

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Tuesday, September 28, 2021, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

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

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

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 5:31pm.

2. **Approval of Agenda**

Councillor MacFarlane called for any additions or deletions to the agenda. Mr. Horne added one item:

- Amendment to motion for pick-up truck purchase

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

3. **Approval of June 22, 2021 Asset Management Minutes**

Councillor MacFarlane called for any errors or omissions to the minutes of the previous meeting.

Moved and Seconded

That the Asset Management minutes of June 22, 2021 be approved as presented.

Motion Carried

4. **Business Arising from the Minutes**

Mr. Horne provided an update regarding Ainslie Timmons, the Onsite Energy Manager, who is leaving to pursue grad studies in Europe. Councillor MacFarlane suggested sending a cards of thanks and best wishes to Ms. Timmons.

5. **Continuing Business**

a. **Local Improvements Update**

St. Andrew's Water Line Extension

Mr. Horne reviewed the local improvements process followed for the St. Andrews waterline extension. Letters were sent early in the summer, and the number of "yeas" did not satisfy the requirement of the by-law. Further discussions with a developer in the area were held, and the developer will be looking to cover the resident portion of the infrastructure installation if the project proceeded as a capital project at the same financing structure proposed if it were a local improvement. Future connections would be subject to the local improvement charges, which is the normal procedure with local improvements projects. Discussion followed. Consensus was given to place the item on the Capital Plan for future consideration based on the terms discussed.

Dunmore Road Sewer Line Extension

Mr. Horne provided an overview of the local improvements process done over the summer months regarding a proposed sewer line extension in Lower South River along the Dunmore Road to a proposed development. The proposed sewer extension did not receive the required number of "yeas" from the local property owners for the proposed sewer extension under the traditional application of the local improvements by-law. The developer that had initially requested the sewer extension is interested in proceeding with the project if they could utilize the cost-sharing formula through the local improvements by-law and pay the resident portion to install a force-main sewer in order to be able to proceed with their housing development. Using a force main would lower the initial installation cost but would make future sewer connections along the line more difficult and expensive. This information was shared with the residents when the local improvements letters were circulated. Many of the residents that were asked to vote have recently installed their own septic systems, which is why there is likely little interest in the proposed sewer extension.

The proposed housing development does include an application to include affordable housing units, with partnerships being established with CMHC and other levels of government. Discussion followed. Consensus was provided to include the project in Capital Projects planning.

Lanark Water Line Extension

Mr. Horne provided an update about the proposed waterline extension in Lanark being considered through the local improvements by-law process. 43 properties have been contacted regarding this extension. The response deadline is the 22nd of October, and an update will be provided at the next Asset Management meeting.

b. **2021/22 Capital Plan Update**

Mr. Horne and Mr. Myers provided a run through of the 2021-2022 Capital Projects list, giving updates for the status of each item. Councillors were provided the opportunity to ask any questions of staff regarding any of the projects. Councillor MacLellan asked for clarification regarding the Connectivity item included in the list, and Mr. Horne noted that item remains on the Capital Project list given its ranking as a priority of Council. Warden McCarron provided some updates on cell and broadband coverage in the community.

c. **Information on Solid Waste Partnership with CACL & ERSWM**

Mr. Myers provided an update on a request from CACL for clean lumber. Through discussions with Eastern Region Solid Waste Management, a suggestion was made to apply for funding in order to purchase a sea can to store items that come in to the landfill that could be repurposed. The funding was received, and the sea can purchased.

6. **New Business**

a. **Consideration of 2022-2023 J-Class Roads Application**

Mr. Horne noted that it is time for the annual submission of J-Class roads for cost-sharing consideration to the Province. Mr. Horne and Mr. Myers suggested Tamara Drive for inclusion on the list. A question was asked regarding how many roads to include in the priorities list. Councillor MacDonald requested that Macken Road be included on the list as well.

Moved and Seconded

The Committee recommends that Municipal Council make application for cost sharing to the province for repaving the following J-class roads:

1. Tamara Drive
2. Macken Road

Motion Carried

b. **Consideration of 2021-2025 Capital Investment Plan**

Mrs. Duggan reviewed the Capital Investment Plan that was included in the agenda package. The plan provides the province with a projection of the projects and anticipated funding sources for each project. Discussion followed, primarily regarding funding options from federal and provincial levels of government, as Mrs. Duggan reviewed each page of the plan with the list of anticipated projects for each fiscal year from 2021-2022 to 2024-2025. A question was raised about the three capital improvement projects that were provided with consensus earlier in the meeting. A suggestion was made to include those projects under the 2022-23 fiscal year.

Moved and Seconded

The Committee recommends that Municipal Council approve the Capital Investment Plan as amended.

Motion Carried

7. **Additions to the Agenda**

a. **Amendment to Motion for Truck Lease**

Mr. Horne noted that the truck tender brought to Committee and Council earlier in the month priced out half tonne instead of 3/4 tonne truck. Staff went back to parties who submitted quotes and invited them to re-submit a quote based on the new truck requirements. The lowest and recommended bid for the tender award remains MacDonald Chrysler, with a truck purchase price of \$49,182.36 + HST. Staff is recommending an amendment to Council motion #2021-100 to update the approved truck and purchase price to reflect this change.

Moved and Seconded

The Committee recommends that Municipal Council amend Council Motion 2021-100 to reflect the updated purchase price for a 2022 Ram 1500 Regular Cab 4x4 from MacDonald Chrysler for the purchase price of \$49,182.36 + HST.

Motion Carried

8. **In Camera Items**

Moved and Seconded

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 6:38pm.

Motion Carried

Moved and Seconded

That the in-Camera session be adjourned at 7:07pm.

Motion Carried

Moved and Seconded

The Committee recommends that Municipal Council approved the encroachment agreement with the Town and Piper's Pub, and direct staff to finalize a license agreement with the pub for those lands, as presented, with revenue generated by the license to be remitted to the Pictou-Antigonish Regional Library Board for the purposes of providing public programming at the People's Place Library.

Motion Carried

9. **Adjournment**

That the Committee of the Whole meeting be adjourned at 7:08pm.

Motion Carried


Councillor Bill MacFarlane


Glenn Horne, CAO