
MEETING: Regular Council
DATE: November 20, 2023
TIME: 6:00 PM
LOCATION: Town Council Chambers

AGENDA

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes**
 - Regular Council Minutes of October 16th. Epoll of October 31st and Special Council Minutes of November 1, 2023
4. **Proclamations/Presentations/Flag Raising**
 - Acknowledgement - 2023 International Trans Day of Remembrance (Mayor L. Boucher)
 - Proposed Tourism Marketing Levy (S.Long/S. Donovan)
 - UARB Application Re: Electric Utility Flow Thru Rates (B. Collier)
 - Antigonish Affordable Housing (A. MacGillivray)
 - Rural Communities Foundation of Nova Scotia (H. MacKay)
 - Nova Scotia Federation of Municipalities – Long Service Awards
 - Climate Action Change Leader Award
5. **Business from Minutes**
6. **New Business**
 - Appointment of Deputy Mayor
 - 2024 Municipal Election – Returning Officer (J. Lawrence)
 - Municipal Housing Needs Report (J. Lawrence)
 - Dr. J.J. Carroll Awards; Recommendations (K. MacInnis)
 - Delightful December (K. MacInnis)
 - Sustainable Community Challenge Fund: Application - Net Zero Community Engagement (L. Roy)
 - Street Lighting at Main/Sydney Streets (A. Murray)
7. **Correspondence**
 - Antigonish Royal Canadian Legion; Financial Assistance Request
 - Black Educators Association – Financial Assistance Request
8. **Staff Reports**
 - CAO Report

9. Committee Reports

**Regular Town Council
October 16, 2023
Town Council Chambers**

Present

Mayor L. Boucher
Councillor S. Cameron
Councillor M. Farrell
Councillor D. MacInnis
Councillor D. Roberts

Also Present

CAO J. Lawrence
D. Wilson, Deputy Clerk
M. Barkhouse, Director of Corporate Services
K. MacInnis, Director of Community Development
K. Proctor, P.Eng., Director of Public Works

Absent with Regret

Deputy Mayor W. Cormier
Councillor A. Murray

Call to Order

Mayor L. Boucher called the meeting to order at 6:00 PM.

Approval of Minutes

"It was Moved and Seconded to approve the Minutes of the September 18th Regular Council meeting and September 19th, 26th, October 4th and October 10th, 2023, Special meetings of Council." Motion carried.

Proclamations/Presentations/Flag Raising

There were no Proclamations/Presentations/Flag Raisings.

Business from Minutes

There was no Business from Minutes.

New Business

- Antigonish Community Transit

A memo and report on Antigonish Community Transit was introduced. Discussion took place.

CAO J. Lawrence noted that senior staff, along with the Mayor and Warden were asked to meet with Antigonish Community Transit and it was noted that the existing model is not working and provided details. He further noted that Antigonish Community Transit would like to look at all options. Council was provided with details regarding transit as it relates to a 'housing' application. The approach, as outlined by the CAO was supported by the Antigonish Community Transit Board.

"It was Moved and Seconded that staff work with the County of Antigonish and Antigonish Community Transit toward a sustainable fixed transit route." Motion carried.

- **Antigonish Arena Funding**

Councillor D. MacInnis provided comment on a report presented during a meeting of the Antigonish Arena and noted that the condenser and chiller have been replaced, however with cost increases there was an overrun. Councillor D. MacInnis provided further details.

"It was Moved and Seconded that the Town split the over-run costs with the County of Antigonish for the purchase and installation of a condenser and chiller at the arena with the Town's share being \$27,730." Motion carried.

- **Iris Communication (Councillor S. Cameron)**

Councillor S. Cameron stated that with news of the current government not putting Consolidation forward that it was unnecessary to further allocate funds to Iris Communications. Following discussion, and with general agreement that any outstanding funds would be required to be paid along with no requirement for further funding at this time, Councillor S. Cameron put forth the following motion:

"It was Moved and Seconded that the Town of Antigonish cease the use of the services of Iris Communication, effective immediately." Motion carried.

- **Communication (Councillor D. Roberts)**

Councillor D. Roberts questioned why councillors were not informed on the decision of the current government not moving forward on the matter of consolidation prior to hearing about the issue on the news.

Mayor L. Boucher clarified what she heard from who and when. Discussion took place.

Business from Minutes

Councillor D. Roberts questioned the status of a meeting on waste receptacles. K. MacInnis provided details.

Councillor D. Roberts questioned the status of the paid metered parking on Sydney Street. K. MacInnis responded on issues that had taken place, noting that repairs are expected in the near future.

Councillor S. Cameron spoke to the need for a battery for a cross walk beacon, with K. MacInnis noting that the battery will be replaced when repairs are made to the Sydney Street parking lot.

Staff Reports

CAO J. Lawrence responded to questions from Council on the CAO report.

"It was Moved and Seconded to approve the CAO Report." Motion carried.

Committee Reports

- **Antigonish Regional Library/Fire Committee**
Councillor S. Cameron stated he had nothing to report.

- **Waste Management/Antigonish Heritage Committee**

Councillor D. Roberts reported on a waste clean up held on September 30th and provided details.

Councillor D. Roberts reminded councillors that she is seeking recommendations on a trading treasures program, should they have any. She noted a Waste Management meeting would be held in November.

Councillor D. Roberts noted that the sign for the Heritage Museum has been erected.

- Antigonish Arena Commission

Councillor D. MacInnis provided details on upgrades to make the Arena more accessible including the installation of an outside ramp, and an area for wheelchairs near the bleachers. He further noted a new sound system has been installed – with the next phase to include accessible doors and looking at an accessible change room/washroom.

Mary – nothing to report.

Meeting was adjourned at 6:31 PM.

Epoll
October 31, 2023

Present

Mayor L. Boucher
Deputy Mayor W. Cormier
Councillor S. Cameron
Councillor M. Farrell
Councillor A. Murray
Councillor D. MacInnis
Councillor D. Roberts

Deputy Clerk D. Wilson

The Deputy Clerk called the meeting to order noting it was a duly called meeting, and provided background details on a financial request from Antigonish Community Transit.

The following motion was put forth:

“That Town Council grant an additional \$5,000 (five thousand dollars) over and above the approved budget of \$45,000. From operating surplus to Antigonish Community Transit for the current year.” Motion carried.

**Special Council Meeting
November 1, 2023 – 5:00 PM
Via Teams Meeting**

Present

Deputy Mayor W. Cormier
Councillor S. Cameron
Councillor M. Farrell
Councillor D. MacInnis
Councillor D. Roberts

D. Wilson Deputy Clerk
K. MacInnis, Director, Community Development
S. Long, Communications

Absent with Regret

Mayor L. Boucher
Councillor A. Murray

Call to Order

Deputy Mayor W. Cormier called the meeting to order at 5:00 PM noting the only items on the agenda were consideration of Second and Final reading for two (2) Bylaws.

Brief discussion took place.

- Solid Waste Management Resource Bylaw
"It was Moved and Seconded to give second and final reading to the Solid Waste Management Resources Bylaw." Motion carried.
- Private Hydrants Bylaw
"It was Moved and Seconded to give second and final reading to the Private Hydrants Bylaw." Motion carried.

With there being no further business the meeting was adjourned at 5:20 PM.

Marketing Levy By-Law

1.0 Title

This By-law shall be titled and referred to as the “Marketing Levy By-Law”.

2.0 Background and Purpose

Section 75A(9) of the Nova Scotia *Municipal Government Act*, S.N.S. 1998, c. 18, gives Council the specific authority to establish a by-law to impose a marketing levy upon persons who, for a daily charge, fee or remuneration purchase Accommodation within the Town. The purpose of this By-law is to provide for such a levy.

3.0 Definitions

Accommodation – means the provision of one or more rental units or rooms as lodging in hotels and motels and in any other facility required to be registered under the *Tourist Accommodations Registration Act* and in a building owned or operated by a post-secondary educational institution.

Council – means the Council of the Town of Antigonish.

Operator – means a person who, in the normal course of the person’s business, sells, offers to sell, provides, or offers to provide Accommodation in the Town.

Purchase Price – means the price for which Accommodation is purchased, including the price in money, the value of services rendered and other consideration accepted by the Operator in return for the Accommodation provided, but does not include the goods and services tax.

Town – means the Town of Antigonish.

4.0 Application of Levy

- 4.1 A marketing and promotions levy is hereby imposed upon every person who, for a daily charge, fee or remuneration purchases Accommodation in the Town. The marketing levy is set at the rate of 3% of the Purchase Price of the Accommodation.
- 4.2 The marketing levy imposed under subsection 4.1 of this By-law, whether the price is stipulated to be payable in cash, on terms, by installments or otherwise, must be collected by the Operator at the time of the purchase of Accommodation on the total amount of the Purchase Price and must be remitted to the Town at the times and in the manner set out in this By-law.
- 4.3 Where an Operator charges a purchaser of Accommodation a portion of the Purchase Price as a deposit upon that purchaser booking Accommodation in advance of their stay, the Operator is not required to collect the marketing levy imposed under this By-law at the time that the deposit

is paid, but must collect the full amount of the marketing levy upon payment by the purchaser of the balance of the Purchase Price owing.

- 4.4 If a person collects an amount as if it were a levy imposed under subsection 4.1 of this By-law, that person must remit that amount to the Town at the same time and in the same manner as a levy collected under this By-law.

5.0 Exemption from Levy

- 5.1 The marketing levy imposed under subsection 4.1 of this By-law shall not apply to:
- a) a person who pays for Accommodation for which the daily purchase price is not more than twenty dollars;
 - b) a student who is accommodated in a building owned or operated by a post-secondary educational institution while the student is registered at and attending that post-secondary educational institution;
 - c) a person who is accommodated in a room for more than thirty consecutive days; or
 - d) a person, and that person's family, accommodated while that person is receiving medical treatment at a hospital or provincial health-care centre or seeking specialist medical advice, provided the person provides to the Operator a statement from said hospital or provincial health-care centre stating that:
 - a. the person or a member of the person's family is receiving medical treatment at the hospital or center or from a physician licensed to practice medicine in the Province of Nova Scotia;
 - b. as a result thereof, the person or member of the person's family is in need of the accommodation; and
 - c. the duration that the accommodation will be required.

6.0 Registration of Operator

- 6.1 Every Operator must apply for and obtain a registration certificate under this By-law.
- 6.2 An Operator applying for a registration certificate must submit an application to the Town on a form provided by the Town.
- 6.3 Where an Operator carries on business providing Accommodation at more than one place, the Operator shall obtain separate registration certificates for each individual place of business.
- 6.4 The registration certificate referred to in this section shall be displayed in a prominent place on the premises where the Accommodation is offered.

- 6.5 Where an Operator changes their address, the name of their business, or the nature of the Accommodation offered, they shall forthwith apply to the Town to amend their registration certificate accordingly.
- 6.6 Where an Operator ceases to carry on or sells a business in respect of which a registration certificate has been issued, the certificate shall immediately be void, and the Operator shall return the certificate to the Town within 15 days of the date of discontinuance or sale of the business.
- 6.7 Where an Operator's registration certificate is lost or destroyed, that Operator shall make a request to the Town for a copy of the original.
- 6.8 A registration certificate granted under this By-law is not transferable.

7.0 Return and Remittance of Levy

- 7.1 All Operators shall make remittances of all levies collected pursuant to this By-law to the Town or its delegate on the 15th day of each month.
- 7.2 Each remittance shall be accompanied by a completed remittance return in the form provided by the Town.
- 7.3 Unless otherwise provided, all Operators shall submit separate monthly remittance return forms to the Town.
- 7.3 Operators that operate more than one business providing Accommodation must submit a separate remittance return form for each place of business providing Accommodation unless a consolidated return has been approved by the Town.
- 7.4 Notwithstanding subsection 7.1 of this By-law, the Town may, at any time, require an Operator to submit a remittance return reporting all sales and levies collected by that Operator over the course of any period or periods.
- 7.5 If an Operator, during the preceding period, has collected no levy, the Operator shall prepare and submit a report to the Town to that effect on the prescribed remittance return form.
- 7.6 Where an Operator ceases to carry on or disposes of their business, that Operator shall make the return to that effect on the prescribed return form and remit the levy collected within 15 days of the date of discontinuance or disposal.

8.0 Records

- 8.1 Every Operator shall keep books of accounts, records, and documents sufficient to furnish the Town with the necessary particulars of:

- a) sales of Accommodation;
- b) amount of levies collected; and
- c) payment of levies to the Town.

8.2 All entries concerning the levy collected pursuant to this By-law in such books of account, records and documents shall be separate and distinguishable from other entries made therein.

8.3 Where a receipt, bill, invoice, or other document evidencing a sale of Accommodation is issued by an Operator, the levy shall be shown as a separate item thereon.

9.0 Calculation of Levy

9.1 Where an Operator sells Accommodation in combination with meals and other specialized services for an all-inclusive package price, the Purchase Price of the Accommodation shall be deemed to be the price of Accommodation at that same facility without such specialized services.

10.0 Refund of Levy Collected in Error

10.1 If the Town is satisfied that a levy or a portion of a levy has been paid in error, the Town shall refund the amount of the overpayment to the Operator entitled.

10.2 If the Town is satisfied that an Operator has remitted to the Town an amount as collected levy that the Operator neither collected nor was required to collect under this By-law, the Town shall refund the amount to the Operator.

11.0 Claim for Refund

11.1 To claim a refund under this By-law, an Operator must

- a) submit to the Town an application in writing signed by the Operator who paid the amount claimed, and
- b) provide sufficient evidence to satisfy the Town that the Operator who paid the amount is entitled to the refund.

11.2 For the purposes of subsection 10.1(a), if the Operator who paid the amount claimed is a corporation, the application must be signed by a director or authorized employee of the corporation.

11.3 Purchasers of Accommodation are not eligible to receive refunds directly from the Town of any amount paid to an Operator as a marketing levy under this By-law.

12.0 Offence

- 12.1 A person who contravenes a provision of this By-law is guilty of an offence punishable by summary conviction, and on conviction is liable:
- a) on a first conviction, to a fine of not less than \$500 and not more than \$1,000; and
 - b) for a subsequent conviction for the same or another provision of this By-law, to a fine of not less than \$1,500 and not more than \$5,000.

13.0 Administration of By-law

- 13.1 This By-law shall be administered on behalf of the Town by the Chief Administrative Officer and by any persons designated by the Chief Administrator Officer.

14.0 Effective Date and Transition

- 14.1 This By-law shall take effect from January 1, 2024.
- 14.2 There will be no marketing levy imposed under this By-law for reservations for Accommodation that are made and paid for in full prior to January 1, 2024 for Accommodation that is scheduled to occur on or after January 1, 2024.
- 14.3 There will be no marketing levy imposed under this By-law for reservations for Accommodation that are made and paid for in full after January 1, 2024 for Accommodation that is scheduled to occur prior to April 1, 2024.
- 14.4 Operators are required to collect the marketing levy imposed under this By-law for any reservations for Accommodation that are made and paid for in full after January 1, 2024 for Accommodation that is scheduled to occur after April 1, 2024.
- 14.5 Operators are required to begin the registration process pursuant to section 6 of this By-law as of January 1, 2024.
- 14.6 The date of the first remittance of the marketing levy to the Town will be April 15, 2024.

Date of First Reading:

Date of Advertisement for Intent to Consider:

Date of Second Reading:

Date of Advertisement & Approval:

Date of Mailing Certified Copy to SNS & MR:

I certify that this Marketing Levy By-Law was adopted by Council
and published as indicated above:

Chief Administrative Officer

Date

DRAFT

SCHEDULE A
Antigonish Affordable Housing Society
Applesseed Drive, Antigonish County - 10079572 - 17 Units

Capital Cost Estimates

Land	142,000	
Soil Test	10,000	
Survey	0	
Title/Recording	0	
Appraisal	2,500	
Demolition	0	
Site	0	
TOTAL LAND COST	154,500	
Consultants	130,000	
Energy Audit	10,000	
Development Charges	0	
Legal Fees	0	
Construction Contract	3,519,965	
Net Zero	225,000	
Construction Management	18,000	
Appliances	75,000	
Laundry Equipment	0	
Construction Interest	16,500	
Utilities Fees	5,000	
Insurance during Construction	9,000	
Municipal Fees	0	
Taxes during Construction	3,000	
Landscaping	15,000	
Surface Parking/Paving	0	incl in const contract
Contingency	175,000	
HST Paid	593,245	
Less HST Rebate	-423,735	
Net HST Paid	169,510	
TOTAL BUILDING COST	4,370,975	
TOTAL DEVELOPMENT COST	4,525,475	

Average Unit Cost	266,204		
AHP Capital Contribution	0	1,457,201	32%
Equity Contribution	0	226,274	5%
Financing	0	1,400,000	31%
Third Party Contribution - Efficiency	0	0	
CHMC - NHCFC Contribution	0	425,000	Basic 9%
CHMC - NHCFC Contribution	0	425,000	Premium Afforc 9%
CHMC - NHCFC Contribution	0	425,000	Premium Energ 9%
SEED Funds - Green	0	25,000	1%
Land	0	142,000	3%
TOTAL DEVELOPMENT COST	0	4,525,475	100%

Pro Forma Operating Budget

	Year 1	Year 2	Year 3	Year 4	Year 5
Revenue					
Gross rent potential ¹	\$181,686	\$185,320	\$189,026	\$192,807	\$196,663
Town and County Invested	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Less Vacancy Allowance ²	\$1,817	\$1,853	\$1,890	\$1,928	\$1,967
Total Operating Income	\$191,869	\$195,467	\$199,136	\$202,879	\$206,696
Estimated Annual Expenses					
Taxes & Sewer	\$25,500	\$26,138	\$26,791	\$27,461	\$28,147
Utilities	\$13,000	\$13,325	\$13,658	\$14,000	\$14,350
Insurance	\$17,500	\$17,938	\$18,386	\$18,846	\$19,317
Water	\$3,500	\$3,588	\$3,677	\$3,769	\$3,863
Snow removal, Garbage & Landscaping	\$22,000	\$22,550	\$23,114	\$23,692	\$24,284
Maintenance & Repairs	\$5,500	\$5,638	\$5,778	\$5,923	\$6,071
Service contracts	\$0	\$0	\$0	\$0	\$0
Property Management Fees	\$9,084	\$9,311	\$9,544	\$9,783	\$10,027
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0
Professional Fees	\$0	\$0	\$0	\$0	\$0
Replacement Reserve	\$7,267	\$7,449	\$7,635	\$7,826	\$8,022
General & Administration	\$270	\$277	\$284	\$291	\$298
Other	\$0	\$0	\$0	\$0	\$0
Sub-Total Expenses	\$103,622	\$106,212	\$108,868	\$111,589	\$114,379
Net Cash Flow Income	\$88,247	\$89,254	\$90,268	\$91,289	\$92,317
Debt Service³					
	\$89,284	\$89,284	\$89,284	\$89,284	\$89,284
Total Expenses	\$192,906	\$195,496	\$198,152	\$200,873	\$203,663
Net Operating Income	(\$1,037)	(\$30)	\$984	\$2,005	\$3,033

¹ Base Year: 8 two-bdrm units @ \$971.25/mth; 2 three-bdrm units @ \$1162.50/mth; Rent increase in Year 2

¹ Base Year: 5 one-bdrm units @ \$724.50/mth; 2 two-bdrm units @ \$906.50/mth; Rent increase in Year 2

Rent increases beyond Year 5 require written approval from Housing Nova Scotia

² Vacancy Allowance @ 1%

³ Based on \$1,400,000 @ 4.1% amortized over 25 years; \$7440.37 monthly payment

Annually \$ 89,284

	<u>MMR - NS</u>	<u>Affordable Rent 75%</u>	<u>Units</u>	<u>Rents</u>
1 bedroom	\$ 1,035.00	\$ 776.25	2	\$ 1,552.50
2 bedroom	\$ 1,295.00	\$ 971.25	6	\$ 5,827.50
3 bedroom	\$ 1,550.00	\$ 1,162.50	2	\$ 2,325.00
		<u>Affordable Rent 70%</u>		
1 bedroom	\$ 1,035.00	\$ 724.50	5	\$ 3,622.50
2 bedroom	\$ 1,295.00	\$ 906.50	2	\$ 1,813.00
				\$ 15,140.50 Monthly
				\$ 181,686.00 Annually

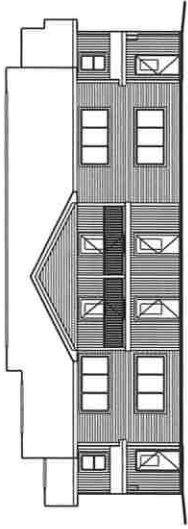
Percentage of unit at 70% of MMR

41%

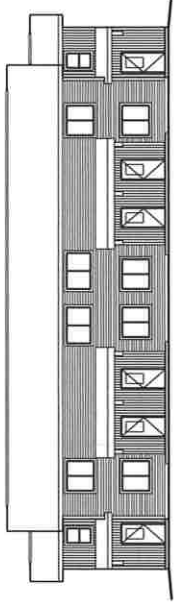
Expenses based on actual Applesed Court

We will be requesting financial support from the Town and County of Antigonish. It is expected we will receive \$150,000 from each municipal government. This will be provided over a five year period.

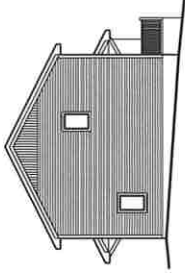
Our equity contribution includes \$100,000 for the Town and County and \$100,000 for the Sisters of St Martha.



BUILDING C



BUILDING B



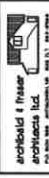
BUILDING A

 APPLESEED DRIVE ELEVATIONS
SCALE: NTS

ANTIGONISH AFFORDABLE HOUSING APPLESEED DRIVE PHASE 2

ANTIGONISH, NOVA SCOTIA

1	ISSUED FOR REVIEW	DATE: 10/11/2022
2	PROCESSED	DATE:



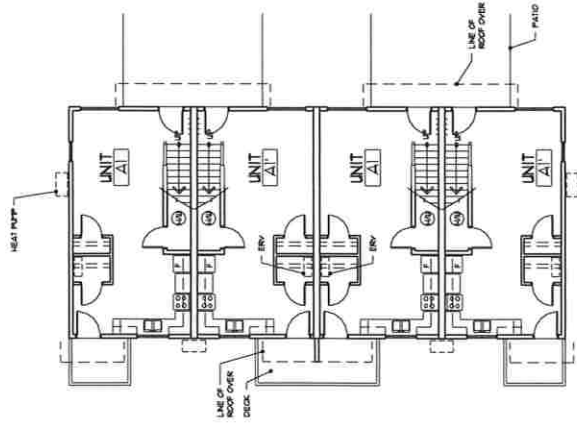
PROJECT:
ANTIGONISH AFFORDABLE HOUSING SOCIETY
PHASE 2

APPLESEED DRIVE
ANTIGONISH, NOVA SCOTIA

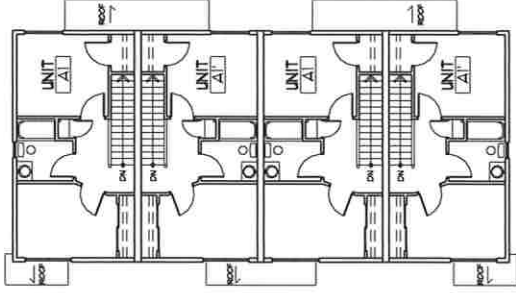
DRAWING:
COVER SHEET
& NOTES

SCALE:	NTS	DATE:	SEP 2022
DESIGN:	CLC	REVISION:	
SEAL:			

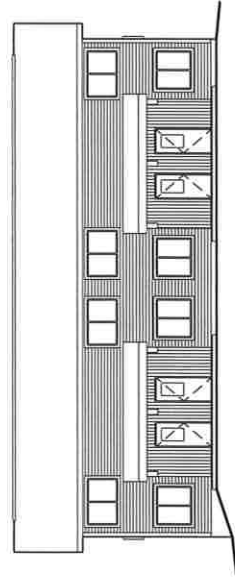
PROJECT NO:	918	DRAWING NO:	AD
DOCUMENT NO:			



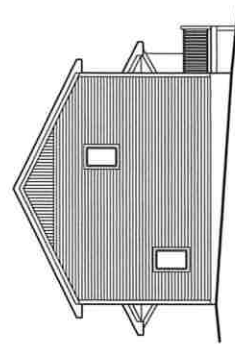
BUILDING A
1 MAIN FLOOR PLAN
 SCALE: 1/8" = 1'-0"



BUILDING A
2 UPPER FLOOR PLAN
 SCALE: 1/8" = 1'-0"



NORTH ELEVATION

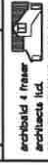


WEST/JARPLEE DRIVE ELEVATION

BUILDING A
3 EXTERIOR ELEVATIONS
 SCALE: 1/8" = 1'-0"



NO.	REVISION	DATE
1	ISSUED FOR REVIEW	SEP 17/12



Archbold & Fraser
 architects ltd.
 175 WATER STREET, ANTIGNON, NS B0K 1X0

PROJECT:
ANTIGNON AFFORDABLE HOUSING SOCIETY
PHASE 2

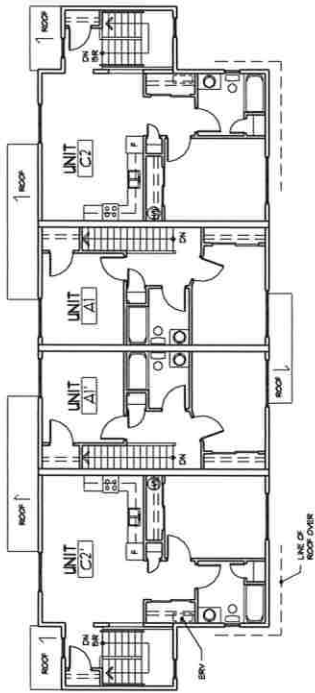
DRAWING:
BUILDING A PLANS & ELEVATIONS

APPLEBEE DRIVE
 ANTIGNON, NOVA SCOTIA

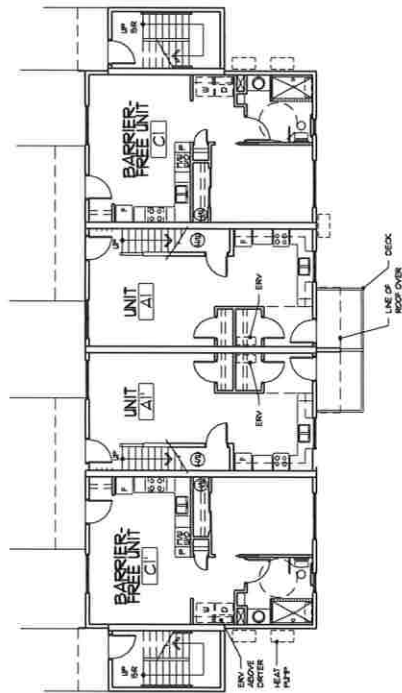
SCALE	DATE
AS NOTED	SEP 20/12
DRAWN	REVISED
CLC	

SEAL

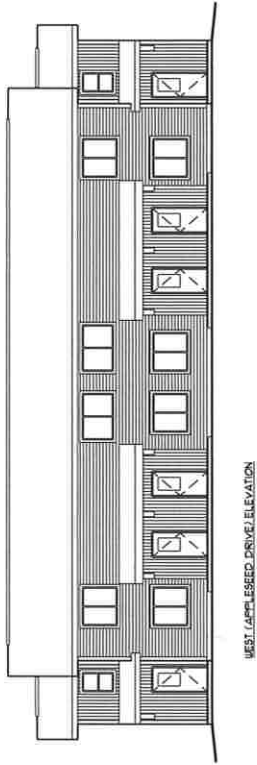
PROJECT NO.	DRAWING NO.
918	A2
DOCUMENT NO.	



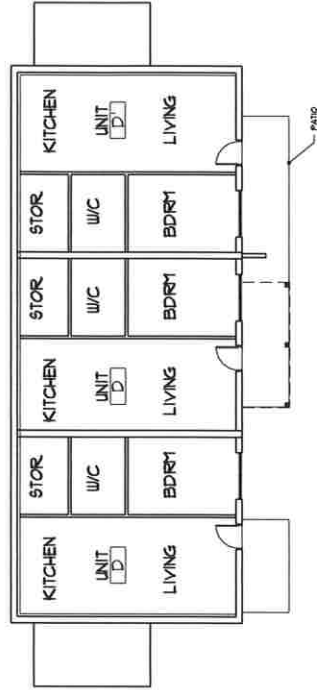
BUILDING B
1 UPPER FLOOR PLAN
 SCALE: 1/8" = 1'-0"



BUILDING B
2 MAIN FLOOR PLAN
 SCALE: 1/8" = 1'-0"

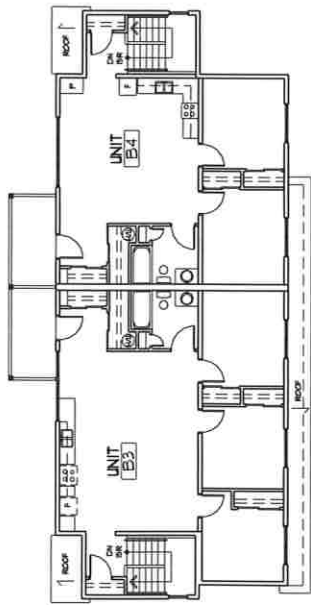


BUILDING B
3 EXTERIOR ELEVATIONS
 SCALE: 1/8" = 1'-0"

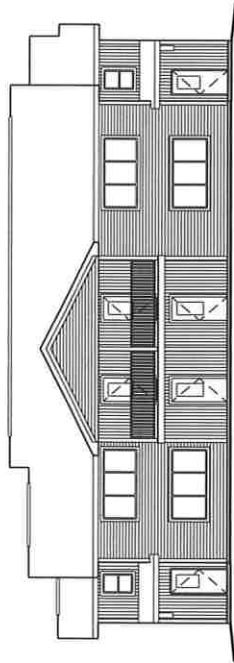


BUILDING B
4 LOWER FLOOR PLAN
 SCALE: 1/8" = 1'-0"

1. ISSUED FOR REVIEW	18/07/2022	DATE
2. APPROVED		
 architectural ltd 100 BAY ST. APT. 1000, TORONTO, ONT. M5H 2R4		
PROJECT ANTIGONISH AFFORDABLE HOUSING SOCIETY PHASE 2		
DRAWING BUILDING B PLANS & ELEVATIONS		
SCALE	DATE	REVISION
AS NOTED	SEP 2022	
FRANK CLC	REVISED	
SEAL		
PROJECT NO.	DRAWING NO.	
918	A3	
DOCUMENT NO.		

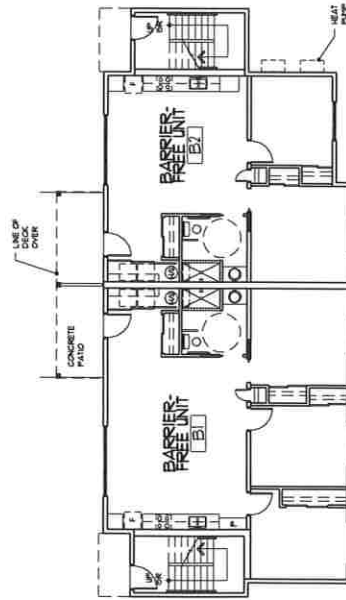


BUILDING C
1 UPPER FLOOR PLAN
 SCALE: 1/8" = 1'-0"

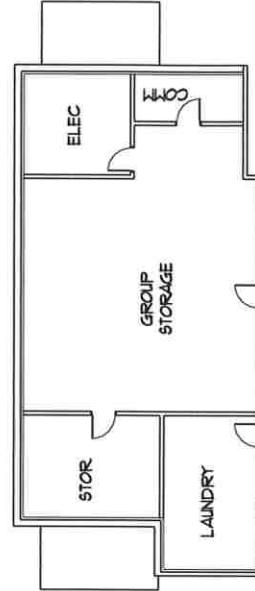


SOUTHWEST (APPLESIDE DRIVE) ELEVATION

BUILDING C
3 EXTERIOR ELEVATIONS
 SCALE: 1/8" = 1'-0"



BUILDING C
2 MAIN FLOOR PLAN
 SCALE: 1/8" = 1'-0"



BUILDING C
4 LOWER FLOOR PLAN
 SCALE: 1/8" = 1'-0"



1	REVISION	DATE
2	REVISION	DATE
ARCHITECT: 1/3 PROJECT: ANTIGONISH AFFORDABLE HOUSING SOCIETY PHASE 2 ADDRESS: APPLESIDE DRIVE, ANTIGONISH, NOVA SCOTIA DRAWING: BUILDING C PLANS & ELEVATIONS SCALE: 1/8" = 1'-0" DATE: SEP 2022 DRAWN: CLC CHECKED: CLC SEAL:		
PROJECT NO:	918	DRAWING NO:
DOCUMENT NO:		A4

Town of Antigonish

Municipal Housing Needs Report

2023

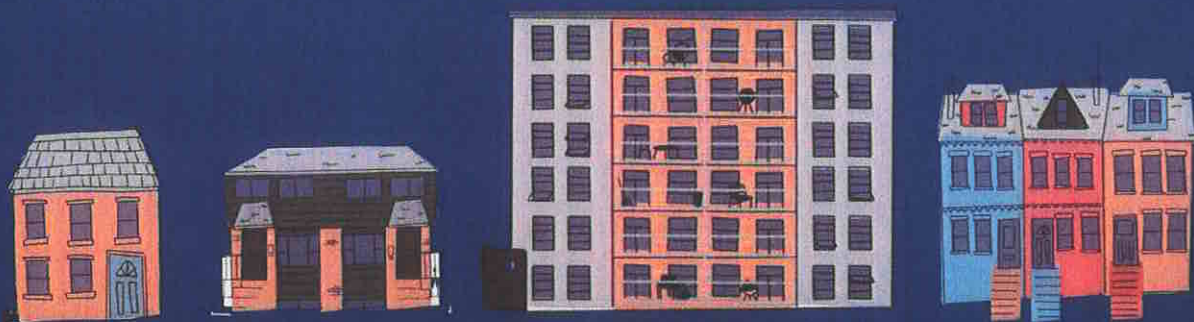


TABLE OF CONTENTS

1	Introduction.....	1
2	Key Findings.....	2
3	Housing Supply	5
3.1	Market Housing	5
3.2	Non-Market Housing.....	10
3.3	Post-secondary Student Housing.....	12
3.4	Short-term Rentals (STRs).....	13
4	Housing Shortage.....	14
5	Housing Affordability.....	16
5.1	Homeownership.....	16
5.2	Rental Market.....	19
6	Housing Need.....	22
6.1	Housing Need by Tenure & Indigenous Identity	22
6.2	Housing Need by Household Type.....	23
7	Demographic Profile.....	25
7.1	Population	25
7.2	Households	27
8	Conclusion	30

1 Introduction

The purpose of a housing needs assessment is to understand the current and anticipated housing conditions across a given geography, in the case of this and accompanying reports, the conditions across the province of Nova Scotia and its municipalities. Generally, this work strengthens the ability of local stakeholders and governments to:

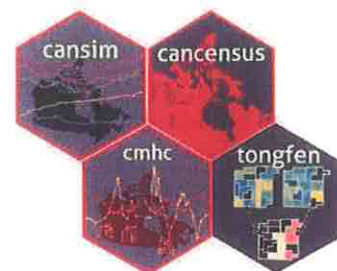
- Identify current and future housing needs and
- Identify existing and projected gaps in housing supply

Empowering municipalities and the province to become effective partners in housing provision requires reliable data to identify the stock necessary to meet current and future needs and how to drive related policy and investment. The insights generated by a needs assessment can help to inform ongoing land use and social planning initiatives at the local level, as well as provide hard evidence in support of advocacy to more senior levels of government.

The goal of this municipal report is to share appropriate, available, and accurate data to municipal governments so that they further understand their current housing situation and what they might anticipate. It is important to note that the same data methodologies and calculations are applied across each municipality, based on available data. This means that reports cannot consider all the nuanced conditions of individual communities that would be known best by municipal staff, stakeholders, and residents.

The report should be considered a form of base knowledge, intended for local review and discussion. Municipalities should use local information to provide additional context and information for discussion and decision-making as they see fit. For more details about methodologies, provincial trends, and definitions, please refer to the **Provincial Report**.

Note that all data references the municipality unless noted otherwise.



2 Key Findings

Housing shortage

As of the end of 2022, there was a gap between housing demand and the available supply of about 305 units, including both market and non-market housing.

Projections suggest that to keep pace with population growth, the municipality will need 580 new units by 2027 (including the existing shortage of 305) and 860 by 2032. About 10 new units could be completed annually based on historical construction trends. If that pace continues, it will leave a remaining gap of 530 units by 2027 and 760 by 2032.

Population

Between 2016 and 2021, the municipality's population grew at a faster rate than the province's population (7% versus 5%), with notable increases among the 25- to 44-year-olds cohort, suggesting increased volumes of families living in the Town of Antigonish. This is supported by the corresponding growth of youth (0- to 14-year-olds).

Finance & Treasury Board (FTB) estimates suggest that the total 2022 population was 4,745, with a projected increase of 6% between 2022 and 2027. Senior populations should increase during that time, with decreases mostly occurring among non-senior populations. Even so, the 25- to 44-year-old cohort may expand 14% over the next five years. Growth among 25- to 44-year-olds likely follows an anticipation that recent migration trends will continue over the short-term.

Households

Between 2016 and 2021, there was an overall 10% increase in households, with non-census families (i.e., single persons or roommate households) have seen the biggest change, with a 21% increase, followed by couples without children at 12% in the same period. Families in the Town of Antigonish are also getting smaller with a 20% increase in 1-person households between Census periods.

Estimates suggest that total households reached 2,250 in 2022, with a potential further increase of 6% from 2022 to 2027 (120 total). Household losses should predominantly occur among young adult households (led by 15- to 24-year-olds) and older working professional-led households (45- to 64-year-olds). Like trends for the anticipated population, the greatest rate of growth should be among senior-led households.

Non-market housing

As of 2023 Antigonish has a public-housing inventory of 146 units, of which 27 are for families and 119 for seniors.

Students and student housing

St. Francis Xavier University (St. FX) experienced a 16% increase to its enrolment between the 2017-2018 and 2021-2022 academic years, reaching 5,654 students. St. FX indicates that about 50% of its students live on-campus, suggesting that about 2,825 students compete for housing in the local rental market. Given the notable recent rise in students, this has imposed increased pressures on not only students, but also locals wishing to move between units and households looking to move to the area.

Short-term rentals (STRs)

Less than 1% of the municipality's housing inventory may have been used as a short-term commercial rental in 2021 (the last full year of data). This means that upwards of 18 units might have been removed from the long-term market in 2022, though it is uncertain exactly how many would have been long-term rentals or purchased for permanent occupancy if not used as a STR.

Shelter costs

Average rents reported by the Property Valuation Services Corporation (PVSC) did not change from 2020 to 2021, down from a 1% increase between 2019 and 2020. The recent lack of change reflects the consistency in vacancy among the rental market - the municipality has had an overall vacancy rate around 3.1% since 2018, falling within the healthy vacancy range of 3% to 5% reported by PVSC across Nova Scotia.

Median municipality home prices increased 57% from 2019 to 2022, compared to 3% between 2016 and 2019. The rapid rise in prices is a combination of increased demand and low interest rates (until recently).





Municipality's public survey responses

Affordability

In the municipality, affordability has fallen since 2016. About 58% of all couples, 87% of all lone-parent households, and 95% of all single person households earned below the estimated income required to afford the 2022 median sale price of a local dwelling. For rentals, at least 6% of **renting** couples, 30% of **renting** lone-parents, and 71% of **renting** single persons earned below the estimated income required to afford the 2021 average local rents.

Housing need

When a household lives in a dwelling that requires more than 30% of its before-tax household income, is overcrowded, and needs major repairs - and no alternative exists - it is in Core Housing Need. In 2021, about 6% of the Town of Antigonish's households (135 total) lived in Core Housing Need. Need is particularly prevalent among:

- 11% of renter households (125 total);
- 20% of lone parent households (35 total); and
- 7% of single persons / roommate households (80 total)

Generally, the number of people in and rates of Core Housing Need across segments has decreased since 2016. However, comparing 2021 to 2016 rates (particularly for affordability) is difficult given the influence of the Canada Emergency Response Benefit (CERB) on incomes. Overall, the municipality reported a lower rate of core housing need than Nova Scotia overall (10%).

3 Housing Supply

3.1 Market Housing

As of the 2021 Census, there were 2,675 private dwellings across Town of Antigonish, 82% of which were occupied by usual residents of which all were occupied by usual residents (those who live in the Town of Antigonish permanently). The rest of the inventory may either be occupied solely by foreign residents and/or by temporarily present persons, and unoccupied dwellings. For those dwellings occupied by usual residents, Table 3-1 summarizes the totals and distribution by structure type for the Town of Antigonish. The greatest share of current supply is held by the single-detached home (44%), followed by low-rise apartments (30%).

Table 3-1: Total & Share of Dwellings Occupied by a Usual Resident by Structure Type

Total	Single-detached	Semi-detached	Row house	Duplex apt	Apt (< 5 storeys)	Apt (5+ storeys)	Movable	Other
2,205	965	60	20	315	660	25	155	5
100%	44%	3%	1%	14%	30%	1%	7%	0%

Source: 2021 Census



Municipality's public survey responses

"Many homes in the town center are big and old."

"There's a gap for seniors, and also singles and couples. Most houses are 4-plus bedrooms. There just aren't any options, let alone affordable options."

3.1.1 Construction Activity

The pace of construction is represented by the annual total units permitted, units started, and units completed - these are separate but related phases of the same unit construction process.

A permit signifies the anticipated future housing to be built, a start reflects how many permits led to a shovel in the ground, and a completion represents how many units were actually added to the occupiable supply. Construction takes time and its pace varies depending on building type. Consequently, the number of units permitted in one year cannot be directly linked to starts or completions in another. The **Provincial Report** offers a detailed explanation of each element.

Permit activity refers to the total units permitted by a municipality. Table 3-2 shows the number units permitted in the municipality. Note that 2022 data reflects an extrapolated September 2022 total and that negative numbers mean more demolitions occurred than new builds. Starts and completions data is not available.

Table 3-2: Construction Activity by Dwelling Type

Units permitted							
	2010	2017	2018	2019	2020	2021	2022*
Total	16	-4	17	16	21	2	1
Single	6	-5	3	0	0	0	1
Semi	2	0	0	0	-2	0	0
Row	0	0	0	0	0	0	0
Apartment	1	1	11	16	22	2	0
Other	7	0	3	0	1	0	0

* 2022 units permitted extrapolated from September 2022 YTD to date totals to reflect entire year.

Source: Statistics Canada Custom CSD Tables 34-10-0001, 34-10-0066

Table 3-3 summarizes the change in unit size and tenure between the 2016 and 2021 Censuses. The distribution of new units shows what sizes are most occupied by renter and owner households. These Census results indicate that the long-term rental supply is growing at a faster pace than ownership relative to percent change - owned dwellings increased 3% and rented dwellings increased 17%. Relatedly, there has been a noticeable influx of 2-bedroom units, representing more than half of the unit change.

Table 3-3: Change in Units by Size & Tenure between Census Periods

	Total	Studio / 1-bedroom	2-bedroom	3+ bedroom
Owned dwellings				
Owned (2016) - 47% of total HHs	930	0	155	775
Owned (2021) - 43% of total HHs	960	10	185	760
Change in units	30	10	30	-15
Share of change	100%	18%	55%	27%
Rented dwellings				
Rented (2016) - 53% of total HHs	1,065	305	425	335
Rented (2021) - 57% of total HHs	1,250	360	515	375
Change in units	185	55	90	40
Share of change	100%	30%	49%	22%

Source: Statistics Canada Tables 98-400-X2016220 & 98-10-0240

Note that not all additional units in the table necessarily reflect a new unit, and some may represent conversions from rental to ownership or vice versa. Between 2016 and 2021, total dwellings (not only occupied by a usual resident) increased from 2,596 to 2,675 - a 79-unit increase (about 15 units annually). This suggests a higher share of the existing inventory transitioned to long-term permanent tenancy compared to what was added to the inventory during that time.

Table 3-4: Change in Total Dwellings versus Dwellings Occupied by Usual Residents

Dwellings	2016	2021	% change
Total dwellings (a)	2,596	2,675	3%
Dwelling occupied by a usual resident (b)	1,995	2,205	11%
Share (b / a)	77%	82%	

Source: Statistics Canada 2016 & 2021 Census

3.1.2 Housing Accelerator Fund Consideration

The Housing Accelerator Fund (HAF) is a program introduced by Canada Mortgage and Housing Corporation (CMHC) with the objective to bolster the housing supply at an accelerated pace. Local governments within Canada - including First Nations, Métis and Inuit governments who have delegated authority over land use planning and development approvals - are eligible to apply to the HAF. Interested municipalities can find the HAF's pre-application reference material [here](#). Note that a Housing Needs Assessment (such as this one) is required as part of a complete application (though not needed immediately for the initial submission).

An applicant is required to provide two projections to CMHC. The applicant must calculate their own projections based on reasonable assumptions and data sources, including Statistics Canada and/or its own administrative data. There is no prescribed formula; however, projections should be based on a three-year period ending September 1, 2026. The two projections are:

- The total permitted housing units projected without program funding.
- The total number of permitted housing units projected with program funding. This second projection is known as the "housing supply growth target."

Table 3-5: Unit Change by Estimated HAF Dwelling Type & Tenure, 2016 & 2021 Census

	Total	Single ^a	Missing middle ^b	Multi-unit ^c
Total dwellings				
Total (2016)	1,995	895	1,085	30
Total (2021)	2,210	965	1,215	25
Change in units	215	70	130	-5
Share of change	100%	34%	63%	2%
Owned dwellings				
Owned (2016)	930	720	215	0
Owned (2021)	960	740	215	0
Change in units	30	20	0	0
Share of change	100%	100%	0%	0%
Rented dwellings				
Rented (2016)	1,065	175	870	30
Rented (2021)	1,250	225	1,000	25
Change in units	185	50	130	-5
Share of change	100%	27%	70%	3%

^a Single means single-detached homes, which are buildings containing 1 dwelling unit, which is completely separated on all sides from any other dwelling or structure.

^b Missing middle refers to ground-oriented housing types that exist between single-detached and mid-rise apartments. This includes garden suites, secondary suites, duplexes, triplexes, fourplexes, row houses, courtyard housing, low-rise apartments (less than 4 storeys). Note that this definition for low-rise does not match the Statistics Canada cut off of less than 5 storeys.

^c Multi-unit refers to apartments that are 4-or-more storeys. The HAF further defines these by whether they are in close proximity to rapid transit or not, which is not possible to summarize based on the data available.

Source: Statistics Canada Tables 98-400-X2016220 & 98-10-0240

For additional guidance, Table 3-5 summarizes the growth by unit type (more closely defined with HAF application requirements) and tenure between 2016 and 2021. The

table demonstrates that missing middle dwellings were the most notable form of housing added to the market.

CMHC does not prescribe a formula for projections, leaving this decision up to the municipality who would know best about on-the-ground construction activity (not only by the numbers but also through discussions with local builders/developers).

Table 3-6: Example of Simple HAF Permit Projection

	Historical share of new housing	Possible annual units permitted	Estimated 3-year units permitted ^a	Estimated 3-year unit demand ^a	Gap that HAF can help reduce
Total	100%	10	30 (A)	470 (B)	440
Single	34%	5	15	160	145
Missing middle	63%	5	15	300	285
Multi-unit	2%	0	0	10	10

Relationship between units permitted and shortage	
C: Estimated September 2023 housing stock: ^b	2,680
Projected permitted unit growth over 3 years without HAF (A / C x 100):	1.1%
Projected permitted unit growth over 3 years needed to meet demand (B / C x 100):	17.5%
% increase in units permitted to meet shortage (B / A - 1) x 100:	1467%

Relationship between units permitted and HAF requirements (rounded up to nearest 5)	
D: Estimated September 2023 housing stock: ^b	2,680
E: Projected annual units permitted (based on '16-'21 average - see Table 3-2)	10
Required units permitted over 3 years to meet minimum 1.1% average annual growth rate ^c (D x 1.1% x 3 years)	90
Required additional units permitted over 3 years to meet minimum 10% increase ^d over historical average (E x 10% x 3 years)	5

^a Units permitted between September 2023 and September 2026; 3-year unit demand includes 2022 shortage

^b 2021 Census (Statistics Canada) + 2021 permits + 2021 permits x 2/3 (September 2023 estimate)

^c Average annual units permitted (min. 1.1%) = Total number of units permitted with HAF support / 3 years / Total dwelling stock (results rounded up to nearest 5)

^d Increase in units permitted (min. 10%) = (Projected average housing supply growth rate with HAF) / Projected average housing supply growth rate without HAF - 1 (results rounded up to nearest 5)

A simple example includes using most recent permitting data (the five-year average between 2017 and 2021), applying the historical shares of new construction between 2016 and 2021, and comparing the potential units permitted to the estimated total

demand over the three years (based on Housing Shortage data - Section 4). The results, shown in Table 3-6, are for discussion purposes and not a prescribed logic - the municipality can form its own approach based on other data provided and internal resources.

Note that the final column provides the straight-lined shortage anticipated by the end of the HAF. This may not represent the total possible intervention by the HAF, as this depends on the choices made by the municipality. Rather, it highlights the total shortage the HAF can help reduce.

3.2 Non-Market Housing

3.2.1 Public Housing

Of the 11,200 total inventory of publicly owned dwelling units (as administered by the Nova Scotia Provincial Housing Authority), 146 are located in the Town of Antigonish. Most units are 1-bedroom apartments, due to the high volume of senior-specific units - 82% of all units and 100% of these 1-bedroom units were for seniors.

Table 3-7: Public Housing Inventory, January 2023

		Total	Family	Senior
Total unit inventory		146	27	119
Inventory by unit size	Studio	0	0	0
	1-bedroom	109	0	109
	2-bedroom	6	4	2
	3+ bedroom	23	23	0
	Not reported	8	0	8
Inventory by dwelling type	Single family	3	3	0
	Row	0	0	0
	Apartment	139	20	119
	Not reported	4	4	0
Length of tenure in public housing	Less than 1 year	12%	12%	12%
	1 to 5 years	29%	15%	33%
	5 to 10 years	25%	35%	23%
	10+ years	33%	38%	32%
Household income	Median income (mth)	\$1,695	\$1,465	\$1,750
	Median income (ann)	\$20,340	\$17,580	\$21,000

Source: derived from Ministry of Municipal Affairs & Housing data

About 58% of Antigonish's public housing tenants have lived in public housing for more than 5 years, with most having lived there for more than 10 years.

"Antigonish Affordable Housing non-profit have been really successful in creating affordable housing - if there's a way to increase their capacity, that would be great."

"Non-profit housing has a community navigator who can support people in making appointments, accessing resources - if that kind of support could be replicated at the provincial level, that would be a huge benefit."

3.2.2 Rent Supplements

As of March 2023, 95 households across the Antigonish Census Division (no data is specifically available for the Town of Antigonish) were receiving rent supplement support, equivalent to 247 total people. About 40% were families, 29% were senior households, and 30% were classified as non-elderly households.

Table 3-8 further details the percentage share of rent supplements that served a specific vulnerable population.

Table 3-8: Rent Supplement Demographics, Antigonish Census Division, March 2023

	Total	Family	Senior	Non-elderly
Total rent supplements	95	38	28	29
People benefiting	247	172	35	40
Average HH size	2.6	4.5	1.3	1.4
Average dependents	1.1	2.9	0.0	0.0
Share of supplements serving a vulnerable group:				
Indigenous person(s)	2%	5%	0%	0%
Person(s) w/ a disability	20%	8%	18%	38%
At risk of homelessness	9%	5%	11%	14%
Homeless	0%	0%	0%	0%
Newcomer(s)	15%	34%	0%	3%
Mental health / addictions	9%	5%	4%	21%
Racialized person(s)	6%	13%	0%	3%
Veteran(s)	0%	0%	0%	0%
Fleeing domestic violence	2%	3%	4%	0%
Young adults	3%	5%	0%	3%

Source: derived from Ministry of Municipal Affairs & Housing data

3.2.3 Non-Profit Co-operatives and Shelters

Formal datasets related to third-party affordable housing organizations and their unit inventories are limited. The **Provincial Report** offers some discussion about what shelters exist provincially, with some detail by Economic Region.

3.3 Post-secondary Student Housing

The Town of Antigonish is home to St. Francis Xavier University (St. FX). According to the Maritime Provinces Higher Education Commission (MPHEC), St. FX had 5,654 students during the 2021-2022 academic year. The university experienced 16% growth in enrolment since 2017-2018, adding about 780 students. Much of this growth was due to Canadian student enrolment. Over the same period, total international students increased from 279 to 322 while Canadian enrolment increased from 4,594 to 5,332.

Several residence options exist, of varying size and offerings (i.e., Bishops Hall, Cameron Hall, Governors Hall, MacIsaac Hall, MacKinnon Hall, O'Regan Hall, Power Hall, Riley Hall, and Somers Hall). The St. FX website indicates that about 50% of all St. FX students live on-campus. This means that about 2,825 students, who are generally not identified by the Census (their information is recorded where their

permanent address is) must find housing off-campus. That is more than half of the actual reported Town of Antigonish population (4,655 people). With a recent increase in enrolment, this has imposed greater rental pressures on students, local residents wishing to move between units, and households seeking to move to the area.

"There's an increase in students living off campus. And landlords are retrofitting bigger houses into rooming houses, leading to unsafe living conditions."

"This also means less availability for families to buy homes and live in town centre."

3.4 Short-term Rentals (STRs)

Between 2018-2022, there has been an increase of 89 in dwellings used as short-term rentals. Of those, 41% were entire homes or apartments, of which 18 were potentially¹ "commercial" units - meaning they were available/ reserved more than 50% of the year.

If 2021 commercial units are compared to the 2021 dwelling stock (2,675 - as per the Census), about less than 1% (0.8%) of the municipality's housing inventory may have been used as a short-term commercial rental.

Table 3-9: Short-Term Rental Activity and Inventory

	Data by year				Percent change		
	2018	2020	2021	2022	'18-'20	'20-'22	18-'22**
Total unique STRs	55	157	138	144	+185%	-8%	+162%
Entire home/apt	40	63	60	59	+58%	-6%	+48%
Hotel room	10	60	57	57	+500%	-5%	+470%
Private room	5	34	21	28	+580%	-18%	+460%
Shared room	0	0	0	0	n.a.	n.a.	n.a.
Avg annual revenue	\$6,408	\$2,854	\$2,700	\$2,825	-55%	-1%	-56%
Total market ('000s)	\$352	\$448	\$373	\$407	+27%	-9%	+15%
Commercial STRs*	24	26	21	18	+8%	-31%	-25%

* A commercial STR is one that was listed as available and/or has been reserved more than 50% of the days in a calendar year.

** 2022 data reflects as of September 2022. Commercial STRs use 9 months for their calculations versus a full year.

Source: derived from AirDNA data

¹ Noted as "potentially" since 2022 data is only up to September.

4 Housing Shortage

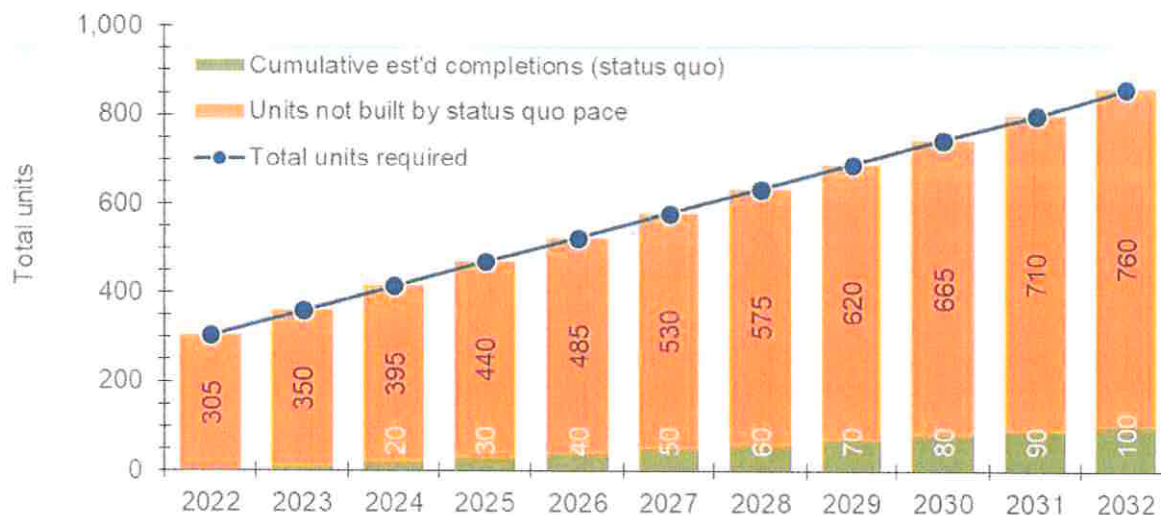
Based on demographic modeling results (see **Provincial Report** for details), the municipality's potential housing shortage (as of the end of 2022) may be 305 units.² Note that this estimate represents the sum of all units, be they rented or owned in terms of their tenure, or market or non-market housing.

Figure 4.1 offers a summary of the trajectory of the housing shortage over the next decade under a base population growth scenario provided by Nova Scotia's Department of Finance and Treasury Board.

In five years, the municipality may have a total dwelling demand (existing shortfall plus anticipated demand) of about 580 units, which could grow to 860 by 2032.

Based on the recent pace of construction, demand could significantly outpace anticipated new supply. About 10 new units could be completed annually over the next decade, based on assumptions using historical data trends. That leaves a remaining gap of 530 units by 2027. By 2032, the remaining gap after status quo construction could be 760 units. Note that status quo construction follows the method used in the provincial report, being average historical permits adjusted by 5% to account for permit withdrawals or cancellations. Results are rounded to the nearest 5.³

Figure 4.1: Anticipated Unit Gap based on Total Units Required and Estimated Completions, Demographic Model Results



² The allocation of unit shortages is based on results for the Census Division, apportioned to its respective municipalities based on their share of local household change between 2016 and 2021.

³ All municipalities use the same approach for consistency. However, for smaller municipalities, the combination of fewer units permitted and rounding practices can under or over represent anticipated construction activity. As such, greater attention should be directed to the projected demand, instead of anticipated supply, which can be later cross-reference with internal municipal data.

Table 4-1 summarizes possible guides for constructing unit sizes over the next half-decade. As previously described, about 580 new units may be needed to meet demand by 2027. Based on historical preferences,⁴ about 30% could be studio/1-bedroom dwellings (175 units), 40% 2-bedroom dwellings (235 units), and 30% 3+ bedroom dwellings (170 units). This includes the existing unit shortfall.

If forecasting until 2032, Antigonish may need to build about 860 (cumulative demand plus the existing shortfall), which would follow the same unit size distribution. Note that results are rounded to the nearest 5.

Table 4-1: Estimated Current & Anticipated Unit Shortfall by Unit Size, 2022 to 2027

	Total	Studio + 1-bedroom	2-bedroom	3+ bedroom
A: Current shortfall (end of 2022)	305	90	125	90
B: Anticipated demand by 2027	275	85	110	80
C: Total units required by 2027 (A + B)	580	175	235	170
D: Anticipated 5-year supply (status quo pace*)	50	15	20	15
E: Total shortfall	530	160	215	155
F: Total extra units required annually (E / 5 years)	105	30	40	30

* The distribution of supply is based on household preferences, not actual anticipated build out.

⁴ In this case, unit sizes reflect the preference for unit size, not the historical distribution of unit sizes in the existing inventory. Briefly, historical distributions of household sizes by household family types are used to estimate require bedrooms. The estimated share of unit sizes is then distributed into forecasted demand calculations. More explanation about how preference distributes can be found in the Housing Shortage section of the Provincial report.

5 Housing Affordability



Municipality's public survey responses

"Affordability for young professionals is very challenging since COVID. People being forced to choose between things like housing, bills, groceries, and recreation programs for kids."

5.1 Homeownership

Housing is becoming more expensive. This is not simply a claim of observing the appreciation of property as a commodity but also as an increase relative to other periods, levels of income, and availability.

5.1.1 Market Activity

Median sale prices across Nova Scotia have seen increases since 2016, with significant increases since 2019. The town of Antigonish's median sale price has increased from \$211,000 to \$340,950 between 2016 and 2022. This represents a 62% increase in median sale price.

Table 5-1: Median Sale Prices by Dwelling Type & Select Years

	Price				Percent Change		
	2010	2016	2019	2022	'10-'16	'16-'19	'19-'22
Total	\$176,500	\$211,000	\$217,750	\$340,950	+20%	+3%	+57%
Single	\$186,700	\$219,000	\$219,000	\$357,000	+17%	0%	+63%
Semi	-	-	-	\$208,000	-	-	-
Row	-	\$179,750	-	\$280,000	-	-	-

Source: NSAR MLS®

The increase in price can, at least in part, be attributed to an increase in demand. Figure 5.1 illustrates the sale-to-list-price ratio compared to the median days a dwelling was on the market. The number of days on the market is a general indicator of market demand (fewer days means more interest and more days means less interest). As the number of days on the market falls, there is generally a rise in prices (and sale to list price ratios).

As of 2021, the median sale price slightly exceeded its listing price, diverging from the historical trend of homes normally being sold for less than what they were asking. In the same year, the median number of days a dwelling was on the market reached a two-decade low of 16 days.

Figure 5.1: Historical Median Days on Market v. Median Sales / List Price Ratio



Source: NSAR MLS®

The shift in demand leading to faster home purchases is largely attributed to substantial population growth over recent years, fuelled by both interprovincial and international in-migration, that was not mirrored by housing supply growth.

5.1.2 Homeownership Affordability

Table 5-2 details the percentage share of households, separated by household types, that could afford a home based on their respective income levels versus the median sale prices from 2022. The affordability threshold is the same used by Statistics Canada and CMHC - 30% of before-tax household income spent on shelter costs. Shelter cost calculations include the direct and indirect costs related to shelter. More detail is provided in the **Provincial Report**. Note that income bracket distributions are based on Census Division data.⁵

⁵ Since Census Division data is used, readers will notice estimate similarities between municipalities belonging to the same Census Division.

Lone parents and single persons are least likely to have income levels necessary to afford to own a home. Semi-detached homes and row houses are the most attainable types of dwellings based on value, but 51% of lone-parent households and 83% of single-person households fall below the income levels necessary to afford the median semi-detached local home.

Table 5-2: Estimate of Sales Affordability by Income Level (All Households)

		2022 median sale price:			\$357,000	\$208,000	\$280,000
		% of HHs below income level			Single Detached Dwelling	Semi Detached	Row
Income level	Attainable sales price	Couples	Lone parents	Single persons			
\$60,000	\$179,500	17%	45%	81%	no	no	no
\$65,000	\$194,500	20%	51%	83%	no	no	no
\$70,000	\$209,500	25%	58%	86%	no	yes	no
\$75,000	\$224,000	30%	62%	87%	no	yes	no
\$80,000	\$239,000	32%	68%	89%	no	yes	no
\$85,000	\$254,000	36%	70%	91%	no	yes	no
\$90,000	\$269,000	40%	75%	93%	no	yes	no
\$95,000	\$284,000	44%	77%	94%	no	yes	yes
\$100,000	\$299,000	47%	79%	94%	no	yes	yes
\$105,000	\$314,000	52%	79%	94%	no	yes	yes
\$110,000	\$329,000	55%	84%	94%	no	yes	yes
\$115,000	\$344,000	58%	87%	95%	no	yes	yes
\$120,000	\$359,000	61%	87%	96%	yes	yes	yes

Homeownership	Total Dwelling	Single Detached Dwelling	Semi Detached	Row
Est'd income needed to buy median home	\$114,000	\$119,400	\$69,600	\$93,700
% of total households below income	72%	74%	45%	62%

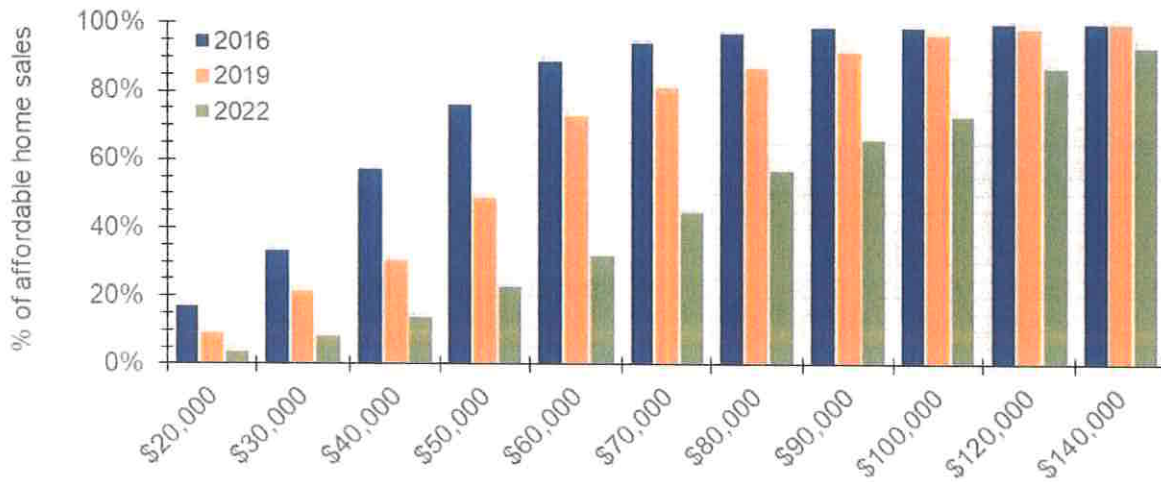
Source: derived from Statistics Canada tables (see provincial report), Bank of Canada, NSAR MLS®

About 72% of all local households earned an income below what would be needed (around \$114,000) to purchase the median home in 2022. This highlights the importance of housing interventions to address the shortage identified above to reduce typical housing prices to reasonably affordable levels.

Figure 5.2 presents the levels of affordability for respective household income levels between 2016 and 2022 for Antigonish Census Division (no data is specifically available for the Town of Antigonish). It illustrates the percentage of home sales in each year that would be affordable (30% of household income) at a given income level.

While there were already signs of decreasing affordability from 2016 to 2019, the municipality suffered a significant shock from 2019 to 2022. For instance, a \$70,000 income could afford 81% of home sales in 2019. In 2022, this fell to 44%.

Figure 5.2: Estimated % of Households that can / cannot Afford Sale Prices, Antigonish Census Division



Source: derived from Statistics Canada Custom Census 2021 tables), Bank of Canada, NSAR MLS®

5.2 Rental Market

5.2.1 Market Activity

Table 5-3 reports the rental for Town of Antigonish. The overall average rent in 2021, per PVSC data, was \$734. This is an increase in rent of 5.6% from 2018. There has been a 10.8% increase in studio unit rents, a 7.8% increase in 1-bedroom unit rents, a 4.5% increase in 2-bedroom unit rents, and a 3.4% increase in 3+ bedroom unit rents over the same period.

Table 5-3: Average Rents by Unit Size & Select Years

	Price				Percent Change		
	2018	2019	2020	2021	'18-'19	19-'20	20-'21
Total	\$695	\$725	\$733	\$734	+4%	+1%	+0%
Studio	\$569	\$606	\$635	\$631	+6%	+5%	-1%
1-bed	\$655	\$693	\$693	\$705	+6%	0%	+2%
2-bed	\$769	\$808	\$808	\$803	+5%	0%	-1%
3+bed	\$882	\$923	\$923	\$912	+5%	0%	-1%
Vacancy	3.1%	3.1%	3.1%	3.1%			

Source: PVSC Custom Tables

Antigonish's vacancy rate remained steady at 3.1% between 2018 and 2021, which falls within the healthy vacancy range of 3% to 5%, based on PVSC data.

5.2.2 Rental Affordability

Table 5-4 details the percentage share of **renter** households, divided by household type and income levels, that can afford 2021 average rent for various unit types. As with ownership, lone-parent and single person households face the highest income barrier to affordability. About 23% of lone-parent households and 65% of single person households fall below the income level required to afford the average rent for a studio apartment in 2021.

It should be noted that the affordability reported is based on the ability to afford the rent for the entire unit, not split between tenants. Furthermore, the affordability threshold is the same used by Statistics Canada and CMHC - 30% of before-tax household income spent on shelter costs. Shelter cost calculations include the direct and indirect costs related to shelter. More detail is provided in the **Provincial Report**.

Approximately 48% of local renter households earned an income below what would be needed (about \$43,800) to afford the average rental unit. Readers will notice that the financial barriers to own appear to be significantly higher than to rent. While this may be the case, it is important to recognize the data source impacts to this discussion.

Sales data for homeownership only considers asking prices, not the existing mortgages held by homeowners at the same time. Rental data includes both asking and occupied rents, meaning that the rents reported underrepresent what households would pay changing units.

Table 5-4: Estimated of Rent Affordability by Income Level (Renter Households)

		2021 average rent:			\$631	\$705	\$803	\$912
		% of HHs below income level			Studio	1-bed	2-bed	3+ bed
Income level	Attainable rent	Couples	Lone parents	Single persons				
\$20,000	\$330	0%	0%	20%	no	no	no	no
\$25,000	\$420	0%	9%	44%	no	no	no	no
\$30,000	\$500	0%	16%	58%	no	no	no	no
\$35,000	\$590	0%	23%	65%	no	no	no	no
\$40,000	\$670	6%	30%	71%	yes	no	no	no
\$45,000	\$750	9%	30%	77%	yes	yes	no	no
\$50,000	\$840	15%	41%	82%	yes	yes	yes	no
\$55,000	\$920	21%	48%	85%	yes	yes	yes	yes
\$60,000	\$1,000	28%	55%	88%	yes	yes	yes	yes
\$65,000	\$1,090	34%	61%	90%	yes	yes	yes	yes
\$70,000	\$1,170	44%	61%	91%	yes	yes	yes	yes
\$75,000	\$1,260	50%	61%	91%	yes	yes	yes	yes
\$80,000	\$1,340	50%	61%	93%	yes	yes	yes	yes

Renting	Average	Studio	1-bed	2-bed	3+ bed
Est'd income needed to rent average unit	\$43,800	\$37,700	\$42,100	\$47,900	\$54,400
% of renter households below income	48%	42%	48%	53%	60%

Source: derived from Statistics Canada Custom Census 2021 tables), PVSC

6 Housing Need

Three housing indicators are used to evaluate housing need: adequacy (housing condition), suitability (enough space), and affordability. Core housing need is a specific condition of housing where a household falls under one of the indicators and cannot find reasonable housing without spending 30% or more of their before-tax income. Deep unaffordability (also known as “severe” unaffordability) is when a household is spending 50% or more of their before-tax income on housing.

Generally, housing indicators and Core Housing Need data demonstrate the number and share of households particularly impacted by precarious living conditions. These are the households where increased supply or non-market interventions would positively impact most, as many might not have the means or supports to escape these conditions without intervention.

“We have to invest in the people of NS, we have to invest in their wellbeing - housing needs to be the highest priority - that will allow us to shift and free up resources for health and finances and increase mental health and wellness.”

“Antigonish is in a floodplain and our most vulnerable people are being affected by weather due to climate change: repeated flooding, trees down and roof damage from hurricanes.”

“Tenants afraid to speak up about issues, for fear of being kicked out by their landlord with nowhere else to go.”

6.1 Housing Need by Tenure & Indigenous Identity

Table 6-1 shows the share of households currently living in conditions that meet the three housing criteria, separated by tenure and Indigenous identity.⁶

In the Town of Antigonish, overall households living in unaffordable dwellings decreased by 11%, those living in unsuitable dwellings increased by 45%, and those living in inadequate dwellings increased by 22% between 2016 and 2021.

For renter households in the Town of Antigonish, those living in unaffordable dwellings decreased by 15%, though there remained 33% of all renter households that live in unaffordable housing in 2021.

⁶ Note that numbers expressed in the housing need tables may differ from those reported by Statistics Canada on individual community Census Profiles. This is because the custom data table applies a different universe than the Census Profile. More information can be found in the Provincial Report.

Table 6-1: Housing Need Criteria by Tenure & Indigenous Identity, 2021

		Total	Owner	Renter	Indigenous
Total Households:		2,095	940	1,155	105
Households living in inadequate conditions	Total households	140	50	85	15
	Change since 2016	+22%	-9%	+42%	-
	Share of households	7%	5%	7%	14%
Households living in unsuitable conditions	Total households	80	30	50	-
	Change since 2016	+45%	-	+11%	-
	Share of households	4%	3%	4%	-
Households living in unaffordable conditions	Total households	435	55	380	20
	Change since 2016	-11%	+22%	-15%	-33%
	Share of households	21%	6%	33%	19%

Source: Statistics Canada Custom Census 2016 & 2021 Tables

Table 6-2 shows the Town of Antigonish's households currently meeting the conditions to be considered in Core Housing Need and those in deep unaffordability, as well as the changes in those categories between 2016 and 2021. Since 2016, there has been a 23% decrease in Core Housing Need and a 7% decrease in deep unaffordability. Notwithstanding overall decreases, 11% of all renter households remained in Core Housing Need and 9% are living in deeply unaffordable dwellings.

Table 6-2: Core Housing Need & Deep Unaffordability by Tenure & Indigenous Identity, 2021

		Total	Owner	Renter	Indigenous
Total Households:		2,095	940	1,155	105
Households living in Core Housing Need	Total households	135	-	125	-
	Change since 2016	-23%	-	-17%	-
	Share of households	6%	-	11%	-
Households living in deep unaffordability	Total households	125	20	105	-
	Change since 2016	-7%	-	-16%	-
	Share of households	6%	2%	9%	-

Source: Statistics Canada Custom Census 2016 & 2021 Tables

6.2 Housing Need by Household Type

Table 6-3 and Table 6-4 present information related to housing indicators and Core Housing Need, respectively, by household type.

Generally, renter and single person / roommate households experience similar issues when it comes to housing. About 31% of single person / roommate households faced financial challenges related to shelter in 2021. Lone parents also faced considerable housing challenges, reporting the highest rate of inadequacy (23%) and the second highest rate of unaffordability (23%).

Table 6-3: Housing Need Criteria by Household Type, 2021

		Couple w/o child(ren)	Couple w/ child(ren)	Lone parent	Single / roommates
Total Households:		460	325	175	1,095
Households living in inadequate conditions	Total households	15	20	40	65
	Change since 2016	-25%	-20%	-	+30%
	Share of households	3%	6%	23%	6%
Households living in unsuitable conditions	Total households	-	25	-	20
	Change since 2016	-	+25%	-	-20%
	Share of households	-	8%	-	2%
Households living in unaffordable conditions	Total households	30	25	40	335
	Change since 2016	-25%	-17%	0%	-8%
	Share of households	7%	8%	23%	31%

Source: Statistics Canada Custom Census 2016 & 2021 Tables

Since 2016, single persons / roommate households living in Core Housing Need decreased by 11%, reaching a 7% share of all related households in 2021. Lone parents reported the next most prevalent core need (20%), notwithstanding a 30% decrease in affected population between census periods.

Table 6-4: Core Housing Need & Deep Unaffordability by Household Type, 2021

		Couple w/o child(ren)	Couple w/ child(ren)	Lone parent	Single / roommates
Total Households:		460	325	175	1,095
Households living in Core Housing Need	Total households	-	-	35	80
	Change since 2016	-	-	-30%	-11%
	Share of households	-	-	20%	7%
Households living in deep unaffordability	Total households	-	-	-	85
	Change since 2016	-	-	-	-26%
	Share of households	-	-	-	8%

Source: Statistics Canada Custom Census 2016 & 2021 Tables

7 Demographic Profile

7.1 Population

7.1.1 Current Population

Between 2016 and 2021, the population of the Town of Antigonish increased by 7%. By comparison, Nova Scotia's growth rate was 5% between those same years. Table 7-1 below illustrates the municipality's population change, divided into age cohorts, compared to changes at the provincial level.

Overall, the municipality grew at a faster rate than the province (7% versus 5%) between 2016 and 2021. Growth occurred across most defined age cohorts, with notable growth among total 25- to 44-year-olds, suggesting increased volumes of families living in the Town of Antigonish. This is supported by the corresponding growth of youth (0- to 14-year-olds).

Table 7-1: Total Population by Age Cohort (2021) and Five-Year Percent Change

		0 to 14	15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
Nova Scotia	Total	136,710	106,185	234,180	276,990	192,285	23,035	969,380
	Share	14%	11%	24%	29%	20%	2%	100%
	5yr %Δ	+2%	-1%	+9%	-2%	+19%	+6%	+5%

		0 to 14	15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
Town of Antigonish	Total	560	865	1,035	1,035	955	200	4,655
	Share	12%	19%	22%	22%	21%	4%	100%
	5yr %Δ	+15%	+13%	+20%	-8%	+7%	-15%	+7%

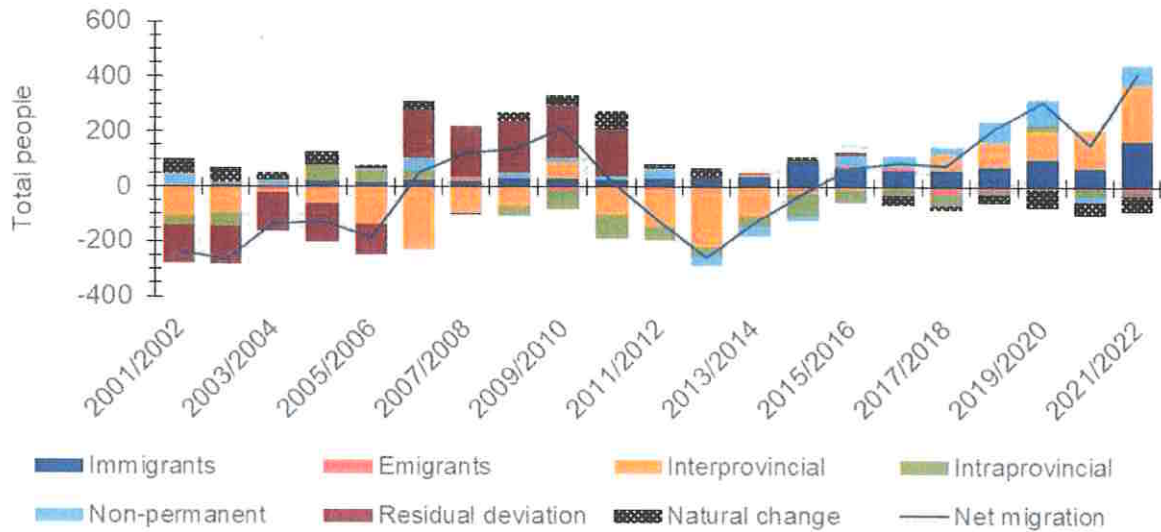
Source: Statistics Canada Census 2016 & 2021

7.1.2 Migration

Shown in Figure 7.1 is the net-migration for the **entire** Antigonish Census Division (data is not available at the municipal level – the entire Census Division includes all related urban and rural municipalities) between 2001/02 and 2021/22, inclusive of totals for intra-provincial and international migration, as well as emigration.

Between 2016 and 2021, the Census Division's net-migration steadily increased to a two-decade high in 2021/2022 with a total of 415 newcomers.

Figure 7.1: Historical Components of Migration, Antigonish Census Division



Source: Statistics Canada Table 17-10-0140

7.1.3 Anticipated Population

The municipality’s anticipated population is derived from applying the historical share of local total populations by age cohort to the regional projections by age cohort produced by the Department of Finance & Treasury Board (FTB) in February 2023. In other words, results assume that the municipality will represent the same share of the region’s population over the projection horizon.⁷ This does not consider nuanced population changes by community.

Table 7-2: Anticipated Total Population by Age Cohort and Five-Year Percent Change

		0 to 14	15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
2027	Total	560	820	1,230	965	1,185	250	5,010
	Share	11%	16%	25%	19%	24%	5%	100%
	5yr %Δ	+0%	-8%	+14%	-6%	+20%	+25%	+6%

		0 to 14	15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
2032	Total	565	795	1,265	960	1,335	325	5,245
	Share	11%	15%	24%	18%	25%	6%	100%
	5yr %Δ	+1%	-3%	+3%	-1%	+13%	+30%	+5%

Source: derived from Department of Finance & Treasury Board February 2023

⁷ Since a municipality represents the same share of its region (i.e., Census Division) over time for projections (population and households), similar rates of growth will exist for each of the municipalities within the region. Therefore, readers reviewing multiple reports may notice a likeness between them.

Estimates suggest that the total 2022 population was 4,745, with a projected increase of 6% between 2022 and 2027. Senior populations should increase during that time, with decreases mostly occurring among non-senior populations. Even so, total 25- to 44-year-olds may expand 14% over the half decade.

Growth from 2027 to 2032 may be of a slightly lesser magnitude (5%) compared to the five years prior, with growth largely coming from senior populations. The 25- to 44-year-old cohort may continue to expand, though much slower than prior, with a corresponding slight increase in youth (0 to 14 years old). This demonstrates a short-term need to house families, but a long-term need to meet the needs of an expanding senior age group.

7.2 Households

7.2.1 Current Households

Table 7-3 illustrates the various characteristics of households in the Town of Antigonish. The tables show tenure splits for maintainer by age cohort, household types, and household sizes respectively, as well as the 5-year percent change in those populations. The primary household maintainer is the person within a household who pays the rent, mortgage, taxes, or other major expenses for the dwelling. For households in which multiple incomes are present, the first name listed on a census questionnaire is taken to be the primary maintainer.

Between 2016 and 2021, there was an overall 10% increase in households, with tenures split between 43% owners and 57% renters in 2021. Non-census families (i.e., single persons and roommates) category have seen the biggest change, with a 21% increase since 2016, followed by couples without children at 12%. Households in the Town of Antigonish are also getting smaller with a 20% increase in 1-person households between Census periods. Noteworthy is the 61% jump in 5+ person households, though the original total in 2016 was small, emphasizing the half-decade change.

Note that the percent change of households can increase faster than population (or even if there is population decline). As residents age, their likelihood of forming or leading a household increase. For instance, a child growing up and moving out of their family home turns one household into two. This can also occur if there is notable growth among smaller household sizes.

Table 7-3: Households by Tenure & Characteristics (2021) and Five-Year Percent Change

		15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
Household Maintainer Age	Total	285	570	630	590	135	2,205
	Owner	5%	37%	52%	57%	46%	43%
	Renter	95%	63%	48%	43%	54%	57%
	5yr %Δ	+63%	+24%	-13%	+6%	+59%	+10%

		Couple w/o Child	Couple w/ Child	Lone Parent	Non-census*	Other**	Total
Household Type	Total	465	320	180	1,190	45	2,205
	Owner	72%	66%	37%	26%	100%	43%
	Renter	28%	34%	63%	74%	0%	57%
	5yr %Δ	+12%	-11%	+3%	+21%	-36%	+10%

		1-person	2-person	3-person	4-person	5+ person	Total
Household Size	Total	975	710	240	140	145	2,205
	Owner	31%	54%	48%	68%	43%	43%
	Renter	69%	46%	52%	32%	57%	57%
	5yr %Δ	+20%	+8%	-2%	-28%	+61%	+10%

Source: Statistics Canada Custom Census 2016 & 2021 Tables

7.2.2 Anticipated Households

A similar apportionment as for the anticipated population is performed for anticipated households. Note that anticipated households are a major input to housing demand calculations, but do not equate exactly to demand. Housing demand projections incorporated adjustments to reflect total dwellings (not only those occupied by a usual resident which projections would solely consider).

Estimates suggest that total households reached 2,250 in 2022, with a potential increase of 6% from 2022 to 2027 (120 total). Household losses should predominantly occur among young adult households (led by 15- to 24-year-olds) and older working professional-led households (45- to 64-year-olds). Like trends for the anticipated population, the greatest rate of growth should be among senior-led households.

Table 7-4: Anticipated Households by Maintainer Age and Five-Year Percent Change

		15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
2027	Total	240	675	585	695	175	2,370
	Share	10%	28%	25%	29%	7%	100%
	5yr %Δ	-19%	+14%	-6%	+15%	+30%	+5%

		15 to 24	25 to 44	45 to 64	65 to 84	85+	Total
2032	Total	230	695	585	775	235	2,520
	Share	9%	28%	23%	31%	9%	100%
	5yr %Δ	-4%	+3%	+0%	+12%	+34%	+6%

Source: derived from Statistics Canada 2016 Census, Department of Finance & Treasury Board February 2023

Similar magnitudes of growth may continue from 2027 to 2032. Senior-led households (particularly those with a maintainer aged 85+) should remain the cohort with greatest relative growth. From 2022 to 2032, about 270 new senior-led households might choose to live in the Town of Antigonish, again reinforcing the need for senior appropriate or generally accessible housing over the foreseeable future.

8 Conclusion

The above information provides context for the Town of Antigonish's housing conditions. Significantly increased demand and low new supply has resulted in higher-than-expected local housing prices, for both rental and ownership markets.

The current estimated unit shortage for the municipality is 30. Demand, including the shortage, is estimated to increase to 580 by 2027. Using current construction trends, 10 new units are estimated to be introduced into the market annually over the next 5 years, leaving a remaining gap of 530 units by 2027. Unless completions exceed the estimated annual rate of construction, ongoing trends within both rental and ownership markets can be expected to continue.

To: Town Council

Submitted By: Kate MacInnis, Director of Community Development

Date: Monday, November 20, 2023

Subject: Dr. JJ Carroll Grant Recipients 2023

Origin

This memo is to provide an overview of proposed allotments of the 2023 JJ Carroll Grant Funding.

Background

As outlined in the estate, the purpose of the funding is to provide instruction for the young people of Antigonish, minor hockey, swimming, and track and field. If no applications are received from organizations that conduct these activities, the funds may be made available to promote the general physical fitness and general well-being of young people in the Town of Antigonish. On July 14th 2023, the Town received correspondence from the Executive Trust for the Dr. JJ Carroll Estate. In this correspondence, it was indicated the estate had \$6,000 in cash funds available for 2023.

Application, Promotion & Review

Application for the JJ Carroll Grant opened in August 2023 with a submission date of September 29th.

Recommendation

Based on the parameters of what was outlined in the JJ Carroll estate and the applications received, the following are the recommended allotments for 2023:

- StFX Track and Field Club - \$3,000
- Antigonish Community Swim Program - \$1,000
- Wee Lads & Lassies Track and Field Program - \$2,000

Motion:

Town Council approves the 2023 proposed allotment of the \$6,000 JJ Carroll Grant to the StFX Track and Field Club, Antigonish Community Swim Program, and Wee Lads and Lassies program.



Royal Canadian Legion Arras Branch 59

75 St. Ninian Street

Antigonish, NS B2G 1Y7

19 October 2023

Request for funds – Royal Canadian Legion

Dear Mayor Boucher and Council,

The Antigonish Legion in coordination with our partners at the CACL are going green. Our goal is to improve our building energy efficiency, end our oil heat consumption and install solar panels. We will accomplish this in four phases.

PHASE 1-completed- To improve our building envelope. This was accomplished by replacing our door systems with new automatic sliding doors on the front and rear entrances.

PHASE 2- To upgrade our HVAC system by installing four heat pumps. This is where we are today. The cost of this heating system upgrade will be \$400,000.00. Efficiency NS will provide us with a \$300,000.00 grant. For the remaining \$100,000.00, the Legion and the CACL are fundraising. Our request from the Town of Antigonish is for \$25,000.00. We are also reaching out to Federal, County and financial institutions.

We expect the work of installing these heat pumps to begin this November and will be completed by January 2024. The oil furnace will be kept as a backup system until the next Phase can happen. The cost of oil heat at present is in the range of \$48,000.00 annually. Once the heat pumps are running, we expect an immediate saving of 40%, or \$19,200.00.

PHASE 3- To convert our oil system to an electric burner system which will end our oil consumption.

PHASE 4-The final phase of this project will be to replace our roof covering and install solar panels on the new roof.

Your support in this project will be very much appreciated.

Thank you,

A handwritten signature in black ink, appearing to read "Tim Hinds", written over a white background.

Tim Hinds

Legion President, Arras Branch 59

Phone (902) 867-1411

Email: legion59a@gmail.com





Black Educators Association



September 26th, 2023

Jeffrey Lawrence, Chief Administrative Officer
Town of Antigonish
274 Main Street
Antigonish, NS
B2G 2C4



Dear Mr. Lawrence:

RE: 2023 REP Provincial Spelling BEE – May 11, 2024

The *Black Educators Association of Nova Scotia (BEA)* is a nonprofit organization that has played a positive role in the education of learners since 1969. The Association sponsors several programs and events, one of which is the *Regional Educators Program (REP) Provincial Spelling BEE*.

The *REP Provincial Spelling BEE* is a community-based activity geared towards improving the language skills and academic achievements of African Nova Scotian learners. Annually, enrollment caps at 100 participants from various regions across Nova Scotia competing for the title of 'Champion Speller'. With annual corporate donations and sponsorships by local businesses and the Nova Scotia regional centres for education, we are able to celebrate the successes of the participants during the event.

On May 11th, 2024, *BEA* will be hosting its **18th Annual REP Provincial Spelling BEE** at *The Mount Saint Vincent University, 166 Bedford Highway*, Nova Scotia. In order to make this year's event as successful as other years, we are seeking a generous contribution from your business in the form of a monetary donation, gift items or corporate/institutional sponsorship. By making a donation to this event you are not only supporting the community but you are also supporting the education of our most precious resources - OUR CHILDREN.

Thanking you in advance for your consideration and support.

Yours in Education,

Juanita Byard

Juanita Byard
Regional Educator - Strait Region
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472 Highway 16, RR#1 Monastery
PO Box 191, Antigonish N.S. B0H 1W0
Tel: (902) 232-2176 Fax: (902)232-2190
Toll Free: 1-877-272-7100

B
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Black Educators Association

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*** Please make cheques payable to the "Black Educators Association". A tax receipt will be mailed to you.*

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For more information, contact:

Juanita.byard@bea-ns.ca or visit our website www.bea-ns.ca

Thank you for your generous support!

Subject: CAO Report
To: Antigonish Town Council
Date Prepared: 23-11-20
Prepared by: Jeff Lawrence, Chief Administrative Officer

Administration

Administration and our consultants have filed the water rate application with the Nova Scotia Utility and Review Board (NSUARB), and we anticipate an electric rate application to be ready to go before Council shortly thereafter.

Summer capital works projects are starting to near completion, and with multiple projects on the go, there have been increases in traffic congestion.

The Nova Scotia Utility and Review Board public hearing on the Town’s electric utility upgrade project was heard on September 27th and we are awaiting a response. AREA and Town staff continue towards work on a similar application for the StFX electrification project. Work is progressing at the Brierly Brook solar site with an expected operational date in late 2023/ early 2024.

Construction is delayed on the community trail project due to difficulties in getting Bell to do work on its infrastructure on site, and added complications with the Old Post road work impacting traffic flows. Bell are in town this week and next to complete their tasks and work is expected to begin on the trail early in next year’s construction season. The tourism attraction has been presented to joint Council and will go to Town Council this month.

With the hurricane season wrapping up, the Regional Emergency Management Organization has been reviewing plans and meeting with various stakeholders as a follow up to the season.

With the recently announced Municipal Capital Growth Program (MCGP), staff have attended information sessions, and expect to bring a recommendation before Council in the upcoming month.

Strategic Initiatives Update:

Projects
Title: Carbon Inventory – PCP Milestone Tool
Status Update: Continuing to input data for Carbon Inventory
Next Step: On going
Title: Net Zero Engagement Strategies Funding Opportunity
Status Update: Approved via pre-screening for Sustainable Communities Challenge Fund for a Community Engagement Strategy
Next Step: Working on full application – deadline is November 28th.
Title: Grid Modernization and New Substation
Status Update: Progressing the project while waiting for regulatory approval.
Next Step: on-going
Title: Executive Assistant Duties
Status Update: Organize and schedule meetings for Mayor Boucher
Next Step: Ongoing Correspondence

Title: Grid Modernization and Project Management Services RFP
Status Update: Working with Ray Sampson on Grid Mod Project Overview
Next Step: Developing Gantt Chart for costing and scheduling (on-going)
Title: FCM/SCCF – Community District Energy System (CDES) Feasibility Study
Status Update: Selected WSP for the study.
Next Step: Kick-off meeting scheduled for November 16 th .
Title: Green Municipal Fund – GHG Reduction Pathway Feasibility Study – Deep Energy Retrofits
Status Update: Waiting for final report
Next Step: Investigating Capital funding opportunities to follow study.
Title: New SREP funding available for Capacity Building
Status Update: Submitted pre-application while waiting for intake to open
Next Step: Working on full application – Deadline to submit is late January
Title: Diversity, Equity and Inclusion Plan
Status Update: Attending bi-weekly update meetings
Next Step: Will be attending ED&I Foundation and Leadership workshops
Title: Clean Foundation – Community Climate Capacity
Status Update: Working with Director of Community Development on funding application for Energy Advisor Services.
Next Step: on-going
Title: SMART Grid Innovation Network – Fall Conference
Status Update: Attended conference in Moncton
Next Step: Following up on networking opportunities
Title:
Status Update:
Next Step:

AREA Update:

Projects
Title: AREA weekly updates
Status Update: Attend weekly update meetings
Next Step: On going
Title: HOME Program review
Status Update: Released Energy Survey via social media and bill insert
Next Step: On-going
Title: Solar Subscriptions
Status Update: Attended multiple meetings and workshops on subscription model
Next Step: on-going

Subject: CAO Report
To: Antigonish Town Council
Date Prepared: November 13, 2023
Prepared by: Kate MacInnis, Director of Community Development

Community Development

Strategic Projects of Council:

Projects
Active Transportation Corridor
Status Update: Utility pole on West Street underway
Next Step: Reviewing the next phase of pole move with Bell for Projects B & D. Revising Tender scope and schedule for Project A. Completing application to Genesee and Wyoming for railway crossing.
Accessibility
Status Update: Implementation of Report
Next Step: Staff to work with Council and committee to prioritize 'quick wins' identified in the Accessibility Report. Staff are also working with Challenger Baseball to bring back the Accessible Antigonish initiative, which focuses on low cost recreation base initiatives such as picnic tables, small ramps, equipment, etc.
Tourism
Status Update: Presenting Marketing Levy By-Law
Next Step: Pending Council motion for First Reading, staff will begin share update with local operators through the Tourism Association. Staff have already begun drafting template for registration and will finalize process for January implementation. Staff will also share the final copy of the Tourism Strategy online.

Capital Projects:

Projects
Active Transportation – Design Pt 2
Staff are working with Bell to get the second phase of the pole move done in the early Spring. The intent is to have the construction phase follow the pole move. To accomplish this timeline, revised tenders will need to be posted in the winter and spring.
Community Enhancements/Events
Garbage Bin replacement pushed to spring along with mural project. Christmas Décor will be up in the next few weeks with support from Admiral and Yard Pro. Holiday activity planning is well underway with the downtown event on Centreblock scheduled for Friday, November 24. This event will feature music from Sparrow, local highland dancers, free Hot Chocolate provided by StFX, as well as feature artisans that were not able to participate in Antigonight due to the event cancellation. The annual holiday parade is scheduled for Saturday, November 25.
Crosswalk Beacons
Beacons have been installed and ordered. Beacon at Columbus Field could not be installed due to storm sewer line on the Columbus Field side of the street. Looking at adjustments to the crosswalk in this area for safer crossing.
Fire Department Jaws
Completed.
Arbor Drive Playground
Equipment has been ordered. Expected arrival is December/January. Staff are developing additional playground upgrades, including areas for more inclusive play.

Operational Projects:

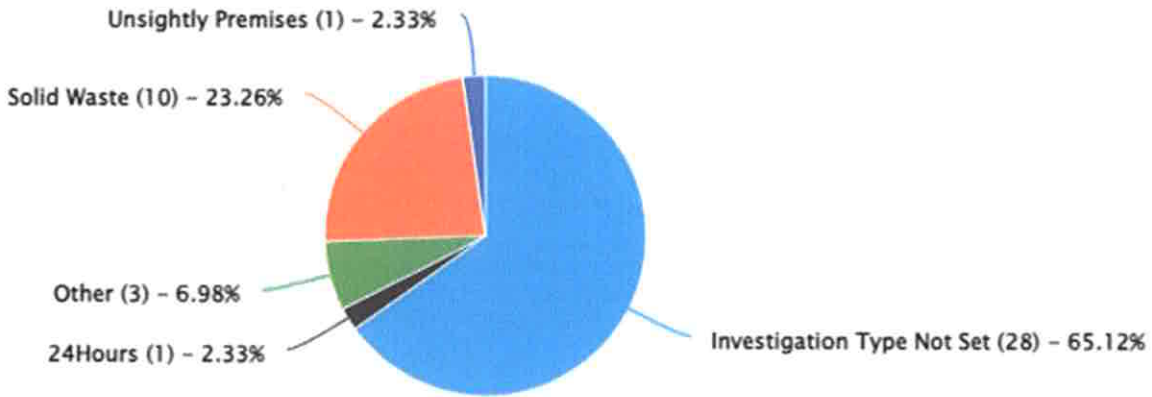
Project
<p>Beautification</p> <p>Staff have begun drafting the 2024-2027 Landscaping Contract RFQ. The RFQ will be published early in the New Year and be reviewed prior to budget considerations. Town and Bayside staff have yet to meet to begin the work on new welcome signage, as well as recognition at the Landing to reflect Mi'kmaw history.</p>
<p>Pedestrian Safety</p> <p>Staff working with WSP to develop recommendations to enhance overall pedestrian safety. The immediate focus will be reviewing midblock crosswalks. Staff will also be working with RCMP, StFX, and the County on pedestrian and motorist education around crosswalk safety. Meeting scheduled with these partners for November 22.</p>
<p>Parking Meter Repairs</p> <p>Staff have had to source the services of a new welder due to schedule conflicts with previous contractor. Revised timeline will be determined for the replacement of meters on Main Street. The Sydney Street Parking Kiosk has been repaired. Staff will also be looking at options for Creighton Lane to review the parking meter set up in this area as a large number of meters have broken off completely and are out of order. Additional Out of Order bags have been ordered.</p>
<p>Town Hall Lighting</p> <p>Due to the technical requirements and scale of the install, staff have sought the expertise of engineering firm to support the development and management of an RFP for this project.</p>
<p>Town & StFX Partnership</p> <p>Staff are scheduled to meet with StFX in early December to review Homecoming. Overall, feedback has been positive from partners at the RCMP. Increased enforcement has aided in a effective mitigation of larger gatherings. Town will look to ways to support StFX and the progress made, as well as the continued advancement of the Good Neighbours Program.</p>
<p>Wayfinding & Signage</p> <p>The new Active Living Coordinator has been hired. As they get settled into the role, we will prioritize the new Landing Signage. This will be done in coordination with the Marketing and Communications Officers' signage project with Bayside. Additional signage deterring the use of off roading vehicles in parks and public areas are being installed in the Regional Fields area as well as Arbor Drive.</p>
<p>Community Grants</p> <p>Completed for 2023.</p>
<p>Programming</p> <p>Fall Multi-Sport is going well. The new Active Living Coordinator is getting up to speed on how the program works and how to maintain the backend of the registration. MultiSport, Open Gym and Open Skates will be the immediate priorities. Additional programming will be reviewed this coming winter and spring for summer implementation. Town and County are continuing the free rides with Community Transit for Recreation purposes.</p>
<p>By-law and Policy Projects:</p> <ul style="list-style-type: none"> • Marketing Levy By-Law (Presenting to Council) • Nuisance Party By-Law (Adopted by Town Council – Sent to Municipal Affairs) • Private Hydrant By-Law (Readvertised) • Solid Waste By-Law (Readvertised) • Traffic Control/Sidewalk Encroachment By-Law (research phase for potential proposal) • Sidewalk Café By-Law (scheduled for amendment) • Sponsorship/Naming Rights Policy (Marketing and Communications Officer Drafting) • Facility Allocation Policy (in progress and in partnership with the County) • Community Events Policy (proposed) • Nuisance Wildlife/Animal Feeding By-Law (proposed)

By-Law Enforcement Statistics:

Reporting Period: October 14, 2023 to November 14, 2023

**Updated report to follow as OCID system is not properly categorizing files. Internal updates to the system are ongoing.*

Case Files by Investigation Type



Municipality = Town of Antigonish

<i>Civc Address</i>	<i>New Units</i>	<i>Work Type</i>	<i>Bldg Type</i>	<i>Proposed Use</i>	<i>Permit Fee</i>	<i>Value</i>
35 Gillis Way	0	Renovate	Single Dwelling	Accessory Use	105.00	23,585.00
	0				105.00	23,585.00

Subject: CAO Report
To: Antigonish Town Council
Date Prepared: November 15, 2023
Prepared by: Meaghan Barkhouse, Director of Corporate Services

Corporate Services

Highlights

The priority of Corporate Services is finalizing the Electric Utility Cost of Service Study. The current delay is due to the long lead time to have the application before the Nova Scotia Utility and Review Board (UARB) and updating our application to reflect a new rate implementation date.

Corporate Services has finalized their work related to the Grid Modernization Project hearing . The undertaking information requested by UARB was completed and filed on October 11th. Also, Council approved the Water Utility’s Cost of Service Study on October 12th and on October 13th an application was filed with the UARB. A hearing will be held on February 7th.

The Manager of Accounting is working with Community Navigator to finalize any bookkeeping information before the Community Navigator leaves the position. As well they are working with the auditors to complete a new auditing requirement for organizations that follow Public Sector Accounting Board (PSAB) standards – Asset Retirement Obligation (ARO). The project includes scoping larger Town assets and preparing the justification if it falls under the new ARO standards.

Department Update:

Projects
Title: Equity, Diversity, and Inclusion in the Workplace
Status Update: 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 are working with consultants to review our current Human Resources policy and how EDI is incorporated into them. A series of workshops will be held on November 22 and 23 rd , with all employees attending an Equity, Diversity and Inclusion Foundations workshop and employees in leadership roles attending an Inclusive Leadership workshop. The Director is currently finalizing a date for the consultants to provide a similar workshop to Council members and review how EDI can be incorporated into the workplace.
Next Step: Continue to work with consultants and attend EDI workshops.
Title: Human Resources
Status Update: The Active Living Coordinator position was offered to and accepted by A. MacKay with a start date of October 30. A job posting for a temporary Equipment Operator/Labourer (6 months) position was posted and closed on October 26 th , and interviews were held on November 7th. The Director is contacting interviewees references and is hoping to make an offer soon to the successful candidate.
Next Step: Conducting and reviewing references
Title: Strait IT Update
Status Update: The Director of Strait IT has been working with the Strait IT board to present current objectives and strategies since the organization has been in operation for over a year. A focus will be

providing reliable and stronger internet connections to all five municipalities (including updating LAN, WAN, switches, and firewall updates). The goal will be to have the same types of equipment to ensure IT has knowledge to install and maintenance similar infrastructures across all the municipalities. A capital budget proposal will be developed and presented to Councils at a future date.

Next Steps: Ongoing

Title: Hurricane Fiona Disaster Finance Application

Status Update: Corporate Services is complying the Town's expenses and working with insurance as part of the application process.

Next Step: Ongoing

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.

Title: In Development: Work from Home Policy

Status Update: Corporate Services has created a draft Work from Home (WFH) policy that is currently in the review stage before being presented to Council.

Next Step: Finalize and prepare a memo to Council regarding a Work from Home Policy.

Title: Asset Retirement Obligation

Status Update: The Director of Corporate Services and Manager of Accounting has met with the AIM Network, a federally incorporated not-for-profit organization that specializes in asset management for municipal infrastructure to help develop the reports needed for the financial auditors to include in the 2022-23 financial statements. The discussion also clarified any assets that would be considered in or out of scope.

Next Steps: Prepare inventory of assets are that required by the new accounting standard.

Please note:

March 2023 Financial Statements are not released until the year-end audit is complete. They will be presented to Council by the auditors.

2023-24 Electric Utility budget will be presented when the rate study consultants complete their reports.

Council Report
General Fund
For the Seven Months Ending 10/31/2023

	<u>2023</u>	<u>2023</u>	<u>2022</u>	<u>2022</u>	<u>Remaining</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Revenue					
Taxes	\$7,501,015.37	\$7,162,569.85	\$6,965,288.62	\$6,972,930.17	\$338,445.52
Grants in Lieu of Taxes	1,109,614.80	62,265.04	1,050,533.12	54,985.94	1,047,349.76
Sale of Services	949,423.24	422,713.09	879,691.10	492,604.78	526,710.15
Services provided to other governments	302,534.66	109,550.66	311,428.76	155,714.38	192,984.00
Other revenue from own sources	143,000.00	166,280.64	147,450.00	191,166.42	(23,280.64)
Unconditional Transfers from other governments	478,844.00	88,685.00	235,612.16	88,666.00	390,159.00
Other Transfers	2,142,198.00		2,198,427.50		2,142,198.00
	<u>12,626,630.07</u>	<u>8,012,064.28</u>	<u>11,788,431.26</u>	<u>7,956,067.69</u>	<u>4,614,565.79</u>
Expenditure					
Mayor and Council	435,049.94	296,337.80	401,180.53	281,268.73	138,712.14
Corporate Services and Office of the CAO	2,756,301.97	893,107.69	2,547,505.53	581,012.95	1,863,194.28
Engineering and Public Works	1,493,387.33	1,060,728.08	1,448,570.89	791,310.52	432,659.25
Environmental Health Services	1,391,965.57	567,085.16	1,389,991.12	620,486.74	824,880.41
Community Development Administration	399,058.99	232,494.95	416,795.08	230,933.64	166,564.04
Partnerships & Initiatives	564,329.81	409,313.64	497,621.73	435,330.16	155,016.17
Protective Services	2,997,244.13	695,827.12	2,811,877.32	1,593,510.85	2,301,417.01
Recreation and Cultural Services	728,691.84	469,877.06	566,357.06	368,368.34	258,814.78
Provincial Responsibilities	1,760,577.56	968,466.03	1,708,532.00	898,924.64	792,111.53
	<u>12,526,607.14</u>	<u>5,593,237.53</u>	<u>11,788,431.26</u>	<u>5,801,146.57</u>	<u>6,933,369.61</u>
Excess(deficiency) of revenue over expenditure	<u>100,022.93</u>	<u>2,418,826.75</u>		<u>2,154,921.12</u>	<u>(2,318,803.82)</u>

Subject: CAO Report
To: Antigonish Town Council
Date Prepared: 14/November/2023
Prepared by: Ken Proctor, P. Eng., Director of Public Works

Engineering & Municipal Services

Capital Projects/Tender Update:

Projects
Title: 23/24 Budgets
Status Update: : Budget presented to Town Council and approved – May 23
Next Step:
Title: AT Trail Project (ToA)
Status Update: Ongoing assistance with infrastructure
Next Step: Ongoing followup meetings with consultants (WSP). Bell Aliant commencing work for Wets St pole adjustments. Contacts with Stakeholder groups continues for right of way impacts Project A – Review of West St section continues for scope and retender Project D – Dwgs at 95% design stage. Bell /CBNSR followups required
Title: Accessibility Report (Final)
Status Update: Final Report presented to Town Council
Next Step: Followups for policy pending
Title: ICIP Applications – Bay St
Status Update: : Application Review
Next Step: RFP Preparation in progress for Design Services Contacts in process with CBNSR for railway crossings and EDPC for the J Paradis DA. RFP release pending
Title: Hwy4 AT/Roundabout Project
Status Update: Ongoing followups with NSTiR on concepts/proposed schedule for the phased 4 yr project
Next Step: NSTiR contact on Municipal Infrastructure continues. Phase 1 project detour extended to Nov 17 Municipal work – watermain completed. Sewermain completed. ASbuilt Records in progress Meetings ongoing for scheduling and construction agreements for Phase 2 (Church St/Hwy 4).

Electric Utility (EU):

Projects
Title: 23/24 Budgets
Status Update: Preparations continue for General Rate Adjustment
Next Step: Application to NSURB in progress
Title: 10yr Capital Plan
Status Update: Plan submitted to CAO & Corporate Services
Next Step: NSURB Hearing for SREP capital spending approvals held Sept 27 in Town Council Chambers Submission of Undertakings completed
Title: Solar Garden and BRBB Pole line for Solar Garden
Status Update: Site work construction resumed mid June Site erosion control measures ongoing

<p>Frame system and solar panels being installed on upper and lower levels New pole line to Hawthorne – Access road constructed for NSPI work . EU pole line work in progress NSPI work for cross-over points under review with AREA</p>
<p>Next Step: Project followups in progress</p>
<p>Title: NSPI/ToA EU Meeting</p>
<p>Status Update: Assessment of the recloser issue at Cloverville Substation</p>
<p>Next Step: Information exchanged with NSPI. Awaiting a maintenance agreement and next steps for servicing</p>
<p>Title: EU Equipment</p>
<p>Status Update: All equipment is in service Rigging course training pending Development of Rubber Glove Code of Practice continues</p>
<p>Title: Power Outages</p>
<p>Status Update: No major outages reported Short service outages required till Code of Practice in place.</p>
<p>Next Step:</p>
<p>Title: Operations Items</p>
<p>Status Update: Items as noted below</p>
<p>Next Step: Work Items - ongoing “Yellow” lites - replacement work in progress Pole Line Work – BRBB & MT MacIsaac completed. Work at #7 Roundabout completed New Service Pole and Transformer bank for Main St Irving (completed) West St/Highland Dr intersection-awaiting update on Traffic controller servicing Tree trimming work in progress . Work at Indian Gardens in progress Electrical Inspections Ongoing Meter reading</p>
<p>Title: Pole Mount transformers</p>
<p>Status Update: Additional deliveries received</p>
<p>Next Step: Installs being assessed with EU Grid project scheduling</p>
<p>Title: Updated COVID 19 Restrictions</p>
<p>Status Update: Assessing provincial updates</p>
<p>Next Step: Adjust as necessary and/or required</p>
<p>Title: Exploration of Municipal Consolidation</p>
<p>Status Update: Information provided and staff attending update sessions</p>
<p>Next Step: To be determined as process continues</p>

Water Utility:

<p>Projects</p>
<p>Title: 23/24 Budgets</p>
<p>Status Update: Water Rate Application approved by Council and submitted to NSURB for rate adjustments</p>
<p>Next Step: Hearing dates to be confirmed</p>
<p>Title: Source Water Review</p>
<p>Next Step: Study Followups continuing with Consultant.</p>
<p>Next Steps: Phase 4 continues with site assessment reviews Refinement of short listed sites in progress for considerations of refined drilling exploration. Preliminary site visits completed. Updates in progress for preliminary site testing and drafting of MOUs</p>
<p>Title: Water Utility Items</p>
<p>Status Update: JRD level – midOct to midNov average el 333.90’ (or 6” over the spillway) Dam chute blocks repaired</p>

Annual Dam inspection pending (Nov 17) Residuals Management review continues with consultants (CBCL) Followup NSE submission to System Assessment Report (SAR) acknowledged NSE submission for Annual water sampling program submitted Sept 29 Annual lead sampling completed and submitted to NSE
Next Step:
Title: Fire Hydrants
Status Update: Annual maintenance ongoing. (Various service work in progress) Policy-Bylaw for Private Hydrants being reposted for approvals Fall Hydrant Flushing - Completed (Oct 31, Nov 01 & 02)
Next Step:
Title: Main Line Water Valves
Status Update: Assessment of operational status continues
Next Step: Assessment for Work in 2nd quadrant continues for 2023/2024. College /Creighton lane valve work completed College at Pleasant and Xavier Dr at Hillside valvework completed Acadia /Pleasant valvework completed Capping of old 4" main work on West St in progress (4 of 5 services completed) Church/Mall and Hawthorne - being deferred . Upper section of Hillcrest St experiencing water discoloration. Interim flushing in progress. (New auto flushing valve to be installed)
Title: Water Breaks
Status Update: Breaks on 12" transmission main occurred behind KMC. Repair completed
Next Step: Area breaks on College reinstated.
Title: Updated COVID 19 Restrictions
Status Update: Assessing provincial updates
Next Step: Adjust as necessary and/or required
Title: Exploration of Municipal Consolidation
Status Update: Information provided and staff attending update sessions
Next Step: To be determined as process continues

Sewer/Storm:

Projects
Title: 23/24 Budgets
Status Update: Budget presented to Town Council and approved – May 23
Next Step:
Title: NSE Permit to Operate
Status Update: Requirement for System Assessment Report (SAR)
Next Step: Followup on CBCL SAR Report continues. Review of Consultant's memo (CBCL) on options for STP Front End upgrades continues New equipment arrives - recent STP odors addressed. Adjustments to lagoons levels and floatables ongoing as weather events occur
Title: System Conveyance
Status Update: Checks of Murphy's Brook areas ongoing. Vegetation removal and Site work completed I/I reduction work Columbus Field completed , College /Creighton Lane work completed Overview of Whidden- Centennial storm drainage on progress Sewer Cleaning tender (GFL) in progress at 60% complete
Next Step:
Title: Hurricane Fiona / Other Storms
Status Update: Provincial /DNR assessment of trees near river areas still pending
Next Step: Fiona costs compiled and forwarded to Corporate Services for recovery of costs

No major storms reported
Title: Updated COVID 19 Restrictions
Status Update: Assessing provincial updates NSHA contact for participation on testing program
Next Step: Adjust as necessary and/or required
Title: Exploration of Municipal Consolidation
Status Update: Information provided and staff attending update sessions
Next Step: To be determined as process continues

Public Properties & Streets

Projects
Title: 23/24 Budgets
Status Update: Budget presented to Town Council and approved – May 23
Next Step:
Title: Seasonal / Street Operations
Status Update: Street Sweeping is ongoing Street patching completed at Bay, Main, College Sidewalk/Curb Tender (MacNeils) - Xavier (Northview to Braemore) completed, -College St (Pleasant to Malcom Crt work completed Paving Tender (Webster Bros) - completed , traffic marking work in progress Street crack sealing (Roadsavers) - completed Salt Haul tender issued Winter coldmix on order 1 st snowfall for winter plowing - overnite Nov 08 to morning of Nov 09
Next Step: Work is ongoing pending weather conditions
Title: PWD Equipment & Bldg
Status Update. Sidewalk plows being serviced Backhoe being serviced Oil pan on single axle salt truck replaced New PWD Service Truck – in service All other equipment in service
Next Steps:
Title: Staffing
Status Update PWD Staff obtaining additional NSE system certifications 6 month temp hire for Machine Operator- Laborer: Followups to Interviews in progress.
Next Step:
Title: Community Development
Status Update: Discussions continue for review of various requests/inquires and or project overlaps Mid block crosswalk signage have been adjusted to reflect provincial regulations Review of winter enforcement
Next Step: Awaiting followups
Title Updated COVID 19 Restrictions
Status Update Assessing provincial updates
Next Step: Adjust as necessary and/or required
Title: : Exploration of Municipal Consolidation
Status Update: Information provided and staff attending update sessions
Next Step: To be determined as process continues

Waste Management:

Projects
Title: 23/24 Budgets
Status Update: Budget presented to Town Council and approved – May 23
Next Step:
Title: Solid Waste Items
Status Update: Waste Management Bylaw - Reposting of Bylaw in progress Biweekly organics collection resumed week of Oct 11 Large Bulky Waste – Fall collection completed Sept 11, 12, 13 Litter can service being assessed with Community Development
Next steps:
Title: Waste disposal weights – to Oct 31, 2023
Status Update: RWC -641 T, ICI - 2108 T
Next Step:

Ken Proctor, P.Eng.
Director of Public Works