MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

ASSET MANAGEMENT COMMITTEE AGENDA

Tuesday, September 22, 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. In Camera
    a. Contract Negotiations
    b. Acquisition, Sale, Lease, and Security of Municipal Property
4. Review of June 23, 2026 Asset Management Committee Minutes
5. Business Arising from the Minutes
6. Delegations
    a. There are no scheduled delegations
7. Continuing Business
    a. Capital Projects Updates
8. New Business
    a. J-Class Roads Submissions for 2027/2028
9. Additions to the Agenda
10. Adjournment

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Tuesday, June 23rd, 2026, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Present were: Warden Nicholas MacInnis (Chair)
Deputy Warden John Dunbar
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
Meaghan MacNeil, Physical Activity Coordinator

Others Present: Gallery (in person and online)

Call to Order – Deputy Warden Dunbar

The meeting of the Asset Management Committee was called to order by Chair, Warden Nicholas MacInnis, at 5:36pm.

Approval of Agenda

Deputy Warden Dunbar called for any additions or deletions to the agenda. Several additions were made:

- In-Camera – Contract Negotiations
- In-Camera – Contract Negotiations
- In-Camera – Acquisition, Sale, Lease, and Security of Municipal Property
- New Business – Lawn Mower Purchase

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 discuss the Acquisition, Sale, Lease, and Safety of Municipal Property and Contract Negotiations at 5:38pm.

Motion Carried

Councillor MacLellan joined the meeting at 5:56pm.
Ms. MacNeil joined the meeting at 6:04pm.

Moved and Seconded

That the Committee adjourns the in-camera session at 6:18 pm.

Motion Carried

Moved and Seconded

The Committee recommends that Municipal Council award the contract for pre-design and construction oversight for the Antigonish County Emergency Services Centre to Strait Engineering Limited at a maximum price of $119,339 + HST.

Motion Carried

Moved and Seconded

The Committee recommends that Municipal Council enter into a long-term lease agreement of 99 years providing a $60, 000.00 one-time payment in addition to annual rent of property taxes owing on PID10118768. The long-term lease includes PID's 10118768 and 10118750 for the use of the land to construct a connector multiuse path.

Motion Carried

Review of the March 24, 2026 Asset Management Committee Minutes

Deputy Warden Dunbar called for any errors or omissions in the Asset Management minutes of March 24, 2026. A typo in the title "Warden" was noted on page one of the minutes. Hearing no further concerns, the minutes were considered approved as presented.

Business Arising from the Minutes

There was no business arising from the minutes.

Delegations

There were no scheduled delegations.

Continuing Business

Capital Projects Updates

Mrs. Donovan spoke to the status of several capital projects that are underway. She also spoke to upcoming work planned to take place in several local roadways.

Councillor Garvie joined the meeting at 6:26pm.

Discussion followed. Questions were asked regarding the process for tendering the pre-design and environmental assessment for the Sewer Treatment Plant, the NSDPW review of the lower end of Beech Hill Road and any inclusion of the municipality in that process, and the condition of Sears Ross Road.

New Business

There was no new business.

Additions to the Agenda

Lawn Mower Purchase

Mrs. Donovan spoke to a recommendation coming forward from Public Works for a new zero-turn lawn mower. She noted that it was not included as a specific budget item, but there is room for it in the general budget where the new fence in public works was under-budget. The service requirements for the existing machine were spoken to.

Moved and Seconded

The Asset Management Committee recommends that Municipal Council approve the purchase of a Cub Cadet Z 60" deck at Antigonish Rent-All for $9.549 + HST.

Motion Carried

Adjournment

Moved

That the Asset Management Committee meeting be adjourned at 6:36 pm.

Motion Carried

Warden Nicholas MacInnis

Shirlyn Donovan, CAO

NOVA SCOTIA
Public Works

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September 8, 2026

Ms. Shirlyn Donovan
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 2026-002 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 2027-28 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, 2026.

Attached, you will find a Road Submission List to be filled out electronically and returned to me electronically by October 31, 2026.

Examples of how to fill out the form are provided. Due to funding limitations, please limit your priorities to a maximum of **five** 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 2027-28.

Sincerely,

Laura Cunningham

Laura Cunningham
Capital Program Administration Officer

c: Andrew MacPherson, Construction Manager, Eastern

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	Taylors (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

MEMO FOR DECISION

TO:	ASSET MANAGEMENT COMMITTEE
FROM:	SHIRLYN DONOVAN, CAO
SUBJECT:	CAPITAL PLAN UPDATES
DATE:	SEPTEMBER 22, 2026

Update on 2026/2027 Capital Projects

Appleseed Sidewalk

The Sidewalk construction on Appleseed Drive is complete. Staff are waiting on the arrival of the RRFB lighting to install. Public Works Staff have relined all of the crossings in that area to prepare for the start of school. We have hired an additional crossing guard to support the new mid-street crossing.

AT Corridor

Work is ongoing from James Street to Addington Forks. Dexter was awarded the contract to complete and that work should be completed this fall.

Florence Circle Connector

Design on the connector trail has been completed. Staff continue to work on agreements and seek funding opportunities.

Beech Hill Road/Sears Ross Road Sidewalks

Staff have just recently met with Nova Scotia Department of Public Works staff to review the report completed as part of the Beech Hill Road traffic study. There are improvements warranted so staff are regrouping to look at a tender for sidewalks up Sears Ross Road at this time. Modifications to the initial design will have to take place.

Sewer Treatment Plant Pre-Design and System Assessment

The Pre-Design and System Assessment for a sewer treatment plant in Lower South River was awarded to RV Anderson. A kick off meeting was held in early September and they are in information collection phase right now. Staff are meeting with RV Anderson on a biweekly basis, and a site visit is planned for later this month.

Pump for Wright's River

The new pump for Wright's River has arrived and will be installed at Wright's River in the next week or two.

I&I Work

Staff are preparing an RFP for sewer lining around the Wrights River as part of our work on Inflow and Infiltration. This RFP should be released this week for work to be completed in the Fall/Winter.

Havre Boucher Generator

North River Mechanical will be on site in Havre Boucher next week to decommission the old generator. The new generator will be installed in the coming weeks. Staff are working with MacGillivray fuels to have the fuel tanks installed as well.

Stormwater Work for Appleseed Drive

The tender for the work has been awarded to Ron Chisholm Hydroseed. They are waiting on the preparation of the catch basins prior to beginning the work. Work is estimated to begin by the end of the month.

Garbage Truck

A new collection vehicle has been ordered and expected delivery is late 2026.