal government agencies will play key roles in providing funding, policy support, and regulatory approvals necessary to facilitate the development. AAHS will work with municipal agencies on matters such as zoning, land use planning, and local infrastructure upgrades. Community partners, including local organizations and non-profits will bring invaluable insights into the unique needs and priorities of the town's residents, helping to shape the project's design and ensure its alignment with community values. This inclusive approach will create a development that reflects shared goals, supports economic growth, and enhances quality of life for all stakeholders. A list of partners is below:

- The Naomi Society
  - Is building a 10-unit second stage housing development on the adjacent site. Will work collaboratively on accessing shared resources or services where needed to deliver the two development projects efficiently and in a way that benefits both projects.
- Canadian Association for Community Living (CACL)
  - Is building a housing development and social enterprise on an adjacent site. Will work collaboratively where needed.
- Medical Clinic – Dr. Amy Hendricks
  - Is on an adjacent site. Will work collaboratively where needed.
- Sisters of St. Martha
  - Situated on the neighbouring site, this organization has shown strong support for this development.
- NS Department of Municipal Affairs and Housing
  - Capital funder (unconfirmed)
- Municipality of the County of Antigonish
  - Have received letter of support
- Town of Antigonish
  - Have received letter of support
- CMHC
  - Capital funder (unconfirmed)
  - Pre-development funder (confirmed)

- Community Housing Transformation Centre (CHTC)
  - o Pre-development funder (confirmed)
- Current & future residents
- Community Stakeholders

**9. Confirmation of other funding sources for this project**

*Please include a breakdown of other funding sources.*

To date, the project has been granted and loaned a total of \$296,000 from public funding programs to cover feasibility and pre-development expenses. This funding has allowed the project to advance through site feasibility studies and arrive at the schematic design phase, but will be exhausted before class B level drawings and cost estimates are achieved. Please refer to the chart below showing the confirmed funding amounts and expenses to be used towards.

Funding Organization Name & Program Name	Confirmed Amount	Eligible Activities this Fund will be Used Toward
Community Housing Transformation Fund (CHTC)'s Nova Scotia Growth Fund	\$25,000 for Feasibility Activities + \$50,000 for Pre-Development Activities  =\$75,000 Total	<ul style="list-style-type: none"> <li>• Project Management Consultant Fees (funding applications, liaison with planning department, coordination with design team)</li> <li>• Topographic and Boundary Surveys</li> <li>• Environmental Site Assessment</li> <li>• Geotechnical Investigation</li> </ul>

		<ul style="list-style-type: none"> <li>• Land Valuation</li> </ul>
Canada Mortgage and Housing Corporation (CMHC)'s <i>Seed Funding</i>	\$121,000 Forgivable Loan + \$100,000 Repayable Loan = \$221,000 Total	<ul style="list-style-type: none"> <li>• Architect's Conceptual &amp; Schematic Design Fees</li> <li>• Project Management Consultant Fees</li> </ul>

Upcoming pre-development activities that do not yet have funding include design development and construction document fees for architecture and engineering, planning and approvals fees, and project management consultant fees. The funding gap amount is approximately \$281,000 (HST included) which is required to cover these expenses and reach the end of pre-development to move into construction. This figure is supported by contracted consultant fees and quotes.

Securing sufficient funding is a critical challenge for the success of this project. AAHS is actively pursuing diverse funding sources, including grants, HST rebates, property tax exemptions, partnerships, and community fundraising initiatives to cover pre-construction activities and construction needs. By crafting a robust financial strategy and transparently communicating the project's objectives and community impact to potential funders, AAHS aims to build a strong case for support and ensure the project's financial sustainability.

By anticipating these challenges and employing proactive, strategic solutions, AAHS is committed to overcoming barriers and delivering a development that meets the pressing housing needs of the community.

**10. Timeline**

*Please include key project dates including anticipated completion date.*

Project Task/Phase	Date
Feasibility & Pre-Development Funding Applications	Feb 2025 – Aug 2025
Feasibility Studies	Mar 2025 – Aug 2025
Retaining Design Team	July 2025
Pre-design	Sept - Oct 2025
Conceptual/Schematic Design	Nov 2025 – Jan 2026
Rezoning Application	Feb 2026
Capital Funding Applications, Retain Construction Manager, Design Development to Class B	Feb – March 31 <sup>st</sup> , 2026
Construction Documents	April – Jul 2026

Construction	Aug 2026 – Aug 2028
Occupancy	Sept 2028

Site Plan In-Progress – November 21, 2025



## References

Turner Drake & Partners. (2023). Town of Antigonish Municipal Housing Needs Report. Retrieved from <https://www.townofantigonish.ca/town-documents-1/1416-final-town-of-antigonish-municipal-housing-needs-assessment/file.html>

# Town Services and Affordable Housing Grant Application

The purpose of the Town Services and Affordable Housing Grant is to guide the provision of financial support to developers involved in the development of affordable housing. The policy establishes a framework for awarding grants to assist with seed funding, capacity building, and capital costs, with the objective of enabling increased affordable housing supply in the Town of Antigonish.

Prior to filling out the application below, please review the policy found here: <https://townofantigonish.ca/policies-bylaws/policies/1892-town-services-and-affordable-housing-grant-policy/file.html>

1. Organization or Business Name

2. Organization or Business Mailing Address

3. Contact Name

4. Email

5. Phone Number

### 6. Eligibility Criteria

Please check the following boxes to ensure all criteria is met.

- Be a registered non-profit or charitable organization with the Nova Scotia Registry of Joint Stock Companies to access grant categories 1 and 2.
- Be a non-profit or for-profit housing developer that is building 30% of their project as affordable units.
- Operate within the municipal boundaries or deliver a project that benefits residents of the Town.
- Provide evidence of an increase in housing supply through densification or affordability, aligning with the Town of Antigonish's Housing Needs Assessment: <https://townofantigonish.ca/town-documents-1/1416-final-town-of-antigonish-municipal-housing-needs-assessment/file.html>.
- Streams 1 and 2 require completion of activities within the fiscal year applied (April 1 – March 31).
- Stream 3 requires installation and connection of services to occur by December 31, 2027.
- Have acceptable financial and governance practices, where applicable.

### 7. Category

The Town Services and Affordable Housing Grant offers applicants the opportunity to apply to one of three funding streams. Please select one of the following.

- Stream 1: Planning & Pre-Development for Non-Profit Organizations
- Stream 2: Capacity Building for Non-Profit Organizations
- Stream 3: Town Services Connections

### 8. Project Description

Please provide a detailed description of your project including but not limited to, number of units, the break-down of affordable units versus market rent, accessibility features, and other relevant details.

Applications will be assessed based on demonstrated need and evidence of alignment with Town housing needs assessment, readiness and feasibility of the project, capacity and track record of the applicant, leveraging of other funding sources, and long-term affordability and community impact.

### 9. Confirmation of other funding sources for the project.

Please include a breakdown of other funding sources.

### 10. Timeline

Please include key project dates including anticipated completion date.

### 11. Supporting Documentation

Please email any applicable supporting documentation to [housing@townofantigonish.ca](mailto:housing@townofantigonish.ca). This could include site plan, proof of non-profit status, budget, etc. Please note that your application will not be considered complete until supporting documentation is provided. Staff may follow up for additional documentation.

Documentation Sent

### 12. Signature

By typing your name below, you acknowledge that this constitutes your electronic signature and that it carries the same legal effect as a handwritten signature.

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## 8. Project Description

*Please provide a detailed description of your project including but not limited to, number of units, the break-down of affordable units versus market rent, accessibility features, and other relevant details.*

*Applications will be assessed based on demonstrated need and evidence of alignment with Town housing needs assessment, readiness and feasibility of the project, capacity and track record of the applicant, leveraging of other funding sources, and long-term affordability and community impact.*

### Naomi Society Mission Statement

Naomi Society is dedicated to eliminating violence against women and gender-based violence in Antigonish and Guysborough Counties. Our mission is to protect and promote the safety, dignity, and human rights of women, children, and all genders through trauma-informed community prevention, outreach, support, and advocacy. Our work strives to address the social, economic, and cultural needs of those we serve while confronting the foundational issues of domestic, family, intimate partner, and sexual violence.

### Project Overview

<b>Housing Type &amp; Description</b>	Second-stage housing/supportive housing designed to meet the specific needs of women and children domestic violence. With deeply affordable rental rates, these units will ensure that women with low incomes are not left behind.
<b>Number of units</b>	10
<b>Deeply Affordable Units</b>	10
<b>Market Rent Units (100% of MMR)</b>	0
<b>Number of Buildings on Site</b>	1
<b>Building Size</b>	-Approximately 17,000 sq ft total -2 storeys
<b>Key Features and Amenities</b>	This supportive housing will prioritize safety through enhanced security measures, on-site support staff, and anti-violence programming, creating a secure environment

	<p>where survivors can begin to rebuild their lives.</p> <p>In addition to residential units, the building will have a maximum of 30% floor area dedicated to:</p> <ul style="list-style-type: none"> <li>- Staff offices</li> <li>- Flexible programming space/communal areas</li> <li>- Discreet outdoor space for residents and their families to enjoy</li> </ul>
<b>Site Ownership</b>	Naomi Society has ownership of the site as it was donated to the Society by an individual.
<b>Zoning and Planning Approvals</b>	While the current zoning is not permissive of multi-residential development, Naomi Society is confident the required Development Agreements will be granted to amend the zoning of the site to permit multi-residential development. There is strong, existing precedent for re-zoning in the area, as evidenced by the recent re-zoning of The Maples (Supportive Living) development from H1 to H2. Furthermore, as noted, the County and The Town have both expressed their support of this project and remain an active and engaged partner. We have actively been engaged with the Eastern District Planning Commission who will ultimately provide the Development Agreement, and they have not identified any barriers to-date.

Currently, Naomi Society offers two units of affordable housing for women and children fleeing violence. However, with 6% of households in core housing need, a subsidized housing waitlist of up to ten years, and the recent declaration of Intimate Partner Violence as an epidemic in Nova Scotia, the demand for safe and affordable housing is critical. Gender-based violence continues to rise, particularly in rural communities, underscoring the urgent need for a specialized housing solution in Antigonish and Guysborough Counties.

To address this crisis, Naomi Society proposes the development of 10 additional units of deeply affordable housing, designed to meet the specific needs of women and children fleeing violence. The initial vision for the facilities also includes flexible programming space and staff offices reflecting around 25% of the gross floor area. These details are to be determined during the conceptual design phase with architectural.

This supportive housing will prioritize safety through enhanced security measures, on-site support staff, and anti-violence programming, creating a secure environment where survivors can begin to rebuild their lives.

With deeply affordable rental rates, these units will ensure that women with low incomes are not left behind. As part of this initiative, Naomi Society also seeks to enhance its capacity to serve the community and advance its mission.

In addition to affordable housing, Naomi Society will continue providing critical services, including crisis and counselling support, outreach programs, public education, and advocacy. Each year, the Society supports over 300 women and children, delivering more than 8,000 unique support opportunities across the region. This project represents a vital step toward extending the continuum of care for survivors of violence, addressing the urgent need for safe and affordable housing, and empowering women and children to build lives free from violence.

#### Project Alignment with Town Housing Needs Assessment

The Antigonish 2023 Housing Needs Assessment identifies a significant shortage of affordable and suitable rental housing, making it difficult for individuals and families across the community to secure stable accommodation (Turner Drake & Partners, 2023). This shortage is even more acute for those fleeing domestic violence, who often require immediate, safe, and appropriate housing options yet face a market with extremely limited availability. With only 71 publicly owned units in the County, almost all one-bedroom units designated for seniors, there is little existing stock to support families or adults under 65 (2023). Nearly half of renters earn below what is required to afford median rents, 34% live in unaffordable conditions, and more than 125 households with children are in inadequate or unsuitable housing (2023). At the same time, total housing demand is projected to reach 1,020 units by 2027, outpacing current construction trends (2023).

This development directly responds to these pressures by adding new, safe, family-appropriate, and accessible units to the community. By increasing the availability of stable and affordable housing, it will play a critical role in supporting survivors of domestic violence, ensuring they have access to secure accommodation during moments of crisis and helping protect some of the most vulnerable families in Antigonish County.

### Organizational Capacity & Experience

The Naomi Society brings strong organizational capacity and deep community experience to this project. As the lead agency providing support to women and families affected by domestic and gender-based violence in Antigonish and Guysborough Counties, the Society has a long history of delivering trauma-informed, client-centered services. It currently manages 2 second-stage housing units, overseeing operations, tenancy supports, partnerships, and case management for women fleeing violence. Through this work, the Naomi Society has demonstrated its ability to manage complex housing operations, coordinate multidisciplinary supports, and maintain safe, stable environments for vulnerable households. Their proven track record, governance stability, and established community partnerships position them well to contribute meaningfully to the development and ongoing success of new supportive and affordable housing initiatives.

### Strengthening Capacity Through Partnerships

This project will involve a collaborative effort among various partners to ensure its success and sustainability. Naomi Society has contracted Tim Welch Consulting to act as project managers to provide ongoing oversight and project management, further ensuring the long-term sustainability and viability of this project.

Municipal, provincial, and federal government agencies will play key roles in providing funding, policy support, and regulatory approvals necessary to facilitate the development. Naomi Society will work with municipal agencies on matters such as zoning, land use planning, and local infrastructure upgrades and requirements. Clients, future residents, and community partners, including local organizations and nonprofits, will lend invaluable insights to this development, helping to shape the project's design and implementation. This inclusive approach will create a development that reflects shared goals, supports economic viability, and enhances quality of life for its future residents.

### List of Partners:

- Town and County
  - Through planning and site servicing, there will be continued engagement with both municipalities (site is in the county but close to town boundary).
  -
- CMHC
  - Confirmed Seed Funders and Primary Capital funding prospect through the AHF Rapid Housing Sub Stream or Build Canada Homes equivalent.
- Community Housing Transformation Centre
  - Vital support through the Nova Scotia Growth Fund is secured to get the project through the pre-development stage.
- THANS
  - As a member of THANS, the Provincial advocacy board for Transitional Housing, the Society knows that together the sector and providers are stronger. THANS are advocating for operating and capital support from the Ministry of Health.
- Dr. Amy Hendricks
  - Donor of the land and neighbor of the project. A key stakeholder who will be informed of progress and project plans. Dr. Hendricks is also building a medical clinic on the adjacent site.
- Canadian Association for Community Living (CACL)
  - A neighbor of the project, currently building their own project adjacent to the site.
- AAHS
  - Like CACL above, a neighboring project can offer collaboration opportunities to benefit both parties.
- Naomi Clients
  - Through design development Naomi will engage stakeholders for input

### 9. Confirmation of other funding sources for this project

*Please include a breakdown of other funding sources.*

Securing sufficient funding is a critical challenge for the success of this project. To-date, Naomi Society has received \$115,000 of feasibility and pre-development funding as outlined in the table below. While these 2 funding sources have enabled the project to hire a project management consultant, complete site feasibility studies, and hire a design team, the \$115,000 is not enough to cover all forecasted pre-development expenses to reach construction. The funding gap to

cover remaining forecasted pre-development expenses (such as design fees to reach construction documents, project management consultant fees and other associated costs) is approximately \$260,000 HST included. This figure is supported by quotes and contracted fees.

Naomi Society is actively pursuing diverse funding sources, including grants, partnerships, and community fundraising initiatives. By crafting a robust financial strategy and transparently communicating the project’s objectives and community impact to potential funders, Naomi Society aims to build a strong case for support and ensure the project’s financial sustainability. By anticipating these challenges and employing proactive, strategic solutions, we are committed to overcoming barriers and delivering a development that meets the pressing housing needs of the community.

Funding Organization Name & Program Name	Confirmed Amount	Eligible Activities this Fund will be Used Toward
Community Housing Transformation Fund (CHTC)’s <i>Nova Scotia Growth Fund</i>	\$25,000 for Feasibility Activities + \$50,000 for Pre-Development Activities = \$75,000 Grant	<ul style="list-style-type: none"> <li>-ESA Phase I &amp; Geotechnical Investigation</li> <li>-Legal Survey</li> <li>-Topo Survey</li> <li>-Legal Fees</li> <li>-Land Valuation</li> <li>-Project Management Consultant fees</li> <li>-Architect’s Conceptual &amp; Schematic Design fees</li> </ul>
Canada Mortgage and Housing Corporation (CMHC)’s <i>Seed Funding</i>	\$40,000 Forgivable Loan	<ul style="list-style-type: none"> <li>-Architect’s Conceptual &amp; Schematic Design Fees</li> <li>-Project Management Consultant Fees</li> </ul>

## 10. Timeline

*Please include key project dates including anticipated completion date.*

<b>Project Task/Phase</b>	<b>Date</b>
Feasibility & Pre-Development Funding Applications	Feb 2025 – Aug 2025
Feasibility Studies	Mar 2025 – Aug 2025
Retaining Design Team	Aug 2025
Pre-design	Oct - Nov 2025
Conceptual/Schematic Design	Nov 2025 – Jan 2026
Rezoning Application	Feb 2026
Capital Funding Applications, Retain Construction Manager, Design Development to Class B	Winter/Spring 2026
Construction Documents	Spring 2026
Construction	July 2026 – Jan 2028
Occupancy	Feb 2028

## References

Turner Drake & Partners. (2023). Municipality of the County of Antigonish Municipal Housing Needs Report. Retrieved from <https://antigonishcounty.ca/wp-content/uploads/2023/10/Municipal-Housing-Needs-Report-2023.pdf>

**To:** Town of Antigonish Council  
**Submitted by:** Meaghan Barkhouse, Director of Corporate Services  
**Date:** Friday, May 29, 2026  
**Subject:** **TBRs for Ministerial Approval (Fall 2026 Municipal Finance)**

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## Purpose

The purpose of this memo is to seek Council approval of four Temporary Borrowing Resolutions required to obtain Ministerial approval from the Department of Municipal Affairs and Housing for interim and Municipal Finance financing of approved projects.

## Background

Under Section 66 of the Municipal Government Act, municipalities must obtain approval from the Minister prior to borrowing funds for capital purposes. Adoption of a Temporary Borrowing Resolution (TBR) allows the Municipality to secure short-term financing pending long-term debenture issuance through the Municipal Finance Corporation (MFC).

## Discussion

The proposed TBRs relate to the following:

- **Antigonish Town and County Library [MFC Debenture Refinancing]**  
This borrowing is not new capital debt, but rather a refinancing of an existing obligation (balloon payment) related to the library. The intent is to roll this amount into long-term financing through MFC. Staff recommend that the final structure and term of this refinancing be brought forward for Council consideration in the fall, when we participate in an MFC debenture issue and can evaluate interest rates and term options at that time.
- **Sewer Plant Front End**  
These represent standard capital borrowings as approved in the current capital budget.
- **Source Water – Production Wells**  
This represents a capital investment in water infrastructure to support source water supply and system reliability.

## Financial Implications

- The TBR enables access to interim financing only; it does not authorize new spending beyond Council-approved capital projects.
- Participation in a future MFC debenture issue is expected to reduce borrowing costs relative to current short-term or third-party financing arrangements.
- Final borrowing terms, including interest rates and amortization, will be presented to Council prior to long-term financing. Anticipated timeline will be October 2026 with rates provided by Municipal Finance.

## Recommendation

It is recommended that Council approve the Temporary Borrowing Resolution(s) as presented in order to:

- Obtain Ministerial approval;
- Authorize interim financing for approved projects; and
- Position the Municipality to secure more favorable long-term borrowing rates through the Municipal Finance.

**MUNICIPAL COUNCIL OF THE**

**Town of Antigonish**

**TEMPORARY BORROWING RESOLUTION**

Amount: \$ 255,000

Purpose: Antigonish Town & County Library Balloon Refinancing

**WHEREAS** Section 66 of the Municipal Government Act provides that the Council of Town of Antigonish, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

**WHEREAS** the Council of the Town of Antigonish has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

**WHEREAS** the Council of the Town of Antigonish determined to borrow the aggregate principal amount of two hundred fifty five thousand dollars (\$ 255,000 ) for the purposes of Antigonish Town & County Library Balloon Refinancing

**BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Antigonish borrow a sum not exceeding two hundred fifty five thousand Dollars (\$ 255,000 ) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

**THAT** the sum be borrowed by the issue and sale of debentures of the Council of the Town of Antigonish to such an amount as the Council deems necessary;

**THAT** the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding two hundred fifty five thousand Dollars (\$ 255,000 ) in total from any chartered bank, trust company or any business in Nova Scotia;

**THAT** pursuant to Subsection 92(2) the sum be borrowed for a period not exceeding Twenty-Four (24) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

**THAT** the interest payable on the borrowing be paid at a rate to be agreed upon; and

**THAT** the amount borrowed be repaid from the proceeds of the debentures when sold.

**THIS I DO CERTIFY** that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Antigonish held on the 16 day of June, 2026.

**GIVEN** under the hands of the Clerk and under the seal of the Town of Antigonish this 16 day of June, 2026.

\_\_\_\_\_  
Clerk

**MUNICIPAL COUNCIL OF THE**

**Town of Antigonish**

**TEMPORARY BORROWING RESOLUTION**

Amount: \$ 1,641,000

Purpose: Sewer Plant Front End

**WHEREAS** Section 66 of the Municipal Government Act provides that the Council of Town of Antigonish, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

**WHEREAS** the Council of the Town of Antigonish has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

**WHEREAS** the Council of the Town of Antigonish determined to borrow the aggregate principal amount of one million six hundred forty one thousand dollars (\$ 1,641,000 ) for the purposes of Sewer Plant Front End

**BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Antigonish borrow a sum not exceeding one million six hundred forty one thousand Dollars (\$ 1,641,000 ) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

**THAT** the sum be borrowed by the issue and sale of debentures of the Council of the Town of Antigonish to such an amount as the Council deems necessary;

**THAT** the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding one million six hundred forty one thousand Dollars (\$ 1,641,000 ) in total from any chartered bank or trust company doing business in Nova Scotia;

**THAT** pursuant to Subsection 92(2) the sum be borrowed for a period not exceeding Twenty-Four (24) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

**THAT** the interest payable on the borrowing be paid at a rate to be agreed upon; and

**THAT** the amount borrowed be repaid from the proceeds of the debentures when sold.

**THIS DO CERTIFY** that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Antigonish held on the 16 day of June, 2026.

**GIVEN** under the hands of the Clerk and under the seal of the Town of Antigonish this 16 day of June, 2026.

\_\_\_\_\_  
Clerk

**MUNICIPAL COUNCIL OF THE**

**Town of Antigonish**

**TEMPORARY BORROWING RESOLUTION**

Amount: \$ 1,050,000

Purpose: Source Water - Production Wells

**WHEREAS** Section 66 of the Municipal Government Act provides that the Council of Town of Antigonish, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

**WHEREAS** the Council of the Town of Antigonish has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

**WHEREAS** the Council of the Town of Antigonish determined to borrow the aggregate principal amount of one million fifty thousand dollars (\$ 1,050,000 ) for the purposes of Source Water - Production Wells

**BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Antigonish borrow a sum not exceeding one million fifty thousand Dollars (\$ 1,050,000 ) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

**THAT** the sum be borrowed by the issue and sale of debentures of the Council of the Town of Antigonish to such an amount as the Council deems necessary;

**THAT** the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding one million fifty thousand Dollars (\$ 1,050,000 ) in total from any chartered bank, trust company or business in Nova Scotia;

**THAT** pursuant to Subsection 92(2) the sum be borrowed for a period not exceeding **Twenty-Four (24) Months** from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

**THAT** the interest payable on the borrowing be paid at a rate to be agreed upon; and

**THAT** the amount borrowed be repaid from the proceeds of the debentures when sold.

**THIS DO CERTIFY** that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Antigonish held on the 16 day of June, 2026.

**GIVEN** under the hands of the Clerk and under the seal of the Town of Antigonish this 16 day of June, 2026.

\_\_\_\_\_  
Clerk

**To:** CAO and Council  
**Submitted by:** Kyle Meisner, Director of Infrastructure and Engineering, Traffic Authority  
**Date:** Wednesday, May 27, 2026  
**Subject:** Capital Re-Allocations

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## **Introduction & Background**

The Town has undertaken a campaign seeking willing funding partners from the municipal and provincial interested parties for the installation of a new (gravel) road connecting Bay St and Cloverville Rd (Hospital Way / Martha's Way / Northern Collector). As of the end of May 2026, there has been no interest or funding available from any sources, and the Federal funding program of BCSF (Build Communities Strong Fund) is still in the "expression of interest" stage.

The Town has allocated \$500k in the 26/27 fiscal budget to undertake design and land purchases for this project, pulling this money from reserves.

## **Assessment**

Any capital spent on this project will be 100% Town contributed and likely ineligible for reimbursement from any future funding plans.

The Town does intend (with Council's approval) to submit a funding application for the full build of the roadway to the BCSF, once the program is open for full applications, through either the provincial stream or the direct delivery stream. These funding programs typically range from 50% to 73.33% funding for the projects in question, for eligible expenses. Ineligible expenses typically include work done before the award, and all property acquisition / legal fees.

Design work is included as an eligible expense, but applications that have already undertaken design work are often viewed more favorably by the funding partners and given higher priority.

Quotations are underway for the design work to assess costing, but it is expected to be in the order of \$300,000 given the complications of grades (hill) and watercourse crossings.

## **Bay St**

From work both in the fall of 2025 and the spring of 2026, contractors are stating that they can undertake Bay St work at night, for an additional price increment. This increment is yet unknown and could be significant particularly for the supply of concrete at night (as these plants are typically only open during the day). However, if this was explicitly built into a tender for Bay St Phase 2, this work could theoretically proceed without the need for the prior construction of Hospital Way. This would enable the Town to undertake Bay St Phase 2 in the spring of 2027, before the funding is likely available to consider construction of Hospital Way.

## **Options**

### Option 1:

Advance Bay St Phase 2 forward to the spring of 2027 in the capital plan due to the lack of funding to build the proposed Hospital Way. Complete all work at night and pay the associated premiums. Undertake federal funding applications for Hospital Way and proceed once funding secured (likely 2028).

Decrease the budget in 26/27 allocated for design and land purchase for Hospital Way to a logical minimum, still allowing for geotechnical, survey and land acquisition (~\$200,000) to be undertaken this year (items required and likely not covered by funding).

Re-allocate the ~\$300,000 not utilized for the design of Hospital Way (coming from reserves) to the Asphalt Patching project, to allow for the addition of more streets to the project and greater overlays on Hawthorne St.

Option 2:

Same as option 1 but simply leave the funds (~\$300,000) in reserves for when the funding application goes through, allowing for design to start as soon as funding award is made. Funding awards tend to be in mid-summer (June – August), which allows time for design but not construction. This would ensure that design can be completed immediately following funding award, with construction beginning early the following spring.

Option 3:

Follow the plan and approved capital budget, complete design for Hospital Way in fiscal 26/27 with no funding partners. Expend budgets as approved.

Option 4:

Same as Option 1 but allocate ~\$200,000 of the saved amount to an asphalt recycler to enable hot patching year-round with in-house staff. This would eliminate issues seen with cold mix not staying in potholes through the winter months, although would not replace the annual large Asphalt Patching tendered work. Would replace the expense of buying ~\$30,000 of cold mix annually, and millings could be saved and stockpiled from the annual patching project for use in the wintertime. Payback period of approximately 6 years. Use the remaining ~\$100,000 for additional work under the annual asphalt patching project.

**Recommendation**

Staff recommend strong consideration of Option 4 for the asphalt recycler and additional patching work.



**Kyle Meisner, P.Eng**

Director of Infrastructure and Engineering; Traffic Authority  
Town of Antigonish  
(902) 318-1265

## Melanie Fougere

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**From:** melanie.fougere@townofantigonish.ca  
**Subject:** FW: EXTERNAL: President's Night of Xaverian Legacy

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**From:** Claire Kelly [REDACTED] >  
**Sent:** May 28, 2026 10:46 AM  
**To:** Melanie Fougere <melanie.fougere@townofantigonish.ca>  
**Subject:** EXTERNAL: President's Night of Xaverian Legacy

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Melanie,

For Mayor and Council;

We're looking forward to this year's **President's Night of Xaverian Legacy** on **June 20th** and would love for you to join us for what promises to be a memorable evening.

This event was formerly called the President's Gala. Whether you've attended in the past or are considering joining us for the first time, we've been busy developing a refreshed event experience and wanted to share a preview of what's to come.

In the attached video, Wendy Langley, Director of Development at StFX, will walk you through the evening and offer a glimpse into the new experience being created for guests. We've also included a link to the President's Night webpage, where you can learn more about the event and purchase tickets for yourself or guests you may wish to bring along.

We truly hope to see you there.

<https://stfx.thankview.com/video/60bd6a0f50914ee12/generic?source=export>

Thank you,

**CLAIRE KELLY**

**EXECUTIVE ASSISTANT TO  
THE VICE-PRESIDENT, ADVANCEMENT**

St. Francis Xavier University  
Antigonish, Nova Scotia · Canada  
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[www.stfx.ca](http://www.stfx.ca)



**ST. FRANCIS XAVIER  
UNIVERSITY**



I acknowledge that StFX is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.

# Paradis Investments Limited

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May 20, 2026

Town of Antigonish Council

Antigonish, NS

Attention: Mayor and Members of Council

**Re: Safety Concerns Regarding Proposed Crosswalk Location at 23 Main Street, Antigonish.**

Dear Mayor and Members of Council,

I am writing on behalf of Paradis Investments Limited regarding the currently proposed location of the new crosswalk associated with the ongoing infrastructure and streetscape work in front of our development at 23 Main Street, Antigonish.

I would like to formally express my significant concern and frustration regarding both the proposed positioning of the crosswalk and the difficulty I have encountered in obtaining clear information and rationale from WSP Engineering's traffic specialists as to why this location was selected.

As it is currently proposed, the crosswalk is positioned closer to the bridge approach, in an area where visibility is substantially reduced due to the crest and grade of the bridge. From both a safety and practical grading perspective, this appears to be a less than ideal location along the frontage of the property. The crosswalk could instead be relocated approximately 80 feet toward the opposite side of the building, near the front left corner of the property, where visibility for motorists and pedestrians would be significantly improved and where the grade transitions could be blended much more effectively and aesthetically into the planned site work.

Throughout the construction process, on-site traffic control personnel have repeatedly raised serious safety concerns regarding the current proposed location. Specifically, attendants have noted that vehicles regularly come over the blind crest of the bridge travelling at speeds of 70 km/h or greater. In slippery, icy, or poor weather conditions, there is concern that motorists may not have sufficient stopping distance or reaction time to safely avoid a pedestrian using the crosswalk.

In contrast, positioning the crosswalk at the front left corner of the building would provide motorists with increased sightlines, additional reaction time, and a more gradual opportunity to slow down before reaching the crossing area. In my opinion and in the opinion of several individuals working directly on-site, this would result in a considerably safer configuration for both pedestrians and drivers while also improving the overall appearance and integration of the planned grading and sidewalk infrastructure.

## Paradis Investments Limited

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I would also note that the WSP surveyor working on-site has been in communication with me regarding these concerns and has acknowledged that the blind crest and limited visibility may present a legitimate safety issue. I have been advised that these concerns were internally communicated to the broader WSP team; however, based on the current proposed layout, it appears these concerns were ultimately not meaningfully addressed.

As a developer investing substantially into the revitalization and long-term improvement of this property and area of town, I believe it is important that pedestrian infrastructure be designed with safety, visibility, and practical site integration as the highest priorities. I respectfully request that Council review the current proposed crosswalk placement and strongly consider relocating it to the opposite side of the building frontage before the work proceeds further.

I would welcome the opportunity to meet on-site with Council representatives, Town staff, and WSP personnel to further discuss these concerns and review the proposed alternative location.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Jordan Paradis". The signature is fluid and cursive, with the first name "Jordan" being more prominent than the last name "Paradis".

Jordan Paradis  
Paradis Investments Limited

**CACL**

# *Ham and Bean*

**DINNER & AUCTION**

**Hosted at St. Ninian Place**

*Food* **FRIDAY** **5** **5:30 PM** *Fun*  
**JUNE**

Viewing of Auction Items: 5:30 PM  
Dinner: 6:30 PM

**\$35**  
a plate

**Tickets are available by  
calling 902-870-6051**

**Limited seating so please  
book your seats by May 29<sup>th</sup>**

*Live Auction • Silent Auction • Raffle Tables*

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**989**  
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*Nothing But Hits*

Canadian Association  
for Community Living

*Antigonish*

**To:** Town Council  
Chief Administrative Officer

**Submitted by:** Melanie Fougere, Municipal Clerk (on behalf of Council)

**Date:** Thursday, May 28, 2026

**Subject:** Councillor & Committee Reports

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## 1. Councillor Reports

The following is a compilation of Councillor Reports submitted by Councillors for inclusion in the Committee of the Whole Council Agenda Package. Reports reflect activities, meetings, and events attended by members of Council since the last meeting. Only reports received have been included.

### **Councillor Diane Roberts**

#### Meetings and Events Attended

Antigonish Community Transit Society (ACTS)  
Committee of the Whole  
Special Council Meetings x 5  
Recreation Needs Assessment Meeting  
Police and License  
Fire Committee  
Alternative Resource Energy Authority (AREA)

### **Councillor Juanita Pelly**

#### Meetings and Events Attended

Committee of the Whole  
Special Council meetings x 5  
Chamber of Commerce President dinner  
Regular Council meeting  
Fire Committee  
Antigonish Affordable Housing Society (AAHS)  
RK Board Meeting.

### **Councillor Patrick McKenna**

#### Meetings and Events Attended

Meeting with Minister of Municipal Affairs – John A MacDonald  
Mayfest as a host  
RK Fundraising Meeting  
Pictou Antigonish Regional Library (PARL) Meeting  
ACALA Lunch and Learn Recreation  
VON Flag Raising  
RK Steering committee meeting  
Multiple Special Council Meetings (5)

Scheduled to attend

Mural unveiling

Municipality partnerships

RK MacDonald Board Meeting

PARL Revenue Meeting

Legion Lobster Dinner

Accessibility Flag Raising

Jeff Murray Awards

## **2. Committee Reports**

The following is a compilation of Committee Reports submitted by Councillors in their capacity as Committee Chairs or representatives for inclusion in the Committee of the Whole Council Agenda Package. Reports reflect committee activities, discussions, and updates from recent meetings. Only reports received have been included.

### **Police & License Committee – Councillor Diane Roberts**

Updates:

- A stop sign at Pleasant and Victoria Streets is scheduled to be installed during the week of May 25–29.
- The draft Accessibility Downtown Parking Zone Report has been provided to the Accessibility Committee for review. Comments will be forwarded to the consultant.
- Proposals regarding the traffic study at the intersections of College and Pleasant Streets are expected in early August.
- Beacons at Bay and West Streets are scheduled for installation during the week of May 25–29. Locations for the two additional approved beacon sets have not yet been finalized. A consultant will determine the most appropriate placement locations.
- School bus routing concerns have been shared with the Strait Regional Centre for Education. A response has been received from the Manager of Student Transportation.
- Speed signs located at the top of Hawthorne Street and just beyond the top of Bay Street appear to be working well. Data collected at Bay Street indicates vehicles are travelling close to the posted speed limit. Data from Hawthorne Street indicates speeds significantly above the posted limit. A suggestion was made to reposition the speed sign further forward.

**Fire Committee – Councillor Diane Roberts**

Updates:

**Civic Addressing**

- Ongoing public education efforts were discussed around civic addressing placement on residential homes, including a potential insert in utility bills to remind residents to ensure civic numbers are visible from the street, in accordance with by-law requirements. Staff will follow up with communications and Manager of Accounting on this.

Recommendation to Council:

That the Fire Chief and a designate be provided with access to a swipe card for the Public Works gate and a key to the building for access to the fuel pumps.