

# **MUNICIPALITY OF THE COUNTY OF ANTIGONISH**

## **ASSET MANAGEMENT COMMITTEE AGENDA**

Tuesday, January 23, 2024, 5:30pm

Council Chambers

Municipal Administration Building

285 Beech Hill Road

Beech Hill, NS B2G 0B4

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1. Call to Order – Chair, Bill MacFarlane
2. In-Camera Items
  - a. Acquisition of Municipal Property
  - b. Contract Negotiations
3. Approval of Agenda
4. Approval of November 28, 2023 Asset Management Committee Minutes
5. Business Arising from the Minutes
6. Delegations
7. Continuing Business
  - a. ICIP Project Updates
    - i. Net-Zero Community Buildings
    - ii. St. Josephs & Lanark Water System Expansion
    - iii. Antigonish AT Corridor
  - b. Antigonish Mini-Pitch Project Update
  - c. Review of Draft 2024/25 Capital Plan
8. New Business
  - a. Acquisition of a Boom Flail Mower
9. Additions to the Agenda
10. Adjournment

# **MUNICIPALITY OF THE COUNTY OF ANTIGONISH**

## **Asset Management Meeting Minutes**

Tuesday, November 28, 2023, 5:30 pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

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

Regrets: None

Staff Present: Glenn Horne, CAO  
Beth Schumacher, Deputy Municipal Clerk

Also Present: Alena Wilgenhof  
Gallery

### **Call to Order – Chairman, Councillor Bill MacFarlane**

The meeting of the Asset Management Committee was called to order by Deputy Warden Bill MacFarlane at 5:30pm.

### **Approval of Agenda**

Deputy Warden MacFarlane called for any additions or deletions to the agenda.

Moved and Seconded

*That the agenda be approved as presented.*

**Motion Carried**

### **Approval of October 24, 2023 Asset Management Minutes**

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

Moved and Seconded

*That the Asset Management minutes of October 24, 2023 be approved as presented.*

**Motion Carried**

### **Business Arising from the Minutes**

There was no business arising from the minutes.

### **Delegations**

#### **Richard and Alena Wilgenhof – Upgrade of 0.9km of Seabright Road**

Mrs. Wilgenhof read through the correspondence that she submitted for inclusion in the agenda package providing background regarding Seabright Road and requesting that the roadway be upgraded and transferred to municipal ownership. The residents that she is presenting on behalf of are looking for assurance that if the roadway is upgraded, it will be transferred to the municipality. The correspondence was signed by those residing and having an interest in properties along that roadway.

Acting Deputy Warden MacFarlane noted that once the road is upgraded, municipal policy does provide for the road to be assumed by the municipality. Mr. Horne spoke further to the details regarding the assumption of ownership of a roadway as outlined in the Private Roads Policy.

Mrs. Wilgenhof noted that the community's concern is that after making an investment to upgrade the roadway, there could be a situation where the municipality wouldn't take over the roadway. Mr. Horne suggested that prior to collecting funds for the road upgrade, confirmation be received from the Province of their agreement of the upgrades and transfer of the road in writing, and that any work is done to the engineer standard of design and construction necessary for the Municipality to assume the roadway. Further questions of clarification were asked regarding design standards, timelines, and legal expenses.

Mrs. Wilgenhof was thanked for her presentation.

### **Continuing Business**

#### **ICIP Project Updates**

##### *Active Transportation Corridor*

Mr. Horne shared that the first section of the Active Transportation Trail is now open, with ongoing work on the rest areas still in progress. Discussions for the next phase

of the extension, from Church Street to Beech Hill, are now underway. Questions were asked about the design of the second phase of the trail. Warden McCarron noted concerns raised by local businesses in the areas subject to disruption and closure during construction, which will be raised with the Department of Public Works to see what can be done to help businesses in those areas.

*St. Joseph's Water System Expansion, Lanark Waterline Extension*

Mr. Horne noted that the bacterial testing on the Lanark Waterline Extension is complete, with connections expected to take place soon.

**New Business**

There was no new business.

**Additions to the Agenda**

There were no additions to the agenda.

**In Camera Items**

There were no in-camera items.

**Adjournment**

Moved

That the Asset Management Committee meeting be adjourned at 5:50pm.

**Motion Carried**

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Deputy Warden Bill MacFarlane

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Glenn Horne, CAO

**MEMO FOR INFORMATION**

**TO:** Committee of the Whole  
**FROM:** GLENN HORNE, CAO  
**SUBJECT:** ICIP PROJECT UPDATES  
**DATE:** 23/01/2024

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**Net Zero Community Buildings**

- Heat pumps are all operational.
- One fixture at Highlander Curling Club was replaced short term with a temporary fixture until the long term one comes in and can be replaced. It is an outside light so important.
- Solar installs are ongoing. Delay in equipment for ground mounts has pushed us behind a bit. More info will be available at Asset Management. All plans and drawings are complete.
- Insulation RFP will go out later in the spring; need milder weather for foundation insulation.
- Attic and roof insulation RFP is being developed, to be released by mid Feb.
- Working with Havre Boucher Community Centre on a plan for their solar install, a roof mount is preferable, and the financially responsible option, and lower maintenance and risk. We are waiting on their funding strategy for roof replacement. This will all be completed early into fiscal/ project year 2024-25.

**St. Josephs & Lanark Water System Expansion**

- St. Josephs project on hold until tank is delivered in 2024. Some preliminary work on the concrete pad is being done now.

**Antigonish AT Corridor**

- Finishing work on lighting and seating areas continues.
- Planning and design work underway for the next phase of development.

Draft 2024/25 Capital Plan						
Project	Description	Estimate	Tender Price	Funding	Estimated County Cost	Notes
Water Utility	AAHS Waterline Extension	\$98,420			\$49,210	Application submitted to MCGP for 50% Carry-over from 2023/24; County Cost supplimented by LIC Cost shared with Town <b>Proposed to remove for 2024/25</b>
	St. Joseph's Water Tower	\$490,000	\$490,000	\$360,000	\$130,000	
	Church Street Extension Water & Sewer Replacement	\$800,000				
	<b>Beech Hill Road In-Line Booster</b>	<b>\$120,000</b>				
Sewer	<b>Pomquet E-1 Pump Replacements</b>	<b>TBD</b>				<b>Proposed to remove for 2024/25</b>
	Lower South River Sewer System Upgrades	TBD				Project Scope Under Development
	Hwy 337 Sewer Extension	\$156,660			\$78,330	Application submitted to MCGP for 50%
County Court House	TBD	TBD		\$0	\$150,000	Ongoing Building Maintenance
Equipment	3/4 Tonne Truck (Water / Sewer)	\$65,000		\$0	\$65,000	
Municipal Roads	Appleseed Drive Repaving (MacIsaac to Market Street)	TBD		\$0		Deferred from 2022/23
	Crocket Court Repaving, Curb & Gutter	TBD		\$0		
Sidewalks, Curb & Gutter	Beech Hill & South River Road Sidewalk	\$1,357,000			\$1,357,000	Carry-over from 2023/24
	Keating Court Curb & Gutter	TBD		\$0		
J-Class Roads	D. MacIsaac Road	TBD				J-Class Road Funding Application Submitted for 50%
	Tamara Drive	TBD				J-Class Road Funding Application Submitted for 50%
	Macken Road	TBD				J-Class Road Funding Application Submitted for 50%
Facilities	Municipal Office Front Door Accessibility Upgrades	TBD				Project under development
	Antigonish Mini-Pitch	\$1,262,000		\$679,000	\$583,000	Contributions from Soctiabank, SRCE & Town confirmed.
Renewable Energy	ICIP - Net-Zero Community Buildings	\$500,000		\$0	\$200,000	Phase 2: Project Completion
Active Transportation	ICIP - Active Transportation Cooridor	\$522,682		\$0	\$522,682	Phase 4: Church Street Ext
	Bethany / St. Martha's AT Connector	\$300,000				HAF Application Submitted
Connectivity	Cell Towers in District 1	\$150,000				Pending Partnerships and taken from reserve
<b>TOTAL</b>		<b>\$5,821,762</b>		<b>\$1,039,000</b>	<b>\$3,135,222</b>	

MUNICIPALITY OF THE COUNTY OF  
**ANTIGONISH**

**MEMO FOR DECISION**

**TO:** ASSET MANAGEMENT COMMITTEE  
**FROM:** GLENN HORNE, CAO  
DARYL MYERS, DIRECTOR OF PUBLIC WORKS  
**SUBJECT:** A BOOM FLAIL MOWER  
**DATE:** JANUARY 19, 2024

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A quote is attached from Saunders Equipment to acquire a boom flail mower attachment for the County's trackless sidewalk plow. This attachment will allow County personnel to better maintain the grass and vegetation on the shoulders of County streets and trails. This added equipment will become more helpful as the County-maintained roads and trails continue to expand.

This is an unbudgeted capital equipment expenditure. The request has been reviewed by Finance staff and due to underspending in other capital areas can be absorbed into the 2023/24 budget.

If the Committee is supportive of this purchase, the following motion is in order:

***The Committee recommends to Municipal Council that a Trackless Boom Flail Mower and associated equipment be purchased from Saunders Equipment Ltd for the quoted price of \$50,200 + HST.***

