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MUNICIPALITY OF THE COUNTY OF  
**ANTIGONISH**

**Asset Management Meeting Minutes**

Thursday, July 4, 2019, 7:30 pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

Present were: Warden Owen McCarron                      Councillor Remi Deveau  
Deputy Warden Hugh Stewart                      Councillor Gary Mattie  
Councillor Donnie MacDonald                      Councillor Neil Corbett  
Councillor Vaughan Chisholm                      Councillor Bill MacFarlane

Regrets:                      Councillor Mary MacLellan                      Councillor John Dunbar

Staff Present:                      Glenn Horne, Clerk-Treasurer                      Beth Schumacher, Deputy Clerk

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 7:31 pm.

2.     **Approval of Agenda**

Councillor MacFarlane called for any additions or deletions to the agenda. One item, private roads discussion, was added to the agenda.

**Moved By** Councillor MacDonald

**Seconded By** Councillor Deveau

*That the agenda be approved as amended.*

**Motion Carried**

3.     **Approval of the June 4, 2019 Asset Management Minutes**

Councillor MacFarlane called for any errors or omissions to the minutes of the June 4, 2019 meeting.

**Moved By** Councillor Chisholm

**Seconded By** Councillor Corbett

*That the Asset Management minutes of June 4, 2019 be approved as presented*

**Motion Carried**

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Continuing Business**

a. **Awarding of Tender - Tractor**

Mr. Horne reviewed the bids received for the Tender for the utility tractor. Staff is recommending approval of the lowest bid, which is Central Equipment in Truro, for a Kubota tractor priced at \$29,000 + HST.

**Moved By Councillor MacDonald**

**Seconded By Councillor Corbett**

*The Committee recommends that Municipal Council approve the Tender for the utility tractor being awarded to Central Equipment in Truro, for the Kubota tractor priced at \$29,000.00 + HST*

**Motion Carried**

b. **Awarding of Tender - Municipal Parking Lot Expansion**

Mr. Horne spoke to the Tender for the parking lot expansion at the Municipal Office. Staff recommended that the Tender be awarded to the lowest bidder, which is Alan MacNeil Construction at a quoted price of \$94,600 + HST.

**Moved By Councillor Deveau**

**Seconded By Councillor Mattie**

*The Committee recommends That Municipal Council approve the awarding of the Tender for the expansion to the Municipal Office parking lot to Alan MacNeil Construction at the quoted price of \$94,600 + HST.*

**Motion Carried**

6. **New Business**

a. **Approval to Advertise Tender**

Mr. Horne spoke to a request from staff for consent to proceed with advertising a Tender for the re-paving of the Arbour Drive Extension and Trotters Lane.

**Moved By Councillor Chisholm**

**Seconded By Councillor MacDonald**

*The Committee recommends That Municipal Council approve proceeding with advertising a tender for the repaving of the Arbour Drive Extension and Trotters Lane.*

**Motion Carried**

7. **Additions to the Agenda**

a. **Private Roads**

Councillor MacFarlane has been further contacted regarding private roads by a resident that noted that HRM seems to have a policy. Staff was asked to find the policy for Council to review for the summer.

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.

Deputy Warden Stewart joined the meeting at 7:35 pm.

**Moved By** Councillor Chisholm  
**Seconded By** Warden McCarron

*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 at 7:37 pm.*

**Motion Carried**

**Moved By** Councillor MacDonald  
**Seconded By** Councillor Corbett

*That the in-camera session be adjourned at 7:59 pm.*

**Motion Carried**

**Moved By** Councillor Corbett  
**Seconded By** Councillor Deveau

*The Committee recommends that Municipal Council approve the proposed amendments to the existing lease with the Department of Justice for the Antigonish County Courthouse, and that Municipal Council formally decline the proposals for the sale of the Courthouse received in the Request for Proposals that was issued earlier in 2019.*

**Motion Carried**

9. **Adjournment**

**Moved By** Councillor Deveau

*That the Committee of the Whole meeting be adjourned at 8:01pm*

**Motion Carried**



Councillor Bill MacFarlane



Glenn Horne, Municipal Clerk/Treasurer