



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole
April 8, 2015 9:30 a.m.
Sanford Council Chambers

Present:	G. Cochrane	Chair
	S. Pineo	Councillor
	R. Matheson	Councillor
	T. Brown	Councillor
	J. Daniels	Councillor
	M. Campbell	Councillor
	C. Osborne	CAO
	M. Laycock	Director of Finance
	K. Kehoe	Director of Recreation
	R. Sherrard	Director of Public Works
	T. Leslie	Senior Building Official
	R. Brown	Municipal Clerk
	J. Woodman	Administrative Assistant

Regrets:	R. Allen	
	V. Swinamer	
	K. Dempsey	(Regrets Death in Family)

1. Call to Order
2. Announcements
3. Approval of Agenda, including additions or deletions

MOVED by Councillor Campbell and Warden Dauphinee that the agenda be approved as circulated.

Motion Carried.

4. Breakdown of Revenue

Martin Laycock, Director of Finance reported this was for information purposes. He suggested Council may want to share this information with the public as part of the tax billing process.

5. Memorandum – M. Laycock, Director of Finance – Changes to proposed 2015-2016 Budget

Martin Laycock, Director of Finance reported there were two changes since the last time Council met. The first being Kings Transit which was decreased to \$100,000 but he showed \$120,000 adding that he doesn't know the impact if the Town of Windsor should withdrawal services. CAO Osborne confirmed it is a fact that the Town of Windsor has given notice that they will withdrawal from the Kings Transit operation and a request has been made to Kings Transit to provide information how this will impact the Municipality in terms of funding and if any arrangement would be made if the Council wishes to continue the program. She clarified the \$120,000 is based on the current structure that is in place for a full year. She noted that six months' notice is required in order to make any change but until this is done staff didn't feel that they should budget lower based on speculation of what Council might wish to do.

The second change is an increase for a contingency plan for the Newport Station School. She noted in terms of the Newport Station School she had the opportunity to review the operating information provided by the School Board. She explained the funding increase will allow the building to be kept operational until a decision is made on how to move forward after it has been turned over on July 1, 2015.

Councillor Matheson expressed surprise that the amount decreased for Kings Transit if the Town of Windsor has suggested they would withdraw. Martin Laycock, Director of Finance understood that Kings Transit made various cuts and the result of this has led to a lower contribution for West Hants. He agreed that the Town pulling out may have repercussions on West Hants however until he knows he felt there should be leverage to ensure not to go over the costs. CAO Osborne clarified the Town has funded for 6 months of the year so the Municipality would only have to pay a portion of this timeframe.

Councillor Pineo suggested that she doesn't feel from talking to residents that the Brooklyn bus route is of benefit and not worth the cost. She suggested that Council needs to give consideration to these types of issues and suggested that the money stays in the budget until Council makes a decision on whether to withdraw services.

MOVED by Councillor Campbell and Warden Dauphinee that the Memorandum – M. Laycock, Director of Finance – Changes to proposed 2015-2016 be received and placed on file.

Motion Carried.

6. 2015-2016 proposed Operating budget (including sewer)

Martin Laycock, Director of Finance reported that Council has had an opportunity to review the documents that were submitted at the last meeting. He noted that he had prepared a document based on Council's input and discussion which will show the impact on the tax rate. He confirmed the Municipality has the ability to go to four decimal places and suggested this would help moving forward with the tax rate.

He explained the additional charge they are investigating to generate revenue for data transfers for those individuals who have their banks pay their property tax bills, adding there is a proposed fee of \$10.00 per request. He noted this would require discussion on whether to accept.

There was a brief discussion on the Newport Rink. Councillor Pineo suggested that the Municipality needs to consider supporting the community with this matter. She added that citizens have been requesting that the units partner and build a double ice surface rink and suggested that a discussion should take place. CAO Osborne reported the Newport Rink Society has determined that they will rebuild at the same location and therefore the Municipality's plant must be put back in the same location which would save them a lot of money, adding the society currently has a bank account set up to accept donations and contributions. She confirmed that the society currently has very good insurance coverage on the facility and was appraised last year for replacement value. She suggested that they were planning to fundraise for the additional work they were looking to do and suggested if they approached Council for assistance there would be opportunity to consider the request.

She confirmed letters of concern are being received from constituents asking for double rink services and other services which will be presented under correspondence at the next regular Committee of the Whole meeting. She clarified the Birthplace of Hockey proposal is still on the table. She confirmed if the province



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and the federal government agree to support this project both the Municipality and the Town of Windsor have committed to each contributing a \$1 million in funding.

Warden Dauphinee cautioned that the two projects should not be mixed up as both could fail which would be upsetting to all involved. He noted the Birth Place of Hockey project is moving along, adding that there may be the opportunity for a prime piece of property to be donated to the project. Chair Cochrane reported the Steering Committee met recently and they are not pushing for a double ice surface as speculated. He noted a request has been made to meet with the Newport Rink to ensure that they know that their project is not in competition with them. He confirmed they're planning to have a stakeholders meeting on April 22 at 7:00 pm at the Municipality. Councillor Matheson suggested that he would not support the project in its current proposed location and cautioned that is not a complete commitment at this time. Chair Cochrane confirmed this is why when approaching the government they committee did not make it site specific.

Councillor Campbell reported in regards to the budget he distributed a Provincial Police Service Fact Sheet and referred to the cost shared discussions and concerns brought up at the previous meeting. CAO Osborne suggested there could be an increase but would be based on cost increases.

It was confirmed by the Director of Public Works the 2014/2015 capital budget included two new trucks to be purchased in 2015/2016. He explained they have gone to tender for one due to maintenance issues and they are hoping to put the other purchase off until next year for payment over a five year period.

Councillor Campbell asked for clarification as to why the estimated amount for road maintenance is significantly different from the projected amount. Rick Sherrard, Director of Public Works indicated that maintenance only really deals with repairs to asphalt, ditching, signs, and other work would be outside the capital budget. He explained last year they budgeted \$3,300 however overspent due to asphalt work on a sinkhole on Halewood Drive and believed this projection for next year would be fair.

Councillor Pineo asked for a breakdown of what was paid to the government and what was paid for snow removal. Rick Sherrard, Director of Public Works reported \$170,000 is paid to the Department of Transportation. He confirmed they were approximately \$8,500 over last year's budget for clearing snow from intersections and cull de sacs. CAO Osborne responded that there has been a significant amount of assistance from communities to find locations where snow could be dumped without having to have the charge of hauling.

Councillor Campbell inquired why there was such a significant decrease for administration for the Falmouth Sewage System. Rick Sherrard, Director of Public Works responded they used to pay for the Overall Direct Responsible Charge Operator which is now broken up into system distribution charges and no longer under administration.

Rick Sherrard, Director of Public Works reported the budget for Estimate of Expenditures for Waste Diversion they look at the waste diversion recycling program to determine what the costs will be for the year and they are projecting \$75,631 for the new year, which includes \$2,000 funding from a Region 6 Program for waste

station funding. He noted Region 6 Enforcement funding is for curbside enforcement of solid waste issues with a projection of \$21,000 with \$21,000 revenue from a regional program and the difference left they are using diversion credits from Resource Recover Fund Board which is money earned for reducing amount of waste that is going to the landfill. He clarified the net impact on the tax rate would be zero.

Councillor Campbell inquired why there was a significant increase in recyclables processing for Waste Collection and Disposal. Rick Sherrard, Director of Public Works confirmed there is year over year increases in the existing contract with the waste collector and every year the rate to process increases. Councillor Matheson asked when the waste collection contract expires. Rick Sherrard, Director of Public Works confirmed the tender ends on March 31, 2017 which means the summer of 2016 they will go out to tender.

Councillor Campbell asked why there was such a significant increase with the Walton Fire Department budget. Martin Laycock, Director of Finance clarified a formal budget submission was not received from the department so he reviewed previous budgets. He noted their increase for communications related to a renewal of equipment and went forward based on this logic. CAO Osborne clarified if Council approves the budget staff would not release any funds until all formal budgets have been received. Councillor Matheson cautioned that mediation continues with Windsor Fire Department and asked what happens if it comes in significantly higher. Martin Laycock, Director of Finance understood the concern and offered that he could only make an educated guess without sufficient documentation.

CAO Osborne indicated she is pleased to see the concept of right sizing the fire service is being discussed which may mean spending money up front to ensure at the end of the day the right equipment is available to provide good service.

Councillor Daniels asked if there would be a discussion on the significant difference between the chiefs of the fire departments and honorariums. CAO Osborne reminded they are nonprofit societies who deal with their own bylaws and rules of engagement in operations and have their own processes. She stated Council only has the decision whether or not grant that amount of money.

Councillor Pineo expressed concern about the ongoing mediation with the Windsor Fire Department and questioned whether a deadline could be established. She expressed frustration that the process has already been a significant amount of time. CAO Osborne indicated she could not speak directly to mediation she did suggest that as a Council they have directed the CAO and solicitor to participate and reminded it must continue until the process is complete based on the agreement which was signed. She cautioned that the Municipality is bound by the agreement with the mediation and Windsor Fire Department to not speak on any matters.

Councillor Matheson warned that this discussion should not be occurring and he did not want the perception that the CAO is being pressured to set a deadline which could potentially compromise the Municipality's integrity.

It was reported the RCMP does include the 1.5 officers in order to make up the amount that was not budgeted for last year. Councillor Campbell asked for clarification on the amount for DNA testing. Martin Laycock, Director of Finance indicated a letter was sent last year explaining that the government would no longer subsidize this service however this was missed on last year's budget.

The question was asked why there was an increase for the water supply and hydrants in Three Mile Plains. The Director of Public Works confirmed the UARB sets the rates based on the requirements of the water utility to oversize their plant surface infrastructure to allow for firefighting. He explained the Windsor Water



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Utility has filed with the board for an increase and they felt it was prudent for budget purposes to budget this amount.

Councillor Matheson suggested more discussion was required on Kings Transit. Martin Laycock, Director of Finance suggested that Council could include what was directly allocated for West Hants; he cautioned this could be risk. Councillor Matheson felt that Council has to decide whether to stay with the service and if so then allow the professionals to do their job. It was agreed to leave the amount in and have a discussion at a later date.

It was noted for REN the budget was maintained from the previous year. CAO Osborne confirmed a new formula was being considered for funding and suggested it would be a slight decrease to the Municipality. She indicated VREN have hired an Executive Director who is working on rebuilding some of the information that was out of date from the prior RDA's and she requested that they present the work they are doing at a Joint Council meeting.

Martin Laycock, Director of Finance reported the vacation accrual is underfunded which was pointed out by the auditors. He noted this is a liability that is not being properly recognized on the books.

7. 2015-16 proposed Capital Budget

Martin Laycock, Director of Finance reviewed the 2015-16 proposed Capital Budget. He indicated that \$1.2 million of the projected cost is for the fire truck. He provided a summary of strictly gas tax funding over a five year period and confirmed this revenue has been received. He highlighted the five year projection noting there are some expenditures.

Chair Cochrane asked for some clarification on where Council stands on the Birthplace of Hockey Arena project. He cautioned if the project fails it will never resurface again as an economic driver for the area. CAO Osborne referred to the motion previously approved regarding funding on March 10 and confirmed there was not reference to site specific location for the project. Warden Dauphinee suggested he was optimistic that the arena would be located in a prime location and indicated he would support the project which he felt would be a benefit to the community. Councillor Matheson suggested building an arena on the parcel of land purchased by the Municipality in Three Mile Plains. It was determined further discussion is required.

MOVED by Warden Dauphinee and Councillor Campbell that a recommendation be made to Council to approve the residential and commercial tax rate as presented.

Motion Carried.

8. 2015-16 proposed Water Utility Budgets

Three Mile Plains/Wentworth Water Utility Operating Estimates for 2015-2016 Budget Year

Martin Laycock, Director of Finance reported rates are dictated by UARB, noting expenses in the Three Mile Plains Water Rate are based on their projections and the anticipated rate from the Windsor Water Rate Review that is currently before the board. R. Sherrard, Director of Public Works reported they are in the third year for rate increase now. He explained that he is anticipating assuming Windsor gets their rates approved similar to what they are requesting he would then make a request to Council to proceed with a rate study and approach the board for new rates for 2016/2017.

MOVED by Councillor Campbell and Warden Dauphinee that a recommendation be made to Council to approve the Three Mile Plains/Wentworth Water Utility Operating Estimates for 2015-2016 Budget Year.

Motion Carried.

Falmouth Water Utility Operating Estimates for 2015-2016 Budget Year

Martin Laycock, Director of Finance reported depreciation costs is a significant portion of this budget.

MOVED by Councillor Campbell and Warden Dauphinee that a recommendation be made to Council to approve the Falmouth Water Utility Operating Estimates for 2015-2016 Budget Year.

Motion Carried.

9. Reserves

Martin Laycock, Director of Finance reported the main area of focus is on the operating reserves which Council determined would come from the tipping fee which would make up the entire operating reserve fund. He confirmed there is no tax rate impact from setting up the operating reserve for this year.

He referred to general capital reserves indicating they are the new additions which will be made up of contributions the Municipality will contribute every year, adding these contributions do impact the tax rate. CAO Osborne advised confirming a fund asan operating reserve has an impact on the fiscal review indicators in a positive way.

10. Adjournment

MOVED by Warden Dauphinee and Councillor Campbell that the meeting adjourn.

Motion Carried.

The meeting adjourned at 2:00 p.m.