

MEETING: Regular Town Council Meeting
DATE: August 18, 2025
TIME: 6:00 PM
PLACE: Town Council Chambers

Agenda

- 1. Call to Order & Land Acknowledgement**
- 2. Approval of Agenda**
- 3. Acceptance of Minutes**
 - 3.1 Minutes of the Regular Council Meeting – June 16, 2025
 - 3.2 Minutes of the Special Council Meeting – July 25, 2025
 - 3.3 Minutes of the Special Council Meeting – August 5, 2025
- 4. Presentations**
 - 4.1 Stephen Jewkes – Proposed Changes to the Creighton Lane Parking Lot
- 5. Business from Committee of the Whole**
 - 5.1 Beautification Committee – Member Recognition
 - 5.2 Settlement in Antigonish for Families Everywhere (SAFE) – Funding Request
 - 5.3 Creighton Lane Parking
 - 5.4 Temporary Borrowing Resolution - Public Works Equipment
 - 5.5 Resolution for Debenture – Solar Garden
 - 5.6 Resolution for Debenture – Public Works Equipment
- 6. Business from the Minutes**
 - 6.1 Terry Fox Ride for Hope – July 8 Council Event
- 7. New Business**
 - 7.1 Public Works Collective Agreement
 - 7.2 Committee Nominations
 - (a) Police Advisory Board – 2 Vacancies
 - (b) Arena Board – 1 Vacancy
 - 7.3 Sister town/city to Bethlehem
 - 7.4 Water shortage restrictions - Fall Fair
- 8. Correspondence**
 - 8.1 Knowledge Seekers Summer Scholars Camp – Letter of Support
 - 8.2 2025 Nova Scotia 55+ Games - September 20-24, 2025
- 9. Staff Reports**
- 10. In-Camera**
 - 10.1 Contract negotiations; MGA Sec 22 (2) (e)
- 11. Adjournment**

DRAFT

**Regular Council Meeting
June 16, 2025
Town Council Chambers**

Present

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

Also in Attendance

R. Delorey, CAO
M. Fougere, Deputy Clerk
M. Barkhouse, Director of Corporate Services
S. Long, Director of Community Development
K. Meisner, P. Eng., Director of Infrastructure and Engineering
M. Williams, Marketing and Communications Officer
D. Dunn, Housing Accelerator Fund Coordinator (HAF)

Media

1. Call to Order & Land Acknowledgement

Mayor S. Cameron called the meeting to order at 6:05 PM and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people and recognized that we are all treaty people.

2. Approval of Agenda

Moved: Councillor MacLellan
Seconded: Councillor Sullivan

Motion: To approve the Agenda as presented.

Motion Carried

3. Acceptance of the Minutes

Minutes of the Regular Council Meeting of May 20, 2025, and the Special Council meetings of June 3 and June 11, 2025, were accepted as presented.

4. Banner Requests

4.1 Antigonish Highland Society

A request was received from the Antigonish Highland Society to install banners on lamp posts from July 5 to July 14, 2025.

Moved: Councillor McKenna
Seconded: Councillor Sullivan

Motion: That Council approve the request for Antigonish Highland Society banners to be placed on lamp posts from July 5 to July 14, 2025.

Motion Carried

In discussion, M. Williams noted overlapping requests, with a proposed schedule allowing Highland Society banners from July 5–14 and Festival Antigonish banners from July 14–August 23. Council discussed why installation costs are covered by the Town, the potential use of Town utility trucks, and union agreement limitations. It was noted that funds are budgeted to support community initiatives such as banner installations. Opinions varied on whether community groups should be charged for installation, with some emphasizing the value of in-kind support. It was suggested that future requests include images of the proposed banners, and the idea of formally recognizing installation as an in-kind contribution (valued at approximately \$3,000) was raised.

4.2 Festival Antigonish Summer Theatre

A request was submitted for banners to be displayed from July 14 to August 23, 2025, following the Highland Society's banner period.

Moved: Councillor McKenna

Seconded: Councillor Pelly

Motion: That Council approve the request for Festival Antigonish Summer Theatre banners to be placed on lamp posts from July 14 to August 23, 2025, as per the Town's scheduling.

Motion Carried

4.3 PAN African Flag

A request was submitted to raise the Pan-African flag in recognition of Emancipation Month.

Moved: Deputy Mayor Roberts

Seconded: Councillor Murray

Motion: That Council approve the Pan-African Flag to be flown from August 5 to August 31, 2025.

Motion Carried

5. Business from Committee of the Whole

5.1 AREA Committee Appointment

CAO provided Council with some context on the AREA committee appointment, where past Councillor, W. Cormier completed his six-month term which has expired. Mayor Cameron is currently an alternate and currently looking to move into the full voting member.

Deputy Mayor Roberts noted that she has not previously served on the AREA Committee and expressed interest in being nominated as the alternate member. The Chair then calls for nominations.

Moved: Councillor McKenna

Seconded: Councillor Sullivan

Motion: That Council appoint Mayor Sean Cameron as a full member to the AREA Committee and the Deputy Mayor Diane Roberts as an Alternate member to the AREA Committee.

Motion Carried

6. Business from the Minutes

6.1 PARC Group – Facility Assessment Update

CAO, R. Delorey provided background information, noting that PARC had previously presented to Council and sought feedback regarding the preferred approach for conducting the facility assessment.

Council directed the CAO to advise the Municipality of the County of Antigonish to proceed with the PARC facility assessment, with County staff taking the lead on the project.

6.2 Community Grants 2025-2026 Allocation

Moved: Councillor Sullivan

Seconded: Councillor McKenna

Motion: That Council approve the allocation of the 2025-2026 Community Grant Funding, as per the Community Grants Follow Up memo included with this evening's council package, which amounts to \$157,400.00

Motion Carried

In discussion, questions were raised about the \$2,000 allocation to the Skatepark group, with staff explaining it supports hosting a professional skateboarder during Highland Games week and that funds were returned in 2024 when the event did not occur. Clarification was provided regarding Arts House and Arts Fair requests, with Council agreeing to allocate \$15,000 to the Arts House. The \$8,000 allocation to DEANS was discussed in relation to full membership requirements. Observations were made that while some groups received reduced funding, many received their full requests, with some inconsistencies in the allocations noted.

7. New Business

7.1 Canada Day – Staff

M. Williams provided an overview of Canada Day festivities, including a pancake breakfast, cake cutting with Council participation, and day events hosted by the County at Appleseed Drive. Presentations for Volunteer of the Year will also take place.

7.2 Housing Accelerator Fund (HAF) Grant's Policy

Denise Dunn presented the draft policy, which includes two streams—Affordable Housing and Density-Focused Development—and proposed two amendments:

1. Footnote Amendment (Page 5): Remove the NS Average Market Rent reference and include it on the final page for review; staff will update annually and check hyperlinks.
2. Definitions Amendment (Page 1): Add language for flexibility “as required by provincial and federal funding” to align with external criteria.

Council discussed program costs (no cost to the Town for the first three years), uptake (primarily targeted to non-profits), and ensuring flexibility so parameters are not too restrictive. Concerns were raised about affordability verification over time, advocacy against fixed-term rentals, and the need to prioritize densification. The CAO noted annual policy reviews and provided examples of affordability impact.

Moved: Councillor MacLellan

Seconded: Deputy Mayor Roberts

Motion: To adopt the Town Services and Affordable Housing Grant Policy with the two proposed amendments.

Motion Carried

7.3 CHIF Funding for West St.

Council approved the following resolution:

Moved: Councillor Murray

Seconded: Councillor P. McKenna

Resolution

Be it resolved that the Town of Antigonish submit an application to the province for the Canadian Housing Infrastructure Fund for the project of Infrastructure Upgrades to West St. and James St. in the Town of Antigonish. The Town acknowledges that the CHIF funding has Federal and Provincial funding partners, and seeks support for this critical project.

Motion Carried

The amount requested for the funding is as follows:

Total Project Cost: \$4,117,000

Federal Contribution: \$1,646,800

Provincial Contribution: \$1,372,196

Municipal Contribution: \$1,098,004

The Town acknowledges that it will be solely responsible for any project cost over-runs.

In discussion, staff noted that CHIF funding has not yet officially opened but early access to the application process is available, with the goal of submitting early to expedite a response. Councillor McKenna asked about the timing of work on West Street and was advised that patching will be done for safety, with paving expected in the fall. Councillor MacLellan stressed that the delay will not impact the approved budget and that the public should be informed of the fall timeline. Discussion ensued.

7.4 Summer Council Meetings – P. McKenna

Council discussed the summer meeting schedule and agreed to cancel both the July 1 Committee of the Whole meeting and the July 21 Regular Town Council meeting, resuming with a Committee of the Whole meeting in August to maintain the regular schedule.

7.5 Community Events, Tickets and Tables for Council (STFX President's Dinner June 21)

Council discussed purchasing tickets for members wishing to attend the STFX President's Dinner on June 21. The Deputy Clerk will arrange ticket purchases as needed.

8. [Correspondence](#)

8.1 Festival Antigonish – Letter to Mayor and Council

Council received correspondence from Festival Antigonish Artistic Director Andrea Boyd, expressing appreciation for the Town's longstanding support and outlining concerns about the absence of arts and culture in the recently released Strategic Plan. The CAO noted that while the Strategic Plan will not be amended, it allows flexibility for initiatives outside its stated priorities.

Mayor Cameron added that the Town's grant allocations greatly support arts and culture. Discussion took place; no motions were made.

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8.2 Farmers' Markets of Nova Scotia – Letter to the Mayor

Correspondence circulated to Council and included in the meeting package for information.

8.3 Antigonish Women's Resource – AGM Invitation June 17th

Open invitation circulated to Council as correspondence for information.

8.4 NS Physicians warn about uranium exploration and mining

Councillor McKenna requested clarification on the intent of the correspondence, suggesting a need for increased awareness.

Councillor MacLellan noted that the issue falls outside the jurisdiction of Town Council and that the information is preliminary.

Discussion took place; no motions were made.

8.5 Terry Fox National Riders – Ride for Hope July 8th (Antigonish)

Mayor provided an update on the upcoming event, noting that Council will host a home-cooked meal for the riders at the John Paul Centre on July 8th. Further details will be discussed at a later date, and the County Council will be invited to participate. No motions were made.

9. Staff Reports

Deputy Mayor Roberts inquired about the status of line painting. Staff responded that the machine is ready, but work is pending due to staffing availability. Line painting is scheduled to commence on Thursday.

Deputy Mayor inquired about the street sweeping and sidewalk maintenance, staff reported that a broom attachment for the sidewalk plow is available and will be utilized to complete the work.

The CAO noted that the version of his staff report included in the Council package was incorrect and provided an updated report, which included updates on ongoing labour negotiations and the continued progress of RK development, highlighting the recent sod-turning as a significant milestone. Discussion took place.

The meeting recessed at 8:22 PM.

The meeting reconvened at 8:41 PM.

In Camera Session

Moved: Deputy Mayor Roberts

Seconded: Councillor McKenna

Motion: To move in camera at 8:42 PM.

Motion Carried

10. In-Camera

10.1 Legal advice eligible for solicitor-client privilege; (MGA Section 22(2)(g))

10.2 Personnel Matters (MGA Section 22(2)(c))

DRAFT

Regular Council meeting reconvened at 9:00 PM

11. Adjournment

With no further business the meeting was adjourned at 9:01 PM

Mayor Sean Cameron

Randy Delorey, CAO

**Special Council Meeting
July 25, 2025
Town Council Chambers**

Present

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

Also in Attendance

R. Delorey, CAO
M. Fougere, Deputy Clerk
K. Meisner, P.Eng., Director of Infrastructure and Engineering Public Works
S. Long, Director of Community Development
M. Williams, Marketing and Communications Officer
M. Barkhouse, Director of Corporate Services

Media
Members of the Gallery

Regrets

Councillor J. Pelly

1. Call to Order

Mayor S. Cameron called the meeting to order at 3:32 PM and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people and recognized that we are all treaty people.

2. Approval of Agenda

Moved: Councillor MacLellan

Seconded: Councillor Murray

Motion: To approve the Agenda as presented.

Motion Carried

3. Sponsorship/ Financial Requests

3.1 Arm Wrestling National Championships – Gary Kell

Moved: Councillor MacLellan

Seconded: Deputy Mayor Roberts

Motion: That Council allocate \$200, from Council's discretionary fund, in Town support of Gary Kell's participation in the National Arm-Wrestling championship.

Motion Carried

3.2 Team Nova Scotia, Women's Soccer (Canada Games Nationals) – Sadie Delorey

Moved: Councillor McKenna

Seconded: Councillor Murray

Motion: That Council allocate \$200, from Council's discretionary fund, in Town support of Sadie Delorey's participation as part of Team NS women's soccer team at the 2025 Canada Games.

Motion Carried

3.3 Eastern Nova Scotia Exhibition – Financial Request

Moved: Sullivan

Seconded: McKenna

Motion: That Council allocate \$500, from Council's discretionary fund, in Town support of the 2025 Eastern Nova Scotia Exhibition.

Motion Carried

3.4 2025 Emancipation Celebrations - Financial Request

Moved: MacLellan

Seconded: McKenna

Motion: That Council allocate \$500.00, from Council's discretionary fund, in Town support of the 2025 Emancipation Celebrations.

Motion Carried

Discussion included questions about why the Town would contribute to an event outside the municipality, with clarification that it is a separate celebration from Town-hosted events. Further discussion ensued.

3.5 Knights of Columbus / HOW Club – Financial Request

Moved: Deputy Mayor Roberts

Seconded: Councillor McKenna

Motion: To provide funding equal to the amount of property taxes for the upcoming fiscal year to the How Club in consideration of tax account #02083035.

Motion Carried

4. [New Business](#)

4.1 Sewer Treatment Plant Odor

Mayor Cameron stepped down as Chair; Deputy Mayor Roberts assumed the Chair at 3:32 PM.

K. Meisner, Director of Infrastructure & Engineering updated Council on odor issues at the Sewer Treatment Plant (STP) since July 1, caused by elevated Total Suspended Solids (TSS), Biochemical Oxygen Demand (BOD), and lagoon temperatures above the plant's 20°C design capacity, leading to reduced oxygen levels. The CAO noted that influent takes approximately one month to travel through the system.

Mr. Meisner also provided an update on mitigation measures outlined in the CBCL 2024 Report, including recirculation of plant flow, increased blower airflow, sludge removal, temporary air supply, redirecting influent, aeration upgrades, cold water addition, and de-

odorizer application. Three of the seven measures have been completed, with the remaining measures underway.

Council discussed the plant's original design capacity and its ability to meet current and future demands. There was interest in the feasibility of drilling a well to supply untreated water to help cool the lagoons and support oxygen levels. Staff confirmed that three of the seven mitigation recommendations from the CBCL report have been completed, with additional measures underway. It was noted that the influent contributing to the odor issue is still moving through the system.

Suggestions were made to explore wind redirection options, additional blower capacity, and long-term infrastructure planning. The potential impact of upcoming residential development and population increases was also raised. Staff advised that temporary blowers are currently being refurbished, with installation expected by late August. Shading options (e.g., tenting the lagoons) were identified as a future consideration once screening equipment is in place.

Council emphasized the importance of a clear, medium-term communication plan to keep the public informed about progress and mitigation efforts.

Meeting recessed at 5:08 PM.
Mayor and Deputy Mayor resumed original roles.
Meeting reconvened at 5:17 PM.

4.2 Water Conservation (Splash Pad & Flower Watering)

K. Meisner, Director of Infrastructure & Engineering, updated Council on water conservation measures, noting the dam ceased spilling in the early hours of July 14. Voluntary conservation protocols include suspending the splash pad and flower watering to lead by example. Historical context was provided on past dam stoppages and program adjustments, including reductions in hanging and bridge baskets. Resident feedback was noted, with some suggesting a community survey and others supporting continued flower watering and limited splash pad operations.

A motion to conduct a community survey regarding flower watering during voluntary conservation was defeated.

An amended motion to continue both flower watering and splash pad operations during voluntary conservation was also defeated.

Council reached consensus to continue flower watering during voluntary conservation without a survey.

Moved by: McKenna
Seconded by: Sullivan

Motion: That during voluntary water conservation measures, the splash pad be activated daily from 11:00 AM to 3:00 PM.

Motion Carried

Council briefly discussed the importance of managing restricted watering hours as conservation measures escalate.

5. Adjournment

With no further business, the meeting was adjourned at 5:53 PM.

Mayor Sean Cameron

Randy Delorey, CAO

**Special Council Meeting
August 5, 2025
Town Council Chambers**

Present

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

Also in Attendance

R. Delorey, CAO
M. Fougere, Deputy Clerk
K. Meisner, P.Eng., Director of Infrastructure and Engineering Public Works
M. Williams, Marketing and Communications Officer
M. Barkhouse, Director of Corporate Services

Regrets

Mayor S. Cameron

1. Call to Order

Deputy Mayor D. Roberts called the meeting to order at 9:07 PM.

2. Approval of Agenda

Moved: Councillor MacLellan

Seconded: Councillor Murray

Motion: To approve the Agenda as presented.

Motion Carried

3. Flag Request

3.1 Antigonish Indian Community - Indian Independence Day Aug 15

A request was received from the Antigonish Indian Community to raise the flag of India in recognition of Indian Independence Day. A photo of the flag was shared with Council for reference.

Moved: Councillor MacLellan

Seconded: Councillor Murray

Motion: That the Town of Antigonish raise the flag of India, which will be made available by the Antigonish Indian Community per the request submitted to Council. On August 15th at Chisholm Park in recognition of India's Independence Day.

Motion Carried

4. Adjournment

With no further business the meeting was adjourned at 9:10 PM.

Mayor Sean Cameron

Randy Delorey, CAO



Welcoming refugee newcomers to Antigonish town & county since 2015



Formed in 2015, SAFE was established as a community-based, charitable ***Society*** with a *mission to sponsor and resettle refugee.*

Recognition:

- Nova Scotia Human Rights Award
- Town of Antigonish Good Neighbour Award



In 2025, SAFE changed its Society name from **Syria-Antigonish Families Embrace** to **Settlement in Antigonish for Families from Everywhere.**

Today, SAFE assists *sponsor groups* in Antigonish, Pictou, and Inverness counties to sponsor refugees

- ❖ **C.A.R.E.:** Canadians **A**ccepting **R**efugees **E**verywhere (St. Ninian's)
- ❖ **Tri-HEART:** Helping **E**migrants **A**newhere **R**elocate **T**oday (Parishes: St. Andrew's, Pomquet, Heatherton)
- ❖ **Pictou County Safe Harbour**
- ❖ **CAiRN:** Communities **A**ssisting **R**efugees **N**ow
- ❖ **Inverness County Family Reunification**, formerly Lifeline Syria Cape Breton, Inverness chapter



Together, we have welcome newcomers displaced from Syria, Congo, Somalia, and Afghanistan.

All sponsor groups
rely on the generosity
of the community!
People generously
donate money to
raise sponsorship
funds and/or their
time to be part of the
group who help the
newcomers settle in.



Information on *private sponsorship* in Canada

- Canada put provisions for the “private sponsorship of refugees” (PSR) in its 1st *Immigration Act of 1976*
 - adds *additional* spaces to those gov’t of Canada provides
- In 1978, the framework for private sponsorship was defined in response to a huge grassroots campaign during the Vietnamese/Indochinese refugee crisis
 - 1979 -2019, 327,000 were refugees welcomed ‘privately’
 - Since 2019 ~ 20,000 refugees newcomers annually

Who can sponsor refugees?

Three types of “sponsor groups”

- ❖ ***Sponsorship Agreement Holders (SAH)*** are associations that hold a legal agreement to sponsor refugees with Immigration, Refugees, Citizenship Canada (IRCC).
- ❖ ***Group of Fives*** are five or more people who live in the community where the refugees will settle.
- ❖ ***Community Groups*** are organizations that are based in the community where the refugees will settle.

SAFE began as a community group; became a SAH in 2018

Requirements of sponsor groups:

Provide 1 year of financial & settlement assistance

Re: Financial assistance

- The sponsor group must raise the sponsorship money before an application can be submitted
- This gives newcomers receive start-up money & a monthly stipend for a year

Re: Settlement assistance

- Sponsor group members learn about settlement 'best practice' by taking the Refugee Sponsorship Training Program (RSTP)

SAFE becomes a Sponsorship Agreement Holder

SAFE became a *Sponsorship Agreement Holder (SAH)* to

- 1) facilitate family reunification for newcomers
- 2) assist other regional groups sponsor & settle refugees.

As a SAH, SAFE has provided *refugee spaces* for SAFE, C.A.R.E., Pictou County Safe Harbour, CAiRN, Inverness County Family Reunification, and groups that have co-sponsored with SAFE.

Settlement support begins at the airport extend to daily living, health, education, work ...



Celebrating 10 years of welcoming refugees

Planning is underway for our 10th anniversary event

Workshops for

- sponsor group volunteers and settlement workers from Northeastern Nova Scotia & Cape Breton
- newcomers welcomed via private sponsorship
- community members interested in getting involved

Celebration dinner featuring

- food from newcomer start-up businesses
- international music

Keynote speaker

Request to the Town of Antigonish

- SAFE is in the planning stages for our event. We want this to be a celebration for all to be able to attend, including newcomers.
- SAFE is requesting a one-time donation of \$6000 to help make this event inclusive, embracing and promoting immigration to our community.
- This is required to help cover costs of food, location, music and honorariums for those assisting where appropriate.

MUNICIPAL COUNCIL OF THE

Town of Antigonish

TEMPORARY BORROWING RESOLUTION

Amount: \$ 425,000

Purpose: 8-Wheel Loader (Public Works Equipm

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the Town of Antigonish, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the Town of Antigonish has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHEREAS the Council of the Town of Antigonish has determined to borrow the aggregate principal amount of four hundred twenty five thousand Dollars (\$ 425,000) for the purposes of 8-Wheel Loader (Public Works Equipment);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Antigonish borrow a sum or sums not exceeding four hundred twenty five thousand Dollars (\$ 425,000) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the Town of Antigonish to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding four hundred twenty five thousand Dollars (\$ 425,000) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT pursuant to Subsection 92(2) the sum be borrowed for a period not exceeding Twenty-Four (24) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Antigonish held on the 18 day of August, 2024.

GIVEN under the hands of the Clerk and under the seal of the Town of Antigonish this 18 day of August, 2024.

Clerk

Name of Unit: Town of Antigonish

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on March 17, 2025 .
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

 Town of Antigonish
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$ 4,000,000 , for a period not to exceed 20 years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

 Town of Antigonish
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 7.0%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister
signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the
Town of Antigonish

(Name of Unit)

held on the 18th day of August 20 25

GIVEN under the hands of the Mayor/Warden and the Clerk of the
Town of Antigonish

(Name of Unit)

this 18th day of August 20 25

Mayor/Warden

Clerk

Name of Unit: _____Town of Antigonish_____

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on August 18, 2025.
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

Town of Antigonish
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$ 425,000 , for a period not to exceed 5 years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

Town of Antigonish
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 7.0%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:
TBR #: _____
Minister signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the
Town of Antigonish

(Name of Unit)

held on the 18 day of August 2025

GIVEN under the hands of the Mayor/Warden and the Clerk of the
Town of Antigonish

(Name of Unit)

this 18 day of August 20 25

Mayor/Warden

Clerk

July 17th, 2025

Mayor Sean Cameron

Town of Antigonish

Antigonish, NS

Dear Mayor Cameron and Council,

I am writing to share the continued success of a long-standing initiative in our community and to respectfully seek the Town's support in furthering equitable opportunities for African Nova Scotian youth in Antigonish.

For nearly a decade, the Knowledge Seekers Summer Scholars Camp has provided culturally relevant, identity-affirming programming to Black scholars in our region. This four-week summer camp supports the academic, social, and emotional development of youth while fostering leadership, cultural pride, and a sense of belonging. Our program is intentionally designed to counter barriers to access and provide enriching experiences that many of our scholars may not otherwise receive during the summer months.

This year, we have welcomed 25 scholars, with demand higher than ever before. We are seeking additional financial support to meet these growing needs and to ensure no scholar is turned away due to limited staffing or resources.

We are encouraged by the Town of Antigonish's Anti-Racism and Discrimination Policy, which demonstrates your commitment to addressing systemic inequities and promoting inclusion. The policy's acknowledgment that "systemic barriers... continue to have negative impacts on community members" aligns with the mission of our camp. Our program directly supports the Town's vision by creating space where Black youth can thrive, be affirmed in their identities, and be equipped with tools to succeed and lead.

In the spirit of this policy, we invite the Town's support, whether through financial contribution, in-kind support, or a message of encouragement to our scholars. A partnership with the Town would further demonstrate a shared commitment to nurturing a community where equity and belonging are not only values, but practices.

Thank you for your leadership in building a more inclusive Antigonish. I would be happy to meet and discuss ways we can work together to support the success of our scholars.

With appreciation,

Jennifer Desmond

Coordinator, Knowledge Seekers Summer Scholars Camp

From: [Town of Antigonish Mayor](#)
To: [Town of Antigonish Council](#); [Randy Delorey](#); [Melanie Fougere](#); [Mikaela Williams](#)
Subject: Get Ready, the 55+ Games Are Coming!
Date: August 5, 2025 3:06:34 PM
Attachments: [image001.png](#)
[image003.png](#)

Forwarding this email.

Sean Cameron
Mayor, Town of Antigonish

From: David Mitchell <[REDACTED]>
Sent: Tuesday, August 5, 2025 10:31 AM
Subject: EXTERNAL: Get Ready, the 55+ Games Are Coming!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Town of Bridgewater and the Municipality of the District of Lunenburg are thrilled to announce that we're co-hosting the **2025 Nova Scotia 55+ Games**, happening **September 20-24, 2025!**

Registration is now OPEN – and we need your help to spread the word! Please encourage anyone aged 55 and up to register and represent your region with pride.

Our amazing volunteers are already hard at work making sure this year's events and venues are ready to welcome participants from across Nova Scotia.

For more information and to register, visit <http://ns55plus.ca>

Let's make this the most exciting 55+ Games yet!

David Mitchell & Elspeth McLean-Wile



Subject: CAO Report
To: Antigonish Town Council
Date Prepared: 2025-08-18
Prepared by: Randy Delorey, Chief Administrative Officer

Administration

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

Highlights

- Labour Negotiations – Reached tentative agreement with Public Works & Utilities
- REMO – Wild fire exercise in June to prepare for the summer season
- REMO – Water Conservation – Following existing protocols and procedures; increased public communication and information via social media, radio, and website. Proactive meetings with NSECC, REMO, and StFX to consider worst case scenario planning.
- Meetings to plan response to worst case drought conditions (ongoing)
- REMO – Met with Minister Masland (EMO) with REMO and Fire chiefs; central topic training facility
- Fire Services Review Meeting – Process initiated by province.
- EDPC – June board meeting
- RK – Several committee meetings respecting RK Redevelopment, currently underway
- Solar Garden – AREA has assumed Care and Control; next step to transition to the Town once Town Insurance secured shortly; Town's insurance broker providing quotes.
- Solar Garden – UARB capital submissions progressing; final responses submitted last week
- Solar Garden – AREA's claim against engineering firm proceeding; defense response due August 15
- Solar Garden – AREA's insurance claim pushed insurance company to reassess offer no ETA at present
- Solar Garden – Met with AAHS to discuss terms of solar agreement
- Provincial Relations – Met with Minister Ritcey along with Mayor and PARL representatives to discuss library funding
- HR – Several rounds of interviews for Public Works and Project Management positions
- HR – Community Development by-law officer hired and commenced work
- HR – Interviewed and hired (start date pending) fall communications co-op student
- Corporate Services – Meetings to discuss financial system migration with Group of 9 municipalities (joint procurement)
- Public Works - Church St. / Highway 4 Roundabout – Meetings with provincial and County representatives
- Public Works – Facilities tour with Council
- Public Works – Intervened to obtain response from railway Re: required permits for Bay Street project
- Facilities – Sewer work on going; most significant was activation of recirculation within the lagoon.
- Council – Various meetings with elected officials as requested
- AREA – Board Meeting; included meeting with Minister Boudreau
- Community – Calls, emails and meetings to respond to inquiries and concerns from parking to water conservation

- MMEUA – Meetings to assess future opportunities for municipal electric utilities; modernization and meeting regulatory and market expectations. Recent joint grant submission to ACOA led by Saint John Energy to support strategic planning exercises and related initiatives.
- MMEUA – Provided electric utility tour to Chair of MMEUA to support messaging and communication materials developed by MMEUA highlighting members
- HAF – Meetings to ensure progressing and meeting deadlines; Actively engaged in securing access to drill exploration (test) wells to support water supply expansion.

Marketing & Communications Update:

Projects
Title: Net Zero Engagement Strategies
Status Update: Onboarding meeting with Forward Creative. Brand audit underway.
Next Step: On-going
Title: Website Updates
Status Update: <ul style="list-style-type: none"> - Live streamed Council meetings uploaded - Council, COTW, and Committee meetings updated on the Events Calendar - Capital Projects Pages uploaded - Sewer page updated - Home page banners updated - Employment Opportunities Updated - Phone numbers taken off contact list page
Next Step: on-going
Title: Events
Status Update: <ul style="list-style-type: none"> - Emancipation Day flag raising was completed, and a post was published to the Town’s social media accounts. Final written report submitted and approved to funding provider. - India’s Independence Day flag raising logistics coordinated.
Next Step: n/a
Title: Public Notices
Status Update: <ul style="list-style-type: none"> - Power outages - Street closures - Water conservation notices - Town Hall closures
Next Step: On-going

Title: Advertising and Sponsorship requests
Status Update: <ul style="list-style-type: none"> - Exhibition sponsorship
Next Step: n/a
Title: Speaking Remarks and Letters
<ul style="list-style-type: none"> • Emancipation Day remarks • India's Independence Day remarks
Next Step: on-going
Title: Social Media Updates
Status Update: <ul style="list-style-type: none"> • Public notices • Sewer updates • Water conservation measures, clarification, and tips • Grid Modernization update • Community postings • Power updates • Miscellaneous
Title: Housing Accelerator Fund Communications Strategy
Status Update: <ul style="list-style-type: none"> • Website launch delayed
Next Step: on-going
Title: Grid Modernization
Status Update: <ul style="list-style-type: none"> - Website page uploaded - SM post - Working on site signs
Next Step: On-going
Title: Marketing Levy
Status Update: <ul style="list-style-type: none"> - Tracking down payments and remittances - Ongoing meetings with Bethany Collier and Shannon Long to get up to date on remittances and having discussions about how to automate process.
Next Step: On-going
Title: Co-op Student Recruitment and Onboarding
Status Update: <ul style="list-style-type: none"> - Job posting published - Interview complete - Letter of Offer accepted by Fall 2025 co-op student - Onboarding documents in progress
Next Step: On-going

Subject: Staff Report
To: Antigonish Town Council
Date Prepared: August 12th, 2025
Prepared by: Kyle Meisner, P. Eng., Director of Infrastructure and Engineering

Department of Infrastructure and Engineering

Projects/Tender Update:

Projects
Title: Project Manager Hiring
Status Update: Project Manager (L. Basinger) started July 28 th , 2025
Next Step: Accelerate project work
Title: West / James St Capital Project
Status Update: Provincial CHIF Application submitted June 8 th , 2025 for \$2.486M in funding
Next Step: Awaiting official notice from Province, prepare tenders for posting
Title: Intermunicipal Agreement (Sewer Flow Study)
Status Update: RFP closed, awarded to RV Anderson
Next Step: Kickoff meeting Aug 13 th 2025
Title: STP Screening / Headworks
Status Update: Screening Design Completed
Next Steps: Post Tender for screening equipment supply / purchase
Title: Bay St Municipal Servicing Upgrades Capital Project
Status Update: Negotiations / contract signing underway with property owners, Bell, Railway Updated Design Drawings Received (Pre-tender)
Next Steps: Submit Signed Agreements Post Tender
Title: Hwy4 AT/Roundabout Project
Status Update: Project proceeding, detour now in place
Next Step: Strum to undertake inspections of work
Title: Safety Management System
Status Update: Electronic SMS RFP posted July 30 th 2025
Next Step: Continue work with consultant and proceed with completion of SMS
Title: In-house Sidewalk Capital Works
Status Update: Greening Dr design work underway via consultant
Next Steps: Temp Concrete Crew started Aug 5 th 2025, training underway
Title: Source Water Test Wells
Status Update: Q+A underway with targeted property owners for land access
Next Steps: Reach agreements, undertake test well drilling by October
Title: PW Equipment Purchases
Status Update: Loader – Responses evaluated, financial terms sent to Corporate Services for finalizing Service Trucks – Tendered and purchased, 2 nd truck delivered Aug 11 th 2025
Next Steps: Quotations via Canoe for Salt Truck

Electric Utility (EU):

Projects
Title: Grid Modernization
Status Update: Substation Transformer Assembly Tender awarded to Siemens June 20 th 2025 Substation Civil Works Tender awarded to R. Chisholm Hydroseeding June 20 th 2025 Substation Steel Structures Tender awarded to Cherubini Aug 5 th 2025 Substation Transformers fabricated, tested and shipping to Port of Halifax via sea Distribution Transformer changeouts underway with seasonal PLT hires (3)
Next Steps: Complete switching station design with NSPI for transmission line interconnection
Title: Solar Garden
Status Update: AREA accepted Care and Control of site July 2025 EU Troubleshooting issues with Inverter #3 and associated breaker
Next Step: Swap out breaker / inverter and send for warranty assessment
Title: EU Code of Practice
Status Update: Rubber Gloving Code of Practice approved by JOHS Committee
Next Step: Send to Provincial Authority for review
Title: Power Outages
Status Update: Planning outage for NSPI re-installation of grounds (see below) For maintenance work - short service outages will be required till Code of Practice in place.
Next Step: Continue coordination with Communications on outages
Title: Operations Items
Status Update: Items as noted below
Next Step: Installation of new poles for Church St roundabout Installation of new services for affordable housing project Service work on 77 Highland Dr – removal of enclosures and transformers Street Light replacements RK MacDonald Nursing Home new service
Title: Break-ins and theft
Status Update: 2 instances of break-in and theft under investigation: - June 29 th , theft of EU power tools and Rec Truck from Depot - Aug 4 th , theft of copper scrap (TOA), and grounds from NSPI substation
Next Step: Assess for increase in security – additional cameras and fencing

Treatment Facilities:

Projects
Title: Treatment Facilities Manager
Status Update: Position awarded to J. Jackman. Started on July 21 st , 2025.
Next Step: None
Title: Treatment Operator Training
Status Update: T. Kasza and E. Mattie joined staff in March
Next Step: Continue training. TK started on-call on June 5 th . EM started on-call duties July 5 th .
Title: Water Plant Pond Desludging
Status Update: Continuing sludge removal from Pond 2.
Next Steps: Continue sludge removal from Pond 2 until drying bed capacity is filled.
Title: Sewage Plant Aeration Work
Status Update: Continuing rag removal in Cell 1B & repairs as needed. Coarse bubble line repaired and operational & line 3 aerators installed.
Next Steps: Change out or repair any equipment that has air leaks in Cell 1A & 1B before continuing to cell 2.
Title: Sewer Plant Chemical Desludging
Status Update: Maintenance dosing of bio additives underway
Next Step: Continue maintenance dosing.

Title: Sewage Plant UV Light Changeover
Status Update: Spring replacement of UV bulbs and sleeves complete.
Next Step: Box and send back used bulbs and sleeves for recycling.
Title: Sewage Plant Filter Cleaning
Status Update: Equipment in place to start cleaning.
Next Step: Undertake recirculation and cleaning of filter sand.
Title: Recirculation of Sewage Plant Water
Status Update: 3 inch pump recirculating water from line 11 to line 1 continuously. 6 inch pump recirculating water from line 12 to line 2 when staff on site. No negative effects observed from recirculation of flow.
Next Step: Continue recirculation of oxygenated water from back of sewage plant to front.
Title: Cold Water Addition to Sewage Plant Headworks
Status Update: Water addition stopped in accordance with water conservation measures.
Next Step: Re-start water addition once water conservation measures are no longer in place.
Title: Temporary Blowers
Status Update: 50HP blower sent out for refurbishment and setup as movable skid by supplier.
Next Step: Prepare for wiring and plumbing into headworks building / aeration system.
Title: Dissolved Oxygen Levels
Status Update: Front end continues to fluctuate, showed uptick in O2 when pumping started. O2 levels have since dropped back down, but odors are significantly lessened.
Next Step: Continue pumping and plan for increase in recirculation levels.

Public Works (PW):

Personnel	
Title:	New Public Works Crew
Status Update:	Three Labourer/Operator crew and one Working Foreman were hired on a 6 month temporary term to complete concrete repairs and capital projects in 2025. Existing Working foreman was promoted to Working Supervisor. Senior member of the existing crew was promoted to Working Foreman to lead the Public Works maintenance crew.
Next Step:	New foreman begins July 29, 2025 with crew members starting Aug 5.
Title:	Public Works Students
Status Update:	Three students were hired and started on July 2. Students will be completing the line painting for parking lots and streets.
Next Step:	N/A
Title:	Training
Status Update:	Students attended TCP/TWS training July 2-4.
Next Step:	N/A
Title:	Voluntary/Mandatory Water Conservation
Status Update:	The town began voluntary water conservation measures from July 17 to 24 and then again on July 28, moving to mandatory water conservation on Aug 6. During voluntary water conservation, Public Works ceased unnecessary use of water such as washing vehicles, street sweeping, etc.
Next Step:	Public Works continues to be mindful of water usage and is practicing conservation where possible.

Streets	
Title:	Sidewalk/Curb Repairs
Status Update:	Concrete crew hired to complete installation of new sidewalk on Greening Drive. Design is in progress. Concrete crew will also work on some repairs of existing known trouble areas throughout town.
Next Step:	Additional areas will be assessed as work is completed and areas are reinstated.
Title:	Line Painting
Status Update:	All major intersections were painted by July 25. Work on midblocks, parking lots and residential stop bars and crosswalks continues will continue in August with an expected completion date of Aug 29, 2025.
Next Step:	
Wastewater and Storm Water Collections	
Title:	Storm catchbasin undermining at Fairview St. Catch basin was dug up and resealed.
Status Update:	
Next Step:	
Water Distribution	
Title:	Water Breaks
Status Update:	A water leak at the service connection was discovered at 4 West Street and repaired on May 22.
Next Step:	Sidewalk/curb reinstatement to be scheduled.
Title:	Hydrant Repair & Replacement
Status Update:	Hydrant at Pushie Street was replaced. Planned replacements at Greening Drive and Highland Drive are scheduled for August.
Next Step:	
Title:	Water Transmission Line Break
Status Update:	Major break occurred Aug 5th, 2025, temporary repair by Aug 5th PM, permanent repair by Aug 11th.
Next Step:	After-action assessment for improvements
Other	
Title:	Mowing
Status Update:	Mowing has commenced for the season at the treatment plants and the Public Works yard. Regular grounds maintenance is underway to ensure the areas remain safe, tidy, and accessible throughout the spring and summer months.
Next Step:	Mowing will continue on an as needed basis for the summer season.
Title:	Highland Games Traffic Control
Status Update:	Public Works Crew provided traffic control services for the 5Mile Road Race as well as the Highland Games Parade.
Next Step:	N/A

Waste Management:

Projects
Title: Circular Update
Status Update: Turn over recycling pickup to Circular in December 2025
Next Step: Meeting for Communications items Aug 21st
Title: Solid Waste Items
Status Update: Waste Management Bylaw - awaiting Municipal Affairs approval for SOTs

Next steps:
Title: Waste disposal weights – End of July, 2025
Status Update: RWC (July) 333.71 T

Traffic Authority:

Projects
Title: Parade / Road Race Permits
Status Update: Permits approved for Road Races and Highland Games Parade
Next Step: Create Policy for parade requirements for clarity for 2026 (winter)
Title: Crosswalk Changes
Status Update: Planning underway for changes to crosswalks at Acadia St / Main and Library / Main Crosswalk moved at St Ninian's / College
Next steps: Plan to consolidate to one crosswalk at Shoppers as per WSP assessment report Undertake design for curb bump-outs and drainage



Kyle Meisner, P.Eng.
Director of Infrastructure and Engineering

Subject: Community Development Council Report
CAO Report
To: Antigonish Town Council
Date Prepared: August 11, 2025
Prepared by: Shannon Long, Acting Director of Community Development

Community Development

Division Updates:

By-Law
<p>Staff Update: Samuel Biggley started his position as a By-Law Enforcer/Dog Control Officer on June 30, 2025 and has recently received his Special Constable status from the Province of Nova Scotia.</p> <p>Case Management System and Parking Tickets: As mentioned in June’s council report, the online case management system by-law uses daily to log case files and issue parking tickets faced technical difficulties and a request for proposals was issued for a new system. Two proposals were submitted, and Breken Municipal Services was selected. An agreement has been signed for the new service and by-law officers have begun using it for case management. Next step will be to get the parking tickets configured so they can be issued and paid using the new system.</p> <p>Activities: Provided security at the Town’s Canada Day evening celebrations at Columbus Field, supported the Antigonish Highland Games with the street fair, road race, and street parade, dealt with two individuals living in tents in Pipers Glenn, conducting regular patrols, and working on infringements to the Solid Waste Management By-Law and Unsightly Premises By-Law.</p>
Parks & Recreation
<p>Staff Updating: Colin Rankin started his position as the Manager of Parks and Recreation on July 16, 2025.</p> <p>Summer Camps: Summer Camp staff kicked off the summer by handing out free lemonade and cookies on Report Card Day. This is week six of seven for summer camps.</p> <p>Multi-Sport: The 2025-2026 program starts in September and continues twice weekly until April 2026. The goal of the program is to give children a quality, first-hand experience with nine different sports. Registration opens on August 20, 2025.</p> <p>Moving & Mingling: Following a very successful pilot year, the Town, in partnership with the Municipality of the County of Antigonish, will once again be offering the Moving & Mingling program with a tentative launch of early October.</p> <p>Registration Platform: In partnership with the Municipality of the County of Antigonish, a request for proposals was issued for a new registration platform to replace Sport Hub. The deadline for submissions was Friday, August 8.</p> <p>Columbus Field Washrooms: The washroom building at Columbus Field had to be closed after the water had to be shut off due to vandalism to one of the taps causing flooding. Repairs have been complete, and the building is open again to the public. Staff have met with Strait It about adding a camera to the outside of the building.</p>

Splash Pad: Following council’s decision that the splash pad be operational during the voluntary water conservation measures for limited hours, staff were able to program the equipment accordingly. The splash pad has been turned off since the Town went into mandatory conservation measures. A request for quotes has been issued looking for a qualified engineering firm to assess the splash pad to identify any structural or infrastructure-related concerns and provide actionable recommendations to address drainage, water pressure, and observed settling or sinking issues. The deadline for quotes is August 14, 2025.

Facility Allocation Policy: A Facility Allocation Policy for the Town and County has been in the works since 2020/2021. The intent of the policy is to improve access and have more equitable access to recreation facilities. A draft was done in 2024 but updates are required. Town and County staff met with representatives from Public Health and Nova Scotia Department of Communities, Culture, Heritage, and Tourism to discuss next steps, engagement, and timelines. This working group will meet again at the end of August.

Playboxes: The playboxes that were placed at Columbus Field and the Central Turf Field for the summer have been removed. The playboxes were filled numerous times with equipment for residents to use at the field but equipment was stolen or broken.

Department Updates:

Tourism
A job description for a Tourism Officer was posted and interviews with candidates have been scheduled for August 20, 2025.
Good Neighbour Committee
The sub-committee of the Good Neighbour Committee to discuss St. Patrick’s Day took a break over the summer. Meetings will begin again in the Fall.
The Good Neighbour Committee met in July to review plans for the Fall and the start of the new academic year. The Good Neighbor Guide has been updated by Town staff for this year’s distribution. The schedule for house calls has been distributed to council.
Fire Department
The Fire Association of NS is doing a governance review and hosted an in-person workshop in Antigonish on July 23 for volunteer firefighters and municipal administrators to discuss challenges and share in-sights on fire service in the province. The Acting Director of CD, along with Blaise MacDonald, and four members from the Town FD attended.
Mural Program
The Town will once again be working with Antigonish Culture Alive to add a new mural in 2026. A tentative location has been selected and a term of reference will soon be posted for artists to submit proposals.

2025/2026 Project Updates:

Town Hall Lighting
Air Energy Solutions was chosen as the vendor to install five lights around the second storey of the Town Hall Clock Tower. The intent is to have them installed by the end of August.
Accessible Pathways –Phase Two (2025)
Phase Two of the pathway project is to pick up where the pathway ends at the Sandlot. This pathway will travel the length of the Central Turf Field to the bleachers and will also include a paved viewing area. A Request for Proposals for the design of the pathway has released and WSP was selected. A site visit has been done, and survey pickup will be coordinated for design and construction tender documents to be prepared.

Fence at Columbus Field

The Town has committed to replacing a fence at Columbus Field that had to be removed for infrastructure work. The fence will separate the field from the businesses on St. Andrew's Street. This fencing project will be part of the Request for Proposals that Infrastructure will be preparing for new fence to help with costs.

Active Transportation Trail

The Knights of Columbus have reached out and requested a site visit with staff and WSP in September or October to discuss Project C of the AT Trail.

Parking Kiosks, Creighton Lane Parking Lot, and Crosswalk Beacons

Two new parking kiosks (one for Creighton Lane and one for Sydney Street) have been ordered.

The remaining parking meters at the Creighton Lane Parking Lot have been removed.

Subject: CAO Report
To: Antigonish Town Council
Date Prepared: August 14, 2025
Prepared by: Meaghan Barkhouse, Director of Corporate Services

Corporate Services

Highlights

The Town reached a tentative agreement with I.B.E.W. Local 1928, working toward a new collective bargaining agreement for employees in the Public Works and Treatment Facilities departments. This will be presented to Council for endorsement before it is presented to the Public Works and Treatment Facilities employees to vote on.

Corporate Services will be uploading the approved budgets from the Utility and Review Board general rate applications into the financial software for September. Once completed, this will allow financial updates for both the Electric Utility and the Water Utility to be prepared and presented. We appreciate your patience during this delay.

Department Update:

Projects
Title: 2024-25 Year End Audit
Status Update: The Manager of Accounting has taken the lead in working with our auditors, MNP, to prepare for the upcoming audit. Progress is ongoing, with delays due to staffing availability, onboarding of new staff, the timing of the AREA audit, and the Director’s focus on AREA-related activities.
Next Step: On-going
Title: Collective Bargaining – Public Works & Treatment Facilities
Status Update: On August 1, 2025, the Town of Antigonish and I.B.E.W. Local 1928 met with a Conciliator as part of the collective agreement bargaining process. While agreement was reached on most items, negotiations had stalled prior to this meeting. During this process, a tentative agreement was reached and presented to Council at Committee of the Whole. Corporate Services recommends that Council endorse this tentative agreement so the I.B.E.W. can present it to their membership for a vote.
Next Step: A Council motion endorsing the tentative agreement is required before the proposed agreement can be presented to unionized employees for voting.
Title: AREA Financial Transition
The Director has been working with AREA to finalize the transition of financial responsibilities to AREA employees. As Treasurer of AREA, the Director has been responsible for managing and performing the day-to-day bookkeeping for AREA, with some tasks delegated to the Utility Clerk. This also includes oversight of the Solar Garden project, which has expanded beyond its original scope to include processing claims and chargebacks to municipal electric utilities. The Director will remain involved in depositing and printing physical cheques, as well as approving online transactions.
Next Step: Continue working with H. Do from AREA to complete the financial responsibility transition.
Title: Human Resources
Employee Hiring and Attrition
<ul style="list-style-type: none"> • The following positions are open with applications being accepted: <ul style="list-style-type: none"> ○ Multi-sport Leaders

- The following positions have been closed with interviews being scheduled, in-progress or waiting on acceptance of letter of offer:
 - Equipment Operator/Labourer - Term
- The following positions have been filled
 - Public Works Foreperson (Temporary) – Concrete Crew
 - Equipment Operator/Labourer (Temporary) x 4 – Concrete Crew
 - Project Manager – L. Basinger
 - Manager of Parks and Recreation – C. Rankin

Next Step: On-going

Title: Equity, Diversity, and Inclusion in the Workplace

Status Update:

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

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

Next Step: Consultants Report to be presented

Title: Work from Home Policy

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

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

Title: In Development: Charitable Donation Policy

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

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

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

Grants to Organizations/Council Discretionary Account Listing (as of August 14th):

Committed: \$159,081.32

Budget: \$200,000.00

Remaining: \$ 40,918.68

Committed:

Vendor	Description	Amount
DR JOHN HUGH GILLIS REG HIGH S	Dr JH Gillis-Mod Unite	\$300.00
ANTIGONISH JR B BULLDOGS	Don Johnsons Cup	\$2,000.00
DR JH GILLIS REGIONAL HIGH	St Marth's Relay	\$200.00
ANTIGONISH COUNTY ADULT LEARNI	ACALA-'25 Comm Grants	\$3,500.00

THE TOWN OF
ANTIGONISH

ANTIGONISH AFFORDABLE HOUSING	Ant Afford Hsing-'25 C	\$4,500.00
ANTIGONISH ART FAIR &	Art Fair-'25 Comm Gran	\$18,000.00
ANTIGONISH CHALLENGER BASEBALL	Ant Chall Baseball-'25	\$2,000.00
ANTIGONISH CULTURE ALIVE	Ant Cult Alive-'25 Com	\$6,500.00
ANTIGONISH EMERGENCY FUEL FUND	Ant Emer Fuel-'25 Comm	\$5,000.00
ANTIGONISH HIGHLAND SOCIETY	Ant Highland Soc-'25 C	\$15,000.00
ANTIGONISH IMAGINATION LIBRARY	ABC for Kids-'25 Comm	\$6,500.00
ANTIGONISH SENIORS CARE VAN	Ant Sr's Care Van-'25	\$1,000.00
ANTIGONISH SKATE PARK ASSOCIAT	Ant Skateboard-'25 Com	\$2,000.00
ANTIGONISH TOURISM ASSOCIATION	Ant Tourism Asn-'25 Co	\$8,000.00
ANTIGONISH VISITOR INFORMATION	Ant VIC-'25 Comm Grant	\$6,000.00
ANTIGONISH FARMER'S MARKET ASSOC	Ant Farmer's Mark-'25	\$2,000.00
ANTIGONISH SNO DOGS	Ant Sno Dogs-'25 Comm	\$15,000.00
ALL-OF-US SOCIETY FOR ART PRES	All-Of-Us-'25 Comm Gra	\$1,500.00
CANADIAN ASSN FOR COMMUNITY LI	CACL-'25 Comm Grant	\$8,000.00
DESTINATION EASTERN AND NORTHU	DEANS-'25 Comm Grant	\$8,000.00
FESTIVAL ANTIGONISH	Fest Ant-'25 Comm Gran	\$15,000.00
KEEP WELL ANTIGONISH	Keep Well-'25 Comm Gra	\$3,000.00
POSITIVE ACTION FOR KEPPOCH	Pos Act for Kepp-'25 C	\$10,000.00
L'ARCHE ANTIGONISH	L'Arche-'25 Comm Grant	\$3,500.00
NAOMI SOCIETY	Naomi Soc-'25 Comm Gra	\$3,000.00
ROOF OVER YOUR HEAD	Roof over Head-'25 Com	\$2,000.00
STRAIT AREA GROUND SEARCH AND	SAGSR-'25 Comm Grant	\$2,500.00
PICTOU ANTIGONISH REG. LIBRARY	PARL-'25 Comm Grant	\$2,900.00
IOOF Property Tax By-law	Move Council Credit IOOF	\$1,976.00
ROSS SCREENPRINT	Canada Day-Council Shirts	\$205.32

	2025	2025	2024	2024
	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>	<i>Actual</i>
Revenue				
Taxes	9,267,538	8,928,172	7,931,983	7,750,195
Grants in Lieu of Taxes	1,338,567	7,380	1,206,255	7,719
Sale of Services	1,380,491	317,868	1,058,889	252,140
Services provided to other governments	1,138,847		397,903	40,919
Other revenue from own sources	269,491	43,409	137,095	164,159
Unconditional Transfers from other government	691,194	111,241	204,039	111,234
Other Transfers	4,098,460		2,125,770	
	18,184,588	9,408,069	13,061,934	8,326,367
Expenditure				
Mayor and Council	463,427	240,197	460,844	203,847
Corporate Services and Office of the CAO	1,106,198	675,466	933,010	355,472
Capital Account	6,243,832		2,513,576	
Engineering and Public Works	1,666,945	511,753	1,462,376	418,516
Environmental Health Services	1,509,984	405,294	1,353,886	443,758
Community Development Administration	235,493	125,885	479,479	173,547
Partnerships & Initiatives	899,713	18,108	499,701	90,821
Protective Services	3,269,511	635,227	2,960,477	230,666
Recreation and Cultural Services	682,594	225,741	706,221	303,291
Provincial Responsibilities	1,806,818	608,742	1,692,328	570,579
Restructure Account (new)	299,636	-	-	-
	18,184,151	3,446,412	13,061,900	2,790,498
Excess(deficiency) of revenue over expenditure	438	6,058,460	34	5,535,868