

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

ASSET MANAGEMENT AGENDA

Thursday, July 4, 2019, 7:30 pm

Council Chambers

Municipal Administration Building

285 Beech Hill Road

Beech Hill, NS B2G 0B4

1. Call to Order – Chairman, Councillor Bill MacFarlane
2. Approval of Agenda
3. Approval of the June 4, 2019 Asset Management Minutes
4. Business Arising from the Minutes
5. Continuing Business

a. Awarding of Tender - Tractor

The Municipality put out a call for Tenders for a Utility Tractor. The Tender closed on Thursday June 27, 2019. The following four bids were received:

1. Green Diamond Antigonish – John Deere \$39,999.00 + HST
2. Proudfoot Motors New Glasgow – Massey Ferguson \$35,995.00 + HST
3. Central Equipment Truro – Kubota \$29,000.00 + HST
4. Nova International Windsor – Kubota \$33,350.00 + HST

Staff is recommending that the Tender be awarded to Central Equipment in Truro, for the Kubota tractor priced at \$29,000.00 + HST.

b. Awarding of Tender - Municipal Parking Lot Expansion

The Municipal put out a call for Tender for the expansion of the public parking lot at the Municipal Office. The Tender closed on Thursday June 27, 2019. The following two bids were received:

1. Alan MacNeil Construction - \$94,600 + HST (6 weeks of work)
2. Ron Chisholm Hydroseeding Ltd. - \$169,189.55 + HST (10 weeks of work)

Staff is recommending that the Tender be awarded to Alan MacNeil Construction at the quoted price of \$94,600 + HST.

6. New Business

a. Approval to Advertise Tender

Staff is looking for consent from the Committee to proceed with advertising a tender for the repaving of the Arbour Drive Extension and Trotters Lane.

7. In Camera Items

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

8. Additions to the Agenda

9. Adjournment

MUNICIPALITY OF THE COUNTY OF ANTIGONISH

Asset Management Meeting Minutes

Tuesday, June 4, 2019, 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 Gary Mattie
Councillor Bill MacFarlane

Regrets: Councillor Neil Corbett

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

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

The meeting of the Asset Management Committee was called to order by the Vice-Chair, Deputy Warden Stewart, at 5:37pm.

2. **Approval of Agenda**

Deputy Warden Stewart called for any additions or deletions to the agenda.

Moved By Councillor MacDonald

Seconded By Councillor Deveau

That the agenda be approved as amended.

Motion Carried

3. **Approval of May 7, 2019 Asset Management Minutes**

Deputy Warden Stewart called for any errors or omissions to the minutes of the previous meeting.

Moved By Councillor MacLellan

Seconded By Councillor Mattie

That the Asset Management minutes of May 7, 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. **Update on Asset Management Initiatives**

Mr. Horne provided an update on the Asset Management program to date. Information is being received from the field and verified by the Asset Management working group. Once this information is verified, a state of condition of linear asset infrastructure report can be completed. Mr. Horne used a sample map to provide a visual example of the work being done to track these linear assets, and how those maps can inform future infrastructure decisions. Discussion followed.

Councillor MacFarlane joined the meeting at 5:49 pm.

b. **Gaspereaux Lake Local Improvements Update**

Mr. Horne provided an update on the Gaspereaux Lake Local Improvements survey that was sent out and closed in mid-April. Staff are looking to confirm with the Department of Environment regarding properties that could be in a floodplain, and staff will follow-up with Council after that is done. Discussion followed.

c. **Issuing of Tenders**

Mr. Horne provided a brief overview of the tenders that staff is seeking approval to proceed with posting. Consensus was provided to proceed.

6. **New Business**

There was no new business.

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 By Deputy Warden Stewart

Seconded By Councillor Mattie

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 6:13 pm.

Motion Carried

Moved By Councillor Deveau

Seconded By Councillor MacLellan

That the in-camera session be adjourned at 6:51 pm.

Motion Carried

9. **Adjournment**

Moved By Councillor Dunbar

That the Committee of the Whole meeting be adjourned at 6:52 pm

Motion Carried

Councillor Bill MacFarlane

Glenn Horne, Municipal Clerk/Treasurer