

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Wednesday, January 28th, 2026, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

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

Regrets: None

Staff Present: Shirlyn Donovan, CAO
Beth Schumacher, Municipal Clerk
Allison Duggan, CFO
Tammy Feltmate, Director of Sustainable Communities
Denise Dunn, HAF Coordinator

Others Present: Gallery (in person and online)
Matt Delorme, P.Eng, AIM Network (by Zoom)

Call to Order – Deputy Warden Dunbar

The meeting of the Asset Management Committee was called to order by Chair, Deputy Warden Dunbar, at 5:34pm.

Approval of Agenda

Deputy Warden Dunbar called for any additions or deletions to the agenda. One deletion was made, to remove the in-camera item titled Contract Negotiations.

Moved and Seconded

That the agenda be approved as amended.

Motion Carried

In-Camera Items

Moved and Seconded

That the Committee move into an in-camera session to discussion the Acquisition, Sale, Lease, and Security of Municipal Property at 5:34pm.

Motion Carried

Moved and Seconded

That the Committee adjourns the in-camera session at 6:01 pm.

Motion Carried

Approval of November 25, 2025 Asset Management Committee Minutes

Deputy Warden Dunbar called for any errors or omissions in the Asset Management minutes of November 25, 2025. Hearing none, the minutes were considered approved as presented.

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

Housing Accelerator Fund (HAF) – Asset Management Plan presentation by Matt Delorme, P.Eng, AIM Network

Mr. Delorme provided an overview of the AIM Network, as well as his own background as a civil engineer. He spoke to how the management of infrastructure has changed over the last decade, focussing on climate change and the life cycle of infrastructure and the impact that this has on municipalities. He reviewed the position of the municipality, noting that the short-term investment strategy meets service needs, but long-term planning needs to look at gaps in 10–20-year renewal needs for aging road, water, and wastewater systems. He also spoke to the importance of having reliable services for attracting investment in the community.

Mr. Delorme then provided a high-level review of the report that was distributed to the committee. He spoke to wastewater reliability, water supply reliability, climate resilience opportunities, and ways to save for or pay for future investment in infrastructure. He spoke to how the report under consideration addresses the requirements for the different HAF funding milestones. He noted that the target for the final plan document for March 2026.

The floor was then opened up for questions from the committee. Clarification was sought regarding the cost projections that were provided in the report. Mr. Delorme was thanked for this presentation.

Ms. Dunn then spoke to the committee and provided them with a review of the memo that was included in the agenda package. She provided further detail regarding how the project fulfills the different milestones of the HAF project. Discussion followed. Staff was thanked for the work that they did on the project.

Moved and Seconded

The Committee recommends that Municipal Council approve the Asset Management Program 2026-2036 by AIM Network, January 2026, which has been financed through aligned commitments under Initiative 1 – Asset Management of the Housing Accelerator Fund awarded to the Municipality of the County of Antigonish in January 2024.

Motion Carried

Continuing Business

There was no continuing business.

New Business

Letter to the Nova Scotia Department of Public Works Regarding Funding

Councillor MacLaughlin spoke to concerns raised by her constituents regarding the maintenance of roads in the community. Having spoken to the staff of the local MLA, a suggestion was made to reach out to the local MLAs, Minister Tilley, and the senior leadership of the at the provincial level for budget distribution to talk about road maintenance for the Eastern Region covering Antigonish County. Concerns regarding maintenance scheduling, reliability of service, and school bus access in inclement weather. Discussion followed.

Moved and Seconded

The Committee recommends that Municipal Council sends a letter requesting a meeting with the local MLAs, Minister Thompson and Minister Morrow, along with Minister Tilley and senior representatives from the Nova Scotia Department of Public Works regarding budget distribution for road maintenance in Antigonish County.

Motion Carried

Recess for Council Meeting

The Asset Management Committee meeting recessed at 7:27pm.

Deputy Warden Dunbar called the Asset Management Committee back to order at 7:55pm.

Mount Cameron Streetlight and Sidewalk Request

Mrs. Donovan spoke to a request received from S.F. Smith for streetlights in the Mount Cameron neighbourhood. This arrangement has been done with other phases of this development in the past, where special street light units were used as part of the design of the community, and services were trenched and wires run underground as the roads were built. Mrs. Donovan also spoke to a request regarding the installation of sidewalks fronting the quad-plexes as those buildings are built, allowing for the sidewalks to be poured by the contractor as the concrete curbs and driveways were being installed, allowing for lower costs and not requiring the disruption of landscaping if sidewalks were to be installed following the roadways being transferred to the municipality. This arrangement has not been done before. The proposed costs were

reviewed, and it was noted that they would be added to the capital plan if the committee is favourable to considering the proposal. Questions were asked regarding the street lighting, being the design of the lighting and the spacing of the streetlights.

Moved and Seconded

The Committee recommends that Municipal Council approves the inclusion of streetlights along Harbour Drive between Mount Cameron Circle and an un-named street to the west, along that un-named street between Highway 337 and Duykers Drive, and on Duykers Drive between the unnamed street and Hargraves Way, along with the associated underground electrical infrastructure, at a cost of \$195,600, and the installation of sidewalks along Harbour View Drive between Mount Cameron Circle and the un-named street to the west, at a cost of \$18,000 per four-plex building up to \$72,000, for to the 2026/2027 capital plan.

**Motion Carried
9 in favour, 1 against.**

2026-27 Capital Planning

Mrs. Donovan gave an overview of the draft 2026/2027 Capital Plan, looking at the project estimate, expected funding, and what the estimated cost may be to the municipality. A suggestion was made to look at a 3/4tonne truck instead of a 1/2tonne truck for Public Works fleet. Discussion followed regarding the timing of sidewalk projects, and the Farmer's Market parking lot repaving. Mrs. Duggan provided a detailed description of the options for dealing with Debenture 31-A-1 (the external debt on the Library, Havre Boucher Sewer Treatment Plant, and the Municipal Office) and is recommending refinancing for a five-year term. Staff was directed to follow-up with Municipal Finance Corporation to make arrangements for the temporary borrowing resolution for the committee's approval. The capital plan will be on the agenda for further discussion in February.

Additions to the Agenda

There were no additions to the agenda.

Adjournment

Moved

That the Asset Management Committee meeting be adjourned at 8:36pm.

Motion Carried

Deputy Warden John Dunbar

Shirlyn Donovan, CAO