

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

ASSET MANAGEMENT COMMITTEE AGENDA

Tuesday, September 24, 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. Approval of Agenda
3. Approval of June 25, 2024 Asset Management Committee Minutes
4. Business Arising from the Minutes
5. Delegations
 - a. There are no scheduled delegations.
6. Continuing Business
 - a. Follow-up to Cape George Lighthouse Road Request
 - b. Follow-up to Mount Camera Sidewalk Request
 - c. Update Regarding MacDonald Beach Road
 - d. Update Regarding Courthouse Construction
7. New Business
 - a. Identification of Road for J-Class Road Cost-Sharing Program for Paving for 2025-2026 Fiscal Year
 - b. Consideration of New Sidewalk Requests for Capital Plan
8. Additions to the Agenda
9. Adjournment

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Tuesday, June 25, 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 (by Zoom)
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
Denise Dunn, HAF Coordinator
Beth Schumacher, Deputy Clerk
Tammy Feltmate, Director of Sustainable Communities

Also Present: 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 5:33pm.

Motion Carried

In-Camera Items

Moved and Seconded

That the Committee of the Whole adjourn to an in-camera session to discuss the Acquisition, Sale, Lease, and Security of Municipal Property and Contract Negotiations at 5:33 pm.

Motion Carried

Moved and Seconded

That the in-camera session adjourns at 5:40 pm.

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: Cape George Day Park.

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

Approval of April 23, 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 April 23, 2024 be approved as presented.

Motion Carried

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

There were no delegations.

Continuing Business

Response to Application for J-Class Roads Cost-Sharing Program for Paving for the 2024-25 Fiscal Year

Mr. Horne provided an update on changes to the last draft of the capital plan. All three of the J-Class Road applications submitted by the County were denied. Discussion followed.

ICIP Project Updates

There were no questions regarding the ICIP updates that were summarized in the memo included with the agenda package.

New Business

Cape George Lighthouse Road Request

Councillor MacLellan spoke to a request received by the organization maintaining the Cape George Lighthouse, asking for assistance or relief from the municipality for the maintenance of the roadway by means of the municipality assuming the roadway. Mr. Horne noted that previous requests have been responded to noting that if the road is brought to municipal standards, consideration would be given to the

municipality assuming the road. Deputy Warden MacFarlane suggested sending an Engineer to get an estimate on the cost to bring the roadway up to municipal standards. Consensus was given for staff to do so.

Mount Cameron Sidewalk Request

Councillor MacDonald spoke to a request brought forward by a resident requesting consideration of the municipality installing a sidewalk along Mount Cameron Circle from the intersection with Highway 337 to the Town boundary line, which is a distance of about 255 feet. Installing this short stretch of sidewalk would provide better connectivity of pedestrian infrastructure in a high traffic area. The suggestion to request that an Engineer provide an estimate for this proposal as well. Consensus was given for staff to do so.

Additions to the Agenda

Cape George Day Park

Councillor MacLellan provided Council with an update regarding concerns brought to her with respect to the province not maintaining the Cape George Day Park, even though it is newly named as a Provincial Park. The maintenance arrangement at Arisaig Provincial Park was shared as a comparison, and Councillor MacLellan noted that she has not had any success with reaching anyone from the Department of Natural Resources to be able to discuss maintenance arrangements for Cape George. Councillor MacLellan noted that since the park was announced to be a Provincial Park, visitor numbers have tripled, increasing the burden on the local volunteers who are trying to maintain the facilities. Staff was directed to send a letter to the Province to express the concerns raised about the park maintenance. Councillor McNamara shared his experience with meeting with the Minister of Natural Resources and MLA Morrow at the Cape Jack Park.

Adjournment

Moved

That the Asset Management Committee meeting be adjourned at 6:03pm.

Motion Carried

Deputy Warden Bill MacFarlane

Glenn Horne, CAO

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

MEMO FOR INFORMATION

TO: Asset Management Committee
FROM: BETH SCHUMACHER, DEPUTY CLERK
SUBJECT: COURTHOUSE CONSTRUCTION UPDATES
DATE: 24/09/2024

- Over the past few months, work has been underway to replace the siding on the courthouse building.
- This follows the replacement of the windows in the building late last year, and the replacement of the interior window coverings in the spring (window coverings covered by tenant).
- While replacing the siding, critical repair work is being done as it is identified:
 - Connector re-shingled
 - Structural repairs done as needed.
- Photographs of the work done at the building are attached for your information









Public Works

Johnston Building, 4th Floor
1672 Granville Street
PO Box 186
Halifax, Nova Scotia
B3J 2N2

Bus: 902-424-0897
Fax: 902-424-0570
E-mail: laura.cunningham@novascotia.ca

July 16, 2024

Ms. Shirlyn Donovan
Interim Chief Administrative Officer
Municipality of the County of Antigonish
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Dear Ms. Donovan:

RE: COST SHARE AGREEMENT 2023-002 ON THE PAVING OF SUBDIVISION (J CLASS) STREETS

The Department of Public Works expects to fund, subject to budget approval, the paving, repaving, and double chipping of Subdivision streets during the 2025-26 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 3.1 of the agreement, the Municipality must provide notice to the Province on or before October 31, 2024.

Attached, you will find a Road Submission List to be filled out electronically and returned to me electronically by October 31, 2024.

Examples of how to fill out the form is provided. Due to funding limitations, please limit your priorities to a maximum of ten candidates **and please put these in order of priority**. 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 chip.

Please submit this information to **my attention via email** 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 2025-26.

Sincerely,

Laura Cunningham

Laura Cunningham
Capital Program Administration Officer

c: Andrew MacPherson, Construction Manager, Eastern

Road Submission List from the Municipality of :	
Submitted By:	
Date (M/D/Y) :	

***If the below columns are not filled in, the list will be rejected by the Province and you will be asked to re-submit with the information that is required.**

*In order of Priority	Authority # (Please contact area manager if not known)	Road Section (Please contact area manager if not known)	Road Class (Please contact area manager if not known)	Road Name	From.....	To.....	Length	Current Surface Type (if a road has multiple sections and different surface types they must be listed seperatly and counted as two priorities - ex. below)	Treatment Type Requested (paving, double chip or repaving): <i>*See Upgrading Options below</i>	Comments (Example: district name/subdivision name/ etc)
<i>Examples</i>										
1	0123	1	J	Jane Road	Route 66	Smith Road	1.2	asphalt	repaving	Smith Subdivision
2	0123	2	J	Jane Road	Smith Road	end of listing	1.5	gravel	paving	Smith Subdivision
3	8765	1	I	Smith Road	Jane Road	end of cul de sac	0.35	chip seal on sand seal	paving	Smith Subdivision
4	0765	3	H	High Road	Route 79 easterly	end of listing at turning circle	0.85	gravel	double chip	District A
PLEASE FILL IN THE BELOW ELECTRONICALLY (NO HAND WRITING)										
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

***Please limit priorities to a maximum of ten due to the current funding limitations of the Province.**

* Upgrading Options		
Current Road Status	Upgrade to Double Chip Seal	Upgrade to Pavement
Gravel / RAC	Yes	Yes
Sand Seal / Chip Seal	No	Yes
Pavement	No	Yes

Road Submission List from the Municipality of :	
Submitted By:	
Date (M/D/Y) :	

***If the below columns are not filled in, the list will be rejected by the Province and you will be asked to re-submit with the information that is required.**

*In order of Priority	Authority # (Please contact area manager if not known)	Road Section (Please contact area manager if not known)	Road Class (Please contact area manager if not known)	Road Name	From.....	To.....	Length	Current Surface Type (if a road has multiple sections and different surface types they must be listed seperatly and counted as two priorities - ex. below)	Treatment Type Requested (paving, double chip or repaving): <i>*See Upgrading Options below</i>	Comments (Example: district name/subdivision name/ etc)
<i>Examples</i>										
1	0123	1	J	Jane Road	Route 66	Smith Road	1.2	asphalt	repaving	Smith Subdivision
2	0123	2	J	Jane Road	Smith Road	end of listing	1.5	gravel	paving	Smith Subdivision
3	8765	1	I	Smith Road	Jane Road	end of cul de sac	0.35	chip seal on sand seal	paving	Smith Subdivision
4	0765	3	H	High Road	Route 79 easterly	end of listing at turning circle	0.85	gravel	double chip	District A
PLEASE FILL IN THE BELOW ELECTRONICALLY (NO HAND WRITING)										
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

***Please limit priorities to a maximum of ten due to the current funding limitations of the Province.**

* Upgrading Options		
Current Road Status	Upgrade to Double Chip Seal	Upgrade to Pavement
Gravel / RAC	Yes	Yes
Sand Seal / Chip Seal	No	Yes
Pavement	No	Yes

Auth. No.	Road Name	Suffix Cd	Section Num	From Description	To Description	Community	Road Class Cd	Surface	CL Length	OS	Passable Status
0606	ADDINGTON	LANE	001	ADDINGTON FORKS (0446)	End of listing	ADDINGTON FORKS	J	PA	0.22	068	Passable
0594	ANGUS MACQUARRIE	DR	001	Taylor's (0510)	END OF LISTING	LOWER SOUTH RIVER	J	PA	0.55	069	Passable
0453	BEECH HILL	RD	004	Trunk 4 (0004)	South River (0657)	BEECH HILL	J	PA	0.37	068	Passable
0597	BRIERDEN	CRT	001	BRIERLY BROOK (0450)	END OF LISTING	BRIERLY BROOK	J	PA	0.2	067	Passable
0586	CAPE JACK WHARF	RD	001	CAPE JACK (0501)	THE WHARF	CAPE JACK	J	CP	1.01	069	Passable
0583	CHISHOLM	DR	001	TK 7 (0007)	HERITAGE (0592)	WEST RIVER	J	PA	0.151	068	Passable
0456	CHURCH STREET	EXTEN	001	TRUNK 4 (0004)	CUNNINGHAM (0541)	ANTIGONISH	J	PA	0.481	068	Passable
0456	CHURCH STREET	EXTEN	002	CUNNINGHAM (0541)	END OF LISTING	ANTIGONISH	J	GR	0.781	068	Passable
0541	CUNNINGHAM	RD	001	CHURCH ST EXTEN (0456)	END OF LISTING	WEST RIVER	J	GR	0.481	068	Passable
0566	DUNCAN MACISAAC	RD	001	TRUNK 4 (0004)	APPLESEED DR (MUN)	POST ROAD	J	PA	0.23	067	Passable
0566	DUNCAN MACISAAC	RD	002	APPLESEED DR (MUN)	END OF LISTING	POST ROAD	J	GR	0.32	067	Passable
0569	GILFOY	RD	001	WILLIAMS POINT (0447)	END OF LISTING	WILLIAMS POINT	J	PA	0.531	067	Passable
0588	GRANDVIEW	DR	001	TK 4 (0004)	END OF LISTING	GREENWOLD	J	PA	0.361	067	Passable
0592	HERITAGE	DR	001	PONDEROSA (0584)	CHISHOLM (0583)	WEST RIVER	J	PA	0.381	068	Passable
0571	HIGHLAND DRIVE	EXTEN	001	TOWNSEND (0652)	ANTIGONISH TOWN LINE	ANTIGONISH	J	PA	0.171	067	Passable
0563	JOHN D MACDONALD	RD	001	TK 4 (0004)	END OF LISTING	GREENWOLD	J	GR	0.731	067	Passable
0451	LANDING	RD	001	RTE 337 (0337)	END OF PAVEMENT	ANTIGONISH LANDING	J	PA	0.201	067	Passable
0587	MACKEN	RD	001	RTE 337 (0337)	END OF LISTING	ANTIGONISH LANDING	J	PA	0.711	067	Passable
0589	MOUNTAIN VIEW	DR	001	PLEASANT VALLEY (0415)	END OF LISTING	PLEASANT VALLEY	J	PA	1	067	Passable
0581	MURPHY	RD	001	PLEASANT VALLEY (0415)	END OF LISTING	PLEASANT VALLEY	J	GR	0.281	067	Passable
0544	OLD SOUTH RIVER	RD	001	South River (0657)	South River (0657)	GREENWOLD	J	PA	0.521	067	Passable
0584	PONDEROSA	DR	001	HERITAGE (0592)	CHISHOLM (0583)	ANTIGONISH	J	PA	0.32	068	Passable
0454	SOMERS	RD	001	TRUNK 4 (0004)	END OF PAVEMENT	POST ROAD	J	PA	0.667	067	Passable
0454	SOMERS	RD	002	END OF PAVEMENT	END OF LISTING	POST ROAD	J	PA	1.643	067	Passable
0548	SYLVAN VALLEY	RD	001	RTE 245 (0245)	END OF LISTING	SYLVAN VALLEY	J	PA	0.501	067	Passable
0643	SYLVAN VALLEY	LANE	001	SYLVAN VALLEY (0548)	SYLVAN VALLEY (0548)	SYLVAN VALLEY	J	PA	0.231	067	Passable
0591	TAMARA	DR	001	TK 7 (0007)	END OF LISTING	LOCHABER	J	PA	0.41	068	Passable
0652	TOWNSEND	ST	001	HIGHLAND DR (0571)	POTTERY LANE (0653)	ANTIGONISH	J	PA	0.163	067	Passable
0651	TRINITY	LANE	001	TK 4 (0004)	END OF LISTING	GREENWOLD	J	PA	0.301	067	Passable
0575	WEST RIVER CROSS	RD	001	LOWER WEST RIVER(0448)	ADDINGTON FORKS(0446)	WEST RIVER	J	PA	0.39	068	Passable
0578	WHISPER	AVE	001	WILD HORSE (0582)	WEST RIVER CROSS (0575)	WEST RIVER	J	PA	0.38	068	Passable
0582	WILD HORSE	DR	001	WHISPER (0578)	WEST RIVER CROSS (0575)	WEST RIVER	J	PA	0.26	068	Passable
0560	WILLOWDALE	LANE	001	TRUNK 4 (0004)	END OF LISTING	ANTIGONISH	J	PA	0.34	068	Passable

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Request for Direction

TO: ASSET MANAGEMENT COMMITTEE
FROM: SHIRLYN DONOVAN, CHIEF ADMINISTRATIVE REQUIREMENT
SUBJECT: *CONSIDERATION OF NEW SIDEWALK REQUESTS FOR CAPITAL PLAN*
DATE: SEPTEMBER 24, 2024

Summary

The Municipality has received two requests for sidewalks:

1. Catherine Drive at East Gate Ridge
2. Smith Way at Mount Cameron

Catherine Drive Request

See correspondence on the next page from Ron MacGillivray.

Smith Way Request

S.F. Smith Developments is requesting the addition of a sidewalk along Smith Way in Mount Cameron. The distance is a total of 151.8m or 498ft. See attached a picture showing the distances marked up on the drawing showing the 2 sections of 72.50m and 79.3m totalling 151.8m.

Considerations

The cost of a sidewalk can vary from approximately \$400-\$550 per meter based on the need for curb and buffer (top soil and seed).

Ron MacGillivray Holdings Limited
89 St Andrews Street, Antigonish, NS B2G 2G9

July 10, 2024

District 10

Deputy Warden Bill MacFarlane

Dear Mr. MacFarlane:

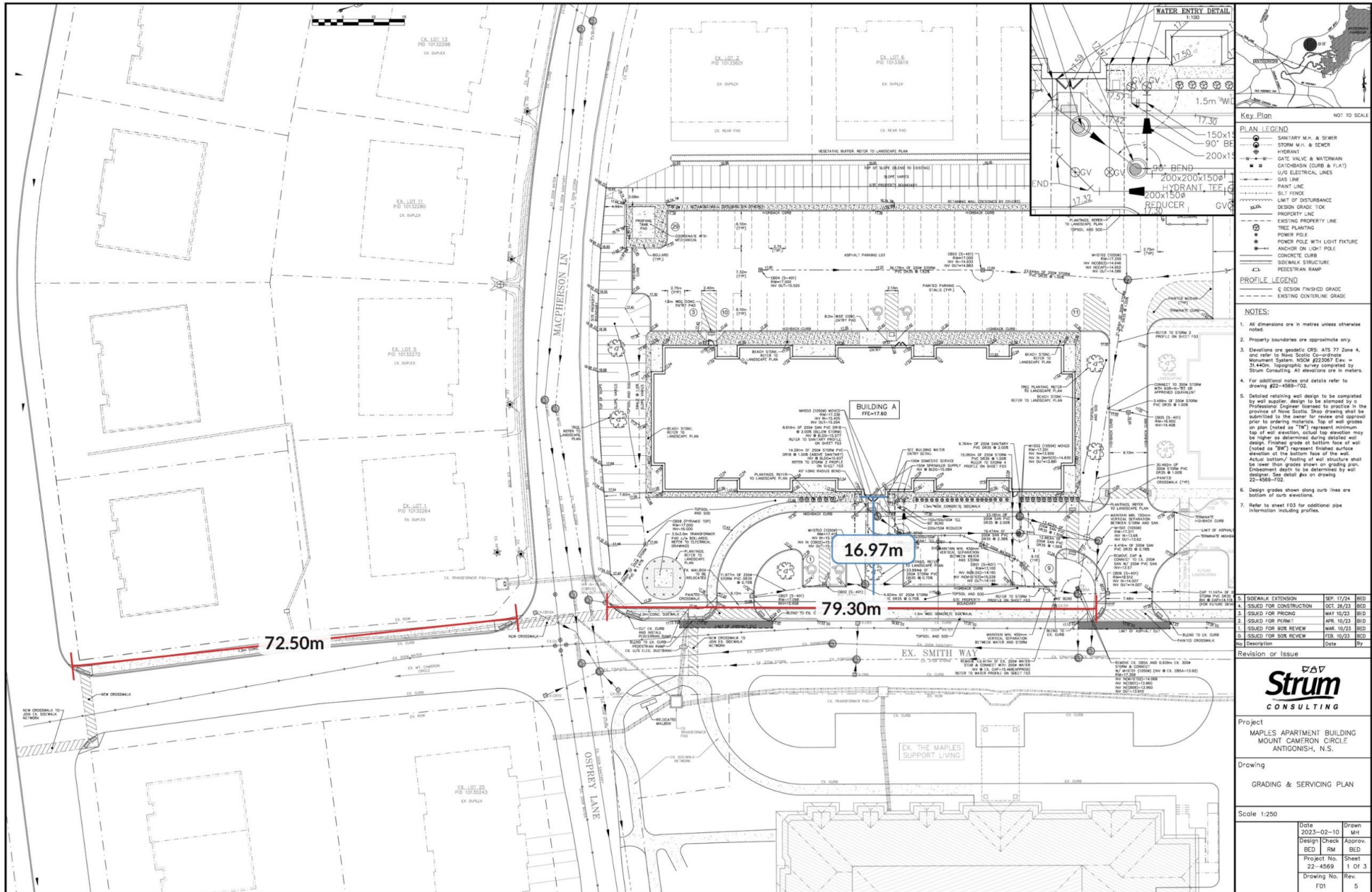
Please consider this letter as an official request to have sidewalk installed at the side of Catherine Drive at East Gate Ridge. We are making this request as a result of the construction of a new Service Canada Building and EHS Regional Base. One of Service Canada requirements is a sidewalk and it will make it easier for pedestrians to access the new Service Canada building.

We thank you in advance for your prompt assistance with this matter.

Thanks,



Ron MacGillivray



- Key Plan**
NOT TO SCALE
- PLAN LEGEND**
- SANITARY M.H. & SEWER
 - STORM M.H. & SEWER
 - HYDRANT
 - GATE VALVE & WATERMAIN
 - CATCHBASIN (CURB & FLAT)
 - U/G ELECTRICAL LINES
 - GAS LINE
 - PAINT LINE
 - S/LT FENCE
 - LIMIT OF DISTURBANCE
 - DESIGN GRADE TOOK
 - PROPERTY LINE
 - EXISTING PROPERTY LINE
 - TREE PLANTING
 - POWER POLE
 - ANCHOR ON LIGHT POLE
 - CONCRETE CURB
 - SIDEWALK STRUCTURE
 - FENCED RAMP
- PROFILE LEGEND**
- SECTION FINISHED GRADE
 - EXISTING CENTERLINE GRADE

- NOTES:**
1. All dimensions are in metres unless otherwise noted.
 2. Property boundaries are approximate only.
 3. Elevations are geodetic CRS: ATS 77 Zone 4, one meter to North Scotia Confederation Monument System, NSCOM #232087 Elev = 31.40m; topographic survey completed by Strum Consulting. All elevations are in meters.
 4. For additional notes and details refer to drawing #22-4569-F02.
 5. Detailed retaining wall design to be completed by wall supplier; design to be stamped by a Professional Engineer. Reference to practices in the professional engineering code of ethics shall be submitted to the owner for review and approval prior to ordering materials. Top of wall grades on plan (noted as "TW") represent minimum top of wall elevation; actual top elevation may be higher as determined during detailed wall design. Finished grade at bottom face of wall (noted as "BW") represent finished surface elevation at the bottom face of the wall. Actual bottom/footing of wall structure shall be lower than grades shown on grading plan. Embasment depth to be determined by wall designer. See detail #22-4569-F02.
 6. Design grades shown along curb lines are bottom of curb elevations.
 7. Refer to sheet F03 for additional pipe information including profiles.

No	Description	Date	By
5	SIDEWALK EXTENSION	SEP 17/24	BD
4	ISSUED FOR CONSTRUCTION	OCT 26/23	BD
3	ISSUED FOR PERMIT	MAY 10/23	BD
2	ISSUED FOR PERMIT	APR 10/23	BD
1	ISSUED FOR PERMIT	MAR 10/23	BD
0	ISSUED FOR SITE REVIEW	FEB 10/23	BD

Revision or Issue



Project
MAPLES APARTMENT BUILDING
MOUNT CAMERON CIRCLE
ANTIGONISH, N.S.

Drawing
GRADING & SERVICING PLAN

Scale 1:250

Date	Drawn	
2023-02-10	MJ	
Design	Check	Approv.
BD	RM	BD
Project No.	Sheet	
22-4569	1 of 3	
Drawing No.	Rev.	
F01	5	