

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

ASSET MANAGEMENT COMMITTEE AGENDA

Tuesday, June 25, 2024, 5:30pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

1. Call to Order – Chair, Bill MacFarlane
2. In-Camera Items
 - a. Acquisition, sale, lease and security of municipal property
 - b. Contract Negotiation
3. Approval of Agenda
4. Approval of April 23, 2024 Asset Management Committee Minutes
5. Business Arising from the Minutes
6. Delegations
7. Continuing Business
 - a. Response to Application for J-Class Road Cost-Sharing Program for Paving for 2024-25 Fiscal Year.
 - b. ICIP Project Updates
 - i. Net-Zero Community Buildings
 - ii. St. Josephs & Lanark Water System Expansion
 - iii. Antigonish AT Corridor
8. New Business
 - a. Cape George Lighthouse Road Request
 - b. Mount Cameron Sidewalk Request
9. Additions to the Agenda
10. Adjournment

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Tuesday, April 23, 2024, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

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

Regrets: Councillor Hugh Stewart

Staff Present: Glenn Horne, CAO
Shirlyn Donovan, Strategic Initiatives Coordinator
Daryl Myers, Director of Public Works (by Zoom)
Tammy Feltmate, Director of Sustainable Communities
Meaghan MacNeil, Active Living Coordinator
Marlene Melanson, Recreation Director

Also Present: Gallery (in person and on Zoom)
Christine Eisan (DPW)
Derek Harvey (DPW)
Basil Pitts (DPW)

Call to Order – Chairman, Councillor Bill MacFarlane

The meeting of the Asset Management Committee was called to order by Deputy Warden Bill MacFarlane at 5:29pm.

Motion Carried

Approval of Agenda

Deputy Warden MacFarlane called for any additions or deletions to the agenda. The following addition was made to the agenda: Street Light Request, Pomquet River Road

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

Approval of March 26, 2024 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 March 26, 2024 be approved as presented.

Motion Carried

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

Christine Eisan, Derek Harvey & Basil Pitts, NSDPW – Road Trails Act

Mr. Harvey reviewed the Road Trails Act which was introduced in the Spring of 2023. The act allows for 2 wheel and 4 wheel off highway vehicles to access shoulders and the roadway itself to safely travel from one trail to another or to access services. The intent of the act is to connect trails to trails and trails to services to enhance community connectivity.

The Act intends to integrate these vehicles safely on public roads. The road trails act outlines the types of vehicles, who can use it, the license and registration requirements etc. The Road Trails Act also gives Municipalities the authority to designate roads through by-laws.

DPW works closely with DNRR and policing agencies to enforce on road activities under the motor vehicle act and the road trails act.

DPW has worked closely with ATV Associations of Nova Scotia to designate roads trail sites. Working on policy to formalize the application process, looking at sight lines and distances. Yarmouth is currently the only municipality that has a by-law in effect to connect some of the trail systems.

Councillor MacDonald asked who has the responsibility and authority for the trail. Mr. Harvey said the trails groups usually have the responsibility for the trails.

Warden McCarron thanked the presenters for being here. We do not have abandoned rail systems in Antigonish County that some other communities have. We do have a lot of connected roads, both dirt and paved. Most roads are owned by DPW. Municipal roads are primarily J Class and subdivisions. What is the process to get some DPW roads open to off road vehicles?

Mr. Harvey said they are still working on the process and working with ATVANS on any new sites. If there is a batch of roads, they could look into it with the area managers. They would have to explore the types of roads and traffic volumes.

Councillor McNamara asked if there was a step-by-step process to get off road vehicle owners. Mr. Harvey said it is easier for them to work directly with ATVANS and Municipalities. They want to get land permissions and understand the users on the road. There will be an application form as part of the policy.

Councillor Mattie asked if there is anything we can do to get local roads approved so that people can use the secondary roads. Mr. Harvey said they do need to understand the impacts on each of the roads. They can take it back to talk about it with their department.

Warden McCarron asked about the timeline for the application so communities can work with ATVANS. Mr. Harvey said the policy itself is in a draft form right now and being reviewed.

The evaluation report is available on the website for public viewing.

Mr. Pitts said there were no negative comments from the pilot in the Sherbooke area.

Councillor Brophy asked if there was signage to put on the roads to make it safer. Ms. Eisan said the roads that are designated would be marked. Mr. Pitts said currently there are trail crossing signs and then the trails association would have to put signage on their roads.

Deputy Warden Bill MacFarlane thanked the delegations for coming to present.

Mr Buteau and Mr. Knowles presentations were scheduled for this meeting. Mr Buteau has sent along information which was included in the agenda package. Mr. Knowles was unable to be here this evening and will be presenting at a future meeting.

Continuing Business

Approval of the 2024/25 Capital Plan

Mr. Horne provided an update on changes to the last draft of the capital plan. All three of our J-Class road applications were denied.

We have received an estimate of costs for repaving the upper parking lot of the municipal office. A number of the projects have already been put out for tenders. Still working on an estimate for the replacement of the front doors of this office building.

Moved and Seconded

The Committee recommends that Municipal Council approve the 2024/25 Capital Plan.

Motion Carried

ICIP Project Updates

Net-Zero Community Buildings

Mr. Horne noted that there was no significant updates.

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

Mr. Myers said there is not much of an update but it is on time for Spring/Summer. Lanark is complete and commissioned.

Active Transportation Corridor

No major updates. Still working on details for Church Street Round-About.

Review of Pine Ridge Stormwater Report

On Saturday, April 13, Councillor Dunbar and Councillor Brophy took a tour through the Pine Ridge subdivision and surrounding areas. Councillor Dunbar thanked Councillor Brophy for going with him. They had conversations with residents.

Councillor Brophy said if some of the vegetation was cut out of there it may help with the water flow.

DPW ditched along the highway from the old Bens outlet and there used to be some sort of control gate on the culvert which is no longer there and in turn increases the water coming from Glen Aire Estates. Staff will reach out to DPW to talk about a water management strategy.

There is water flowing out of a white pipe near Bens that Councillor Brophy would like staff to look into.

New Business

There was no new business.

Additions to the Agenda

Street Light Request

Warden McCarron requested a street light be added on Pomquet River Road near the fire department/community centre entrance.

Moved and seconded.

The Committee recommends that Municipal Council approve the installation of a street light at 81 Pomquet River Road.

Motion Carried

In-Camera Items

- a. Acquisition, sale lease and security of municipal property.

Referred to Committee of the Whole in-camera session.

Adjournment

Moved

That the Asset Management Committee meeting be adjourned at 6:23pm.

Motion Carried

Deputy Warden Bill MacFarlane

Glenn Horne, CAO



NOVA SCOTIA

**Public Works
Office of the Minister**

PO Box 186, Halifax, Nova Scotia, Canada B3J 2N2

Warden Owen McCarron
Municipality of the County of Antigonish
285 Beech Hill Road
R.R. #6
Antigonish, NS B2G 0B4

Dear Warden McCarron:

Re: Cost Shared Program for Paving of Subdivision (J Class) Streets for fiscal year 2024-25.

Thank you for your Municipality's submission under the Cost Shared Program for Paving of Subdivision (J Class) Streets for fiscal year 2024/25.

Due to program limits, the Department will not be able to proceed with Duncan MacIsaac Road, Tamara Drive, and Macken Road. The Municipality may wish to re-submit these candidates for the 2025-26 program under the terms outlined in the Cost Share Agreement.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Kim D. Masland'.

Kim D. Masland
Minister of Public Works

c: Glenn Horne, Chief Administrative Officer, Municipality of Antigonish
Paul Colton, District Director, Eastern
Andrew MacPherson, Construction Manager, Eastern
Laura Cunningham, Capital Program Administration Officer

MEMO FOR INFORMATION

TO: Committee of the Whole
FROM: GLENN HORNE, CAO
SUBJECT: **ICIP PROJECT UPDATES**
DATE: 25/06/2024

Net Zero Community Buildings

- Solar installs continue this week in St. Andrew's, working on schedule in Lochaber. Arisaig and Mini Trail are live this week, just waiting in NSP for St. Josephs.
- Insulation work is delayed, because of lack of contractors available. Working on hiring people, splitting up the work into individual jobs, and hoping to get work completed that way.
- On track for a fall completion. All reports are complete and have been submitted to the province at this point.
- Information will come to Council late July for commissioning ceremony and celebration in Heatherton in September.

St. Josephs Water System Expansion

- Work continues on the installation of the water tower.

Antigonish AT Corridor

- Municipal and WSP staff conducted a site meeting along the AT corridor between Spruce Drive and Church Street on June 18th to discuss signage, lighting, and landscaping opportunities. A stakeholder information gathering workshop is being planned for July.



Antigonish North Shore Development Association
1469 North Grant, Highway 245
Antigonish, Nova Scotia
B2G 2L1

April 29,2024

Municipality of the County of Antigonish

Warden Owen McCarron

Beech Hill

Antigonish, N.S.

Dear Warden McCarron:

On behalf of the North Shore Development Association at a meeting held on Wednesday April 24th a motion was passed to contact the Municipality to request them to take over ownership of the Cape George Light Road.

The community took ownership for the Light House and is responsible for the up keep and maintenance of the Light House and also the road. The Light House is a major tourist attraction in Antigonish County and tourist travel to visit this light house from all across Canada and the USA. There is much wear and tear on the road. Each year we have to spend money to gravel and grade it.

We only have one Fund Raiser each year and as you all know raising funds in not an easy task.

Members of the North Shore Development Association would be willing to meet with you to provide more information.

Yours truly,

Betty Farrell, Recording Secretary

cc-Councillor Mary MacLellan

From: [Donnie MacDonald](#)
To: [Beth Schumacher](#)
Subject: FW: EXTERNAL: Sidewalk
Date: June 20, 2024 11:26:05 AM

Good morning, Beth

Would you please put this request on the Asset Management Agenda for the June 25th meeting.

Thanks Donnie

-----Original Message-----

From: Roger <[REDACTED]>
Sent: Monday, May 27, 2024 8:19 AM
To: Donnie MacDonald <Donnie.MacDonald@Antigonishcounty.ca>
Subject: EXTERNAL: Sidewalk

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning, Councillor MacDonald:

This email is to officially request a sidewalk along Mount Cameron Circle running from the Highway 337 in front of my residence, 1 Mount Cameron Circle, as far as the Council sees fit.

It should also run down Harbourview Drive.

Since we reviewed the requirements at our meeting with Council last week, I do not think it necessary to repeat them here.

Thank You,

Roger Porter

Never attribute to malice that which is adequately explained by stupidity.