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MUNICIPALITY OF THE COUNTY OF

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# ANTIGONISH

## Asset Management Meeting Minutes

Tuesday, May 25, 2021, 5:30 pm  
Zoom Meeting

Present were: Warden Owen McCarron                      Councillor John Dunbar  
Deputy Warden Hugh Stewart                      Councillor Gary Mattie  
Councillor Mary MacLellan                      Councillor Bill MacFarlane  
Councillor Donnie MacDonald                      Councillor Harris McNamara  
Councillor Remi Deveau                      Councillor Shawn Brophy

Staff Present: Glenn Horne, CAO                      Beth Schumacher, Deputy Clerk  
Allison Duggan, Director of Finance                      Daryl Myers, Director of Public Works

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 5:33pm.

2. **Approval of Agenda**

Councillor MacFarlane called for any additions or deletions to the agenda. One addition was made: Appleseed Drive Waterline Tender Award. One deletion was made to remove the Discussion of Alterations to the Dewatering Truck.

**Moved and Seconded**

*That the agenda be approved as amended.*

**Motion Carried**

3. **Approval of April 27, 2021 Asset Management Minutes**

Councillor MacFarlane called for any errors or omissions to the minutes of the previous meeting. Councillor McNamara requested some clarification of the resident concerns outlined in item 5(d) to better reflect the resident concerns. The minutes will be amended as requested.

**Moved and Seconded**

*That the Asset Management minutes of April 27, 2021 be approved as amended.*

**Motion Carried**

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Continuing Business**

a. **J-Class Road Update**

Mr. Horne provided an update on the J-class roads projects that were approved this year, as well as communications with the Province for the requests for Tamara Drive to be considered for approval under J-class roads cost-sharing program. Mr. Horne provided an updated on the negotiations with Transportation and Active Transit about the repaving of Pottery Lane, which has been added as an addendum to the repaving RFP for Appleseed Drive.

b. **Review and Approval of Private Road Toolkit**

Mrs. Schumacher provided an overview of the pamphlet and information documents that have been created and will be compiled into a toolkit for homeowners and developers regarding private roads. It was noted that information from the Province regarding the Societies Act and how to register a society will also be included in the toolkit.

6. **New Business**

a. **Appleseed Drive Waterline Extension Tender Award**

A tender has been issued for a short section of waterline to connect the Antigonish Affordable Housing Association development on Appleseed Drive. One bid was received, which was from Ron Chisholm Hydroseed Limited in the amount of \$55,566.62 + HST. .

**Moved and Seconded**

*The Committee recommends that Municipal Council awards the tender for the Appleseed Drive waterline extension to Ron Chisholm Hydroseed Ltd. for the bid price of \$55,566.62 + HST.*

**Motion Carried**

7. **Additions to the Agenda**

There were no additions to the agenda.

8. **In Camera Items**

There were no in-camera items.

9. **Adjournment**

**Moved**

*That the Committee of the Whole meeting be adjourned at 5:51pm.*

**Motion Carried**

  
Councillor Bill MacFarlane

  
Glenn Horne, CAO