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

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 – January 19, 2026
 - 4.2 Minutes of the Special Council Meeting – February 3, 2026
- 5. Presentations / Proclamations**
 - 5.1 Amyloidosis Awareness Month March 2026– Proclamation
- 6. Business from Committee of the Whole**
 - 6.1 CWL Funeral Reception – Financial Support
 - 6.2 Sympathy & Gifts Policy
 - 6.3 9th Annual Business Ability Banquet – CACL
 - 6.4 A Taste of Solidarity: Community Women’s Day Tea at Coady – March 8, 2026
- 7. Business from the Minutes**
- 8. New Business**
 - 8.1 Water Utility Budget
 - 8.2 Electric Utility Budget
- 9. Correspondence**
 - 9.1 Puck for Purpose Annual Banquet
- 10. Staff Reports**
- 11. In Camera**
 - 11.1 Contract Negotiations (MGA Section 22(2)(e))
 - 11.2 Personnel Matters (MGA Section 22 (2)(2)(c))
- 12. Adjournment**

**Regular Council Meeting
January 19, 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, Acting Director of Community Development
M. Barkhouse, Director of Corporate Development
K. Meisner, P.Eng., Director of Infrastructure and Engineering
D. Dunn, Housing Accelerator Fund (HAF)
J. Bain, Director Eastern District Planning Commission

Media

Gallery (In person and online)

1. Call to Order & Land Acknowledgement

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

2. Approval of Agenda

2.1 Additions/Amendments

The Mayor moved to reorder the agenda, moving item 8.2 to 5.2 (Good Neighbours Working Group – St. Patrick's Day Review).

Motion: That the Agenda be approved as amended.

Moved by: Councillor MacLellan

Seconded by: Councillor McKenna

Motion carried.

3. Conflict of Interest

Councillor McKenna declared a conflict of interest and will recuse himself from item 6.1.

4. Acceptance of Minutes

4.1 Minutes of the Regular Council Meeting – December 17, 2025

4.2 Minutes of the Emergency Council Meeting – December 11, 2025

4.3 Minutes of the Special Council Meeting – January 13, 2026

The above minutes were accepted as presented.

5. **Presentations / Proclamations**

5.1 **African Heritage Month - Proclamation**

The Mayor officially read and signed the proclamation declaring February 2026 as African Heritage Month in the Town of Antigonish.

5.2 **Good Neighbours Working Group - St. Patrick's Day Review -6:10p**

Ms. Elizabeth Yeo, Vice-President Students of St. Francis Xavier University (STFX), and Ms. Jacqueline De Leebeeck, Director of Student Life at STFX provided an overview of the Good Neighbours Working Group's review of the 2025 St. Patrick's Day activities, including coordination efforts with STFX departments, the Student Union, Town, County, RCMP, and emergency services. The presentation highlighted planning, risk management, and harm reduction initiatives.

Council discussed considerations arising from the review, including public safety, coordination with residents and enforcement, monitoring of events, and logistical challenges such as portable washroom placement.

Motion: To accept the presentation by the Good Neighbours Working Group.

Moved by: Councillor McKenna

Seconded by: Deputy Mayor Murray

Motion carried.

Mayor and Council thanked Ms. Yeo and Ms. De Leebeeck for the presentation and the ongoing collaboration with the Town.

Ms. Yeo acknowledged the Town's perspective and expressed appreciation for the partnership.

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

6.1 **Coldest Night of the Year (CNOY) – Town Hall Illumination Request**

Councillor Patrick McKenna declared a conflict of interest regarding this item and left the Council table.

Motion: That Council approve the Coldest Night of the Year request to illuminate the Town Hall on February 28, 2026

Moved by: Councillor Roberts

Seconded by: Councillor Pelly

Motion carried.

6.2 **Pan-African Flag Raising Request**

Motion: That Town Council approve a flag-raising request for the Pan-African flag to be raised from February 1 to 28, 2026.

Moved by: Deputy Mayor Roberts

Seconded: Councillor McKenna

Motion carried.

7. Business from the Minutes

**7.1 Second Reading - Municipal Planning Strategy and Land Use By-Law - HAF
Densification**

J. Bain, EDC, addressed Council regarding the proposed amendments and the addendum circulated in advance of the meeting. J. Bain also noted a written submission received at the Public Hearing on January 12, 2026.

Council considered the proposed amendments to the Municipal Planning Strategy and Land Use By-Law. Council received clarification from staff regarding building heights, zoning, and the scope of the RN-2 amendments.

Motion: That Council adopt the proposed amendments to the Municipal Planning Strategy and Land Use By-Law, as presented.

Moved by: Councillor MacLellan

Seconded by: Councillor McKenna

Recorded Vote:

In Favour: Councillors MacLellan, McKenna, Pelly, Roberts, and Deputy Mayor Murray

Opposed: Mayor Cameron and Councillor Sullivan

Motion carried.

7.2 Second Reading – Parking By-Law

Motion: That Council approve the Town of Antigonish Parking By-Law as presented.

Moved by: Councillor Roberts

Seconded by: Councillor McKenna

Motion carried.

7.3 Municipal User Fee Policy

Motion: That Council approve the amendments to the Municipal User Fee Policy.

Moved by: Deputy Mayor Murray

Seconded by: Councillor McKenna

Motion carried.

7.4 Parking Policy

Motion: That Council approve the Town of Antigonish Parking Policy as presented.

Moved by: Councillor MacLellan

Seconded by: Councillor McKenna

Motion carried.

8. New Business

8.1 Nominations Committee Recommendation – Accessibility Committee Vacancies

Mayor requested that Deputy Mayor Murray assume the chair for this item.

Council considered the Nominations Committee's recommendation regarding Accessibility Committee vacancies.

The following appointments were made:

Jason McDonald – Voting Member, 3-year term, beginning January 19, 2026

Sally Huffman – Non-Voting Member, 3-year term, beginning January 19, 2026

Cassandra Quik – Non-Voting Member, 2-year term, beginning January 19, 2026

8.2 Good Neighbours Working Group - St. Patrick's Day Review

The agenda was amended at the start of the meeting to move this item to 5.2. It was considered at that time.

9. Correspondence

No correspondence was received this month.

10. Staff Reports

Council received and reviewed the staff reports.

The following matters were noted for follow-up by staff:

- Ensure resident-reported concerns are addressed promptly, and that Public Works prioritizes early repairs to potholes to minimize traffic impact.
- Provide an update on the AREA audit once the review with the new auditors is complete.
- Provide follow up on the Beaverbrook flood analysis and related site concerns.

11. Adjournment

With no further business, Councillor MacLellan moved to adjourn the meeting at 7:45 p.m.

Mayor Sean Cameron

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.

Mayor Sean Cameron

Randy Delorey, CAO

**PROCLAMATION
AMYLOIDOSIS AWARENESS MONTH
MARCH 2026**

WHEREAS, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

WHEREAS, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

WHEREAS, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

WHEREAS, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

WHEREAS, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

WHEREAS, Early diagnosis can lead to better outcomes for both patients and their families; and

WHEREAS, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

NOW, THEREFORE, I, Sean Cameron, Mayor of the Town of Antigonish, do hereby proclaim March 2026 as *Amyloidosis Awareness Month* in the Town of Antigonish.

Melanie Fougere

From: Randy Delorey
Sent: January 27, 2026 2:11 PM
To: Melanie Fougere
Subject: Fw: Voice Mail - Re: Liz Funeral Contribution

FYI

Randy Delorey, CAO
Town of Antigonish

p. 902.870.6628
e. randy.delorey@townofantigonish.ca

From: Sean Cameron <Sean.Cameron@townofantigonish.ca>
Sent: January 21, 2026 6:09 PM
To: Randy Delorey <Randy.Delorey@townofantigonish.ca>
Subject: Re: Voice Mail - Re: Liz Funeral Contribution

Thanks for the reply

A phone call request came from the CWL for a donation to assist with food after the funeral of former Town Councillor, Liz Chisholm. The funeral will be held on Saturday, January 24, 2026.

As Mayor, I had texted council members requesting support or denial of the request of \$100. Cheque payable to CWL. With a notation for Liz Chisholm.

Council members replied to support a \$100 donation.

I think the Town used to make a \$50 donation to the family's charity of choice in memory of former staff and council members.

Sincerely

Sean Cameron
Mayor, Town of Antigonish
902-318-6745

From: Randy Delorey <Randy.Delorey@townofantigonish.ca>
Sent: Wednesday, January 21, 2026 4:31:06 PM
To: Sean Cameron <Sean.Cameron@townofantigonish.ca>
Subject: Voice Mail - Re: Liz Funeral Contribution

Sean,

Sorry I was in a meeting when you called.

There was a gap in the voice mail recording, so I missed what the exact request was - it seemed like a request for \$100 contribution to the CWL or CACL for Liz's funeral reception.

You mentioned a policy, but I'm not sure there is a policy respecting former staff / councillors' funeral contributions. I suspect this would just fall to Council discretionary fund. Recognizing the time sensitivity we can see about funding from sponsorship until Council has an opportunity to meet and consider a motion of support.

But I'll need something in writing with a request before proceeding to make sure all details are correct and we have something to tie to the payment request.

Thanks,

Randy Delorey, CAO
Town of Antigonish

p. 902.870.6628
e. randy.delorey@townofantigonish.ca

To: Town Council
Chief Administrative Officer

Submitted by: Melanie Fougere, Municipal Clerk

Date: Thursday, January 22, 2026

Subject: Sympathy Gifts Policy – For Council Consideration

Purpose

To inform Council of opportunities to review and align the Sympathy Gifts Policy with current market costs and expand eligibility.

Background

The current Sympathy Gifts Policy permits a cash contribution, tangible personal gift, or donation not exceeding \$50.00 and applies to current and past employees and elected officials and their immediate family members. Due to inflation and increased costs, the current limit no longer reflects the market cost of appropriate sympathy gifts.

Staff Observations

Current gift limit no longer aligns with typical costs of sympathy gifts. For example:

- Gift baskets: \$69.00 plus tax
- Local funeral flower arrangements: starting at \$80.00 plus tax and a \$10 delivery fee

In addition, the policy does not currently apply to contractors, many of whom maintain ongoing and long-standing working relationships with the Town.

Opportunities for Consideration

Council may wish to consider:

1. Increase the maximum allowable amount from \$50.00 to \$100.00 to reflect current costs and inflation.
2. Expand eligibility under the policy to include current contractors engaged by the Town, in addition to current and past employees and elected officials and their immediate family members.



Town of Antigonish Sympathy Gifts Policy

Purpose

The purpose of this policy is to provide guidelines for the distribution of tangible personal gifts, as an expression of sympathy, to current and past Town of Antigonish employees, elected officials and their families.

Policy

Interpretation:

1. In this Policy:
 - 1.1. "employee" means a full-time, seasonal, or part-time employee of the Town of Antigonish;
 - 1.2. "immediate family member" means a father, mother, spouse, sister, brother, son, daughter, father-in-law, or mother-in-law;
 - 1.3. "elected official" means a member of the Town of Antigonish Town Council.

General:

2. It shall be the policy of the Town of Antigonish to present a tangible personal gift, such as flowers, upon the death or serious illness of an immediate family member of a past or current employee or elected official.
3. It shall be the policy of the Town of Antigonish to present a tangible personal gift, such as flowers, upon the death or serious illness of a past or current employee or elected official to the person's family.
4. As an alternative to s.2 and s.3, a cash contribution may be made to a charitable organization in lieu of a tangible personal gift. Cash contributions must be accompanied by a letter on official Town letterhead which states that the donation was made on behalf of the Town.
5. Cash contributions or gifts presented under this policy shall not exceed \$50.

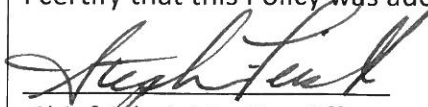
CAO's Annotation for Official Policy Book

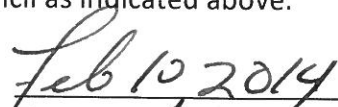
Date of Notice to Council Members of Intent: November 19, 2012

To Consider (Minimum 7 Days): November 26, 2012

Date of Passage of Current Policy: November 26, 2012

I certify that this Policy was adopted by Council as indicated above.


Chief Administrative Officer


Date

9TH ANNUAL BUSINESS ABILITY BANQUET

Keynote Speaker:

Clara Hughes



**Tuesday, March 3rd at 6:00 PM
At the MacKay Room, St. Francis Xavier University**

Dear Friends of the CACL Antigonish,

CACL Antigonish invites you to the 9th Annual Business Ability Banquet on Tuesday March 3rd, at The MacKay Room at St. Francis Xavier University. This year's Keynote Speaker is Canadian Icon Clara Hughes. Clara Hughes is a Canadian Athlete renowned for being the only Olympian to win multiple medals in both Summer and Winter Games, excelling in cycling and speed skating. During her Athletic Career she was a six-time Olympic Medalist. Clara Hughes remains an inspiring figure in Canadian Sports, not only for her athletic prowess but also her commitment to mental health advocacy and community service.

We will also hear from CACL Antigonish Participants in Employment and their employer(s). It's always a great event!

CACL Antigonish looks forward to your presence at this special event. Our participants, Board of Directors and staff request your support in one of two ways. You can choose to sponsor the Banquet at one of the levels listed in the enclosed sponsorship package. Once you determine your level of sponsorship, please identify who is attending on behalf of your organization and the number of individuals. (Please also fill in their names on the enclosed registration form). Or, if you cannot sponsor the banquet but still wish to purchase tickets, please complete the enclosed registration form.

We look forward to seeing you at the Banquet on March 3rd, 2025.

Yours truly,

Jeff Teasdale
Executive Director

9TH ANNUAL BUSINESS ABILITY BANQUET SPONSORSHIP

Become a prominent supporter of the event with the following benefits:

- ✓ Gain access to a valuable network of organizations and attendees, exposing your services & products to this community.
- ✓ Establish personal contacts with the keynote speakers and event partners.
- ✓ Recognition for your initiative to support this conference amongst your colleagues.
- ✓ Organization's name and logo displayed in all promotional materials, social media and ticket/registration receipt.
- ✓ Organization's name and logo prominently displayed during the event.
- ✓ Sponsor recognition on your personal name badge.
- ✓ Sponsor recognition in the event thank you letter post this event.
- ✓ Acknowledgement of sponsorship from the podium during the event.
- ✓ Platinum Sponsor will do a welcome on behalf of their organization.
- ✓ Platinum, Gold, Silver sponsors will have an organization bio in the evening program.

Platinum Sponsor	Gold Sponsor	Silver Sponsor	Bronze Sponsor
\$5,000	\$2,500.00	\$1,000.00	\$500.00
2 Complementary Table (16)	Complementary Table (8)	Complementary Half Table (4)	2 Banquet Tickets Complementary
Wellcome on behalf of your organization Tabletop, Event Signage, Log	Tabletop, Event Signage, Logo	Event Signage, Logo	Logo
500 word bio	250 word bio	100 word bio	Name only

Interested in booking a table for your organization?

You can choose to book a table for your business at the cost of \$500.00. Tax receipt available.

Please provide sponsorship payment with cheque by Feb 20th made payable to CACL Antigonish with a memo line, "Business Ability Banquet" and mail or drop off to CACL Antigonish, 75 St. Ninian Street, Antigonish, NS B2G 2R8.

Discover Ability in Disability!



9th ANNUAL BUSINESS ABILITY BANQUET REGISTRATION FORM

Keynote Speaker:

Clara Hughes

Tuesday, March 3rd at 6:00 PM – 9:00 PM

CACL Antigonish invites you to the 9th Annual Business Ability Banquet on Tuesday, March 3rd at 6:00 p.m. at The Keating Millennium Centre, St. Francis Xavier University, Antigonish. We are excited to announce **Clara Hughes**. Below is the banquet registration. We look forward to seeing you at the **Business Ability Banquet on March 3rd, 2025**

+++++

Name: _____

Address: _____

Email: _____

Business / Organization: _____

Number of Tickets: _____ **or** **Number of Tables:** _____

Food sensitivities (please specify): _____

Comments: _____

Banquet Cost: \$80.00 per person. Tables are \$600 for 8 persons.

Sponsorship: If you are a sponsor, please make a note in the “comments” section.

Please return the registration form confirming payment via e-mail to: alicia@caclantigonish.ca
or via mail to: CACL Antigonish, 75 St. Ninian Street, Antigonish, NS B2G 2R8.

For more information about the Business Ability Banquet, please contact:
Jeff Teasdale, Executive Director, CACL Antigonish; jeff@caclantigonish.ca / 902-863-5024.

Dear Friend of Coady Institute,

I hope this message finds you well. I am pleased to invite you to join Coady Institute in a joyful, community-centred celebration in honour of International Women's Day, to be held on Sunday, March 8, 2026, at Desmond Hall, Markin Complex (Coady West).

A Taste of Solidarity: Community Women's Day Tea at Coady is designed to be warm, inclusive, and welcoming. There will be no formal program or agenda—simply good food, meaningful conversation, opportunities for connection, and door prizes. The gathering will bring together town residents, friends of Coady Institute, and local supporters to celebrate women's leadership and the collective role we all play in building stronger, more inclusive communities.

International Women's Day is grounded in collective effort. Its impact comes from shared ownership and action—people coming together across sectors and perspectives to advance opportunity, equity, and leadership for women and girls. This spirit aligns closely with Coady Institute's longstanding commitment to women's leadership development, both locally and globally.

To support this community celebration, we are inviting local businesses, organizations, and associations to participate as event sponsors in one of two simple ways:

- **Sponsor a table for \$100, or**
- **Contribute a door prize**

Sponsors will be acknowledged during the event and recognized through Coady Institute's social media and event communications. Most importantly, sponsors are warmly invited to attend and enjoy the afternoon alongside community members.

We hope you will consider being part of this International Women's Day celebration in a way that is approachable, positive, and rooted in community. I would be happy to answer any questions or share additional details.

Thank you for considering being part of this special afternoon.

Warm regards,



Lynn O'Donnell
Fund Development Executive, Coady Institute
lodonnell@stfx.ca

2025-26 Water Utility Operating Budget
Overview, Assumptions & Key Pressures
February 10, 2026



Overview

Regulatory Environment

- Rates and regulations are set by the Nova Scotia Regulatory and Appeals Board (formerly NSUARB)
- The 2025–26 NSRAP budget year did not reflect the drought period experienced in during the summer and the increase insurance costs for the James River Dam
- No changes have been made from the original submission; this budget reflects standard water utility operations

Overview

Budget Information Included

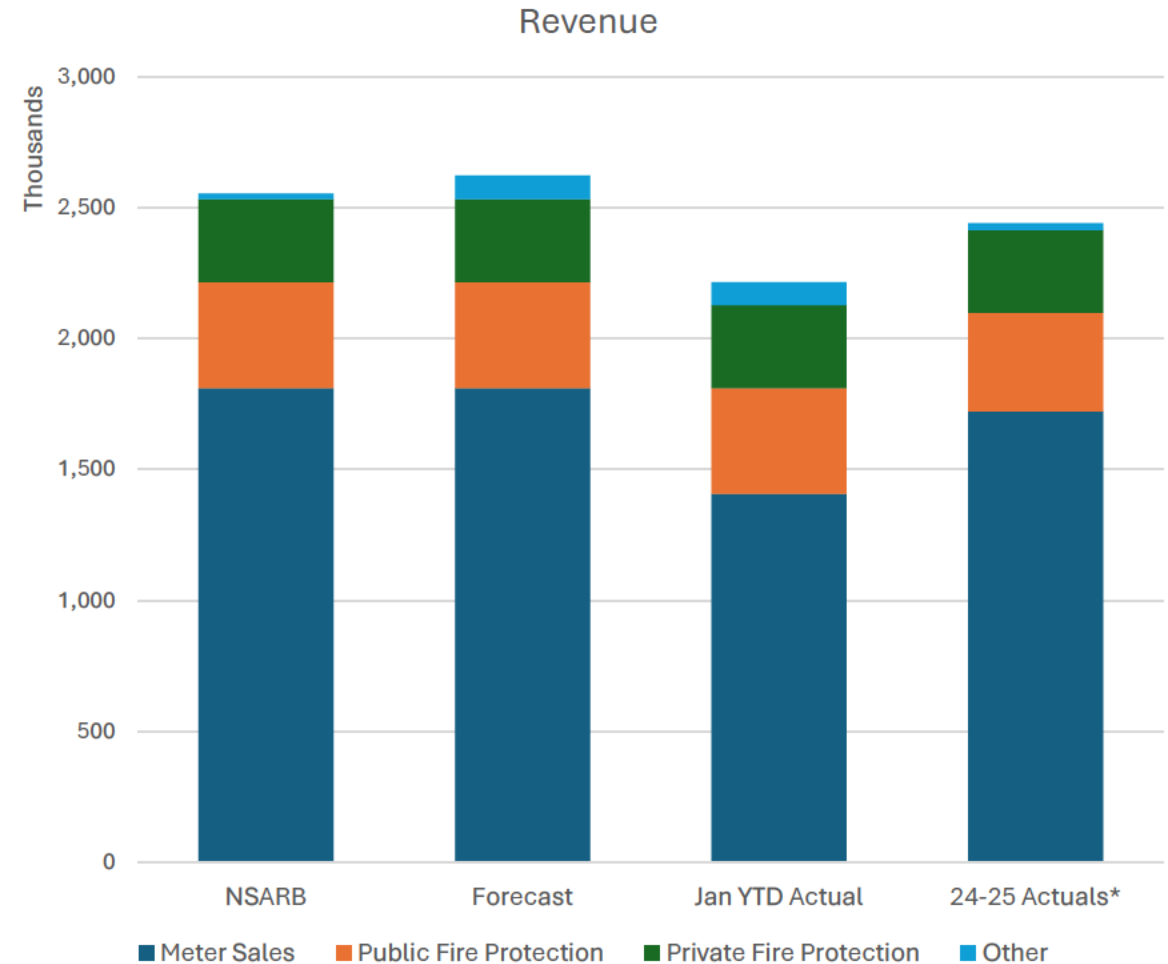
This presentation includes four main data sets:

- Approved 2025–26 NS Regulatory and Appeals Budget
- Current Forecast
- January Year-to-Date Actuals
- 2024-25 Actuals* *pending audited financial statements*

Operating Revenue

Operating Revenue – Key Drivers

- Revenue is primarily driven by regulated rates and water consumption
- No rate changes have been incorporated beyond approved levels



Operating Expenses

Operating Expenses – Key Components

- Operating and maintenance costs reflect normal utility operations
- No extraordinary or non-recurring expenses are included in this budget



	2025-26 NSARB	2025-26 Forecast	2025-26 Jan YTD Actual	2024-25 Actuals*	Forecast vs 24-25 Variance
Operating Revenue					
Meter Sales	1,811,631	1,811,631	1,407,521	1,722,391	89,240
Public Fire Protection	404,867	404,867	404,867	376,036	28,831
Private Fire Protection	315,556	315,556	315,556	315,556	0
Other	22,800	90,586	88,193	27,199	63,387
	2,554,854	2,622,640	2,216,137	2,441,182	181,458
Operating Expenses					
Source of Supply	39,495	37,670	41,250	59,232	(21,562)
Purification	367,976	364,532	243,719	381,510	(16,978)
Power & Pumping	49,866	49,493	742	50,457	(964)
Transmission & Distribution	144,436	136,539	166,310	176,419	(39,880)
Administration	109,155	130,042	112,476	127,053	2,989
Depreciation	547,068	547,068	0	537,500	9,568
Property Tax & Fire Levy	41,223	34,000	33,034	40,242	(6,242)
Supervision	578,936	755,520	629,600	644,031	111,489.00
Wages	184,616	217,504	182,701	178,233	39,271
	2,062,771	2,272,369	1,409,832	2,194,677	77,692
Non-operating Revenue					
Interest	3,200	3,200	10,082	6,484	(3,284)
Non-operating Expenses					
Debt Interest	155,949	107,362	71,680	40,540	66,822
Debt Principal	236,134	285,180	285,180	160,000	125,180
Deficit paydown	100,000				
	492,083	392,542	356,860	200,540	192,002
Excess(deficiency) of rev over exp	3,200.01	(39,071)	459,527	52,449.00	(91,520)

Highlights & Forward Looking Pressures

Administration and depreciation costs account for approximately 63% of total operating expenses

Upcoming Budget Pressures

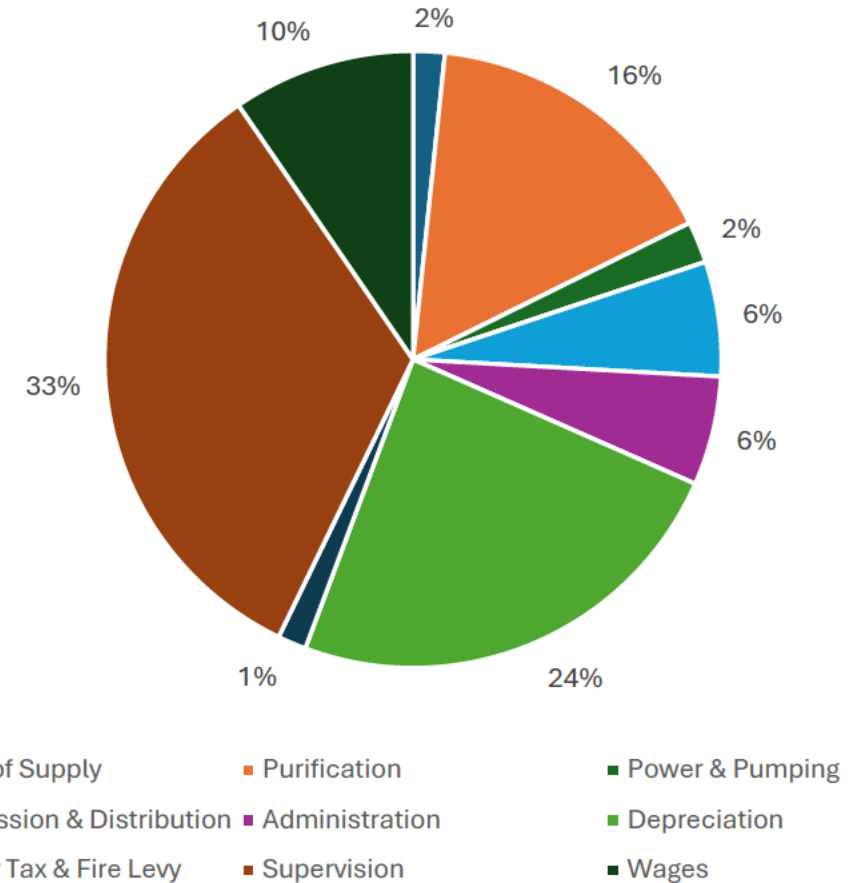
General rate applications will be required as:

- Purification costs increase, and

- Test Wells are completed and placed into service

- Lower consumption in extended mandatory water conservation efforts.

These costs will need to be reflected in future rate applications



Key Take Aways

- The 2025-26 budget reflects stable operations with the April 2025 new rate changes as approved by the board.
- Future budgets will need to address the result of the test well as a potential increase in source water and aging infrastructure.
- The 2026-27 requires a GRA as planned, as 25-26 had the last year regulatory approval.
- Will present at the next audit committee, looking for recommendation to Council for formal approval at next Regular Council meeting.

Draft Water Utility Budget (2025-26)

10-Feb-26	25-26 NSRAB	25/26 Forecast	2025-26 YTD Actual	24/25 Actual
Operating Revenue				
Water Revenue:				
30-640-2620-001000 Metered Sales	1,811,631	1,811,631	1,407,521	1,722,391
30-640-2620-002000 Sprinkler	10,800	10,800	8,575	10,750
30-640-2620-003000 Hydrant	10,000	10,000	9,582	12,622
Total Water Revenue	1,832,431	1,832,431	1,425,678	1,745,763
Fire Protection:				
30-640-2630-001000 Public Fire Protection	404,867	404,867	404,867	376,036
Total Fire Protection	404,867	404,867	404,867	376,036
Fire Protection - County:				
30-660-2200-001000 Private Fire Protection	315,556	315,556	315,556	293,085
Total Fire Protection - County	315,556	315,556	315,556	293,085
Other Water revenue:				
30-640-2650-001000 Installation Revenue	2,000	2,000	2,250	2,900
30-640-2650-002000 Misc Revenue	-	67,786	67,786	927
Total Other Water revenue	2,000	69,786	70,036	3,827
	2,554,854	2,622,640	2,216,137	2,418,711
Operating Expenses				
30-800-3950-001000 Prop Taxes & Fire Expense	41,223	34,000	33,034	40,242
	41,223	34,000	33,034	40,242
30-980-4050-450000 Depreciation	547,068	547,068		537,500
	547,068	547,068	-	537,500
Source of Supply:				
30-980-4150-001000 SOS - Other sources	5,000	5,000	20,089	33,063
30-980-4150-002000 SOS Supplies and Expenses	6,898	6,898	1,886	4,670
30-980-4150-004000 SOS - Watershed Mgmt	8,490	8,490	4,160	3,716
30-980-4150-005000 SOS - Other	9,107	7,283	15,115	7,783
30-980-4150-005500 SOS - Fish Habitat Improvements	10,000	10,000		10,000
Total Source of Supply	39,495	37,670	41,250	59,232
Purification:				
30-970-4170-001000 Pur-Supplies & Expenses	26,881	26,881	43,188	968

Draft Water Utility Budget (2025-26)

<i>10-Feb-26</i>	25-26 NSRAB	25/26 Forecast	2025-26 YTD Actual	24/25 Actual
30-970-4170-002000 Pur - Other Chemicals	150,608	150,608	63,098	170,895
30-970-4170-004000 Pur-Chlorine	28,047	28,047	36,536	24,438
30-970-4170-005000 Pur - Sampling and related costs	25,394	25,394	33,490	44,444
30-970-4170-140000 Building Maint - Fuel	55,929	55,929	30,979	57,626
30-970-4170-142000 Building Maint - Cleaning/Janitorial	900	900	3,155	4,403
30-970-4170-143000 Building Maint - Water/Sewer	546	546	412	605
30-970-4170-144000 Building Maint - General Repairs	18,795	18,795	5,654	26,346
30-970-4170-230000 Equipment - Parts	18,448	18,448	6,573	15,300
30-970-4170-231000 Equipment - Maint. Contracts	16,557	13,113	13,689	20,458
30-970-4170-232000 Equipment - Repairs	25,872	25,872	6,945	16,027
Total Purification	367,976	364,532	243,719	381,510
Power and Pumping:				
30-970-4170-141000 Building Maint - Electricity	49,866	49,493	228	48,260
30-980-4180-003000 P & P Mntce Of Equipment			514	234
30-980-4180-002000 P & P Mntce Of Buildings				1,963
Total Power and Pumping	49,866	49,493	742	50,457
Transmission and distribution:				
30-980-4190-001000 T & D Supplies & Expense	750	750		-
30-980-4190-002000 T & D Mntce Of Mains	49,610	49,610	101,781	63,726
30-980-4190-003000 T & D Mntce Of Meters	29,067	29,067	24,658	50,329
30-980-4190-004000 T & D Mntce Other	18,387	10,490	3,667	16,619
30-980-4190-005000 Truck Maintenance	7,428	7,428	5,414	5,036
30-980-4190-006000 Mntce Storage Tanks	3,715	3,715	3,133	- 671
30-980-4190-007000 Mntce Hydrants	11,255	11,255	27,657	17,713
30-980-4190-008000 Public Works Equipment Chargeback	24,224	24,224		23,667
Total Transmission and distribution	144,436	136,539	166,310	176,419
Administration:				
30-800-4200-130000 Advertising	1,000	1,000		52
30-800-4200-170000 Legal	2,500	2,500		5,595
30-800-4200-175000 Admin and Office	1,000	1,000	2,517	4,627
30-800-4200-176000 Office - kitchen supplies			876	52
30-800-4200-177000 Office - Supplies	1,000	1,000	3,575	492
30-800-4200-195000 Telephone - Landline	4,562	4,699	1,555	1,522
30-800-4200-200000 Telephone - Mobile Devices	3,501	3,606	1,824	3,638
30-800-4200-220000 Staff Conference/Travel	300	300	173	
30-800-4200-221000 Meetings				
30-800-4200-250000 Asset Insurance	88,013	108,658	108,658	105,972
30-800-4200-004000 Engineering and Consulting	1,624	1,624	48	
30-800-4200-008000 Regulatory - UARB	2,002	2,002		5,103
30-800-4200-125000 Audit	3,653	3,653	- 6,750	
30-800-4200-405000 Provision for Uncollectible Water				

Draft Water Utility Budget (2025-26)

10-Feb-26	25-26 NSRAB	25/26 Forecast	2025-26 YTD Actual	24/25 Actual
Total Administration	109,155	130,042	112,476	127,053
Supervision:				
30-800-4200-001000 Town Charges - Admin	271,951	394,490	328,742	290,365
30-800-6400-099000 Town Charges - Engineering/PW	306,985	361,030	300,858	353,666
Total Supervision	578,936	755,520	629,600	644,031
Wages:				
30-980-6800-100000 Wages	147,994	157,201	131,001	146,153
Overtime Wages		13,184	10,987	
30-980-6800-102000 Canada Pension/Employ. Ins	8,056	12,574	10,478	8,957
30-980-6800-103000 Workers Compensation Prem.	2,392	4,633	3,861	2,778
30-980-6800-104000 Pension	9,557	12,618	10,515	8,188
30-980-6800-105000 Group Insurance	5,881	5,988	4,990	5,315
30-980-6800-107000 Clothing	2,539	3,109	2,591	2,408
30-980-6800-108000 Other Benefits	450	450	150	618
30-980-6800-109000 Training	7,747	7,747	8,128	3,816
Total Wages	184,616	217,504	182,701	178,233
Total Operating Expenses	2,062,771	2,272,369	1,409,832	2,194,677
Non-operating revenue				
Interest on Accounts:				
30-740-3100-001000 Discount/Interest	3,200	3,200	10,082	6,484
Total Interest on Accounts	3,200	3,200	10,082	6,484
Non-operating expenses				
Debt Payments:				
30-970-9600-003000 Int-Ser Debentures	155,949	107,362	71,680	40,540
30-995-9600-001000 Principal-Ser Debentures	236,134	285,180	285,180	160,000
Deficit paydown	100,000			
Total Debt Payments	492,083	392,542	356,860	200,540
Excess(deficiency) of rev over exp	3,200	- 39,071	459,527	29,978

2025-26 Electric Utility Operating Budget
Overview, Assumptions & Key Pressures
February 10, 2026



Overview

Regulatory Environment

- Rates and regulations are set by the Nova Scotia Energy Board (formerly NSUARB)
- The 2024–25 NSEB budget year did not reflect expected power purchase and energy consumption levels
- No changes have been made from the original submission; this budget reflects standard electric utility operations
- Residential electric rate remains 14% lower than Nova Scotia Power (NSPI)
- Large General Customer rates are required to match NSPI rates
- NSPI currently has an active rate application under review, which is being monitored with plans to apply for the appropriate flowthrough

Overview

Budget Information Included

This presentation includes four main data sets:

- Approved 2025–26 NS Energy Board Budget
- Current Forecast
- January Year-to-Date Actuals
- 2024-25 Actuals* *pending audited financial statements*

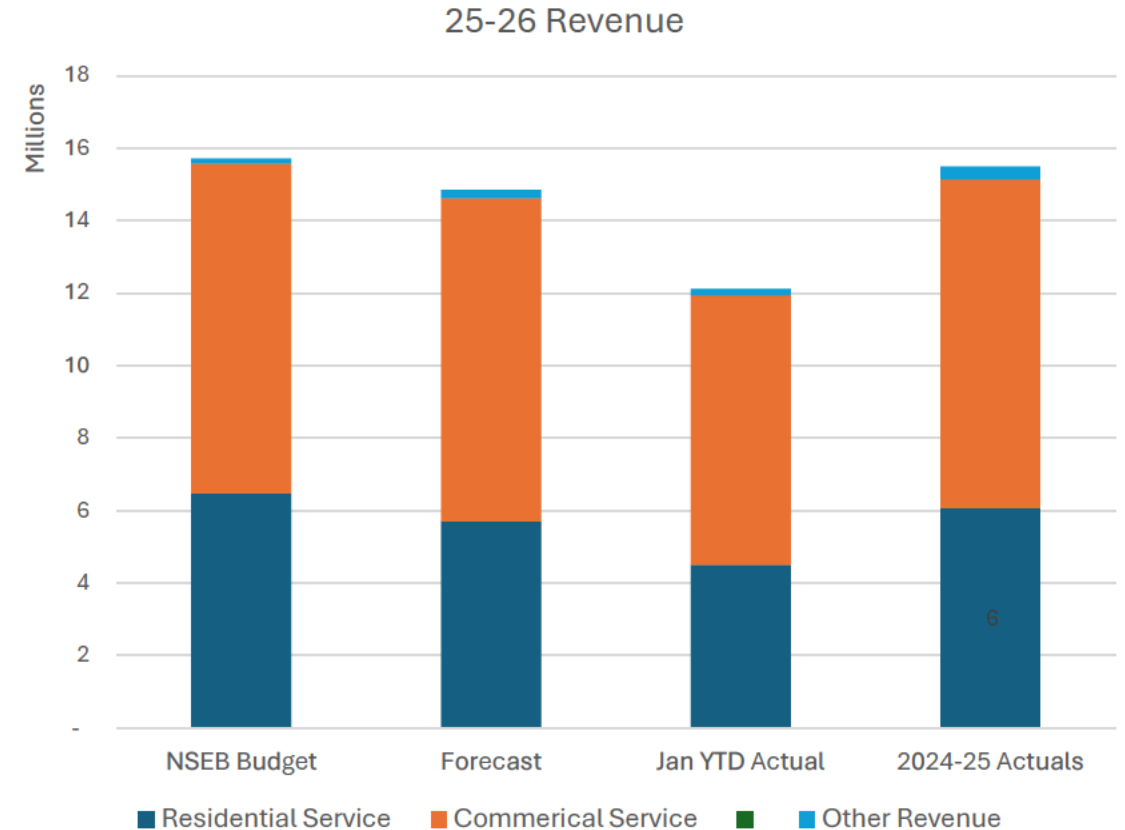
Data Limitations

- Key information is missing due to delays in receiving NSPI wholesale invoices following the cybersecurity breach
- April and May invoices were only received last month

Operating Revenue

Operating Revenue – Key Drivers

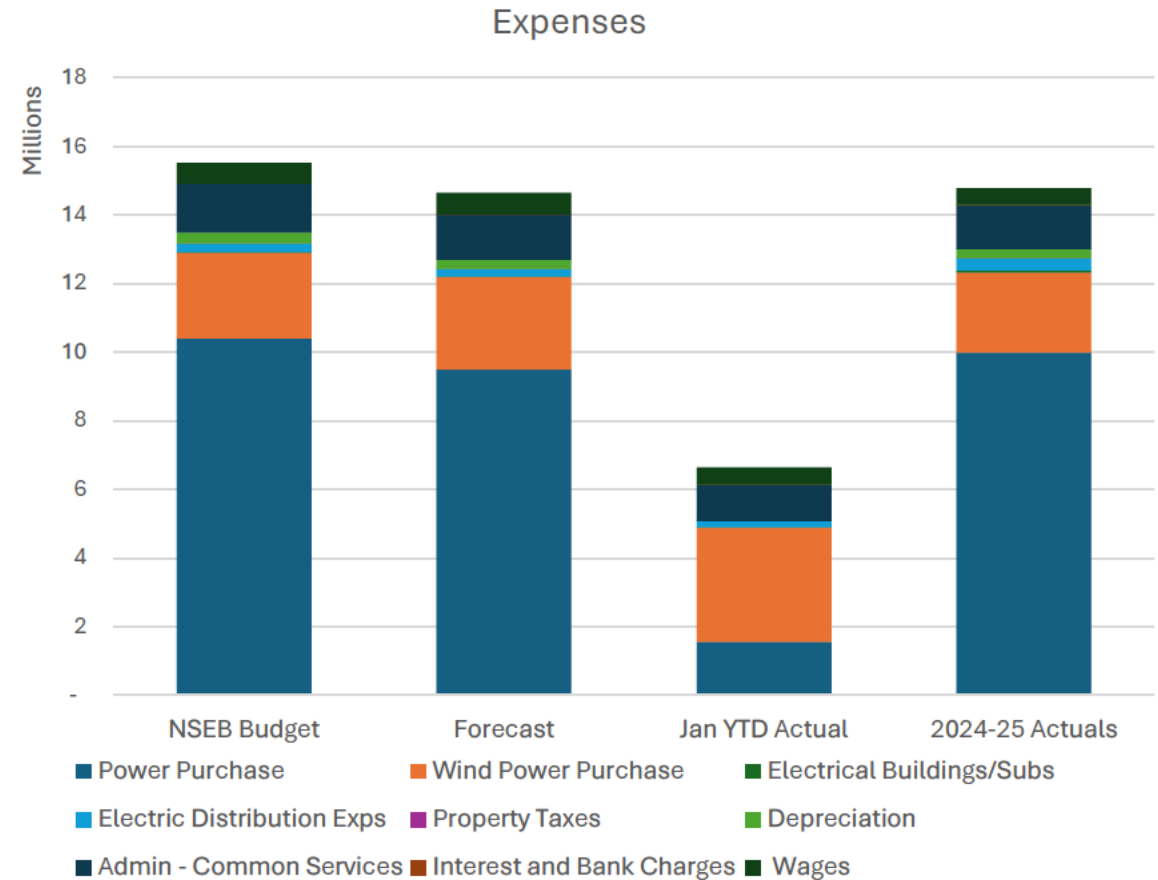
- Revenue is primarily driven by regulated rates and energy consumption
- No rate changes have been incorporated beyond approved levels
- Consumption assumptions align with historical trends, adjusted for recent variances



Operating Expenses

Operating Expenses – Key Components

- Power purchase costs remain the largest expense driver
- Operating and maintenance costs reflect normal utility operations
- No extraordinary or non-recurring expenses are included in this budget



	2025-26	2025-26	2025-26	2024-25	Forecast vs 24-25
	NSEB Budget	Forecast	Jan YTD Actual	Actuals	Variance
Operating Revenue					
Residential Service	6,471,992	5,697,403	4,503,383	6,068,223	(370,820)
Commerical & Large Comm Servi	9,105,250	8,929,590	7,438,175	9,077,652	(148,062)
	-	-	-	-	-
Other Revenue	144,073	226,674	176,572	218,056	8,618
	15,721,315	14,853,667	12,118,130	15,363,931	(510,264)
Non-Operating Revenue					
Power Purchase	10,400,673	9,494,772	1,557,462	9,981,789	(487,017)
Wind Power Purchase	2,500,000	2,701,727	3,340,092	2,335,562	366,165
Electrical Buildings/Subs	17,976	10,901	8,176	37,858	(26,957)
Electric Distribution Exps	241,782	217,511	163,133	350,013	(132,502)
Property Taxes	2,666	2,793	2,793	2,745	48
Depreciation	319,524	258,733	-	258,733	-
Admin - Common Services	1,418,281	1,316,138	1,053,755	1,282,602	33,536
Interest and Bank Charges	-	11,849	8,887	13,853	(2,004)
Wages	619,500	626,452	500,884	484,836	141,616
	15,520,402	14,640,876	6,635,182	14,747,991	(107,115)
Non-operating revenue					
Interest	-	46,474	38,728	12,555	33,919
Non-operating expenditures					
Debt Payments	-	-	-	-	-
Town of Antigonish Dividend	200,913	250,000	-	305,572	(55,572)
	200,913	250,000	-	305,572	(55,572)
Rev over Expenses (deficit)	0	9,265	5,521,676	322,923	(313,658)

Highlights & Forward Looking Pressures

Power purchase costs account for approximately 83% of total operating expenses

This aligns with historical experience for Town-owned electric utilities

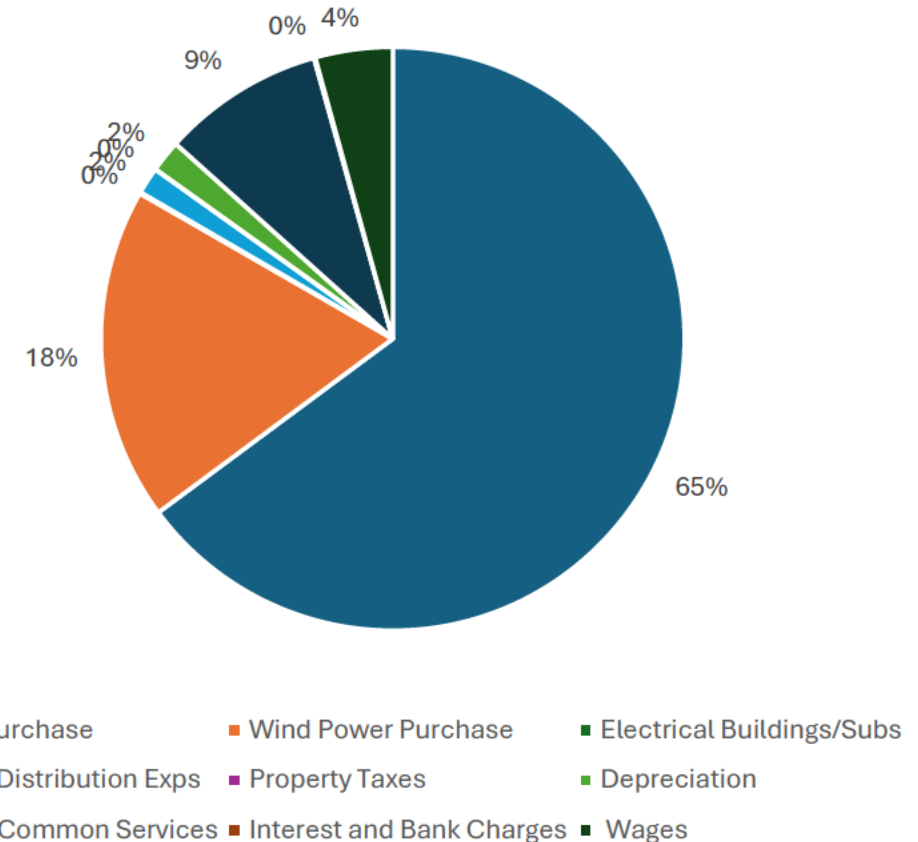
Upcoming Budget Pressures

NSPI requested rate increases will impact future power purchase costs

Flow-through rate and general rate applications will be required as:

- Wholesale power costs increase, and
- Grid modernization phases are completed and placed into service

These costs will need to be reflected in future rate applications



Key Take Aways

- The 2025-26 budget reflects stable operations with no new rate changes
- Current data limitations are temporary and tied to external invoice delays
- Future budgets will need to address NSPI rate decisions and grid modernization impacts.
- Will present at the next audit committee, looking for recommendation to Council for formal approval at next Regular Council meeting.

Draft Electric Utility Budget		2024-25	2025-26	2025-26	2024-25
10-Feb-26		NSEB Budget	Forecast	Jan YTD Actual	March 31st
Revenue					
Operating					
Electric Revenue:					
Electric Revenue		6,471,992	5,697,403	4,503,383	6,068,223
Commercial Service		9,105,250	7,128,569	5,937,324	7,270,815
Large General Service		-	1,801,021	1,500,851	1,806,837
Street Lighting		144,073	101,135	75,851	103,148
Street Lighting - Private			78,800	65,667	80,248
Service Connections			17,100	12,825	15,300
Misc Electric Revenue			5,167	3,875	
Pole Rental			6,205	4,654	4,695
Electric Wiring Revenue			18,267	13,700	14,665
Total Electric Revenue		15,721,315	14,853,667	12,118,131	15,363,931
Expenditure					
Operating					
Power Purchases:					
Power Purchases-Energy		10,400,673	9,494,772	1,557,462	9,981,789
Total Power Purchases		10,400,673	9,494,772	1,557,462	9,981,789
Power Generation and Delivery:					
AREA - Power Purchase		2,500,000	2,701,727	3,340,092	2,335,562
Total Power Generation and D		2,500,000	2,701,727	3,340,092	2,335,562
Electrical Buildings/Subs:					
Sub Stat Supplies & Expense		13,599	1,800	1,350	28,641
Building Maint - Fuel		3,121	5,012	3,759	6,574
Building Maint - Cleaning/Janito		814	3,047	2,285	1,715
Building Maint - General Repairs		441	1,043	782	928
Total Electrical Buildings/Subs		17,976	10,901	8,176	37,859
Electric Distribution Exps:					
OH Conductor		11,470	5,412	4,059	16,605
Other - OH Conductor		4,958	10,031	7,523	7,177
Poles		12,652	12,333	9,250	18,315
Other - Poles		17,053	30,063	22,547	24,687
Dist Mntc Services		(3,214)	34,808	26,106	-4,653
Tools		59,600	39,683	29,762	86,279
Dist Mntc St Lights		14,924	7,257	5,443	21,604
Dist Traffic Lights		10,355	2,941	2,206	14,991

Draft Electric Utility Budget	2024-25	2025-26	2025-26	2024-25
10-Feb-26	NSEB Budget	Forecast	Jan YTD Actual	March 31st
Dist Truck Expenses	72,480	50,768	38,076	104,925
Transformer Mntc	16,990	19,417	14,563	24,596
Meter Mntce (Other)	15,826	360	270	22,911
Clothing	8,688	4,437	3,328	12,577
Total Electric Distribution Exp	241,782	217,511	163,133	350,013
Property Taxes:				
Taxes Property	2,666	2,793	2,793	2,745
Total Property Taxes	2,666	2,793	2,793	2,745
Depreciation:				
Depreciation	319,524	258,733		258,733
Total Depreciation	319,524	258,733		258,733
Admin - Common Services:				
Super Town Chg	677,038	647,807	539,839	625,080
Super Eng.	280,629	293,132	244,277	259,093
Engineering Services	12,884	17,356	13,017	11,895
Regulatory - UARB	17,470	-		16,129
Regulatory - Other	481	4,804	3,603	444
Load Studies And Projects	-	4,800	3,600	
Wages	97,648	92,410	77,008	92,193
Canada Pension/Employ. Ins	4,879	4,879	4,066	4,053
Workers Compensation Prem.	467	467	389	373
Pension	7,494	7,494	6,245	6,174
Group Insurance	2,752	2,752	2,293	2,478
Other Benefits	842	380	317	777
Training	3,415	1,019	764	3,153
Audit	12,896	18,000	-15,750	11,906
Legal	145,493	94,584	70,938	134,327
Admin and Office	-	227	170	
Office - kitchen supplies	2,129	3,589	2,692	1,966
Office - Supplies	3,539	1,431	1,073	3,267
Telephone - Landline	3,065	3,209	2,407	2,830
Telephone - Mobile Devices	3,073	2,799	2,099	2,837
Meetings	289	1,003	752	267
Asset Insurance	98,897	93,845	93,845	91,307
Collection Charges	447	152	114	413
Provision for Uncollectible Elect	42,456	20,000		11,641
Total Admin - Common Servic	1,418,281	1,316,138	1,053,755	1,282,602
Interest and Bank Charges:				

Draft Electric Utility Budget	2024-25	2025-26	2025-26	2024-25
10-Feb-26	NSEB Budget	Forecast	Jan YTD Actual	March 31st
Int Consumer Deposits	-	11,849	8,887	13,853
Total Interest and Bank Charge	-	11,849	8,887	13,853
Wages:				
Wages to capital projects		(138,000)	(136,159)	-137,429
Wages	522,469	588,905	490,754	546,326
Overtime Wages	-	101,874	84,895	
Canada Pension/Employ. Ins	33,210	27,589	22,991	25,991
Workers Compensation Prem.	3,104	2,788	2,323	2,429
Pension	44,197	31,746	26,455	34,590
Group Insurance	15,370	11,010	9,175	12,029
Other Benefits	1,149	540	450	899
Total Wages	619,500	626,452	500,884	484,836
	15,520,402	14,640,876	6,635,182	14,747,993
Non-operating revenue				
Interest on investments				
Interest on Accounts:				
Discounts/Interest	-	46,474	38,728	12,555
Total Interest on Accounts		46,474	38,728	12,555
		46,474	38,728	12,555
Non-operating expenditures				
Debt Payments				
Transfers to other funds:				
Transfer to General Operating	200,913	250,000		305,572
Total Transfers to other funds	200,913	250,000		305,572
	200,913	250,000		305,572
Excess(deficiency) of revenue o	(0)	9,265	5,521,677	322,921

2026-27 Assessment Overview
February 10, 2026



2026-27 Assessment Overview

	2025/26 Total Assessment	2025/26 Tax Rate	2025/26 Forecasted Tax Revenue	2026/27 Total Assessment	2026/27 Tax Rate - if no increase	2026/27 Forecasted Tax Revenue (No Increase)	Increase/ (Decrease)	Year-over- Year Change
01 Residential Taxable	424,381,300	1.30	5,516,957	452,760,100	1.30	5,885,881	368,924	6.69%
02 Commercial Taxable	81,608,600	2.90	2,366,649	84,448,000	2.90	2,448,992	82,343	3.48%
03 Resource Taxable	749,900	1.30	9,749	815,400	1.30	10,600	852	8.73%
Sub Total - Property Tax Revenue	506,739,800		\$ 7,893,355	\$ 538,023,500		\$ 8,345,474	452,118	6.17%
GIL Federal Government	1,390,400		40,322	1,435,800		41,638	1,317	3.27%
GIL Federal Agencies	673,500		19,532	673,500		19,532	-	
GIL Provincial	95,525,800		1,270,995	97,935,900		1,297,639	26,643	2.52%
Total Tax Revenue	\$ 604,329,500		\$ 9,224,203	\$ 638,068,700		\$ 9,704,282	480,078	5.58%

Overview



Residential
\$1.30



Commercial
\$2.90



Resource
\$1.30

*rates are per \$100 of taxable assessment value

	Tax Assessment	Grants in Lieu	Total
For each one cent increase in residential tax revenue increases by	\$ 45,358	9,640.64	\$ 54,998.19
For each one cent increase in commercial tax revenue increases by	\$ 8,445	\$ 363.88	\$ 8,808.68
			\$ 63,806.87

Resident Impact (Assessment only)

- 2026 Capped Assessment: 2.60%
- “What will the average resident’s property tax be this year?”
 - “For a typical household, the median property tax this year is about **\$2,867.**”
- “How much will it increase year over year?”
 - “The median year-over-year increase is about **\$73**, which reflects what most residents will see.”

Resident Impact (Assessment only)

Year-over-year (YOY) Assessm't % Change	Number of Properties	% of Properties	Average Tax Assessment	Median Tax Assessment	Highest Value Assessment	Lowest Value Assessment	Average Property Tax	Median Property Tax	Average % Change YOY	Median % Change YOY
<0%	52	3%	172,187	94,950	1,204,700	11,100	2,238.43	1,234.35	(301.73)	(40.95)
=0%	112	7%	8,442	6,000	229,650	100	109.75	78.00	-	-
<2.6%	190	11%	119,526	74,650	1,398,400	4,400	1,553.84	970.45	30.79	3.90
=2.6%	1,044	62%	251,721	229,650	1,547,600	15,900	3,272.37	2,985.45	82.34	21.45
>2.6--10%	139	8%	730,225	374,400	16,018,900	79,500	9,492.93	4,867.20	598.81	75.40
>10%-50%	103	6%	362,269	288,600	3,196,500	4,000	4,709.50	3,751.80	777.72	328.90
>50%-100%	33	2%	333,673	340,100	810,000	45,000	4,337.75	4,421.30	1,790.69	448.50
>100%-200%	10	1%	387,320	401,450	506,800	148,600	5,035.16	5,218.85	2,630.03	2,722.85
>200%	4	0%	682,025	575,800	1,365,000	211,500	8,866.33	7,485.40	8,156.53	6,775.60
new	2	0%	463,400	463,400	924,700	2,100	6,024.20	6,024.20	6,024.20	6,024.20
Total	1,687	100%	268,382	220,500	16,018,900	100	3,488.96	2,866.50	219.05	72.80

Melanie Fougere

From: Melanie.Fougere@townofantigonish.ca
Subject: FW: EXTERNAL: Pucks for Purpose Banquet

From: Kaleb Boates (x2023dml) <[REDACTED]>
Sent: Tuesday, February 10, 2026 8:43:54 AM
To: Town of Antigonish Mayor <mayor@townofantigonish.ca>
Subject: EXTERNAL: Pucks for Purpose Banquet

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

Hello Mayor Cameron,

I hope you've had a great start to 2026. I'm reaching out to invite you and your team to the Pucks for Purpose annual banquet.

We greatly appreciated having your support last year, and would love if you would join us again this year to celebrate the Pucks for Purpose community leading up to puck drop in March. The banquet will take place on February 26th at 6:00pm.

We're asking \$400 for the table sponsorship. If you're interested, please let me know.

Thanks again,

Kaleb



Kaleb Boates, President

Pucks for Purpose Charity Hockey Game

St. Francis Xavier University
5555 Union Place | Antigonish NS | Canada | B2G 2W5
I [REDACTED] E – pucksforpurpose@stfx.ca

pucksforpurpose.com



Subject: CAO Report
To: Antigonish Town Council
Date Prepared: 2026-02-12
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.

- Regular weekly meetings with Directors and monthly including Managers
- AREA Meetings with CAOs and CEO of AREA – regularly scheduled and additional to prepare for Electric utility's flow through rate submission and general rate application (GRA) and Solar Garden claims.
- RK Steering Committee Meeting – New Building Updates
- STRAIT-IT Board Meeting
- Provincial Emergency Resilience Forum – in Truro
- Meeting with County, AREMO, and Provincial representative to discuss Antigonish Fire Training Centre
- Reviewed RFP Submissions for Town Hall Accessibility Design
- Meeting with Public Health representative to discuss Recreation Facility Allocation Policy updates
- Preparation for and attendance at Council Meetings
 - Committee of the Whole (Cow)
 - Town Hall
 - Special Council Meetings
 - Audit Committee
- EDPC ePermitting Meeting
- EDPC Board Meeting
- Institute of Public Administrators delivered a mentorship workshop presentation (virtually – national)
- Preparing for 2026-2027 Budget
- 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
- Implemented pilot electronic TimeSheet with Directors and Admin/Communications team
- Meeting with Provincial Department of PWs and County officials to discuss 2026-2027 capital work
- Meeting with AAHS representatives to discuss Riverside Estates driveway and parking & solar system
- Kick off Accessibility Design project

Marketing & Communications Update:

Projects
Title: Net Zero Engagement Strategies
Status Update: - Brand audit ready for presentation at February CoW – was deferred
Next Step: On-going
Title: Website Updates
Status Update: - CAO and Director Community Development managing communications for January and February - Live streamed Council meetings uploaded, minutes, and agenda package - Added Committee and Council Meetings to Town Calendar - Public Notices for Council meetings and weather and related issues
Next Step: on-going
Title: Events
Status Update: Complete - African Heritage Month Events - Flag Raising at Chisholm Park - StFX Event
Next Step: N/A
Title: Public Notices
Status Update: - Weather related delayed opening and Winter Parking Bans - Public works activities
Next Step: On-going
Title: Advertising and Sponsorship requests
Status Update: - Public Notices
Next Step: n/a
Title: Speaking Remarks and Letters
• n/a
Next Step: on-going
Title: Social Media Updates
Status Update: • Public Notices • Community Postings • Community Grants Applications Open (online form) • Make Your Move – Free Swims and Skates • Dedication of Community Room at People's Place - Event Notice • Town's Kids on the Move (walk to school)

Title: Housing Accelerator Fund Communications Strategy
Status Update: • n/a
Next Step: on-going
Title: Marketing Levy
Status Update: - Ongoing Tracking down payments and remittances – supported by Corporate Services Accounts Receivable - Monthly Collection Emails continue to roll out for remittance
Next Step: On-going

Subject: Staff Report
To: Antigonish Town Council
Date Prepared: Feb 11th, 2026
Prepared by: Kyle Meisner, P. Eng., Director of Infrastructure and Engineering

Department of Infrastructure and Engineering

Projects/Tender Update:

Projects
Title: Bay St Municipal Servicing Upgrades Capital Project
Status Update: Watermain activated, and asphalt patching completed. Jack-and-bore work for sewer scheduled for March, railway permits extended. Planning underway with emphasis on minimizing traffic disruption.
Next Steps: Complete service connection hook-ups for properties.
Title: West / James St Capital Project
Status Update: Sewer lining being schedule for resumption of work.
Next Steps: Complete sewer lining work before spring.
Title: STP Screening / Headworks
Status Update: Building design nearing completion, preparing electrical / mechanical drawings
Next Steps: Finalize building design, tender civil works + building
Title: Security Fencing RFP – PW and Columbus Field
Status Update: Work completed on Columbus Field
Next Steps: Complete PW fencing through winter
Title: Review of Fall Projects – Lessons Learned
Status Update: Council Debrief Completed Feb 3rd
Next Steps: Complete internal report, apply lessons learned to 2026 capital season
Title: Source Water Test Wells
Status Update: Preliminary Hydrogeologist report received, results better then previously expected
Next Steps: Full Report expected end of February with well screen design
Title: STP Aeration Equipment RFP
Status Update: Aeration equipment installed
Next Steps: Install new front end blower hookup
Title: Capital and Operational Budgets
Status Update: Planning and Council Presentations underway for preparing 26/27 Budgets
Next Steps: Present financials and prioritized plans to maximize impact of \$ spent

Electric Utility (EU):

Projects
Title: Grid Modernization
Status Update: Substation Civil Works Project substantially completed, holdbacks being assessed for release Substation Steel Structures Project underway Electrical Site Work Tender – Closed Oct 28 th Tenders for control building under review / assessment for award Distribution Transformer changeouts completed for 2025
Next Steps: Complete substation construction, testing and commissioning
Title: Solar Garden
Status Update: AREA accepted Care and Control of site July 2025 AREA / EU Troubleshooting issues with Inverter #3, #4, #5 and associated breakers
Next Step: Adjust breakers with design engineers, replace if necessary

Title: EU Rubber Gloving Code of Practice
Status Update: TOA received further questions from DOL, response pending in February
Next Step: Complete Provincial review and approval process, begin training
Title: Power Outages
Status Update: For maintenance work - short service outages will be required till Code of Practice in place.
Outages Reported: Cloverville Substation down approximately 2 hours – Jan 17 th , NSPi supply issue
Title: EU Staffing
Status Update: 1 PLT no longer employed with the Town
Next Step: Full Time PLT job posted, interview candidates
Title: Operations Items
Status Update: Items as noted below
Next Step: Received / unloaded new 138kV switches for new Substation Changed out house services – Church St Ran 2 new spans of wire for new street lights at Church St roundabout Trouble calls – Court St, Florence Circle, Church St, Greening Dr, Governors Ln, Old Legion Tree removal for new fence around PW/EU shop

Treatment Facilities:

Brierly Brook Water Treatment Plant
Title: Settling Pond Desludging
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.
Title: Saturator Cleaning
Status Update: Completed on January 14 th with no issues.
Next Steps: None.
Title: DAF Cleaning
Status Update: Scheduled for the week of February 16 th . (StFX Reading Week). The firetruck is available.
Next Steps: Check the status of drainage pumps and hoses and purchase any needed supplies.
Title: Replacement of Discharge Pumps
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.
Title: Source Water Review
Status Update: Waiting for water test results from 2 test wells.
Next Steps: Evaluate viability of locations.
Title: Equipment Inventory
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.
Title: New Staff Certification Upgrades
Status Update: TK & EM both wrote Water Treatment Class I exams on December 18 th .
Next Steps: Both TK & EM have passed the exam. They will be issued their certificates once they have completed 1 year of experience (March).

Antigonish Sewage Treatment Plant
Title: Lagoon Aeration Upgrades
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.
Title: Lagoon Aeration Work

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.
Title: Blower Maintenance
Status Update: Oil and belt changes complete on all blowers.
Next Steps: Change of air filters.
Title: Headworks Pump Repairs
Status Update: Pump 3 removal was unsuccessful due to issues with the size of the pump and the size of the hatch opening. Removal put on hold until anchor points are installed to allow for safe relocation of other equipment to make room for pump 3's removal.
Next Steps: Relocate level sensor and wet well wizard and schedule boom truck for pump 3 removal.
Title: Sewage Plant Filter Cleaning
Status Update: Preparation of filter 1 sand cleaning underway.
Next Step: Cleaning Filter 1A
Title: Recirculation of Sewage Plant Water
Status Update: No change.
Next Step: Restart recirculation in the spring.
Title: Cold Water Addition to Sewage Plant Headworks
Status Update: No change.
Next Step: Will reassess in spring.
Title: New Staff Certification Upgrades
Status Update: TK & EM scheduled to write Wastewater Treatment Class I on March 11 th . Both are working through their exam preparation courses from ACWWA.
Next Steps: Write exams.

Public Works (PW):

Item: Site Preparation – Fence Installations
Status: Fence prep for the Public Works yard was completed. Decision to extend the fence all the way around the yard was made. Eastern Fence started on Jan 22 and continues installation in to February.
Next Steps: Install fencing at Public Works- scheduled for end for January
Item: Water Break Response – Shamrock Acres
Status: Hot tap completed December 22 to replace aging iron infrastructure with 2 in copper line.
Next Steps: Bypass is still in place. Property contractor has not yet completed work.
Item: Sewage Flow Study
Status: Manhole assessments were completed. The County has requested an interim report.
Next steps: Work with consultant on interim report.
Item: Winter Operations Preparation
Status: Winter operations continue. There have been several significant storms. Snow was removed from Main Street on Jan 29. Residential street widening is being undertaken as time and resources permit.
Next Steps: Continue snow operations as needed.
Item: Water Breaks
Status: Two water breaks were discovered on James street within a 24 hour period during a significant snow fall event. Repairs were completed on Jan 25.
Next Steps: James Street waterline being considered for replacement in capital plan.
Item: Site Docs

Status: Agreement with Site Docs finalized for electronic safety platform.

Next Steps: Kick off meeting scheduled for Feb 9.

Waste Management:

Projects
Title: Circular Update
Status Update: Turned over recycling pickup to Circular in December 2025
Next Step: No further action
Title: Solid Waste Items
Status Update: Waste Management Bylaw - awaiting Municipal Affairs approval for SOTs
Next steps:
Title: Waste disposal weights – End of November, 2025
Status Update: RWC (October) 649.95 T

Traffic Authority:

Projects
Title: Parade / Road Race / Street Fair Permits
Status Update: Permit approved for Christmas Parade with modified route to avoid construction
Next Step: Create Policy for parade requirements for clarity for 2026 (winter)
Title: Pleasant / Victoria intersection
Status Update: Official TA Memo issued, will change to 3-way stop by spring
Next steps: Install new signage when snow recedes.
Title: Fairview Street speed limit reduction request
Status Update: No reductions warranted, request denied. Official response sent to requester.
Next steps: Mitigation measures discussed with P&L Committee, forwarded to Council for Budget
Title: Northview Drive speed limit reduction request
Status Update: No reductions warranted, request denied. Will send official response to requester.
Next steps: Discuss some mitigation measures with P&L committee
Title: Accessible Parking Zones on Main St
Status Update: RFP issued for design and assessment of accessible parking spaces
Next steps: Close and evaluate RFP
Title: College St Parking
Status Update: Assessing for no-parking zone
Next steps: Will bring recommendation to Committee of the Whole in February
Title: College/ Pleasant Intersection
Status Update: Will require further study on traffic impacts for a possible change to a 4-way stop.
Next steps: Will assess for RFP or inclusion into a broader study.



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

Subject: Community Development Council Report
CAO Report
To: Antigonish Town Council
Date Prepared: February 11, 2026
Prepared by: Shannon Long, Acting Director of Community Development

Community Development

Division Updates:

By-Law

By-Law Enforcement Officer: Jonathan Wright is still waiting on his appointment from the Department of Justice. Justice has requested training documentation that has been submitted and the motion from council.

Winter Parking Enforcement: The Overnight Winter Parking Ban was enforced on January 19 and 30 with 25 tickets issued and 12 vehicles towed.

Parking Tickets: From January 13(date of last report) to February 11, 497 parking tickets were issued; a large portion of them being issued by StFX for parking on private property without consent of the owner. StFX is transitioning from using the paper tickets to using the new printers that were purchased. An effort is going to be made to start tracking down unpaid parking tickets.

Parking Ticket	Ticket Count
Failing to obey parking sign (specify) - First Offence	5
Parking in manner that might interfere with snow removal or winter maintenance - First Offence	55
Parking on private property without consent of owner - First Offence	427
Parking on private property without consent of owner - Second Offence	1
Stopping or parking in accessible-parking zone without mobility-disabled identification permit - First Offence	7
Stopping or parking in intersection - First Offence	1
Stopping or parking in loading zone for longer than 30 minutes - First Offence	1
Totals	497

Parks & Recreation

Moving & Mingling: The second session of the program continue. Even with a number of storm cancellation days, participation rates are good.

Needs Assessment: The Town has been working with the County on a Recreation and Recreation Facility Needs Assessment. Planning is underway for the community consultation phase. There will be public surveys, community meetings, and pop-ups scheduled. Dates and times will be circulated to council once they are finalized.

Equipment Loan Program: Rec staff have been busy with equipment loan requests with cross country skis and snow snowshoes being popular. For 2026, staff have filled 98 bookings.

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:

Tourism
The Antigonish Tourism Association has hired Lynne Delorey as the Tourism Director and she has started in the role. She has been meeting with partners and the board to determine priorities.
Mural Program
The theme for the 2026 has been selected and it will be to celebrate the 50 th anniversary of the Antigonish Creative Dance Association
Good Neighbour Working Group
This group continues to meet regularly. Focus is on St. Patrick's Day and conversations have started for back to school in September and Homecoming.

2025/2026 Project Updates:

Town Hall Lighting
Complete.
Accessible Pathways –Phase Two (2025)
The second phase of the Accessible Pathway at the turf field was nearly complete prior to Christmas. All that remains is paving which will be done in the Spring.
Fence at Columbus Field
Complete.
Active Transportation Trail
Discussions with council will continue to determine the capital budget for 2026-2027.
Planter Boxes – Creighton Lane Parking Lot
Complete.

Housing Accelerator Fund Updates:

Initiative 1: High Density Review	
Status:	Complete
Next Step:	Provincial review of MPS and LUB changes. When provincial approval is received the changes will be published as effective on that day.
Initiative 2: Modernization of the Permitting Process	
Status update:	Complete
Next Step:	Continue to receive feedback and make necessary changes to software or processes for continual improvement for applicants and staff.
Initiative 3: Protection of Source Water	
Status update:	On target
Next Step:	Develop a Source Water Protection Plan and Monitoring Program. Due June 30, 2026
Initiative 4: Town Services Grant Program	
Status update:	Complete
Next Step:	Award Grant
Initiative 5: Community Transit	
Status update:	Complete
Next Step:	Support ACTS their recommendations implementation phase.

Subject: CAO Report
To: Antigonish Town Council
Date February 12, 2026
Prepared:
Prepared by: Meaghan Barkhouse, Director of Corporate Services

Corporate Services

Highlights

Electric Utility – Flow-Through Rate Increase Preparation

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
Title: 2024-25 Year End Audit Status The 2024–25 year-end audit remains ongoing and is pending the completion and approval of the Alternative Resource Energy Authority (AREA) financial statements by the AREA Board of Directors. The Town’s consolidated financial statements cannot be finalized until these external audit components are complete. The Director of Corporate Services continues to work closely with the auditors to finalize process documentation and ensure all necessary information from AREA is incorporated accurately. This includes confirming inter-entity transactions, validating shared financial data, and completing required supporting schedules.
Next Step: Continue working with AREA and the external auditors to finalize outstanding documentation and complete the Town’s consolidated year-end financial statements once AREA’s audit has been approved.
Title: Water Utility Rate Study 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).
Next Step: In process
Title: 2026-27 Budget Process

Corporate Services is working the Directors of Infrastructure and Engineering and Community Development to develop the 2026-27 budget. Capital budget discussion has begun with Council and administration, with administration to present capital options to Council and options to fund the desired projects. The tax roll assessment information from Property Value Services Corp (PVSC) is available, which was presented to council that the increase in taxable property assessments has grown approximately 5.6% across Town. Once there is clear direction on capital budget and revenue, operating budgets for General Government, Electric Utility and Water Utility will be presented.

Next Step: In process.

Title: Human Resources

Employee Hiring and Attrition

- Open job positions:
 - Powerline Technician – Full time, permanent

Next Step: On-going

Title: Equity, Diversity, and Inclusion in the Workplace

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

Next Step: Consultants Report to be presented

Title: Work from Home Policy

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

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

Title: In Development: Charitable Donation Policy

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

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

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

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

Committed: \$188,026.99

Budget: \$200,000.00

Remaining: \$ 11,973.01

10-800-4600-160000

Committed:

Vendor	Description	Amount
DR JOHN HUGH GILLIS REG HIGH S	Dr JH Gillis-Mod Unite	\$300.00
ANTIGONISH JR B BULLDOGS	Don Johnsons Cup	\$2,000.00
DR JH GILLIS REGIONAL HIGH	St Marth's Relay	\$200.00
ANTIGONISH COUNTY ADULT LEARNI	ACALA-'25 Comm Grants	\$3,500.00
ANTIGONISH AFFORDABLE HOUSING	Ant Afford Hsing-'25 C	\$4,500.00
ANTIGONISH ART FAIR &	Art Fair-'25 Comm Gran	\$18,000.00
ANTIGONISH CHALLENGER BASEBALL	Ant Chall Baseball-'25	\$2,000.00
ANTIGONISH CULTURE ALIVE	Ant Cult Alive-'25 Com	\$6,500.00
ANTIGONISH EMERGENCY FUEL FUND	Ant Emer Fuel-'25 Comm	\$5,000.00
ANTIGONISH HIGHLAND SOCIETY	Ant Highland Soc-'25 C	\$15,000.00
ANTIGONISH IMAGINATION LIBRARY	ABC for Kids-'25 Comm	\$6,500.00
ANTIGONISH SENIORS CARE VAN	Ant Sr's Care Van-'25	\$1,000.00
ANTIGONISH SKATE PARK ASSOCIAT	Ant Skateboard-'25 Com	\$2,000.00
ANTIGONISH TOURISM ASSOCIATION	Ant Tourism Asn-'25 Co	\$8,000.00
ANTIGONISH VISITOR INFORMATION	Ant VIC-'25 Comm Grant	\$6,000.00
ANTIGONISH FARMER'S MARKET ASSOC	Ant Farmer's Mark-'25	\$2,000.00
ANTIGONISH SNO DOGS	Ant Sno Dogs-'25 Comm	\$15,000.00
ALL-OF-US SOCIETY FOR ART PRES	All-Of-Us-'25 Comm Gra	\$1,500.00
CANADIAN ASSN FOR COMMUNITY LI	CACL-'25 Comm Grant	\$8,000.00
DESTINATION EASTERN AND NORTHU	DEANS-'25 Comm Grant	\$8,000.00
FESTIVAL ANTIGONISH	Fest Ant-'25 Comm Gran	\$15,000.00
KEEP WELL ANTIGONISH	Keep Well-'25 Comm Gra	\$3,000.00
POSITIVE ACTION FOR KEPPCH	Pos Act for Kepp-'25 C	\$10,000.00
L'ARCHE ANTIGONISH	L'Arche-'25 Comm Grant	\$3,500.00
NAOMI SOCIETY	Naomi Soc-'25 Comm Gra	\$3,000.00
ROOF OVER YOUR HEAD	Roof over Head-'25 Com	\$2,000.00
STRAIT AREA GROUND SEARCH AND	SAGSR-'25 Comm Grant	\$2,500.00
PICTOU ANTIGONISH REG. LIBRARY	PARL-'25 Comm Grant	\$2,900.00
IOOF Property Tax By-law	Move Council Credit IOOF	\$1,976.00
ROSS SCREENPRINT	Canada Day-Council Shirts	\$205.32
EASTERN NOVA SCOTIA EXHIBITION	ENSE	\$500.00
HOW CLUB AA	How Club-Funding-(Taxe	\$945.67
GUYSBOROUGH EMANCIPATION	Guys Emancipation	\$500.00
SETTLEMENT IN ANTIGONISH FOR	2025/26-SAFE	\$6,000.00
DELOREY SADIE	S Delorey – Canada Games	\$200.00
KELL GARY	G Kell-Arm Wrestling Champ	\$200.00
ST FRANCIS XAVIER UNIVERSITY	Nat'l Truth Rec-Concert	\$1,000.00
ANTIGONISH POVERTY REDUCTION	Ant Comm Fridge-Donation	\$2,000.00
EASTERN NOVA SCOTIA EXHIBITION	ENSE-Donation	\$4,800.00
MACKENZIE CALDER	C MacKenzie-X Country	\$200.00
ANTIGONISH EMERGENCY FUEL FUND	Emer Fuel Fund	\$3,000.00
ANTIGONISH FOOD BANK	Ant Food Bank	\$3,000.00
ANTIGONISH JAZZ FEST	Ant Jazz Fes	\$500.00

ST FX STUDENTS UNION	Global Med Brigades	\$600.00
RK MACDONALD FOUNDATION	Lights of Love Campaign	\$1,000.00
KNIGHTS OF COLUMBUS	Knights of Columbus Toy Drive	\$1,000.00
SANTA FOR SENIORS	Santa for Seniors	\$1,000.00
AFRICAN NS PILGRIMAGE COMMITTEE	African NS Pilgrimage	\$500.00
DR JH GILLIS YOUTH HEALTH CTR	DR JH Gillis Youth Hea	\$1,000.00
RAISING THE VILLAGES COOPERATI	Raising the Villages C	\$1,000.00

	2025	2025	2024	2024
	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>	<i>Actual</i>
Revenue				
Taxes	9,267,538	9,161,378	7,931,983	7,970,163
Grants in Lieu of Taxes	1,338,568	67,233	1,206,255	65,296
Sale of Services	1,380,492	1,054,762	1,058,889	791,391
Services provided to other governments	1,138,847	193,496	397,903	141,278
Other revenue from own sources	269,489	382,772	137,095	459,457
Unconditional Transfers from other govern	691,194	180,199	204,039	172,126
Other Transfers	2,448,460		2,125,770	3,000
	16,534,588	11,039,840	13,061,933	9,602,711
Expenditure				
Mayor and Council	462,926	402,688	460,844	392,732
Corporate Services and Office of the CAO	875,952	594,010	1,148,128	740,589
Capital	4,593,832	369,684	2,513,576	-
Engineering and Public Works	1,634,446	1,329,705	1,462,376	1,170,236
Environmental Health Services	1,509,984	1,225,734	1,353,886	1,193,439
Community Development Administration	466,237	452,375	264,361	401,143
Partnerships & Initiatives	899,713	595,718	499,701	808,788
Protective Services	3,302,009	2,500,258	2,960,477	2,537,324
Recreation and Cultural Services	682,596	496,831	706,221	559,366
Provincial Responsibilities	1,806,818	1,512,120	1,692,329	1,416,744
Restructure Account	299,636	178,970	-	-
	16,534,149	9,658,093	13,061,900	9,220,361
Excess(deficiency) of revenue over expend	439	1,381,748	34	382,350