

**MUNICIPALITY OF THE COUNTY OF**  
**ANTIGONISH**

**ASSET MANAGEMENT COMMITTEE AGENDA**

Tuesday, March 24, 2026, 5:30pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

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1. Call to Order
2. Approval of Agenda
3. Review of February 24, 2026 Asset Management Committee Minutes
4. Business Arising from the Minutes
5. Delegations
  - a. There are no scheduled delegations
6. Continuing Business
  - a. 2026-2027 Capital Planning
7. New Business
  - a. Appleseed Sidewalk Tender Award
8. Additions to the Agenda
9. Adjournment

**MUNICIPALITY OF THE COUNTY OF**  
**ANTIGONISH**

**Asset Management Meeting Minutes**

Wednesday, March 4<sup>th</sup>, 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) (by Zoom)  
Warden Nicholas MacInnis  
Councillor Mary MacLellan  
Councillor Adam Baden-Clay  
Councillor Richelle MacLaughlin (by Zoom)  
Councillor Shawn Brophy  
Councillor Wayne Melanson  
Councillor Gary Mattie  
Councillor Harris McNamara  
Councillor Sterling Garvie

Regrets: None

Staff Present: Shirlyn Donovan, CAO  
Beth Schumacher, Municipal Clerk  
Allison Duggan, CFO  
Megan MacInnis, Strategic Initiatives Coordinator  
Denise Dunn, HAF Coordinator

Others Present: Gallery (in person and online)  
Basil Pitts, Area Manager, NS Department of Public Works  
Paul Colton, District Director Eastern Region, NS Department of  
Public Works

**Call to Order – Deputy Warden Dunbar**

The meeting of the Asset Management Committee was called to order by Chair, Deputy Warden Dunbar, at 5:31pm.

**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**

### **Review of the January 28, 2026 Asset Management Committee Minutes**

Deputy Warden Dunbar called for any errors or omissions in the Asset Management minutes of January 28, 2026. Hearing none, the minutes were considered approved as presented.

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

There was no business arising from the minutes.

### **Delegations**

#### **Basil Pitts, Area Manager, NS Department of Public Works**

Mr. Pitts and Mr. Colton were welcomed to the meeting. Mr. Pitts provided members of the Committee with a run-through of the status of the roadways that they had identified on the road priorities for their districts that they had submitted earlier in the year. Members of the committee asked questions about specific roadways, flagging ongoing concerns and requesting further clarification on frequency of grading and dust suppression, brush cutting, gravel road maintenance, and budgets.

Mr. Pitts and Mr. Colton were thanked for the work that they and their teams do on the roads in the community. They were also thanked for attending the meeting.

### **Continuing Business**

#### **2026-2027 Capital Planning**

Mrs. Donovan reviewed the draft capital plan with the members of the committee. She provided further explanation of how projects taking place during both the current and next budget years are represented on the plan and spoke to the different funding programs that are identified for the projects. She noted that the J-Class Road item was blank, pending feedback from the province on whether the application made by the municipality for cost-sharing was approved. Discussion followed regarding cell towers, the next phases of the Active Transportation Path, and the Farmer's Market paving request.

### **New Business**

#### **J-Class Roads 3-Year Agreement Renewal**

Ms. Schumacher spoke to the cost sharing agreement that is before Council for consideration, being a renewal for of the standard 3-year cost-share program that the municipality has signed on to for several terms. Questions were asked about specific clauses and whether there was any room for negotiation. Discussion followed.

Moved and Seconded

The Committee recommends that Municipal Council authorizes the Warden and CAO to sign Cost Sharing Agreement 2026-002, being the three-year cost share agreement between the Province and the Municipality for J-Class Roads applying to fiscal years 2027-2028, 2028-2029, and 2029-2030.

**Motion Carried**

**Additions to the Agenda**

There were no additions to the agenda.

**Adjournment**

Moved

That the Asset Management Committee meeting be adjourned at 7:21pm.

**Motion Carried**

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Deputy Warden John Dunbar

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Shirlyn Donovan, CAO