

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

ASSET MANAGEMENT AGENDA

Tuesday, August 6, 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 July 4, 2019 Asset Management Minutes
4. Business Arising from the Minutes
5. Continuing Business
 - a. Update on 2019/20 Capital Projects
 - b. Petition for Road Upgrades at Gorman & Afton Roads
 - c. Update on Proposed Gaspereaux Lake Water System Local Improvement
6. New Business
 - a. Ownership of Water & Sewer Infrastructure on South River Road
 - b. Ownership of Clydesdale Waterline
 - c. Notice of J-Class Road Cost Share Application
 - d. Request to be Added to the Infrastructure List - Dunmore Road
7. Additions to the Agenda
8. 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 that a motion be made to initiate an in-camera session. Materials will follow.

9. Adjournment

MUNICIPALITY OF THE COUNTY OF **ANTIGONISH**

Asset Management Meeting Minutes

Thursday, July 4, 2019, 7:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

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

1. **Call to Order – Chairman, Councillor Bill MacFarlane**

The meeting of the Asset Management Committee was called to order by the Chair, Councillor MacFarlane, at 7:31 pm.

2. **Approval of Agenda**

Councillor MacFarlane called for any additions or deletions to the agenda. One item, private roads discussion, was added to the agenda.

Moved By Councillor MacDonald

Seconded By Councillor Deveau

That the agenda be approved as amended.

Motion Carried

3. **Approval of the June 4, 2019 Asset Management Minutes**

Councillor MacFarlane called for any errors or omissions to the minutes of the June 4, 2019 meeting.

Moved By Councillor Chisholm

Seconded By Councillor Corbett

That the Asset Management minutes of June 4, 2019 be approved as presented

Motion Carried

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Continuing Business**

a. **Awarding of Tender - Tractor**

Mr. Horne reviewed the bids received for the Tender for the utility tractor. Staff is recommending approval of the lowest bid, which is Central Equipment in Truro, for a Kubota tractor priced at \$29,000 + HST.

Moved By Councillor MacDonald

Seconded By Councillor Corbett

The Committee recommends that Municipal Council approve the Tender for the utility tractor being awarded to Central Equipment in Truro, for the Kubota tractor priced at \$29,000.00 + HST

Motion Carried

b. **Awarding of Tender - Municipal Parking Lot Expansion**

Mr. Horne spoke to the Tender for the parking lot expansion at the Municipal Office. Staff recommended that the Tender be awarded to the lowest bidder, which is Alan MacNeil Construction at a quoted price of \$94,600 + HST.

Moved By Councillor Deveau

Seconded By Councillor Mattie

The Committee recommends That Municipal Council approve the awarding of the Tender for the expansion to the Municipal Office parking lot to Alan MacNeil Construction at the quoted price of \$94,600 + HST.

Motion Carried

6. **New Business**

a. **Approval to Advertise Tender**

Mr. Horne spoke to a request from staff for consent to proceed with advertising a Tender for the re-paving of the Arbour Drive Extension and Trotters Lane.

Moved By Councillor Chisholm

Seconded By Councillor MacDonald

The Committee recommends That Municipal Council approve proceeding with advertising a tender for the repaving of the Arbour Drive Extension and Trotters Lane.

Motion Carried

7. **Additions to the Agenda**

a. **Private Roads**

Councillor MacFarlane has been further contacted regarding private roads by a resident that noted that HRM seems to have a policy. Staff was asked to find the policy for Council to review for the summer.

8. **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.

Deputy Warden Stewart joined the meeting at 7:35 pm.

Moved By Councillor Chisholm

Seconded By Warden McCarron

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 at 7:37 pm.

Motion Carried

Moved By Councillor MacDonald

Seconded By Councillor Corbett

That the in-camera session be adjourned at 7:59 pm.

Motion Carried

Moved By Councillor Corbett

Seconded By Councillor Deveau

The Committee recommends that Municipal Council approve the proposed amendments to the existing lease with the Department of Justice for the Antigonish County Courthouse, and that Municipal Council formally decline the proposals for the sale of the Courthouse received in the Request for Proposals that was issued earlier in 2019.

Motion Carried

9. **Adjournment**

Moved By Councillor Deveau

That the Committee of the Whole meeting be adjourned at 8:01pm

Motion Carried

Councillor Bill MacFarlane

Glenn Horne, Municipal Clerk/Treasurer

June 18th/2019

To: Lloyd Hines
Minister of Transportation & Infrastructure

Petition : for upgrading & paving of the Gorman Rd and section of Afton Rd

(FROM the intersection of the Afton Rd & Gorman Rd West - 1 km towards the newly paved interchange)
(FROM the intersection of the Afton Rd & Gorman Rd North down to where pavement begins - 1 km)

1 Km in Gary Mattie's area
1 Km in John I Dunbar's area

Total of 2 km

Support Signatures for Petition

Betty Durley

Francis Durley

WANDA MAC DONALD

GLEN MAC DONALD

Marcus MacDonald

Mackenzie MacDonald

Bernadette Landry

Ambrose Landry

Yvonne Pettipas

Robert Fox

Gloysius Fite Patte

Earl Wallace

Daryl Joseph

Kathryn Perro

Brian Bowie

Billy Sin

Joanne Taylor

Taylor Gavin

Brody Gavin

James Duff

Jennifer Benoit

Shara Z

AJ. Duff

Jimmy Puf

Joy Bosma

Anneke B. Bosma

Gertrude Benoit

Paul Benoit

Clyde Bowman

Holly DeCoste

Abigail DeCoste

Scott DeCoste

Katie Green

Joseph A. Brun

Elmer Bouchie

John Davis

Georgia Henderson

Bernie Layer

Jackie Benoit

Jacob Benoit

Jacob Benoit

Margaret Ellsworth

Eddy Benoit

Ernie Benoit

Jimmie Daley

Jeff Hayes

Ernest W. Latta

Tracy Benoit

Jimmie Hayes

Melvin Hayes

Doris Hayes

Daniel R. Mather

Renata Bouchie

Jimmy Deon

Barbara Ann Deon

Ben Deon

John Moore

Susan Moore

Monica Decker

Shirley Davidson

Colg Langille

Richard Dequechey

Jacob Langille

Veronica Fournier

Dennis Fournier

Ch

Margaret Rodgers

John Delory

Brenda Delory

DANIE I Delory

Frederick Delory

Claude Delory
Bernice Delory

Paul Elber

William O Elber

Doris Elber

Allison Elber

Donnette Chles

Anna Pettipiece

Marshall Pettipiece

Ch

Murrell

Shawyer

Joan Moore

Shirley Brunsard

Rose Feltmate

James Feltmate

Bernie

Mark Sangster

Wynne Sangster

Luke Sangster

Joan Stewart

Barb Worth

Nathan Worth

Diana Grant

Kenny Perry

Johnny Hall

Dennis Martin

Bill L. Co.

Bauer

Shawn Brown

Sharon Howell

Rita Deyens

Annie Mae Chisholm

Nicole Brown

Michelle Chisholm

Shirley MacKellar

Cathy MacKellar

Mary Muel

Lois McIntosh

Abbie MacIntosh

Ben MacIntosh

Donna Lennon

Matt Dease

Paul McDonald

ASME
ASTON
Canada Post

Joseph A. D. Young

Steven Kyoung

Kevin Landry (sw. weeks)

Maria Kleyung

Cheryl Kleyung

Brandon Kleyung

Sydney Kleyung

~~John H. Allen~~

Judy Hackett

Donald De Cote

Hugh MacEachern

Marie Darley

George Taylor

Bill Wilson

Toni Wilson

Al Bennett

Linda Jarvis

Linda Bennett

Jimmy Jarvis

Debbie McMullin

Kimberly Ouellette

John Coles

Darcy Bennett

Debbie Pelley

Mertin Taylor

Brendan Chisholm

Dan Benton

Kim W

David Bowie

Noreen Bowie

Jan Allen

Kasandra Short

Jane Duff

Ganette MacKean

Harry Burns

Carol Lantry

Tim Colman

Peggy Stevens

Bev McMullin

Jim Bruyatto

Pauline Coles

Dore Siddle

Sandra Siddle

Doug Lamb

Joyce Lamb

Ben Salem

Rosalie Salem

Wendy Caldwell

Lee Caldwell

Jim Wright

Jimmy Wright

GRANT CALDWELL

ANNE CALDWELL

Geralt Corroff

Hazel McAlconer

Jay-Kay Breen

~~Jeff Kerner~~

Berto Kerner

Alan Kerner

Sherrill McCarthy

Joanne Stewart

Laurie O'Neil

Craig O'Neil

George Burt

Pat Pryor

Bonnie Burt

Burton White

~~Kurt White~~

Rob Carey

JOHN CALDW

Cheryl Gibson

Janet Durbin

Blair Hunt

Jeanne Kaiser

Mike Kaiser

Maizie Pye

~~Rob Ray~~

Robert Davis

Barbara Davis

J. Chisbom

J. Hanson

Jenni Perro

Jon P.

Karen Perro

July 31, 2019

Internal Memo

RE: KAW Developments - Water & Sewer Lines - South River Road – Lots 1 - 6

Dear Glenn:

This memo serves as confirmation that the sewer and water lines constructed by KAW Developments servicing six (6) lots at South River Road have been inspected and tested and are in accordance with the Municipality's General Specifications. It is my recommendation that the Municipality take ownership of this water and sewer line.

Sincerely,



Daryl Myers
Director of Public Works

July 11, 2019

Mr. Glenn Horne
Municipal Clerk/Treasurer
Municipality of the County of Antigonish
285 Beech Hill Road
Antigonish County, NS
B2G 0B4

Dear Mr. Horne:

Re Clydesdale Water Line Transfer

During a June 24th, 2019 Special Meeting of Town Council, Council passed the following motion:

"It was Moved and Seconded that the Town of Antigonish turn over the active portion of the old Clydesdale waterline to the Municipality of the County of Antigonish as requested, subject to a legal review." Motion carried.

The Town has since received the legal review form Wickwire Holm Barristers and Solicitors (previously forwarded to your attention), and while it appears that there is no legal barrier to the transfer, the transfer would be subject to a Nova Scotia Utility and Review Board (NSUARB) hearing process, and ultimately would require NSUARB approval.

Please advise if you require anything else from the Town at this time.

Best regards,



Jeffrey A Lawrence, CAO
Town of Antigonish

Transportation and Infrastructure Renewal

July 29, 2019

Mr. Glenn Horne
Clerk/Treasurer
Municipality of the County of Antigonish
285 Beech Hill Road, R.R. #6
Antigonish, NS B2G 0B4

Dear Mr. Horne:

RE: COST SHARE AGREEMENT 2018-002

The Department of Transportation and Infrastructure Renewal (TIR) expects to fund, subject to budget approval, the paving, repaving and double chipping of Subdivision streets during the 2020-21 construction season.

Cost sharing, regardless of type of treatment (paving, repaving or double chip), will be fifty per cent for eligible streets (50/50).

As per section 3.2 and 3.3 of the agreement, **“if the Municipality uses a petitioning process to determine which Village and Subdivision Streets will be cost shared the petition must be completed prior to submitting the list on or before October 31, 2019”.**

Attached, you will find a Road Submission List to be filled out electronically and returned to me by October 31, 2019. Please request the Road Submission List from me when you receive this letter and I will forward to you to fill out. My email address is laura.cunningham@novascotia.ca. Examples on how to fill out the form is provided. Due to funding limitations, please limit your priorities to a maximum of ten candidates. If any of the columns are not filled in, the list will be rejected by the Province and you will be asked to re-submit.

The submitted streets will be reviewed to verify eligibility and to determine if the condition of the proposed streets meets the minimum criteria for paving, repaving or double chipping.

Please submit this information to my attention via email or mail as soon as possible to ensure your list will be considered for the upcoming fiscal year.

Please consider your Municipality's fiscal funding limitations when preparing your list and limit the list to only the projects the Municipality intends to fund in fiscal 2020-21.

I have also included a document for reference regarding the program. I hope you will find this useful if any questions arise on the program.

Sincerely,

A handwritten signature in cursive script, reading "L. Cunningham".

Laura Cunningham
Capital Program Administration Officer

cc Paul Colton – Construction Manager, Eastern District

Cost Shared Program: Local Roads, J-Class Streets and Village Streets**Background**

The Department may carry out cost-shared upgrading of Local Roads, J-Class Streets and Village Streets (see definition below), on a cost-shared basis.

Roads built prior to April 1, 1995 that have a classification code of "J" (subdivision road), or are associated with the Road Service Exchange Agreement (which may indicate other codes than "J") are eligible for the program. If you require a copy of the Provincial-Municipal Service Exchange Agreement, the Road Service Exchange Agreement and the associated Road List, please contact Municipal Affairs at (902)424-6642.

Maintenance charges that are processed by Municipal Affairs related to the Road Service Exchange Agreement is not connected with the Cost Shared Program: Local Roads, J-Class Streets and Village Streets.

Guidelines**1. Cost-Shared Agreements**

Any work carried out under the Local Roads, J Class Streets and Village Streets will require a cost-shared agreement prepared by the Department, detailing the terms and conditions under which the work is to be undertaken. All costs related to work on local roads and streets will be shared equally between the Department and the Municipal Unit except as outlined in #3 below. The agreements are valid for three fiscal years. Agreements between the Department and Municipal Units are confidential and therefore would not be disclosed with any other parties.

2. Definition of a Local Road

The following definitions are to be applied to local roads, J-Class Streets and Village Streets:

Municipal Type "A" Local Roads: all local roads constructed after April 1, 1995 under the administration and control of the Municipal Unit in which the road is constructed.

Department Type "B" Local Roads: all local roads, J-Class Streets and Village Streets constructed prior to April 1, 1995 under the administration and control of the Department or associated with the Road Service Exchange Agreement.

3. Cost-shared Upgrading of Local Roads

There will be no cost-sharing on Municipal Type "A" Local Roads. Such roads are under the administration and control of the Municipal Unit in which they are constructed and all improvements are the responsibility of the Municipal Unit.

Where the Department determines it practicable and reasonable, and at the request of a Municipal Unit, upgrading of Department Type "B" Local Roads may be undertaken on a cost-shared basis of 50/50. All costs related to the project will normally be shared equally by the Municipal Unit and the Department. The Department may allow work to be done with the Municipality paying greater than 50% of the cost as outlined in the cost-share agreement under "Additional Work" but under no circumstances will the Department pay more than 50% of the cost.

Cost Shared Program: Local Roads, J-Class Streets and Village Streets

Funding

Funding is contingent upon the amount the paving program receives for the Fiscal Year and the number of Municipal Units that wish to participate in the paving program; and percentage of roads in each Municipality that is unpaved/paved. Therefore, allocations given each year to the Municipal Units cannot be compared on a year to year basis.

Timeline and Process

***Late Summer/Early Fall**

The Department will mail to the Municipal Units a Submission Letter and Road Submission List requesting their road submissions for the upcoming fiscal year (i.e. letters sent out in 2018 will be for fiscal year 2019-20). If the Municipalities choose to participate in the program, they are required to fill out the Road Submission List in its entirety and must be returned to the Department as outlined in the cost-share agreement under "Designation and Acceptance of Streets".

The Program is geared toward J-Class roads, however, if a Municipal Unit has another class of road that you want the Department to consider, submit it on the form and we will review it for eligibility.

***Winter**

The Department will compile all requests and each will be reviewed to verify eligibility and to determine if the condition of the proposed streets meets the minimum criteria for paving, repaving or double chipping.

***Early Spring**

Minister letters with a Notice of Acceptance form will be sent to Municipal Units informing which roads from their submissions have been approved under this program. *Note: Not all submissions sent in may be selected based on the weighting factors mentioned previously. (i.e. 10 roads submitted, approval on 3 roads).*

For any roads not selected, the Municipal Units are able to re-submit them in the next fiscal year.

The Notice of Acceptance forms must be completed and signed upon returning to the Department.

The Department will then proceed to tender the approved roads. The Department will notify each Municipal Unit in writing of any cost overruns in excess of ten (10%) percent of the Cost Estimate as outlined in the cost-share agreement under "Province's Obligations".

Other Information

If a Municipal Unit is requesting a road class change, requests must be forward to the Department Area Manager and District Director.

If a Municipal Unit disagrees with the program process, please contact the Executive Director of Highway Engineering and Construction at 902-424-5687.

**Given as a guide only and may vary slightly depending on the timing of the initiation process.*

AUTH OS		NAME	CLASS SURF LENGTH FROM			TO	
ANTIGONISH							
451	67	Landing	J	PA	0.20	Route 337	End of Pavement
453	68	Beech Hill	J	PA	0.37	Trunk 4	TCH 104
454	67	Somers	J	CP	0.67	TCH-104 at Post Road	End of Pavement
454	67	Somers	J	CR	1.64	End of Pavement	End of Listing
456	68	Church Street Extension	J	PA	0.48	TCH - 104	Cunningham Road
456	68	Church Street Extension	J	GR	0.78	Cunningham Road	Oostvogels
541	68	Cunningham	J	GR	0.48	Church Street Extension	end of listing
544	67	Old South River	J	PA	0.52	Trunk 4 at MacAmis Bridge	Trunk 4
548	67	Sylvan Valley	J	PA	0.50	Route 245	Vromans
560	68	Willowdale Lane	J	GR	0.34	TCH 104 at West River Bridge	MacKenzies
563	67	John D. MacDonald	J	GR	0.73	Trunk 4 at Greenwold	John D. MacDonalds
566	67	D. MacIsaac	J	PA	0.23	TCH 104 at Post Road	End of Pavement
566	67	D. MacIsaac	J	GR	0.32	End of Pavement	Brierly Brook
569	67	Gilfoxy	J	GR	0.53	Williams Point Road	End of listing extension
570	67	Arbor Drive Extension	J	PA		Antigonish Town Line	End of Listing
571	67	Highland Drive Extension	J	PA	0.17	Antigonish Town Line	Townsend Street
575	68	West River Cross	J	GR	0.39	West River Road	Lower West River Road
578	68	Whisper Avenue	J	GR	0.38	West River Cross Road	Wild Horse Drive
581	67	Murphy	J	GR	0.28	Pleasant Valley Road	End of listing
582	68	Wild Horse Drive	J	GR	0.26	West River Cross Road	Whisper Ave
583	68	Chisholm Drive	J	CR	0.15	Trunk 7	Heritage Drive
584	68	Ponderosa Drive	J	CR	0.32	Chisholm Drive	Heritage Drive
586	69	Cape Jack Wharf	J	CP	1.01	Cape Jack Road	The Wharf
587	67	Maken	J	GR	0.71	Route 337	End of Listing
588	67	Grandview Drive	J	PA	0.36	Trunk 4 at Greenwold	end of listing
589	67	Mountain View Drive	J	GR	0.57	Pleasant Valley Road	end of listing
590	67	Trotters Lane	J	CR		Arbor Drive Extension	end of listing at Sony's
591	68	Tamara Drive	J	PA	0.41	Trunk 7 at Lochaber Road	end of listing
592	68	Heritage Drive	J	CR	0.38	Chisholm Drive	Ponderosa Drive
593	67	Mount Cameron Circle	J	GR	0.11	Route 337 at Bethany Hill	Ant. Town Line
593	67	Mount Cameron Circle	J	GR	0.04	Ant Town Line	end of Listing
594	69	Angus MacQuarrie Drive	J	PA	0.50	TCH 104 at Lower South River	end of listing
597	67	Brierden Court	J	GR	0.19	Brierly Brook Road	end of Listing
606	68	Addington Lane	J	GR	0.55	West River Road	Stora Depot
610	67	Old Route 245	J	PA		Route 245 at Sylvan Valley	Old Bridge Site
610	67	Old Route 245	J	PA	0.18	Old Bridge Site	Clydesdale Road
643	67	Sylvan Valley Lane	J	PA	0.23	Sylvan Valley Road near 245	Sylvan Valley Road
651	67	Trinity Lane	J	GR	0.30	Trunk 4 at Greenwold south	End of listing
652	67	Townsend Street	J	PA	0.10	Highland Drive Extension	Pottery Lane
652	67	Townsend Street	J	GR	0.06	End of pavement	Pottery Lane
653	67	Pottery Lane	J	GR	0.60	Townsend Street	End of listing at Lynch's
			TOTAL		16.04		



DUNMORE DEVELOPMENT LIMITED
PO Box 106
St. Andrews, N.S., B0H 1X0

July 5, 2019

Municipality of the County of Antigonish
Owen McCarron, Warden
285 Beech Hill Road
Beech Hill, N.S., B2G 0B4

This is a request for consideration of infrastructure funding to extend sewers approximately 1.9kms down the Dunmore Road in the County of Antigonish. This extension is to allow for a proposed residential development consisting of affordable single family dwellings, duplexes and mini homes.

Please advise if you need further information.

Thank you.

Ian J. Tate
Dunmore Development – Owner/Operator
902 968-1616