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**MEETING:** Regular Town Council Meeting  
**DATE:** April 22, 2025  
**TIME:** 6:00 PM  
**PLACE:** Town Council Chambers

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## Agenda

1. **Call to Order & Land Acknowledgement**
2. **Approval of Agenda**
3. **Approval of Minutes**
  - 3.1 Minutes of the Regular Council Meeting of March 17<sup>th</sup>, 2025.
4. **Presentations/Flag Requests/Banner Request/ Proclamation**
  - 4.1 Housing Trust of Nova Scotia – Joel Westin
  - 4.2 Antigonish Sno-Dogs Snowmobile Club – Jonathan MacKenzie
  - 4.3 Highland Society – Flag request - Gaelic Awareness Month May 1-31
  - 4.4 Memo to Council on Banner request from the Royal Canadian Legion Br 59
  - 4.5 Gaelic Nova Scotia Month - May 2025 – Proclamation
5. **Business from Committee of the Whole**
  - 5.1 Temporary Borrowing Resolution for the GRID Modernization project
  - 5.2 Body Armour Policy
  - 5.3 Tourism Partnership Agreement
6. **New Business**
  - 7.1 Inter Municipal Agreement (IMA) approved for Strait IT
  - 7.2 Town Advisory Committee Nominations
  - 7.3 Antigonish Volunteer Fire Department – Appointment of two new members
  - 7.4 Low-income Property Tax Exemption Policy (See Corporate Services Report)
  - 7.5 What we heard report on AT (Active Transportation) Trail
7. **Correspondence**
  - 8.1 Antigonish Jr. B Bulldogs – 2025 Don Johnson Memorial Cup (Atlantic)
  - 8.2 National Medical Laboratory Week – April 13-19, 2025
8. **Staff Reports**
9. **In-Camera Discussion**
  - 9.1 To discuss contract negotiations.
10. **Adjournment**

DRAFT

**Regular Town Council  
March 17th, 2025  
Town Council Chambers**

**Present**

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

**Also in Attendance**

R. Delorey, CAO  
M. Fougere, Deputy Clerk  
M. Barkhouse, Director of Corporate Services  
S. Long, Marketing & Communications  
K. Meisner, P. Eng., Director of Public Works  
L. Roy, Strategic Initiatives

Members of the Gallery  
Media

**1. Call to Order**

Mayor S. Cameron called the meeting to order at 6:00 PM

**2. Land Acknowledgement**

Mayor S. Cameron acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people and recognized that we are all treaty people.

**3. Approval of Agenda**

Three items were added to the agenda, items 8.9, 8.10 and 8.11.  
It was Moved and Seconded "to approve the agenda as amended."

**Motion carried.**

**4. Approval of Minutes**

It was Moved and Seconded "to approve the February 18th Regular Council Minutes and the Special Council Meeting Minutes of February 25th, 2025, as presented with an amendment made to item 7.2 of Special Council Minutes."

**Motion carried.**

## 5. Presentations

### 5.1 WSP District Energy Feasibility Study

L. Roy, Strategic Initiatives Coordinator with the Town of Antigonish took the podium to introduce representatives from WSP and explained that the purpose of the presentation was to deliver the final report on the District Energy System Feasibility Study, with StFX University identified as the anchor client.

L. Roy outlined the funding sources for this feasibility study. The Town received \$175,000 from the Green Municipal Fund through the Federation of Canadian Municipalities (FCM), and \$300,000 from the Sustainable Communities Challenge Fund. The total cost of study was \$528,110 of which 90% was covered by external funding. The Town contributed 10% or \$53,100, which included \$32,774 in staff time.

L. Roy invited Brian Warren, P.Eng., Team Lead & Presenter to the podium. He was joined by Matthew Rodgers, P.Eng., Project Manager, Mechanical and Gardiner MacNeill, P.Eng., Senior Electrical Engineer. Also representing WSP.

B. Warren presented findings from the Pathway to Zero Emissions Community District Energy System Feasibility Study. The study's goal is to identify the most cost-effective capital investment and long-term operational strategy for a district energy system supporting the Town's objective of becoming Canada's first Net Zero community.

A copy of the full presentation was attached to the agenda and made available to Council.

StFX was identified as the primary anchor client due to its existing infrastructure and energy use.

The study involved:

- On-site mechanical and energy assessments at StFX and Town buildings.
- System loading and sizing analysis.
- Review of existing oil-fired steam systems at StFX.
- Energy modeling using utility data, site visits, and interviews with operations staff.

Coordination with future municipal projects (e.g., Main Street renewal and active transportation upgrades) could help lower installation costs.

Potential for cost savings if district energy infrastructure is installed alongside other municipal upgrades.

WSP will provide more detailed cost estimates and business case development in the final report.

Mayor S. Cameron thanked them for the very informative presentation.

Councillor Discussions ensued for the Q & A period.

## 5.2 Antigonish Rivers Association - Allison White and Bailey Randall

Allison White and Bailey Randall of the Antigonish Rivers Association (ARA) presented to Council, highlighting the work and goals of the organization. ARA is a non-profit organization, affiliated with the NS Salmon Association, and works closely with local farmland owners and community partners, including STFX Aquatic Resources students, to carry out research and restoration projects.

James River and Brierly Brook, both of which face environmental challenges. The James River Dam was noted as a barrier to fish passage and sediment flow. Summer months see low water flow, and channels have become over-widened and straightened, reducing habitat quality.

ARA hosts regular events such as the Annual Brierly Brook Garbage Clean-Up and a Fishing Derby.

ARA is also involved in efforts around the Cameron Lake barrier.

Council Discussion & Questions occurred.

Deputy Mayor Roberts asked about the Department of Environment's involvement. ARA noted they work with the department for annual permitting but not directly on projects unless required.

It was clarified that individuals cannot remove debris from rivers without proper permits, typically issued by the Department of Public Works. However, if the debris is on private property, it is up to the property owner.

Mayor and Council thanked both A. White & B Randall for their presentation.

## 6. Business from Minutes

No Business from the Minutes

## 7. Business from Committee of the Whole

### 7.1 Capital and Operating Reserve Options

R. Delorey, CAO spoke to two recommendations originating from the Committee of the Whole meeting held on March 4, where M. Barkhouse, Director of Corporate Services, presented a financial update and year-end projections to Council. The following items are now brought forward for formal approval by Council.

R. Delorey provided context for both motions.

#### **Motion 1:**

Whereas the purchase of the Mini Pitch does not meet the eligibility criteria for a capital purchase;

Be it resolved that the amount of \$398,800 be transferred from the operating reserves to cover the cost of the Mini Pitch.

**Motion carried.**

**Motion 2:**

Whereas the following projects were previously earmarked under operating funds;  
Be it resolved that the following amounts be transferred from operating funds and earmarked under capital reserves:

- College Street Bridge:** \$135,000
- Main Street Parking Lot:** \$256,000

**Motion carried.**

**8. New Business**

**8.1 Strategic Planning Priorities Update**

R. Delorey, CAO provided a brief overview of the key strategic priorities identified during the recent Committee of the Whole meeting. He noted that both Council and staff were in support of the draft vision statement, while the draft mission statement received general support. These drafts have not yet been formally adopted.

Council and staff ranked the strategic priorities as follows:

**Council's Rankings**

- Asset (Infrastructure) Management
- Fiscal Sustainability
- Environmental Sustainability
- Social Sustainability
- Strategic Supports

**Staff's Rankings**

- Asset (Infrastructure) Management
- Fiscal Sustainability
- Strategic Supports
- Environmental Sustainability
- Social Sustainability

**8.2 In Camera**

At 7:20 PM, Mayor Cameron called for the meeting to move In Camera in accordance with Section 22(2) of the Municipal Government Act to discuss matters related to:

- acquisition, sale, lease and security of municipal property
- labour relations;
- contract negotiations;and
- personnel matters.

Council moved out of In Camera at 8:52 PM.

The Council Chambers were reopened to the public.

**8.3 Auditor Appointment**

Following the expiration of the current auditing services contract, the Town of Antigonish issued a Request for Proposals (RFP) for a new five-year auditing services agreement. Three auditing firms submitted proposals, which were reviewed through the Town's formal procurement process.

**Resolution**

WHEREAS Section 42(1) of the Municipal Government Act requires that the Council appoint an auditor for the Town;

AND WHEREAS the Town has completed the necessary review and selection process for auditing services;

BE IT RESOLVED THAT the Council of the Town of Antigonish hereby appoints MNP, LLP as the Town's auditors for the fiscal years 2024-25, 2025-26, 2026-27, 2027-28, and 2028-29.

**Motion Carried.**

**8.4 Solar Garden Temporary Borrowing – Ministerial Approval (Memo)**

A memo to Council submitted by M. Barkhouse, Director of Corporate Services was circulated in the agenda package providing background on the proposed Temporary Borrowing Resolution (TBR) for the Community Solar Garden project. The previous TBR and ministerial approval expired in February 2025, and the associated loan has been fully repaid. As the project is not yet operational, the Town is currently ineligible for Municipal Finance Corporation (MFC) debenture financing.

To address this, a new TBR in the amount of \$4,015,000 is being submitted to reflect the updated financial obligation, with the total project budget increasing from \$5.4 million (2021) to \$8.0 million (2025). The resolution allows for a 24-month borrowing period, providing the financial flexibility needed to complete the project and prepare for MFC financing eligibility.

**Resolution**

Be it resolved that Council approve the attached Temporary Borrowing Resolution to initiate the process of accessing temporary borrowing for the Community Solar Garden. Furthermore, Council authorizes the necessary approvals to enter into a Municipal Finance Corporation (MFC) debenture once the Community Solar Garden meets its eligibility criteria.

**Motion Carried.**

**MUNICIPAL COUNCIL OF THE**  
Town of Antigonish  
**TEMPORARY BORROWING RESOLUTION**

Amount: \$ 4,000,000

Purpose: Community Solar Garden

**WHEREAS** Section 66 of the Municipal Government Act provides that the Council of the 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 has determined to borrow the aggregate principal amount of four million dollars Dollars (\$ 4,000,000 ) for the purposes of Community Solar Garden;

**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 or sums not exceeding four million dollars Dollars (\$ 4,000,000 ) 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 four million dollars Dollars (\$ 4,000,000 ) 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 IS TO 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 17 day of March, 2025.

**GIVEN** under the hands of the Clerk and under the seal of the Town of Antigonish this 17 day of March, 2025.

\_\_\_\_\_  
Clerk

### 8.5 Electric Utility UARB Rate Adjustment (Memo)

A memo was circulated to Council from M. Barkhouse, Director of Corporate Services, regarding the need to file a Flowthrough rate application with the Nova Scotia Utility and Review Board (NSUARB) to ensure alignment between the Antigonish Electric Utility (AEU) and Nova Scotia Power Inc. (NSPI) rates for the Large General Rate Class.

Under existing Board Orders (2008 and 2014), AEU is required to match NSPI's Large General Service Demand and Energy Rates. With NSPI's most recent rate increase approved in February 2025, AEU's rates are no longer in alignment.

#### **Motion**

It was Moved and Seconded "That the Town of Antigonish Electric Utility (AEU) is authorized to prepare and file a Flowthrough application to the Nova Scotia Utility and Review Board (NSUARB), and to provide notice to Large General Rate Class customers of the intent to submit the Flowthrough application, in accordance with AEU Schedule "A" – Rates for Electric Supply & Services.

#### **Motion Carried.**

The Flowthrough application to the AEU's Large General Rate Schedule is intended to align the rates with the Nova Scotia Power (NSPI) rates for the same class. The Flowthrough application may include Large General Rate Class Energy Charge increase to \$0.10949/kWh, Demand Side Management (DSM) increase to (\$0.00790/kWh) and Fuel Adjustment Mechanism (FAM) increase to (\$0.00517/kWh), or the rate of NSPI's Large General Rate Class at the time of filing, if the above rates are no longer in effect.

### 8.6 Funding Application for the Northern Collector Project (CHIP)

K. Meisner, Director of Public Works, provided Council with a brief overview of a funding opportunity under the Canadian Housing Infrastructure Fund (CHIP). The department is seeking Council's support to submit an application for funding related to the proposed Northern Collector Project. No decision on moving forward with the project itself is being requested at this time—this is strictly to pursue potential funding.

The CHIP funding stream supports housing-related infrastructure projects valued between \$100,000 and \$100 million, offering cost-sharing of up to 50%. The application deadline is at the end of the month, and staff are currently preparing the submission.

A motion is requested to authorize staff to submit the funding application to the CHIP program.

**Motion**

It was Moved and Seconded “that The Municipality of the Town of Antigonish shall submit applications for available federal and provincial funding for the development of infrastructure to allow for the future construction of the Northern Collector Project and related infrastructure to support community growth.”

**Motion Carried.**

**8.7 Capital endorsement trunk and routes provincial submission (Memo)**

A memo from K. Meisner, P. Eng., Director of Public Works, was circulated to Council recommending the submission of priority road segments for repaving consideration under the Province of Nova Scotia’s cost-shared - Shared Trunks and Routes program for fiscal year 2025–2026.

The submission deadline is March 18, 2025. The list reflects current road conditions and informal input from councillors. While the province requests a multi-year priority list, future years can be revised through subsequent annual submissions.

**Recommended Priorities:**

Priority 1 (2025): Highway 7 (West Street) from Highway 4 to Highland Drive (0.61km)

Priority 2 (2026): Route 245 (Hawthorne Street) from Pleasant Street to Pine Street (0.60km)

Priority 3 (2027): Route 245 (Hawthorne Street) from Pine Street to MacDougall Street (0.59km)

Priority 4 (2028): Route 337 (Main Street) from Hawthorne Street to College Street (0.27km)

**Motion**

It was Moved and Seconded “that the Town of Antigonish submit the above-listed priority roadwork projects to the Province of Nova Scotia for cost-sharing consideration.

Discussions ensued.

Councillor P. McKenna proposed an amendment to move Priority 4 (2028) to Priority 2 (2026) and to extend the project limits from The Wheel Pizza and Sub Shop on Main St to Elm Street.

**Amended Motion:**

It was Moved and Seconded “that the Town of Antigonish submit the revised priority roadwork list, with the following changes:

Priority 1 (2025): Highway 7 (West Street) from Highway 4 to Highland Drive (0.61 km)

Priority 2 (2026): Route 337 (Main Street) from the Wheel Pizza and Sub shop to Elm Street (replacing original Priority 4)

Priority 3 (2027): Route 245 (Hawthorne Street) from Pleasant Street to Pine Street (0.60 km)

Priority 4 (2028): Route 245 (Hawthorne Street) from Pine Street to MacDougall Street (0.59 km)

**Motion Carried.**

### **8.8 Gaining a legal opinion re: AT Trail**

Councillor P. McKenna asked to make a motion to move this item to the Committee of the Whole Meeting.

It was Moved and Seconded “that the item gaining a legal opinion re: AT Trail, be moved to the next Committee of the Whole meeting.”

Motion Carried.

### **8.9 St Patrick’s Day**

Councillor J. Pelly recused herself from the discussion due to a declared conflict of interest.

Councillor A. Murray reported a 40% increase in student presence during St. Patrick’s Day celebrations this year on St. Mary’s St. He noted that while many students were polite and coherent, noise levels were significantly elevated. Conversations were held with five groups of students; while some expressed a disregard for local concerns, others emphasized their intent to enjoy the university experience. He also noted that some students preferred gathering in areas they were asked to avoid.

Deputy Mayor D. Roberts addressed the continuing challenges of disrespectful behavior and emphasized the financial burden placed on the Town for additional policing. She proposed that StFX take on greater responsibility, including contributing to related enforcement costs, and suggested inviting university representatives to a future Council meeting to discuss collaborative solutions.

Councillor P. McKenna reminded Council that students are also residents of the Town and shared that Police & Licensing had met prior to the event to prepare.

Councillor MacLellan acknowledged the Town’s responsibility but noted uncertainty around effective solutions.

CAO R. Delorey provided clarification on the Town’s approach to the event planning and management.

Deputy Mayor D. Roberts requested information regarding enforcement actions. It was reported that 17 charges for open liquor violations were laid.

Mayor S. Cameron commended the RCMP for their efforts in managing the event.

Council agreed that a formal letter of thanks would be sent to the RCMP and By-Law Enforcement for their work.

Councillor J. Pelly rejoined the meeting following the conclusion of this item.

#### **8.9 Local Newspaper – Councillor J. Sullivan (Amendment)**

Item deferred to Committee of the Whole

#### **8.10 X-Women Hockey – Councillor J. Sullivan (Amendment)**

Councillor J. Sullivan extended congratulations to the X-Women hockey team on their successful season as AUS champions. He proposed sending a letter to the team to wish them luck. The Mayor suggested recognizing their achievement with a social media post.

### **9 Correspondence**

#### **9.9 Nova Scotia Association of Garden Clubs (NSAGC & Antigonish Garden Club)**

The Nova Scotia Association of Garden Clubs' 2025 Annual Convention will be held at St. Francis Xavier University on June 13–14, 2025. Correspondence regarding the event was included in Council's package. As the hosting region, the Antigonish Garden Club is seeking sponsorship from Council.

##### **Motion**

It was Moved and Seconded "that Town Council approves \$3000.00 dollars to the Antigonish Garden Club."

**Motion Carried.**

#### **9.2 National Dental Hygienists Week – April 4-10, 2025**

National Dental Hygienists Week (NDHW), celebrated annually from April 4th to 10th, is a time to recognize the vital role of dental hygienists in promoting oral health and overall well-being, sponsored by the Canadian Dental Hygienists Association (CDHA)

##### **Motion**

It was Moved and Seconded "that the Town Hall light up in purple from April 4-10."

**Motion carried.**

### **10 Staff Reports**

Staff reports deferred to Committee of the Whole

### **11 Adjournment**

With no further business the meeting was adjournment at 9:33 PM.



# ANTIGONISH TOWN COUNCIL - APRIL 22

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Background on Modular Housing for Healthcare Workers, an initiative between the Housing Trust of Nova Scotia and the NS Department of Municipal Affairs and Housing



# The Housing Trust of Nova Scotia

The Housing Trust is a not-for-profit organization providing affordable housing using our mixed income model for the working population of Nova Scotia. Our purpose is to collaborate and partner to build and maintain diverse and livable communities across Nova Scotia, and our primary mission is to provide good quality, affordable housing for low to moderate-income working households in communities where the cost of housing is skyrocketing or there is a shortage of good, quality rental housing

We were founded in 2009 and are governed by a group of volunteer members from the private real estate sector, with expertise in real estate finance, law, development, architecture, and property management. This depth and breadth of experience and knowledge are the backbone of the Housing Trust as we grow to become a strong non-profit housing provider. In addition, we have 10 staff members, including an in-house construction team.

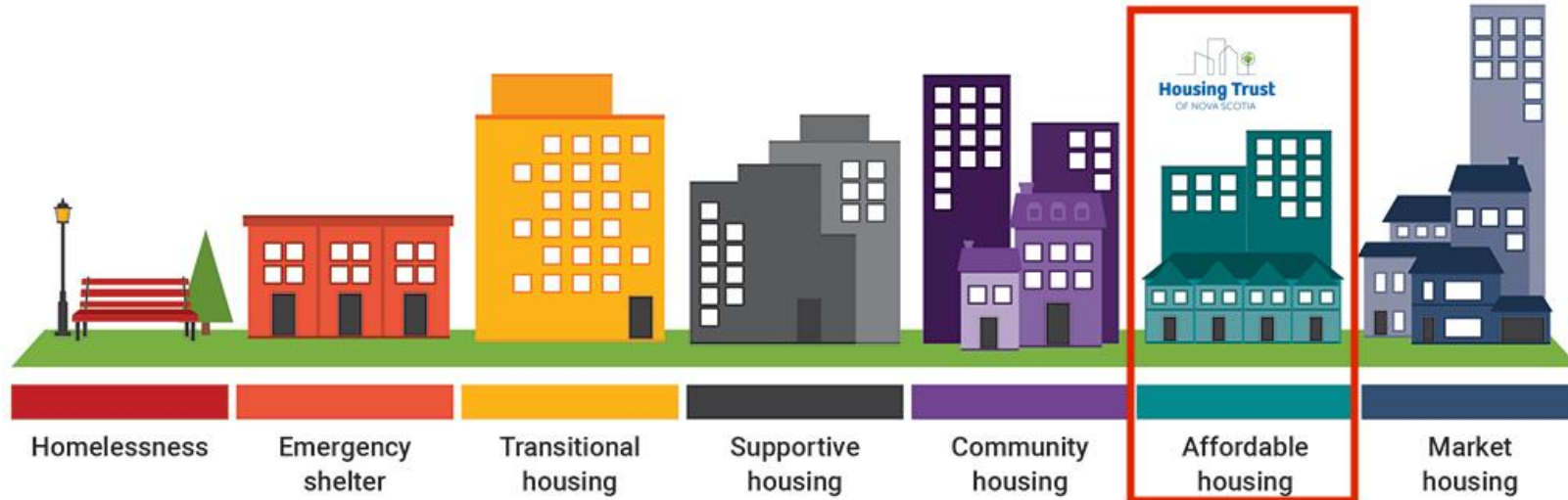


# The Housing Trust of Nova Scotia



The Housing Trust owns a total of 295 units in five multi-family buildings in Halifax and Dartmouth and is building housing for healthcare and other skilled workers across the province. Our goal is to acquire or build 1,000 units by 2030, transitioning units from the private sector to the community or non-profit sector and building in partnership to create a stock of perpetually affordable housing.

We plan to implement our “mixed income” model at all our buildings, ensuring they are more affordable to working households and people on fixed incomes. The combination of rent levels in each building helps keep the building financially sustainable and allows a range of households to afford to live in a neighbourhood and help keep a community diverse and vibrant.



# About the Modular Program



In March 2023, the Housing Trust of Nova Scotia entered into an agreement with the Province to provide affordable housing for healthcare workers across Nova Scotia.

The initiative addresses two pressing social issues

- the lack of housing for healthcare workers and;
- the shortage of affordable housing.

This program aims to attract and retain healthcare professionals, and the housing will be designed with those goals and fit with local communities in mind.

In March 2024, the Province increased our funding to \$45M to build 112 units across the Province.

In April 2025, the program is well underway and lease-up has started in the first communities in the program, showing positive effect:

- Guysborough is fully rented and;
- Canso is half rented to-date

# Housing for Healthcare workers



The Housing Trust of Nova Scotia has housing designated for healthcare workers across the Province and applicants may be eligible for rents below local market rates. We aim for 50% of the units to be at or close to market rent and the other 50% to be eligible for rent reduction based on the household income.

Healthcare workers include all roles that support the operation of a healthcare facility including but not limited to doctors, nurses, technicians, administrative support staff, orderlies, continuing care assistances and support staff etc.

Rent will be based on total household income and household composition. Proof of employment will be required during the application process.

Rental rates are calculated based on 30% of combined household income. Income verification is required and at least one applicant must be employed in the healthcare sector.

Example 1 - Tyler earns \$50,000 a year and their partner earns \$30,000. Rent would be \$2000 a month ( $(\$50,000 + \$30,000) * 30\% / 12$  months).

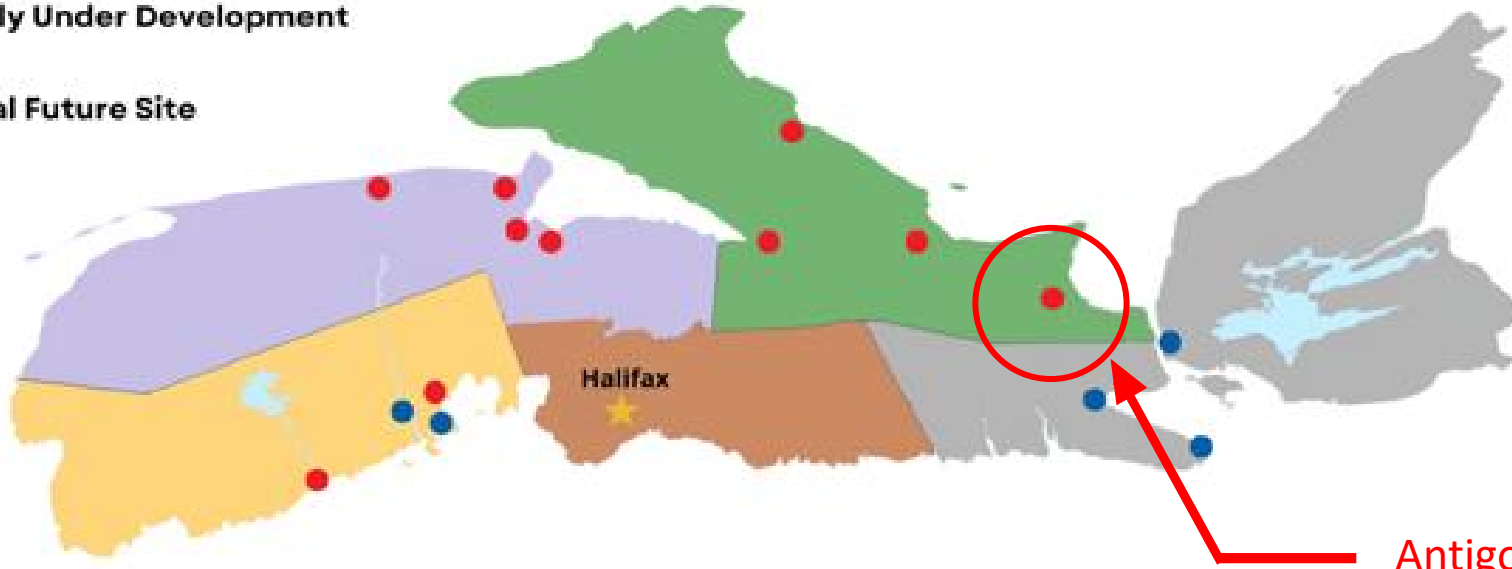
Example 2 - Bill is a single father earning \$65,000 a year and he would pay \$1625 a month ( $\$65,000 * 30\% / 12$  months).

Example 3 – Jill and Tobi are both doctors. Combined income is \$270,000; they would pay market rent.



# Modular Housing Program

- Currently Under Development
- Potential Future Site



Antigonish - on our agenda today!

### Sites under development or construction

- Guysborough – 8 units
- Lunenburg – 16 units
- Canso – 4 units
- Bridgewater – 20 units
- Liverpool – 10 units
- New Glasgow – 14-22 units
- Kentville – 24 units

# Guysborough Townhome Development Project Rendering / Modules Under Construction Jan 2025



# Lunenburg Multifamily Development Project Rendering / Under Construction Feb 2025



# Canso Townhome Development Project Rendering / Module Installation March 2025



# Bridgewater Townhome Development Project Rendering / Site Under Construction March 2025



# Next Steps - Land Search and Potential Sites



We continue to search for serviced land, close to healthcare facilities across the province, and exploration of opportunities in communities including but not limited to

- Antigonish
- Kentville
- Middleton
- Wolfville
- Tatamagouche and;
- other communities

## Challenges

- Site servicing and capacity – availability of services
- Planning, zoning and land use bylaws – different rules if different locations
- Land – finding suitable land for development at a reasonable price
- Support - some municipalities assist with donating land and/or land search and with expediting the approval process

# Phase III – Finding a home for the last 16 units



As phase I and II are being completed and opportunity for a third phase of 16 units remaining.

## Details of Phase III

- Consist of the money generated from interest and savings in the form or operational efficiencies from earlier phases
- HTNS wants to collaborate with municipalities to gain support for our program and find a final site to develop
- Showcase the strength of partnering and the positive impact it can have in a community
- Resources available should be enough for up to 16 units depending on local support

Date TBD

**Presentation to the Town of Antigonish**  
**Re: New Groomer Funding**

Dear Councillors,

Thank you for the opportunity to present on behalf of the Antigonish Sno-Dogs Snowmobile Club. My name is Jonathan MacKenzie, and I am the vice president. I am here with our president, Jeremy Landry, my son Evan, who is a Nova Scotia Youth Snowmobiler, along with other members of our snowmobile community.

We are here to request \$20,000 (4.2%) in financial support to help purchase a modern snow groomer. The total cost of the most suitable groomer, a Prinoth Husky, is \$475,000. While we still have significant fundraising ahead, we have made positive progress over the past few weeks. Currently, we have secured \$94,000 in committed funds, thanks to our dedicated volunteers and the local business community. We truly have an amazing place to live here in Antigonish!

We have applied for a \$150,000 provincial grant through the Department of Community, Culture, Tourism, and Heritage and have had a promising preliminary meeting with ACOA regarding another \$150,000 in funding. Based on our application and presentation, we believe we are in a strong position to secure this \$300,000 in funding. The even bigger challenge now is raising locally a \$175,000 needed to attain these proposed funds. We are well on our way to our goal and sincerely ask for your support!

Our current groomer is a 32-year-old makeshift tractor with conversion tracks. It no longer meets the needs of our multi-use trail system and is inadequate for emergency rescues, such as incidents on our trails a year ago February and in the Cape Breton Highlands this past February. Our board of directors is deeply concerned that Antigonish is not meeting adequate risk management standards for accessing individuals in emergencies during extreme weather events. Search & Rescue, Fire Departments, and MLA Michelle Thompson have all provided letters of support, recognizing this safety concern as a priority.

Last year, I returned home from a snowmobile conference only to see an excavator heading up the road during a big storm. I later found out that it was being used as a rescue vehicle. After the storm, I analyzed the trail conditions with Evan and discovered one of the rescued individuals' snowmobile. We had unknowingly driven over the other one. This experience made me realize the urgency of better preparing our community for such events. As volunteers and community leaders, we have a necessity to come together and address this risk management gap. I believe it is our shared civic duty to enhance public safety.

On a positive note, I want to highlight that the 2025 Canadian Snowmobile Club of the Year is Sutherland's Lake. Located in Colchester & Cumberland counties, they do not have the same snow conditions we enjoy here in the Pictou-Antigonish Highlands. Yet, their club representatives emphasize that frequent, high-quality grooming is key to their success.

Learning from their holistic community approach to winter recreation, we have started collaborating with Keppoch. I believe that a strategic partnership will significantly enhance our collective efforts, ensuring greater recreational opportunities and a more tourism-inspired, sustainable trail future. We would also like to thank the Eigg Mountain Trails Association and the Arisaig Community Trails Association for their partnerships in managing our shared trails.

In a national article, "Snowmobiling by the Numbers," it is stated:

- **Trails = Tourism**
- \$1.2 billion collected in taxes by all levels of government each year
- \$9.3+ billion generated by snowmobiling, mostly in rural Canada
- \$100+ million paid annually by snowmobilers for memberships and organized trail access in Canada
- 54 – The average age of a snowmobiler (Ages range from 1-85, with participation spanning generations)
- 70% / 30% – The percentage of men and women actively participating in snowmobiling
- \$3+ million raised annually and donated to charities by snowmobilers in Canada

Off-Highway Vehicle (OHV) trail volunteers are dedicated to trail development, contributing to a total direct spending impact of \$464.1 million in Nova Scotia in 2022, with snowmobiling alone accounting for \$99.1 million.

The Antigonish Sno-Dogs aim to enhance ecotourism in the region by supporting:

- Strategic Planning Initiatives
- Integrated Community Sustainability Plans
- Provincial and Local Tourism Strategies
- Destination Eastern and Northumberland Shores (DEANS)
  - *Special thanks to Councillors Andrew Murray and Mary MacLellan (County)*

Acquiring this groomer will support not only snowmobiling but also other winter recreational activities such as fat biking, cross-country skiing, and snowshoeing. Through collaboration with Keppoch volunteers and others, we are confident that our club's leadership will foster increased winter trail use and expansion, aligning with broader off-season tourism goals for our communities.

The other day, I bumped into my neighbor, Steve Smith. Knowing him as an active snowmobiler and owner of the Keltic Quay Resort and Cottages, which accesses the Whycocomagh trail system, I asked him for some business tourism insight into the success of Destination Cape Breton's snowmobile strategy. He gave me the following letter to share and sends his regrets due to prior commitments.

*I own the Keltic Quay Resort and Cottages located in Whycocomagh, NS. I have had 20 years experience supporting and watching the tremendous transformation of the snowmobile trails ... into a world class recreation system and huge economic draw to much of Cape Breton. The commitment from the Provincial and Municipal governments,*

*private donors and hardworking and committed volunteers from local snowmobile clubs has turned ... into a huge recreation draw and economic driver for the region. I can attest that the reason we are able to open our resort year-round is because of these trails. They draw snowmobiles, hikers, bikers and ATVs throughout different seasons of the year to the area. The economic impact to us and many other businesses is real and very evident, day to day.*

*Antigonish County has a huge system of trails already built and, in many cases, signed and supported by GPS maps. These trails connect Pictou and Guysborough Counties to our area. We also have an experienced and dedicated snowmobile club, The Antigonish Sno-Dogs, who are able to maintain these trails to a standard similar to Cape Breton **but lack the necessary equipment.***

*I give my full support to encourage you to invest in the new snow groomer needed to carry out this work. I can assure you we will all see recreational and economic benefits. My companies would also be happy to Donate \$\*\*\*\*\* to the purchase of this new groomer and are thankful for the Sno-Dogs leadership and commitment.*

*Steve Smith*

*Keltic Quay Resort  
The Maples Retirement Living  
Atlantic Windows and Doors*

If we look at the success of Sutherland's Lake to our west and Cape Breton to our east, I believe we, as an Antigonish collective, can better reciprocate the financial support from our business community into an economic trail enhancement plan to better support our area. In my opinion, we need to learn from these other successful communities and explore developments such as:

1. Acquiring a modern snow groomer.
2. Partnering with Keppoch to welcome a mid-trail food service.
3. Enhancing our Highland Region (Pictou-Antigonish-Guysborough) ecotourism trails.
4. Provide passing recreationists the reason to spend their money here in the Town and County of Antigonish.
5. Strengthening collaboration among our volunteer, recreational, and business groups for further development and mutual benefit.

In closing, I would like Evan to provide each of you with an Antigonish Sno-Dogs hat. Consider this not as a gift but as a reminder of our mission for inclusivity in snowmobiling. With this new groomer, we will have the capacity to extend opportunities to more members of our community.

We have reached out to CACL Director Jeff Teasdale and ask that you share throughout your districts that we now have the ability to support the inclusion of a wider population in trail benefits and the enjoyment of snowmobiling. Help us provide opportunities to those in our communities who may experience a great uplift by joining us in our new groomer on our trails!

Thank you for your time and consideration. We look forward to working together to enhance winter recreation and tourism in our community.

Questions?

Sincerely,  
Jonathan MacKenzie  
Vice-President, Antigonish Sno-Dogs Snowmobile Club



70 rue d'anvers, St-Augustin, G3A 1S4

1100 Louis Marchand, Beloeil, J3G 6S3

À : Sno-dogs Antigonish  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	VENDEUR
22-01-2025	MARIO BRETON
CONTACT	
JEREMY LANDRY	
TÉLÉPHONE	TÉLÉCOPIEUR
902-968-1967	
PAGE	F.A.B.
1	ST-AUGUSTIN

### PRICE CONFIRMATION

QTÉ	DESCRIPTION	MONTANT
	PRINOTH NEW HUSKY WCL1 2025 AND INCLUDING :	362,650.00 \$
	- DIESEL MERCEDES MOTOR MTU OM 934 WITH 230 HP	
	- OPERATION WITH A STEERING WHEEL OR FNR	
	- SET OF 46 INCHES ALUMINIUM TRACKS	
	- FRONT BLADE WITH 12 FUNCTIONS MASTERBLADE	
	- ALL LED LIGHTNING	
	- 8.4 INCHES COLOR DISPLAY WITH BACK-UP CAMERA IN IT	
	- BRANCH PROTECTION BRUSHGUARD	
	- FRONT, SIDE AND REAR HEATED WINDOWS	
	- 2 ELECTRICAL AND HEATED MIRRORS	
	- CABIN ROPS CERTIFIED PROTECTION	
	- 4 REAR HYDRAULIC SECTION	
	- REAR PINTHLE HOOK	
	- HYDRAULIC TENSIONING SYSTEM FOR THE TRACKS	
	- AUTOMATIC ELECTRICAL SHUTOFF	
	- REAR VIEW CAMERA	
	- NEW RATIO OF 22 TO 1	
	- PRINOTH LIMITED WARRANTY 1 YEAR OR 1000 HOURS	
	- SECOND YEAR AND/OR 2500 HRS WARRANTY ON MAJOR COMPONENTS	
	- HEATED WIPERS INCLUDED	
	CONFORT SEAT HEATED WITH AIR SUSPENSION DRIVER AND DELUXE RECARO FOR PASS	
	extra fuel tank	
	compactor bar	\$9,400.00
	DRAG MOGUL MASTER MBP-18-10 HF	\$35,334.00
	DELIVERY COST DRAG FROM LIVELY ONTARIO TO Quebec city	
	freight cost to deliver vehicle and drag to customer(landoll)	\$5,650.00
	sub total	\$413,034.00
	taxes (HST)	\$61,955.10
	<b>TOTAL HUSKY DRAG AND FREIGHT</b>	<b>\$474,989.10</b>

PAR: MARIO BRETON ACCEPTÉ PAR: \_\_\_\_\_

DATE : 22-01-2025  
 SNO DOGS ANTIGONISH february 2025v2

Antigonish Sno-Dogs Snowmobile Club  
PO Box 1253  
Antigonish, NS  
B2G 2I4

February 14, 2025

Town of Antigonish  
274 Main Street  
Antigonish, NS  
B2G 2C4

Dear Mr. Sean Cameron (Mayor of Antigonish) and Town Councillors

As a volunteer with the Antigonish Sno-Dogs Snowmobile Club, I am reaching out on behalf of our outdoor recreational community to request financial investment for the purchase of a Prinoth Husky snow groomer. Our club's goal is to enhance the area's ecotourism in support of the Town's:

- Strategic Plan
- Integrated Community Sustainability Plan
- Antigonish Tourism Strategy
- Non-motorized trail connectivity to the Active Transportation Trail

Off-Highway Vehicle (OHV) trail volunteers are dedicated trail builders, contributing to a total direct spending impact of \$464.1 million in Nova Scotia in 2022. The snowmobiling portion of this impact was \$99.1 million. In partnership with local trail groups, we aim to significantly increase multi-use, off-season tourism throughout Antigonish. Improved trail grooming capabilities, linking trail users through the three under-highway tunnels to Antigonish, will provide economic returns.

We believe that purchasing this groomer will benefit all winter trekking activities and promote overall well-being beyond our sport. In partnership with Keppoch members, we are confident that our club's leadership will stimulate winter trail usage for fat bikers, cross-country skiers, and snowshoers. A collaborative eco-trails approach will support Antigonish's off-season tourism goals.

Beyond economic reasons, we would like to emphasize that this groomer purchase is a critical public safety priority. Last February, a life-threatening incident occurred in which first responders were unable to access and locate two stranded snowmobilers. Following this event, our board of directors deemed it essential to launch a fundraising effort to provide our trails community with this vital piece of equipment. A modern snow groomer will help ensure our trails remain safe and accessible, particularly during extreme weather conditions.

Our club has received strong encouragement from local search and rescue teams and fire department representatives to replace our current 32-year-old grooming system. Acquiring an

updated snow groomer with the necessary mechanics to respond effectively in emergencies is a public safety necessity. Additionally, this investment will significantly improve the quality of our trail services, benefiting both the local community and visitors. As highlighted by our Premier at the opening of the new Pig & Whistle snowmobile shelter in Cape Breton last month, volunteer-led trail systems like ours are essential for promoting healthy outdoor living and supporting off-season tourism.

In recent years, our club has faced numerous challenges. The twinning of the TCH 104 highway required us to relocate our clubhouse, build over 15 kilometers of new trails, and construct under-highway crossings. Additionally, natural disasters such as the heavy rains of November 2021 and Hurricane Fiona in 2022 caused extensive trail damage. Despite these setbacks, our dedicated volunteers have worked tirelessly to rebuild and improve the trails, restoring the network to better-than-original condition.

Our current trail groomer, a 1993 John Deere tractor with tracks, has reached the end of its operational life. It is unreliable, cost-inefficient due to constant breakdowns, difficult to operate, and incapable of handling deep or low snow conditions effectively. Unfortunately, this has limited our ability to groom trails adequately, reducing participation and, in turn, economic benefits for Antigonish.

The total cost of the new machine is \$475,000. Through our recent fundraising efforts, we have already raised approximately \$30,000. Our goal is to secure \$175,000 in funding. We have applied for a \$150,000 Community, Cultures, Tourism, and Heritage grant and have completed the informal presentation process with ACOA. We are requesting a \$20,000 investment from the Town of Antigonish to help us achieve this goal. Your sponsorship will enable our volunteers to continue providing winter recreation opportunities in Antigonish for the next 25–30 years—the expected lifespan of this machine.

Our target is to secure funding by June 2025 and acquire the machine before January 2026. We are actively working with sponsors, donors, and community partners to reach this goal. Your support would make a significant impact in ensuring that our trail network remains a source of pride and enjoyment for future generations.

Thank you for considering this opportunity to invest in the future of outdoor recreation in Antigonish. We look forward to discussing this partnership further and hope to welcome you as a valued supporter of our efforts to enhance the trail system for outdoor enthusiasts.

Warm regards,

**Jeremy Landry**

Antigonish Sno-Dogs (President)

Email: [snodogs.president@gmail.com](mailto:snodogs.president@gmail.com)

Phone: (902) 968-1967





4 Valleys Volunteer Fire Department  
3331 Highway 245 Maryvale, NS B2G 2L1

February 12, 2025

Sno-dogs Antigonish  
P.O. Box 1253  
Antigonish, Nova Scotia  
B2G 2L6

**Re: New Snow Groomer – Letter of support**

Dear Jeremy Landry:

On behalf of the 4 Valleys Volunteer Fire Department, please accept this letter of support to Sno-dogs Antigonish in their fundraising efforts to purchase a new snow groomer.

The 4 Valleys Volunteer Fire Department was established in 1976 and currently has 20 active firefighters (male & female). The Four Valleys Volunteer Fire Department serves the whole or portions of the communities of: Maryvale, North Grant, Pleasant Valley, Big Marsh, Malignant Cove, Georgeville, Arisaig, McArras Brook, and Knoydart.

The 4 Valleys Volunteer Fire Department feels that this is a vital piece of equipment to have locally and accessible, especially during emergencies. Not only is this piece of equipment detrimental to the safe operation of the organization, but it will also keep the trails smoother and safer for community members and visitors to operate snowmobiles during the winter months. The Sno-dogs Antigonish has provided ideas tailored for community benefits including safety and accessibility. We support their efforts to secure a new snow groomer and would like to see this purchase supported.

If you require more information, please contact me at 902-735-2544.

Sincerely,

George DeRabbie  
Fire Chief  
4 Valleys Volunteer Fire Department

Feb 10, 2025

To Whom it may concern:

The Antigonish Sno Dogs Snowmobile Club has approx. 50 kms of trails in the Barney's River Fire Department response area that are maintained by the Club during the winter months.

We would like to show our support for the purchase of a new Sno Cat groomer. This type of vehicle would be invaluable for our search and rescue or recovery efforts during the winter months. This would support the department not only for snowmobile trails but allowing us access to other trails and unused roads utilized by not only snowmobilers, but also hunters, campers, and other outdoor enthusiasts.

In February 2024, our region saw an abnormal amount of snow over a short period of time and these types of events are becoming more frequent. This creates the possibility of having to perform wellness checks and or evacuations. Again, this type of vehicle would be a necessity in adverse conditions to perform these tasks and support our mutual aid partners and community.

We would ask that you consider their funding request and would like to thank you in advance for your consideration.



Joe MacDonald  
Chief

Barneys River Fire Dept  
11631 Hwy 4  
Barney's River  
Nova Scotia B0K 1A0  
902-754-8422



February 11, 2025

Antigonish County Volunteer Fire Department  
P.O. Box 1355  
Antigonish Nova Scotia B2G 2L7

To Whom it may concern,

The Antigonish Sno-Dogs are currently seeking financial support to purchase a new Husky Prinoth groomer for there club, we have been notified of their endeavor and are very much in support of this piece of equipment being acquired, the Sno-dogs trail system had a large portion of there network in Antigonish county fire Departments coverage area and access can be a challenge at times, we've had multiple calls on the trail system throughout the years and having the trail system better maintained will help aid in making the trail system safer, the Sno-dogs have also notified us that the equipment would be made available in the event of an emergency on there trails for access or in the event of a historic snow event such as last February 2024 for emergency response should the need arise.

We believe that funding support for the Sno-dogs would be a great investment in our local community and we urge you to consider their request.

Adrian Vandesande

A handwritten signature in black ink, appearing to read "Adrian Vandesande", written over a horizontal line.

Chief

Antigonish County Fire Department



## Natural Resources

Greg Keizer  
Technician, Forest Resources  
Department of Natural Resources  
190 Beech Hill Rd.  
Antigonish, NS  
B2G 2K8  
902-863-4513

February 13, 2025

Jeremy Landry  
President  
Antigonish Sno Dogs Snowmobile Association  
P.O. Box 1253  
Antigonish, NS B2G 2L6

To Whom It May Concern,

I am writing to express our recognition of the Antigonish Sno Dogs Snowmobile Club as they seek funding for trail maintenance equipment. We greatly appreciate their dedication to enhancing recreational opportunities in our community and promoting the responsible use of Crown Land.

Maintaining well-managed trails is essential to providing a safe, sustainable environment for outdoor recreation. This effort not only supports the enjoyment of winter sports such as snowmobiling, but it also contributes to the promotion of tourism and economic activity in our region during the winter months.

As an organization that values outdoor experiences and environmental stewardship, we are pleased to offer our encouragement for support of the snowmobile club's initiative. Their commitment to maintaining these vital trails will help ensure that the community continues to benefit from access to quality recreational experiences for years to come.

Thank you for considering this letter as part of their funding application. We are confident that their project will help promote responsible trail use and contribute positively to our local tourism efforts.

Sincerely,

Technician, Forest Resources  
Department of Natural Resources

[View results](#)

Respondent

14

Anonymous

**06:35**

Time to complete

### Applicant Information

1. Community Group/Organization Title:

Antigonish Highland Society

2. Applicant Name:

Dan Cochrane

3. Email:

admin@antigonishhighlandgames.ca

4. Address:

20 East Main Street

5. Postal Code:

B2G 2E9

6. Phone:

9028634275

### Request Details

7. Please indicate your request:

- Flag
- Lamp Post Banner
- Other

8. What type of event does your request coincide with?

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

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

Flag/Banner Request Start Date:

May 1st, 2025

10. Flag/Banner Request End Date:

May 31st, 2025

11. Does your event require an official flag raising ceremony with Mayor and Council?

- Yes
- No

12. Additional information: (Please provide an overview of your request and how the addition of a flag to Chisholm Park or lamp post banners will benefit your event, celebration, or memorial).

The AHS would like to raise the Gaelic Flag in honor of Gaelic Awareness Month. This will provide increased awareness of Gaelic culture, and acknowledgment of the Gaelic heritage of so many residents of our community. Please note the dates are flexible, so please plan according to what works best for the Mayor.

### 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 standard 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:
  - i) The material is tattered, frayed, damaged or detracts from the beautification of the Town.
  - ii) The flag or banner promotes discrimination or philosophy or seek values are deemed to be divisive or discriminatory.
  - iii) The flag or banner contradicts the guidelines in place in the Town's Special Events Planning Guide.
  - iv) No flag or banner can be suspended across the street.

### 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 Town will make the final decision on this flag/banner request.

13. Signature:

Dan Cochrane

14. Date:

March 25, 2025

### Application Submission

Please submit your completed application and all associated supporting documentation to the following contact:

Shannon Long  
Marketing and Communications Officer  
Town of Antigonish  
274 Main Street  
Antigonish, Nova Scotia B2G 2C4

[shannon.long@townofantigonish.ca](mailto:shannon.long@townofantigonish.ca)  
902-318-9245

**To:** Town Council  
Chief Administrative Officer

**Submitted by:** Shannon Long, Acting Director of Community Development

**Date:** Monday, April 14, 2025

**Subject:** Banner Request – Royal Canadian Legion Branch 59

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## Origin

This memo is to provide Council an overview on the logistics associated with the banners we have on Main Street and James Street and how that relates to the banner request from the Royal Canadian Legion Branch 59 Antigonish to hang veterans banners from Church Street to Columbus Field for the Legion Provincial Convention being held in May.

## Background

The Town has 39 posts between Main Street and James Street that have arms for hanging banners. We manage a rotation of three primary sets of banners:

1. Winter Banners – November to April
2. Spring/Summer Flower Banners – April to early September
3. Green “Go Eat, Go Play, Go Shop, Go Stay” Banners – Early September to early November

In addition to these regular banners, the Town provides support by covering the cost of banner installation on Main Street as part of an in-kind contribution for the Antigonish Highland Games.

Leading up to Remembrance Day, the Town has assumed the responsibility to hang Veterans Banners from the Antigonish Legion.

The Town does not incur costs for the design or printing of the banners for the Games or Remembrance Day but we do cover the installation expenses.

To facilitate banner installation, the Town contracts Yard Pro. To minimize the impact on traffic, parking and pedestrian distribution and to ensure the safety of Yard Pro’s staff, the banner installation and replacement process takes place overnight. The associated costs for these services typically range between \$2,500 and \$3,000 – the cost varies depending on time. Costs include equipment include two trucks, rental of a lift, safety equipment (i.e. barricades, pylons, etc), and staff time.

## Current Request

Council will see a banner request from the Royal Canadian Legion Branch 59 Antigonish to hang the Veterans Banners (typically used for Remembrance Day) on Main Street from Church Street to Columbus Field; this would be 10 banners. The Antigonish Legion is hosting a provincial convention and has requested the banners be installed for May 15 to May 20, 2025.

As part of the convention, there will be a ceremony at the cenotaph at Columbus Field with a parade from the Legion like what is done on Remembrance Day.

## Budget Implication

For planning purposes, staff typically allocate \$15,000 annually in the budget to cover multiple banner installations throughout the year.

The average cost of the last two banner changeovers on Main Street and James Street was \$3,175.54, after applying the Town's HST rebate. This amount includes staff labour for a four-person crew, rental of a high lift (\$595), and required safety equipment.

Even when fewer banners to be installed with this request from the Legion, the fixed costs remain largely unchanged. The high lift rental cost is the same regardless of the number of banners, and four staff are still required for safety reasons, including the operation of a trail vehicle and ground support. Logistically, it is a lot of work for five days.

## Options

At this time, staff sees four potential outcomes for this request for council to consider.

- 1) To approve the request.
- 2) Given the cost and logistics to install the banners for a short period of time, to deny the request.
- 3) Given the cost and logistics to install the banners for a short period of time, to deny the request but to suggest an alternative such as a flag at Chisholm Park and/or asking merchants on Main Street to add them to their windows.
- 4) Staff are preparing to have the Spring banners installed shortly. To assist with some of the costs associated with this banner request, the 10 veteran's banners could go up when the Spring banners are installed so they would be up for approximately a month. We would then have to take the banners down after the convention.

**Recommendation:**

Currently the annual budget allows for five to six banner changeovers a year. With more requests coming from the community for banners, staff recommend conducting a review of the current banner request process and associated costs to create a policy to ensure future banner requests are efficient and sustainable moving forward.

## Flag/Banner Request Form

### Section 1: Applicant Information

#### 1. Community Group/Organization Title

Royal Canadian Legion BR 99, Antigonish

#### 2. Community Group/Organization Contact Information

Applicant Name: John MacDonald

Email: JANLE14954@GMAIL.COM Phone: 902 870-8111 #902 783 2200

Address: Pen Moriz Postal Code: B0H1M0

### Section 2: Request Details

#### 1. Please indicate your request:

Flag  Lamp Post Banner  Other (please specify): \_\_\_\_\_

#### 2. What type of event does your request coincide with?

Parade  Community Event  Designated Month  Memorial Recognition  
 Festival/Celebration  Other (please specify): LEGION PROVINCIAL CONVENTION

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

Flag/Banner Request Start Date: 15 May 2025

Flag/Banner Request End Date: 20 May 2025

Does your event require an official flag raising ceremony with Mayor and Council?

Yes  No

Additional information: (Please provide an overview of your request and how the addition of a flag to Chisholm Park or lamp post banners will benefit your event, celebration, or memorial).

WE REQUEST BANNERS to hung on MAIN ST  
from Church St to Columbus Field. Approx  
10 BANNERS.

### Section 3: 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 standard 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:
  - i) The material is tattered, frayed, damaged or detracts from the beautification of the Town.
  - ii) The flag or banner promotes discrimination or philosophy or seek values are deemed to be divisive or discriminatory.
  - iii) The flag or banner contradicts the guidelines in place in the Town's Special Events Planning Guide.
  - iv) No flag or banner can be suspended across the street.

### Section 4: 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 Town will make the final decision on this flag/banner request.

Signature:

*John A Mac Donald*

Date:

*7 April 2025*

### Section 5: Application Submission

Please submit your completed application and all associated supporting documentation to the following contact:

Shannon Long  
Marketing and Communications Officer  
Town of Antigonish  
274 Main Street  
Antigonish, Nova Scotia B2G 2C4  
[shannon.long@townofantigonish.ca](mailto:shannon.long@townofantigonish.ca)  
902-318-9245

To: Town Council  
Chief Administrative Officer

Submitted by: Shannon Long, Acting Director of Community Development

Date: Wednesday, March 26, 2025

Subject: Town of Antigonish Body Armour Policy

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## Origin

This memo is to provide an overview to Council on the recommendation by the Province of Nova Scotia for the Town of Antigonish to have a Body Armour Policy.

## Background and Summary

The Town's By-Law Officers receive their Special Constable status from the Province of Nova Scotia. In accordance with the Nova Scotia Police Act, that status has been renewed every three years. Upon the latest renewal for one of our officers, the Nova Scotia Department of Justice asked if the Town has a Body Armour Policy.

The Nova Scotia Body Armour Control Act regulates the possession and use of body armour, ensuring it is used appropriately by those in positions requiring added protection. As the authority to possess body armour is only permitted while our employees are acting in the course of their employment/duties, tracking the issuance of body armor for the Town is crucial for ensuring accountability and effective inventory management. A policy to reflect these responsibilities has been created and is attached for council's consideration and approval.

By-law officers routinely engage with the public, sometimes in situations where enforcement actions may lead to confrontation. Providing body armour ensures additional protection for By-Law Officers who may face unpredictable or potentially volatile interactions. Body armour can safeguard the heart, lungs, and other critical organs.

Implementing this policy provides a framework for the issuance, use, and maintenance of body armour for Town By-Law Officers, mitigating potential risks associated with their enforcement role.

### **Recommendation**

The recommendation from staff is that council endorse the Town of Antigonish Body Armour Policy at the next regular council meeting on Tuesday, April 22, 2025.

### Draft Motion:

That the Council for the Town of Antigonish hereby approves and endorses the Town of Antigonish Body Armour Policy, as presented on April 22, 2025.

**PARTNERSHIP AGREEMENT**  
**Between**  
**The Town of Antigonish**  
**And**  
**The Antigonish Tourism Association**

**Effective Date:** *(Date of Signing)*

**1. Purpose**

This Partnership Agreement ("Agreement") establishes the terms and conditions under which the Town of Antigonish ("Town") and the Antigonish Tourism Association ("Association") will collaborate to support and enhance tourism development in Antigonish through financial support and strategic partnership.

**2. Transfer of Marketing Levy Funds**

The Town agrees to transfer 100% of its collected Marketing Levy funds to the Association. The initial transfer will be all levy funds collected from April 1, 2024 to March 31, 2025. Transfers will then be on a quarterly basis (June 30, September 30, December 31, and March 31).

**3. Use of Funds**

The Association shall allocate the transferred funds exclusively for tourism-related activities, including but not limited to marketing, promotions, and development initiatives, that benefit Antigonish. Additionally, the levy money may be used to fund up to 50% of the salary and associated costs of a staff person responsible for tourism-related activities supporting Antigonish.

**4. Reporting**

Each year by March 31, the Association shall submit the following report to Town Council containing the following:

- Starting in 2026 and in future years, a budget outlining planned expenditures and an overview of initiatives for the upcoming year.
- Finances detailing the expenditure and allocation of the transferred funds for the year just ending.
- Town council may require the Association to submit an independent financial review.

**5. Governance and Representation**

- The Town shall have a voting member on the Association’s Board of Directors.
- The Town’s Chief Administrative Officer or a designated representative will assume this role by April 1, 2026.

**6. Review and Renewal**

- The partnership will be evaluated after the first year to assess its effectiveness and impact.
- If either party wishes to terminate the Agreement, written notice must be provided to the other party no later than January 1 of the applicable year. Termination will be effective March 31 of the fiscal year

**7. General Provisions**

- This Agreement may be amended only through mutual written consent of both parties.
- Both parties agree to work collaboratively and in good faith to ensure the success of the partnership.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

**Signed for and on behalf of the Town of Antigonish:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signed for and on behalf of the Antigonish Tourism Association:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Witness:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

DRAFT

**Inter-Municipal Agreement creating the  
Strait Municipal Technology Services Association**

**BETWEEN:**

The Municipality of the County of Antigonish (hereafter called "Antigonish County")

-and-

The Town of Antigonish (hereafter called "Town of Antigonish")

-and-

The Municipality of the County of Inverness (hereafter called "Inverness")

-and-

The Town of Port Hawkesbury (hereafter called "Port Hawkesbury")

-and-

The Municipality of the County of Victoria (hereafter called "Victoria")

**WHEREAS:**

- a. Antigonish County, the Town of Antigonish, Inverness, Port Hawkesbury and Victoria (hereafter collectively "the municipal units") wish to enter into an inter-municipal services agreement pursuant to the *Municipal Government Act* of Nova Scotia.
- b. The municipal units wish to create a body corporate pursuant to Section 60 of the *Municipal Government Act* for the purposes of managing and operating an information technology (IT) service provider to provide the municipal units with IT services.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that for and in consideration of the mutual covenants and agreement set forth and other good and valuable consideration, the sufficiency of which is acknowledge, the parties hereby covenant and agree as follows:

1. By this agreement, the municipal units are creating a municipal body corporate pursuant to Section 60 of the *Municipal Government Act*, to be known as the **Strait Municipal Technology Services Association ("Strait-IT")**.
2. The effective date of this agreement shall be the incorporation date of the body corporate unless otherwise agreed.
3. The powers vested with Strait-IT, and with the Municipal Units in relation to the Association, are detailed in this agreement.

4. The Association shall operate on a not-for-profit basis.
5. The administration and services of Strait-IT shall be carried out as follows:

**a. Board of Directors**

- i. Strait-IT shall be governed by a Board of Directors (“the Board”) comprised of one representative appointed by each municipal unit.
- ii. The board members shall be the CAO of the municipal unit or their staff designate.
- iii. The term of board members shall be as specified by each municipal unit.
- iv. It is acknowledged that municipal units and the Board may have others attend Board meetings for support and resource purposes, but only Board members shall have a right to vote.

**b. Executive Committee**

- i. **Chairperson:** Each year, at the first meeting of the Board in the new fiscal year, the Board shall elect a Chairperson.
- ii. The chairperson shall be an appointed regular member of the Board.
- iii. Each chairperson shall hold the position for one year and selection for the position shall be rotated among the participating municipalities annually to ensure each participating municipality holds the chair for one year before the position returns to any other participating municipality, or based on agreement by the Board of Directors, the chairperson may hold the position for a period longer than one year, but may not exceed a term of three years.
- iv. Procedural rulings of the Chairperson at the meeting may be appealed to the Board as a whole immediately after it is made and reversed by majority vote.
- v. **Vice-Chairperson:** The Board shall elect a Vice-Chairperson at the same meeting at which it elects the Chairperson.
- vi. The Vice-Chairperson shall be an appointed regular member of the Board.
- vii. The Vice-Chairperson shall hold the position for one year and shall perform the functions of the Chairperson in the Chairperson’s absence.
- viii. The position of Vice-Chairperson shall be rotated annually among each of the participating municipalities in the same manner as the Chairperson position.
- ix. **Secretary and Treasurer:** The Board shall appoint a Secretary and a Treasurer or a combined Secretary-Treasurer who shall serve until a successor is appointed. The Secretary and Treasurer or Secretary-Treasurer do not have to be members of the Board.

**c. Board Responsibilities**

i. Rules of Proceedings

1. The Board may establish its own meeting procedures, voting procedures, and policies, but in the absence of any conflicting procedures adopted by the Board or contained within this agreement, the meeting procedures from *Robert's Rules of Order* shall apply with any necessary modifications for the context.
2. The Board shall, at a minimum, meet in person or virtually or by telephone on a quarterly basis, and may call additional or special meetings as required. Any three Board members shall have the power to require a special meeting by giving notice to the Chairperson, who shall then be obligated to convene such a meeting within two weeks unless another date is agreeable to the members requesting the meeting.
3. A quorum of the Board will consist of two-thirds of all voting members.
4. The Board shall conduct itself as though the open meeting and *in camera* meeting provisions of section 22 of the *Municipal Government Act* applied to it, and to the extent reasonably possible and practical and to the extent not inconsistent with this agreement, Strait-IT shall abide by the principles of that *Act* as though Strait-IT were a municipality or a committee thereof.

ii. The Board shall have the power to:

1. Make documented policies for the efficient operation and management of the Board and Strait-IT.
2. Acquire real property, but only after Strait-IT has been in operation for more than 3 years, therefore following April 1, 2025.
3. Sell, lease, or otherwise dispose of real or personal property and may delegate that power where the aggregate value is under \$100,000.
4. Be an employer with power to hire, dismiss, and manage employees.
5. Borrow money from Nova Scotia Finance and Treasury Board, or any bank, credit union, or financial institution for any lawful purpose of the Board (capital, operating line of credit for annual expenditures, and subject to Ministerial approval as may be required by Section 88 (1) of the *Municipal Government Act*).
6. Contract with a person, another municipal unit, and any other party deemed appropriate for the provision of any service or facility necessary or advisable to provide the services contemplated in this agreement.
7. Raise revenue by means approved in the annual operating plan and/or in approved budgets.
8. Expend funds within the amounts approved by the municipal units in the annual budget or any supplementary budget.

- iii. Administration and management
  - 1. The Board shall have the exclusive right to govern and manage Strait-IT in the manner it deems best, provided that it operates within the budgets and management plans as herein described
  - 2. The Board shall establish a Personnel Policy identifying obligations and rights of both the employer and the employee and shall, at minimum, be consistent with the Labour Standards Code of Nova Scotia.

**d. Administration of Services**

- i. Strait-IT shall provide information technology services to the municipal units, which shall include:
  - 1. The employment of an IT Director, the role and responsibilities of whom shall be outlined in a job description that may be altered at the discretion of the Board, and other employees as determined by the Board after consultation with, or recommendation by, the IT Director, or as may be determined by the IT Director to the extent the Board delegates that role to him or her.
  - 2. The following IT services, the introduction, prioritization and service levels of which may be approved by the Board:
    - a. Desktop Support
    - b. Network Management
    - c. Server Management
    - d. Software Patching / Maintenance
    - e. Backup and Disaster Recovery
    - f. Telecommunications
    - g. Vendor Management
    - h. Asset Management
    - i. Centralized Procurement
    - j. License Management
    - k. Project Management
    - l. Consulting Services
    - m. Cyber Security and Risk Management
    - n. Professional Development.
- ii. The timing of introduction, prioritization and service level of the IT services shall be approved by the Board.
- iii. Notwithstanding the aforementioned IT services, the activities of the first three years of Strait-IT operations shall focus on the implementation of the May 17, 2021 Start-Up Plan attached hereto as Appendix "A", except as otherwise determined by the Board.
- iv. The administrative burden of Strait-IT should be minimized to focus the investment on IT rather than administrative resources, and Strait-IT may delegate administrative tasks to municipal units willing to take on those tasks.

**e. Development and Recommendation of Plans & Budgets**

- i. The fiscal year of Strait-IT shall be April 1 to March 31 each year.
- ii. The Director, in consultation with the Board, shall develop an operating budget and a capital budget and an operational plan for each fiscal year for Strait-IT, shall develop IT capital budgets for each of the municipal units, and shall provide at the same time an annual information report on the numbers of “simple locations”, “complex locations”, “light users”, “standard users” and “Diamond users” for each municipal unit, similar in form to the data used in the Appendices to this agreement. The operational plan shall identify the targeted outcomes, service levels and any adjustments.
- iii. The operating and capital budgets and the operational plan and annual information report described above shall be provided to the municipal units by January 31 each year. Municipal units will have 45 days to consider and approve the operating and capital budgets and operational plan.
- iv. Capital budgeting for Strait-IT itself should be kept as modest as reasonably possible to achieve Strait-IT objectives. Capital needs which are specific to each unit, such as for laptops, monitors, keyboards, phones and other items of local hardware which are not being shared amongst multiple units should not be included in the capital budget of the Association, but within budgets for individual municipal units. Capital expenditures shall be treated as, and accounted for as, capital projects of each municipal unit, except to the extent that the IT Director advises, and the Board agrees that particular items of capital equipment should be shared between the units as Strait-ITs own capital equipment.
- v. By signing this agreement, the municipal units are committing to the capital projects included within the spreadsheet attached hereto as Appendix “B”, including both those identified as “core services” and those identified as “optional services” in order to bring all municipal units up to the same standards to create as uniform a platform as possible to maximize the benefits from co-ordinating IT services pursuant to this agreement. The capital expenditures identified in Appendix “B” for the 2022 fiscal year are deemed to have been approved by the municipal units entering this agreement but may be amended by two-thirds of the municipal units.
- vi. While unanimous consent is preferable, two-thirds or more of municipal units shall be required to approve or amend the Strait IT operating and Strait IT owned capital budgets for future operating and capital budgets to take effect. The decision of two-thirds to approve the operating and capital budgets shall be binding on all parties. Municipal units who voted against approving such budgets shall nevertheless be committed to providing funding and taking all other steps necessary to implement budgets approved by two-thirds majority. The IT Director will provide a detailed capital plan to each participating Municipal Unit for consideration. Municipalities will attempt to align individually municipally purchased capital items with the overall direction

provided to the participating Municipal Units by the Board to maintain quality and efficiency.

- vii. By signing this agreement, the municipal units are committing to funding their respective shares of the “Total Operating” expenses included within the spreadsheet attached hereto as Appendix “B” for the first three fiscal years, including both those identified as “core services” and those identified as “optional services”, to create as uniform a service offering as possible to maximize the benefits from coordinating IT services pursuant to this agreement. The operating expenses identified in Appendix “B” for the 2022 fiscal year are deemed to have been approved by the municipal units entering this agreement but may be amended by two-thirds of the municipal units.
- viii. Until the end of the 2022 fiscal year, the contributions from the participating units to Strait-IT operating expenses shall be in the proportions shown on line 56 of the spreadsheet attached hereto as Appendix “B” entitled “Operating Cost Distribution”, adjusted by inclusion of decimals to ensure that the distribution totals 100%, namely:
  - Antigonish County: 22%
  - Town of Antigonish: 20%
  - Inverness: 28%
  - Port Hawkesbury: 15%
  - Victoria: 15%
- ix. In subsequent fiscal years the distribution of Strait-IT operating cost expenses between the municipal units shall be based on updated “weighted locations and users” information for services described in Appendix “B” as “core services” and shall be based on updated “weighted users” information for “optional services”. Those phrases shall have the same meaning in this Agreement as are ascribed to them in the Appendices to this agreement.
- x. Changes in “weighted locations and users” and “weighted users” occurring in mid-year (i.e. between annual information reports from the IT Director) shall not affect the distribution of operating expense funding between municipal units.
- xi. Until such time in any year as budgets are approved as described above it is agreed that the total operating budget for Strait-IT will be limited to the previous year’s annual budget adjusted for any increases in the previous December’s Year over Year Nova Scotia All Items Average Consumer Price Index, as published by the Nova Scotia Department of

Finance, and each municipal unit shall pay its share based on the updated “weighted locations and users” and “weighted user” information as submitted to the Board by the IT Director.

- xii. Until such time as the Strait-IT capital budget is approved there will be no capital budget for Strait-IT from which to use funds for capital items and Strait-IT shall neither incur capital expenses for itself nor for any individual municipal units which has not agreed to those expenses.
- xiii. In the event capital expenditures are incurred for Strait-IT itself, contribution for funding from municipal units shall reflect the aggregate operating expense sharing percentages applicable for the year in which the expenditure is made or incurred.
- xiv. The Board shall have the exclusive right to manage Strait-IT in each year in the manner it deems best, provided that it operates within the budgets and operational plan.
- xv. If the Board finds that Strait-IT will likely exceed its approved budgets an additional budget appropriation must be submitted to the municipal units for approval. In the event a deficit is nevertheless incurred, the municipal units’ contribution to covering the deficit shall be proportionate to their annual financial contributions for that year, unless Board approval has been granted to cover the exceedance through Strait IT reserve funds.

**f. Financial Contributions & Billing**

- i. Financial contributions shall be based on the formulas and allocations described above and in Appendices “A” and “B”.
- ii. The municipal units shall be billed for and shall pay to Strait-IT their respective contributions in quarterly installments in advance.

**g. Debt and Borrowing**

- i. Any borrowings of Strait-IT shall be guaranteed by the respective municipal units, proportionate to their vested interest in the corporation in the year of borrowing unless otherwise determined by the parties. In this agreement “vested interest” is intended to reflect the cumulative capital invested by each municipal unit in the Association’s capital less the depreciation applicable to those investments.
- ii. Any borrowings and/or entering into debt obligations (including, but not limited to, mortgages) of Strait-IT must be approved by all of the municipal units.

**h. Auditor & Submission of Financial Information**

The Board shall complete annual financial statements which are to undergo limited scope procedures by one of the municipal units' auditors. Statements shall be submitted to the Board for approval by 30 June of the next fiscal year.

6. In addition to the municipal units that are signatories to this Agreement, Strait-IT may also provide services to other organizations ("customers") and may provide additional IT services beyond the scope of this agreement to the participating municipal units within the following parameters:

- a. A formal service level agreement shall be prepared outlining specific services and service levels to be provided, operational and capital costs for any potential customer.
- b. All agreements for services with outside customers ("customers") as well as services to participating municipal units for services beyond those contemplated within this agreement shall be subject to Board approval.
- c. In all cases, the priority of effort will be to serve the parties to this agreement within the scope of the services outlined in this agreement.
- d. Services available to customers include:
  - i. Desktop support;
  - ii. Centralized IT procurement;
  - iii. Telecommunications;
  - iv. Professional development;
  - v. In the instance of municipalities that are part of the Diamond Municipal Solutions Inter-Municipal Agreement, financial systems troubleshooting & management.
  - vi. Short-term IT consulting
- e. Service agreements shall be based on a 100% cost recovery model, as determined by the Board.
- f. Service agreements shall be for a minimum of two years, except for short-term IT consulting, the term for which shall be approved by the Board.
- g. Potential customers are limited to municipalities, municipal entities such as Section 60 Corporations / Associations and Section 253 district planning commissions.
- h. No customers will be approved by the Board for the first thirty-six (36) months from the date this agreement comes into effect, therefore, after April 1, 2025.

**7. Withdrawal from Strait-IT**

- a. The municipal units further acknowledge and agree that should a partner wish to withdraw from this agreement that:
  - i. a minimum of 365 days' notice prior to the intended withdrawal date, delivered to the Chairperson and the CAOs of the other units in writing is required.

- ii. except as expressly agreed by all other municipal units the departing unit or units must assume their share of existing liabilities and operating deficits.
  - iii. the departing municipality will be forfeiting entitlement to all past, present or committed federal, provincial, and municipal capital contributions.
  - iv. the departing unit will not receive any assets of Strait-IT upon termination.
- b. Notwithstanding any other provision in this agreement, no municipal unit may withdraw from Strait-IT for the first three fiscal years of operation.
  - c. Notwithstanding any other provision in this agreement, the withdrawing and remaining municipal units shall execute all subsequent instruments, deeds, documents of transfer of title, or any other document or legal thing necessary to affect the intended withdrawal from this agreement.

## **8. Dissolution of the Association**

- a. This agreement may be terminated, and Strait-IT dissolved if at least two-thirds of the participating municipal units representing contributions of at least two-thirds of the most recently approved operating budget agree to terminate operations, provided 365 days' notice of intention to dissolve has been provided to the Board.
- b. In that event, the distribution of the assets and liabilities of Strait-IT among the municipal units shall be in accordance with their respective vested interests and/or in accordance with the same principles and/or sharing ratios that were used in calculating contributions to Strait-IT.
- c. If dissolution is approved pursuant to the preceding paragraph an independent third-party shall be retained to coordinate the dissolution in cooperation with the Director.
  - i. The third-party shall be responsible for disposing of assets, completing financial records, coordinating a final audit, and providing a report to the Board confirming the dissolution is complete and including reconciliation of financial liabilities with the participating municipalities.
  - ii. Fees associated with retaining a dissolution coordinator and other dissolution expenses shall be paid by Strait-IT. If Strait-IT assets are insufficient, contribution shall be paid by the participating municipal units using the operating expense sharing ratio as in the most recently completed operating year.

## **9. Disputes**

Any dispute or difference among the parties hereto in respect of the interpretation or application of this agreement shall be resolved in good faith. If a resolution is unable to be reached, any dispute or difference among the parties shall be addressed through mediation, and, failing that, shall be determined by a single arbitrator in accordance with the provision of the *Commercial Arbitration Act* of Nova Scotia.

**10. Amendment**

This agreement may be amended from time to time by written agreement of all the parties.

**11. Execution and Proof**

This agreement may be executed in counterparts, may be delivered electronically, and may be proven by use of an electronic copy in lieu of hard copy.

**NOW THEREFORE** the parties hereto, by their duly authorized representatives, pursuant to resolutions of their respective municipal councils, have signed and sealed on the dates hereunder in witness to their agreement.

[The remainder of this page is intentionally left blank, with individual signature pages for each party appearing thereafter.]

**MUNICIPALITY OF THE COUNTY OF  
ANTIGONISH**

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) Warden

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) CAO

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Witness

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Witness

**TOWN OF ANTIGONISH**

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Witness

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Mayor Sean Cameron

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Witness

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CAO Randy Delorey

**MUNICIPALITY OF THE  
COUNTY OF INVERNESS**

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**TOWN OF PORT HAWKESBURY**

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Mayor

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CAO

**MUNICIPALITY OF THE COUNTY OF VICTORIA**

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**Key changes to the Strait-IT Intermunicipal agreement, as agreed to by the Strait-IT Board 4 July 2024:**

1. **Board of Directors:** The term for the Chairperson has been updated. In the updated IMA, the Chairperson may hold the position for a period longer than one year, but not exceeding three years.
2. **Rules of Proceedings:** The quorum for the Board has been changed from a majority to two-thirds of all voting members, and various changes to this effect are made throughout the document.
3. **Acquisition of Real Property:** The updated IMA specifies that Strait-IT can acquire real property only after it has been in operation for more than three years, and specifies the date being after April 1, 2025.
4. **Borrowing Money:** The updated IMA mentions borrowing money from Nova Scotia Finance and Treasury Board, whereas the original mentions Nova Scotia Municipal Finance Corporation.
5. **Professional Development:** The updated IMA includes "Professional Development" as one of the IT services provided by Strait-IT.
6. **Capital Budgeting:** The updated IMA specifies that capital needs specific to each unit should not be included in the capital budget of the Association but within budgets for individual municipal units.
7. **Audit & Submission of Financial Information:** The updated IMA clarifies the scope of annual financial audits to limit the cost to the association while preserving accountability for expenditures.

**To:** Town Council  
**Submitted by:** Nominations Committee  
**Date:** Friday, April 11, 2025  
**Subject:** Council Advisory Committee Appointments and Term Dates

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The Committee on Nominations met to review and consider applications for various Council Advisory Committees. Each committee has its own terms of reference, which outlines the structure and terms for community appointments. Based on their review, the following nominations are being brought forward for Council’s consideration and approval:

**Audit Committee**

- Mary Oxner – 4-year term beginning April 22, 2025

**Accessibility Committee**

- Gary Mattie – 4-year term beginning April 22, 2025
- Caleb Marshall – 2-year term beginning April 22, 2025

**Beautification Committee**

- Allan Ferguson – 4-year term beginning April 22, 2025
- Caleb Marshall – 2-year term beginning April 22, 2025

**Planning Advisory Committee**

- Michael Grant – 4-year term beginning April 22, 2025
- Andre Boudreau – 3-year term beginning April 22, 2025
- Oyeniya Adewoye – 2-year term beginning April 22, 2025

**Recreation Committee**

- Jochen Ruebener – 4-year term beginning April 22, 2025
- Tina Augustia – 2-year term beginning April 22, 2025

**Police and Licensing Committee**

- Colin Duggan – 4-year term beginning April 22, 2025

**Infrastructure Committee**

- Rylan Boucher – 4-year term beginning April 22, 2025
- Michael Grant – 2-year term beginning April 22, 2025

**Waste Committee**

- Neil Hamilton – 4-year term beginning April 22, 2025

**To:** Town Council  
Chief Administrative Officer

**Submitted by:** Shannon Long, Acting Director of Community Development

**Date:** Monday, April 14, 2025

**Subject:** AFD New Members

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The Antigonish Fire Department (AFD) executive has interviewed and are recommending the following two individuals for a one-year probationary appointment which if successful will result in full membership.

- Christopher Mattock: a second year Nursing student at St. Francis Xavier University who is a junior member of the Bible Hill fire Brigade who is MFR certified and has completed all Level 1 training except for a live burn.
- Gregory Linton: recently discharged from the Canadian Armed Forces. He has considerable training some directly applicable to the Fire Service. He is employed locally.

AFD has received their Criminal Record checks and Driver Abstracts and are waiting for medical reports indicating they are fit for active fire fighting duties.

Both applicants are recommended for membership in the Town of Antigonish Fire Department pending receipt of their medical reports indicating fitness for active fire fighting duties.

**Fire Committee Motion:**

That Christopher Mattock and Gregory Linton be recommended for membership with the Antigonish Fire Department pending receipt of their medical records indicating fitness for active fire fighting duties, with a one-year probationary period which if successful will result in full membership.



# WHAT WE HEARD:

## COMMUNITY PERSPECTIVES ON THE ACTIVE TRANSPORTATION TRAIL PROJECT

April 22nd, 2025

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## **INTRODUCTION**

On March 25, 2025, the Town of Antigonish held a community meeting to update the public on the current plans for the Active Transportation Trail (ATT) Project, answer questions, and gather feedback from residents. To ensure broad participation, a mailout was sent to 3,128 town residents inviting them to attend and share their input (see Image 1).

At the meeting, around 100 participants attended, the majority of whom resided outside the town. CAO Randy Delorey delivered a presentation covering the funding behind the project, the new council's decision to proceed with it alongside the Bay Street project, and the factors that led to adjustments in the initial plans. A Q&A session followed that allowed residents to voice their concerns and seek clarification.

To support this meeting and make participation more accessible, the Town conducted a community survey from March 6–26, 2025, to gather insights on trail usage, accessibility, and potential improvements. The survey was promoted through a URL included in the mailout, the Town's official Twitter (X) and Facebook pages, and a news release on its website.

This report summarizes all feedback received during the town hall meeting and key findings from the survey. Reference Appendix A for a complete list of open-ended comments.

In addition to the meeting and survey, several residents submitted letters via mail and email to Council and/or staff, even though letters were not specifically requested. Reference Appendix B for copies of that correspondence.

The next section provides a detailed recap of the Q&A session, outlining each question or statement, its meaning and intent, and a response if applicable.

Image 1: Town of Antigonish Community Meeting & Update Mailout

THE TOWN OF  
**ANTIGONISH**

## Community Meeting & Update: Active Transportation Trail

Join us for a community meeting to learn about the Town's Active Transportation Trail.

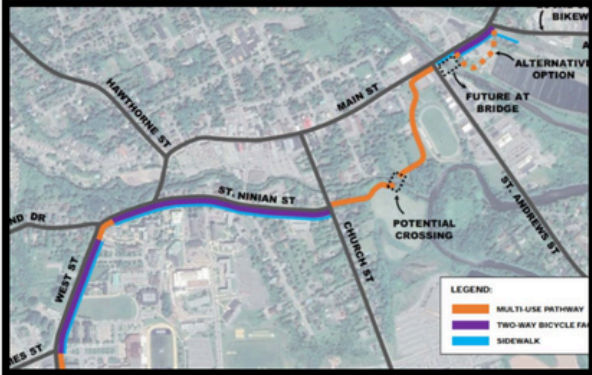
There will be a presentation to review the plans, followed by a question and answer session.

Tuesday, March 25, 6:00 pm

Dr. John Hugh Gillis Regional High School  
Eleanor Mutimer Theatre, 105 Braemore Ave

Share your feedback on the Active Transportation Trail! Fill out the survey at the link below.

<https://townofantigonish.ca/active-transportation-trail.html>



## **COMMUNITY MEETING Q&A SESSION RECAP**

### **Is Bay Street not funded by ICIP?**

- The Bay Street project is not funded through the Investing in Canada Infrastructure Program (ICIP). The next phase of the Active Transportation Trail was selected due to the convenience of being by the Bay Street Project, but ICIP will be strictly used for the Active Transportation Trail.

### **Is the only alternative to not proceed with Active Transportation at all?**

- This was a concern raised about what choices the Town presented to council for proceeding with the project, and the costs associated with abandoning Active Transportation (AT) improvements entirely. In response, the concept of integrating Bay Street into the plan was offered as an alternative to either staying the course or walking away. The idea of the new plan is to combine the AT elements with the new infrastructure to make extended progress to Town infrastructure.

### **Why are sections B & C not getting completed in 2025–2026?**

- Residents questioned why St. Ninian and Columbus projects could not both proceed during the 2025–2026 period. It was explained that these sections are mutually exclusive, and that council made a decision to prioritize one section at a time. As a result, the focus shifted to Main Street connecting to the Bay Street project initially, with future steps to be determined afterward.

### **What happens to project funding if the council decides not to walk away?**

- If the town decides not to proceed with an approved infrastructure project, there's a risk of financial repercussions. Both the provincial and federal governments have the right to

invoke clauses that allow them to reclaim funds that were already spent or allocated. This means that canceling a project after partial investment could result in the municipality being asked to repay some or all of the money, which creates significant financial risk.

### **Will there be any opportunity for minor design input?**

- A few individuals expressed strong interest in contributing small suggestions to the design of the trail. Key concerns included the need for better signage, particularly in shared-use zones where it can be unclear where bicycles and pedestrians are meant to go. It also was highlighted that there were safety concerns related to drainage infrastructure. The main message here being that even small details matter and should not be overlooked in broader planning.

### **Why not complete section B & C for another two years?**

- The Columbus Field portion was always scheduled for the 2026–2027 timeframe, so that section was already set aside. The decision to delay St. Ninian Street was made by the council, with a strategy to focus on section D, Main Street to Bay Street first. This approach allows for more manageable planning, funding, and public engagement. After completing Main Street to Bay Street, council will reassess how best to proceed with the remaining segments.

### **Is this really the best route for town-wide connectivity?**

- Some community members expressed concerns that the currently proposed route may not offer the best connectivity for citizens. Areas like Xavier Drive were mentioned as safer and more practical for children commuting. Attendees questioned whether other routes had been explored and whether there were alternative funding streams available. While changes could theoretically be made, any alterations would require renewed interest and action from council, as well as approval from funding

partners, due to the project already having been approved in 2021.

**Encouragement for future AT with a spine-to-branches model.**

- The idea of a central “spine” route that connects outwards to other parts of the community was very well received. This type of network ensures broader accessibility across neighborhoods and helps create long-term infrastructure that supports biking and walking. Community members expressed excitement that such a structure is being considered and appreciated that efforts are being made to promote safe active transportation across the town.

**Connection to Guelphs Royal Recreation Trail.**

- One participant brought up how every suburb in Guelph is connected by Royal Recreation Trails and said they liked the idea of a trail that branches out from a main route. They asked if Bay Street was part of the AT trail, to which the answer was no, it’s not officially part of the spine.

**Why wasn’t St. Ninian pursued this year if last year’s tender was \$80,000 under budget?**

- A side note from Kate clarified that no second tender came in for this year. It was noted that the town paid nothing (\$0) last year, raising the question of why council didn’t take advantage of favorable financial conditions to begin work on St. Ninian. The reasoning was that council chose option B: to prioritize section D this year due to uncertainty, especially regarding cost estimates from West Street. This cautious approach allowed the council to avoid proceeding without complete financial clarity.

**Why were there only 3 options presented to the council? How were they chosen?**

- Although council has been facing criticism for the choice to work on Section D, it's argued that the staff didn't provide strong

options to begin with. A warning was shared by a participant that if council starts on East Main and then reverses course, it could ultimately cost more than simply finishing the project as planned. There was also a broader health-related argument: investments in walkability lead to long-term savings in healthcare costs.

### **Could the field-accessible parts be prioritized first?**

- There was a suggestion to focus first on the trail portions that run through open fields, as these are already somewhat accessible and usable for walking and biking. Since residents can already walk or ride on the road-adjacent parts, this approach could deliver quicker wins and public access while other segments are being finalized.

### **Concerns about flood mitigation near Court Street.**

- One technical question was raised about whether flood mitigation efforts, specifically raised land, could inadvertently cause water to flow down toward Court Street. This issue was taken seriously and noted for engineering review to ensure that infrastructure improvements don't create new problems elsewhere in the community.

### **Caution against halting progress due to flooding.**

- One participant acknowledged that some areas are prone to flooding but argued that the solution shouldn't be to stop development. Instead, they emphasized that small interruptions (like closing trails for a brief timeframe) are manageable and should not be a reason to delay or walk away from the project entirely

### **Is there county funding available?**

- One participant asked if the county could contribute financially. It was clarified that the county does fund projects, but only within its own jurisdiction. While county residents are welcome to express opinions, the final decisions rest with the town council. A

story was shared about a family member who uses a walker and doesn't feel safe walking in the area due to a lack of infrastructure and safe parking access, further reinforcing the importance of accessible AT.

### **How does Bethany Gardens connect to the AT network?**

- Bethany Gardens will be connected via Bay Street, which will receive AT upgrades to link the sidewalk near the hospital to Bethany. A crosswalk is planned at the bottom of the hill to allow people to safely cross the highway. This connection is particularly relevant for seniors and hospital visitors, ensuring inclusivity and safety for vulnerable populations.

### **Concerns over delaying section B & C of the trail.**

- A key concern was that delaying portion B & C of the trail may increase costs later on, questioning when council will officially commit to a capital budget, and it was answered that this should happen in months to come during upcoming budget meetings. Questions also came up about public access to survey data. Staff confirmed that survey data is available to the public via FOIPOP requests and that transparency has and will continue to be maintained.

### **Could two sections be done in the same year?**

- It was asked whether it's possible to do two AT sections simultaneously. This would depend on the tendering process and council's willingness to allocate the necessary funds. Concerns were also raised about whether the town has the resources to maintain the trail system over time. It's ultimately up to the council to determine how funds are allocated.

### **What's the plan for St. Ninian? Will it remove parking?**

- The proposed plan for St. Ninian is similar to that of West Street: narrowing the road slightly and replacing the existing sidewalk with AT infrastructure. This change will remove 8 parking spots.

### **Why wait? Will delaying this help?**

- One participant stressed the urgency of moving forward, noting that “inactivity is death.” The concern was that waiting would only lead to increased costs and lost momentum. As construction prices rise, further delays could reduce the town’s ability to complete future projects or require scaling back the scope of work. The sentiment reflected a broader worry that hesitation now would cost more financially and socially down the line.

### **Does our decision affect the county’s AT portion?**

- It was clarified that the county’s Active Transportation plans are managed independently. The county’s portions of the trail network are not affected by decisions made by the town. Although coordination is beneficial, their funding and planning processes are handled separately, so town delays or changes don’t impact the county's ability to move forward with its own infrastructure work.

### **What about lighting and safety, and is there a plan to expand AT routes?**

- Concerns about lighting and overall safety were brought up, particularly in relation to usage and visibility. The RCMP may be involved in advising on these issues. There is no formal plan to branch off from the current trail project, the current focus remains on delivering the main spine of the trail.

### **Is the bridge removable?**

- It was confirmed that the bridge in question is not removable. A potential issue was raised regarding ice buildup, which could move or damage the bridge structure and lead to complications. This concern was flagged for engineers to revisit in the design or assessment phase to ensure that long-term durability and safety are maintained under seasonal stress conditions

## COMBINED SURVEY RESPONSES OVERVIEW

Total Responses

667



Average Time to Complete

4 m 49s

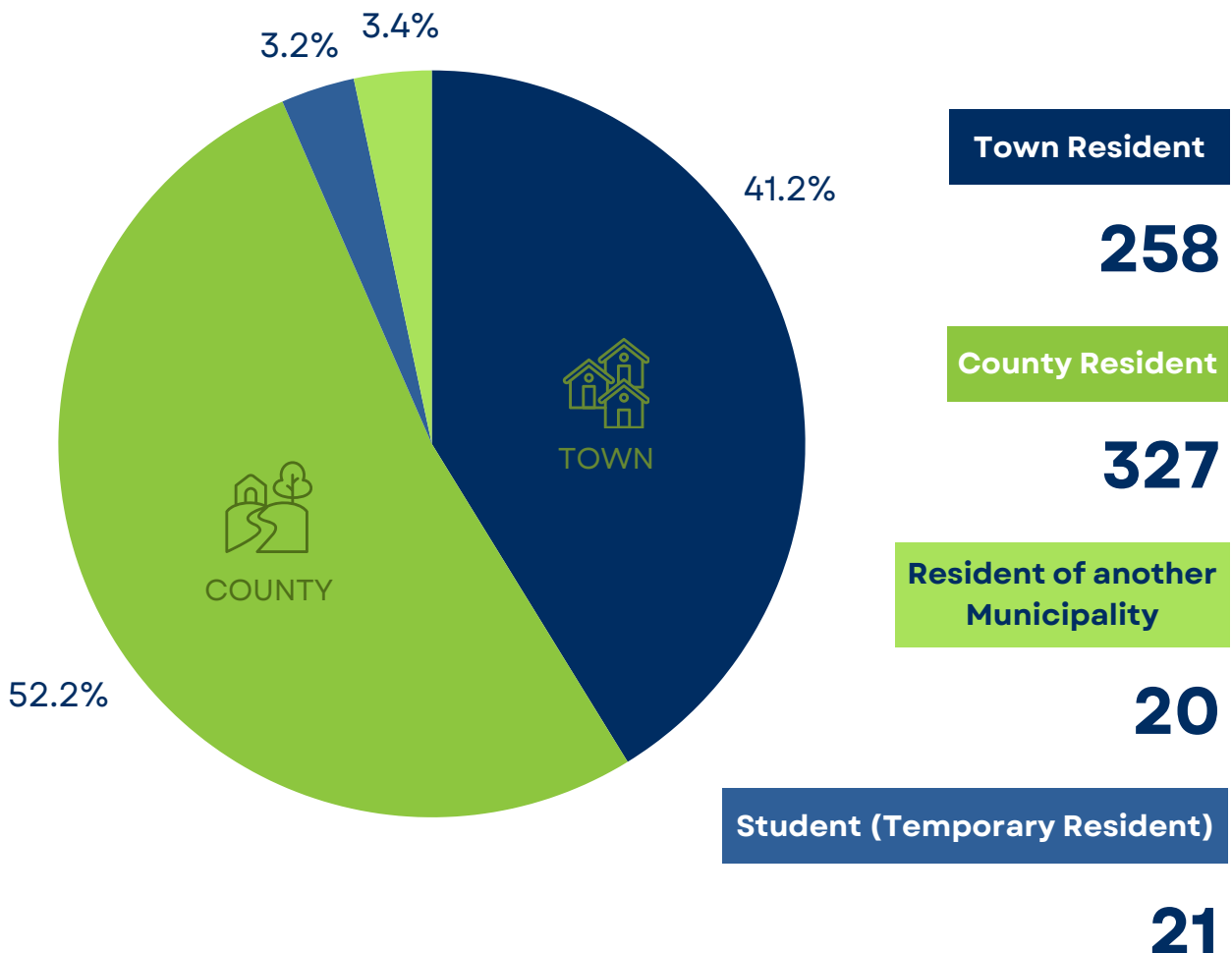


Duration

20 Days

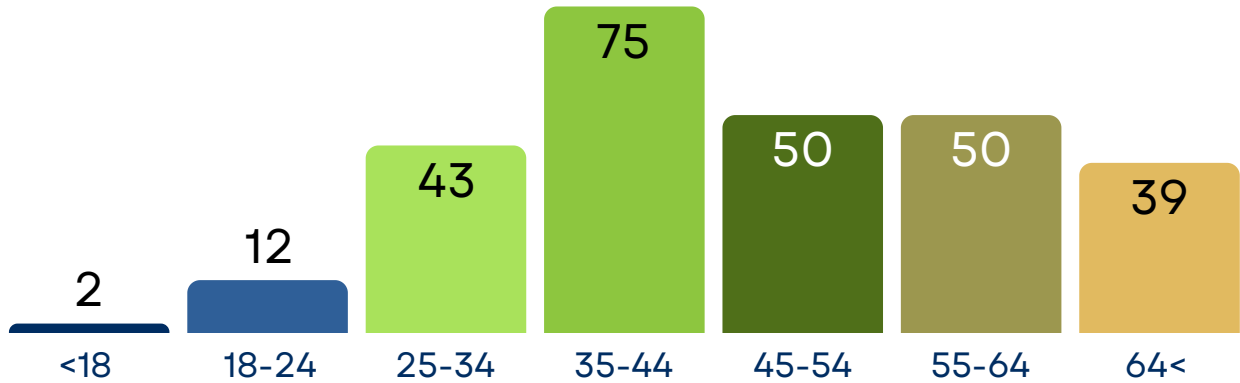


### Residency Status

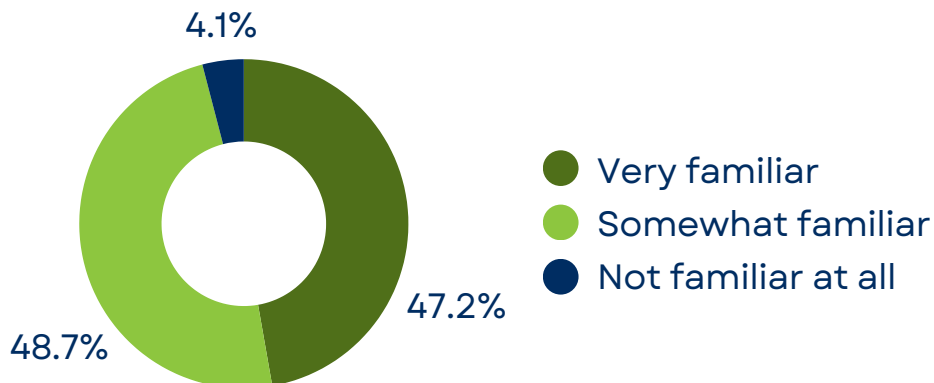


## TOWN RESIDENT RESPONSES

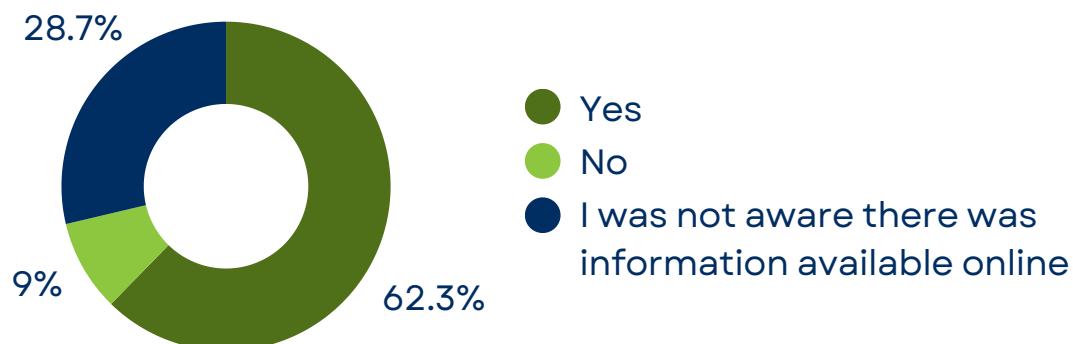
Age Group



Q1: How familiar are you with the Town's Active Transportation Project?

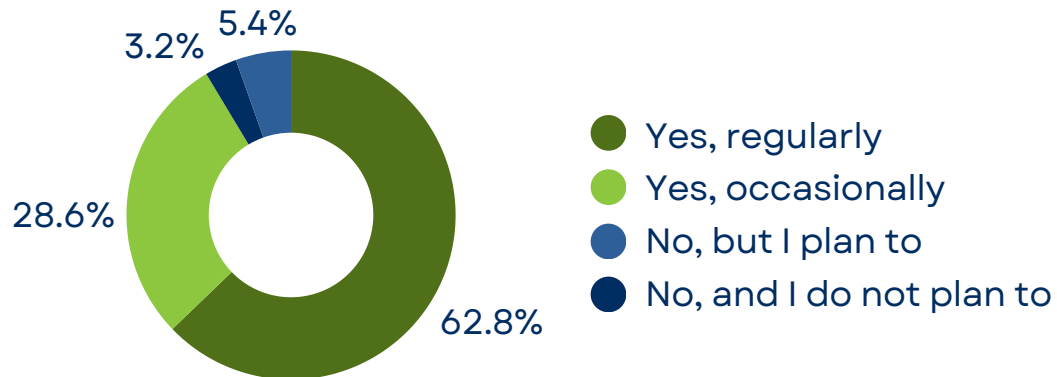


Q2: Have you visited the Town's website for information about the Active Transportation Project?

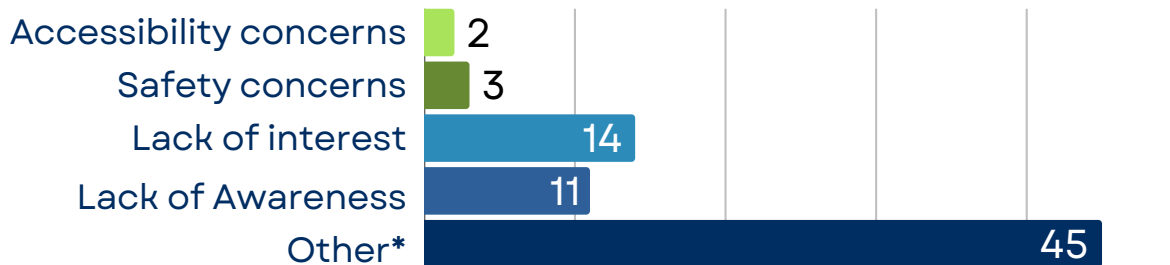


## TOWN RESIDENT RESPONSES

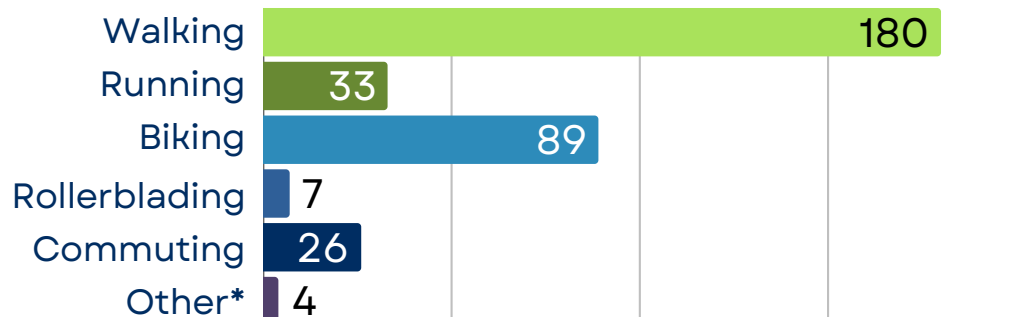
Q3: Have you used the completed section(s) of the Active Transportation Trail?



Q4: If you have not used the Active Transportation Trail, what are the main reasons? (Select all that apply)

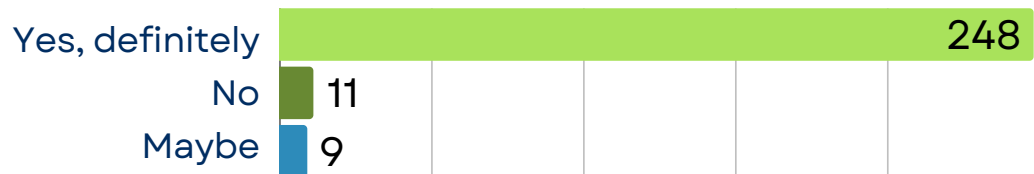


Q5: What types of activities do you use (or would use) the Active Transportation Trail for? (Select all that apply)

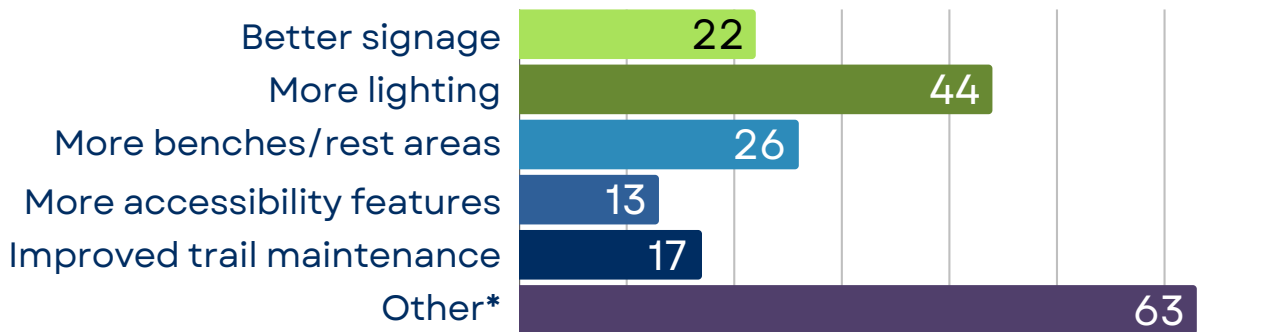


## TOWN RESIDENT RESPONSES

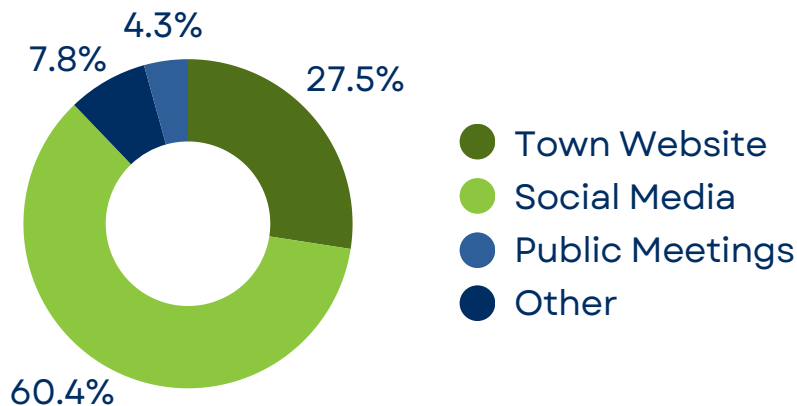
Q6: Would you consider using the Active Transportation Trail in the future?



Q7: What improvements or additions would encourage you to use the Active Transportation Trail more?



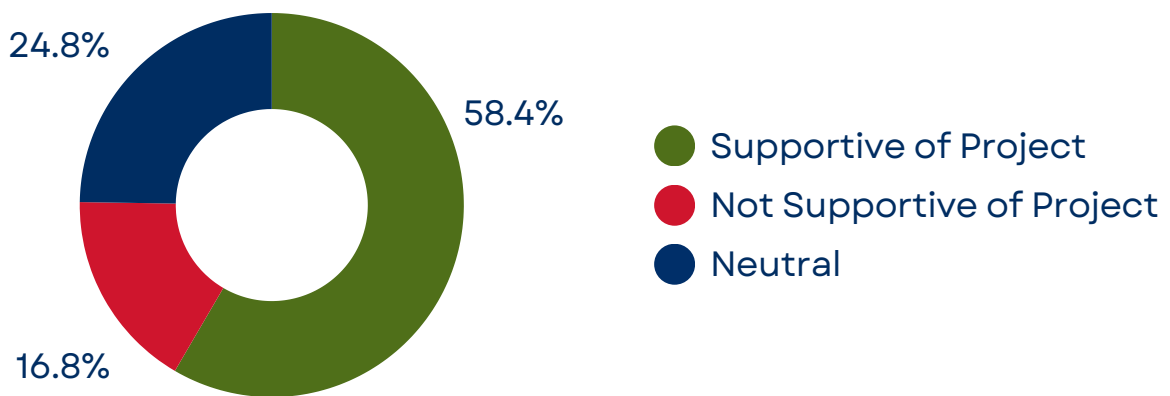
Q8: How do you prefer to receive updates about the Active Transportation Project?



## TOWN RESIDENT SENTIMENTAL ANALYSIS

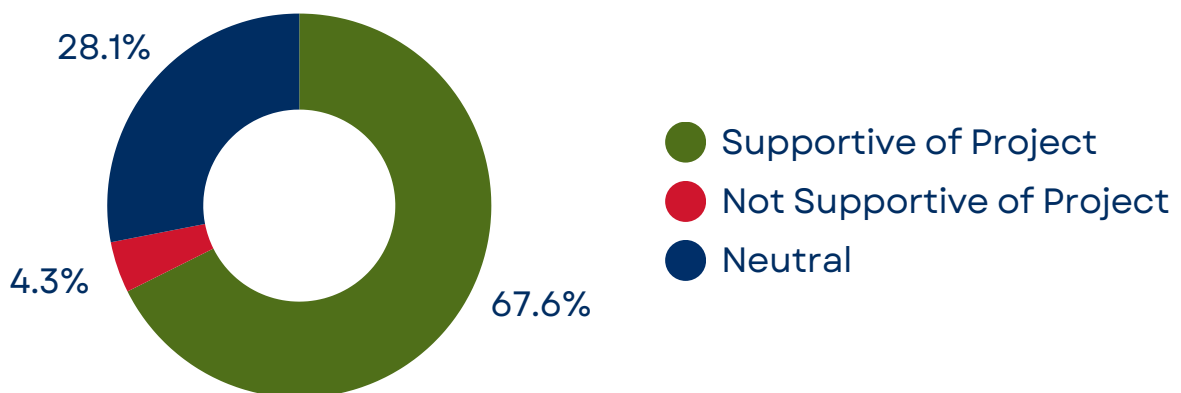
The charts below show results from open-ended Town resident feedback. Comments were manually grouped into three categories: Supportive of Project, Not Supportive of Project, and Neutral. To reduce bias, a random sample was analyzed by two independent sources. Their classifications matched 87.5% of the original responses, showing strong consistency and confidence in how comments were interpreted.

### Q8: Do you have any concerns regarding the Active Transportation Project?



These results were derived from a total of **101** open-ended responses.

### Q10: Do you have any additional comments or suggestions regarding the Active Transportation Trail?

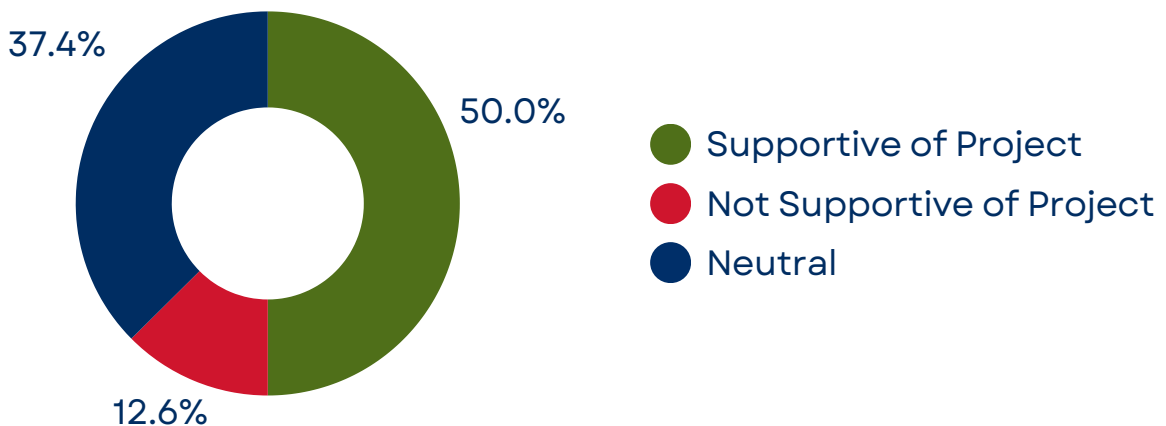


These results were derived from a total of **139** open-ended responses.

## COMPREHENSIVE SENTIMENTAL ANALYSIS

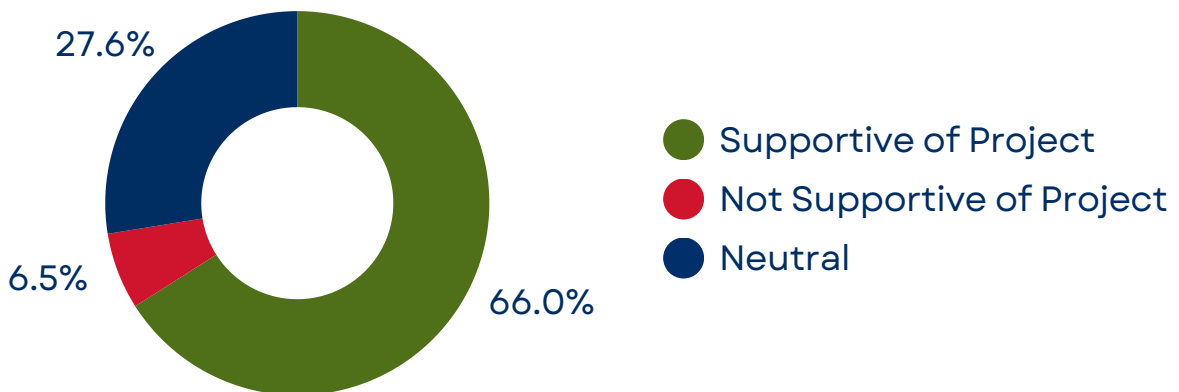
The charts below summarize all results gathered from open-ended community feedback and are included as a reference to compare with responses from town residents only.

### Q8: Do you have any concerns regarding the Active Transportation Project?



These results were derived from a total of **342** open-ended responses.

### Q10: Do you have any additional comments or suggestions regarding the Active Transportation Trail?



These results were derived from a total of **294** open-ended responses.

## **TOWN RESIDENT THEMATIC ANALYSIS**

Below is a summary of the thematic analysis of the open-ended Town resident responses in the survey. The four main themes that emerged are: 1. Strong Support and Community Value, 2. Concerns About Cost and Infrastructure Priorities, 3. Urgency for Completion, and 4. Better Connectivity, Safety, Design, and Usability.

### **Theme 1: Strong Support and Community Value**

A large number of residents expressed enthusiasm for the ATT, calling it a “wonderful project” and an “asset to our community.” Many emphasized the health, environmental, and social benefits of having a trail that promotes active living and reduces car dependency. Supporters included seniors, parents, and individuals with mobility challenges, all of whom found the trail useful and accessible. Several comments also highlighted the potential of the trail to attract tourists and improve the town’s reputation as a modern, forward-thinking community.

### **Theme 2: Concerns About Cost and Infrastructure Priorities**

While there was clear support for the project, many residents raised concerns about the cost. Some believed that other infrastructure needs, such as road maintenance and water system upgrades, should take priority. Others questioned the long-term maintenance costs and requested better transparency regarding funding sources. A few comments reflected frustration that ATT funding might be diverting attention from urgent community issues like housing, food insecurity, or library services.

## **THEMATIC ANALYSIS**

### **Theme 3: Urgency for Completion and Better Connectivity**

A dominant theme across responses was the need to complete the trail and expand its reach to connect key areas of town, including Columbus Field, the hospital, residential neighborhoods, and surrounding county trails. Many felt the current segments were too short or disconnected, limiting their usefulness. There was a strong push for the town to proceed with the original plan, especially since a significant portion of the funding (over 70%) is already secured. Some also questioned why progress had slowed or shifted to other sections, such as Bay Street.

### **Theme 4: Safety, Design, and Usability**

Several residents highlighted safety issues, particularly where the trail intersects with busy roads. Concerns included cyclist-vehicle interactions, crosswalk visibility, and trail design that prioritizes cars over pedestrians. Others suggested adding clearer signage, rules for shared use (e.g., between bikes and pedestrians), and features like lighting, foliage, garbage bins, and accessibility improvements. A few comments also pointed out the lack of clear communication about trail rules, electric scooter access, and engagement with local organizations for maintenance.

## **CONCLUSION**

In conclusion, the feedback gathered through the community meeting, survey responses, and open correspondence shows that the Active Transportation Trail project holds significant value for many residents of the Town of Antigonish. While more County residents responded to the survey, overall support among Town residents was stronger, and opposition was lower, compared to the full group of respondents. Although concerns were raised around cost, infrastructure priorities, and implementation, the general sentiment from Town residents leans clearly toward support.

## APPENDIX A: OPEN-ENDED RESPONSES

A complete list of the Town resident feedback received on open-ended responses.

Legend:

● Supportive of Project ● Not Supportive of Project ● Neutral

### Q8: Do you have any concerns regarding the Active Transportation Project?

- I believe that it would be good to link the trail to parallel the TCH on the south side as far as Mill Road so people could access Keppoch Trails on Roller blades or roller skis and bikes in three seasons and xc skis in winter
- A concern that as a tax payer in the town I feel there are other pressing issues that have to be address before we can have the luxury of a trail. This trail that is in front of us look like no more that an expanded existing sidewalk. It does not connect neighbors A trial would be much more appreciated and probably cost less if it connected back streets to shorten distance to the downtown core. Less vehicle noise with a little more nature.
- A little concerned about the resulting narrowing of the street... a little tight in a heavy traffic area with big vehicles passing through. A little concerned about safety at the crosswalks for pedestrians, as motorists have a lot to watch for.
- Absolutely none. Please continue to work on this project. As active seniors with bikes, one of the first things we check when visiting a new area is... do they have dedicated bike trails. It's a win/win for our wonderful community.
- Accessibility and safety. That it will be used and is worth while
- Awesome project for Antigonish - no negatives to having ATT trails within the town and connecting to larger ATT routes in the County!

- Better planning/integration for cyclists for when the trail ends in sidewalk - unclear what is safe to do, esp. when one is cycling with children, etc.
- Bikes should be on the road, or there should be an allocated space on the road for bikes, not where people walk/run.
- Completing the rest of the trail is crucial for older kids and adults to have a safe biking path through town to get to Columbus Field, and it would encourage a huge number of hospital employees to commute on bike or foot to work.
- Completion of the trail to connect it to Antigonish Landing will be transformative for the town.
- Concerned it may be removed.
- Concerned that it will not be completed
- Concerned that it will not be completed
- Concerns with the mayor and town council digging their heels in on finishing this project. This is a fantastic project for the community, and its 73.3% funded - get the job finished. Roads/sidewalks are separate projects, driving a car is not moving your body, two different priorities.
- **Cost**
- **Cost vs other infrastructure projects needed**
- Cost. But see it as an investment in our community.
- **Cost. Especially since the sidewalks to get to the AT trail are badly in need of maintenance.**
- Costs say upper levels of government paying a big chunk of initial construction cost, but no mention of long term maintenance costs. Have those been calculated? What is the total net present cost?
- **Crowding of streets for vehicles - concern of how the rest of the project will further add to congestion**
- Current projects prioritizes student population, but leaves town residents out. Building a trail that would connect upper Hawthorne with stfx/downtown and/or have a trail network/round uptown. Upgrade John's Path and make it part of the bigger trail. I think there are huge opportunities there and would be great to explore them. Thank you.

- Don't let uninformed town citizens with no understanding of municipal finances bring the completion of this wonderful project to a halt. Antigonish is extremely car-centric for such a small town. This project helps to ameliorate that and makes pedestrians and cyclists feel much safer getting around.
- Ends at Highland Drive. Not convenient to access downtown.
- Enjoying the first section, love the inter connectivity and looking forward to the next phases
- Ensuring safety for users and drivers
- Expected timeline for the full project to be completed
- Fantastic project for our community - connecting East/West end in a safe an accessible way. Amazing for children to safely bike and great for all ages to safely move through town
- Great idea for community! Also the town does not have to spend much of its own money to complete the trail so it is a responsible use of its resources. When I retire in a few years, I am looking forward to using it daily. Fully support this project.
- Great project - I can walk with my grandkids safely throughout the town, and they can use their bikes while we go to columbus field and back to our house in the west end
- Great project for the town, making us a more active community and encouraging people to move more, and connecting STFX to our East End
- I am concerned this council will not continue the AT Trail. It seems they can't see the bigger picture of what our town needs.
- I believe the return on investment does not make sense. Invest the money into the current infrastructure especially as it seems there is huge issue with water main's breaking.
- Concerned that it will not be completed
- Crowding of streets for vehicles - concern of how the rest of the project will further add to congestion
- the cost
- No

- A little concerned about the resulting narrowing of the street... a little tight in a heavy traffic area with big vehicles passing through. A little concerned about safety at the crosswalks for pedestrians, as motorists have a lot to watch for.
- None! It's fantastic!
- No
- That it won't get finished
- No
- Timely completion of the other sections. Possible ice buildup on proposed pedestrian bridge. Safety of proposed cross walk to hospital on county section
- nope!
- No
- I support it.
- That it will be cancelled
- The optics of poorly maintained arteriel roads and sidewalks (we don't have many) doesn't look good. I understand the funding structure differences. But it highlights the condition of our main roads. This project is an essential piece to get and keep people moving in our community, and have a SAFE, consistent, reliable place to move. Sidewalks on Hawthorne a disaster Feb and Mar in uneven, ice, snow, unreliable.
- Some apparent misinformation when I occasionally hear people talk about it on Ask Antigonish (Facebook) as if it were a waste of funds - better public messaging on why it is important & to encourage usage would help
- No; full steam ahead!
- I love using this trail, it has made my household more active. We look forward to the next phase being started
- Absolutely none. Please continue to work on this project. As active seniors with bikes, one of the first things we check when visiting a new area is... do they have dedicated bike trails. It's a win/win for our wonderful community.

- I think it's great but would love to see it completed to get the full effect of the path going all the way through town! I grew up in a place that had one of these trails that connected the North end of the city, all the way to the South end and it was awesome. One, for the convenience of it but two, for the safety of being off the road and away from traffic! My favourite sections were along the streams/brooks so I am most looking forward to that section of this Active Transportation trail. It's so enjoyable to ride through the trees and along the water!
- I'm wondering how, or if, the Active Transportation project is collaborating with local voluntary groups such as the Antigonish Rivers Association. These groups would also have a contribution to make in terms of planning, maintenance, etc. if trails went beside the brook. Areas such as the Landing aren't as accessible and attractive as they should be for tourists or local residents. Get local volunteers involved! We'd be happy to lend a hand.
- maybe more signage to communicate to the public what the purpose of the ATP is and who the trails are attended for...and maybe what is good etiquette for walkers, roller bladers, bikes...Also what is the status of electric scooters. Allowed? not allowed?
- I am concerned this council will not continue the AT Trail. It seems they can't see the bigger picture of what our town needs.
- Don't let uninformed town citizens with no understanding of municipal finances bring the completion of this wonderful project to a halt. Antigonish is extremely car-centric for such a small town. This project helps to ameliorate that and makes pedestrians and cyclists feel much safer getting around.
- I'm am wondering when it will be completed. Look forward to being able to travel much further on the trail.
- That it might not get completed! That would be terrible. We need more safe areas to be active for all Antiigonishers!
- My main concern if there will be a funding cut.
- Keep building more.

- **Narrowing of and loss of parking on St. Ninian Street. Lack of safety in proposed remote route.**
- My main concern is the interaction between cyclists and cars where the path crosses intersecting roads on St. Ninian. Cars entering from the University may not see a fast moving bicycle on the shared pathway and I fear collisions could occur. Are cyclists going to be required to dismount as they cross the intersections like they are supposed to do at the roundabout at Highway 7. Are there going to be speed limits (for bikes and e-bikes) and directional arrows placed on the pathway? What is the policy for cycling in the town on streets where there is an AT corridor-- say for example travelling from the Downtown up past the Wheel with the intent to go onto Highland Drive. Would cyclists be required to enter the AT corridor to travel on West St.? There also needs to be collaboration between the town and county to have the shoulders of the road swept up Post Rd and out on the road between the Church St intersection and Beechhill. Much debris is there and is a hazard for cyclists who are on the side of the road. Twice a year sweeping should be considered. I also think that bikes should have a mandatory front and rear lights for visibility.
- No concerns, it is a very worthwhile project. I am encouraged by the number of women pushes carriages along the new section
- I hope that it will be expanded. Completing the proposed Trail would be very desirable.
- **The West St. initial project achieved almost nothing, by paralleling an existing sidewalk. The Trunk 4 route (in the county) is depressing, bleak, litter strewn. At every intersection pedestrians detour for the convenience of vehicles; the message is that pedestrians need to keep out of the way of the 'real' people in cars.**
- Better planning/integration for cyclists for when the trail ends in sidewalk - unclear what is safe to do, esp. when one is cycling with children, etc.

- Completing the rest of the trail is crucial for older kids and adults to have a safe biking path through town to get to Columbus Field, and it would encourage a huge number of hospital employees to commute on bike or foot to work.
- What about the concern of flooding around Columbus field? And how will that affect the trail?
- I think it is important to complete the project. You can't get a realistic picture of how much the facility will be used as long as it remains incomplete and basically goes nowhere. Once people can get to and from places they want to go the user ship is bound to increase.
- My biggest fear is that some small minds will find a way to discourage the completion of this much needed project.
- No
- Public should understand the sources of funding.
- Costs say upper levels of government paying a big chunk of initial construction cost, but no mention of long term maintenance costs. Have those been calculated? What is the total net present cost?
- NO
- Enjoying the first section, love the inter connectivity and looking forward to the next phases
- Concerns with the mayor and town council digging their heels in on finishing this project. This is a fantastic project for the community, and its 73.3% funded - get the job finished. Roads/sidewalks are separate projects, driving a car is not moving your body, two different priorities.
- that it may not be completed
- I want it to connect the Keppoch to Cape George
- No concerns at all, I think this is a great project for our community. The Active Transportation project is a great addition to our town/county. The trails are wide and smooth and well maintained. I plan my daily walks around the trail.
- N/A

- When was the last time the mayor and town councilors all walked, or even better wheelchaired themselves on our sidewalks in the proposed areas.
- I heard that maybe the rest of the trail will not be approved/completed and this concerns me a lot! I strongly support the completion of the trail
- We just want a longer trail and to extend it to beach hill as there isn't even a side walk on the bridge before the beach hill round about
- the town seems to endlessly cut down trees; what we need is a nature trail, not just pavement and grass
- Cost. Especially since the sidewalks to get to the AT trail are badly in need of maintenance.
- We do not need this. Too expensive! Take better care of the sidewalks. That's all that is needed for walking.
- No
- No, it's very important for community.
- Great idea for community! Also the town does not have to spend much of its own money to complete the trail so it is a responsible use of its resources. When I retire in a few years, I am looking forward to using it daily. Fully support this project.
- No
- No
- No - excellent for the town to have, become a modern town
- No concerns - excellent use of tax dollars and capital project expenditures.
- None - who wouldnt want this completed. Has the leadership team been to Europe and big cities, this trail is amazing for encouraging a healthy active community and more accessible for all.
- Awesome project for Antigonish - no negatives to having ATT trails within the town and connecting to larger ATT routes in the County!
- Great project - I can walk with my grandkids safely throughout the town, and they can use their bikes while we go to columbus field and back to our house in the west end

- No complaints - such a great asset to our community. I feel safe walking my grandchildren for my walk
- This is a wonderful project for our community, an ATT allows for a more active, accessible, modern community
- No
- My primary concern is, as an extremely active person who would absolutely love to have better spaces for walking, jogging and biking, I find that the trail connects parts of the town that were already reasonably accessible for pedestrians. It is already possible to walk and jog in the area around the university towards the Landing trail via sidewalks. Biking was less convenient because this was also via sidewalk, but the distance proposed by the trail is not very significant for bike rides anyways. Personally, I think that it would be more interesting to create an accessible trail elsewhere in town (for example, behind Centennial street and spanning towards the Superstore or near Vincent's way) to create a trail or trail system in areas where lots of families live, but that have limited access to safe biking, walking and jogging spaces. Most families in town have to drive and park at the landing trail before going for a walk or bike ride there. The presence of the new trail, around the university, doesn't change this and it doesn't offer us a new option for recreation.
- Cost

**Q10: Do you have any additional comments or suggestions regarding the Active Transportation Trail?**

- A trail connecting neighbourhoods (not paved). Walkers should not have to share sidewalks/trails with bikes/scooters (unless ridden by children). While I realize that some of the money to develop this trail came from other bodies of government it is a lot of money for a relatively short trail. The completed portion of the trail does not go through residential areas other than the university, so users need to drive to use it or walk on terrible sidewalks.

- Address safety issues at on/off points
- After extension to Bay Street extend to beech hill
- Anything that promotes walking, cycling and active movement promotes a healthier lifestyle
- as indicated above, make it longer!
- As per my last comment, please continue building it.
- Bikes should be on the road, or there should be an allocated space on the road for bikes, not where people walk/run.
- Bring the property owners affected by the project on board.
- Build more!
- Build the rest of the trail!!!! We have 73% of the funding in place! This has been in the works since 2007. Don't let a vocal minority stop this project.
- **Cancel it, or change the plan.**
- Completing the trail to the Landing would definitely benefit me much more than the current trail. Many people work at the hospital, and for me personally, I could bike/walk to work in a much safer bike path instead of in busy traffic.
- Crosswalks controlled by lights should always have a pedestrian go with every green. The lights on Main and College and Main and Church are now great, and all lights should match them. Last summer some begged lights malfunctioned. During inclement weather one has to wait a new cycle.
- Do some marketing to show people who use it. Do more information sharing on the costs and how it is shared with province/federal. Organize events that use the trail so that people see more people using it.
- Do we know the new projected costs of the project? Have these been reviewed and supported by engineering?
- **Drop the whole thing. It is an embarrassment**
- For future development, I would love to see Hawthorne St added to the AT network. The street is plenty wide enough to accommodate it and it is a popular arterial street for bikes & scooters. It is currently not an enjoyable ride on that street in its current configuration. I would also love to see work done in Beech

Hill Rd, especially with all the new development over there. There are currently no sidewalks whatsoever and hardly any shoulder either. The current configuration is awful for all modes of transportation.

- From my perspective, as someone who has worked in the field of disability, it would be fantastic for our community to extend the active transportation trail! It is one of the only paths in town that is comfortable for clients I have worked with in wheelchairs due to other sidewalks having many holes and bumps causing pain when riding over.
- Get it done!!! There will be zero regrets versus the ick feeling if it gets left on the table.
- Good luck, try to be strategic with the expenditures. A link to the hospital would be good.
- Great work to the folks that got this going...but it needs wider signage to communicate to everyone what its purposes are...what protocol is and why it's such a good idea. I think most folks don't grasp the 'big picture' yet - more good public signage...to communicate
- Has Bay Street received any federal or provincial funding for that work, and are there any contributions coming from the County if it is supporting Mt. Cameron development?
- Have fully enjoyed using it! Look forward to the rest of it being completed
- Have seen students walking. Fully usable sidewalk seems adequate
- Healthy people make a healthy community. Get this done.
- I am sure that our mayor and councilors after going door to door during their campaign have had a good feel for what their citizens concerns feel are important issues that need to be address first. I am all for an active transportation trail but it has to be placed in the order of what important matters have to be address first. We as a town need to address our failing infrastructure. I for one do not want to be paying more taxes. If I decision is to be made I would vote as a town tax payer that Bay street take priority as the next phase.

- I believe the AT trail is important for the town. My only reluctance is that the streets that need paving will not be a priority over the AT
- I believe the trail is an excellent addition to our town. I am thrilled to see the progress that has been made so far.
- I do think this is a good idea; I would like to see it move out through the countryside further
- I encourage the Town of Antigonish to continue to develop its' in-town trail system - in particular the multi-use pathway and Bay St. upgrades - in order to further enhance the attractiveness of the town, promote healthier lifestyles by walking and cycling, and provide another focal point for in-town tourism and the development of local businesses. A factor often overlooked, however, is that in-town recreational trails, have positive impacts on the local economy, especially when trail systems are linked. In town recreational trails provide new experiences for tourists and appeal to people looking to relocate. Even small changes like a weekend food truck at the Landing, or using the Landing for public festival events, would be a draw for tourists and residents.
- I enjoy feeling safe while I exercise and I can walk my dogs with lots of room
- I have heard from the community that this project is at risk of not being completed? Funding is secured, why is the town not proceeding as planned?
- I have heard rumors' this project is not being completed in full? This is far more important then paving potholes on local streets
- I have no concerns regarding the ATP in general.If I could make one suggestion it would be that when you are doing the work and have the ground torn up to do the necessary improvements to the water and sewer pipes that are running below the new project. I believe the new trail on West street is built on top of water pipes that are quite old.
- I have property in town and county. Both town and county should partner to keep all residents engaged and healthy
- I hope the town remains positive and forward thinking about this project. People complain about things they don't understand.

- I now use the walking/biking trail along the former Trans Canada highway on regular basis and would like to see it connected to the proposed trail system at the Church St end.
- I support this project! Being scared of the drivers is the only reason I don't bike to work. I used to bike to work when I lived in a place with bike paths/lanes and I miss it!
- I think it gets used great but I feel it would make more sense to only have the active transport trail and not the side walk beside it too. Like on west street, it seems pointless to have the side walk and the path.
- I think it is a great addition to Antigonish! I live in town and would love to be able to do more travelling by bike. I am nervous of biking in traffic, so once completed the active transportation trail will be a game changer! As mentioned, I think it is really important that there is infrastructure to support pedestrian and cyclist merging in the areas where the trail ends/ arrives at major destinations such as the mall.
- I think it is a wonderful addition to our town. It is wide enough to accommodate walkers & cyclists at the same time.
- I think it is very important to consider how people might use it/move through town actively with children. e.g. the 'no biking' rule on sidewalk after the trail ends on a street that is extremely busy in a town where drivers are generally unaware that bicycles are legally supposed to be on the road does not promote use.
- I think it's great. Hard to see how it negatively affects anyone in any way whatsoever and gives people a great option for transportation.
- I think the painted bikes on the trail make people think it's only for biking. It would be nice to have signage that says it's a multi-use path!
- I thinks its an awesome addition to the town!
- If a roundabout isn't planned for intersection at highway 4 and Church St, recommend doing something at end of trail when crossing Church St. There isn't a sidewalk on either side at the lights so it's not the best place to cross for safety.

- If the project is not completed, what happens with the funds? IS the town on the hook for the current funds spent?
- I'm really looking forward to the expansion and completion of the overall project.
- Is the plan to still connect all sections? Seems strange to not continue where the project left off last fall.
- Is the project at risk of not being completed? Why is it not proceeding as planned with the next phase of the work
- It a great addition to our community
- It was a great idea from the beginning and grounded in accessibility and active lifestyle goals. If anything, the need has increased for free ways to move and be fit, to reduce usage of cars/carbon emissions, and creating a dynamic community.
- It will be amazing when it is completed!
- It would be great to extend it to Hawthorne street.
- It would be ideal to extend the trail from West street to the Landing trail
- It would be nice if it went through Columbus Field
- just do it
- Just that I love this initiatives and would love to see more bike lanes around town! Thank you!
- Keep building more
- Keep going.
- Keep going. Makes no sense to end where it currently does.
- Keep it going! Be future facing not trying to undo the past. NS and Antigonish needs more opportunities to be active and healthy and inspire residents.
- Keep up the good work and expand to connect all trails throughout Antigonish and county
- Keep up the great work!
- Keep up the great work! How about an extension to Beech Hill road via the old Hwy 4!
- Let's get it completed

- Lots of people online think that the spring potholes happened because of the new trail taking all the money, partly supported by comments by mayor on FB. Need better communication regarding the federal funding for this, and the benefits (e.g. less traffic = fewer potholes).
- Make it welcoming for dog walkers with trash cans along the route
- More foliage, the seems like the trail is very open, no trees or garbage cans
- Much needed by all ages!
- My only wish is that it would be longer
- na
- Needs to be completed
- No
- No
- No
- No
- No
- No
- No
- No
- No
- No
- No
- No
- No, thank you
- None
- None
- not sure it it can be achieved, but more of a visual barrier between the trailway and the traffic would be ideal. Room for a low hedge or higher curb?
- People in the community will complain about everything. Some council members received complaints? Roads versus Active transportation, 73% funding, these complainers don't walk/run/have accessibility issues, but rather drive everywhere they dont move their bodies. Our aging population does not

appreciate an ATT because movement is not part of their lifestyle.

- Please build it they will come.
- Please complete it.
- Please complete the whole thing!
- Please ensure there are enough washrooms along the trail.
- please finish it
- Please finish it!
- Please finish what was promised
- Please keep the project going. It is such an asset to our town!
- Please see my comments te wheelchair transit . Also please keep WHEELCHAIR USE in kind and ensure all transitions from town sidewalks to the trail are fully accessible
- Project C is very exciting to me, being able to walk through the woods and along them to Columbus Field.
- See above
- See comments above about trees
- See reply to number 8, above. Also will the design accommodate wheelchairs?
- Simply fantastic initiative - I can't wait to see this trail completed.
- Since the project has started and funds are secured, why is it not continuing as planned? Will it be fully finished?
- So glad the town is doing this! I work in town and this would encourage me to walk to work more. I also appreciate having it for my kids. It feels safer to have a wide trail separated from the road for them to run and bike on.
- St Ninians Street section is extremely important
- Such an incredible contribution to our town!
- Thank you 🙏
- The bike paths could be shared as multipurpose paths
- The connection across to Columbus field would be nice as a priority, because there aren't existing sidewalks to use. Putting a MUP next to an existing sidewalk seems like a lower priority.
- The cost are worth it if you are thinking long term and about sustainability within the town. We have an older demographic and the more safe movement we can do the better

- The longer completion is delayed the more expensive costs will be. This trail will benefit health and well being of all residents, attract new residents as well as tourists.
- The town may want to better communicate how it is funded as there appears to be a misperception that streets should be paved instead of building this trail
- the Town's own municipal planning strategy citing it as a pillar of sustainability and one of our community priorities. How does cancelling this project further that goal upon which the Mayor campaigned as that is given such focus in our planning strategy?
- The Trail is a great start. I'd like to see more, and I hope to see the Trail completed. Eventually, it would be great to make commuter biking better and safer to the Downtown, the University Campus, the Mall, and the Market Street Mall.
- The trail is a huge asset for community members, it is allowing people to be active of all mobilities and it is providing safe transportation. I'm new to biking, not comfortable enough to be on the road but not supposed to be on the side walk - this trail has given me the confidence to be out biking every day due to having a designated path.
- There should be a route through Whiddens. And lighting. Also, the Landing trail could be extended 1,7 km north through the farmland immediately to its north.
- This is a good opportunity to add another physical activity for families.
- This is a modern project and such a major asset for Antigonish
- This is an essential resource for our community. At present, the sidewalks from West street to the Landing trail are uneven and unsafe. Having this trail extend through town promotes safety and accessibility for families in our community, particularly those who live with mobility challenges and physical disabilities. PLEASE CONTINUE THIS TRAIL THROUGH OUR TOWN!!!
- This is an excellent use of tax revenue to make the community greener, more accessabile and more active

- This is an extremely valuable asset to connecting our community and the communities within, while promoting health and wellness. It's promising to see the initial investment and work put into this project and I look forward to seeing it grow, while using it for many years to come.
- This trail is essential to the town of Antigonish. Many tourists and cyclist pass through Antigonish to go to Cape Breton. Giving tourists, bikers, students, parents, and individuals access to an activity trail. Removing this project would discourage individuals from increasing activity. Many individuals will be active if they are able to complete a loop.
- To decide the locations of the trails, the town should ask people who are often outside running and biking where they would like to see a path. I would also love to see these types of trails places that often have a lot of walking, running, and biking traffic, such as brierly brook back road, west river, and cloverville.
- **Town Funds are better spent on much needed infrastructure improvements.**
- Unfortunately an all or nothing pursuit. Doesn't make sense unless it's a long interesting loop that connects important points in the community. Which also comes with a much bigger price tag.
- We don't even have a pool to teach our kids how to swim . Unless stfx lets us use theres
- we have an old leadership team from Mayor to all councilor members, who are stuck in their ways. 74% funded, and the money needs to be spent on Active Transportation. This mayor and council needs to wake up, and do the right thing for the community. People who drive their big trucks and complain about roads is the problem with the town - become a leader and modern town
- We love using the trail. We take the kids up to the highway section and they rides their bikes, scooters and rollerblade back and forth. Both kids learned to ride their bikes on the trail. It's a safe area to learn how to bike/rollerblade etc. It will be nice to see it complete and kids will be able to safely complete the entire trail

or access facilities like Columbus field from different parts of town. I see people using the trail all the time. I suspect it will be used more often once it is fully completed. Please don't end the trail where it end now.

- We need downtown parking more than taking space from the roads - not everyone can walk in town - it is great for students and more mobile people but not for all
- We need more trails. This is how we grow this community.
- When you expand and finish sections of the trail it will be much more useful
- While I think the concept is great, I don't think the ATT should be the town's fiscal priority right now. We need to focus on the rental crisis that exists in our town (lack of rentals, poor quality of rentals available, no oversight, regulation or tracking of landlords etc), the need for more funding for our public library, food insecurity, the list goes on. And it seems absolutely asinine to me to have the ATT right beside roads that are so poorly maintained (ie West St.) that they aren't fit to drive on.
- Why did council not proceed as planned? Option A: Proceed As Planned – sign provincial RFA to extend project deadline to March 31, 2027.
- Why is the project sounding like it is being stalled? It seems like this is a no brainer to move forward as planned with so much funding secured.
- Wondering why council did not proceed as planned and are now working on the Bay street section of the project? IS the plan to connect all sections?
- Would be fantastic if it could completely loop around campus
- Would like to see it extended
- Would love to see it extend!

## **APPENDIX B: CORRESPONDENCE**

To the Antigonish Mayor and Council,

The following letter is for the Mayor and Council to review as correspondence for your Council package.

I would like to advocate for the completion of the Active Transportation Trail. One can state the obvious, which is a request to finish what you started, especially having secured 73% of the funding for it.

But there are other reasons as well.

The unfinished portion of the Active Transport Trail is, in my opinion, the most important portion of the trail. It connects the town and university to Columbus Field, the Landing, Mount Cameron and the hospital which houses a huge number of employees. It will provide a safe path through our busy town.

I personally work in the hospital, and several coworkers as well as myself would use the trail daily, not just to commute to and from work, but for walks during breaks. My son and his friends would safely be able to bike the trail and visit one another. My elderly mother would use the trail daily for walks.

The unfinished portion of the trail would provide a much safer path than on streets full of traffic, especially during peak periods, and to be frank, would give many more people the incentive and encouragement to be more active.

For health and wellness, our town has relied heavily on StFX's infrastructure, much of which was closed to the public over years, and is often closed at times when other towns' rec centres are open to their communities.

I work in Public Health, and I'm well aware of how taxed our healthcare system is and how understaffed we can feel. In healthcare, we talk about the "upstream" approach, focussing on factors that influence outcomes instead of just treating the diseases themselves. Environmental factors that affect our ability to stay active absolutely directly influence our health and wellbeing.

Please consider finishing the project that was started, sooner rather than later, as this next portion of the trail may be considered by many community members the most important part. I certainly feel very strongly about its importance, and the positive effects it will have on our community as well as to visitors to our town.

Thank you,

██████████  
██████████



March 24th, 2025

Antigonish Town Council  
274 Main Street  
Antigonish, Nova Scotia, B2G 2C4

Dear Members of the Antigonish Town Council,

I am writing this letter to lend my strong and emphatic support to the completion of the entire Active Transportation Trail through the Town of Antigonish. I am a Town resident. My family uses the completed section of this trail to walk and run every day.

I write this letter wearing many hats that influence my perspective on the significant value this trail lends to our community: (1) As a PhD-prepared health scientist and Registered Nurse, (2) as a long-distance runner, and (3) as a new mother whose child will grow up in this community.

- (1) **Health benefits:** I am a health researcher dedicated to generating knowledge to guide optimal health care. The research evidence on the health benefits of active transportation is clear. Active commuting, such as walking and cycling, is associated with lower risks of all-cause mortality, cardiovascular diseases, certain cancers, and mental health issues. In Antigonish, we face significant health challenges, including elevated rates of obesity and chronic illnesses. Incorporating active transportation infrastructure has been shown to reduce health system burden. I strongly encourage council to utilize evidence demonstrating the considerable health advantages of active transportation to guide decisions regarding the completion of our community trail.
- (2) **Safety and Accessibility:** I run thousands of kilometers on the sidewalks and streets of Antigonish every year. I have nearly been struck by vehicular traffic in intersections over 10 times when abiding the rules for pedestrians. I have filed police reports on such events. I run every day on the completed section of the trail because it is safer than navigating sidewalks and busy intersections. This active transportation trail will increase public safety for walking, running, biking for all community members, particularly seniors, children, and those living with physical disabilities.
- (3) **Benefits for Children and Families:** I have a 14-month-old son. My family and I walk and run with him regularly and use the completed section of the trail. We do this as it is safer and more comfortable for him than navigating bumpy and uneven sidewalks with a stroller. This trail is an essential place for families to safely walk, run, and cycle with their children. When my son is older, I want him to be able to safely bike to Columbus Field to play with his friends and run on the track. This trail connects our community to

enable safe use of spaces by children and families. Isn't the safety of our most vulnerable community members of the utmost importance?

It is my strong opinion that not completing this trail is a missed opportunity that fails to recognize the substantial and long-lasting benefits that active transportation offers to our community. This trail is not just a pathway for walking, running, or biking – it is a vital investment in public health, safety, and the well-being of our community. I am fully committed to supporting this cause and would welcome the opportunity to engage in further discussions with the Town of Antigonish Mayor, Council, and Staff to advocate for the completion of this essential community resource.

Respectfully,

A large black rectangular redaction box covers the signature and name of the sender.

St. Francis Xavier University  
Antigonish, Nova Scotia · Canada

March 25, 2025 Antigonish Mayor & Town Council  
274 Main Street  
Antigonish, Nova Scotia, B2G 2C4

I am writing to express my strong support for the completion of the Active Transportation Trail (ATT) through the Town of Antigonish. As a longtime resident and avid runner, I believe this project will be a tremendous asset to our community, providing both recreational and economic benefits while promoting a healthier, safer, and more connected town.

Having grown up in Antigonish, I have logged countless kilometers running along the town sidewalks and streets. Since the completion of the West Street portion of the trail, I have regularly enjoyed running and walking on it. Now, as a parent who lives in the Town, stroller walks and runs have become part of my daily routine. Completing the ATT to connect to the Landing will offer a safe, accessible, and scenic route for residents of all ages—whether running, biking, or enjoying a family walk.

Beyond recreation, the ATT will encourage active living, which is essential for both physical and mental well-being. It will also promote sustainability by reducing vehicle reliance and aligning with the town’s environmental and community priorities. Moreover, connecting the west and east ends of town will enhance accessibility and mobility, fostering a more inclusive community while drawing members to the downtown core to support local businesses.

I encourage the Council and the Mayor to prioritize and invest in this project, recognizing its long-term value in making Antigonish a healthier, more active, and sustainable place to live. Thank you for supporting this important initiative.

Please feel free to contact me if you require any further information or would like to discuss this matter in more detail.

Sincerely,

[Redacted signature block]

March 24th, 2025  
Antigonish Town Council  
274 Main Street  
Antigonish, Nova Scotia, B2G 2C4

Dear Members of the Antigonish Town Council,

I am writing to express my full support for the completion of the Active Transportation Trail through the town of Antigonish. While I am currently pursuing my PhD in Clinical Psychology at the University of New Brunswick in Fredericton, I was born and raised in Antigonish, and my family, who still resides there, use the existing sections of the active transportation trail daily. I also make use of the trail whenever I visit home.

**Mental Health Benefits.** As a clinical psychology doctoral student, with a background in health sciences research, I am acutely aware of the mental health benefits associated with physical activity and active transportation. Research consistently shows that active transportation can reduce stress by lowering cortisol levels, improve mood through the release of endorphins, and enhance cognitive function (including memory and concentration) due to increased blood flow and oxygen levels. Furthermore, active transportation is associated with reduced symptoms of anxiety and depression, as well as increased opportunities for social connection. In rural Atlantic Canada, where mental health services are limited and often prohibitively expensive, active transportation offers an accessible and affordable way to promote both physical and mental well-being. However, these benefits can only be realized if proper infrastructure for active transportation is in place.

**Equity and Inclusion.** Although I am privileged to be able-bodied and have access to a private vehicle, my training in psychology and my professional commitment to social responsibility compel me to acknowledge the inequities that marginalize underrepresented groups. In Antigonish, we have an aging population, high rates of physical disability, and significant numbers of lower-income individuals and families. For many, car ownership is not an option, making active transportation a crucial alternative for accessing work, school, healthcare, and other essential services. Active transportation also encourages physical activity, which helps reduce health disparities. For individuals from lower-income communities, who often have limited access to recreational facilities, the development of accessible, safe transportation infrastructure is vital. By prioritizing walking and cycling, we can ensure that people with disabilities, the elderly, and those without private vehicles are not excluded from participating in the community, promoting better health, social inclusion, and reduced barriers to mobility.

**Incentive to Return to Antigonish.** I will soon complete my doctoral residency at the University of Manitoba's Clinical Health Psychology Residency program and plan to return to Atlantic Canada to provide much-needed mental health services in rural communities. Active transportation infrastructure, such as the proposed trail in Antigonish, along with a strong focus on physical health initiatives, will be key factors in choosing a community to call home upon my return. During my time in Fredericton, I grew to greatly appreciate the Lincoln Trail, which made the city highly accessible and contributed significantly to my overall well-being. I used it nearly

every day for a variety of activities, including training for my first 5km running race, walking to local breweries with classmates, commuting to class and clinical practicums, decompressing after difficult client sessions, and spending quality time with friends. The trail became one of my favorite aspects of the city, and I was excited to hear about a similar development in Antigonish. In fact, such infrastructure is a strong incentive for young professionals and families who prioritize physical activity to consider returning to Antigonish. This is especially important as the town looks to retain and attract young professionals who can contribute meaningfully to our community.

It is my understanding that the fate of the active transportation trail in Antigonish is uncertain, which is deeply disappointing. In a time when the cost of living is high, mental health challenges are pervasive, and environmental initiatives should be a priority, halting this development would be a missed opportunity. While I am unable to attend the upcoming town hall meeting to discuss the benefits of this trail, I wholeheartedly hope that the council members will recognize the immense value it brings to the community—both now and for future generations.

Thank you for your time and consideration.

Sincerely,

[REDACTED]

THE TOWN OF  
**ANTIGONISH**

Put our tax dollars into  
**Community Meeting & Update:  
Active Transportation Trail**

Streets & Highways that  
Join us for a community meeting to learn  
about the Town's Active Transportation

Trail. Total waste  
We need of money

There will be a presentation to review the  
plans, followed by a question and answer  
session.

Fuel tax supposed to go

to keep roads safe

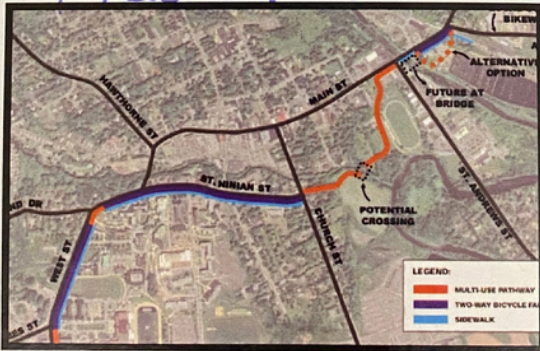
Dr. John Hugh Gillis Regional High School  
Elenor Mutimer Theatre, 105 Braemore Ave  
in good repair. We have

Share your feedback on the Active  
Transportation Trail! Fill out the survey at

lots of good walking trails  
the link below.

<https://townofantigonish.ca/active-transportation-trail.html>

Very few people on this



Ruined West St.  
took away lane 2  
highway at Church  
st. intersection, where  
it is needed, made a  
total mess. Please  
fix our streets/highway  
enough tires broken,  
wheels ~~at~~ knock out of  
balance etc. There are  
enough side walks, if  
you want to walk on  
Cement/ashfalt which  
is very hard on legs.  
Even the Dept. of Transportation  
workers think it is  
"stupid". You want people  
to support "Local", give  
them roads-streets to  
Travel on please  
Buses, Ambulances, Fire truck etc

Dear Mayor and Councillors of the Town of Antigonish,

The StFX Track and Field Club Board of Directors strongly supports the construction of the Active Transportation Trail along its formally approved route, with completion planned for 2027. We feel compelled to submit this letter in response to the recent council vote against proceeding with Phases 2, 3, and 4 as scheduled for 2025. Delaying this valuable project will only lead to rising costs and further jeopardize its completion. The proposed route was extensively discussed and would be a fantastic addition to our vibrant community.

The StFX Track and Field Club fully supports moving forward with this project as planned. As a community not for profit board and a group of volunteer coaches, we dedicate hundreds of hours each year to getting kids active in our community. This past season, we served 150 children from both the Town and County. For 2025, we have also been asked to take on the long-standing, town-run “Wee Lads and Lassies” program, which will serve an additional 100+ children.

Supporting this project aligns with one of our core values: providing education, opportunities, and support to inspire healthy lifestyle choices. Enhancing infrastructure to encourage active movement throughout our community is essential in fostering lifelong physical activity among children.

We urge the council to commit to keeping this project on track for completion by 2027.

StFX Track and Field Club board of directors,

[Redacted signature block]





ST. FRANCIS XAVIER UNIVERSITY  
ANTIGONISH NOVA SCOTIA  
BOH 1C0

DEPARTMENT OF NURSING

Sean Cameron + Nicholas MacDonis:  
re: Active Transportation trail

Please no more wasting tax payers  
money.

You have ruined West St. by  
putting that trail there beside the  
sidewalk - one of the main road-ways  
coming in from the #7. Also took a  
lane out going to the intersection  
at Church St another main exit to  
town, making it very dangerous there  
& you might see 3 or 4 people a day  
on it. You want to keep things local  
so please repair our streets/highways  
they are an "eyesore" very dangerous  
& tires have been ruined, etc.

There are nice walking trails & if  
you need to walk on cement/pavement  
you can walk from downtown Anty.  
to Super store on East Road on sidewalk,  
& downtown Anty. from St. Andrews St  
to south river on sidewalk, very hard  
on legs. It must be AI running the

governments today, no common sense just  
Waste money on things that we don't need.  
Fuel tax, as gov. once said is to keep  
our roads safe and in good repair!

Please repair streets/highway as they  
are a disgrace to South County & Province  
of N.S. We need good roads for  
ambulances, Police, fire trucks, buses  
etc. Ruined downtown Halifax with  
these trails & people are complaining there  
all that money for very few who use them.  
People who work for the Dept of Highway  
can't understand the stupidity & the  
money wasted.

Regards,  
People with some  
Common Sense, & a  
brain

Dear Mayor Cameron and Council,

The following letter is for Mayor and Council to review as correspondence for your Council package.

Thank you for holding the very informative event on the town's active transportation trail last Tuesday evening. I was happy to see the great turnout. It was especially positive to see the great representation from health care. Very notable for me was the amount of physicians in attendance.

As was confirmed several times by those in attendance, it is clear to me that our town needs this trail for several reasons:

1. It will give area residents a safe space to ride bicycle, walk, roll, or run. Currently, we are very restricted in terms of safe and accessible areas to be active. Before moving back to Antigonish, I was an avid cyclist. It was generally more for recreation than transportation. Unfortunately, cycling here often feels unsafe. Many residents would bike to work or school if we had better infrastructure. When I was a resident of the town, I attempted to bike to my position at the hospital several times but it was just too stressful.
2. Just recently, the town was at the farmer's market to discuss their accessibility plan. The plan covers a variety of topics, including accessibility of trails. The town's accessibility plan 2025 states that "trails which are paved, wider, and more level, can be used by a range variety of people". This describes the ideal conditions for an accessible trail and also describes the AT extremely well. We heard Jeff Teasdale speak at the meeting. The residents he works with at L'Arche will really looking forward to experiencing more of the town. We should also consider our growing retired community who would benefit greatly from having a safe and enjoyable space to walk. Our sidewalks are uneven and would be difficult to use if you are using a walker or wheelchair. I would guess that Antigonish's AT would be a good motivator for a senior looking for a place to move. The landing is an amazing greenspace that residents can easily access but those with mobility constraints may feel that the fluctuating quality of the path is too uncertain to create a regular habit of physical activity. Dr. John Chaisson spoke about the importance of habit forming when starting an active lifestyle. The active transportation path gives our citizens an accessible, reliable space which can easily lead to habits that form the base of an active lifestyle.
3. Create more low cost recreation infrastructure for youth. As a mom to two small children, I know first hand the lack of low cost activities for children. Thankfully for our family, we own a large property and have access to transportation to take us to Keppoch. Opportunities in town are harder to come across.
4. Tourism. People from all over the world come here to cycle. This trail will make our town to stop in on the way.

I could go on about the positive aspects of building this kind of infrastructure but they are already well known and were discussed at length at the meeting last week. I have always supported the building of this trail so my heart was full when I saw so many of my fellow town and country residents at the meeting in support of the trail. So my heart was a bit deflated when I heard the mayor on CBC radio later that week. I heard him say that there were plenty of areas to be active in Antigonish and that it may not go ahead. I urge the town and council to listen to your constituents and support the continuation of this trail.

I understand that times are very tough now and municipalities are no different. I see a water main break almost every week it seems. We have crumbling infrastructure that all seems to be breaking at the same time. I'm sure a great amount of the budget is going to that work. There are always going to be infrastructure costs but we shouldn't let us stop from moving forward. Prices are going up all over, there will never be a better time to build such a project. You have the resources to find funding for a project like this. I saw a room full with very intelligent people who want this project to go forward. If you are concerned with costs, find more money. It is out there. Look for help beyond the town hall walls. This town stands to gain from the path, not lose. The tax payers will get better value for every tax dollar spent. Thank you for your attention.

Kind Regards,

████████████████████  
████████████████████  
████████████████  
██████████

To Mayor and Council,

The following letter is for the Mayor and Council to review as correspondence for your Council package.

I am writing as a mom of two young children to express my strong support for the Active Transportation Corridor project in Antigonish. This corridor will be transformational for young families, creating safe, accessible spaces for us to stay active, explore nature, and build stronger connections with our neighbors.

Like many parents, I always look for ways to spend more quality time outdoors with my children. The corridor will give us a safe place to bike, walk, and scooter—away from vehicle traffic—while giving my kids the freedom to be active and adventurous. I imagine evening strolls and weekend bike rides, where we run into familiar faces and stop for a chat, fostering the kind of close-knit, community feel that makes Antigonish so special.

The corridor is also an investment in our children's health and future. By creating space for active transportation, we are promoting lifelong habits of physical activity, which supports both physical and mental well-being. It also offers a tangible way to reduce our carbon footprint, creating a more sustainable future for our kids.

With significant funding from the federal, provincial, and municipal governments, this project represents a unique opportunity to create lasting, positive change. Delaying or halting it would be a step backward for families like mine, who are eager for safer, healthier, and more connected ways to move through our community.

I urge you to prioritize this project and see it through without delay. The corridor will benefit young families and future generations for years to come.

Sincerely,

██████████

Dear Mayor and Councillors, Town of Antigonish

The following letter is for the Mayor and Council as correspondence for your Council package.

In regard to the Active Transportation Spine project, the ask is that The Mayor and Councilors take a step back, remove any of their own biases and take responsibility to truly understand the purpose, benefits and need for the Active Transportation Spine in Antigonish. As well understand the consequences of delaying or cancelling the project and why cancelling or delaying its completion is not an option. As a new Mayor and Council this is an opportunity to bring positive change and demonstrate you are truly here for the community and citizens. These crossroads and decisions are where leaders rise up and lead, by stepping back, seeing the big picture and removing your opinions that are potentially harboured towards past leaders, projects and your own biases.

Take the politics, bias, and personal issues out of decision making - Do what is right. And what is needed for the Growth and Health of Antigonish and the surrounding communities.

The question the Mayor and Councillors need to be asking themselves and each other is:

“How are we going to complete this as planned?”

NOT - “What else needs to be funded instead of the AT Spine” as that was made clear March 25th, the approach that is being taken.

In follow up from the community meeting held March 25th, 20025 regarding the state and future of the Active Transport Spine, I have put in writing some key areas / topics that need to be considered. These are not the only areas and topics that highlight the importance of finishing the AT project as planned.

#### 1. Accountability for Tax payers and community money

- the approximate cost to the TOA to finish the AT project is 1.3 Million.
- it was stated and confirmed at the meeting, the project has already spent and received reimbursement for approximately 1.2 Million through ICIP / grants.
- if the project was cancelled TOA would be subject to repayment of the 1.2 million reimbursement.
- Meaning for 1.2 - 1.3, the community can have a finished AT as planned OR just repay money already spent with no further work.

This is known risk that cannot be ignored - this can't be put aside under the "only if they lenders ask for the money back", that would be negligible.

2. IMMEDIATELY improving the lives of the most vulnerable and marginalized citizens / community members of Antigonish.

Any of the negative comments or issues with the AT Spine I have heard , I must say have been uninformed and short sighted on the purpose and benefits of this project.

Yes, it is providing a much-needed safe space for people to walk, bike, run and simply be more active, this is needed.

however, one of the the biggest benefits the AT spine will provide is not visible like a runner or a biker, it is the improved mental and physical health of a community, and ALL its citizens.

This may not resonate with most people one this email as holding positions in government / decision making provides a life of privilege, albeit to different degrees (acknowledging I do not know your history, situations etc, so I have blind spots yes), but more privilege then some of our co-citizens

The AT Spine is going to provide an unmeasurable benefit to our friends, family, community members that are living with in vulnerable and marginal populations. The AT spine is removing barriers that prevent people from getting around town, accessing health care, doing simple daily tasks that I for one take for granted as an Abel bodied person. The AT spine portion alone on St Ninian Street is going to improve the lives of our valued community members at CACL - both Physically and Mentally. To be able to leave work and safely get around town, knowing that your assistive devices will not be a barrier on the AT spine portion is changing the lives of an entire group of citizens.

The AT Spine is designed to connect the community from one end of town to the other, providing access to:

Down town core

Hospital

Library

Pharmacies

St Martha's Hospital

Recreation access - Columbus Filed, Tennis courts, splash Pad etc

This is a Rural community in Nova Scotia that is already disadvantaged due to location,

infrastructure supporting health and wellness and the historic design that is outdated for today's population and the future - highlighting the need for a focused effort on accessibility and the AT spine was a great beginning.

This is only a couple of items, as I stated earlier there are many more that highlight the need to continue the AT project as planned - No Delay and No Cancelling.



Dear Members of the Council,

On behalf of the Children's Place, I am writing to express my support for the construction of the Active Transportation Trail along its formally approved route, with completion planned for 2027. We feel compelled to address the recent council vote against proceeding with Phases 2, 3, and 4 as scheduled for 2025.

Many parents ( [REDACTED], [REDACTED], possibly others) from our daycare center attended the town meeting last night, and the sentiment was clear: delaying this vital project will lead to increased costs and jeopardize its eventual completion. The proposed route, known as "the spine," represents a remarkable opportunity to enhance our vibrant community, promoting greater connectivity, safety, and outdoor enjoyment for all residents, especially our children at Children's Place who would have new opportunity to access space outdoor space for healthy activity.

Our daycare center is situated on the side streets where this trail is expected to be built.

Completing the trail would unlock new opportunities for collective physical activity and exploration that are currently unavailable. With a safe and accessible space at our doorstep, we could introduce more group walks, nature-based learning, and spontaneous outdoor adventures, fostering a deeper connection to movement and the environment for both children and staff. Unfortunately, the council's decision to delay expansion risks the completion of this beneficial project, carrying direct implications for our center, the children we serve, and the broader community.

As a childcare facility, we recognize the immense value of safe, accessible infrastructure for young children and their caregivers. The trail would facilitate for children and allow safe, engaging outdoor experiences for toddlers and preschoolers. Additionally, it would enhance the walkability of our community, improving safety for children commuting through St. Ninian's Street to our after-school care program. The trail's wider design would provide a safer environment for group exploration with multiple children.

Moreover, the benefits extend to our staff. A safe, accessible route would encourage intentional movement and outdoor activity during the workday, enhancing overall well-being and job satisfaction.

This project is a win for children, staff, and the entire community. We urge you to reconsider the recent vote and move forward with the original expansion timeline as scheduled. Completing the Active Transportation Trail is essential for the long-term benefit of residents, businesses, and community organizations alike.

Thank you for your time and consideration.

Sincerely,

[REDACTED]

Dear Mayor and Councillors of the Town of Antigonish,

We are writing on behalf of the “Baby and Me” program through CrossFit Actuate, a vibrant and growing group of active parents and caregivers in Antigonish. Since its launch in 2022, this program has united young families through movement, support, and community. We meet twice per week at CrossFit Actuate, but our connection extends far beyond the gym. Outside of class, members have organized meetups to stay active together — first at the StFX track, and now, more than ever, on the Active Transportation Trail.

Today, the trail has become a central hub for both current and past members of our group. It is where we run with our strollers, walk with our toddlers on bikes, bring our pets, and reconnect with one another. It has become a lifeline, not just for physical activity, but for mental well-being and social connection. We are more than just parents. We are athletes, professionals, business owners, healthcare workers, educators, and community builders. And we are asking — truly urging — that you expand this trail for the health of all.

The Active Transportation Trail is safe, wide, and thoughtfully maintained, even through the winter months. It is smoother and more accommodating than sidewalks, making it easier for two people with strollers or children in tow to pass one another. Members from surrounding counties drive into town just to access this space, especially in colder seasons when safe and accessible places for movement are limited. And with limited access to childcare in Antigonish, opportunities for outdoor movement as a family have become essential to the physical and mental health of parents and caregivers.

Physical activity is vital to overall health. New Canadian guidelines on physical activity and sedentary behaviour throughout the first year postpartum, published in the *British Journal of Sports Medicine* (April 2025), highlight that even small amounts of movement during this time can significantly reduce the risk of cardiovascular disease, type 2 diabetes, anxiety, and depression. These recommendations are based on strong evidence that supporting parents’ ability to move — especially in social and accessible settings — leads to better outcomes not just for caregivers, but for children and families as a whole.

The Active Transportation Trail is more than pavement. It is preventive health infrastructure. It is a tool to reduce healthcare costs. It is a direct way to support maternal and family well-being and to prevent postpartum depression. It enables us to move together — with strollers, wagons, bikes, pets, and more. It allows us to thrive in one of the most intense, beautiful, and demanding seasons of life.

We urge you to reconsider the recent vote and move forward with the expansion of Phases 2, 3, and 4. Let’s continue building a town that values family health, accessibility, and connection. This trail is not just about recreation — it is an investment in the well-being of Antigonish families now and for generations to come.

Thank you for your time and for listening to the voices of active parents and caregivers who are deeply committed to the health and future of this community.

Sincerely,

Parents and Caregivers of the “Baby and Me” Program  
CrossFit Actuate – Antigonish, NS

[Redacted signature block containing approximately 20 lines of blacked-out text]

## Melanie Fougere

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**From:** Sean Cameron  
**Sent:** April 2, 2025 11:43 AM  
**To:** Melanie Fougere  
**Subject:** Fw: EXTERNAL: Antigonish Jr B Bulldogs-Don Johnson Cup

\$4000 request

Sean Cameron  
Mayor, Town of Antigonish

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**From:** David Cusack <[REDACTED]>  
**Sent:** Friday, March 28, 2025 9:35 AM  
**To:** Sean Cameron <sean.cameron@townofantigonish.ca>; Randy Delorey <randy.delorey@townofantigonish.ca>  
**Cc:** Donnie Grant [REDACTED]; [REDACTED]  
<[REDACTED]>  
**Subject:** EXTERNAL: Antigonish Jr B Bulldogs-Don Johnson Cup

**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 Mayor Cameron,

I wanted to thank you for taking my call and providing us the opportunity to make a request to the Town and County for support. The Bulldogs have qualified for the Atlantic Championship for the fourth consecutive season with a series victory over the Pictou Scotians. The Don Johnson Cup will take place in Cocagne, New Brunswick and we are proud to be representing Antigonish.

Even with significant fundraising, the cost to go to this tournament is substantial and it is becoming difficult for our team to afford it. The tournament was in NFLD last year with a cost of over \$40,000. We are budgeting for around \$25,000- \$30,000 for this year. The bus alone is around \$10,000 for 6 days. This is our fourth year of these costs and it has been difficult to get by considering there is no cost to the players to play for the team. We are projecting that we are about \$12,000 short at the moment.

Our 2025 team has a large contingent of local players. We have a roster of 25 players and 14 are local. I have listed their names at the end of the email. This is a great group of players that are very community minded. There was a group of players that took part in the "Coldest day of the Year" fundraiser. There are four or five players that volunteer with the sledge hockey program every week. The team took part in the Christmas parade and many of the players fundraised for Pucks for Purpose and Putts for Purpose. Almost every player on the team also took part in the Kids on the Move program.

This will be the fourth year in a row that the Bulldogs have made the league finals. This creates significant additional revenue for the arena with ice rentals with the team practicing and playing into mid

April every year. We have larger crowds in the playoffs and these four years have accounted for 25-30 extra games where the arena receives 30% of the gate revenue.

We hope that the Town and County will consider supporting us in funding this trip. We would be happy to promote the Town and County on our social media and could display any signage that could be provided. We would also welcome the Town and County to each have a representative do a ceremonial faceoff before Game 1 and 2 of the Nova Scotia Final.

We were incredibly grateful for the support last year as it helped to ease some of the pressure off of our volunteer board. Our goal every year is to give these student athletes a great experience without the financial burden of paying to play hockey while attending school full time. We are in the process of planning more fundraising but feel we will not be able to come close to raising the additional \$12,000 needed.

Thank you for your consideration, and feel free to contact me if you would like to discuss this further,

Antigonish Locals:

Players:

Campbell Barrett  
Cameron Bell  
Ethan Chisholm  
Daniel Chiasson  
Tully Grant  
Owen Juurlink  
Ray MacKinnon  
Brodie MacDonald  
Brody MacPherson  
Logan McGrath  
Andrew Murray  
Cohen Pictou  
Zack Stewart  
Adam Tkacz

Staff:

Donnie Grant-Head Coach  
David Cusack-Asst Coach/GM  
Gerry Marangoni- Asst GM  
Dave Kennedy-Asst Coach  
Jared Green-Goalie Coach  
Devin Oliver-Trainer  
Paula Delorey-Trainer  
John Connors- Equipment Manager  
Bart Sears- Play by Play Announcer

Board:

Anne MacLean- President

Brenda MacDonald  
Colin MacIssac  
Riley MacIssac  
Willie Deyoung  
Rod Armstrong  
Ryan Armstrong  
Miles Thompkins

--

David Cusack ( [REDACTED] )  
General Manager

Homeward Inns of Canada  
41 James Street  
Antigonish, Nova Scotia  
B2G-2K5

1-902-863-4212 (Local)

1-902-863-1700 (Fax)

1-800-251-0008 (Toll Free)

<http://www.homewardinnscanada.com/>

## Melanie Fougere

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**From:** MacGregor, Erin <[REDACTED]>  
**Sent:** April 10, 2025 11:32 AM  
**To:** Town of Antigonish Mayor; Melanie Fougere  
**Subject:** EXTERNAL: Medical Laboratory Week April 13-19

**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.

Hello,

Next week, April 13-19<sup>th</sup>, is National Medical Laboratory Week. We noticed that the town hall has lit up this week for Dental Hygienist week and there was a post on your fb page acknowledging it. We would appreciate to have this support for lab week as well, though I understand that this is late notice.

There is information at this link about lab week and you can add Antigonish Town hall to the national list. The color is indigo blue, but last year I noticed new Glasgow had their lights set the same for dental hygienist week and lab week.

Thanks,  
Erin



Canadian Society for Medical Laboratory Science  
Société canadienne de science de laboratoire médical

## **NATIONAL MEDICAL LABORATORY WEEK**

**April 13–19, 2025**

This National Medical Laboratory Week, we hope you enjoy the spotlight with your peers.

Every year, we ask major landmarks to light up in indigo to celebrate you. This year we want to shine that light on the work you do ensuring accurate diagnosis for both patients and other health care professionals. You are experts and key figures in every patient's journey, and there is no doubt your work is essential for a well-functioning health care system.

Watch for more items to be added to the toolkit. Subscribe to eNEWS (<https://confirmsubscription.com/h/d/0D43EA8EC6A15F2D>) and follow us on Facebook (<https://www.facebook.com/csmls>), Instagram ([https://www.instagram.com/csmls\\_scslm/](https://www.instagram.com/csmls_scslm/)), LinkedIn (<https://www.linkedin.com/company/csmls-scslm/>), and Bluesky (<https://bsky.app/profile/csmls.bsky.social>) for updates.

Take a look at this schedule for confirmed and pending 2025 light displays.

**Subject:** CAO Report  
**To:** Antigonish Town Council  
**Date Prepared:** 25-04-22  
**Prepared by:** Randy Delorey, Chief Administrative Officer

**Administration**

This report compiles monthly updates and progress reports from the Town of Antigonish’s Administration, AREA Community Development, and Public Works departments.

**Highlights**

- Draft Strategic Plan developed – shared with Audit Committee for feedback
- Labour Negotiations for updated collective agreements with EU and PW and W/WW Facilities
- AREA Board Meeting
- Strait-IT and EDPC Meetings
- Attended Green Future Summit – Energy conference in Pictou; presentations and networking, including with the Minister of Energy to discuss Antigonish Electric Utility and AREA priorities.
- Solar Garden meetings – managing progress towards substantial completion and insurance claims
- Various Council Advisory Committee meetings (nominations, police and licensing etc..)
- Transitioning from strategic plan preparation to prepare draft budget
- MMEUA Meeting in Halifax

**Strategic Initiatives Update:**

<b>Projects</b>
<b>Title: Net Zero Engagement Strategies Funding Opportunity - Sustainable Communities Challenge Fund administered by NSF</b>
<b>Status Update: Continuation of engagement strategy work. Reviewing background material provided and discussing message building around current initiatives. Meeting to establish next scope of work and RFP process.</b>
<b>Next Step: On-going</b>
<b>Title: Grid Modernization and New Substation</b>
<b>Status Update:</b> <ul style="list-style-type: none"> <li>• Design preparation for substation location – on-going.</li> <li>• Progressing Switching Station design with Nova Scotia Power for interconnection to 138kV transmission line.</li> <li>• Completed pole line work for contract previously awarded to Connect Atlantic Utility Services (CAUS Ltd.)</li> <li>• Manufacturing of the 30/40 MVA power transformers has progressed to the stage prompting the Milestone #4 payment in this quarter. The schedule for final delivery is still on course for late Q2 2025-26.</li> <li>• Transformer Assembly Proposal from Siemens and under review by TOA and close to authorization. TOA also intends to purchase the transformer mineral oil from Siemens.</li> <li>• A Purchase Order for 2-4MVA pad mount transformers for StFX has been issued to Graybar Canada.</li> </ul>

- Lightening arresters for substation have been ordered to arrive in time for the planned installation schedule.
- Switching gear and other electrical equipment and shop drawing reviews are ongoing so that the substation design can progress to final stage.
- Grubbing (removal of roots and organics) at substation was completed in preparation for upcoming civil works.
- Planning for next round of pole top transformer replacements underway for spring restart.
- Scoping ongoing for miscellaneous line work throughout the TOA necessary to prepare for the conversion.
- NSPI Interconnection Agreement has been completed and signed.

**Next Step: on-going**

**Title: FCM/SCCF – Community District Energy System (CDES) Feasibility Study**

**Status Update: Final report to FCM has been accepted.**

**Next Step: Final report has been uploaded to the Town’s website**

**Title: Green Municipal Fund – GHG Reduction Pathway Capital Project – Deep Energy Retrofits**

**Status Update: Full Application has been received**

**Next Step: Completion and submission to be determined**

**Title: Green and Inclusive Community Buildings**

**Status Update: Funding application for Low Carbon Resilience Retrofit has been submitted to Housing, Infrastructure and Communities Canada (HICC) for approval**

**Next Step: New release from March 22<sup>nd</sup> – TOA project not on the list of approved projects**

**Title: Provincial Growth and Renewal for Infrastructure Development Program (GRID)**

**Status Update: Application was successful and funding to be awarded.**

**Next Step: on-going**

**Title: SCCF Round 3 – Arena Low Carbon Resilience Retrofit Project**

**Status Update: Expression of Interest was approved, and full application is underway for a reduced scope of work. Deadline for submission is April 22, 2025.**

**Next Step: on-going**

**Title:**

**Status Update:**

**Next Step:**

**Title:**

**Status Update:**

**Next Step:**

## AREA Update:

### Projects

**Title: HOME Program Review**

<b>Status Update:</b> Meeting with Mahone Bay and Berwick to discuss potential funding opportunities through FCM.
<b>Next Step:</b> Details to be shared at a later date
<b>Title:</b>
<b>Status Update:</b>
<b>Next Step:</b>
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<b>Status Update:</b>
<b>Next Step:</b>

**Subject:** Staff Report  
**To:** Antigonish Town Council  
**Date Prepared:** Apr 14<sup>th</sup>, 2025  
**Prepared by:** Kyle Meisner, P. Eng., Director of Public Works

## Department of Public Works

### Projects/Tender Update:

Projects	
<b>Title:</b> Capital Budgeting Process	
<b>Status Update:</b> Presentation drafted for Apr 14 <sup>th</sup> Committee of the Whole	
<b>Next Step:</b> Continue Strategic Planning Process	
<b>Title:</b> CHIF Funding Application – Northern Collector and STP + Source Water	
<b>Status Update:</b> Presented to Council March 17 <sup>th</sup> 2025	
<b>Next Step:</b> Application submitted March 31 <sup>st</sup> , 2025 for \$18M in funding	
<b>Title:</b> Municipal Trunks and Routes Funding Application – West / Hawthorne / Main	
<b>Status Update:</b> Presented to Council March 17 <sup>th</sup> 2025	
<b>Next Step:</b> Application submitted March 18 <sup>th</sup> , 2025 for \$2.5M in funding	
<b>Title:</b> Intermunicipal Agreement	
<b>Status Update:</b> Working to prepare a draft terms of reference for an RFP	
<b>Next Step:</b> Complete TOR, release RFP	
<b>Title:</b> STP Screening / Headworks	
<b>Status Update:</b> Design process underway, kickoff meeting held March 20 <sup>th</sup> 2025 with CBCL	
<b>Next Step:</b> Continue design process	
<b>Title:</b> Bay St Municipal Servicing Upgrades	
<b>Status Update:</b> Pending Approval of Capital Budget	
<b>Next Step:</b> Design work in progress with WSP. Design at approx. 95% ICIP Funding Received for \$1.8M GRID Funding Received for \$1.1M – Feb 20 <sup>th</sup> ATF Funding Application - \$0.55M – Pending Approval	
<b>Title:</b> Hwy4 AT/Roundabout Project	
<b>Status Update:</b> Ongoing follow-ups with NSDPW on the phased project	
<b>Next Step:</b> NSDPW working with Strum to finalize design for project. Project expected to go to tender in April.	
<b>Title:</b> Safety Audits	
<b>Status Update:</b> Organization-wide Safety Audits underway with CCS	
<b>Next Step:</b> Planning and implementation of recommendations with JOHS committee	
<b>Title:</b> Safety Management System	
<b>Status Update:</b> Drafting of Programs underway	
<b>Next Step:</b> Continue work with CCS (consultant) and proceed with completion of SMS	

## Electric Utility (EU):

<b>Projects</b>
<b>Title:</b> Electric Utility Capital Modifications (Grid Mod)
<b>Status Update:</b> EU working group continues to assess project scheduling & major stock purchases/delivery Substation Site work preparation continues. Preparations and assessments underway for 2025 construction season
<b>Next Steps:</b> Job postings for temp / seasonal hires for PLTs to continue transformer installations
<b>Title:</b> Solar Garden and BRBB Pole line for Solar Garden
<b>Status Update:</b> Site testing generally completed. Solar Garden currently hooked to grid and producing power during testing phase. Inspection completed for Deviation work Feb 4 <sup>th</sup> 2025 Substantial completion under assessment. Facility OM being assessed for requirements.
<b>Next Step:</b> Project follow-ups in progress.
<b>Title:</b> EU Code of Practise
<b>Status Update:</b> Development of Rubber Glove Code of Practice is underway with M Smith and CCS Safety
<b>Next Step:</b> Format and update Code of Practice for submission.
<b>Title:</b> Power Outages
<b>Status Update:</b> For maintenance work - short service outages will be required till Code of Practice in place.
<b>Next Step:</b> Complete Code of Practise with CCS and M. Smith
<b>Title:</b> Operations Items
<b>Status Update:</b> Items as noted below
<b>Next Step:</b> Street lights - replacement work continues Pole Line Work – ongoing Service Work - ongoing Tree trimming work continues. Electrical Inspections Ongoing Meter reading
<b>Title:</b> Pad Mount transformers (Xfmrs)
<b>Status Update:</b> Finalized quotes for Capital Purchases (growth and stock)
<b>Next Step:</b> Pad Mount Transformers ordered Feb 28 <sup>th</sup>
<b>Title:</b> Worker off due to lost time incident Jan 29 <sup>th</sup> 2025
<b>Status Update:</b> Worker returned to work part-time with restrictions Feb 10 <sup>th</sup>
<b>Next Step:</b> Worker back to full-time work March 12 <sup>th</sup> Investigation completed and presented to JOHS Committee for causes of incident.

## Treatment Facilities:

<b>Projects</b>
<b>Title:</b> Treatment Facilities Manager
<b>Status Update:</b> Position awarded to J. Jackman, promoted to Foreman until new staff trained
<b>Next Step:</b> Complete promotion to Manager once staff trained
<b>Title:</b> Treatment Operator New Hires (2)
<b>Status Update:</b> T. Kasza and E. Mattie joined staff in March
<b>Next Step:</b> Complete training and on-boarding for on-call duties
<b>Title:</b> Annual Report
<b>Status Update:</b> Annual Report compilation underway
<b>Next Step:</b> Expected submission to NSECC April 15 <sup>th</sup> , 2025
<b>Title:</b> Operational Support (Contract)
<b>Status Update:</b> Contracted support underway, accepted March 6 <sup>th</sup> , 2025
<b>Next Step:</b> Continue work on STP Aeration maintenance
<b>Title:</b> Source Water Review
<b>Status Update:</b> Prepping RFP for negotiation services to secure test well locations

<b>Next Steps:</b> Release RFP for bidding
<b>Title:</b> Water Utility Items
<b>Status Update:</b> James River Dam - Fall inspection completed. Report received Jan 30th
<b>Next Step:</b> Follow-ups to report to be undertaken in spring.
<b>Title:</b> Sewage Plant Aeration Work
<b>Status Update:</b> Work underway as staffing levels stabilized + operational support received
<b>Next Steps:</b> Continue to clear aerators of debris / rags
<b>Title:</b> Sewer Plant Chemical Desludging
<b>Status Update:</b> Project underway to add chemical desludging agent to clean up any leftover material
<b>Next Step:</b> Continue for prescribed 120-day period

### Public Works (PW):

Projects	
<b>Title:</b>	Worker off due to lost time incident, Jan 18, 2025.
<b>Status Update:</b>	Worker had returned to work (Feb 3rd), but is now off for 3-month leave for other medical issue. Incident investigation has been completed and presented to the JOSHC.
<b>Next Steps:</b>	Recommendations from the investigation are under review and action assigned to appropriate persons.
<b>Title:</b>	Temporary Labourer Operator - New Hire
<b>Status Update:</b>	A new labourer/operator joined the team on March 6.
<b>Next Steps:</b>	Onboarding and training is underway.
<b>Title:</b>	Seasonal Snow Clearing and Salting Operations
<b>Status Update:</b>	Plowing and salting operations on going as needed with no major events. Work on potholes continues.
<b>Next Step:</b>	Ongoing operations throughout March.
<b>Title:</b>	Water Breaks
<b>Status Update:</b>	Mar 4 - St. Ninian Street at Cathedral (8" line)
<b>Next Step:</b>	Crews continue to respond and repair as needed.
<b>Title:</b>	Pothole Repairs
<b>Status Update:</b>	Crews responded promptly to reported potholes by placing appropriate signage and adding gravel to ensure road safety. Cold patching is completed when weather and surface conditions permit.
<b>Next Step:</b>	Mill and fill assessments to take place in April/May.
<b>Title:</b>	Sewer Camera Investigations
<b>Status Update:</b>	Investigations conducted on Briery Brook Road, McKinnon Street, Acadia Street, St Mary's Street and St. Ninian's Street.
<b>Next Step:</b>	Repairs completed for MacKinnon Street and 22 St Mary's; Tree root clearing planned for Briery Brook Road for April 4; no action required for Acadia or St. Ninian's.
<b>Title:</b>	PWD Equipment
<b>Status Update:</b>	Equipment assessments are currently underway to inform capital budget planning. The John Deere loader is out of service (Apr 1) and will require extensive repairs. Truck 3 (single axle) is also out of service waiting for a part.
<b>Next Step:</b>	Determine priority and cost for replacements
<b>Title:</b>	West Street - 4" line decommissioning

<b>Status Update:</b>	Valves were cleaned and an attempt was made to isolate the area. While water flow was reduced, it remains a concern for safely completing the work to cap the 4-inch line at West and James.
<b>Next Step:</b>	Testing will resume after the Easter holiday. The old 4-inch main on West Street is scheduled to be capped this spring. Valves will be replaced as needed to restore full control over the area.
<b>Title:</b>	Hydrant Checks and Thawing
<b>Status Update:</b>	Checks completed for March 2025.
<b>Next Step:</b>	150 Hydrants were checked, 8 identified to be frozen and were thawed within 24 hours. Many hydrants were found to have water that required pumping.
<b>Title:</b>	Water Line Repair - Vincents Way
<b>Status Update:</b>	A temporary repair was completed following a water line break on Vincent's Way on February 12. Testing to isolate the affected area was conducted but yielded inconclusive results.
<b>Next Step:</b>	An investigation into the inline valves is currently underway to properly isolate the area and complete permanent repairs.
<b>Title:</b>	Sign repairs
<b>Status Update:</b>	Sign assessments have been completed, and many repairs are now finished, including the installation of critical signage.
<b>Next Step:</b>	Work is ongoing to replace damaged and bent signposts to restore full functionality across the area.

**Waste Management:**

<b>Projects</b>
<b>Title: Circular Update</b>
<b>Status Update: Offer made by Circular, not sufficient to cover TOA budget</b>
<b>Next Step: Turn over recycling pickup to Circular in December 2025</b>
<b>Title: Solid Waste Items</b>
<b>Status Update: Waste Management Bylaw - awaiting Municipal Affairs approval for SOTs</b>
<b>Next steps:</b>
<b>Title: Waste disposal weights – End of March, 2025</b>
<b>Status Update: RWC (Mar) 995.18 T ICI (Mar) 3767.98 T</b>



Kyle Meisner, P.Eng.  
Director of Public Works

**Subject:** Community Development Council Report  
**CAO Report**  
**To:** Antigonish Town Council  
**Date Prepared:** April 14, 2025  
**Prepared by:** Shannon Long, Acting Director of Community Development

**Community Development**

**Strategic & Capital Projects of Council:**

<b>Projects</b>
<b>Active Transportation Corridor</b>
<b>Status Update: Project D</b>
<b>Next Step:</b> The Town Hall event for the AT Project was held on Tuesday, March 25. CAO Randy Delorey had a presentation providing an overview and an update on the project and there was a Q&A session. Approximately 100 people attended. A “What We Heard Report” with information from the community meeting and the survey is being prepared and will be presented to council. Project D will be submitted as part of the 2025/26 Capital Budget.
<b>Sandlot Baseball Field Accessible Pathway</b>
<b>Status Update: Landscaping</b>
<b>Next Step:</b> The pathway has been paved. Due to the lateness in the year, the landscaping is going to take place in the spring. Staff have reached out to Dexter requesting the landscaping be done by the long weekend in May.
<b>Accessible Pathway Connector Trail</b>
<b>Status Update: To be started in the Spring</b>
<b>Next Step:</b> The Accessible Pathway Connector Trail is a paved pathway from the bottom of the accessible pathway that was paved in the Fall that goes the length of the turf field to the main entrance of the turf field. The Town has secured \$12,000 from the Youth Innovation Component for Enabling Accessibility Fund and another \$50,000 from the Province of Nova Scotia for this project.
<b>Tourism</b>
<b>Status Update: Partnership Agreement to be Signed</b>
<b>Next Step:</b> Staff presented to council at the Committee of the Whole meeting on April 1 providing some background information on the Antigonish Tourism Strategy and the Marketing Levy. A partnership agreement between the Town and the Antigonish Tourism Association has been drafted for council’s approval. This agreement outlines the details for the Town to transfer the levy money to the Association.
<b>Accessibility</b>
<b>Status Update: Accessibility Plan Update Submitted</b>
Council approved the update of the Accessibility Plan and it was submitted to the province by the April 1 deadline. The Town’s website has been updated to include the update of the plan.
<b>Mini-Pitch</b>
<b>Status Update: Grand Opening Being Planned</b>
<b>Next Step:</b> The grand opening of the Mini-Pitch is being planned for Saturday, June 7.

**Operational Projects:**

<b>Project</b>
<b>Advisory Committee Vacancies</b>
The committee pages on the Town’s website continue to get updated with terms of references and minutes.

<b>Alert System</b>
Staff have been in touch with the newly formed NS Department of Emergency Management in regard to a new alert app and the possibility of the Town being one of the test communities of the app. Staff spoke to the Department on early February and will touch base again in a few months as they get closer to a launch date.
<b>Beautification</b>
<ul style="list-style-type: none"> <li>• There have been two requests for tree dedications and a bench dedication through the Town's Dedication Program. These requests will go to the Beautification Committee for consideration.</li> <li>• Summer Landscaping: Yard Pro has the contract to do the Town's landscaping. Staff are working with them to determine the price of this year's contract and to complete an updated Contractor Safety Policy.</li> <li>• Water Contract: Staff will be reaching out to the CACL to determine details for this year's watering contract.</li> <li>• Two new welcome to Antigonish signs have been installed (one on West Street and one at the end of James Street near the West Point building)</li> </ul>
<b>Town Hall Lighting</b>
A set list of colour presets for the five lights on the clock tower have been programmed. Staff will now be able to change the colours for holidays and special requests. The lights were purple at the request of council to support National Dental Hygienists Week.
<b>Town &amp; StFX Partnership</b>
Town and StFX staff have a Good Neighbour Working Group meeting scheduled for Thursday, April 17 to discuss St. Patrick's Day.
<b>Facility Bookings</b>
Staff are busy working with sport teams and minor sport organizations in booking the fields for the summer and Fall.
<b>Programming</b>
<ul style="list-style-type: none"> <li>• Multi-Sport was supposed to wrap up on Tuesday, April 8 however school was cancelled that day due to weather so the wrap-up celebration was rescheduled to Sunday, April 13. The children have completed baseball/softball, tae kwon do, hockey, track and field, swimming, basketball, gymnastics, golf and soccer.</li> <li>• The Kids on the Move initiative that sees kids walk to school from the Farmers Market continues once a month with an average of 20 kids participating. There are two dates remaining for this school year: April 16 and May 14. The May date will be done in partnership with Make Your Move. The Antigonish AA Munro Junior B Bulldogs have been a great supporter sending a few players every month to walk with the kids.</li> <li>• The Older Adult Moving and Mingling program is set to conclude on May 16. Town staff are planning to re-launch the program in the Fall in partnership with the County.</li> <li>• The Town's Open Gym program normally ends at the end of March but this year, staff expanded them to end of April. The last two sessions are April 13 and 20.</li> <li>• Summer Camps: Staff are working with County Recreation to coordinate registration of summer camps to be on the same day. The goal is to have registration ready for the second week of May.</li> </ul>
<b>Staffing Update</b>
<ul style="list-style-type: none"> <li>• Marketing &amp; Communications Officer: Mikeala Williams will be filling the comms role until the end of January/early February and will be full-time as of April 14.</li> <li>• Manager of Parks and Facilities: Tricia Cameron retired at the end of February and is on vacation until early June. The search for a replacement will begin late April/early May.</li> <li>• By-Law Officer: Shaun Smith is retiring mid-May. A job description will be posted in April.</li> <li>• Summer Maintenance Crew: The Town has four members of the Summer Maintenance Crew. Sandy MacDonald has started back full-time until October and interviews are being done to fill the other three positions</li> </ul>

- Summer Intern: The Summer Intern is responsible for organizing the Town’s summer camps and getting details together for registration. The job was advertised, and three candidates were interviewed. Kennedy Atwater was the successful applicant and will officially be starting in May full-time but will work a few days before to organize registration. Funding for this position has been secured through the Canada Summer Jobs grant.
- Camp Coordinator: The Camp Coordinator assists the Intern with the planning and organizing of the summer camps and then is the on-site lead for the camps. Funding for this position has been secured through the Canada Summer Jobs grant. Four candidates have been interviewed and reference checks are being done.
- Summer Camp Leaders: Interviews are being done for four Camp Leaders. Funding for one of these camp leaders is being covered by Canada Summer Jobs grant. Staff are also working on a partnership with ISANS to hire a leader through their Immigrant Youth Exploration Project. This would give the Town five leaders in total.

**Community Equity & Anti-Racism Plan**

The Antigonish Equity, Anti-Hate, Anti-Racism Plan was endorsed by Town Council and added to the Town’s website before the provincial deadline of April 1.

**Community Grants**

Applications for Community Grants has now closed. The information is being gathered to present to council.

**By-law, Policy & Procedures:**

- Body Armour Policy (pending council approval)
- Live Streaming Policy (in draft)

**By-Law Enforcement Statistics:**

Reporting Period: March 14 to April 14, 2025

**Parking Tickets**

238 Tickets Issued

(inclusive of Town, StFX and St. Martha’s)

**Winter Parking Enforcement**

Date of enforcement: April 8/9, 2025

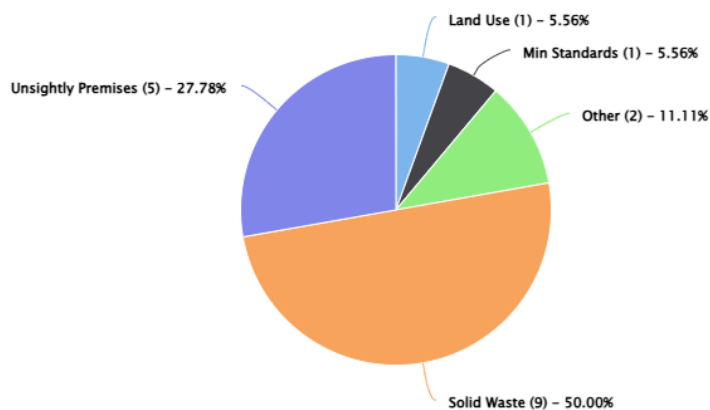
88 Tickets Issued

13 Vehicles Towed

**By-Law Office General Breakdown of New Files During Reporting Period:**

March 14 to April 14, 2025

Case Files by Investigation Type



**Subject:** CAO Report  
**To:** Antigonish Town Council  
**Date Prepared:** April 15, 2025  
**Prepared by:** Meaghan Barkhouse, Director of Corporate Services

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## Corporate Services

### Highlights

Corporate Services has commenced fiscal year 2025-26 budget preparations. The first step in this process has been the defining of Council's strategic priorities and their financial implications. This has been the baseline for staff as they pull the preliminary data to present a full operating and capital budget for Town services. Key information that is being incorporated into the budget will be capital infrastructure needs and the resources needed to complete the work.

Corporate Services' intention is to provide a working budget document to the Committee of the Whole for discussion. This will be preliminary and with no request for approval. The feedback from the committee will then be incorporated into a draft budget for the Audit Committee to review and potentially refine. No date has been set for this meeting. The Audit Committee would then have a motion for Council to approve the proposed budget (with possible amendments from the meeting) at the next regular Council meeting. The goal will be to have a budget approved on May 20<sup>th</sup> with tax bills being processed and issued the following day.

On March 19<sup>th</sup> and 20<sup>th</sup>, the CAO, Town legal counsel, N. Martin, and the Director of Corporate Services meet with the International Brotherhood of Electric Workers (I.B.E.W.), Local 1928 for negotiations of two collective agreements. Agreement on the Electric Utility contract was completed on the first day, with the membership voting in favour of the proposed contract. This will be presented to Council on April 22<sup>nd</sup> for ratification. The negotiations ended earlier for the Public Works and Treatment Facilities due to external commitments, not related to the contract. There has been positive progress, but the parties are looking to reconvene in early May to finish the negotiations.

As presented on April 1<sup>st</sup>, Committee of the Whole meeting – Corporate Services will be requesting Council approved a \$10.8 million Temporary Borrowing Resolution for the Electric Utility Grid Modernization Project. This six-year capital project was originally approved by the previous Town Council, and the Nova Scotia Utility and Review Board (now renamed to the Nova Scotia Energy Board). The Antigonish Electric Utility secured up to \$9.7 million dollars in grant funding, covering 50% of estimated costs. The grant structure for this project allows for 100% of eligible claims submitted to reimbursed up to \$8.5 million in grants by end of fiscal year 2024-25. This commitment will be reduced to \$300,000 annually from the current fiscal year until 2028-29 (total anticipated grant revenue over the next four years: \$1.2 million).

To maximize cash flow, the Town has been submitting 100% of eligible claims so our funding has only been \$2.8 million. To cover the costs for the upcoming fiscal year, the Town will require a TBR. Once the project is operational, or defined phases are operational, the Town will be eligible for a low-interest Municipal Finance Division (MFD) loan. These costs will be included as a part of a general rate application to the Nova Scotia Energy Board (NSEB). Please note that these debt costs are not a part of the Town's Financial Conditions Indicators (as prepared by the Nova Scotia Department of Municipal Affairs).

The Manager of Accounting was the Acting Director of Corporate Services from March 26 to April 2<sup>nd</sup>.

Department Update:

Projects
<b>Title: 2024-25 Year End Audit</b>
<b>Status Update:</b> Manager of Accounting has taken the lead and is working with our Auditors, MNP to prepare for our upcoming audit.
<b>Next Step:</b> On-going
<b>Title: 2025-26 Budget</b>
<b>Status Update:</b> Directors will be using the draft strategic priorities document, capital projects that have been presented to council, and other key feedback we heard to prepare a preliminary budget document for discussion. Details of this process is outline above.
<b>Next Step:</b> Directors to prepare preliminary budget numbers for presentation at May’s Committee of the Whole.
<b>Title: Audit Service Request for Proposal</b>
<b>Status Update:</b> It was approved on the March 17 <sup>th</sup> Regular Council meeting, where Council appointed MNP, LLP (MNP) to be the Town of Antigonish’s Auditor for fiscal years: 2024-25, 2025-26, 2026-27, 2027-28 and 2028-29. MNP was the previous Auditor.
<b>Next Step:</b> Completed
<b>Title: Low Income Property Tax Exemption Policy</b>
<p>The Town of Antigonish’s Low Income Property Tax Exemption Policy was last updated in March 2023. The deadline as defined in the policy is May 31<sup>st</sup> of the current fiscal year the application is to be applied for. Corporate Services is recommending Council provide direction for the Town to review our low-income property tax exemption policy, including the low-income amount threshold and the deduction available. The Director is also requesting that Council extends the application deadline to June 30<sup>th</sup> for this fiscal year. This will allow the Director to provide recommended updates that can be linked to upcoming budget discussions with a decision proposed for May’s Council’s meeting. This will provide at least five weeks of advertising with the new requirements.</p> <p><b>Additional Information:</b> The Director is interested in a tiered deduction based on income levels as seen in other comparator Towns (Bridgewater, Kentville and Yarmouth). The current policy (attached) requirements is an income level of \$28,510 with a deduction up to \$450. This was based on the average deduction from our main comparator Towns. In 2024-25, there were 20 applicants, with one individual not meeting the residence requirement. The median household income reported was \$24,559, with an average tax bill of \$1,651.63 and an average deduction of \$407. A report can be brought forward at the next Committee of the Whole.</p>
<b>Next Step:</b> Recommend to Council a motion to have staff review the Town’s Low Income Property Tax Exemption policy and an one-time extension of the Low-Income Property Tax Exemption deadline to Monday, June 30 <sup>th</sup> . Updates or recommendations to be presented at the May Committee of the Whole.
<b>Title: Human Resources</b>
<b>Employee Hiring and Attrition</b> <ul style="list-style-type: none"> <li>• By-Law Enforcement Officer, S. Smith, has given his retirement notice, with an end date in May 2025.</li> <li>• K. Atwater has accepted the position of Summer Recreation Intern: Administrative Assistant.</li> <li>• The following positions have been closed with interviews completed and reference checks being conducted</li> </ul>

- Summer Recreation Intern: Administrative Assistant
- Parks and Recreation Maintenance Crew Members
- Parks Maintenance Crew Members
- Summer Camp Leader - *multiple*
- Camp Coordinator

**Employment Opportunities:**

- Manager of Recreation (upcoming)
- By-law Enforcement Officer (upcoming)
- Powerline Technician (upcoming)

**External Human Resource Support**

- Corporate Services is working with Trois Collectives, a Human Resource consulting firm based in Quebec. They have been leading the recruitment administration and coordination for Town staff, including the advertising, preliminary screening, candidate summaries, scheduling interviews, providing advice on interview questions, background checks and completing final contact for all unsuccessful interview applicants. This has been very positively received by staff, especially as they are able to offer services or information that current resource levels do not have the time to provide.

**Next Step:** On-going

**Title: Safety Update**

Corporate Services will be working with all Town Hall employees who are on the Joint Occupational Health and Safety Committee (JOHSC) to make recommendations on how to address the deficiencies that were identified by CC Safety and Compliance. Two updates have been completed:

- Electrical room is locked, proper signage is on order
- Three (3) step-stools/ladders (with an evaluation of 3 or residential use only) were taken out of commission and will be replaced with the appropriate grade ladder (Grade 1 or 2).

**Next Step:** On-going

**Title: Equity, Diversity, and Inclusion in the Workplace**

**Status Update:**

\*This project was on temporary pause, the Director of Corporate Service is in progress of re-connecting to our consultants to have the report presented to Council.\*

Developing and implanting an Equity, Diversity, and Inclusion (EDI) policy in the workplace is one of the accords Council signed with when the Town began applying for funding related to the grid modernization funding. The Directors of Corporate Services and Community Development, and the Strategic Projects Coordinator have received a working draft of the consultant’s report on EDI for Town of Antigonish, which has come with recommendations and steps to make improvements within the workplace. This is being reviewed for comment and will be presented to Council over the coming month.

**Next Step:** Consultants Report to be presented

**Title: Work from Home Policy**

**Status Update:** Corporate Services has finalized a draft Work from Home (WFH) policy that is ready for internal review. It has included potential strategies that other similar Town municipalities have implemented, including the Town of Bridgewater.

**Next Step:** Finalize and present to Council regarding a Work from Home Policy.

**Title: In Development: Charitable Donation Policy**

**Status Update:** Corporate Services has prepared a charitable donation policy for the Town of Antigonish. This would formalize the charitable donation receipt program and outline the standards for evaluating donations in accordance with Canadian Revenue Agency (CRA) guidelines. This is in the review stage.

**Next Step:** Finalize and prepare a memo to Council regarding a Charitable Donation Policy.

**2024-25 Council Grants to Organization Account:**

Budget: \$199,044.39      Committed (YTD): \$195,391.44      Remainder: \$3,652.95

**Preliminary 2025-26 Council Grants to Organization Account\*:**

Budget: \$208,744

\*Based on 2025-26 Tax Roll Assessment and 2024-25 Tax Rate

**March 2025 Financial Statements will be available after the year-end audit is completed.**

**To:** Town of Antigonish Council  
Randy Delorey, Chief Administrative Officer

**Submitted by:** Meaghan Barkhouse, Director of Corporate Services

**Date:** Tuesday, March 25, 2025

**Subject:** Temporary Borrowing Resolution (TBR) – Grid Modernization (Electric Utility)

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**Background:**

In 2022–23, the Town of Antigonish Electric Utility (AEU) submitted a capital work order application request to the Nova Scotia Utility and Review Board (NSUARB) for a grid modernization and substation project (M11082). All capital expenditures over \$250,000 needs to be approved by the NSUARB. At its core, this project, known as “Grid Mod” aims to reduce AEU’s reliance on Nova Scotia Power, Inc. (NSPI) distribution lines and substations by bypassing the utility’s six metering points. The project includes having our own substation directly connected to NSPI’s transmission lines, upgrading distribution lines and transformers from the current 4–12 kV to 25 kV to support increased electrification (e.g., electric vehicles and heating) and deploying smart meters for customers.

AEU has secured up to \$9.7 million in grant funding, covering 50% of the estimated project costs. However, between the initial application submission and the capital application hearing with the NSUARB, the total project budget increased to \$20.5 million.

The funding agreement allows for nearly full utilization of the grant funding upfront, with a small portion allocated for 2025–26 to 2028–29. To date, the Town has maximized its claims, submitting \$8.5 million in funding requests.

To finance the project until it becomes operational, temporary borrowing will be required. This loan with our financial institution will be structure similar to the Solar Garden, with interest as prime less one (1) percent. Not all funds need to be withdrawn right away.

Once complete, the Grid Mod will be eligible for long-term financing through the Municipal Finance Division debenture. The associated financing costs will be incorporated into rates through a General Rate Application to the NSUARB upon project completion in 2029.

The Strategic Initiatives Coordinator has provided a cashflow for the life over the project as illustrated in the table below.

	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Eligible Expenses	\$585,000	\$10,825,000	\$6,090,000	\$1,902,000	\$676,000	\$386,000	\$20,464,000
Claim Amount	(\$500,000)	(\$8,000,000)	(\$300,000)	(\$300,000)	(\$300,000)	(\$300,000)	(\$9,700,000)
TOAEU Funding	\$85,000	\$2,825,000	\$5,790,000	\$1,602,000	\$376,000	\$86,000	\$10,764,000

AEU will be responsible for approximately \$5.8 million in expenditures in 2025-26. Corporate Services is requesting that a TBR be taken out to maintain cash flow within the Town bank accounts. This TBR will be for 36 months, from ministerial approval from the Minister of Municipal Affairs and Housing. We can apply for an

extension in year 2027-28 as we did with the Solar Garden TBR. The next step will be to receive ministerial approval.

**Recommendation:**

We request that the attached Temporary Borrowing Resolution be approved by Council to begin the process of accessing temporary borrowing for the Grid Modernization project.

**MUNICIPAL COUNCIL OF THE**

**TEMPORARY BORROWING RESOLUTION**

Amount: \$ \_\_\_\_\_

Purpose: \_\_\_\_\_

**WHEREAS** Section 66 of the Municipal Government Act provides that the Council of the \_\_\_\_\_, 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 \_\_\_\_\_ 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 \_\_\_\_\_ has determined to borrow the aggregate principal amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) for the purposes of \_\_\_\_\_;

**BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 66 of the Municipal Government Act, the Council of the \_\_\_\_\_ borrow a sum or sums not exceeding \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) 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 \_\_\_\_\_ 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 \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) 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 Thirty Six (36) 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 IS TO CERTIFY** that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the \_\_\_\_\_ held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**GIVEN** under the hands of the Clerk and under the seal of the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Clerk

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## Low Income Property Tax Exemption Policy

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### Purpose

The purpose of this policy is to provide a tax exemption for low income property tax payers. This policy is adopted under Section 69 of the *Municipal Government Act*, which permits council to grant a tax exemption for a person whose income is below the amount established in policy.

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#### 1.0 In this policy:

- 1.1 “Family” includes persons related by blood or marriage, common law spouses, registered domestic partners and persons related through adoption.
- 1.2 “Income” means a person's total income from all sources for the calendar year preceding the fiscal year of the Town excluding any allowances paid pursuant to the *War Veterans Allowance Act* (Canada) or pension paid pursuant to the *Pension Act* (Canada) and includes the income of all other members of the same family residing in the same household.
- 1.3 “Owner” means:
  - i. the person assessed for the property;
  - ii. a person who holds title including a part owner, joint owner, tenant in common, or joint tenant of the property;
  - iii. a person having the care or control of the property through adverse possession;
  - iv. a person with a life interest in the property.
- 1.4 “Principal Residence” means the primary location that a person or family inhabits.
- 1.5 “Taxes” means residential property taxes only, and does not include any other rates or charges.

2.0 Subject to the other provisions of this policy, the Town of Antigonish hereby grants on an annual basis an exemption from taxation, operating as a reduction in the taxes otherwise payable to the Town of Antigonish in respect of a property in the amount up to \$450 for owners of property who who possess an income of \$28,510 or less.

- i. The exemption shall only apply to property owners who are permanent residents of the Town of Antigonish who occupy the property as their principal residence.:

- 3.0 In order to be eligible for an exemption, the applicant property owner shall submit to the Town an affidavit in the form of the draft affidavit attached hereto by May 31 of the fiscal year for which the exemption is sought.
- 4.0 In order to qualify for this exemption, property taxes for the previous year must be paid in full.
- 5.0 The Town may ask for documentary verification of income from any source or confirmation of income from third parties and may reject an application which, in the Town's opinion, is not adequately verified or substantiated.
- 6.0 Notwithstanding any other provision of this policy, no exemption is conferred from obligations to remedy unsightly or dangerous premises or any other infractions against a statute, regulation or by-law, and any charges imposed upon a property arising from enforcement of such provisions shall not be subject to a tax exemption pursuant to this policy.
- 7.0 The Town shall advertise annually the application deadline and any other pertinent information in newspaper circulating in the Town and on the Town website, and any other means of communications that administration deems necessary.

**CAO's Annotation for Official Policy Book**

Date of Notice to Council Members of Intent  
To Consider (Minimum 7 Days): March 17, 2023

Date of Passage of Current Policy: March 24, 2023

I certify that this Policy was adopted by Council as indicated above.

  
Chief Administrative Officer

  
Date

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## Low Income Property Tax Exemption Affidavit

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I, \_\_\_\_\_, of \_\_\_\_\_  
*First and Last Name* *Civic Address*

in the Province of Nova Scotia, do solemnly declare that:

1. I permanently reside and own the property at the above civic address for which a tax exemption is being claimed.
2. I am a resident of the Town of Antigonish in the Province of Nova Scotia.
3. The information in Exhibit "A" to this Affidavit, entitled "Statement of Income", is true and correct.
4. That I have provided a copy of my Revenue Canada Notice of Assessment for the calendar year preceding the fiscal year of the Town, attached to this affidavit.
5. I consent to the Town of Antigonish carrying out such inquiries as it deems necessary in order to assess my claim and I agree that the Town of Antigonish has my authorization and consent to obtain information from any third-party source whatsoever and I will execute any necessary documentation required in order to disclose information to the Town of Antigonish.

AND I make this solemn declaration conscientiously believing the same to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

This is to certify that the foregoing is true and correct to the best of my knowledge and ability.

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

\_\_\_\_\_  
Phone

SOLEMNLY DECLARED before me at Antigonish, in the County of Antigonish and correct to the best of my knowledge in the Province of Nova Scotia, this \_\_\_\_\_ day of 20\_\_\_\_.

\_\_\_\_\_  
A Commissioner of the Supreme Court of Signature of Applicant Nova Scotia, a Notary Public, *or*  
A member of the Council of the Town of Antigonish.

**Exhibit 'A' Statement of Income**

The total income of the members of my family residing in the same household as me at the above civic address for the preceding calendar year, excluding *War Veterans Allowance Act* (Canada) or pension paid pursuant to the *Pension Act* (Canada), was less than \$28,510 and was as follows:

Employment Income	
Old Age Security	
Canada or Quebec Pension	
Other Pensions	
Unemployment Insurance	
Interests	
Dividends	
Rental Income	
Taxable Capital Gains	
Alimony or Maintenance Income	
Workers Compensation	
RRSP Income	
Special Assistance Payments	
Old Age Security Supplements	
Other Income	
<b>Total Annual Income from all Sources</b>	<b>\$</b>