

**MEETING:** Committee of the Whole Meeting


**DATE:** October 7, 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. **Acceptance of Minutes**
    - 3.1 Minutes of the Committee of the Whole Meeting of September 2, 2025
  4. **Flag Requests**
    - 4.1 Naomi Society Flag Request (November 25- December 10, 2025)
  5. **Business from Minutes**
    - 5.1 Post Road Dam – Councillor P. McKenna
    - 5.2 Sister Town/City to Bethlehem
    - 5.3 Consolidation Financial Report – Deputy Mayor Roberts
  6. **New Business**
    - 6.1 Title Change – Deputy Clerk
    - 6.2 Public Infrastructure Safety Issues – Councillor A. Murray
      - (a) Skate Park
      - (b) Parking Spaces Accessibility
      - (c) Parking Meters (Main St.)
    - 6.3 Antigonish Community Fridge (Donation) – Councillor P. McKenna
    - 6.4 ACALA 2025 Grant Application – Councillor A. Murray
  7. **Councillor Reports**
  8. **Adjournment**
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**Committee of the Whole  
September 2, 2025  
Town Council Chambers**

**Present**

Mayor S. Cameron  
Deputy Mayor D. Roberts  
Councillor L. MacLellan  
Councillor, P. McKenna  
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  
M. Williams, Marketing and Communications Officer  
G. Gillis, Manager of Public Works  
L. Basinger, Projects Manager  
S. Long, Acting Director of Community Development

Media

Members of the Gallery

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

Mayor S. Cameron called the meeting to order at 6:04 PM and 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.

**2. [Approval of Agenda](#)**

Additions to the agenda under Business from the Minutes included:

- Item 5.3 Update on Strategic Plan
- Item 5.4: Update on Water & Sewer
- Item 5.5: Updating Councillor Committee Calendar

Moved: Councillor MacLellan

Seconded: Councillor Murray

**Motion:** That the agenda be approved as amended.

**Motion Carried**

**3. [Acceptance of the Minutes](#)**

The minutes of the Committee of the Whole Meeting held on August 5, 2025, were accepted as presented.

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#### **4. Presentations**

##### **4.1 Micro-Mobility Electric Scooters**

Mr. Stephen Gaudon presented to Council on the potential of bringing Hopp e-scooters, a franchise based in Iceland, to the community. Hopp scooters are GPS-equipped and managed through fleet software that allows control over speed limits, designated zones, and parking areas. The presentation was for information only, with no formal request at this time. The presentation was for information only, with no formal request at this time. Background information was included in the Council package, and Mr. G attended to answer questions.

Council members asked questions regarding sidewalk use, costs, fleet design, and potential locations (e.g., Main Street, STFX campus, local businesses). It was noted that scooters can be geofenced to address sidewalk restrictions and controlled for speed. Hopp also offers bicycles and electric cars under their franchise model.

Deputy Mayor Roberts clarified that the company is not asking for commitments at this stage but would appreciate Council's support if the idea progresses. The CAO confirmed that staff will bring further information back to Council for consideration.

##### **4.2 Antigonish Women's Resource Centre – New Build Update**

Anita Stewart along with Brenda MacLean presented to Council on plans for the new Antigonish Women's Resource Centre, which will be located at the former Tim Hortons site on James Street. The Centre has outgrown its current space, and the new facility will allow expansion of services and wrap-around supports to meet increased community demand. The new design emphasizes accessibility and sustainability, aligning with accessibility mandates and eco-friendly building practices.

Ms. Stewart highlighted the role of the developer and architect, Molly Merriman of Passive Design, who is Rick Hansen Foundation–certified and has experience working with the Nova Scotia Public Health Association. Passive Design specializes in Passive House and Net Zero buildings, with a mission to create efficient, sustainable, and accessible spaces.

Council members expressed support for the project, noting the building's design, appeal, and environmental features. Questions were raised about building layout (meeting suites), Centre operations, and the availability of support services. Presenters spoke to the work of women's support workers and the SANE program, noting 16 registered nurses are available on-call 24/7.

Deputy Mayor Roberts asked about project timelines, and presenters indicated that follow-up meetings are underway with the Minister, with hopes to begin construction in the new year. The Mayor and CAO extended thanks to the presenters, with additional appreciation expressed to AWRC for supporting Town crews during recent work preparations.

Councillor Pelly arrived at 6:40 p.m.

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#### **4.3 Seniors for Climate Day – September 20, 2025, Proclamation**

A proclamation from the Seniors for Climate Day was circulated in council's package. Mayor Cameron noted that on September 20th that Deputy Mayor will be in attendance for this event. Mayor Cameron read the proclamation aloud.

### **5. Business from Minutes**

#### **5.1 Main Street Crosswalks (WSP Report)**

CAO, R. Delorey, reviewed the proposed crosswalk changes on Main Street between College St. and Acadia St. The two existing marked crossings will be replaced with a single new crosswalk located in front of Shoppers Drug Mart. The design will include a bump-out to improve pedestrian visibility and will result in the loss of some parking spaces. Traffic will continue to flow during construction.

It was confirmed that flashing beacons will be installed on both sides of the new crossing. Comments from Council included support for the change, concerns that pedestrians may continue to use the old locations, and a reminder that crosswalks at the bottom of Acadia St. and in front of the library remain unpainted. Suggestions were also made for improved signage on St. Ninian St., and for staff to review the need for a crosswalk near Annie's Bluff at the end of the hill onto Hawthorne Street.

The Mayor noted the original report dates back six years and expressed hope that, with new staff in place, the project will be completed sooner than later.

#### **5.2 Nova Scotia Federation of Municipalities (NSFM) – Discussion**

Mayor Cameron provided an update, noting background information was included in the Council package.

The CAO reviewed proposed amendments for consideration at the upcoming NSFM Fall Conference in November. One proposed change would limit attendance at non-conference NSFM meetings to elected officials only, which would prevent staff (including the CAO) from attending.

Another proposed amendment would remove the AMANS board member position from the NSFM Board.

A further amendment would change the requirement for Executive Committee members to be from the region they represent. Under the proposed wording, regional representation would be considered a preference rather than mandatory.

This item was presented for Council's information in preparation for the fall conference. Mayor Cameron spoke to this; information was included in the council package for this meeting.

#### **5.3 Update on the Strategic Plan**

This item was added to the agenda at the request of Councillor MacLellan.

Council discussed progress on the Town's Net Zero initiative. The CAO noted that grant funding has been received to support promotion of the Net Zero mandate, including an

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RFP and a second-phase awareness campaign for the Electric Utility. Ms. S. Long confirmed this work is part of the Town's engagement plan. A survey to Council will be circulated first, followed by possible one-on-one sessions with consultants. The engagement funding must be used by the end of December.

Council requested clearer communication on the sequencing of upcoming projects, with one suggestion for weekly project updates from the CAO. It was also proposed that a future Committee of the Whole meeting be used to review the Strategic Plan, highlighting completed and outstanding actions. The CAO noted challenges in aligning funding, design, and execution timelines, and emphasized the need to secure design funding in advance to allow projects to proceed to tender.

Additional items raised for consideration in the Strategic Plan included the need for a long-term parking plan (five-year outlook) and the importance of advancing shovel-ready projects before moving to new priorities.

Meeting recessed at 7:37 p.m. and reconvened at 7:53 p.m.

#### **5.4 Update on the Water and Sewer**

The CAO provided an update on both water and sewer operations.

On the water side, levels at the dam have improved enough to lift the mandatory conservation order. The reservoir is now approximately 2.5 feet below capacity, compared to a low of over 7 feet earlier in the season. A new fitting has arrived, and installation is pending the arrival of the pump, which will help push water into the system. This will provide an additional contingency.

On the sewer side, recirculation continues to be the key factor in improving conditions, particularly by increasing oxygenation and reducing odor. Cell 3 is operating at its highest levels, with improvements moving toward the front end of the system. Blowers and aerators are still in progress.

During discussion, Council noted the need for clearer public messaging regarding the wastewater treatment plant to address resident concerns.

The Mayor requested that the matter of exploring well capacity, previously raised at the last Committee of the Whole meeting, be brought back for further discussion. The CAO advised that while this has not been a top priority, consideration is being given to the use of wells in alignment with long-term planning—potentially as part of a geothermal heat transfer system rather than solely as a water source. The Mayor emphasized that undertaking preliminary work on wells now could be proactive. Councillor Sullivan added that the Infrastructure Committee had also discussed the matter, with questions raised regarding environmental approvals and potential limitations.

Discussions ensued.

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### **5.5 Updating Councillor Committee Calendar**

This item was added to the agenda at the request of Councillor MacLellan, who suggested establishing a 12-month schedule for Council committees. Discussions ensued.

## **6. New Business**

### **6.1 Tax Grants Non-Profits**

The CAO spoke to the three tax grant requests for non-profits, Canadian Association for Community Living (CACL), HOW Club and the Independent Order of Off Fellows (IOOF Jewel Lodge # 42) noting that such requests currently come through different channels and are handled in varying ways. A policy could help streamline the process and provide a consistent approach.

Council Discussion took place.

Staff will review options and bring this back to Council for further consideration.

### **6.2 Human Resource Policy Update – Preventing Workplace Harassment Policy**

M. Barkhouse presented the updated policy, with background information provided in the Council package.

The CAO noted that the policy aligns closely with the existing Code of Conduct, with overarching updates mandated as of September 1.

## **7. Councillor Reports**

### **Deputy Mayor D. Roberts**

Deputy Mayor Roberts reported signing cheques, attending a reception hosted by The Doctors Navigator, the Helping Health Care Night at the Mulrone Centre, participating in a flag raising event, and attending four meetings.

### **Councillor J. Sullivan**

Councillor Sullivan, as Chair of the Infrastructure Committee, provided his written report and presented it during the meeting. The Committee met on August 28, discussing updates on equipment tenders, sidewalk construction on Greening Drive, and a new crosswalk opposite Shoppers Drug Mart.

In July, the Committee toured the Town's Water and Sewer Treatment Plants and the Public Works building.

Key discussion items from the meeting included water levels, long-term water supply planning, and potential new wells at the Briley Brook Water Treatment Plant. The Sewer Treatment Plant continues to see operational improvements, and residents are reminded to follow proper flushing practices ("three Ps").

Councillor Sullivan also reported that the Town has secured provincial and federal funding for major infrastructure projects, including upgrades along Bay Street, West Street, James Street, and exploration of a Northern Collector route to the hospital.

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He also attended the Doctors Navigator reception, the Helping Health Care Night at the Mulroney Centre.

**Mayor's Suggestion – Project Tendering**

The Mayor noted that, given we are now in September, the Town is missing its optimal construction window and suggested that future tenders be issued in January with construction to follow in the spring to help get back on schedule.

Following discussion, Council agreed to bring this item forward to the next regular Council meeting on September 15 for further consideration.

Points raised included:

- Concerns that delaying tenders could result in projects being set aside by the design and contractor industry.
- The importance of avoiding additional disruption near the roundabout.
- The option of issuing tenders now with defined start dates in the spring to give contractors adequate time to plan.

**Mayor Cameron**

Mayor Cameron reported attending the Highland Games, Cape Breton Highland Games, the 200th anniversary of the Our Lady of Grace Monastery, the Art Fair opening night, the Eastern Nova Scotia Exhibition, the Football Canadian Eastern Championships, the Helping the Health Care event, a flag raising, and an online meeting with Nova Scotia Policing. He also conducted three CBC interviews and has been networking with the Housing Trust of Nova Scotia.

**8. Adjournment**

There being no further business, the meeting was adjourned at 8:55 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

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

Applicant Information

1 Community Group/Organization Title

Naomi Society

2 Applicant Name

Patrick McKenna

3 Email

ssh@naomisociety.ca

4 Address

103 - 133 Church Street Antigonish Nova Scotia

5 Postal Code

B2G 2E3

6 Phone

902-863-3807

### Request Details

7. Please indicate your request.

- Flag
- Lamp Post Banner
- Other

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

**Naomi Society Brand Flag (Flown last year)**

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

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

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

Flag/Banner Request Start Date:

**November 25, 2025**

11. Flag/Banner Request End Date:

**December 10, 2025**

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

Yes

No

13 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 flag raising is in respect of the 16 Days of Activism. From 25 Novem

in Box 13 was the following

From 25 November to 10 December 2025, mark the 16 Days of Activism to End Gender-based Violence under the theme: “UNiTE to End Digital Violence against All Women and Girls”.

Violence against women and girls affects one in three women. It is a global human rights emergency that must stop. As the world marks the 30th anniversary of the Beijing Declaration and Platform for Action – one of the most progressive international agreements on women’s rights to date – the UN Secretary-General’s UNiTE 2025 campaign focuses on one of the fastest-growing forms of abuse: digital violence against women and girls. This year’s campaign is also a reminder that digital safety is central to gender equality.

**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

14. Signature:



15. Date:

September 24, 2025

## Melanie Fougere

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**From:** Melanie.Fougere@townofantigonish.ca  
**Subject:** Skate park safety

**From:** Marion Alex <malex@stfx.ca>  
**Sent:** Wednesday, August 6, 2025 8:43:08 PM  
**To:** Andrew Murray <andrew.murray@townofantigonish.ca>  
**Subject:** EXTERNAL: Skate park safety

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 Andrew,

I am following up as promised with you about my concerns with the West Street skatepark. The skatepark is commonly used by children and youth and undoubtedly provides useful recreation. However, given its close proximity with a busy street, I am concerned it is 'a tragedy waiting to happen'. Some time ago, I saw a youth wipe out and sail atop skateboard into the street, cars on West Street rapidly braking to avoid hitting someone. Other have told me that they too have seen skateboards flying onto the street. No traffic speed bumps and no barriers such as netting exist at this location. Wishful thinking that maybe nothing will ever happen is dangerously illogical and will not prevent tragedies involving serious injury or death of a child, changing lives forever. If something were to happen, who would be legally accountable? Of note, sometimes cars exiting the highways — including emergency vehicles — are travelling at speeds where rapid braking may not even be possible.

Please, could you bring this matter to Council for discussion? I suggest action starting with a fulsome safety assessment by personnel qualified to do so. Relevant safety recommendations to mitigate risk of harm emerge may emerge.

Thank you.

Kind regards,  
Marion Alex  
47 Highland Drive, Antigonish  
(former ICU nurse, IWK Hospital for Children; retired faculty, StFX School of Nursing)

## Melanie Fougere

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**From:** Melanie.Fougere@townofantigonish.ca  
**Subject:** Request for Accessibility Improvements and Snow Removal at Handicap Parking, Hines PharmaChoice

**From:** melissa hines <[meljhines@gmail.com](mailto:meljhines@gmail.com)>  
**Sent:** Friday, September 12, 2025 3:45:46 PM  
**To:** Andrew Murray <[andrew.murray@townofantigonish.ca](mailto:andrew.murray@townofantigonish.ca)>  
**Subject:** EXTERNAL: Request for Accessibility Improvements and Snow Removal at Handicap Parking, Hines PharmaChoice

You don't often get email from [meljhines@gmail.com](mailto:meljhines@gmail.com). [Learn why this is important](#)

**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.

Melissa Hines  
Hines PharmaChoice  
220 Main St.  
Antigonish, NS

September 12, 2025  
Mayor and Members of Antigonish Town Council  
Town of Antigonish

Dear Mayor and Members of Council,

I am writing on behalf of Hines PharmaChoice on Main Street to raise important community safety and accessibility concerns regarding the handicap parking space located directly in front of our pharmacy.

At present, a curb runs directly alongside the designated handicap parking spot. Unfortunately, this design creates a serious challenge for individuals who use wheelchairs, rollators, or walkers. In recent months, three of our patients have fallen between the curb and the parking space while attempting to access our building. In each case, paramedics had to be called to provide assistance. These incidents have been distressing both for the individuals involved, and for our staff, and they highlight the urgent need for improvements to this space.

We also experience recurring challenges with snow removal in this same parking area. When snow and ice are not cleared quickly and thoroughly, the curb and surrounding space become even more hazardous, further limiting access for individuals with mobility aids. More urgent and consistent snow removal in this accessible area is critical to ensuring safe entry to the pharmacy and physicians offices during the winter months.

We respectfully request that:

1. The curb beside the handicap parking space be removed or redesigned to provide a smooth, level transition from the parking area onto the sidewalk.
2. Snow removal efforts in this accessible area be given higher priority to prevent dangerous conditions during the winter.

As you know, under Nova Scotia’s Accessibility Act (2017), the province has committed to becoming fully accessible by 2030. Improving access to essential services like pharmacies is a meaningful way to advance this goal and demonstrate the Town’s commitment to inclusion and community well-being.

At Hines PharmaChoice, our priority is the health, safety, and dignity of our patients. We want to ensure that everyone in Antigonish—residents and visitors alike—can access healthcare services without unnecessary risk or barriers.

We greatly appreciate Council’s ongoing efforts to build a safe and accessible community, and we kindly ask that these matters be given timely consideration. I would be happy to meet with staff or Council members to discuss possible solutions or provide further details.

Thank you for your attention and support.

Sincerely,

Melissa Hines

Owner/Pharmacist

Hines PharmaChoice

Melissa J. Hines, BSc Pharm  
Pharmacist & Owner  
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