

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Monday, January 27, 2020, 5:30 pm
Council Chambers
Municipal Administration Building
285 Beech Hill Road
Beech Hill, NS B2G 0B4

Present were: Warden Owen McCarron
Deputy Warden Hugh Stewart
Councillor Mary MacLellan
Councillor Donnie MacDonald
Councillor Vaughan Chisholm
Councillor Remi Deveau
Councillor John Dunbar
Councillor Neil Corbett
Councillor Bill MacFarlane

Regrets: Councillor Gary Mattie

Staff Present: Glenn Horne, Clerk-Treasurer
Beth Schumacher, Deputy Clerk
Allison Duggan, Director of Finance

1. **Call to Order – Chairman, Councillor Bill MacFarlane**

The meeting of the Asset Management Committee was called to order by the Chair, Councillor MacFarlane, at 5:29 pm.

2. **Approval of Agenda**

Councillor MacFarlane called for any additions or deletions to the agenda.

Moved By Councillor MacDonald

Seconded By Councillor Deveau

That the agenda be approved as presented.

Motion Carried

3. **Approval of December 3, 2019 Asset Management Minutes**

Councillor MacFarlane called for any errors or omissions to the minutes of the previous meeting.

Moved By Councillor Dunbar

Seconded By Councillor Chisholm

That the Asset Management minutes of December 3, 2019 be approved as presented.

Motion Carried

5. **Continuing Business**

a. **Local Improvements By-law Updates - West River Cross Paving & Beech Hill Road Waterline**

Mrs. Schumacher provided the Committee with a summary of the Local Improvements projects that were being included in Schedule A of the Local Improvements By-law. The Committee was asked to recommend that the amendments proceed to Council for First Reading.

Moved By Councillor MacLellan

Seconded By Councillor MacDonald

The Committee recommends that Municipal Council consider amendments to Schedule A of the By-law Respecting Charges for Local Improvements to add the West River Cross Paving and Beech Hill Road Waterline Extension for First Reading, and schedule a public hearing for the amendment.

Motion Carried

b. **2019/20 Capital Update**

Mr. Horne went through the 2019/2020 Capital Priorities List and provided a detailed update for each item on the list. Items that were completed, deferred, closed, or which had their funding denied were identified and discussed. Questions followed. Staff and Council were asked to bring any proposed capital projects forward in the next four to six weeks for inclusion in the budgeting process.

Mr. Horne took the opportunity to acknowledge Daryl Myers, Director of Public Works, and his team for the volume of projects that were completed during the fiscal year.

c. **Consideration of the 2020/21 Capital Plan**

Mr. Horne displayed the proposed 2020/21 Capital Plan and went through the estimates and tender status of projects that have been identified for the upcoming fiscal year. The proposed timeline and arrangement with the Department of Transportation for the Harbourview Drive & Mount Cameron Circle repaving, curb and gutter was discussed in detail. Consensus was given to proceed with preparing the tenders for several projects.

The proposed Fringe Water Utility Upgrades were reviewed with the Committee, referencing the staff report included in the agenda package. Funding options for the project were reviewed with the Committee. Discussion followed regarding the timelines of projects the Municipality has done using ICIP funding. Mrs. Duggan reviewed the Municipality's account balances for the Committee's information. Consensus from the Committee was requested to move forward with the project to:

- incorporate the project in the 20/21 capital plan and determine a funding model;
- prepare design drawings; and,
- prepare a tender package.

Fire flow pressures in the work area were discussed, with the table included in the staff report displayed. A question of liability was asked; Mr. Horne will follow-up with legal counsel for a formal response. Fire protection rates were also discussed, as well as local fire department processes for water transport and pressurization.

Moved By Councillor Chisholm
Seconded By Councillor MacDonald

The Committee recommends that Municipal Council authorize staff to move forward preparations for the proposed Fringe Water Utility improvements.

Motion Carried

8. **In Camera Items**

This subject matter falls within Section 22(2) of the Municipal Government Act as a matter that a committee may discuss in a closed session. It is recommended a motion be made to initiate an in-camera session.

Moved By Councillor Deveau
Seconded By Councillor Dunbar

That the Committee of the Whole Meeting be adjourned to an In-Camera Session to discuss the Acquisition, Sale, Lease, and Security of Municipal Property and Contract Negotiations at 6:20pm

Motion Carried

Moved By Councillor Chisholm
Seconded By Councillor MacDonald

Motion to come out of camera at 6:21pm.

Motion Carried

9. **Adjournment**

Moved By Councillor MacDonald

That the Committee of the Whole meeting be adjourned at 6:22pm

Motion Carried


Councillor Bill MacFarlane


Glenn Horne, Municipal Clerk/Treasurer