

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Asset Management Meeting Minutes

Tuesday, January 25, 2022, 5:30 pm
Zoom Meeting

Present were: Warden Owen McCarron
Deputy Warden Hugh Stewart
Councillor Mary MacLellan
Councillor Donnie MacDonald
Councillor Remi Deveau
Councillor John Dunbar
Councillor Gary Mattie
Councillor Bill MacFarlane
Councillor Harris McNamara
Councillor Shawn Brophy

Staff Present: Glenn Horne, CAO
Beth Schumacher, Deputy Clerk
Tammy Feltrate, Director of
Sustainable Communities
Allison Duggan, Director of Finance
Daryl Myers, Director of Public
Works
Josh Chisholm, Supervisor, Water
& Wastewater Operations

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 5:30pm.

2. **Approval of Agenda**

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

Moved and Seconded

That the agenda be approved as presented.

Motion Carried

3. **Approval of November 30, 2021 Asset Management Minutes**

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

Moved and Seconded

That the Asset Management minutes of November 30, 2021 be approved as presented.

Motion Carried

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. Continuing Business

a. Discussion of Antigonish Golf Club Water Meter

Mr. Horne noted that staff from the Public Works team was on hand to address any technical questions that might arise during the discussion. An overview of the staff memo included in the agenda package was provided. A copy of a recommended letter was also included in the agenda package for the Committee's review.

Questions were asked about where the new and existing lines would be metered, and the status of the old water line. Discussion followed about the new and old water lines, and Mr. Chisholm answered any questions about the status of those lines and their connections. Staff was thanked for providing the issue with a thorough review. Mr. Horne noted that the draft letter would be sent out within the next few days if there were no concerns.

b. Consideration of 2022/23 Capital Plan

Mr. Horne provided an overview of the Capital List planning that is underway for the 2022/23 fiscal year. Updates were provided about potential funding opportunities, project estimate changes, and projects for which staff is seeking approval to tender the projects now in order to get pricing early in the construction season. Mr. Myers spoke further to the possible financial advantage of early tendering on the Trunk 7 watermain replacement.

Moved and Seconded

The Committee recommends that Municipal Council approve tendering the Trunk 7 Watermain Replacement.

Motion Carried

c. Final Review of Accessible Washroom Plans

Ms. Feltmate provided an overview of the proposed floor plans for the accessible washroom design that has been developed for the existing toilets and kitchenette at the front of the administrative building. Councillor Mattie provided his input on the proposed plan and highlighted the importance of having a facility as proposed within the community in a public building. Ms. Feltmate noted a grant that has been provided by the province towards the project. Staff was thanked for their work on the project. Staff asked for approval of the design as proposed so that the RFP could be prepared; consensus was provided by the Committee.

6. New Business

a. Projects for Consideration Under Local Improvements Bylaw

Mr. Horne reviewed the list of projects for consideration under the Local Improvements By-law. Using the priority list prepared by Council, Mr. Horne reviewed the six remaining projects on the list that remain for consideration. Staff is looking for direction from the Committee to start working on the next group of projects. Consensus was provided from the Committee to proceed with the next step for each of the projects, which would involve obtaining a cost assessment for each project. Mr. Horne noted that he has also included a copy of a petition in the agenda package for any new projects that Councillors would like to bring forward for consideration.

7. **Additions to the Agenda**

There were no additions to the agenda.

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 and Seconded

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 5:57pm.

Motion Carried

Moved and Seconded

That the in-camera session adjourns at 6:04pm.

Motion Carried

9. **Adjournment**

Moved

That the Committee of the Whole meeting be adjourned at 6:05pm.

Motion Carried



Councillor Bill MacFarlane



Glenn Horne, CAO