

**Regular Council Meeting  
Council Chambers  
November 21, 2016**

**Present**

Mayor L. Boucher  
Councillor W. Cormier  
Councillor M. Farrell  
Councillor A. Murray  
Councillor D. MacInnis  
Councillor J. MacPherson  
Councillor D. Roberts

**Also Present**

CAO J. Lawrence  
D. Wilson, Deputy Clerk  
T. Cameron, Recreation & Special Events  
S. Scannell, Special Projects Coordinator

Delegates and Media

**Call to Order**

Mayor L. Boucher called the meeting to order at 6:05 PM.

**Approval of Agenda**

The Agenda was approved with four (4) additions.

**Approval of Minutes**

“It was Moved and Seconded to approve the Regular Council Minutes of October 17, 2016, the Email Poll Minutes of October 26, 2016 and the Minutes of the Committee of the Whole meeting of November 3, 2016.” Motion carried.

**New Business**

- Appointment of Deputy Mayor

Mayor L. Boucher asked if there were any nominations for Deputy Mayor. Councillor D. MacInnis nominated Councillor W. Cormier. Mayor L. Boucher called three times for nominations. With no further nominations put forth, Councillor W. Cormier was appointed Deputy Mayor for the upcoming year.

- Committee Appointments

The Mayor noted appointments had been distributed, and called for any questions on the matter.

“It was Moved and Seconded to accept the Committee Appointments 2016-2018 schedule as distributed.” Motion carried.

- Presentation T. Cameron/S. Scannell Re: Grants

S. Scannell and T. Cameron were in attendance to provide an overview on community grants.

T. Cameron provided details on the elimination of multi-year funding, increased communication with applicants, and fiscal accountability.

T. Cameron spoke to removing the funding cap and using a matrix to assess applications with a score. She noted that following recommendations that it was up to Council whether to accept the recommendations or not.

Council was advised that most applicants apply on a regular basis, and the increase in grant applications over the last number of years. Requirements to meet the matrix were shared with Council.

Council was advised that as some requests come through at various times of the year, some funds were left for such applications.

Council was advised on considerations made and lessons learned. T. Cameron noted if no final report is submitted the applicant will not receive funding in the upcoming year.

Council was requested to look at staff/council recommendations, and look at the types of grants issued (using different lines of grants). T. Cameron noted Council has to determine what to focus on with the grants.

Mayor L. Boucher thanked T. Cameron and S. Scannell for their presentation.

The Recreation Director fielded questions from Council. T. Cameron responded to a query from Councillor J. MacPherson regarding Antigonish Community Transit, with T. Cameron noting the scoring could be reviewed.

T. Cameron noted that the matrix was developed directly from the Town's strategic plan, and stated that discussion is ongoing regarding an appeal process.

At 6:25 PM the presentation concluded and T. Cameron left the meeting.

- Presentation S. Scannell Re: Election Overview

S. Scannell provided Council with an overview of the election, noting the number of eligible voters was up with a 49.5% participation rate. He provided a breakdown on the method of voting, and voting times by various means. Council was provided on the results of the methods of voting by age, dates and gender.

S. Scannell noted the overall assessment and observations were valuable and provided a good snapshot of engaged citizens. He advised that costs were not prohibitive.

S. Scannell spoke to cost saving regarding staff and electronic voting, and noted from the overall experience that while electronic voting has a lot of benefits, it is still difficult to displace value of paper ballot (also social aspect).

Mayor L. Boucher called for questions. Councillor W. Cormier provided his general concern on checks and balances with paper ballots versus election voting.

S. Scannell responded to a query from Councillor D. Roberts regarding the number of students registered and voting. Brief discussion ensued.

- Off Leash Dog Park

Councillor W. Cormier introduced M. MacGillvray, K. Jaieson and R. Dewan who were in the audience. He noted a lot of discussion took place on an off-leash dog park during the election campaign. He further noted he was first introduced to off leash parks while in Halifax, and stated they are now in most communities.

Councillor W. Cormier stated he would like to form an ad-hoc committee with those previously introduced and the Recreation Department. He noted they would look at what it would take to implement the dog park and then come back to Council. He further noted initial costs would include fencing, a place to sit, and garbage cans. Councillor W. Cormier indicated that if it appears doable, he would like to see it put on the capital budget in the Spring.

“It was Moved and Seconded to approve an ad-hoc committee including those previously introduced, along with Councillor A. Murray and Ms. T. Cameron.” Motion carried.

Although generally in agreement by Council, the need to set a time frame for the ad-hoc committee’s recommendation(s) was noted. The end of January was seen as a reasonable time frame, with CAO J. Lawrence noting the end of February would be acceptable for budget consideration.

- Revised Date for December Council Meeting

Mayor L. Boucher noted she has a conflict with the regular date of Council for December and would like to move it from Monday to Tuesday.

“It was Moved and Seconded that the December Council meeting be moved to Tuesday, December 20<sup>th</sup>.” Motion carried.

- Updated Contractor Safety Policy

S. Scannell spoke to the need to have legal due diligence by way of an updated Contractor Safety Policy.

Council was advised that a review was initiated by the Joint Occupational Health and Safety (JOHS) Committee this past May. A review team then looked at the matter, and sought legal direction. He noted the proposed policy received approval at the October JOHS Committee meeting.

S. Scannell noted there were major changes to the document, and provided an overview, noting the biggest change is appendix B, which would allow, by way of permission from the CAO, approval to forgo contractor safety documentation in certain instances.

CAO J. Lawrence noted that small contractors often don’t require worker’s compensation, but the Town does have the ability to sign off and utilize some contractors. He noted similarities with emergency repairs.

S. Scannell noted the document would clarify and provide guidance to staff, and that there are certain expectations regarding reporting. He noted they are developing a model for a pre-qualified contractor. S. Scannell then took Council through the process.

“It was Moved and Seconded to repeal the 2007 Contractor Policy.” Motion carried.

“It was Moved and Seconded to accept the 2016 Contractor Safety Policy as presented.”  
Motion carried.

- Proposed Lease Agreement Re: Bell Mobility Microcells

S. Scannell noted the Town was contacted by Bell mobility to trial Bell microcells on some of their infrastructure.

CAO J. Lawrence noted that in reviewing his contract with the Town he does not have the authority to sign off on any agreement that has a term beyond one (1) year.

S. Scannell noted the micro cells can be mounted to existing infrastructure, and help fill gaps in existing wireless networks. He further noted Bell has identified big growth, increasing speed, and quality of networks.

Councillor W. Cormier spoke to a previous tower installation. It was noted that the size of the cell is size is minimal. Brief discussion ensued.

Council was advised that there is no net cost to the Town. Although the Town will not be charging them a fee, it will be the benefactor.

S. Scannell reviewed benefits of permitting the micro cells, noting it will fill gaps without having to build towers.

S. Scannell briefly reviewed the proposed agreement, noting the town does have a say in where the micro cells are placed, and that the term of the contract is for 20 years, commencing December 2016, to 2036. Councillor W. Cormier requested that the document be reviewed for opt out options.

Council was advised that the document had been reviewed with various Town departments, and that a legal review will also be carried out. S. Scannell agreed to check to see if some free wi-fi can be garnered for the Town.

- Proposed Lease Agreement Re: Eastlink Cell Towers

S. Scannell advised that Eastlink is proposing to lease a 15m by 15m area of Town owned land on Brierly Brook Road for the purpose of erecting a 61 meter tower. They are seeking a 40 year lease, which contains a 20 year opt-out clause.

S. Scannell advised he had spoken with department staff, with no issues being noted. He stated that the tower could also be used for Scada equipment. Council was advised that the lease would be at market value (similar to provincial policy). S. Scannell noted there would be a one-time administration fee and an annual fee, plus tax, with the annual fee increasing in accordance with CPI.

S. Scannell noted that Eastlink will have to go through County planning for permits for the installation.

S. Scannell reviewed the options available to Council. He stated he would recommend approving agreement as presented and with CAO given signing authority to sign agreement.

“It was Moved and Seconded to approve the agreement as requested.” Motion carried.

- **Municipal Awareness Week**

Mayor L. Boucher noted that Municipal Awareness Week begins today and runs through the rest of the week, and that she is waiting for a reply from the principle for dates to visit the schools. She noted she and the CAO will be visiting the grade 6 classes.

- **Motion to Cover Parking Lot Meters November 28<sup>th</sup>-December 26, 2016**

“It was Moved and Seconded to cover parking lots in metered parking lots from November 28<sup>th</sup> to December 26<sup>th</sup>, 2016.” Motion carried.

Discussion ensued.

- **Greenwood Poultry Farm Easement**

CAO J. Lawrence provided Council with background details with respect to the request.

“It was Moved and Seconded to release an easement on the lands of Greenwood Poultry Farm subject to conditions.” Motion carried.

- **Sale of Land**

“It was Moved and Seconded to move forward with selling surplus town-owned land at fair market value.” Motion carried.

- **Christmas Bonuses**

“It was Moved and Seconded that Christmas bonuses for staff be approved in the same manner as last year.” Motion carried.

### **Business from Minutes**

- **Joint Council Committee Terms of Reference**

CAO Jeff noted the terms of reference for a Joint Council Committee had previously been distributed.

“It was Moved and Seconded to approve the Joint Council Committee Terms of Reference.” Motion carried.

### **Correspondence**

- **Rev. D. MacGillivray Re: New Year’s Levee**

Mayor L. Boucher noted that for the past number of years the New Year’s Levee has been co-hosted by Town/County with the Legion, and questioned if there was a consensus to leave there.

Following brief discussion it was generally agreed to bring the matter to a Joint Council Committee meeting for further discussion.

It was generally agreed to remain with the Legion for this year, and to have staff write a letter of response Father MacGillivray.

### **Staff Reports**

- CAO Report

CAO J. Lawrence noted a new format for staff reports, which incorporates all department reports into the CAO report.

“It was Moved and Seconded to accept the CAO report as presented.” Motion carried.

CAO J. Lawrence spoke briefly to outstanding deficiencies related to Braemore Bridge.

### **Committee Reports**

- Fire Committee

It was “Moved and Seconded that subject to the terms and conditions set out during the November 14, 2016 Antigonish Fire Department’s monthly meeting, that the following be approved to join the Antigonish Town Volunteer Fire Department: Chantelle Myers, Eric Benjamin, and Scott Phillips.” Motion carried

- Waste Management

Councillor J. MacPherson acknowledged the efforts of St. FX students in cleaning up the downtown, and thanked all of council for their assistance.

“It was Moved and Seconded to have staff send a letter to the president of St FX and Student Union to acknowledge the students recent clean-up efforts, and in particular Michaela Henderson, who was instrumental in organizing the students for the event.

With there being no further business the meeting was adjourned at 7:40 PM.