

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

Asset Management Committee

Tuesday, April 3rd, 2018 @ 5:30pm

Municipal Administration Centre

1. Call to Order
2. Approval of Agenda
3. Approval of February 13th Asset Management Committee Minutes
4. Business Arising from the Minutes
5. Provincial Road Priorities List Update
6. Town Sewer Treatment Plan Assessment Update
7. Presentation of Frankville Sewer System Expansion Cost Estimate
8. Asbestos Site Update
9. J-Class Roads Update
10. Status of Projects Subject to Local Improvement Charges
11. County Courthouse Master Plan and Condition Assessment
12. Review & Consent to Capital Priorities for FY 2018/19
13. In-Camera Items
 - a. Sale of Municipal Property
 - b. Acquisition of Municipal Property
14. Adjournment

STRATEGIC PRIORITIES CHART December, 2017 (amended Mar. 2018)

COUNCIL PRIORITIES	
NOW <ol style="list-style-type: none"> BROADBAND PROPOSAL: Agreement – Jan. INTERNET SERVICE: Business Case – March CELLULAR SERVICE: Business Case – May NEW BUSINESS PARK: Options – June REN STRATEGY: Review – Mar. 	
NEXT <ul style="list-style-type: none"> ACCESSIBILITY: Audit INFRASTRUCTURE FUNDING: PLAN WATER: Assessment & Projects SEWER: Assessment & Projects GUYSBOROUGH: Collaboration Meeting TOURISM PROGRAM: Review 	ADVOCACY/PARTNERSHIPS <ul style="list-style-type: none"> <i>Broadband Funding (Province)</i> <i>Long-Term Care Facility Funding (Province)</i> <i>Aging In Place Program (Province)</i> <i>NS Broadband Study (Province)</i> <i>PFN: CEDI Initiatives</i>
CLERK TREASURER	FINANCE
<ol style="list-style-type: none"> REN STRATEGY: Review – Mar. INDUSTRIAL PARK –LAND AD, SALE & NEW BUSINESS PARK: Options - June Asset Management System: Phase 1 – June <ul style="list-style-type: none"> Emergency Management Coordination Leadership Team Development Program 	<ol style="list-style-type: none"> INFRASTRUCTURE FUNDING: Plan – Jun Water Meter System: Integration Landfill Billing System: Review – Mar. <ul style="list-style-type: none"> Water Utility Rates: Review – Oct. Information Technology Strategy: Sept
PUBLIC WORKS	RECREATION
<ol style="list-style-type: none"> SEWER TREATMENT: Assessments & Problem ID – Sept. WATER SYSTEM: Assessment – Mar. WATER SYSTEM: Upgrades <ul style="list-style-type: none"> Facilitate Asset Condition Assessments 	<ol style="list-style-type: none"> Active Transportation: Action Plan – April. MPAL: Recreation Plan – June. Part Time Staff Leadership Program – April Support Community Initiatives – Jan 2019 <ul style="list-style-type: none"> Recreation for All Program – Jan 2019
SUSTAINABILITY	PLANNING
<ol style="list-style-type: none"> ACCESSIBILITY: Audit – Mar. Emergency Business Continuity Plan – May. Renewable Energy: Options – June (Prov.) <ul style="list-style-type: none"> PFN: CEDI Initiative Next Steps – April Municipal Awareness Strategy – September 	<ol style="list-style-type: none"> EASTERN ANTIGONISH PLAN REVIEW – Sept. <i>Civic Address Internal Audit</i> – April Amendments – PAC Jan/Feb. <ul style="list-style-type: none"> Antigonish Affordable Housing (Phase 3) MacDonald Dairy Warehouse Levy's Leather Warehouse
ADMINISTRATION	ADMINISTRATION
<ol style="list-style-type: none"> BROADBAND PROPOSAL: Agreement – Jan. INTERNET SERVICE: Business Case – March CELLULAR SERVICE: Business Case – May <ul style="list-style-type: none"> Newsletter Review Online Media Refresh 	<ol style="list-style-type: none"> GUYSBOROUGH: Collaboration – Mar. TOURISM Review/Scan – Mar. Internet Upgrades – Mar. <ul style="list-style-type: none"> Court House: Assessment - Mar Dog Control Program: Review - June

TO: COMMITTEE MEMBERS
FROM: STAFF
SUBJECT: *ASSET MANAGEMENT MEMO*
DATE: APRIL 3RD, 2018

PROVINCIAL ROAD PRIORITIES LIST UPDATE

Staff has prepared an update of the road priorities list from Council, and will work with TIR staff to sort these priorities based on road type and expenditure type to facilitate future discussions and advocacy for repairs and upgrades.

TOWN STP ASSESSMENT UPDATE

Mr. Horne will provide an update on the recently completed Town STP sewer assessment based on a recent meeting with Town officials.

PRESENTATION OF FRANKVILLE SEWER SYSTEM EXPANSION COST ESTIMATE

Based on a topographical assessment of the proposed expansion, Strait Engineering has estimated the cost to be approximately \$2.9 million. However, based on the depths required for sufficient grade and the pumping required to feed the expansion to the STP it is felt the actual costs will be higher. Mr. Myers will provide a more details description and address questions at the meeting.

ASBESTOS SITE UPDATE

Staff will provide the Committee with an update on the status of the Asbestos Site at the Beech Hill Solid Waste Management Facility.

J-CLASS ROAD UPDATE

An update was received from the Department of Transportation regarding the actual costs for paving Heritage and Ponderosa Drive, which are approximately \$21k over budget. While the Municipality was able to get 50% cost sharing with the Province, the actual cost turned out to be more than what was estimated. The cost estimate was provided by TIR.

We are waiting for notification from the Province regarding the Municipality's application for cost sharing of Old South River repaving, West River Crossing paving, and Somer's Road chip-seal.

STATUS OF PROJECTS SUBJECT TO LOCAL IMPROVEMENT CHARGES

An update will be provide by staff and councillors on the following projects:

- Southside Harbour Sewer Extension
- Gaspereaux Lake Water System Expansion
- West River Sewer Extension
- Cameron Kenny Hill Waterline Extension

COUNTY COURTHOUSE MASTER PLAN AND CONDITION ASSESSMENT

The consultant has completed the Master Plan and Condition Assessment for the County Courthouse. Copies were provided to Council for review; this is an opportunity for further discussion.

REVIEW & CONSENT TO CAPITAL PRIORITIES FOR FY 2018/19

The table below outlines the active files for consideration in the FY 2018/19 budget. A number of estimates are still being developed. Some projects may be contingent on securing other government funding. Staff will review all projects outlined here with Council. Staff is seeking consent to consider these projects as the budget is developed.

Category	Project	Estimated Cost
Water	North Grant Waterline Extension	\$600,000
	LSR Well #7 Pumphouse	\$30,000
	Church Street to Beech Hill Looping	\$450,000
	Pick-Up Truck Replacement	\$35,000
Sewer	Relocation of Sylvan Valley Sewer Line	NA
	Pomquet E-One Pump Replacements	\$500,000
Solid Waste	Excavator Purchase	\$265,000
Facilities	Court House Improvements	\$65,500
	Municipal Office Generator & Electrical System Upgrades	NA
	Extension of Water & Sewer to Municipal Office & Public Works	\$110,000
	Accessibility Improvements to Municipal Office	\$60,000
	Antigonish Arena Parking Lot Repaving	\$100,000
Roads	J-Class Road Improvements Old South River Repaving West River Crossing Paving Somer's Road Chip-Seal	NA
Asset Management	Linear Condition Assessments & Development of an Asset Management System	\$50,000
TOTAL		\$2,265,500

IN-CAMERA ITEMS

This subject matter falls within Section 22(2) of the Municipal Government Act as that which a committee may discuss in a closed session. It is recommended a motion be made to initiate an in-camera session. Materials will follow.

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

ASSET MANAGEMENT COMMITTEE MEETING MINUTES

An Asset Management Committee Meeting was held Tuesday, February 13th, 2018 at 5:30pm in the Council Chambers of the Municipal Administrative Centre, 285 Beech Hill Road, Antigonish NS.

Present were:

Councillor Bill MacFarlane, Chair
Warden Owen McCarron
Deputy Warden Hughie Stewart
Councillor Mary MacLellan
Councillor Donnie MacDonald
Councillor Rémi Deveau
Councillor John Dunbar
Councillor Neil Corbett
Glenn Horne, Municipal Clerk/Treasurer
Shirlyn Donovan, Strategic Initiatives Coordinator
Allison Duggan, Director of Finance
Daryl Myers, Director of Public Works

Regrets:

Councillor Vaughan Chisholm
Councillor Gary Mattie

CALL TO ORDER

The meeting of the Asset Management Committee was called to order by the Chair, Councillor MacFarlane, at 5:35pm.

APPROVAL OF AGENDA

The following item was added to the agenda:

- UARB Decision on Shannex

Moved by Councillor MacDonald and seconded by Councillor Deveau that the agenda be approved as amended. Motion carried.

APPROVAL OF MINUTES

Moved by Councillor MacLellan and seconded by Deputy Warden Stewart that the December 5th, 2017 Asset Management Committee minutes be approved. Motion carried.

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes

UPDATE ON THE FRINGE WATER SYSTEM ASSESSMENT

There was no update on the fringe water system assessment.

SEWER ACTIVITIES

Update on Sewer Assessments

Director of Public Works, Daryl Myers provided an update stating that all sewer assessments have been completed. Three systems are pushing at their max. Lower South River, St. Andrews and Heatherton and upgrades will need to be done. Discussion followed.

Councillor Corbett inquired about the failing lines in Havre Boucher. Strait Engineering is going to do an assessment on those lines.

Southside Harbour Sewer Update

Councillor Deveau would like to go door to door to talk to residents regarding a sewer extension into Southside Harbour.

Discussion of Frankville Sewer Line Extension

Councillor Corbett wanted to know the cost estimates for a sewer line extension in Frankville. The Committee agreed an engineering report should be done to price that project.

PRELIMINARY CONSIDERATION OF INFRASTRUCTURE INVESTMENTS IN PREPARATION FOR THE 2018/2019 BUDGET

Staff are preparing preliminary 2018/2019 budget projects, direction is sought regarding larger projects identified by Council and/or staff. Staff has four of these projects ready for preliminary consideration and further direction from the Committee.

North Grant Water

Church Street – Beech Hill Road Water Service Looping Project

Lower South River Well #7

Public Works Garbage Truck and Pickup Truck Replacement

Moved by Councillor MacDonald and seconded by Councillor Corbett that the Asset Management Committee recommends that Municipal Council approve the following projects for tender preparation. Final approval will be made with the budget.

- *North Grant Water*
- *Church Street – Beech Hill Road Water Service Looping Project*
- *Lower South River Well #7*
- *Public Works Garbage Truck and Pickup Truck Replacement*

IN-CAMERA: ACQUISITION, SALE, LEASE, AND SECURITY OF MUNICIPAL PROPERTY

These subject matters fall within Section 22(2) of the Municipal Government Act as matters that a committee may discuss in a closed session. It is recommended a motion be made to initiate an in-camera session.

Moved by Councillor MacDonald and seconded by Warden McCarron that the Asset Management Committee Meeting be adjourned to an In-Camera Session to discuss the Acquisition, Sale, Lease, and Security of Municipal Property at 6:05pm. Motion carried.

Moved by Deputy Warden Stewart and seconded by Councillor Deveau4 that the In-Camera session be adjourned at 6:16pm. Motion carried.

UARB DECISION ON SHANNEX

Committee Chair, Councillor MacFarlane brought it to the attention of the Committee that the Town of Antigonish Electric Utility has not received the power contract for the new Shannex building. The Town took the decision to the UARB and the Supreme Court but was not awarded the contract. The contract was awarded to Nova Scotia Power.

ADJOURNMENT

Moved by Councillor Dunbar and seconded by Councillor Deveau that the Asset Management Meeting be adjourned at 6:20pm. Motion carried.

Councillor Bill MacFarlane, Chair

Glenn Horne, Municipal Clerk/Treasurer

District	Priority One	Priority Two	Priority Three
1 Councillor MacLellan	Paving – section of Highway 337 near Lakevale	Gravel/grading/shoulders on Big Marsh Road	Pleasant Valley Road
2 Councillor MacDonald	Repaving (approx. 4km) of JCT South Lakevale Road & Route 337 going north to Civic #4613 Lakevale	Gravel/ditching of Mill Road between North Lakevale and West Lakevale	Gravel/ditching – Fairmont Road from JCT Cloverville to intersection Route 337
3 Deputy Warden Stewart	Chipseal – Purlbrook Road off #7 (2.5km)	Chipseal – Ohio West Road	Chipseal – MacMaster Road
4 Councillor Chisholm	Double Chipseal – Somers Road (last 1.5km)	Repaving Sylvan Valley Road	Guardrails on Addington Forks Road
5 Councillor Deveau	Chipseal – Pomquet Lake Road and Pomquet Point Road	Asphalt Patching – Southside Harbour Road	Gravel/ditching on Pomquet Beach Road
6 Warden McCarron	Repaving/shoulders on Hwy 316 from TCH South – 6kms to start	Pavement or Sand Seal – Antigonish Guysborough Road	Double Chipseal – Dunmore Road from Bridge at Blacksmith Valley Road South
7 Councillor Dunbar	Gravel/grading/ditching and repairing washouts – Heatherton Farm Road	Guardrail – across from Civic 317 Heatherton Village Road	Guardrail – Bayfield Wharf Road just past the provincial beach on water side; crosswalk at Bayfield Beach needs paint
8 Councillor Mattie	East Tracadie loop Linwood Harbour Road wish to be double chip	Old Route #4 pave from Monastery to Afton	Linwood road off the #old route 4 to be re-double chip
9 Councillor Corbett	Gravel/grading – New Road between #4 and Cape Jack Road	Double Chipseal – Old Route #4 from Monastery to Cape Jack Road turnoff in Linwood	Repaving - #4 from Auld's Cove to Monastery
10 Councillor MacFarlane	Repaving Old South River Road	Repaving Grandview Drive	Repaving Gilfoy Rd



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B2G 2K5

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30 Zoe Lane
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Transportation and Infrastructure
Renewal – Construction – Eastern

February 15, 2018

Glenn Horne, Municipal Clerk/Treasurer
Municipality of the County of Antigonish
285 Beech Hill Rd.
RR # 6 Stn Main
Antigonish, NS
B2G 0B4

Glenn,

**RE: Proposal No. 2017-104 - Two projects in Antigonish County - Project 1: Heritage Drive
Project 2: Ponderosa Drive**

Please be advised the total cost of each of these projects is as follows: (50% sharable with The Municipality of County of Antigonish)

Project 1 – Heritage Drive

	<i>Spent to Date</i>	<i>50% - Municipality</i>
<i>Progress Report</i>	\$82,195.93	\$41,097.96
<i>Engineering</i>	\$2,887.38	\$1,443.69
Total	\$85,083.31	\$42,541.65

Project 1 – Ponderosa Drive

	<i>Spent to Date</i>	<i>50% - Municipality</i>
<i>Progress Report</i>	\$64,013.20	\$32,006.60
<i>Engineering</i>	\$2,784.73	\$1,392.36
Total	\$66,797.93	\$33,398.96

Total cost to the Municipality of the County of Antigonish;
 $\$42,541.65 + \$33,398.96 = \$75,940.61$ plus HST

If you have any questions and/or concerns please do not hesitate to contact me at your convenience.

Regards

Angus Gillis
Project Engineer - Antigonish