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**MEETING:** Regular Town Council Meeting  
**DATE:** March 17, 2026  
**TIME:** 6:00 PM  
**PLACE:** Town Council Chambers

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## Agenda

1. **Call to Order & Land Acknowledgement**
2. **Approval of Agenda**
  - 2.1 Additions/Amendments
3. **Conflict of Interest**
4. **Acceptance of Minutes**
  - 4.1 Minutes of the Regular Council Meeting – February 17, 2026
  - 4.2 Minutes of the Special Council Meeting – February 3, 2026
  - 4.3 Minutes of the Special Council Meeting – February 10, 2026
  - 4.4 Minutes of the Special Council Meeting – February 23, 2026
  - 4.5 Minutes of the Special Council Meeting – March 2, 2026
  - 4.6 Minutes of the Special Council Meeting – March 9, 2026
5. **Presentations/Proclamations**
  - 5.1 Recognition - 2025 Engineers Nova Scotia Award Recipients
  - 5.2 Sudden Unexplained Death in Childhood (SUDC) Awareness Month – March 2026
6. **Business from Committee of the Whole**
  - 6.1 Main Street Accessible Parking Evaluation and Design – RFP Results
  - 6.2 Atlantic Challenger Baseball All-Star Series 2026
7. **Business from the Minutes**
8. **New Business**
  - 8.1 James River Stewardship Board – Vacancy
  - 8.2 Housing Accelerator Fund (HAF) Update
  - 8.3 Town of Antigonish Committee Meeting Schedule
  - 8.4 Town of Antigonish Video Conferencing Policy
  - 8.5 Capital Budget
  - 8.6 African Heritage Month – Councillor D. Roberts
  - 8.7 Antigonish Tourism – Councillor D. Roberts
9. **Correspondence**
  - 9.1 Antigonish Transit Society (ACTS) – Funding Letter
  - 9.2 Letter of Support for Antigonish Coalition to End Poverty
  - 9.3 Pictou-Antigonish Regional Library - Letter from the Library Board Budget 2026/27
  - 9.4 Antigonish Town & County Library and New Glasgow Library - Update
10. **Staff Reports**
11. **In-Camera**
  - 11.1 Personnel Matters; MGA Section 22(2)(c)
12. **Adjournment**

**Regular Council Meeting  
February 17, 2026  
Town Council Chambers**

**Present**

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

**Also in Attendance**

R. Delorey, CAO  
M. Fougere, Municipal Clerk  
S. Long, Marketing and Communications  
M. Barkhouse, Director of Corporate Development  
K. MacInnis, Director of Community Development

Gallery (online)

**1. Call to Order & Land Acknowledgement**

Mayor S. Cameron called the meeting to order at 6:45 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**

**2.1 Additions/Amendments**

Councillor MacLellan requested the addition of one In-Camera item under contract negotiations. (Item 11.1)

Deputy Mayor Murray requested the addition of a second In-Camera item under Personnel Matters. (Item 11.2)

Mayor Cameron advised that Item 5.1 would be moved within the agenda.

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

Moved by: Deputy Mayor Murray

Seconded by: Councillor McKenna

**Motion carried.**

**3. Conflict of Interest**

No conflicts of interest were declared.

**4. Acceptance of Minutes**

4.1 Minutes of the Regular Council Meeting – January 19, 2026

4.2 Minutes of the Special Council Meeting – February 3, 2026

The above minutes were accepted as presented.

**5. Presentations / Proclamations**

**5.1 Recognition - 2025 Engineers Nova Scotia Award Recipient**

This item was deferred to a future meeting.

**5.2 Amyloidosis Awareness Month March 2026– Proclamation**

Mayor read a proclamation aloud and claimed Amyloidosis Awareness as the Month of March 2026 in the Town of Antigonish.

**6. Business from Committee of the Whole**

**6.2 CWL Funeral Reception – Financial Support**

**Motion:** That Town Council approve a donation to the Catholic Women’s League (CWL) in the amount of \$100.00 for the funeral luncheon for the late Liz Chisholm, former Town Councillor, with funds to be allocated from Council’s Discretionary fund.

Moved: Councillor McKenna

Seconded: Councillor MacLellan

**Motion carried.**

**6.3 Sympathy & Gifts Policy**

**Motion:** That Town Council approve amendment to the Town’s Sympathy Gifts Policy to update section 5 to increase the financial limit from \$50.00 to \$100.00.

Moved: Councillor MacLellan

Seconded: Councillor Pelly

**Motion carried.**

**Motion:** That Town Council approve amendment to the Town’s Sympathy Gifts Policy to update section 1.1 definition of “employee” to include “current contractors paid directly by the Town of Antigonish”.

Moved: Councillor MacLellan

Seconded: Councillor Roberts

**Motion carried.**

**6.4 9<sup>th</sup> Annual Business Ability Banquet – CACL**

**Motion:** That Town Council approve sponsorship of the CACL Annual Business Ability Banquet at a cost of \$2000.00 from Council’s Discretionary funds.

Moved by: Councillor Roberts

Seconded by: Councillor Pelly

**Motion carried.**

Following the motion, Council discussed scheduling adjustments to accommodate attendance at the event.

- Committee of the Whole Meeting: Council agreed to move the Committee of the Whole meeting to Monday, March 2, 2026 for this month only.
- Regular Council Meetings: Mayor Cameron inquired whether Council wished to permanently change the regular Council meeting date. Council agreed that going forward, regular Council meetings will be held on the third Tuesday of each month instead of the third Monday.

All members of Council indicated their intent to attend the banquet, and a table of eight will be reserved.

**6.5 A Taste of Solidarity: Community Women's Day Tea at Coady – March 8, 2026**

**Motion:** That Town Council approve a donation in the amount of \$100.00 to the Community Women's Day Tea at Coady with funds to be allocated from Council's Discretionary fund.

Moved by: Councillor MacLellan

Seconded by: Deputy Mayor Murray

**Motion carried.**

**7. Business from the Minutes**

No items carried forward.

**8. New Business**

**8.1 Water Utility Budget**

**Motion:** That Council approve the 2025-2026 Water Utility Budget as presented and recommend by the Audit Committee.

Moved: Councillor Pelly

Seconded: Councillor Roberts

**Motion carried.**

**8.2 Electric Utility Budget**

**Motion:** That Council approve the 2025-2026 Electric Utility Budget as presented and recommended by the Audit Committee.

Moved: Deputy Mayor Murray

Seconded by: Councillor Sullivan

**9. Correspondence**

**9.1 Puck for Purpose Annual Banquet**

**Motion:** That Council approve \$400.00 to purchase a table for the Pucks for Purpose with funds to be allocated from Council's Discretionary fund.

Moved by: Councillor Sullivan

Seconded by: Councillor McKenna

**10. Staff Reports**

Council discussed items contained within the Staff Reports included in the agenda package. Members of Council asked several questions of staff regarding parking enforcement, pothole repairs, the Town's snow removal operations, and recruitment for a Powerline Technician. Staff provided responses and updates.

**11. In-Camera Session**

**Motion:** That Council move In-Camera at 7:21 p.m. pursuant to Section 22(2)(e) and Section 22(2)(c) of the Municipal Government Act.

Moved by: Councillor MacLellan

Seconded by: Councillor McKenna

**Motion carried.**

11.1 Contract Negotiations (MGA Section 22(2)(e))

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

Council rose from the In-Camera session at 8:45 p.m.

**12. Adjournment**

With no further business the meeting was adjourned at 8:45 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

DRAFT

**Special Council Meeting  
February 3, 2026  
Town Council Chambers**

**Present**

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

**Also in Attendance**

R. Delorey, CAO  
M. Fougere, Municipal Clerk  
M. Barkhouse, Director of Corporate Services  
K. Meisner, P.Eng., Director of Infrastructure and Engineering  
S. Long, Acting Director of Community Development  
L. Basinger, Projects Manager

Gallery (Online & In-Person)

**1. Call to Order**

Mayor Cameron called the meeting to order at 5:18 PM. The Mayor 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**

**2.1 Additions/Amendments**

**Motion:** That the Agenda be approved as presented.

Moved by: Councillor Roberts

Seconded by: Deputy Mayor Murray

**Motion carried.**

**3. Appointment of By-Law Officers as Special Constables to Enforce all Town By-Laws**

**Motion:** That Town Council appoint John Pellerin and Jonathan Wright as By-Law Enforcement Officers from the Town of Antigonish authorized to enforce all Town by-laws and any applicable legislation and regulations of the Province of Nova Scotia.

Moved by: Councillor Pelly

Seconded by: Councillor Roberts

**Motion carried.**

**4. Adjournment**

With no further business, Councillor Pelly moved for adjournment at 5:20 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

DRAFT

**Special Council Meeting  
February 10, 2026  
Town Council Chambers**

**Present**

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

**Also in Attendance**

R. Delorey, CAO  
M. Fougere, Municipal Clerk  
M. Barkhouse, Director of Corporate Services  
B. Collier, Manager of Accounts  
K. Meisner, P.Eng., Director of Infrastructure and Engineering  
S. Long, Communications and Marketing  
K. MacInnis, Director of Community Development

Gallery (Online & In-Person)

**1. Call to Order**

Mayor Cameron called the meeting to order at 6:03 PM. The mayor 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**

**2.1 Additions/Amendments**

**Motion:** That the Agenda be approved as presented.

Moved by: Councillor MacLellan

Seconded by: Deputy Mayor Murray

**Motion carried.**

**3. New Business**

**3.1 Arena Capital Request**

CAO provided council with background on the Arena request.

**Motion:** That council agree to have the CAO write a letter to the Arena for the Capital

Moved: Councillor Sullivan

Seconded: Councillor McKenna

**Motion carried.**

### **3.2 2025-2026 Electric Utility and Water Budget**

#### **Water Budget**

M. Barkhouse presented an overview of the proposed 2025–2026 Water Utility Budget. The presentation had been circulated to Council in advance.

Council discussed forecast rates, historical net expenses, depreciation, and potential provisions for emergency funding. It was noted that any rate adjustments would require approval from the Nova Scotia Utility and Review Board.

Discussion also addressed the current water deficit and anticipated budget pressures, with administration and depreciation costs representing approximately 63% of operating costs. Clarification was provided regarding supervision allocations and insurance coverage.

#### **Electric Utility Budget**

M. Barkhouse presented an overview of the Electric Utility Budget, including four data sets: the approved 2025–2026 budget, current forecast, and January year-to-date actuals.

Revenue projections are based on regulated rates and consumption levels, with no rate changes incorporated beyond those already approved.

Power purchase costs remain the largest operating expense, representing approximately 83% of total operating costs, consistent with historical experience for municipal electric utilities.

Council discussed utility reserves, the previous use of reserves for the Grid Modernization project, and the ongoing rate review process with the Nova Scotia Utility and Review Board. Staff noted that future rate adjustments will follow the updated flow-through rate process aligned with Nova Scotia Power.

Questions were raised regarding wholesale rate increases and the financial impact while awaiting regulatory approval.

Note: The budget presentation will be revisited at a future Audit Committee meeting.

### **3.3 2026 -2027 Assessment Rates**

M. Barkhouse presented the proposed 2026–2027 assessment rates:

- Residential: 1.30
- Commercial: 2.90
- Resource: 1.30
- Residential impact (2026 capped assessment): 2.60%

The presentation included an overview of residential, commercial, and resource assessments, projected property tax revenues, and Grants in Lieu of Taxes (GIL). Comparative information between the 2025–2026 and 2026–2027 assessments and tax rates was also provided.

Council discussed:

- Charging new developments and short-term rentals (e.g., Airbnb) at commercial rates, with clarification on provincial regulations.
- Potential revenue loss from vacant leased units.

The Mayor welcomed back Kate McInnis from maternity leave and thanked Shannon Long for serving as Acting Director of Community Development during the leave.

**4. In-Camera Session**

Motion: That Council move In-Camera at 7:21 p.m. pursuant to Section 22(2)(e) and Section 22(2)(a) of the Municipal Government Act.

Moved by: Councillor Roberts

Seconded by: Deputy Mayor Murray

**Motion carried.**

4.1 Contract Negotiations (MGA Section 22(2)(e))

4.2 Acquisition, sale, lease and security of municipal property (MGA Section 22(2)(a))

Council rose from the In-Camera session at 9:54 p.m.

**5. Adjournment**

With no further business, Deputy Mayor Murray moved for adjournment at 9:54p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

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**Special Council Meeting  
February 23, 2026  
Town Council Chambers**

**Present**

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

**1. Call to Order**

Mayor Cameron called the meeting to order at 5:00 PM. The mayor 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**

**2.1 Additions/Amendments**

**Motion:** That the Agenda be approved as presented.

Moved by: Councillor MacLellan

Seconded by: Councillor Sullivan

**Motion carried.**

**3. Flag Request**

**3.1 Ukrainian Community (February 23 – March 2, 2026)**

Council considered a request from the Ukrainian Community to raise the National Flag of Ukraine from February 23 to March 2, 2026.

**Motion:** That Council approve the request to raise the National Flag of Ukraine at Town Hall or Chisholm Park from February 24<sup>th</sup> to March 2, 2026.

Moved by: Councillor MacLellan

Seconded by: Councillor Sullivan

**Motion carried.**

Moved to go In-Camera

**Motion:** That Council move to an In-Camera session at 5:12 p.m. pursuant to Section 22 (2)(c) of the Municipal Government Act to discuss personnel matters.

Moved by: Councillor McKenna

Seconded by: Councillor Pelly

**Motion carried.**

**4. In Camera**

**4.1 Personnel Matters (MGA Section 22(2)(c))**

Council rose from the In-Camera session at 6:45 p.m.

5. Adjournment

With no further business, Councillor Diane Roberts moved for adjournment at 6:45 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

DRAFT

**Special Council Meeting  
March 2, 2026  
Town Council Chambers**

**Present**

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

**Also in Attendance**

M. Fougere, Municipal Clerk  
R. Delorey, CAO  
M. Barkhouse, Director of Corporate Services  
B. Collier, Manager of Accounting  
K. MacInnis, Director of Community Development  
K. Meisner, P. Eng., Director of Infrastructure and Engineering

**1. Call to Order**

Mayor Cameron called the meeting to order at 7:09 PM. Land Acknowledgment was previously added at previous meeting.

**2. Approval of Agenda**

**2.1 Additions/Amendments**

Addition: 3.3 Fire Committee Motion – Councillor Roberts  
Addition: 3.4 Accessible Parking RFP – Councillor McKenna

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

Moved by: Councillor Sullivan

Seconded by: Deputy Mayor Murray

**Motion carried.**

**3. New Business**

**3.1 Antigonish Affordable Housing Society Solar Agreement**

**Motion:** That Council approve the Solar lease agreement with the Antigonish Affordable Housing Society.

Moved by: Councillor Pelly

Seconded by: Councillor MacLellan

**Motion carried.**

**3.2 RK By-Law Amendments**

**Motion:** To support the By-Law amendments (Article V and Article IX) put forth by the RK MacDonald Board.

Moved by: Deputy Mayor Murray

Seconded by: Councillor Pelly

**Motion carried.**

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### 3.3 Fire Committee

**Motion:** As requested by the Fire Committee that operational savings within the Fire Department's 2025–2026 Operating Budget be reallocated to the Capital Budget to approve and fund the purchase of a hydrant assist shut-off.

Moved by: Councillor Roberts

Seconded by: Councillor Sullivan

**Motion carried.**

**3.3 Motion:** That council approves the value up to 27,000 to spend on a study on an accessibility parking on Main St.

Moved by: Councillor McKenna

Seconded by: Councillor MacLellan

**Motion carried.**

### 4. In-Camera Session

**Motion:** That Council move In-Camera at 7:14 p.m. pursuant to Section 22(2)(a) and 22(2)(e) of the Municipal Government Act.

Moved by: Deputy Mayor Murray

Seconded by: Councillor MacLellan

**Motion carried.**

**4.1 Acquisition, Sale, Lease and Security of Municipal Property (MGA Section 22(2)(a))**

**4.2 Contract Negotiations (MGA Section 22(2)(e))**

Council rose from the In-Camera session at 10:34 p.m. and returned to open session.

### 5. Adjournment

With no further business, Councillor Sullivan moved for adjournment at 10:34 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

DRAFT

**Special Council Meeting  
March 9, 2026  
Town Council Chambers**

**Present**

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

**Also in Attendance**

M. Fougere, Municipal Clerk  
R. Delorey, CAO  
M. Barkhouse, Director of Corporate Services  
B. Collier, Manager of Accounting  
K. MacInnis, Director of Community Development  
S. Long, Marketing and Communications Officer

Gallery (Online)

**Absent with Regrets**

Councillor J. Pelly

**1. Call to Order**

Mayor Cameron called the meeting to order at 6:01 p.m. 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**

**2.1 Additions/Amendments**

**Motion:** That the Agenda be approved as presented.

Moved by: Councillor MacLellan

Seconded by: Councillor Sullivan

**3. New Business**

**3.1 2026-2027 Operational Budget**

The CAO provided background on the upcoming Operational Budget presentation by M. Barkhouse, explaining the difference between capital projects (infrastructure) and operational costs (staffing, services, etc.). A printed copy of the presentation was circulated to Council.

The presentation included:

- 2025–2026 budget and forecasted year-end results (April 1, 2025 – March 31, 2026).
- Status Quo Budget for 2026–2027, showing the projected costs if current service levels are maintained.

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- Corporate Services cost breakdown, including the embedded cost of a new IT/financial software system.
- Residential and commercial tax rate comparisons with other towns.
- Province-related responsibilities, including Education Distribution Transfer and PARL.

Council discussion highlights:

- Councillors asked questions regarding the Project Manager line, Tax Increase Impact, provincial responsibilities, and anticipated library and commercial tax increases; clarifications were provided by Ms. Barkhouse.
- Discussion was held regarding reserve funding, with Councillor MacLellan requesting a rationale for healthy reserves and Councillor Sullivan suggesting a portion of tax revenue be allocated to reserves.
- Councillor MacLellan requested a summary layout of federal grant services.

4. Adjournment

With no further business, Councillor MacLellan moved for an Adjournment at 7:15 p.m.

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Mayor Sean Cameron

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Randy Delorey, CAO

**Proclamation**  
**SUDC Awareness Month**

**WHEREAS**, Sudden Unexplained Death in Childhood (SUDC) refers to the sudden and unexpected death of a child aged one year or older that remains unexplained after a thorough investigation; and

**WHEREAS**, SUDC remains one of the leading categories of death in children aged 1 to 4 years, yet awareness, research, and public understanding remain limited; and

**WHEREAS**, families affected by SUDC often face profound grief and unanswered questions, and community awareness can provide meaningful support and encourage compassionate understanding; and

**WHEREAS**, organizations such as the SUDC Foundation work to increase awareness, support families, and advance research efforts aimed at preventing these tragic losses; and

**WHEREAS**, recognizing SUDC Awareness Month helps bring attention to this important issue and honors the memory of children lost too soon;

**NOW, THEREFORE, BE IT RESOLVED THAT I, Mayor Sean Cameron, Mayor of the Town of Antigonish, do hereby proclaim the month of March 2026 as SUDC Awareness Month in the Town of Antigonish, and encourage all residents to support efforts to raise awareness, promote education, and extend compassion to families affected by SUDC.**

DATED at the Town of Antigonish  
this 17 day of March 2026.

Mayor Sean Cameron

**From:** [Lindsay Basinger](#)  
**To:** [Randy Delorey](#)  
**Cc:** [Kyle Meisner](#); [e student](#); [Melanie Fougere](#)  
**Subject:** RFP Results and Recommendations - Main Street Accessible Parking Evaluation and Design  
**Date:** February 27, 2026 2:37:52 PM

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Hi Randy,

Please see the following for the results and recommendations for the Main Street Accessible Parking Evaluation and Design RFP.

An RFP was posted on Nova Scotia's procurement website on January 30, 2026 for an evaluation and design of accessible parking on Main Street.

Responses were received by the due time on February 19, 2026 from the following service providers:

- CBCL
- EXP

Evaluation has been carried out between February 19<sup>th</sup> and February 27<sup>th</sup>, 2026.

A scoring system was developed carrying 60 points unrelated to price and a separate 40 points related to price only. The resulting total scores following the evaluation scoring was as follows:

CBCL – 82.5%  
EXP – 90.5%

Budget:

- The top scoring vendor's bid was \$26,624 before HST.
- This is more than the budgeted amount so will require Council approval

Recommendation:

- Proceed with award to EXP as the preferred consultant for the accessible parking evaluation and design. Their proposal meets the criteria outlined in the RFP, and they offer a better timeline and price than the other bid.

If anything else is needed for the Council decision please let me know.

Thanks,  
Lindsay



4124 South River Road  
Antigonish, Nova Scotia  
B2G 0B4

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January 16, 2026

Dear Supporter:

On August 1<sup>st</sup>-2<sup>nd</sup>, Antigonish will host the Atlantic Challenger Baseball All-Star Series. This event will bring together Challenger Baseball programs from across Nova Scotia, New Brunswick, Newfoundland, and Prince Edward Island in a celebration of camaraderie, inclusivity, and the joy of sport. Participants will have the opportunity to engage in a wide range of activities, including baseball, swimming, bowling, sledge hockey, skating, CrossFit, and more – creating meaningful and lasting memories in a safe, supportive, and recreational environment.

Challenger Baseball is an adapted program designed to provide children, youth, and adults with cognitive, sensory, and/or physical disabilities the opportunity to experience the full benefits of participating in baseball at a level structured to their abilities. With the support of dedicated volunteer buddies, each athlete receives individualized encouragement and assistance. Challenger Baseball promotes physical and social skill development, builds self-confidence, fosters friendships, strengthens community connections, and instills a strong sense of belonging within a team setting.

To ensure the continued success of this growing event and to provide a memorable experience for all participants, we are respectfully seeking community support. Contributions may take many forms, including donations for our silent auction, financial sponsorship, or in-kind support. In recognition of your generosity, all supporters will be acknowledged through our social media platforms, within the official event program, and on-site during the event.

Any level of support you can provide would be sincerely appreciated and will have a meaningful impact on our athletes and their families. Should you have any questions or wish to discuss this opportunity further, please contact me at [randy.crouse@hotmail.com](mailto:randy.crouse@hotmail.com) or 902-318-0707.

Thank you very much for your time, consideration, and support.

Sincerely,

*Randy Crouse*

Randy Crouse  
National Coordinator, Challenger Baseball Canada  
Provincial Ambassador, Nova Scotia Challenger Baseball  
Coordinator, Antigonish Challenger Baseball



Dear Potential Sponsor:

On August 1st-2nd, Antigonish will host the Atlantic Challenger Baseball All-Star Series. This event will bring together Challenger Baseball programs from across Nova Scotia, New Brunswick, Newfoundland, and Prince Edward Island in a celebration of camaraderie, inclusivity, and the joy of sport. Participants will have the opportunity to engage in a wide range of activities, including baseball, swimming, bowling, sledge hockey, skating, and CrossFit – creating meaningful and lasting memories in a safe, supportive, and recreational environment.

Challenger Baseball is an adapted program designed to provide children, youth, and adults with cognitive, sensory, and/or physical disabilities the opportunity to experience the full benefits of participating in baseball at a level structured to their abilities. With the support of dedicated volunteer buddies, each athlete receives individualized encouragement and assistance. Challenger Baseball promotes physical and social skill development, builds self-confidence, fosters friendships, strengthens community connections, and instills a strong sense of belonging within a team setting.

To ensure the continued success of this growing event and to provide a memorable experience for all participants, we are respectfully seeking community support. Contributions may take many forms, including donations for our silent auction, financial sponsorship, or in-kind support. In recognition of your support, we will recognize your contribution through a variety of channels, as outlined below.

#### **GRAND SLAM SPONSOR \$5000**

- Full page advertisement in the event program. The art to be provided by the sponsor.
- Large logo on the event banners, which will be displayed in a highly populated area during the event. The banner will be designed and produced by the host committee.
- Promotion through Nova Scotia Challenger Baseball social media channels.
- Logo displayed on the Nova Scotia and Antigonish Challenger Baseball websites.
- Live sponsorship announcement during our event banquet.

#### **HOME RUN SPONSOR \$2000**

- ½ page advertisement in the event program. The art to be provided by the sponsor.
- Medium logo on the event banner, which will be displayed in a highly populated area during the event. The banner will be designed and produced by the host committee.
- Promotion through Nova Scotia Challenger Baseball social media channels.
- Logo displayed on the Nova Scotia and Antigonish Challenger Baseball websites.
- Live sponsorship announcement during our event banquet.

**TRIPLE SPONSOR \$1000**

- ¼ page advertisement in the event program. The art to be provided by the sponsor.
- Small logo on the event banner, which will be displayed in a highly populated area during the event. The banner will be designed and produced by the host committee.
- Promotion through Nova Scotia Challenger Baseball social media channels.
- Logo displayed on the Nova Scotia and Antigonish Challenger Baseball websites.
- Live sponsorship announcement during our event banquet.

**DOUBLE SPONSOR \$500**

- Business listed in the event program.
- Business listed on the event banner, which will be displayed in a highly populated area during the event. The banner will be designed and produced by the host committee.
- Promotion through Nova Scotia Challenger Baseball social media channels.
- Business listed on the Nova Scotia and Antigonish Challenger Baseball websites.
- Live sponsorship announcement during our event banquet.

**SINGLE SPONSOR – SILENT AUCTION ITEM DONATION OR DONATION LESS THAN \$500.**

- Business listed in the event program.
- Promotion through Nova Scotia Challenger Baseball social media channels.
- Business listed on the Nova Scotia and Antigonish Challenger Baseball websites.

Any level of support you can provide would be sincerely appreciated and will have a meaningful impact on our athletes and their families. Should you have any questions or wish to discuss this opportunity further, please contact me at [randy.crouse@hotmail.com](mailto:randy.crouse@hotmail.com) or 902-318-0707.

Thank you very much for your time, consideration, and support.

Sincerely,

*Randy Crouse*

Randy Crouse  
National Coordinator, Challenger Baseball Canada  
Provincial Ambassador, Nova Scotia Challenger Baseball  
Coordinator, Antigonish Challenger Baseball

## ADDITIONAL EVENT AND PROGRAM INFORMATION

Over the last thirteen years, Challenger Baseball, which is offered free to all participants, has grown to now include eleven communities who offer programming - Antigonish, Dartmouth, East Hants, Fall River, Glace Bay, Hammonds Plains, Pictou County, Port Hawkesbury/Strait Area, Sydney/Sydney Mines, Truro, and West Hants. New Brunswick, Prince Edward Island, and Newfoundland have also grown significantly. These programs provide opportunities for 700+ athletes with varying forms of disabilities to participate in organized sport.

This event will also be supported, promoted, and attended by members of Baseball Nova Scotia, Jays Care Foundation (charitable arm of the Toronto Blue Jays), Challenger Baseball Canada, Town of Antigonish, Municipality of the County of Antigonish, and St. Francis Xavier University.

Thank you again for your time and consideration.



**To:** Town Council  
Chief Administrative Officer

**Submitted by:** Melanie Fougere, Municipal Clerk (on behalf of Nominations Committee)

**Date:** Thursday, March 12, 2026

**Subject:** Appointment of Members to the James River Stewardship Board

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### **Purpose**

The purpose of this memorandum is to bring forward a recommendation from the Nominations Committee regarding appointments to the James River Stewardship Board.

### **Background**

The Nominations Committee met on February 24, 2026, to review applications received for appointment to the James River Stewardship Board. The Committee considered the qualifications, interest, and experience of applicants in relation to the mandate of the Committee.

### **Recommendation**

The Nominations Committee recommends that Council appoint the following two (2) individuals to the James River Stewardship Committee for the remainder of the current term:

- Ronald Chisholm – 3-year term beginning March 17, 2026
- Herbert Callahan – 3-year term beginning March 17, 2026

### **Recommended Motion from the Nominations Committee**

**Motion:** That Council appoint Ronald Chisholm and Herbert Callahan to the James River Stewardship Board for a three-year term beginning March 17 as recommended by the Nominations Committee.

To: Town Council  
Chief Administrative Officer  
Director of Community Development

Submitted by: Denise Dunn, Housing Accelerator Fund Coordinator

Date: Tuesday, March 17, 2026

Subject: Housing Accelerator Fund (HAF) Update & Project Funding Contributions

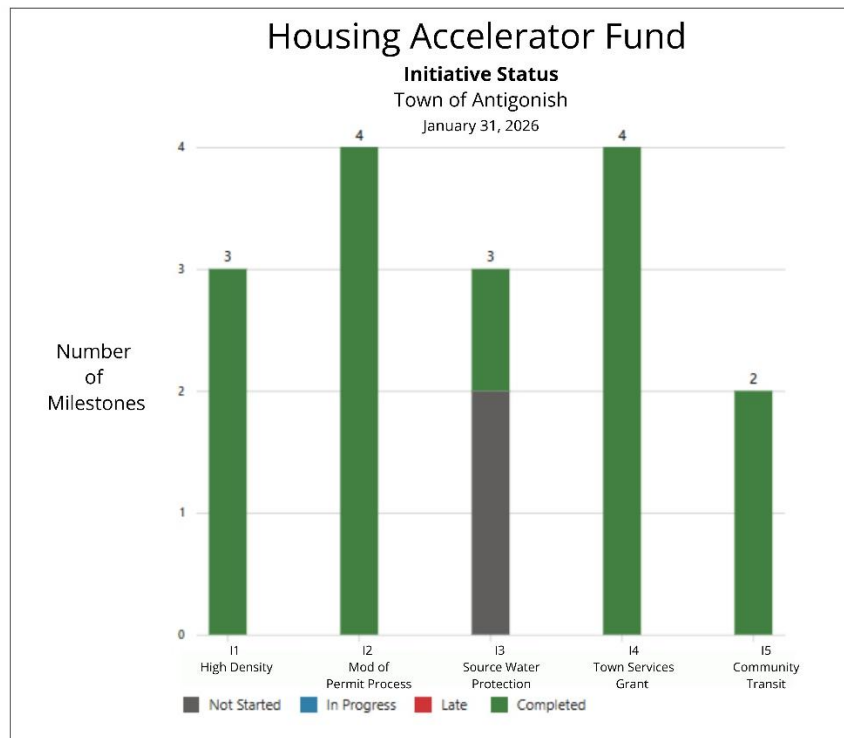
**Origin**

This memo is to provide an annual update to Council regarding the initiatives in the HAF program for the Town of Antigonish and next steps.

**Background**

**Housing Accelerator Fund**

The Federal Housing Accelerator Fund has been awarded to the Town of Antigonish in the amount of \$1,316,000. The final reporting for the February 1, 2025, to January 31, 2026, period has been submitted. When the reports have been assessed by CMHC, Staff will be notified if the conditions that entitle the Town to receive the next 25% dispersal have been met. The funds are received in 4 equal installments to pursue milestones under the initiatives below:



## 1. High Density Review

The Town of Antigonish will expand residential zoning regulations in identified areas to include high-density zoning or high-density housing developments by passing an amendment to the existing Municipal Planning Strategy. Increasing high-density residential zones will promote multi-unit dwellings to increase housing availability and provide more efficient land use. In turn, this strategy will provide lower service costs, support lower-income residents, contribute to the building of complete communities, and reduce the impact of sprawl.

The inclusion of high-density residential zones will expedite permitting as rezoning or special development agreements will not be required. The initiative will require a review of the municipal planning strategy, identification of appropriate areas for implementation of a high-density residential zone, drafting and amendments to the municipal planning strategy and associated bylaws and policies.

This initiative and its subsequent milestones are **complete**. The Province of Nova Scotia has reviewed and approved the changes to the Town of Antigonish Municipal Planning Strategy and Land Use By-law.

## 2. Modernization of the Permitting Process

With the Eastern District Planning Commission (EDPC), the intention is to replace the existing permitting process with an online portal, which the EDPC will maintain. Ultimately, this new process will reduce redundancies, provide efficiencies, and streamline the process for both developers and public departments. The initiative will support housing growth by minimizing delays in processing permits and signaling modernization of our community.

This initiative and its associated milestones are **complete**. The portal has launched. Feedback and changes are improving the system regularly. Expect the changes and improvements in both user experience and staff process flows over the coming months. Communication pieces are expected to start roll-out in mid to late March 2026.

## 3. Source Water Planning & Protection

The objective of this initiative will be to integrate additional water sources into existing infrastructure to supplement the water supply of the James River Dam. This is a high-priority project to augment the current water supply, without which, future housing developments will not be feasible. Over the course of this initiative, surveys of potential water sources will be conducted, followed by water quality testing, with the aim to integrate the most appropriate water source into the existing water infrastructure. This project will promote additional housing developments by ensuring the town has enough supply to meet increasing demand in the coming years. This initiative will be completed in partnership with the Municipality of the County of Antigonish.

This initiative is **On Track**. Milestone 1 of 3 is complete. The next step is to create a Source Water Protection Plan followed by amendments to planning documents to ensure long-term protection.

#### 4. Town Services Grant

The Town will design, promote, and initiate a new grant program to promote increased housing density and the creation of additional affordable housing units. The grant program would have two streams: one for high-density housing and one for affordable housing. Applicants in each stream that meet the qualifications may receive a reimbursement grant to fund service connection to their development.

The grant program will be designed to support affordable and diverse housing within the community and to promote stability in housing growth for the region. By providing additional programming to financially incentivize new units, we will directly contribute to growth in the housing supply, which can provide new permanent units for years to come.

This initiative is **complete**. Now that the program has been created, applications continue to come in. The first awards in this program are expected in April 2026.

#### 5. Community Transit

In partnership with Antigonish Community Transit and the Municipality of the County of Antigonish, the Town will hire a consultant to review and evaluate current public transit offerings to determine the most effective transit service strategy to meet the needs of the region. The consultant will also produce recommendations for strategies the local government can enact to improve public transit services in the coming years. Following the review and evaluation, the Town will make appropriate changes to the current system to support service growth and ensure equitable access to public transportation. These improvements to community transit will make the Town more attractive to developers by providing new residents with reliable options to commute to work, school, social services, recreation, and other amenities.

This initiative is **complete**. Antigonish Community Transit Society (ACTS) continues its work with Nova Scotia Community Transit Network (NSCTN) and Happy Cities implementing changes from the action plan shared with Council in May of 2026.

Next Steps

The next steps, as outlined in the Community Development report to Council, are as follows:

<b>Housing Accelerator Fund</b>	
Town of Antigonish	
<b>Initiative 1 High Density Review</b>	
Status:	Complete
Next Step:	Approved by the Province on February 12, 2026 and in effect as of this date. Create communication pieces highlighting the changes to promote more housing.
<b>Initiative 2 Modernization of the Permitting Process</b>	
Status update:	Complete
Next Step:	Roll out communication pieces while continuing to receive feedback and make necessary changes to software or processes for continual improvement for applicants and staff.
<b>Initiative 3 Protection of Source Water</b>	
Status update:	On target
Next Step:	Develop a Source Water Protection Plan and Monitoring Program. <b>Due June 30, 2026</b>
<b>Initiative 4 Town Services Grant Program</b>	
Status update:	Complete
Next Step:	Award grants (April 2026)
<b>Initiative 5 Community Transit</b>	
Status update:	Complete
Next Step:	Support ACTS in their recommendations implementation phase.

Annual Statistics for 2025

<b>Permitted Units (Building Permits issued)</b>	
Net new permits	21
Missing Middle	21
Single Detached Dwellings	0
<b>Finances (Use of Funds)</b>	
HAF Action Plans	\$ 128,026
Public Transit	\$ 18,237

**Current Request**

None.

**Budget Implications**

None.

**Recommendation**

None.

# CMHC HOUSING ACCELERATOR FUND

TOWN OF ANTIGONISH



## PURPOSE OF HAF

- Remove barriers & encourage local initiatives to build more homes, faster.
- Increase housing supply.
- Supporting more affordable, diverse and climate-resilient development.

## INITIATIVES

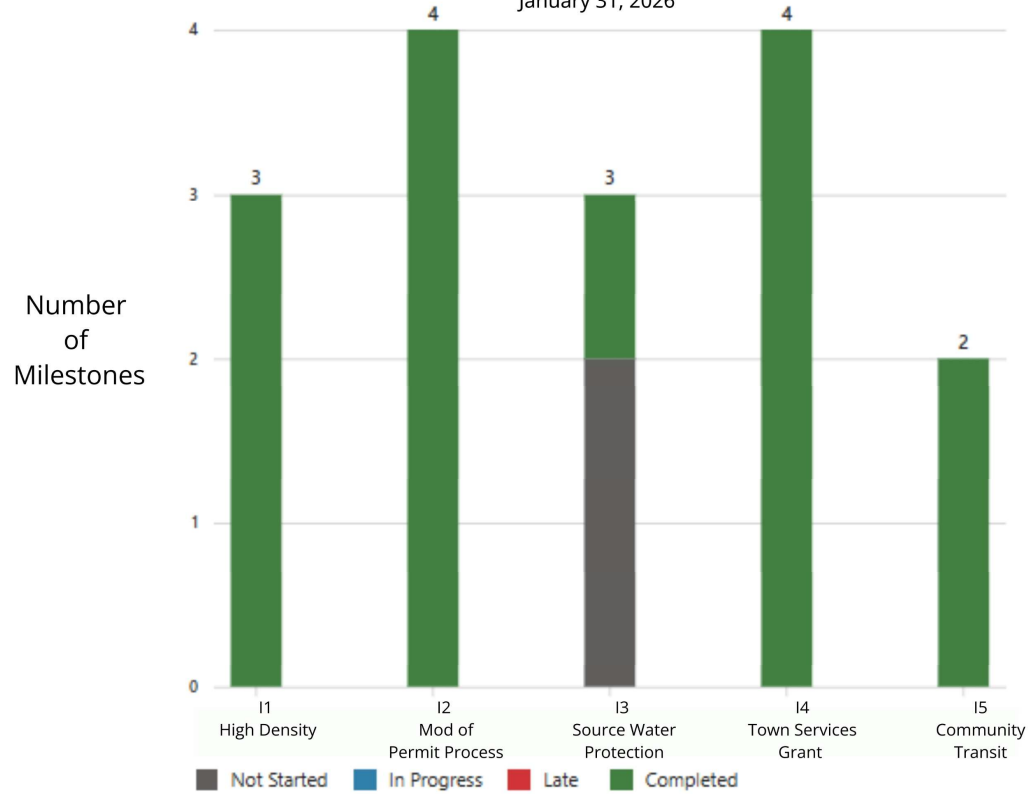
- 1. MPS Review High Density
- 2. Modernization of the Permitting Process\*
- 3. Protection of Source Water\*
- 4. Town Services Grant Program
- 5. Community Transit\*



*\* Shared initiative with  
the County of Antigonish*

# Housing Accelerator Fund

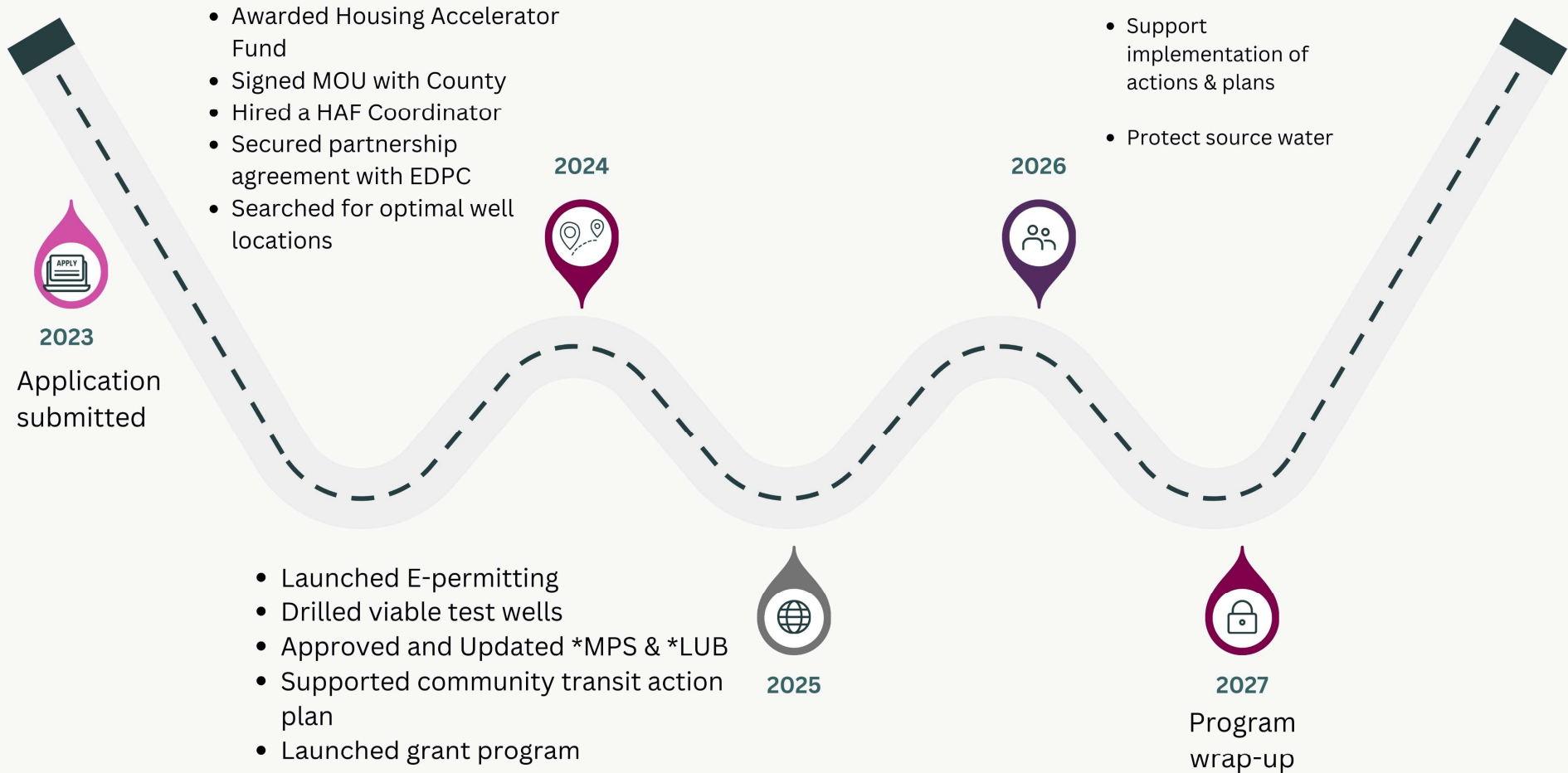
**Initiative Status**  
Town of Antigonish  
January 31, 2026



# Source Water Wells

- Year 0 (25/26): \$180k
  - Test wells verifying quantity and quality of water
- Year 1: \$1.5M
  - Land acquisition
  - Permits (Rail, DPW, ECC)
  - Well construction + testing
- Year 2: \$6.5M
  - 2.3km of watermain
  - Jack and Bore under rail
  - Take system live





*\*Municipal Planning Strategy & Land Use By-law*

THE HOUSING CONTINUUM



Questions ?

**To:** Town Council  
Chief Administrative Officer

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

**Date:** Tuesday, March 17, 2026

**Subject:** Committee Overview and Meeting Schedule Transparency

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**Purpose**

To provide Council with an overview of the current internal committee structure, including meeting schedules, and to seek direction on whether to include external boards.

**Background**

The Municipal Clerk has compiled a table of Council’s internal committees, including typical meeting schedules.

Currently, this information is not consolidated in a single location. This review supports improved coordination and explores opportunities to enhance transparency.

**Current Status**

A summary table of internal committees is attached and includes:

- Committee name
- Schedule
- Time
- Location

External boards on which members of Council serve have not been included in this summary, as meeting schedules and administrative oversight vary and are not centrally maintained by the Municipality.

**Considerations**

- Committee meeting schedules may vary and are subject to change
- External board schedules may be difficult to maintain accurately

Committee	Schedule	Time	Location
Council (Regular)	3rd Tuesday of each month	6:00 PM	Town Hall Chambers
Committee of the Whole	1st Tuesday of each month	6:00 PM	Town Hall Chambers
Accessibility Committee	2nd Friday, Bi-Monthly	3:00 PM	Town Hall Chambers
Audit Committee	Semi-Annual during Budget season (as scheduled)	6:00 PM	Town Hall Chambers
Beautification	2nd Thursday, Bi-Monthly	5:15 PM	Town Hall Chambers
Fire Committee	Twice per year or as required	6:00 PM	Town Hall Chambers
Infrastructure Committee	3rd Thursday of each month	6:00 PM	Town Hall Chambers
Nominations	As Required	3:30 PM	Town Hall Chambers
Planning Advisory Committee (PAC)	2nd Thursday, Bi-Monthly	1:00 PM	Town Hall Chambers
Police & License Committee	3rd Thursday, Bi-Monthly	1:00 PM	Town Hall Chambers
Recreation Committee	3rd Wednesday, Bi-Monthly	5:15 PM	Town Hall Chambers
Waste Committee	Bi-Monthly, Tuesday	1:00 PM	Town Hall Chambers

# WEST & JAMES STREET



## PROJECT SUMMARY

### Phase 1B - West St, Highland to James

- Complete sidewalk and curb
- Address drainage issue at skatepark and install retaining wall
- Fresh pavement

### Phase 2 - West St, James to Roundabout

- Run a line to the new watermain at the roundabout and repave

### Phase 3 - James Street

- Replace portion of sewer line from Subway to A&W
- Replace water line from West St to just passed Martin Extension
- Improve runoff from arena parking lot and replace sidewalk and curb along the north side of the street
- Fresh pavement

## ANTICIPATED CHALLENGES

- Timing of projects to avoid overlapping work zones, including coordination with the Province

## AREA OF WORK



Work on West and James Street will be staggered so Fairview Street can be used as a detour.

## BUDGET & FUNDING

Estimated Total Cost	\$5.8 M
2026/27 Cost	\$4.7 M
External Funding	\$2.4 M
Water Utility	\$1.2 M
Sewer Utility	\$141,000
Town General	\$1 M



## TIMELINES







# SOURCE WATER WELLS

## PROJECT SUMMARY

Test wells drilled Fall 2025 have shown two productive water sources to be developed into production wells. During the 2026 construction season the land for the wells will be secured and the production wells will be constructed, with the transmission lines into the Town's system to be constructed in 2027.

## ANTICIPATED CHALLENGES

- Land acquisition
- Regulatory process could impact timelines
- Railway permitting



## AREA OF WORK

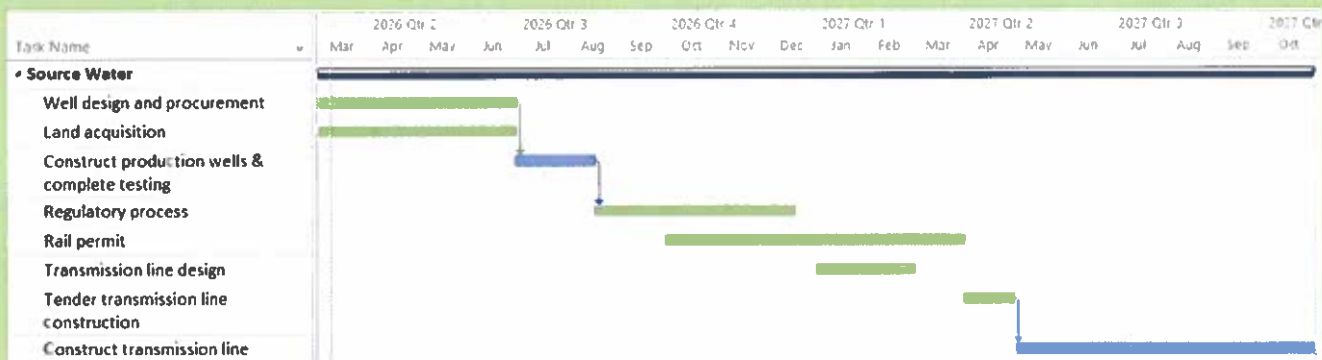
The two sites are within about 750m of one another, off Brierly Brook Road.

## BUDGET & FUNDING

Estimated Project Cost	\$6.5 M
2026/27 Cost	\$1.5 M
External Funding	\$450,000
Water Utility	\$1,050,000



## TIMELINES



# SEWER PLANT FRONT END



## PROJECT SUMMARY

A front end screening structure will be built to protect the existing aeration system from debris which is preventing the air from getting in the water. This will see the construction of a new building to house the infrastructure and should address the odour experienced the last two summers.

## AREA OF WORK



Work will be completed at the treatment facility so little to no impact to residents while work is underway.

## ANTICIPATED CHALLENGES

- Minimizing odour during construction

## BUDGET & FUNDING

Estimated Total Cost	\$5.4 M
2026/27 Cost	\$4.9 M
External Funding	\$3.2 M
Sewer Utility	\$1.6 M

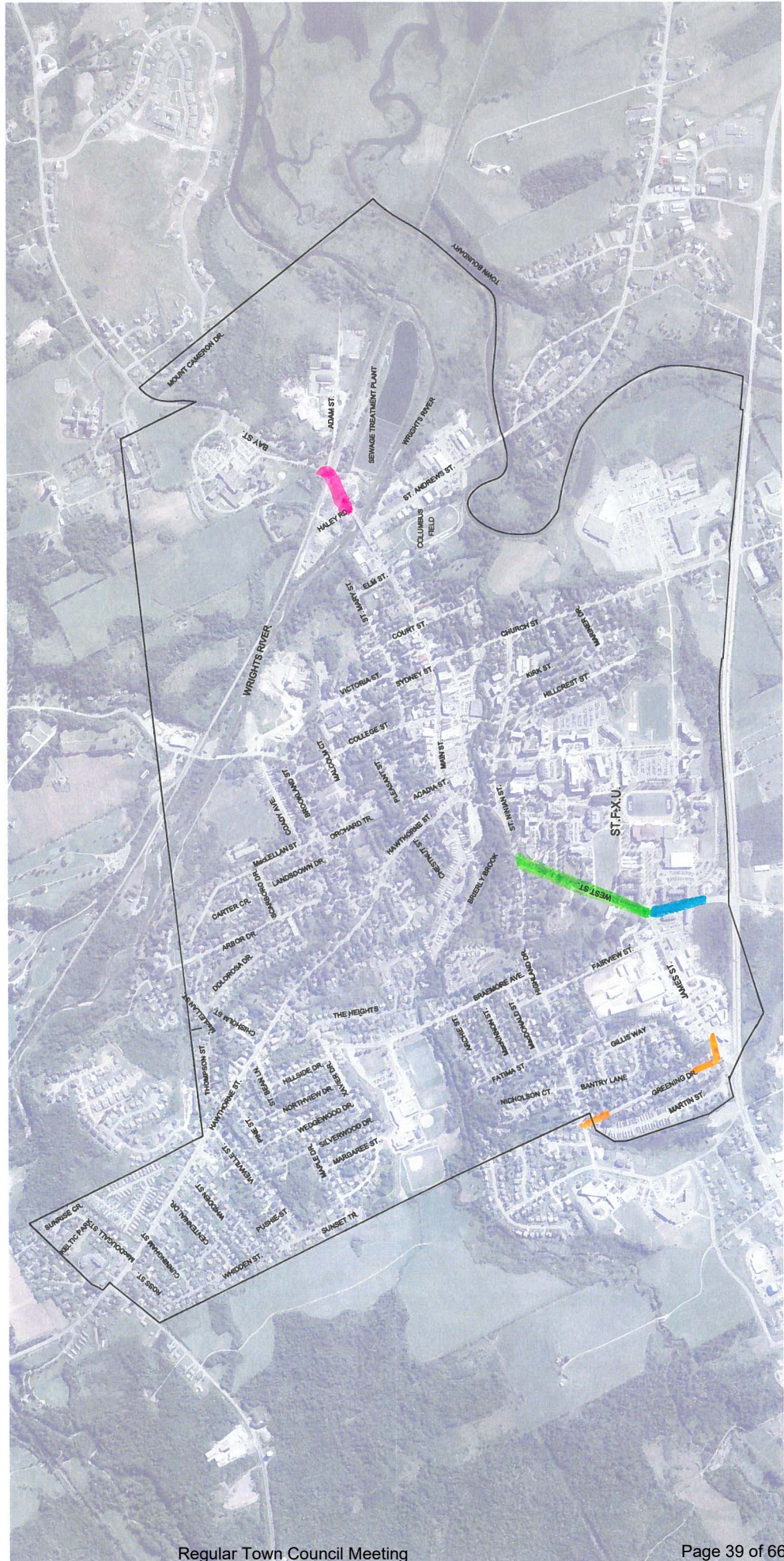


## TIMELINES

Task Name	2026 Qtr 1			2026 Qtr 2			2026 Qtr 3			2026 Qtr 4	
	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Sewer Treatment Plant Front End Upgrade											
Tender											
Construction											

- Bay Street: April - May
- West Street Phase 1: April - May
- West Street Phase 2: May
- Greening Drive: May

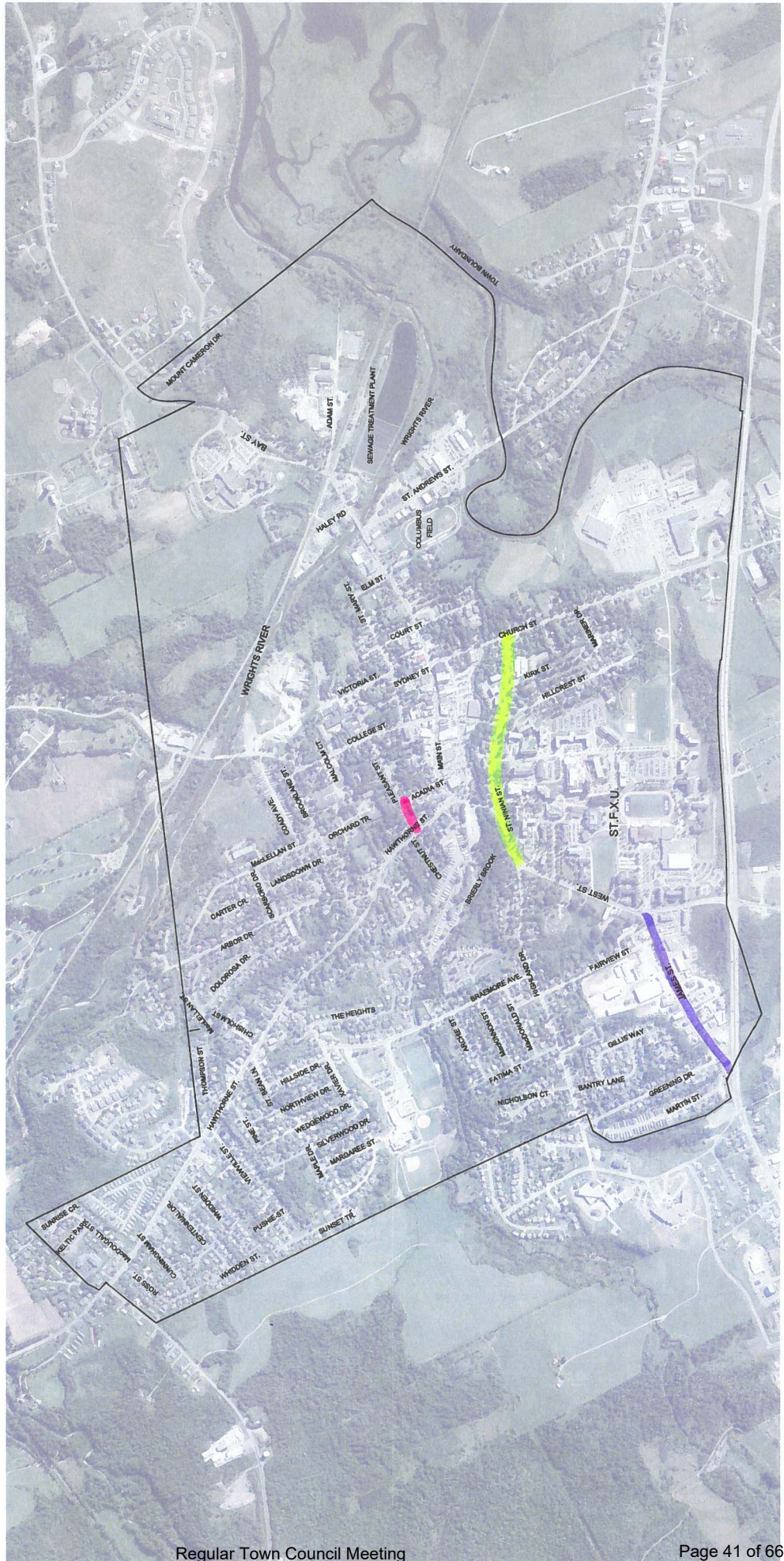
# April and May 2026 Street and Sidewalk Construction





# July 2026 Street and Sidewalk Construction

- Pleasant Street
- AT Project B
- James Street



# August - November 2026 Street and Sidewalk Construction

- AT Project B: August
- James Street: August - September
- Brookland Street: August - November





P0 B0X 29116

Halifax, NS

B3L 4T8

To Whom It May Concern,

On behalf of the Nova Scotia Community Transportation Network (NSCTN) and the Rural Transportation Association (RTA), we are writing to provide an update regarding recent changes to provincial community transportation funding and to outline the potential implications for Community Transportation Organizations (CTOs) serving your municipality.

As you may be aware, several provincial funding programs that support community transportation have been reduced or eliminated in the most recent budget proposal, including:

- Nova Scotia Transit Research Incentive Program (NS-TRIP) – reduced by 100%
- Strategic Community Transit Investments – reduced by 20%
- Community Transportation Assistance Program (CTAP) – reduced by 20%

While the Accessible Transportation Assistance Program (ATAP) and Fare Assistance Program (FAP) remain in place, reductions to operational and service development funding will affect the ability of CTOs to maintain service levels, plan for growth, and respond to evolving community needs.

Community Transportation Organizations operate with lean budgets and limited reserves. These reductions may result in constrained service expansion, reduced operating flexibility, and increased strain on staff and volunteers. Over time, this could impact access to transportation for seniors, individuals with disabilities, workers, students, and rural residents who rely on these services to access healthcare, employment, education, food, and social connection.

We are sharing this information to ensure municipal leaders are aware of the broader funding landscape and the potential local implications. As CTOs assess the impact of these changes, some may need to explore enhanced partnerships or financial support at the municipal level in order to maintain service stability for the residents and tax base they serve.

Community transportation providers are deeply integrated into local communities. During the COVID-19 pandemic, CTOs were recognized as essential services, continuing to operate so

residents could attend medical appointments and access essential goods. Their ongoing sustainability remains critical to rural and small-town resilience.

We encourage municipal leaders to consider:

- Engaging directly with your local CTO to understand projected impacts
- Exploring opportunities for strengthened municipal partnerships
- Advocating to the Province on behalf of your residents for sustainable community transportation funding

Community transportation is not only a mobility service - it is a foundational support for economic participation, aging in place, and community vitality.

We would welcome the opportunity to provide further information or speak with council if helpful.

Thank you for your continued leadership and commitment to the well-being of your community.

Sincerely,



**Sam Thompson**

Chair

Nova Scotia Community Transportation Network



**Tanya Burke**

Board Chair

Rural Transportation Association

# Understanding Transit Funding Changes



## Funding Changes in the 2026-27 Budget



### **NS Transit Research Incentive Program**

**100% Funding Cut**

Supports development of new and expanded transit services.

Includes feasibility studies, business plans, community consultations, and pilot projects.



### **Strategic Community Transit Investments, CTAP, and PTAP**

**20% Funding Cut**

Enhances accessible, affordable transit options in rural areas.

Supports non-profit, community-based transportation services across the province

**To learn more, scan here:**



February 12, 2026

The Honourable Tim Houston  
Premier of Nova Scotia  
Office of the Premier  
7<sup>th</sup> Floor, One Government Place  
1700 Granville Street  
Halifax, NS B3J 1X5

Dear Premier Houston,

**RE: Letter of support for Antigonish Coalition to End Poverty**

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On behalf of the Municipality of the County of Antigonish, I am writing to express our support for the concerns raised by the Antigonish Coalition to End Poverty (ACEP) regarding the need to increase social assistance and disability support rates in Nova Scotia.

Council recognizes the important work being done by ACEP and its member organizations in supporting individuals and families across Antigonish and Guysborough Counties. We are aware of the growing pressures facing residents as costs for housing, food, energy, and other essential needs continue to rise. Many individuals and families in our communities rely on social assistance and disability benefits to meet their basic daily needs.

While we acknowledge the announced 1.6% increase to social assistance and disability rates for 2026, Council shares the concern that this adjustment does not keep pace with inflation or the rising cost of living. As outlined in ACEP's letter, current benefit levels remain below established poverty thresholds, including the Market Basket Measure. Without more substantial increases, many individuals and families will continue to experience significant financial hardship.

The Municipality supports ACEP's call for a meaningful increase to social assistance and disability support rates, with the goal of ensuring that Nova Scotians are able to meet their basic needs and live with dignity. Addressing poverty strengthens not only individuals and families, but also the overall health and resilience of our communities.

We respectfully encourage your government to carefully consider these concerns and to engage in further discussion with community partners, including ACEP, to identify solutions that better support vulnerable Nova Scotians.

Sincerely,



Warden Nicholas MacInnis  
Municipality of the County of Antigonish

CC: all Nova Scotia Municipalities



March 16, 2026

Municipality of the County of Antigonish, Municipality of Pictou County, Town of Antigonish, Town of New Glasgow, Town of Pictou, Town of Stellarton, Town of Trenton, Town of Westville.

Dear Council Members.

The Pictou-Antigonish Regional Library Board met Thursday March 12, 2026 and set the budget for the fiscal year 2026/2027. They requested I notify councils of the impacts as soon as possible.

The Provincial Government did not cut the core library grant received from the Department of Communities, Culture, Tourism, and Heritage. It remains at the same level for a 7<sup>th</sup> year in a row. That there was no cut to the core library grant is a testament to the Awareness Campaign and the support of our users and municipal governments. During the Campaign the Board requested that emergency funding, received for the last 3 years to help fund minimum wage increases and inflation, be included with the core library grant. It was not included. This leaves the Board with a reduction of \$143,600 in provincial income from last fiscal year.

The Board approved the following actions to balance the budget and protect core services.

- Lower salaries by attrition. The duties of one headquarters position was merged into other positions.
- Reduced funding to support our Adopt-a-Library program, however it will still function with support from retired RCMP Constable John Kennedy and local partnerships.
- Board Generated Income will increase from 3% of our operating budget to 10% (\$140,000). This will be done through a well planned and targeted fundraising campaign region-wide.

Recognizing the demands that will be placed on councils from provincial program and grant cuts, the Board is not requesting a municipal grant increase.

The Board must proceed with the Minimum Wage increase April 1st. This is legislated by the province. The Board supports increases to the minimum wage by the province, but wishes provincial core operating funding would increase at the same time.

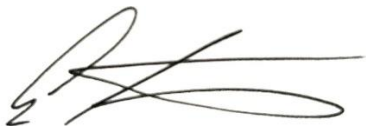
With deep regret, the Board will not be offering other staff a cost-of-living salary increase at this time.

Also, the Board knows demand will increase on public libraries as the cuts to provincial programs and grants come into effect. From helping people navigate online government services to offering learning opportunities for all ages, this will increase. With 7 years of static funding from the province our current staff are stretched too thin. The Board must consolidate staff time so we can continue to offer quality services and programs.

Therefore, we will be closing Sundays (Antigonish and New Glasgow libraries) effective April. As Antigonish and New Glasgow are our only two branches open on Sundays, this will impact all residents of the region regardless of where they live. The Sunday closure is based on the least use of services and public spaces by the community. However, to ensure we have sufficient staffing going forward, and to mitigate financial impacts on Sunday staff, we will reallocate their hours to other open hours. This will help ease the pressure on other open days and ensure we can continue to provide quality services and programs.

The Board regrets this situation but wishes to reassure councils our communities will be served. If there are any questions or concerns, please do not hesitate to reach out.

Sincerely,



Eric Stackhouse  
Chief Librarian and Board Secretary

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

cc. Library Board members



## FOR IMMEDIATE RELEASE

Antigonish Town and County Library and New Glasgow Public Library will be closing Sundays Beginning in April

March 17, 2026

(Pictou and Antigonish Counties) In order to cope with static provincial grant funding and the uncertainty over bridge funding the Pictou-Antigonish Regional Library has made the decision to close the Antigonish Library and the New Glasgow Library on Sundays, beginning in April.

“We regret this decision, but have no choice. Demand is increasing on our public library services and programs and we will undoubtedly see more activity due to the cuts in other provincial grants and programs. We are stretched thin.” explains Vice Chair Nicole LeBlanc. Antigonish and New Glasgow libraries are the two branches in the region open on Sundays, from 2-5pm. While busy, Sundays are the slowest day of the week and use of public meeting spaces lowest. Eric Stackhouse, Chief Librarian, points out, “It will impact the many users who need access to the internet and technology and those in need of a free public space for shelter, study, or social time. These libraries should be open 7 days a week, people want that, but it isn’t possible in these fiscal conditions.”

The Provincial Government did not cut the core library grant received from the Department of Communities, Culture, Tourism, and Heritage. It remains at the same level for a 7<sup>th</sup> year in a row. The Pictou-Antigonish Regional Library Board requested that emergency funding, received for the last 3 years to help fund minimum wage increases and inflation, be included with the core library grant. It was not included. This leaves the Board with a reduction of \$143,600 in provincial income from last fiscal year. At the same time the Minimum Wage is increasing again April 1<sup>st</sup> and inflation continues. The Board will be looking for help from its users in April as it begins fundraising in earnest.

- 30 -

For further information, please contact Eric Stackhouse at (902) 331-0402 or [estackhouse@parl.ns.ca](mailto:estackhouse@parl.ns.ca).

**Subject:** CAO Report  
**To:** Antigonish Town Council  
**Date Prepared:** 2026-03-12  
**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.

- Weekly meetings for Town Hall Accessibility Design Team
- Regular weekly meetings with Directors and monthly including Managers
- AREA Meetings with CAOs and CEO of AREA – by-weekly, including an onsite (Halifax)
- AREA Financial policy review meeting with consultants
- STRAIT-IT Board Meeting Preparations
- REMO Advisory Committee Meeting
- Attended Provincial meetings on Fire Services Review
- CHIF Announcement took place in Chambers – West & James Street work
- Preparation for Capital Budget Priorities – Planning
- Source Water Wells meeting with property owner to discuss next steps
- Preparation for and attendance at Council Meetings
  - Committee of the Whole (CoW)
  - Public Hearing
  - Special Council Meetings for Budget
  - Audit Committee Meeting (Capital Budget)
- EDPC Personnel and Board Meeting
- Police Advisory Board Meeting
- 2026-2027 Budget Work and Presentations
- Working on assessment of financial system replacement (ERP)– must be replaced by 2029
- Regular meeting with CAO for the County of Antigonish
- Reviews of various policies and reports prepared by staff

**Marketing & Communications Update:**

<b>Communications</b>
<b>African Heritage Month</b>
The Town received \$500 from the African Nova Scotia Affairs for the event to launch African Heritage Month. A final report for the funding was submitted.
<b>Funding Announcement</b>
The formal announcement for the CHIF funding was held on February 20 in partnership with the Government of Canada. Jaime Battiste, Parliamentary Secretary to the Minister of Crown-Indigenous Relations and Member of Parliament for Cape Breton-Canso-Antigonish was present for the announcement. Communications was the main point of contact for the event, speaking remarks were

written for the Mayor, the media release was added to our website, photos were sent to the federal government contact, and a post was added to Facebook.

## Communication Activities

### Website Updates:

- Council and committee dates are continuously being updated in the calendar
- Live stream links and recordings are posted for each council meeting
- Bay Street Capital project page has been updated to reflect the work that was done in Fall 2025 and lays out the next phases – there are no timelines associated with this upcoming work. This page will continue to be updated.
- Information was added to the *Seasonal Maintenance* page about potholes including why they form, why weather conditions matter in filling them with cold mix, and an email to report potholes was added: publicworks@townofantigonish.ca .
- The release announcing the Town and County’s selection of PlayFinder was added to the *News* section which can be found on the homepage
- Information regarding registration for the Spring session of Moving & Mingling was added to the *News* section
- Notice of Approval for the new Parking By-Law was added to the *News* section
- A new page under *Current Projects & Initiatives* was created for the Recreation Facility and Recreation Needs Assessment. On this page is information about the assessment, a link to the public survey, and dates for upcoming community engagement sessions.
- The projects page for the Housing Accelerator Fund has been updated with reporting information for 2024 and 2025.

### Next Steps for website updates:

- Update the projects page for the Active Transportation Trail
- Update budget pages as capital budget is approved

### Social Media Posts:

- Hiring – Powerline Technician (3)
- Public Notice – Water line maintenance, St. Ninian Street
- 2026 Community Grant applications (3)
- Overnight Winter Parking Ban Enforcement Notice (3)
- Town Hall Delayed Opening
- Trail/grooming updates at Antigonish Golf Course
- Coldest Night of the Year
- CHIF Announcement
- Registration for Spring session of Moving & Mingling
- Playfinder Announcement
- Ukrainian flag at Chisholm Park
- Launch of public survey for Rec Needs Assessment
- 100<sup>th</sup> anniversary for the Electric Utility – looking for memories/keepsakes
- Various community posts including March break activities

**Town Hall Lights:**

- Changed blue and yellow on February 27 for Coldest Night of the Year

**Media Requests:**

The Guysborough-Antigonish Journal continues to be very engaged with Town business with multiple media requests a week. In the last month, requests have been for: the change in funding requests from 50/50 split with the County, source water, provincial budget, parking (still outstanding), St. Patrick's Day, change in sponsorship at the hospital.

**Sponsorships:**

- \$500 – Antigonish Minor Basketball for the Coach K Classic Alumni vs Current Fundraiser Game
- \$1,000 – Atlantic Red Claws High Performance Challenge (female hockey tournament in June)

**Advertising:**

- Ad in the Guysborough-Antigonish Journal for the approved Parking By-Law
- Shared ad with the County in the Reporter for International Women's Day
- Shared ad with the County in the tourism Antigonish guide done by Coastal NS (DEANS)

**Budget:**

- A draft 2026-2027 communications budget has been prepared and submitted to the CAO and Director of Corporate Services for consideration

**Tourism**

The Annual General Meeting of the Antigonish Tourism Association (ATA) was held on March 10. At the AGM, new by-laws were approved changing the structure of the board to now include a representative from the Town, the County, StFX, and the Visitor Information Session. Having a Town representative as a voting member of the board by April 1, 2026, was a requirement laid out in the Agreement between the Town and ATA.

Following the AGM, a board meeting was held to approve Lynne's marketing plan and budget for 2026. Election of officers will take place at the next meeting in June. The board will meet quarterly.

In the agreement it also states the ATA must submit a report to Town Council outlining the budget and initiatives for 2026. Lynne is scheduled to present at Committee of the Whole on April 7.

**Subject:** Staff Report  
**To:** Antigonish Town Council  
**Date Prepared:** Mar 13th, 2026  
**Prepared by:** Kyle Meisner, P. Eng., Director of Infrastructure and Engineering

## Department of Infrastructure and Engineering

### Projects/Tender Update:

Projects
<b>Title:</b> Bay St Municipal Servicing Upgrades Capital Project
<b>Status Update:</b> Jack-and-bore work for sewer scheduled for April, railway permits extended. Planning underway with emphasis on minimizing traffic disruption.
<b>Next Steps:</b> Complete Phase 1
<b>Title:</b> West / James St Capital Project
<b>Status Update:</b> Sewer lining scheduled for the week of March 23rd
<b>Next Steps:</b> Complete sewer lining before new fiscal year
<b>Title:</b> STP Screening / Headworks
<b>Status Update:</b> Review of Drawing package completed with CBCL Feb 26 <sup>th</sup> 2026
<b>Next Steps:</b> Finalize tender and post for bidding
<b>Title:</b> Source Water Test Wells
<b>Status Update:</b> Draft Report Received, Discussions with property owner undertaken March 9 <sup>th</sup> , 2026
<b>Next Steps:</b> Assess report for redactions, finalize budget, release report.
<b>Title:</b> Capital and Operational Budgets
<b>Status Update:</b> Council Presentations underway for 26/27 Budgets
<b>Next Steps:</b> Awaiting approval of projects by Council

### Electric Utility (EU):

Projects
<b>Title:</b> Grid Modernization
<b>Status Update:</b> New Substation site break-in – Feb 16 <sup>th</sup> , 2026 CAUS Sea-can broken into outside fence perimeter. Battery stolen, nothing else of significance taken. Investigation ongoing.
<b>Next Steps:</b> Complete investigation with security company.
<b>Title:</b> Solar Garden
<b>Status Update:</b> AREA accepted Care and Control of site July 2025 AREA / EU Troubleshooting issues with Inverter #3, #4, #5 and associated breakers
<b>Next Step:</b> Adjust breakers with design engineers, replace if necessary
<b>Title:</b> EU Rubber Gloving Code of Practice
<b>Status Update:</b> TOA sent further responses to Dept of Labour March 6 <sup>th</sup> , awaiting approvals.
<b>Next Step:</b> Complete Provincial review and approval process, begin training
<b>Title:</b> Power Outages
<b>Status Update:</b> For maintenance work - short service outages will be required till Code of Practice in place.
<b>Outages Reported:</b> March 10 <sup>th</sup> , 2026: ~8:38pm to ~9:45pm on Arbor Dr, Coady Ave, Scarborough, Landsdown – Cause = cutout failure on single phase primary line.
<b>Title:</b> EU Staffing
<b>Status Update:</b> PLT interviews underway, no candidate yet selected
<b>Next Step:</b> Continue job posting, assess for additional operational supports from 3 <sup>rd</sup> parties
<b>Title:</b> Operations Items
<b>Status Update:</b> Items as noted below

Work Undertaken: Solar Farm Assessment – Carbon Credits  
 Changed out transformer bank – Church St  
 Repairs to Town Hall Flag Pole  
 New Triplex on Adam St, Margaree, Chisholm Park

**Treatment Facilities:**

<b>Brierly Brook Water Treatment Plant</b>
<b>Title: Settling Pond Desludging</b>
Status Update: Paused due to snow accumulation around the ponds.
Next Steps: Will change focus to Pond 1 when conditions improve to increase holding capacity.
<b>Title: DAF Cleaning</b>
Status Update: Complete.
Next Steps: None.
<b>Title: Replacement of Discharge Pumps</b>
Status Update: One pump has started working again. Requests for pricing for a second and backup pump have been sent out.
Next Steps: Evaluate options and purchase for spring installation.
<b>Title: Equipment Inventory</b>
Status Update: Ongoing.
Next Steps: Evaluate inventory to clear out unnecessary and incompatible items and make list of critical and required spare parts and equipment.
<b>Title: Annual Report</b>
Status: In progress.
Next Steps: Complete report for our records. Report is no longer required to be submitted to the Department of Environment and Climate Change on a yearly basis according to a recent amendment to the Approval for Operation.

<b>Antigonish Sewage Treatment Plant</b>
<b>Title: Lagoon Aeration Upgrades</b>
Status Update: Nexom to adjust aerators at ends of lines where downcomer length was not adjusted to the correct depth of the lagoon’s sloped wall.
Next Steps: Scheduling of work in line with other installations in the Maritime region.
<b>Title: Lagoon Aeration Work</b>
Status Update: Work is still required on lines 9 & 13. The raft is currently frozen in place and will be moved to line 9 when possible as cells 2 and 3 are currently frozen over.
Next Steps: Will complete work when weather allows.
<b>Title: Blower Maintenance</b>
Status Update: Air filters arrived.
Next Steps: Change of air filters.
<b>Title: Headworks Pump Repairs</b>
Status Update: Weather has delayed the installation of anchor points and the ability to work around the openings to the wet well.
Next Steps: Relocate level sensor and wet well wizard and schedule boom truck for pump 3 removal.
<b>Title: Sewage Plant Filter Cleaning</b>
Status Update: New mega lifts for cleaning are required for filter cleaning. The previous models are becoming clogged and/or will not fit together anymore.
Next Step: Purchase materials and build new mega lift.
<b>Title: Recirculation of Sewage Plant Water</b>
Status Update: Looking at the possibility of installing a permanent pipe to allow for recirculation at all times, not just when supervised.
Next Step: Supplies and pricing.

<b>Title: Cold Water Addition to Sewage Plant Headworks</b>
<b>Status Update: No change.</b>
<b>Next Step: Will reassess in spring.</b>
<b>Title: New Staff Certification Upgrades</b>
<b>Status Update: TK &amp; EM scheduled to write Wastewater Treatment Class I on March 11<sup>th</sup>. Both are working through their exam preparation courses from ACWWA.</b>
<b>Next Steps: Write exams.</b>

### Public Works (PW):

<b>Item: Site Preparation – Fence Installations</b>
<b>Status:</b> Fence prep for the Public Works yard is completed.
<b>Next Steps:</b> N/A
<b>Item: Water Break Response – Shamrock Acres</b>
<b>Status:</b> Bypass is still in place. Property contractor undertaking work starting March 9th.
<b>Next Steps:</b> Return to metered flow as soon as possible.
<b>Item: Sewage Flow Study</b>
<b>Status:</b> Interim data sent to the county. Biomaxx on site week of Feb 23 to make adjustments at select monitoring stations
<b>Next steps:</b> Work with consultant on interim report.
<b>Item: Winter Operations Preparation</b>
<b>Status:</b> Winter operations continue. There have been several significant storms. Snow was removed from Main Street on Feb 16 and other side streets on Feb 19.
<b>Next Steps:</b> Continue snow operations as needed.
<b>Item: Water Breaks</b>
<b>Status:</b> There were water breaks on the 6" line on St. Ninian and the 6" line at 12 Highland Drive. Leaks were discovered on Feb 12 and 13 and repaired the same day on Highland Drive and on Feb 14 on St. Ninian.
<b>Next Steps:</b> N/A
<b>Item: Site Docs</b>
<b>Status:</b> Work continues to build employee profiles and add certifications.
<b>Next Steps:</b> Plan next training session.
<b>Item: Water Break at St FX</b>
<b>Status:</b> St FX consulted with TOA on the the repair of a broken water main on campus. There was trouble isolating the flow. Repairs were completed Feb 18.
<b>Next Steps:</b> N/A
<b>Item: Training &amp; Professional Development</b>
<b>Status:</b> 4 employees attended Fall Protection Training. 1 employee attended a Wastewater Collection Exam Prep course. 3 employees attended a course on protection of Water distribution systems in winter. 3 employees attended Traffic Control training. 2 employees wrote their Operator in Training exams.
<b>Next Steps:</b> N/A

**Waste Management:**

<b>Projects</b>
<b>Title: Solid Waste Items</b>
<b>Status Update: Waste Management Bylaw - awaiting Municipal Affairs approval for SOTs</b>
<b>Next steps:</b>
<b>Title: Waste disposal weights – End of December, 2025</b>
<b>Status Update: RWC (December) 728 T</b>

**Traffic Authority:**

<b>Projects</b>
<b>Title: Parade / Road Race / Street Fair Permits</b>
<b>Status Update: Permits completed until spring</b>
<b>Next Step: Create Policy for parade requirements for clarity for 2026</b>
<b>Title: Pleasant / Victoria intersection</b>
<b>Status Update: Official TA Memo issued March 6th, will change to 3-way stop by spring</b>
<b>Next steps: Install new signage when snow recedes.</b>
<b>Title: Fairview Street speed limit reduction request</b>
<b>Status Update: No reductions warranted, request denied. Official response sent to requester.</b>
<b>Next steps: Approval of capital budget for radar speed sign</b>
<b>Title: Northview Drive speed limit reduction request</b>
<b>Status Update: No reductions warranted, request denied. Official response sent to requester March 6th.</b>
<b>Next steps: Approval of capital budget for radar speed sign</b>
<b>Title: Accessible Parking Zones on Main St</b>
<b>Status Update: RFP awarded March 5th for design and assessment of accessible parking spaces</b>
<b>Next steps: Complete study work</b>
<b>Title: College St Parking</b>
<b>Status Update: Official statement issued Jan 28th, 2026 to advise Council of changes to be undertaken in the spring, and rationale for removal of parking.</b>
<b>Next steps: Undertake work when ground thawed</b>
<b>Title: College/ Pleasant Intersection</b>
<b>Status Update: Will require further study on traffic impacts for a possible change to a 4-way stop.</b>
<b>Next steps: Will assess for RFP or inclusion into a broader study.</b>




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

**Subject:** Community Development Council Report  
**CAO Report**  
**To:** Antigonish Town Council  
**Date Prepared:** March 11, 2026  
**Prepared by:** Kate MacInnis, Director of Community Development

**Community Development**

**Division Updates:**

By-Law																			
<p><b>By-Law Enforcement Officer:</b> Jonathan Wright is still waiting on his appointment from the Department of Justice. Justice has received the Council minutes with the motion of his appointment and a statement from Jonathan indicating his appointment will only be used in role with the Town, no other capacity.</p>																			
<p><b>Winter Parking Enforcement:</b> The Overnight Winter Parking Ban was enforced on February 1, 2, 3, 6, 11, 12, 15,18,19, 23, and 26. This was done for a combination of winter weather events and for post-storm clean up activities such as removing snow banks from Main Street, removing snow banks from parking lots, pushing back snow banks from residential areas. 30 tickets issued and 20 vehicles towed. The Town did not have towing capability on Feb 12 due to staffing conflicts with contractor.</p>																			
<p><b>Parking Tickets:</b> From February 11 to March 11, 1419 parking tickets were issued; a large portion of them being issued by StFX. The Town has been working with StFX Security to address issues with ticketing around incomplete tickets, void requests, and signage audit. Staff are developing a plan to begin efforts for sending letters to individuals with outstanding tickets, starting with those who have multiple tickets.</p>																			
<p><b>Parking:</b> By-Law has been working with People’s Place Library to develop signage for parking areas to the side and rear of building. Goal is to encourage turnover as well as ensure staff have access to parking within a reasonable distance to the building.</p>																			
<table border="1"> <thead> <tr> <th>Parking Ticket</th> <th>Ticket Count</th> </tr> </thead> <tbody> <tr> <td>Failing to obey parking sign (specify) - First Offence</td> <td>2</td> </tr> <tr> <td>Parking in manner that might interfere with snow removal or winter maintenance - First Offence</td> <td>63</td> </tr> <tr> <td>Parking on private property without consent of owner - First Offence</td> <td>1326</td> </tr> <tr> <td>Parking on private property without consent of owner - Second Offence</td> <td>3</td> </tr> <tr> <td>Stopping or parking in accessible-parking zone without mobility-disabled identification permit - First Offence</td> <td>16</td> </tr> <tr> <td>Stopping or parking in intersection - First Offence</td> <td>7</td> </tr> <tr> <td>Stopping or parking in loading zone for longer than 30 minutes - First Offence</td> <td>2</td> </tr> <tr> <td><b>Totals</b></td> <td><b>1419</b></td> </tr> </tbody> </table>		Parking Ticket	Ticket Count	Failing to obey parking sign (specify) - First Offence	2	Parking in manner that might interfere with snow removal or winter maintenance - First Offence	63	Parking on private property without consent of owner - First Offence	1326	Parking on private property without consent of owner - Second Offence	3	Stopping or parking in accessible-parking zone without mobility-disabled identification permit - First Offence	16	Stopping or parking in intersection - First Offence	7	Stopping or parking in loading zone for longer than 30 minutes - First Offence	2	<b>Totals</b>	<b>1419</b>
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<p><b>Additional By-Laws:</b></p> <table border="1"> <thead> <tr> <th>Type</th> <th>File/SOT Count</th> </tr> </thead> <tbody> <tr> <td>Civic Addressing</td> <td>1</td> </tr> <tr> <td>Land Use</td> <td>1</td> </tr> <tr> <td>Lodging Home</td> <td>1</td> </tr> </tbody> </table>		Type	File/SOT Count	Civic Addressing	1	Land Use	1	Lodging Home	1										
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Parking Meters	10
Solid Waste	3

**Additional By-Law Notes:** With Jonathan Wright’s technology expertise, he has been able to transfer by-law listings (i.e. lodging home, landlords list, etc.) into Breken. This allows us to cross reference files, make properties searchable by address and name to show detailed history. Jonathan has also taken the lead of working with Flo on maintenance issues/concerns with EV chargers. Modifications are also being made to Breken to tag and track how many parking tickets are voided to assist with addressing concerns stemming from high volume of StFX ticket infractions. All taxi operators have been contacted to renew their licenses for 26-27.

**Parks & Recreation**

**Moving & Mingling:** The second session of the program continues. A number of individuals have been moved off of the wait list and into regular programming. Program continues to be incredibly well received.

**Needs Assessment:** The public survey has been launched. As of March 11 the survey has had 328 responses. Public Engagement sessions will start the week of March 23. There will be eight sessions as well as two pop-up events at the Farmers’ Market. The consultants will lead the engagement, but Town and County staff will also be present at these sessions. Community Groups will have a specific send directly to them. A list of community groups has been compiled and a link to a separate survey will be sent directly to them. If any group has been missed, they can contact Town or County staff and a link will be sent. Council will also have a dedicated session after the public engagement. Promotion will be ongoing over the next few weeks.

**Facility Booking:** Staff are transitioning to have all facility bookings to Playfinder. Regular users have been contacted to provide requests for Spring/Summer 2026 bookings. Staff will input these manually and then the public facing electronic booking will be launched. Staff are also working on a pilot for facility allocation project which will ensure facility usage and scheduling benefits the entire community through equitable access to booking. Modifications to field booking fees will be brought forward for Council review in April.

**Equipment Loan Program:** Rec staff have been busy with equipment loan requests with cross country skis and snow snowshoes being popular. As the snow melts the season is winding down. With the change in seasons staff will be moving the booking of equipment loan from our existing provider to Playfinder.

**Sea can for Storage:** The new sea can that was purchased for rec storage was delivered and placed in the Club 60 parking lot. This storage will be used primarily for the Parks crew.

**Department Updates:**

<b>Tourism</b>
Moved to Marketing and Communications Report.
<b>Mural Program</b>
The theme for the 2026 has been selected and it will be to celebrate the 50 <sup>th</sup> anniversary of the Antigonish Creative Dance Association. Once 26-27 operating budget is approved, staff will meet with Antigonish Culture Alive and the Call for Artists will be launched.
<b>Good Neighbour Working Group</b>
Efforts have been focused on St. Patrick’s. Joint communications have been sent to landlords from the by-law office. The Students’ Union has events planned on campus for March 14. The Town, County, StFX and RCMP have coordinated response efforts. By-Law will be out on March 14 to support RCMP response.
<b>EMO</b>

Town and County staff participated in a Tabletop exercise on March 11. Evacuation Planning discussion is scheduled for March 20.

### 2025/2026 Project Updates:

<b>Town Hall Lighting</b>
Complete.
<b>Accessible Pathways –Phase Two (2025)</b>
Asphalt and landscaping will be completed in the spring following the opening of asphalt plants.
<b>Fence at Columbus Field</b>
Complete.
<b>Active Transportation Trail</b>
Discussions with council will continue to determine the capital budget for 2026-2027.
<b>Planter Boxes – Creighton Lane Parking Lot</b>
Rear boxes have been removed. Front middle box will be removed and placed as part of kiosk project. Additional removal has been put in 26-27 operating budget under Beautification Projects.

### Housing Accelerator Fund Updates:

<b>Initiative 1: High Density Review</b>	
Status:	Complete
Next Step:	Approved by the Province on February 12, 2026 and in effect as of this date. Create communication pieces highlighting the changes to promote more housing.
<b>Initiative 2: Modernization of the Permitting Process</b>	
Status update:	Complete
Next Step:	Roll out communication pieces while continuing to receive feedback and make necessary changes to software or processes for continual improvement for applicants and staff.
<b>Initiative 3: Protection of Source Water</b>	
Status update:	On target
Next Step:	Develop a Source Water Protection Plan and Monitoring Program. <b>Due June 30, 2026</b>
<b>Initiative 4: Town Services Grant Program</b>	
Status update:	Complete
Next Step:	Award Grant (April 2026)
<b>Initiative 5: Community Transit</b>	
Status update:	Complete
Next Step:	Support ACTS their recommendations implementation phase.

**Subject:** CAO Report  
**To:** Antigonish Town Council  
**Date Prepared:** March 10, 2026  
**Prepared by:** Meaghan Barkhouse, Director of Corporate Services

## Corporate Services

### Highlights

#### **Water and Electric Arrears**

Utility Clerks have been focusing on contacting residents with outstanding balances on their water and electric accounts. Efforts have been directed toward encouraging payment of balances in full or establishing payment plans (contracts) with residents who have demonstrated the ability to adhere to such arrangements. The winter disconnection moratorium is weather dependent; however, it is currently anticipated that the moratorium will be lifted in April.

#### **Electric Utility – Flow-Through Rate Increase Preparation \*on going\***

In response to the Nova Scotia Power rate application currently before the Nova Scotia Energy Board (NSEB), Corporate Services is working with the Town’s previous electric utility rate study consultants to prepare the required documentation and application to flow increased wholesale power costs through to customers. This is a flow-through rate increase, not a full rate study. The flow-through methodology has been updated as per previous NSEB submissions.

#### **AREA Financial and Administrative Support**

The Director continues to meet weekly with AREA staff, providing support with SAGE bookkeeping, financial processes, and Board reporting preparation. The Director is also working closely with auditors to ensure accuracy and completeness in financial documentation and inter-entity reporting. While Human Resources matters have required priority attention, Corporate Services remains engaged in AREA-related responsibilities as workload permits.

### Department Update:

Projects
<b>Title: 2024-25 Year End Audit Status</b>
<p>The Antigonish Renewable Energy Authority (AREA) 2024–25 draft financial statements were approved by the AREA Board on February 25. The Town’s external auditor, MNP, will consolidate the approved AREA financial statements into the Town’s financial statements. The Director and Audit Partner are currently finalizing a date during the week of March 16 to present the Audit Findings Report and draft consolidated financial statements.</p>
<b>Next Step:</b> AREA draft statements have been completed. The external auditors will finalize outstanding documentation and complete the Town’s consolidated year-end financial statements.
<b>Title: Water Utility Rate Study</b>
<p>Corporate Services is working collaboratively with Infrastructure and Engineering to compile the requested data for the Town’s Water Utility rate study consultants. This work represents the initial phase of the rate study process. Once the consultants have completed their review of the Town’s data, they will prepare recommended updates to all water rate classes. These recommendations will be presented to Council for consideration and approval prior to filing with the Nova Scotia Regulatory and Appeals Board (NSRAB, formerly NSUARB).</p>
<b>Next Step:</b> In process

<p><b>Title: 2026-27 Budget Process</b></p> <p>Senior Leadership has been preparing and presenting draft and work-in-progress (WIP) capital and operating budgets for the Town’s General, Water Utility, and Electric Utility operations. Capital presentations included proposed project lists as well as multiple options for certain projects. These options have now been refined, with a final list of capital projects presented to the Audit Committee on March 10.</p> <p>A high-level operating WIP budget was also presented to Council for discussion to help provide direction to Directors. The operating budget will be reviewed in greater detail, with a focus on Council’s strategic priorities, and is expected to be presented by the end of March.</p> <p><b>Next Step:</b> In process.</p>
<p><b>Title: Human Resources</b></p> <p><b>Employee Hiring and Attrition</b></p> <ul style="list-style-type: none"> <li>• Open job positions: <ul style="list-style-type: none"> <li>○ Powerline Technician – Full time, permanent</li> <li>○ Interviews are on going, but we continue to review resumes</li> </ul> </li> <li>• Upcoming positions <ul style="list-style-type: none"> <li>○ Parks Crew (seasonal)</li> <li>○ Summer Camp Councillors (seasonal)</li> </ul> </li> </ul> <p><b>Next Step:</b> On-going recruitment</p>
<p><b>Title: Equity, Diversity, and Inclusion in the Workplace</b></p> <p><i>*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.*</i></p> <p>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.</p> <p><b>Next Step:</b> Consultants Report to be presented</p>
<p><b>Title: Work from Home Policy</b></p> <p>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.</p> <p><b>Next Step:</b> Finalize and present to Council regarding a Work from Home Policy.</p>
<p><b>Title: In Development: Charitable Donation Policy</b></p> <p><b>Status Update:</b> 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.</p> <p><b>Next Step:</b> Finalize and prepare a memo to Council regarding a Charitable Donation Policy.</p>

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

**Grants to Organizations/Council Discretionary Account Listing (as of December 10, 2025):**

Committed: \$190,426.99

Budget: \$200,000.00

**Remaining: \$ 9,573.01**

10-800-4600-160000

Committed:

Vendor	Description	Amount
<b>DR JOHN HUGH GILLIS REG HIGH S</b>	Dr JH Gillis-Mod Unite	\$300.00
<b>ANTIGONISH JR B BULLDOGS</b>	Don Johnsons Cup	\$2,000.00
<b>DR JH GILLIS REGIONAL HIGH</b>	St Marth's Relay	\$200.00
<b>ANTIGONISH COUNTY ADULT LEARNI</b>	ACALA-'25 Comm Grants	\$3,500.00
<b>ANTIGONISH AFFORDABLE HOUSING</b>	Ant Afford Hsing-'25 C	\$4,500.00
<b>ANTIGONISH ART FAIR &amp;</b>	Art Fair-'25 Comm Gran	\$18,000.00
<b>ANTIGONISH CHALLENGER BASEBALL</b>	Ant Chall Baseball-'25	\$2,000.00
<b>ANTIGONISH CULTURE ALIVE</b>	Ant Cult Alive-'25 Com	\$6,500.00
<b>ANTIGONISH EMERGENCY FUEL FUND</b>	Ant Emer Fuel-'25 Comm	\$5,000.00
<b>ANTIGONISH HIGHLAND SOCIETY</b>	Ant Highland Soc-'25 C	\$15,000.00
<b>ANTIGONISH IMAGINATION LIBRARY</b>	ABC for Kids-'25 Comm	\$6,500.00
<b>ANTIGONISH SENIORS CARE VAN</b>	Ant Sr's Care Van-'25	\$1,000.00
<b>ANTIGONISH SKATE PARK ASSOCIAT</b>	Ant Skateboard-'25 Com	\$2,000.00
<b>ANTIGONISH TOURISM ASSOCIATION</b>	Ant Tourism Asn-'25 Co	\$8,000.00
<b>ANTIGONISH VISITOR INFORMATION</b>	Ant VIC-'25 Comm Grant	\$6,000.00
<b>ANTIGONISH FARMER'S MARKET ASSOC</b>	Ant Farmer's Mark-'25	\$2,000.00
<b>ANTIGONISH SNO DOGS</b>	Ant Sno Dogs-'25 Comm	\$15,000.00
<b>ALL-OF-US SOCIETY FOR ART PRES</b>	All-Of-Us-'25 Comm Gra	\$1,500.00
<b>CANADIAN ASSN FOR COMMUNITY LI</b>	CACL-'25 Comm Grant	\$8,000.00
<b>DESTINATION EASTERN AND NORTHU</b>	DEANS-'25 Comm Grant	\$8,000.00
<b>FESTIVAL ANTIGONISH</b>	Fest Ant-'25 Comm Gran	\$15,000.00
<b>KEEP WELL ANTIGONISH</b>	Keep Well-'25 Comm Gra	\$3,000.00
<b>POSITIVE ACTION FOR KEPPOCH</b>	Pos Act for Kepp-'25 C	\$10,000.00
<b>L'ARCHE ANTIGONISH</b>	L'Arche-'25 Comm Grant	\$3,500.00
<b>NAOMI SOCIETY</b>	Naomi Soc-'25 Comm Gra	\$3,000.00
<b>ROOF OVER YOUR HEAD</b>	Roof over Head-'25 Com	\$2,000.00
<b>STRAIT AREA GROUND SEARCH AND</b>	SAGSR-'25 Comm Grant	\$2,500.00
<b>PICTOU ANTIGONISH REG. LIBRARY</b>	PARL-'25 Comm Grant	\$2,900.00
<b>IOOF Property Tax By-law</b>	Move Council Credit IOOF	\$1,976.00
<b>ROSS SCREENPRINT</b>	Canada Day-Council Shirts	\$205.32
<b>EASTERN NOVA SCOTIA EXHIBITION</b>	ENSE	\$500.00
<b>HOW CLUB AA</b>	How Club-Funding-(Taxe	\$945.67
<b>GUYSBOROUGH EMANCIPATION</b>	Guys Emancipation	\$500.00

<b>SETTLEMENT IN ANTIGONISH FOR</b>	2025/26-SAFE	\$6,000.00
<b>DELOREY SADIE</b>	S Delorey – Canada Games	\$200.00
<b>KELL GARY</b>	G Kell-Arm Wrestling Champ	\$200.00
<b>ST FRANCIS XAVIER UNIVERSITY</b>	Nat'l Truth Rec-Concert	\$1,000.00
<b>ANTIGONISH POVERTY REDUCTION</b>	Ant Comm Fridge-Donation	\$2,000.00
<b>EASTERN NOVA SCOTIA EXHIBITION</b>	ENSE-Donation	\$4,800.00
<b>MACKENZIE CALDER</b>	C MacKenzie-X Country	\$200.00
<b>ANTIGONISH EMERGENCY FUEL FUND</b>	Emer Fuel Fund	\$3,000.00
<b>ANTIGONISH FOOD BANK</b>	Ant Food Bank	\$3,000.00
<b>ANTIGONISH JAZZ FEST</b>	Ant Jazz Fes	\$500.00
<b>ST FX STUDENTS UNION</b>	Global Med Brigades	\$600.00
<b>RK MACDONALD FOUNDATION</b>	Lights of Love Campaign	\$1,000.00
<b>KNIGHTS OF COLUMBUS</b>	Knights of Columbus Toy Drive	\$1,000.00
<b>SANTA FOR SENIORS</b>	Santa for Seniors	\$1,000.00
<b>AFRICAN NS PILGRIMAGE COMMITTEE</b>	African NS Pilgrimage	\$500.00
<b>DR JH GILLIS YOUTH HEALTH CTR</b>	DR JH Gillis Youth Hea	\$1,000.00
<b>RAISING THE VILLAGES COOPERATI</b>	Raising the Villages C	\$1,000.00
<b>CANADIAN ASSN FOR COMMUNITY LIVING</b>	Bus Ability Banquet	\$2,000
<b>PUCKS FOR PURPOSE</b>	Pucks for Purpose-Banquet	\$400



**Electric Utility - Statement of Operations**  
**For the Twelve Months Ending Tuesday, March 31, 2026**

	2025		2024	
	Budget	Actual	YTD	March 31st
<b>Revenue</b>				
Operating				
Electric Revenue	\$15,721,315	\$13,622,358	\$15,363,931	\$15,363,931
<b>Expenditure</b>				
Operating				
Power Purchases	10,400,673	4,487,659	9,981,789	9,981,789
Power Generation and Delivery	2,500,000	3,662,922	2,335,562	2,335,562
Electrical Buildings/Subs	17,976	10,077	37,859	37,859
Electric Distribution Exps	241,783	262,904	350,013	350,013
Property Taxes	2,666	2,793	2,745	2,745
Depreciation	319,524		258,733	258,733
Admin - Common Services	1,418,281	1,230,552	1,282,602	1,282,602
Interest and Bank Charges		9,642	13,853	13,853
Wages	619,499	712,836	484,836	484,836
	<u>15,520,402</u>	<u>10,379,385</u>	<u>14,747,992</u>	<u>14,747,992</u>
<b>Non-operating revenue</b>				
Interest on investments				
Interest on Accounts		42,658	12,555	12,555
		<u>42,658</u>	<u>12,555</u>	<u>12,555</u>
<b>Non-operating expenditures</b>				
Debt Payments				
Transfers to other funds	200,913		305,572	305,572
	<u>200,913</u>		<u>305,572</u>	<u>305,572</u>
Excess(deficiency) of revenue over expenditure	1	3,285,632	322,922	322,922

**Water Utility - Statement of Operations**  
**For the Twelve Months Ending Tuesday, March 31, 2026**

	2025		2024	
	Budget	Actual	YTD	March 31st
<b>Operating Revenue</b>				
Water Revenue	\$1,832,431	\$1,426,392	\$1,745,762	\$1,745,762
Fire Protection	404,867	404,867	376,036	376,036
Fire Protection - County	315,556	315,556	293,085	293,085
Other Water revenue	2,000	70,901	3,827	3,827
	<u>2,554,854</u>	<u>2,217,716</u>	<u>2,418,710</u>	<u>2,418,710</u>
<b>Operating Expenditure</b>				
Property Taxes	41,223	33,034	40,242	40,242
Depreciation	547,068		410,489	410,489
Source of Supply	39,495	52,724	59,231	59,231
Purification	367,976	294,330	384,637	384,637
Power and Pumping	49,866	786	50,456	50,456
Transmission and distribution	144,436	205,919	159,283	159,283
Administration	109,155	112,965	137,745	137,745
Town Recoveries (Supervision)	578,936	755,520	644,031	644,031
Wages	184,616	214,977	178,232	178,232
	<u>2,062,771</u>	<u>1,670,255</u>	<u>2,064,346</u>	<u>2,064,346</u>
Operating Profit	492,083	547,461	354,365	354,365
<b>Non-operating revenue</b>				
Interest on investments				
Interest on Accounts	3,200	11,330	6,484	6,484
Misc Non-operating Revenue				
	<u>3,200</u>	<u>11,330</u>	<u>6,484</u>	<u>6,484</u>
<b>Non operating expenditure</b>				
Debt Payments	392,083	356,860	200,540	200,540
Transfers to other funds				
	<u>392,083</u>	<u>356,860</u>	<u>200,540</u>	<u>200,540</u>
Excess(deficiency) of rev over exp	103,200	201,931	160,309	160,309

**Council Report**  
**General Fund**  
**For the Eleven Months Ending 2/28/2026**

	<b>2025</b>	<b>2025</b>	<b>2024</b>	<b>2024</b>
	<b><i>Budget</i></b>	<b><i>Actual</i></b>	<b><i>Budget</i></b>	<b><i>Actual</i></b>
<b>Revenue</b>				
Taxes	9,267,538	9,192,293	7,931,983	7,988,311
Grants in Lieu of Taxes	1,338,568	67,233	1,206,255	65,296
Sale of Services	1,380,492	1,055,494	1,058,889	796,059
Services provided to other governments	1,138,847	193,496	397,903	141,278
Other revenue from own sources	269,489	432,380	137,095	490,296
Unconditional Transfers from other governi	691,194	180,199	204,039	172,126
Other Transfers	2,448,460		2,125,770	3,000
	<b>16,534,588</b>	<b>11,121,096</b>	<b>13,061,933</b>	<b>9,656,366</b>
<b>Expenditure</b>				
Mayor and Council	462,926	428,132	460,844	433,654
Corporate Services and Office of the CAO	1,075,437	783,532	1,148,128	932,835
Capital	4,593,832	369,684	2,513,576	
Engineering and Public Works	1,634,446	1,494,673	1,462,376	1,287,437
Environmental Health Services	1,509,984	1,298,263	1,353,886	1,275,052
Community Development Administration	266,752	277,863	264,361	279,531
Partnerships & Initiatives	899,713	570,190	499,701	1,224,520
Protective Services	3,302,009	2,638,134	2,960,477	2,650,111
Recreation and Cultural Services	682,596	521,951	706,221	585,390
Provincial Responsibilities	1,806,818	1,659,453	1,692,329	1,554,536
Restructured Account	299,636	164,470		
	<b>16,534,149</b>	<b>10,206,347</b>	<b>13,061,899</b>	<b>10,223,067</b>
Excess(deficiency) of revenue over expendi	439	914,749	34 -	566,701