
MEETING: Committee of the Whole Meeting

DATE: November 3, 2025

TIME: 6:00 PM

PLACE: Town Council Chambers

Agenda

1. **Call to Order & Land Acknowledgement**
2. **Approval of Agenda**
 - 2.1 Additions to the Agenda
3. **Conflict of Interest**
4. **Acceptance of Minutes**
 - 4.1 Minutes of the Committee of the Whole Meeting of October 7, 2025
5. **Business from Minutes**
 - 5.1 ACALA 2025 Grant Application
 - 5.2 Committee Structure Review
6. **New Business**
 - 6.1 Budget/Fiscal Forecast Update – Staff
 - 6.2 Water Barrels – Deputy Mayor Roberts
 - 6.3 Town Flag – Deputy Mayor Roberts
 - 6.4 Delightful December – Staff
 - 6.5 4-Way Stop at Pleasant St and College St – Deputy Mayor Roberts
7. **Correspondence**
 - 7.1 L'Arche Antigonish – Funding Request
 - 7.2 PARL – Letter to Hon. T. Houston
 - 7.3 Transition House Association of Nova Scotia (THANS) – Purple Ribbon Campaign
 - 7.4 Jazz Festival Fundraiser Honoring Inez Forbes – Funding Request
8. **Councillor Reports**
9. **Adjournment**

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**Committee of the Whole
October 7, 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, Municipal Clerk and Recording Secretary
S. Long, Acting Director of Community Development

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 and Additions of the Agenda

Additions to the agenda under Business from the Minutes include:

- 6.5 Radio Budget
- 6.6 Accessible Spaces
- 6.7 Left Turn Main and College St
- 6.8 4-way Stop at Pleasant St and College St

Motion: That the agenda be approved as amended.

Moved: Councillor MacLellan

Seconded: Councillor McKenna

Motion Carried

3. Acceptance of the Minutes

The minutes of the Committee of the Whole Meeting held on September 2, 2025, were accepted as presented.

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4. Flag Raising

4.1 Naomi Society Flag Request (November 25- December 10, 2025)

Councillor McKenna recused himself from the meeting declared a conflict of interest. The request was circulated to Council for information services.

This item is for information purposes only and will be brought forward to the next Regular Council Meeting.

5. Business from Minutes

5.1 Post Road Dam – Councillor P. McKenna

Councillor McKenna noted that he was contacted by the landowner where the Post Road Dam is located, who expressed concern regarding the dam's current state of disrepair and the overgrown vegetation in the area. The matter was brought forward for Council's awareness.

The CAO provided additional context, noting that the dam is owned by the Town and is used to manage water flow from the rivers into Town limits. The Director of Engineering is currently conducting an assessment of the dam's structural integrity.

5.2 Sister Town/City to Bethlehem

CAO, R. Delorey provided an update, noting that this matter had been raised at the August Council meeting. From a staff perspective, it was recommended that Council defer consideration of establishing a sister city relationship with Bethlehem at this time, given current geopolitical circumstances and the fact that such an initiative is not identified in Council's strategic plan.

Council discussion followed.

Council agreed to accept the staff recommendation not to pursue the sister city initiative at this time and to notify Mr. D. MacGillivray of the decision by letter.

5.3 Consolidation Financial Report – Deputy Mayor Roberts

Deputy Mayor Roberts requested clarification regarding a previous inquiry she placed about the Consolidation Financial Report, noting that an email had been circulated to Council seeking this information.

The CAO explained that while routine information requests can be provided directly by staff, this particular request was non-routine and would require significant staff time to compile. For that reason, the matter was brought to Council for direction. The CAO also noted that members of the public seeking similar information would be required to submit a FOIPOP application.

The Deputy Mayor also questioned why the matter came before Council rather than receiving a direct staff response, and the CAO confirmed that, as the request is non-routine, Council's consideration and decision on whether to pursue the information was required.

No further action was taken.

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6. New Business

6.1 Title Change – Deputy Clerk

The CAO spoke to this item, noting that in keeping consistent with other municipalities, the title of Deputy Clerk has been changed to Municipal Clerk.

6.2 Public Infrastructure Safety Issues – Councillor A. Murray

(a) Skate Park

Councillor Murray referenced a letter previously circulated to Council outlining safety concerns at the Skate Park, where skateboards can cross the pavement, grass area, and sidewalk, entering vehicle traffic on West Street. Councillor Murray suggested the installation of a barrier and a possible swing gate at the sidewalk entrance to improve safety.

The CAO advised that the Director of Infrastructure and Engineering, as part of the West Street design tender, had incorporated a design element that includes a structure such as a half wall to help prevent this issue.
Discussion ensued.

(b) Parking Spaces Accessibility

Councillor Murray raised concerns regarding accessibility at designated parking spaces, suggesting that removing the curb could improve access for users. Councillor Murray also noted issues related to snow removal at accessible parking spots.
The CAO advised that the previous snow removal policy had been rescinded and that the Infrastructure Committee is developing a new policy, which will incorporate an accessibility lens to ensure inclusive design and maintenance practices.

(c) Parking Meters (Main St.)

Councillor Murray suggested moving the parking meters away from the curb and reposition them closer to the buildings along Main Street, to facilitate snow clearing and reduce snowbank buildup.
Discussion ensued.

6.3 Antigonish Community Fridge (Donation) – Councillor P. McKenna

Councillor McKenna advised that he received an email from a County Councillor, Mr. A. Baden-Clay, noting that the Community Fridge does a valuable job in supplying prepared food but is running low on supplies.

For discussion, Councillor McKenna recommended supporting the initiative with a \$1,000 contribution. The Mayor followed up with the Community Fridge coordinator, who indicated that they are requesting funding from both the Town and County, as well as volunteer assistance at an upcoming Community Soup Gathering event on December 7th.

This item was provided for information purposes and will be placed on the agenda for the Regular Council meeting on October 20th.

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6.4 ACALA 2025 Grant Application – Councillor A. Murray

Councillor Murray reported that ACALA was successful in receiving a grant for its International Food Fair 2025. However, the individual leading the project is currently unavailable, and the event cannot proceed as originally planned.

ACALA has inquired whether the event deadline could be extended beyond the December 31st commencement date outlined in the application. While extensions are possible within the current fiscal year, if the event cannot be held, the funds would need to be returned, and a new application submitted next year.

It was noted that any change to the event itself would require Council approval by motion.

This item was presented for information purposes and will be brought forward to the October 20th Regular Council meeting for discussion and direction.

6.5 Radio Budget

The Mayor inquired whether the Town currently has a designated radio budget. The CAO advised that there is an advertising budget in place but not one specific to radio. The Mayor suggested creating a dedicated radio budget to help promote Town-related events and share important community messages. Discussion followed, with Councillor Sullivan expressing support for the idea, noting it would be a good opportunity to keep residents informed.

It was also noted that 98.9 XFM periodically reaches out to offer opportunities for short community segments.

6.6 Accessible Spaces

These items were brought forward from the Police and License Committee, suggesting that the Town consider completing an assessment of accessible parking spaces for the next capital budget. This would provide an opportunity to ensure that the parking spots are correctly located.

The Deputy Mayor requested that staff review and update the painting of accessible parking spots, including those behind Creighton Lane.

Councillor McKenna noted his appreciation that the Police and License, Infrastructure, and Accessibility Committees are all working together, highlighting the benefit of applying an accessibility lens across initiatives.

6.7 Left Turn Main and College Street

Deputy Mayor Roberts brought this item forward, noting discussions with the Director of Infrastructure and Engineering regarding the possibility of adding a dedicated left-turn lane from Main Street onto College Street.

The Director, K. Meisner advised that the existing traffic signals require full replacement before any modifications can be made, as there are currently no electrical conduits to support upgrades. This would be considered a capital project.

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Discussions with WSP traffic engineers indicated that while a dedicated left-turn lane and through lane could help reduce congestion, the change would result in the loss of some parking spaces along Main Street. It was recommended that any modifications be deferred until a parking study is completed and the five-year capital plan is updated.

Discussion ensued, including consideration of reinstating a flashing green light at the intersection, the compatibility of the current traffic signal system with flashing phases, and the planning of dedicated turning lanes at other intersections in Town. Council noted that these factors should be considered in future capital budget planning.

6.8 4-way Stop Pleasant St./ College St.

Deputy Mayor Roberts brought this item forward following a recommendation from the Police and Licensing Committee.

Council discussed several safety concerns at the intersection, including limited visibility, increased traffic due to new development, and vehicles parked along the street creating potential hazards. It was suggested that staff review the possibility of implementing no-parking zones on either side of the street to improve safety.

7. Councillor Reports

Deputy Mayor D. Roberts

Deputy Mayor Roberts reported attending the following events and meetings: the P&L Committee meeting, an online AREA meeting, and the Infrastructure Committee meeting, and the Town Fire Department Awards Banquet. Deputy Mayor also represented the Town at the Day of Action for Climate Change.

Additional events attended included a breakfast event at the Coady Institute, the 25th Anniversary of the Katherine Fleming International Development Award Ceremony, and the Cadets Flag Raising.

Deputy Mayor also expressed regrets for being unable to attend the Town Council meeting on September 15, 2025, and the Joint Town and County Council meeting on September 17, 2025.

Councillor J. Pelly

Councillor Pelly reported attending the RK Board AGM and the Town Fire Department Awards Banquet. Councillor Pelly will be hosting a Recreation Committee meeting on October 14.

Councillor A. Murray

Councillor Murray reported attending the RK Board AGM, various flag-raising events, and speaking at the Climate Change event hosted by the Coady Institute. Councillor Murray will be holding a Beautification Committee meeting on October 17 and expressed appreciation for the new lighting installed on the Clock Tower, which illuminated the Town in blue for Homecoming weekend.

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Councillor J. Sullivan

The Infrastructure Committee met on October 2. Several tenders are currently under review, including Bay Street, James Street/West Street, the sewer lining project, and West Street recapitalization.

The Substation Grid Modernization project is progressing, with two new 400 MV transformers delivered and assembly underway. Work continues at the wastewater treatment plant, with manageable impacts noted since students returned. The tender for the screener has closed, and test wells for additional water are in progress.

The Greening Drive sidewalk project is underway, improving pedestrian safety, with Church Street next in line. Snow removal planning continues, with Main Street and accessibility lots identified as priorities.

The Planning Advisory Committee met to discuss the Housing Accelerator Fund's five key points. An open house with Upland Planning is scheduled for November 3 from 3–7 p.m. at the John Paul Centre.

Councillor P. McKenna

Councillor McKenna reported attending the following meetings and events: the St. Martha's Golf Tournament, Police and Licensing Committee, Good Neighbour Visits, PARL, RK Steering Committee, Waste Management, RK Finance (x2), RK Board AGM and regular meeting, Town Fire Department Awards Banquet, RK Strategy Meeting, Accessibility Committee, Infrastructure Committee, Cadet Flag Raising, and STFX Homecoming events.

Councillor L. MacLellan

Councillor MacLellan reported attending the Infrastructure Committee and Planning Committee meetings and highlighted an important issue related to committee mandates, suggesting a review of the current committee structure. Discussion took place on this matter.

As Chair of the Waste Committee, Councillor MacLellan noted that a community waste cleanup is scheduled for Saturday, October 18, from 10 a.m. to 12 p.m.

Councillor MacLellan also provided an update on the transition to Circular, the organization taking over recycling operations from the Town. Councillor MacLellan expressed concerns regarding which items will be accepted under the new system and anticipates some challenges during the transition period, noting that Circular has not yet hired a collector.

The CAO added that Circular, as the producer-responsibility organization, will be responsible for contracting collection services and that social media content has been shared to keep residents informed about the upcoming changes.

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Mayor Cameron

Mayor reported attending most committee meetings and various community events, including flag raisings and other activities. Participated in the St. Martha's Day Golf Tournament. Attended the Town Fire Department Awards Banquet, noting it was the first time all Council members were in attendance and that it was a wonderful evening.

Mayor Camreon updated Council on some upcoming events taking place.

- The National 4-H Rooted Gala will be held in Halifax on Wednesday, November 5, while most of council will be in Halifax attending the NSFM Conference. Discussion took place regarding ticket purchases for this event.
- The Town received a Certificate of Appreciation from the Royal Canadian Legion Branch 59. The CAO was also recognized for his past support as MLA in securing funding for the Legion's building purchase.
- Antigonish Affordable Housing will host an Open House on Friday, October 17, at 3 p.m.
- The Chamber of Commerce Annual Business Gala will be held on Tuesday, October 22, in St. Andrews.
- St. Martha's Radio Help Day will take place on Wednesday, October 29. The Foundation has invited Council members to sign up to assist during the event.

Homecoming Weekend Summary

The Mayor provided a report on Homecoming Weekend, noting that the event was well-organized and safely managed through strong collaboration between the Town and StFX University.

The RCMP reported that no large street parties or traffic disruptions occurred during Homecoming weekend and noted a high level of cooperation from students. The focus on campus-based events contributed to a safe and positive Homecoming experience.

On behalf of Council, the Mayor extended thanks to the RCMP, StFX University, and Town staff for their collaboration and efforts in ensuring a safe and successful Homecoming. Council agreed that a letter of appreciation should be sent to the RCMP, Town Bylaw staff, and StFX recognizing their support and cooperation.

The next Committee of the Whole meeting will be held on Monday, November 3, due to Council's attendance at the NSFM Conference in Halifax on November 4.

8. Adjournment

There being no further business, Councillor Sullivan moved the meeting was adjourned at 8:09 p.m.

Mayor Sean Cameron

Randy Delorey, CAO

From: [Shayla MacDonald](#)
To: [Melanie Fougere](#)
Cc: [Andrew Murray](#)
Subject: EXTERNAL: Town funding ACALA
Date: October 23, 2025 9:40:16 AM
Attachments: [Language Fair TOA.docx](#)

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 Melanie,

Andrew Murray reported at our board meeting today that the town will allow ACALA to either extend our grant funding to March 2026 or to put forth an alternate proposal to use the monies before the current deadline.

I would like to propose that then money be spent before December on a similar event to be held in November. The event will be a language fair that showcases the many cultures and languages spoken by Antigonish community members as a way to celebrate culture and create welcoming spaces. Please find the attached description and budget. Note, there is no change request to the amount of money requested.

Please let me know if you require more information

Thank you

Shayla MacDonald
Executive Director (ED)
Antigonish County Adult Learning Association

Language Fair

The Language Fair will be held on November 22, 2025 and will bring the community together to hear, speak and learn about the many languages spoken in the Antigonish community. Immigrants, newcomers, international students and multilingual community members will be called upon to share their language in a series of interactive booths that draw community members in to learn about and hear languages that may be new to them. In Antigonish, dozens of cultures and languages have become part of the community and are not often heard outside of those who speak those languages. This not only gives community members an opportunity to hear and learn new languages, but it will also give them a chance to empathize with, and experience what it is to be a minority language speaker. Exposure to other languages will help monolingual peoples to understand what it must be like for newcomers or those who are learning English to try to interact with a predominantly English speaking society. Representatives from each language will teach a phrase to participants and will have a small taster of food from their home country (light baked items, candies etc that can be served in the library space). This event will be held for one afternoon 1-4pm, in the People's Place Library in Antigonish. This location has been chosen for its central location, size and for its dedication to inclusive community building.

Budget: \$3500

Professional Fees: \$1050 (\$30/hr X 5 hr/ week X 7 weeks)

Refreshments: \$800 (\$40/ booth x 20 booths, some booths may choose not to provide snacks)

Honoraria for language booth participants: \$1650 (\$75/ booth X 22 booths)

Decorations: booths will be decorated by participants with materials from their home countries

Materials: In Kind from ACALA, posters, printing etc

ACALA's Budget: International Food Fair 2025

Item	Cost
Venue Rental in-kind rental	\$500
Audio System (Music & Announcements)	\$250
Decorations and Signage	\$500
Promotion and Advertising	\$500
Cleaning Services	\$250
Honorariums for Volunteer Cooks (20 x \$200)	\$2000
Miscellaneous (permits, supplies)	\$500
ACALA Event Coordinator In-kind (\$30 x 40 hrs)	\$1200
ACALA Staff Salaries In-kind	\$1500
Total Budget	\$4000

Red font is in-kind contributions

Dr. Kevin Delorey
Executive Director/ACALA
(902) 863-3060
acalalearn@acala.live

Antigonish 2025 Community Grant Application: ACALA Proposal

International Food Fair

Following the resounding success of the International Food Fair held in May 2024, which brought together over 400 community members to enjoy 17 diverse cuisines from Italy, France, Congo, Iran, and beyond, ACALA, in collaboration with Connections Cafe proposes to host the International Food Fair 2025. ACALA conceived the idea. We will build this event on the lessons learned from the previous fair, and it will aim to expand its impact by celebrating the rich multicultural fabric of Antigonish, which has flourished remarkably over the past five years

The International Food Fair will showcase the diverse cuisines from around the world. This event seeks to make visible smaller cultural groups who often feel isolated from the broader sense of community and belonging. By sharing their rich food traditions, these groups will find acknowledgment and recognition as integral parts of the community, not merely as 'newcomers.' This International Food Fair would aim to extend its scope to become an International Food and Cultural fair - aiming to create a space where cultural identities are celebrated, connections are nurtured, and every resident feels valued. That is why it will invite and profile food cultures from 'everywhere' – France and Germany, India and China, Ukraine and Iran, Syria and Mexico, Ethiopia and Philippines, Congo and Japan, Bangladesh and Canada, Italy and Brazil, South Africa and Egypt, and perhaps more – each unique.

The lessons and improvements outlined in this proposal were captured during a debriefing meeting held in July 2024 with the volunteer cooks from the previous event, who generously shared their inputs and feedback to help enhance the upcoming fair.

2. Objectives

- To provide a platform for the community to enjoy and appreciate multi-cuisine foods in a vibrant, multicultural evening of food and fun.
- To celebrate multiculturalism in Antigonish, fostering a sense of belonging for newcomers and long-standing residents alike.
- To promote visibility and inclusivity of diverse cultural groups within the community.
- To make visible smaller cultural groups who otherwise feel and remain isolated, offering them recognition and equal standing through their culinary traditions beyond the isolating label of 'newcomers.'
- To create meaningful connections among town, county, university, and hospital community residents.

3. Key Features of the Event

- **Diverse Culinary Stalls:** 20 food stalls representing different cultural groups or more. The menu will be collated to ensure choice for different diet restrictions, allergy alerts, vegans and vegetarians, seafood and meat-based dishes, and food suitable for children and elders for different taste pallets. Fair amounts of desserts and drink options. Food will be prepared in a certified kitchen to ensure we follow the rules and regulations.

- **Cultural Performances:** We can organize different cultural performances, including traditional dances, such as Filipino, Ukrainian, Indian, and other volunteer groups/ communities.
- **Ethnic Dress Parade:** A fashion show every 15/ 20 minutes, featuring one or two cultural groups each interval, showcasing their traditional attire and music in the background.
- **Community Dance Space:** A designated area for communal dancing to diverse cultural music.
- **Interactive Announcements:** Professional audio setup for music, announcements, and event coordination.
- **Time** - 4 hours, on a weekend evening, during Spring/ Summer 2025

4. Lessons Learned and Improvements

- **Crowd Management:** Implement pre-event registration with time slots within the 4-hour event period to manage crowd flow.
- **Food Waste Reduction:** Introduce a small fee for food that will be served to reduce wastage and support volunteer chefs' costs.
- **Professional Event Setup:** Hire professional audio equipment for better sound quality and event enjoyment.
- **Water and Waste management** - Organize multiple three-bin systems and monitor them closely to maximize recycling and green composting and reduce carbon footprint. Set up water dispensers to avoid bottled water/ waste.

6. Sustainability

- **Sponsorship Opportunities:** Provide advertising space for local businesses as event sponsors.
- **Fundraising for ACALA:** Any surplus will support ACALA's literacy and community programs.

7. Community Engagement and Collaboration

- **Volunteer Cooks:** Each cultural group will organize 2- 35 volunteers to manage their food stalls.
- **Cultural Groups/ Volunteers for Fashion Parade:** recruit and direct / prepare for their show/ presentation.
- **Partnerships:** Collaboration with local organizations, Town and County offices, RCMP, food inspectors, and other stakeholders.
- **Community Contributions:** Leftover food will be donated to community fridges, minimizing waste and supporting food security.

8. Conclusion

The International Food Fair 2025 will be an event of culinary delight and a powerful celebration of diversity, community spirit, and cultural exchange. We seek the support of the Town of

Antigonish to make this event a resounding success, fostering stronger community ties in our vibrant town.

Submitted by:

ACALA in collaboration with Connections Café.

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

Submitted by: Meaghan Barkhouse, Director of Corporate Services

Date: Thursday, October 30, 2025

Subject: **Financial Update (Mid-Year)**

Overview

The current projections show that the Town will have excess revenue over surplus of \$999,000. Of the total, \$780,000 is related to the debenture for the Public Works Loader and the timing of purchasing the single-axle salt truck. These costs are committed; however, the cash flow will occur in the next fiscal years. A strategy is in place to transfer these funds to the capital reserve, resulting in a lower reported surplus. The remaining \$220,000 is associated with operational challenges in hiring and retaining staff across all departments, as well as delays in other projects caused by staff turnover and the training of new employees.

This report will provide a summary of the Town's year-to-date financial performance, highlighting key variances between budgeted and projection results for both revenues and expenses. It also includes updates on capital projects and reserve transfers. The majority of this is related to how the purchasing of the large Public Works Equipment was completed; the equipment was not funded out of tax and other revenues as originally budgeted. There are also savings related to labour across all departments due to attrition and the longer than expected timelines to have new employees start in their positions. There is also movement with the timing of some large capital projects start dates, but this has a net impact of zero (0) for this fiscal budget, a reduction in both revenue and expenses that does not impact on the bottom line.

Revenues

Revenue is projected to be \$15.3M down from \$16.3M. The largest decreases are due to the timing of capital work not projected to be completed by the end of this fiscal and the result in a lower withdrawal from the Capital Reserves account and chargeback revenue from the County on the Sewer Treatment Plant (STP). Both the sewer capital revenue from the County and the general capital revenue from reserves have corresponding decrease in their capital expense accounts and will have a net zero impact on the overall budget.

There is a projected decrease in the Deed Transfer Tax (difficult to predict) of \$138K. Parking revenue and Fines and Fees revenue being down is related to both vacancies in the By-Law Enforcement Officer position, the change over to a new e-ticketing platform and the introduction of a new parking kiosk in Creighton Lane. Utility dividends remain on target, helping offset some of the shortfall.

Further discussion on operating and capital reserves will occur in the capital section. A transfer from operating reserves has been made to cover retirement restructuring costs to date.

Key Variances Summary

Category	Key Variance	Commentary
Residential Waste Collection charge	↑\$27,000	Higher-than-expected revenue
Deed Transfer Tax	↓ \$139,000 (shortfall projected)	Lower-than-expected activity; trend aligns with historical fluctuations where first half of year is stronger.
Provincial Grants-in-Lieu	↔ Timing variance	Submission pending approval of Financial Statements and FIR.
Sewer Revenue (Town Source)	↓ \$44,000 (shortfall projected)	Reduced due to summer water restrictions leading to lower consumption.
STP-Recoveries from County	↓ \$400,000 (shortfall)	Reduced due to the timing of the work related to the STP Front End project, this expense will not occur this year so cannot be charged back to the County. There is an offset in the sewer capital expense account
Parking Meter Revenue	↓ \$10,000	Creighton Lane meters removed; new kiosk delayed until fall. Reduced enforcement has lowered compliance.
Fines & Fees	↓ \$20,000	Below budget due to staffing vacancies in By-Law and delays in online ticketing rollout.
Electric Utility & AREA Dividends	↔ On target	No variance anticipated.

Expenses

Expenses are currently projected to be \$14.28M, down from \$16.53M. The drivers for this decrease is related to both the timing of large capital projects (West Street, Sewer Treatment Plant Front End and West and James Street), the large public works equipment (Loader and Salt Truck) and labour savings. The Loader purchased this year had a debenture taken out, with the first principal and interest payments to occur in 2026-27. The Salt Truck is on order, but with a delivery date of July 2026. Both of these items were originally budgeted to come out of tax revenue. It will be recommended to move these costs to capital reserves, so the cash flow will not impact next year's budget negatively.

The timing of capital projects is another temporary savings to the fiscal year – delays in the confirmation of grants funding being awarded has a direct correlation to the awarding of tenders and work being started. Construction cannot begin until the Town is successful in securing these grants.

Labour recruitment continued to be difficult this year, with some employees on medical leave, retirement and general turnover. The advertisement for temporary or term positions did not bring the quality level of resumes that full-time employment would generally bring, hence the turnover in some new employees.

Overall, the other expenditure accounts are running close to budget, with small overages and savings through the main four departments (Administration, Corporate Services, Infrastructure and Engineering, and Community Development).

Key Variances Summary

Category	Key Variance	Commentary
Mayor and Council	↔ On target	No variance anticipated.
Administration (Office of the CAO)	↓\$ 68,000	<ul style="list-style-type: none"> • Labour savings due to delayed replacements. • Reduced spending on communications projects and supplies as the temporary Marketing/Communications Officer position remains unfilled. • Advertising and sponsorship accounts are on target.
Corporate Services & Shared Services	↓ \$77,000	<ul style="list-style-type: none"> • Labour savings due to delayed replacements. • IT Software Project postponed due to impending change in financial systems; it is recommended that this budget be transferred to operational reserves for 2026.
Infrastructure & Engineering	↓ \$123,000	<ul style="list-style-type: none"> • Labour under budget due to recruitment challenges. • Snow removal for streets, and sidewalks expenditures expected to be on target as the Town heads into the snow removal season. • Residential waste collection costs are overall slightly under budget. The plan is for Circular Materials to do pickup for recycling costs as of December 1st, though there is no clear communication plan from Circular Materials on this transition. • STP (Sewage Treatment Plant) maintenance is higher than expected, looking back at past maintenance costs that occur between October - March over the past five years; 33% of costs will be charged back to the County.

Protective Services	↓ \$43,000	<ul style="list-style-type: none"> Labour savings due to delayed replacements. RCMP contract on target (2 of 4 invoices received). Fire Department within budget.
Recreation	↓ \$75,000	<ul style="list-style-type: none"> Labour costs are lower due to position vacancy. Beautification and amenities projects expected to reach full budget utilization by year end.
Restructure Costs	↓ \$57,000	<ul style="list-style-type: none"> Includes annual cost of living adjustment (ACOLA) expenses, potential parental leave coverage, and other non-labour adjustments.

Capital Projects Highlights

Project	Status	Notes
Bay Street	Underway	Portion of the project to be completed in 2026/27. Full update by Director of Infrastructure and Engineering to occur in December.
West Street & James Street	Underway	Portion of the project to be completed in 2026/27. Full update by Director of Infrastructure and Engineering to occur in December.
Pathway Project	Underway	On budget
Sewer Front-End	Underway	Portion of the project to be completed in 2026/27. Full update by Director of Infrastructure and Engineering to occur in December.
Public Works Equipment	Completed	Loader payment next year; Salt truck scheduled for July 26. Recommend placing \$780K in reserves.
Community Development Security Cameras	Deferred under 26/27	
Corporate Services: Safety – Town Hall	Deferred under 26/27	

Reserves Strategy

Proposed transfer to Town Reserves

- Capital Reserves: Public Works Loader and Salt Truck
- Operating Reservices: IT software project

Recommend revisiting capital reserve strategy on the other large capital projects (like Bay Street and the STP Front End) once final 2025/26 actuals are available.

Summary	2025-26	2025-26	
	Approved Budget	Projections*	Variance
Revenue			
Taxes	9,267,538	9,123,912	(143,626)
Grants in Lieu of Taxes	1,338,567	1,338,228	(339)
Sale of Services	1,380,491	1,316,073	(64,418)
Services provided to other governments	1,138,847	735,507	(403,339)
Other revenue from own sources	269,491	226,383	(43,108)
Unconditional Transfers from other governments	691,194	691,438	244
Other Transfers	2,448,460	1,848,240	(600,220)
	<u>16,534,588</u>	<u>15,279,781</u>	<u>(1,254,807)</u>
Expenditure			
Mayor and Council	463,426	458,793	(4,633)
Corporate Services and Office of the CAO	1,106,198	958,922	(147,276)
Capital Accounts	4,593,832	2,795,439	(1,798,393)
Engineering and Public Works	1,666,945	1,543,449	(123,496)
Environmental Health Services	1,509,984	1,510,032	48
Community Development Administration	235,493	233,216	(2,277)
Partnerships & Initiatives	899,713	897,758	(1,955)
Protective Services	3,269,511	3,226,113	(43,398)
Recreation and Cultural Services	682,594	608,001	(74,593)
Provincial Responsibilities	1,806,818	1,806,817	(1)
Restructure Account (new)	299,637	241,920	(57,717)
	<u>16,534,150</u>	<u>14,280,460</u>	<u>(2,253,690)</u>
Excess(deficiency) of revenue over expenditure	<u>438</u>	<u>999,321</u>	<u>998,883</u>

L'Arche Funding Request

From: Paul Samson [REDACTED]
Sent: Friday, September 26, 2025 8:25:12 AM
To: Sean Cameron <sean.cameron@townofantigonish.ca>
Cc: Beth Wolters <[REDACTED]>
Subject: EXTERNAL: Fw: L'arche Antigonish

Hi Sean, this is the revised plan for 63 Highland dr. to put in a walkway, vehicle turning area and proper drainage to alleviate the water problem also. Thanks, Paul



Paul Samson

PROPERTY MANAGER

Phone: [REDACTED]

E-Mail: [REDACTED]

Address: 4 West Street, Antigonish, N.S. B2G 1R8

Website: www.larcheantigonish.ca





Nova Construction Co. Ltd.

Mailing: P.O. Box 1328
Antigonish, N.S.
B2G 2L7

Street: 3098 Post Road
Antigonish, N.S.
B2G 2K3

Tel: 902.863.4004
Fax: 902.863.2291

L'ARCHE ANTIGONISH
63 Highland Dr.
Antigonish NS
B2G 1P3

No. 3421
Date: Sept. 25, 2025

PROPOSAL and CONTRACT

We are pleased to submit a proposal to furnish all labour, materials and equipment required for the performance of the following described work at 63 Highland Dr. Antigonish NS which property is owned by L'ARCHE ANTIGONISH

DESCRIPTION and PRICE of WORK:

To excavate existing grass & unsuitable base materials as required. Excavate material for drainage ditch. Install cloth, pipe, stone for trench to grass surface elevation. Supply, place, grade & compact any necessary gravels. Pave with 3" compacted thickness hot mix area. PAVING Approx 121 m² Trench Approx. 35 m²

Price of Work	\$13,900.00
HST	1,946.00
Total Price	\$15,846.00

Price only valid for 30 days from the above date. Payment due upon completion of work.

It is understood that the foregoing is an estimate of the time and materials required for completion. Payment shall be made at the lump sum or at the stated unit price on the actual quantities of work performed by the Company as determined upon completion of the work.

If the foregoing meets with your acceptance, please sign and return the attached copy of this proposal which thereupon becomes a contract between us. Upon its receipt, it is understood the foregoing will constitute the full and complete agreement between us.

ACCEPTED:
 X _____ Owner
 Date: _____
 Yours very truly,
 NOVA CONSTRUCTION CO LTD.
 X Roy Farrell 902-870-4042
 Contractor



October 24, 2025

Hon. Tim Houston, Premier of Nova Scotia and MLA for Pictou East
2042-2 Queen Street
Westville, NS B0K 2A0

Dear Premier Houston.

I am writing on behalf of the Pictou-Antigonish Regional Library Board to request a meeting to discuss provincial funding to our region.

Word has come to us, from Communities, Culture, Tourism, and Heritage (CCTH), to expect tight fiscal conditions ahead. The Board hoped the government would approve the *Public Library Funding Review Committee* recommendations, but we acknowledge the current uncertain times.

With the understanding the *Funding Formula* recommendations will not go ahead, we are asking for your support to stabilize the public library funding situation in our region. The current "base" funding to PARL is \$1,383,800. Over the past two years, CCTH has provided extra "bridge" funding to help the board cover costs such as mandatory minimum wage increases. A significant number of our staff, despite their training and qualifications, are paid at minimum wage levels. This bridge funding totals \$134,600 and is greatly appreciated. But, as we now depend on this funding to pay wages, we ask this be added to the base funding from the province. This gives us clarity and the ability to plan.

However, we have a second request. We understand the mandatory minimum wage will increase to \$17 per hour April 1st. The board supports this but the increase will cost an extra \$56,000 in salaries. We ask this be added to the base grant as well.

If the board cannot achieve stability, service to the public will be impacted in several ways.

- We will have to cut library open hours, which means laying off staff across the region.
- Some of our award-winning services, such as support for Virtual Care access will be eliminated.
- Programming to support newcomers, the unhoused, seniors, children, and families will be reduced or cease altogether.

- Planned community partnership opportunities to support population health, worth over \$250,000, will be cancelled as current staffing levels are needed to carry out programming. These focus on combating isolation among rural seniors, enabling the visually impaired to take part in meaningful workshops, supporting healthy breakfasts and reading for children, and retaining newcomers in our community. Many community organizations rely on the public library and our goal is to support them and their services.

Our staff are professional, well-trained, and creative. They are here to help government and our community weather the current storm. Libraries are community hubs and people use our services much more during tough economic times. Our ask is not large, but it will do a world of good.

Thank you and we look forward to your reply.

Sincerely,



Clyde Fraser, Chair

Pictou-Antigonish Regional Library
PO Box 276, New Glasgow, NS B2H 5E3

cc. Hon. Michelle Thompson
MLA Marco MacLeod
MLA Danny MacGillivray
Hon. Dave Ritcey
Municipality of the County of Antigonish; Municipality of Pictou County; Town of Antigonish; Town of New Glasgow; Town of Pictou; Town of Stellarton; Town of Trenton; Town of Westville



Mayor Sean Cameron
Town Hall, 274 Main Street
Antigonish, Nova Scotia
B2G 2C4

October 26, 2025

Re: Illumination for the Purple Ribbon Campaign

Dear Mayor Sean Cameron,

I am writing on behalf of the Transition House Association of Nova Scotia (THANS), an umbrella association of fourteen violence-against-women organizations across the province. Our member organizations, including Naomi Society in Antigonish, provide a variety of services to women and their families who are experiencing or are at risk of experiencing violence, including emergency shelter, counselling, safety planning, and outreach services. To learn more about the critical work we do and about our local member organization in your area, please visit www.thans.ca.

This year, we hope you will participate in our annual Purple Ribbon Campaign. The Purple Ribbon Campaign, held annually from November 25th (International Day for the Elimination of Violence Against Women) to December 10th (Human Rights Day), raises awareness about domestic violence, shows solidarity with survivors, and honours victims lost to violence.

We invite the community of Antigonish to join this province-wide initiative by illuminating local landmarks in purple from November 25th to December 10th. The colour purple symbolizes courage, survival, and remembrance of domestic violence. Your participation would demonstrate your continued leadership in creating safer communities for all. **Some key facts to consider:**

- 79% of survivors of domestic violence in Nova Scotia are women.
- Less than 1 in 5 incidents of domestic violence are reported to the police.
- In 2024 alone, THANS member organizations served over 8,000 women and children fleeing violence across the province.

Thank you for considering this request. To confirm your participation, or for more information, please contact Nicole Mann, Executive Director of Naomi Society, at nicole@naomisociety.ca. We appreciate your consideration and ongoing commitment to building safer communities.

Sincerely,

Ann de Ste Croix
THANS Executive Director

Transition House Association of Nova Scotia
204-6169 Quinpool Rd.
Halifax, NS B3L 4P8
www.thans.ca

Melanie Fougere

From: Melanie.Fougere@townofantigonish.ca
Subject: FW: EXTERNAL: Donation Request for Jazz Festival Fundraiser Honoring Inez Forbes

From: Antigonish Jazzfest <[REDACTED]>
Sent: Tuesday, October 28, 2025 4:15:13 PM
To: Antigonish Jazzfest <[REDACTED]>
<[REDACTED]>
Subject: EXTERNAL: Donation Request for Jazz Festival Fundraiser Honoring Inez Forbes

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 day, everyone,

As you may be aware, the Antigonish Jazz Festival is taking place from November 13th – 15th, featuring 15 different shows across several venues.

This year, we're hosting a special show in honor of our dear friend and former committee member, Inez Forbes, on Thursday, November 13th, from 2:00–4:00 PM at the Royal Canadian Legion, Antigonish. The event will feature performances by the Dr. J.H. Gillis High School Stage Band and The Nth Degree (the Antigonish Quartet).

During the show, we'll be selling tickets on a variety of prizes to raise funds — with all proceeds donated to Palliative Care in Inez's memory.

We are reaching out to local businesses to ask for prize donations in support of this fundraiser. If you would like to contribute, please reply to this letter or contact me directly, and I will gladly arrange pickup or drop-off at your convenience.

Thank you in advance for helping us honor Inez and support such a meaningful cause.

Warm regards,

Lynne Delorey

Antigonish Jazz Fest

[REDACTED]
[REDACTED]
c/o Antigonish Tourism Association
137 Church Street, Antigonish, NS

To: Town Council
Chief Administrative Officer

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

Date: Thursday, October 30, 2025

Subject: Councillor Reports

Councillor Reports

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

Deputy Mayor Diane Roberts

Meetings and Events Attended: October 9th. to November 3rd.

Meetings:

Police Advisory

Recreation Committee Meeting

Net Zero Engagement Session

Regular monthly Town Council Meeting

Area Meeting at Ellershouse

Events:

Affordable Housing ribbon cutting.

Poverty Coalition.

Chamber of Commerce business Awards Banquet

Hospital Help Day, for 2 hours, read names on radio and took phone calls.

Councillor Juanita Pelly

Meetings and Events Attended:

I chaired the recreation committee on October 14th.

I attended the AAHS board meeting on October 15th.

I also attended the opening of AAHS grand opening of Appleseed 2 on October the 17th.

I attended the Chamber of Commerce dinner on October 22nd.

Councillor Andrew Murray

Meetings and Events Attended:

In the last month I chaired a Beautification Committee meeting which was well attended and we had some constructive discussions.

I attended my monthly AACLA meeting where we created officers for the upcoming year.

The RK Board met, and I was present for an Executive Committee meeting.

Things are busy at the Museum and moving along nicely with visits up this past summer.

I also met with members of the public with Town concerns.

Councillor Jack Sullivan

Bay Street and West Street Project Update

The first phase of the Bay Street project is now underway, extending from Haley Road to the railroad tracks. The second phase, from the railroad tracks up past the hospital, is scheduled to begin next spring.

Work has also begun on West Street, where the sidewalk on the west side has been removed and preparation has started for the new sidewalk. Then the prep work will begin for paving from Highland Drive to James Street

The Town of Antigonish sincerely apologizes for the inconvenience these projects are causing. We understand the frustration that traffic delays and detours can create, and we are exploring ways to ease congestion wherever possible.

These are major infrastructure projects, and while they bring unavoidable disruption, they are critical investments in our community's future. There is no perfect time to complete work of this scale — summer brings tourism and events like the Highland Games, and winter conditions limit construction altogether.

We ask residents and visitors for their patience and understanding as we work through this together. When complete, these projects will deliver safer streets, improved sidewalks, and stronger infrastructure that will serve the Town well into the future.

Thank you for your continued cooperation and support.

Councillor Patrick McKenna

Meetings and Events Attended:

RK Steering Committee - Discussions on change orders process and discrepancies
Net Zero Engagement strategy
RK Finance Meeting - Investment strategies and policies
Antigonish Chamber of Commerce Awards
Opening night of Theatre Antigonish production of Zomblet
RK MacDonald Board Meeting

Councillor Leon MacLellan

Since the last meeting of the Committee of the Whole, I have attended an AREA meeting at Ellerhouse, Nova Scotia, a Beautification Committee meeting, a seminar presented by the Antigonish Coalition to End Poverty, and the annual Chamber of Commerce awards dinner at St. Andrew's.

AREA

AREA is a 100% municipally-owned company formed in 2014 by the towns of Antigonish, Berwick and Mahone Bay. The development of the 10-turbine, **23.5 MW** Ellershouse Wind Farm in Windsor -West Hants provides over 40% renewable energy to our owner-towns and the Riverport Electric Light Commission, making them the only Utilities to meet the original design of Nova Scotia's 40% Renewable Electricity Standard in 2020. For more information see their website at [About Us – AREA](#)

AREA provided very good returns the past for the first eight years or so. In the last number of years there have been issues which has decreased the returns. This include changes in regulations regarding electrical rates.

Waste Committee

Waste Management Committee sponsored a Town Cleanup Day. St. Andrew's Junior School bands and choir picked up 25 bags of garbage and 2 bags of refundable bottles and cans. On December 1, 2025 the responsibility for collecting all recyclables transfers to Circular Materials. The Town's website is promoting this and includes a Waste Management Hotline – 902-863-4949

Nova Scotia Federation of Municipalities – Municipal Governance Survey Report. The vast majority of respondents (more than 85%) were against Strong Mayor powers. The respondents wanted to protect the CAO -Council model. A big concern was that the Strong mayor would be able to direct and hire/fire the CAO without Council support.