

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

ASSET MANAGEMENT COMMITTEE AGENDA

Tuesday, April 22, 2025, 5:30pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

1. Call to Order
2. Approval of Agenda
3. In-Camera Business
4. Approval of March 25, 2025 Asset Management Committee Minutes
5. Delegations
 - a. Basil Pitts, NSDPW
6. Continuing Business
 - a. Seabright Road Cost-Share Agreement
7. New Business
 - a. Bulky Waste Collection Tender Award
 - b. Hawthorne Street / Highway 235 / Sylvan Valley Sidewalk Discussion
 - c. Eroding manhole at 27 Beech Hill Road
 - d. Out of Service Fire Hydrants
 - e. Florence Circle Connector Trail
 - f. Capital Plan Discussion
8. Additions to the Agenda
9. Adjournment

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Tuesday, March 25, 2025, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Present were: Deputy Warden John Dunbar (Chair) Councillor Shawn Brophy
Warden Nicholas MacInnis Councillor Gary Mattie
Councillor Mary MacLellan Councillor Harris McNamara
Councillor Adam Baden-Clay Councillor Sterling Garvie

Regrets: Councillor Richelle MacLaughlin Councillor Wayne Melanson

Staff Present: Shirlyn Donovan, CAO Beth Schumacher, Deputy Clerk
Allison Duggan, Director of Finance Tammy Feltmate, Director of Sustainable Communities

Others Gallery
Present:

Call to Order – Warden Nicholas MacInnis

The meeting of the Asset Management Committee was called to order by Chair, Deputy Warden Dunbar, at 5:32pm.

Approval of Agenda

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

Moved and Seconded

That the agenda be approved as presented.

Motion Carried

In-Camera Items

Moved and Seconded

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

Motion Carried

Moved and Seconded

That the in-camera session adjourns at 6:19 pm.

Motion Carried

Moved and Seconded

That the Asset Management Committee recommends that Municipal Council sell a piece of land at PID10078988 to the Provincial Department of Public Works for \$1, and that a public hearing date for this sale be set.

Motion Carried

Moved and Seconded

That the Asset Management Committee recommends that Municipal Council approves entering into an agreement with the Province of Nova Scotia and the Town of Antigonish to complete the Trunk 4 and Church Street roundabout, with a commitment of up to \$378,000 to cover two thirds (2/3) of municipal design/inspection costs and one half (1/2) of the municipal water line costs and 100% of the municipal sewer line costs.

Motion Carried

Approval of February 26, 2025 Asset Management Committee Minutes

Deputy Warden Dunbar called for any errors or omissions in the Asset Management minutes of February 26, 2025.

Moved and Seconded

That the Asset Management Committee meeting minutes of February 26, 2025 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

There was no continuing business.

New Business

Capital Investment Plan

Mrs. Duggan provided the committee with an explanation of the role of the Capital Investment Plan, reviewing the forms that would be submitted to the province and

discussing the different projects that were listed for the current fiscal year and the four fiscal years projected forward. Committee members asked questions regarding the plan and the projects listed.

Moved and Seconded

That the Asset Management Committee recommends that Municipal Council approves the 2024-29 Capital Investment Plan as presented.

Motion Carried

Streetlight Request

Councillor Baden-Clay spoke to a streetlight request received from the operator of Half Cocked Brewing Company. They had requested consideration of the installation of a streetlight at the end of their driveway on Highway 245, citing a concern with the visibility of the turn-in off the highway. Through discussion, it was noted that the pole on which the streetlight would likely be installed is on private property. Discussion regarding the Streetlight Policy, and the installation of streetlights at road intersections and not private business driveways followed. A suggestion was made to follow-up with business owner to suggest that they contact Nova Scotia Power to enquire about installing the streetlight in their driveway.

Additions to the Agenda

There were no additions to the agenda.

Adjournment

Moved

That the Asset Management Committee meeting be adjourned at 6:48pm.

Motion Carried

Deputy Warden John Dunbar

Shirlyn Donovan, CAO

Resolution of Council

Cost Share Agreement No. 2024-001

The following Resolution was passed at a meeting of the Municipality of the County of

Antigonish on the _____ day of _____ A.D., 2025.

Moved by: _____

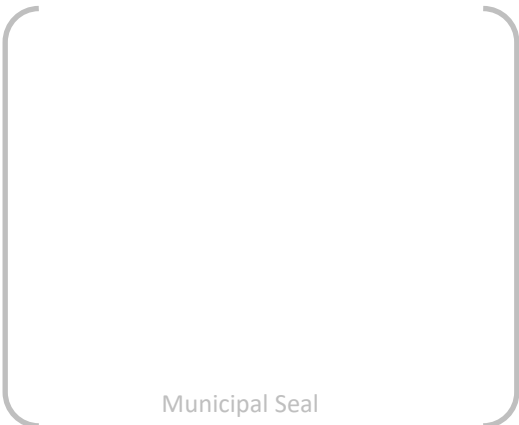
Seconded by: _____

“That the Chief Administrative Officer and the Director of Finance be authorized to sign Cost Share Agreement No. 2024-001”

Motion Carried.

I certify that the above Resolution was passed at the duly called meeting of the Municipality of

the County of Antigonish Council on _____ A.D., 2025.



Signature

Name (Print)

Title

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

REQUEST FOR DECISION

TO: COMMITTEE OF THE WHOLE
FROM: SHIRLYN DONOVAN, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: ***BULKY WASTE COLLECTION TENDER AWARD***
DATE: APRIL 22, 2025

Summary

Each spring the municipality conducts a bulky waste collection. A Request for Tenders was issued on March 21 and closed on April 4.

Two proposals were received:

1. GFL - \$54,900 + HST
2. Eastern 2.0 - \$57,500 + HST

Both contractors provided the necessary paperwork: proof of insurance, safety certification, and confirmation of good standing with workers compensation.

Recommendation

The committee recommends that Municipal Council award the tender for the 2025 Bulky Waste Collection to GFL in the amount of \$54,900 + HST.

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MEMO FOR INFORMATION

TO: Asset Management Committee
FROM: Marlene Melanson, Director of Recreation
SUBJECT: **Active Transportation – Florence Circle Connector Update**
DATE: 22/04/2025

As part of the county’s Active Transportation initiatives, staff are exploring a project which would see the creation of a multi-use path (MUP) roughly 100m in length, that will connect a cul-de-sac at the end of Florence Circle to the Trunk 4 Active Transportation Corridor just west of the James St. intersection. The proposed area for the MUP is high traffic route for active travel however, the route runs through several private properties. The project aims to provide a safe, welcoming environment with the MUP, encouraging and allowing active travel for all.

The path would connect key destinations that are situated on the north end of the proposed MUP such as schools, a large residential area including several Antigonish Affordable Housing Society units (both in use and in construction) and rentals highly used by university students. Traveling south on the proposed MUP will lead people to key destinations such as the Town of Antigonish and the university (east), and groceries and other business’ (west).

An Expression of Interest (EOI) was submitted to the Nova Scotia Connect2 program to request funding for the design of a multi-use path. The EOI was reviewed and approved, allowing the project to proceed to the next stage — a formal funding application. The application has since been submitted, and we anticipate receiving a decision in the near future regarding its success.