

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

ASSET MANAGEMENT AGENDA

Tuesday, March 5, 2019, 5:30 pm

Council Chambers

Municipal Administration Building

285 Beech Hill Road

Beech Hill, NS B2G 0B4

1. Call to Order – Chairman, Councillor Bill MacFarlane
2. Approval of Agenda
3. Approval of January 22, 2019 Asset Management Minutes
4. Business Arising from the Minutes
5. Continuing Business
 - a. Review of 2019/20 Capital Priorities
 - b. Asset Management Condition Assessment & Cohort Program Updates
 - c. Gaspereaux Lake Water System Expansion Update
 - d. Antigonish County Court House Updates
 - e. 2019 Road Priorities List
6. New Business
7. Additions to the Agenda
8. In Camera Items
9. Adjournment

MUNICIPALITY OF THE COUNTY OF **ANTIGONISH**

Asset Management Meeting Minutes

Tuesday, January 22, 2019, 7:00 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Present were:	Warden Owen McCarron	Councillor Vaughan Chisholm
	Deputy Warden Hugh Stewart	Councillor Remi Deveau
	Councillor Mary MacLellan	Councillor Gary Mattie
	Councillor Donnie MacDonald	Councillor Neil Corbett
Regrets:	Councillor John Dunbar	Councillor Bill MacFarlane
Staff Present:	Glenn Horne, Clerk-Treasurer	Shirlyn Donovan, Strategic Initiatives Coordinator

Call to Order – Vice-Chairman, Deputy Warden Stewart

The meeting of the Asset Management Committee was called to order by the Vice-Chair, Deputy Warden Stewart, at 7:12pm

Approval of Agenda

Deputy Warden Stewart called for any additions or deletions to the agenda. Deputy Warden Stewart added Gaspereaux Lake Water Extension.

Moved By Councillor MacDonald

Seconded By Councillor Deveau

That the agenda be approved as amended.

Motion Carried

Approval of January 8, 2019 Minutes

Deputy Warden Stewart called for any errors or omissions in the January 8, 2019 minutes.

Moved By Councillor MacLellan

Seconded By Councillor Mattie

That the Committee minutes of January 8, 2019 be approved as presented.

Motion Carried

Business Arising from the Minutes

There was no business arising from the minutes.

Continuing Business

a. Review of 2019/20 Preliminary Capital Priorities

Mr. Horne reviewed the capital priorities for 2019/20 highlighting the ones that are listed as operational priorities. Mr. Horne talked about the construction of a new well in Lower South River. This is seen as a priority and will be coming to Council very soon for a decision.

Councillor Chisholm said that residents on Trotters Lane and Arbor Drive Ext are asking for their paving to be resurfaced. The Committee agreed to get a price on the resurfacing.

New Business

Gaspereaux Lake Water Line Extension

Deputy Warden Stewart held a community meeting regarding the Gaspereaux Lake Water Extension on Thursday, January, 21. The residents were very positive about the project. Mr. Horne reviewed next steps for the project.

In Camera Items

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

That the Committee of the Whole Meeting be adjourned to an In-Camera Session to discuss the Acquisition, Sale, Lease, and Security of Municipal Property and Contract Negotiations at

Adjournment

Moved By Councillor Deveau

Seconded By Councillor Chisholm

That the Committee of the Whole meeting be adjourned at 8:08pm

Motion Carried

Deputy Warden Stewart

Glenn Horne, Municipal Clerk/Treasurer

	2019/20 Capital Priorities					
	Immediate Priorities					
Op Priority	Project	Description	Estimate	Confirmed Funding	Municipal Share	Notes
x	Fringe Water Utility Upgrades	Pre-Phase - Land acquisition	\$20,000	\$0	\$20,000	
	North Grant Waterline Extension	Extend water service from Old 245 to Lower North Grant (1.5km)	\$600,000		\$600,000	ICIP Application
x	Church Street to Beech Hill Road Looping	Connecting water systems to improve reliability and pressure.	\$450,000		\$450,000	ICIP Application
	Skate Park	Partnership with Town, StFX & Community	\$700,000	\$397,000	\$83,337	Exploring funding options
	Mount Cameron Curb & Gutter	Extend curb and gutter from Mount Cameron Circle along Harbour View Drive.	\$131,223	\$0	\$131,223	Approved in Fall 2018
x	Silver Birch Water Meter	Add meter & chamber at entry of private water infrastructure	\$60,000	\$0	\$60,000	
x	Lower South River Well 7 Construction	Adding a new well to the LSR Utility to mitigate turbidity issues.	\$90,000		\$90,000	Potential PCAP Project
	J-Class Road Improvements	Cape Jack Wharf Road Willowdale Lane Somers Road Cunningham Road				Applied under the J-Class Cost Share
x	Equipment	Little Tractor	\$45,000	\$0	\$45,000	
x		Garbage Truck Replacement	\$275,000	\$0	\$265,000	Net the sale of older vehicle
x	Municipal Operations	Municipal Office Parking Lot Expansion	\$115,000	\$0	\$115,000	
		Municipal Office Accessibility Upgrades		\$0		
	Municipal Roads	Burnam Morel Road Upgrades	\$10,000	\$0	\$10,000	
		Arbour Drive & Trotters Lane	\$163,000	\$0	\$163,000	
	TOTAL		\$2,659,223	\$397,000	\$2,032,560	
	Next Priorities					
x	Fringe Water Utility Upgrades	Phase 1 - Post Road storage & associated transmission	\$2,200,000		\$2,200,000	Reviewing Phases
x	Fringe Water Utility Upgrades	Phase 2 - Transmission to Trunk 7 & Fisheries to Superstore Looping	\$450,000		\$450,000	Reviewing Phases
x	Fringe Water Utility Upgrades	Phase 3 - Replacement of Trunk 7 watermain; Looping Nova to Keating, Keating to Tamara, Tamara to Elliot.				Reviewing Phases; developing estimate

	Cameron Kenny Hill Waterline	Water extension	\$305,000		\$305,000	Approved Local Improvement
	St. Joseph's Water Utility Expansion	Land acquisition	\$20,000	\$0	\$20,000	Local Improvement Under Consideration
	St. Joseph's Water Utility Expansion	Expand water services to a larger area of the community	\$1,200,000		\$1,200,000	Local Improvement Under Consideration
	Antigonish Court House	Capital upgrades or other options	\$240,000		\$240,000	Developing Options
x	Pomquet Sewer System Improvements	Upgrades to improve the sustainability of the system	\$500,000		\$500,000	Potential PCAP Project
x	Sylvan Valley Sewer Line Replacement	This section of line is demonstrating significant infiltration.	\$810,000		\$810,000	Waiting on right funding opportunity
	Connectivity	Cellular and Broadband connections				Seeking Fed / Prov funding
	TOTAL		\$8,384,223	\$397,000	\$7,757,560	

REQUEST FOR DIRECTON

TO: Asset Management Committee
FROM: BETH SCHUMACHER, DEPUTY CLERK
SUBJECT: OPTIONS FOR THE ANTIGONISH COUNTY COURTHOUSE
DATE: 05/03/2019

RECOMMENDATION

That Council issue a Request for Proposals regarding the long-term ownership of the Antigonish Court House, and that Council further issue a Request for Proposals regarding the exterior cladding of the Court House.

SUMMARY

Over the past several years, the Municipality has been working with various consultants and the National Cost Sharing Program to evaluate work needed and funding opportunities for the Antigonish County Court House. This report explores options available to Council regarding next step building upgrades and maintenance, and longer-term tenancy and ownership considerations.

BACKGROUND

Built in 1855, the Antigonish County Court House was designated as a National Historic Site in 1981 because it is considered to be one of the best examples of the typical mid-19th century maritime court house in Nova Scotia. Although it has undergone some modifications, and survived a major fire, the building retains the layout and room functions, as well as the classicized ornamental details on a simple frame, typical of court houses of the period in the province. It continues to serve its original use.¹

In the late spring of 2018, staff presented a Master Plan for the Court House, prepared by Heritage Standing Inc. in conjunction with Architectural Conservation Services. That report looked at the history of the structure, the existing building conditions, recommendations for phased conservation work, and building use options for the future. Work identified for the structure primarily focussed on repairs to the foundation and site drainage, repairs to the exterior siding, and repairs to the roof. Work on the entry and columns, as well as the windows, rounded out the five year plan for repair work recommended for the building.

Staff was provided with direction to look further into options for the structure, both in terms of options for repairs to the structure, and the long-term tenancy and ownership of the building. Repairs for the 2018/2019 fiscal year were scaled back to address safety issues and emergency repairs while long-term options for the structure were being evaluated. This report provides an update on actions taken during the previous fiscal year, while looking for direction for the next fiscal year.

CONSIDERATION OF OWNERSHIP OF THE BUILDING

Through written correspondence, the Municipality reached out to the Town of Antigonish to enquire as to whether there was any interest of the Town assuming ownership of the building. The response received was that there was no interest in doing so. Staff also reached out to the Province's Real Property Services Department to enquire about general interest in acquiring the property, as the Department of Justice has an agreement with the Municipality to lease the building until July 31, 2023.

¹ Antigonish County Court House Statement of Significance

They have indicated that they are not interested in purchasing the building at this time, and are content to remain in the current lease agreement.

An option that was discussed earlier in 2018 was to look at soliciting requests for proposals from the community, as was done with the old jail building in 2015. Through enquiries from parties curious about the building and its condition, staff believes that there may be some interest in the community from parties who want the building. The lease as negotiated with the Department of Justice would permit the Municipality to sell the structure and transfer the terms of the lease to any new owner. Staff would recommend looking at this option to flush out interest in the building, and to help to gauge the commercial value of the property.

There is also the option of demolishing the building and selling the land that it sits on. The land is located in an area central to the community, and is zoned Downtown Commercial in the Town's Land Use Plan.

REPAIRS TO THE BUILDING

If the Municipality is looking to maintain ownership of the structure, or as a means of improving appearances of the building in order to obtain a better price for structure, the following repairs may be considered:

Exterior Cladding and Trim

In late 2016, the two facades that had the worst paint peeling issues were scraped and repainted. In 2017, a request for proposals was issued for exterior building work, including painting the remaining facades, but none of the bids submitted were selected. The aesthetic state of the building is such that the colour and condition of the wood clapboard being refinished would have the greatest visual impact on the site.

Several options are available regarding the clapboard siding;

1. Scraping, repairing and repainting the existing wood clapboard;
2. Replacing the wood clapboard and painting it white;
3. Removing the wood clapboard and replacing it with an engineered material that replicates wood clapboard; and,
4. Removing the wood clapboard and replacing it with vinyl siding with a profile that mimics clapboard

Scraping, repairing and repainting the existing wood clapboard would be the most time-consuming of the three options, but would preserve the heritage wood on the building and was the option suggested in the Master Plan prepared in 2018. This is the option preferred by heritage specialists because it preserves the existing materials, repairing only what is necessary, and minimizes construction waste. The challenges of this option includes time, expense, and expertise, as well as dealing with multiple layers of incompatible paint on the wood, which is what is suspected to be causing the current extreme paint failure conditions on the structure.

Replacing the cladding would provide a quick option to reface the building and may provide an opportunity to add insulation to the structure, but could expose damage or deterioration that could increase repair costs. Replacing the clapboard with new wood would require ongoing regular maintenance and painting, but would provide a "fresh face" for the application of paint. A composite wood product would provide good durability, but could be heavy for the structure, and carries a price tag similar to real wood clapboard. Replacing the clapboard with a high-quality vinyl product would provide an affordable and low-maintenance solution that could be considered. Other buildings along Main Street that use vinyl siding with clapboard profile and texture include the Antigonish Victorian Inn,

143 Main Street (the new building beside the Antigonish Victorian Inn), and the new building between Town Hall and the old Legion.

The exterior trim is also in need of repair or replacement, particularly along the front corners of the building and along the top part of the portico, as well as along the base of the building above the foundation. The sills of the windows are also in need of attention. The Class “C” estimate for exterior painting and siding repairs provided in the 2018 building Master Plan was \$45,000.

Staff suggests issuing a Request for Proposals for the Exterior Cladding of the building, to provide Council with a range of pricing and availability for options for dealing with the building cladding to choose from.

Building Insulation and Heat Solutions

Over the last two years, municipal staff has been working to address tenant concerns with the heat at the Courthouse, which was changed from an oil-fed boiler system to an electric-run boiler system in 2016 when the Jail and Courthouse services were separated. Staff has worked with various service technicians to try to identify the reasons for the change in heat output since the system changeover. Two potential reasons for the difference in temperature at the building have been suggested: low snow-pack failing to provide natural insulation to the foundation, resulting in heat loss through the floor; and the design of the radiator heating elements not being powerful enough for the demands to bring the space to the desired temperature.

Staff recommends looking at options to control heat loss through the flooring, using insulation and proper air circulation methods in the crawl space, to see if any improvements to heat retention can be realized. If further measures are needed to upgrade the heating system, a quote has been received for the replacement of the two radiators adjacent to the Judge’s seat in the main chambers with heat pumps, for a cost of \$15,300.00.

Controlling Water on Site – Foundation and Drainage

A number of the other suggested improvements to the building found in the 2018 Master Plan targeted the control of water run-off. Repairs to the foundation were also identified. The Class “C” estimates for these repairs was just over \$50,000, plus any engineering design work that might be necessary. Staff recommends budgeting financial and staff resources in the 2019/2020 budget to look into upgrades to on-site water control (gutters and downspouts). Foundation and grading work would be held over to the next fiscal year.

Other Repairs Identified

The other significant exterior repairs identified in the 2018 Master Plan involved the windows, the front columns and entry, and the roof of the structure.

BUDGET IMPLICATIONS

In the last year, the Municipality budgeted \$25,990 on the operating expenses and repairs for the Courthouse, and has recouped \$31,635.96 through the rent paid by the Department of Justice for the use of the building. Operating expenses for the building include water & sewer, electricity, insurance, repairs & maintenance, and tools & supplies. The rent paid by the Department of Justice covers these expenses, as well as an amount calculated to cover the time spent by Municipal staff for the administrative and maintenance expenses associated with the building.

Repairs that were made to the building over the 2018-2019 fiscal year included replacing the decking at the Court Street entrance, upgrades to the interior electrical systems (repair/replacements of lights and

ceiling fans), and an interior door repair. These materials and repairs totalled approximately \$8,000.00, plus municipal staff time.

Based on the estimates provided in the 2018 Master Plan, and assuming that the Municipality maintains ownership of the building for the duration of the term indicated, staff suggests looking at budgeting the following amounts over the i fiscal years:

	Operating Expenses*	Exterior Siding Repair, Minor Drainage Repairs, Heating Concerns Addressed	Foundation and Grading Repairs	Window Repairs and/or Replacements, Column and Entry Work	Roof and Attic Work	Total to Budget Each Fiscal Year
F2019/2020	\$25,990	\$60,000				\$75,990
F2020/2021	\$26,510		\$50,000			\$76,510
F2021/2022	\$27,040			\$45,000		\$72,040
F2022/2023	\$27,580				\$48,500	\$76,080
*does not factor in municipal staff time billed to leaseholder for administrative and repair work						

The annual operating expenses for the building are anticipated to be covered by the rent collected each year from the tenant. The following outlines options for covering the identified repairs:

Cost-sharing with the Department of Justice

Clause IV.A.3 of the lease with the Department of Justice states:

Capital building expenses required for the repair/replacement of building systems/components necessary to maintain the building and keep it functioning in a safe and prudent manner, may be submitted for review and consideration by the tenant for cost sharing.

Staff has provided notification to the Province of the intended upgrades to the building during the term of the lease to the tenant, and as expenses are finalized each year, the Municipality's intent to request cost-sharing for the work that is planned to the building.

NEXT STEPS

Staff recommends that the Committee consider the following steps going forward regarding the County Courthouse:

1. Prepare a Request for Proposals to solicit interest from the community regarding the long-term ownership of the Courthouse Building.
2. Prepare a Request for Proposals, to solicit quotes to address the condition of the exterior cladding and trim of the building, and to address crawl-space insulation, with work to be done during the 2019 construction season.