



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole Minutes
November 26, 2019, 6:00 p.m.
Sanford Council Chambers

Present:	P. Morton	Deputy Warden
	A. Zebian	Warden
	R. Jannasch	Councillor District 1
	D. Keith	Councillor District 3
	T. Leopold	Councillor District 4
	D. Francis	Councillor District 5
	R. Hussey	Councillor District 6
	J. Daniels	Councillor District 7
	R. Zwicker	Councillor District 10
	M. Laycock	Chief Administrative Officer (CAO)
	C. Rochon	Director of Finance
	M. LeMay	Director of Planning and Development (left 7:52 p.m.)
	B. Carrigan	Director of Public Works
	R. Brown	Municipal Clerk
	S. Poirier	Planner (left 7:48 p.m.)
	R. Parker	By-Law Enforcement Officer
	J. Woodman	Administrative Assistant
Guests:	M. Tate	Tate Engineering (left 7:00 p.m.)
	C. Milne	Roman 3 Solutions (left 7:19 p.m.)
Regrets:	K. Monroe	Councillor District 2

There were 24 members of the public in attendance.

1. Call to Order

Chair Morton called the meeting to order at 6:00 p.m.

2. Announcements

Chair Morton announced the meeting was being broadcasted on Facebook Live and reviewed the standard fire evacuation procedure.

Warden Zebian reminded that the Christmas Angels Telethon is December 2nd and he encouraged everyone to show their support.

Warden Zebian presented Mr. Davie Woods with a certificate of appreciation on behalf of the Municipality for his act of bravery in rescuing two young girls who had wandered off in Brooklyn and became lost. Warden Zebian offered that Mr. Woods is truly the Best of Everything and thanked him for going above and beyond.

Councillor Leopold advised she had made comments at the September 24th Committee of the Whole meeting in relation to the new Hantsport Fire Station. She clarified that her comments were meant to come from a place of accountability; however, it had been brought to her attention that they offended and affected members of the Hantsport Fire Department, specifically Deputy Chief Paul Maynard. She advised she recognized misunderstandings occur due to the manner in which she delivers her commentary and can impact the way one perceives it; but, she wanted to state for the record that it was not her intention to single anyone out or offend Mr. Maynard personally. She advised her comments came from accountability as a Councillor and she apologized if it offended anyone.

Councillor Daniels extended sincerest condolences to the family and friends of Carole Peterson on her passing and noted that she was a wonderful part of the community and would be missed.

Councillor Francis advised there is a Pancake Breakfast on December 7th at the Brooklyn Elementary School to fundraise for the playground equipment they lost. She added that they also have a coffee campaign and she encouraged everyone to support this cause.

3. Approval of Agenda, including additions or deletions
MOVED and SECONDED that the agenda be approved as circulated.
Motion Carried.

4. Approval of Minutes
MOVED and SECONDED that the Committee of the Whole Minutes of September 24, 2019 and October 22, 2019 be approved as circulated noting any errors or omissions.
Motion Carried.

5. Presentation(s)

a. West Hants Sports Complex Construction Update

Mr. Murray Tate provided an update on the West Hants Sports Complex Construction and the challenges they are facing as well as the cost to date. He explained the design started immediately upon award and the interior and electrical designs are currently not complete. He indicated have drawings which have been submitted to the Municipality/Town and they have a full building permit and the detailed design is approximately 85-90% complete. He offered at this time all layouts, underground plumbing, and structures are fixed.

Mr. Tate confirmed the audio visual and Wi-Fi designs were submitted to the Municipality/Town for review. He reported the interior finishes are not fully established, the doors, frame and hardware design will need to be reviewed. He advised electrical is always a design detail that is finished last because they have to hook up everything else that gets designed in. He stated that the electrical has been presented and they are now looking at the controls and the lighting systems.

Mr. Tate explained for the construction status it is visible when driving by but offered that there has not been a significant amount of work done on the inside other than some underground plumbing.

He confirmed the structural steel of the main building, culverts and ditching have been completed on Centennial Drive.

Mr. Tate presented the construction progression through photos and showed the first on September 16th where they were removing the last of the bad soils and by October 4th, they moved onto the structural steel. He suggested they were very fortunate to have the good weather in October and offered that Lindsay put extra forces on the job and improved on the schedule by three weeks over the six-week period. He noted that November has been challenging but offered at this time there is cladding beyond the main entrance. He noted in the next 4 weeks the plan is to enclose the building up to the grid line 13 (as noted in the PowerPoint presentation), and after which the focus will shift to the interior structural steel and interior slabs to be placed in 3 phases. He confirmed this will allow them to keep the project going into the winter.

Mr. Tate reported on the contingency usage update, and noted their direction was for the project to not exceed the budget. He noted priorities were established for the contingency to help evaluate change orders which were: contractual obligation cannot be ignored and needed to be dealt with, safety and efficiency, user enhancements which makes usage better, the nice to have but cannot do it later, and the nice to have but can do it later. He advised there has been a change order recommended for heat, ventilation and air-conditioning (HVAC) and refrigeration in the amount of \$317,520. He explained there was an energy target set of 40% better than the model national energy code building, this allows for more rebates from Efficiency Nova Scotia as well as providing a better building long into the future.

Mr. Tate reviewed the contingency budget. He confirmed the first issue they faced when they began reviewing the design was that the systems were not integrated i.e. the waste heat from the ice plant was not being used in the field house. He indicated the field house had electric heat and would cost a lot to operate. The second issue was the options being presented to overcome that integration were not meeting the energy target or the capital allotment. He explained the \$1 million contingency was broken into chunks and \$350,000 was assigned as a target to correct the HVAC and refrigeration. He confirmed the third option they looked at was developing a design that was presented by IB Storey which achieved both the target under \$350,000 and the 40% savings and he clarified the other options presented did not meet the capital allotment by a significant amount. Mr. Tate offered the facility will have a HVAC system that is fully integrated, with de-humification introduced to the arena and a design that will allow for future expansion if year-round ice was required. He clarified the costs do not account for the expected \$160,000 in rebates from Efficiency Nova Scotia.

Mr. Tate explained the second group of changes in the contingency budget is for user enhancements made of two recommended changes. The first change was to the dasher boards or the arena board, noting they reconfigured the benches and aligned where the ice resurfer came onto the ice and changed the manufacturer in order to get a better product; the change amount is approximately \$6,000 for that component. He confirmed the second change is the improvement to the turf, and noted there was three grades of turf provided by a particular manufacturer and Lindsay had chosen the lowest grade however upon inspection and review it was determined it would not meet the needs; and so it was adjusted to the highest grade product that the manufacturer provides.

Mr. Tate reported on the schematic design adjustments and offered there are multiple minor changes from what was presented. He advised the larger change being an increase in windows on the interior building which allow vision from end to end, double sliding doors at the entrance, additional showers in the dressing rooms, deletion of some of the parking area. He confirmed the net effect of all the changes is approximately \$44,000. He clarified they have not yet recommended the change order at this point as they are in the final stages of negotiation.

Mr. Tate noted the design development adjustment are decisions that need to be presented. He clarified that you can fully finish this building at the price currently showing but offered it might not 100% satisfy everyone but will be a completely functional, safe good building. He explained items to make it better would be painting the ceilings, upgrading the rails, but reminded these could be done later.

Mr. Tate advised the last change is related to acceleration which is a contractual obligation that cannot be ignored. He explained the effect of delaying the award to Lindsay is resulting in a \$585,000 change order and offered it is unfortunate that this has to be recommended. He advised they are trying to provide the same job in the same length of time but in a completely different season. He explained instead of having the spring and summer months to tighten the building they are having to do this during the winter and the heating costs will be far more than they anticipated.

Mr. Tate confirmed this moves all the risk to Lindsay and he indicated the other option would be for the Municipality to assume the risk. He offered he would not be making this recommendation if he did not feel it was the best deal for the Municipality. He realized this number is significantly higher than when they started, but felt this is a very good deal for the issues they are facing.

Councillor Daniels asked what it would cost to include all the small details so that the facility is fully finished. Mr. Tate responded that was a challenging question to answer as everyone would have a different opinion on what should be included. He offered it depends on how nice everyone wants to make it and what the Municipality wants to say to the rest of the world with the facility.

Councillor Keith asked whether the ice plant specified by Lindsay Construction, the Echo Chill 100 system by CIMCO met the requirements of the Request for Proposal (RFP). Mr. Tate confirmed it was the accepted product by the Municipality. Councillor Keith advised it was his understanding that the Echo Chill 100 does maximize the heat recovery system as well as the energy. Mr. Tate suggested the challenges they faced was getting that system controlled with the system in the field house and the options provided by the engineers from Lindsay were not satisfactory for either capital or operational.

Councillor Keith asked what facilities in Atlantic Canada use Opteon. Mr. Tate responded this will be the second facility that has Opteon and confirmed the first facility is still under development in Prince Edward Island. Councillor Keith asked where the service providers were located. Mr. Tate advised the service providers are located in Dartmouth. Councillor Keith expressed concern about the level of service if something were to happen to the plant. CAO Laycock clarified that he spoke directly with the Trane service provider who indicated that there would be no issues and offered that they could obtain Opteon at any time.

Councillor Leopold inquired if the change order for the HVAC and refrigeration has been executed. CAO Laycock confirmed the plan was to sign the order after tonight's meeting, given it has been recommended by the Project Engineer and the rink specialist to move forward in this direction. Councillor Leopold asked if a change order has been authorized or if the CAO is looking to Council for direction. CAO Laycock offered he wanted to ensure Council had thorough information in case Council was to go in a drastic direction and he wanted to ensure everyone was on the same page.

Councillor Leopold asked as an owner of the facility if the Municipality is locked into using Opteon. CAO Laycock cautioned it would be extremely costly to move beyond the change order and that it would have repercussions on the project as a whole, and is something that needs to occur.

Councillor Leopold inquired who represents the Municipality on a regular basis when looking to get direction or suggestions. Mr. Tate confirmed the project team they work with includes Lindsay and their entire design team, IB Storey, Brad Carrigan and Rick Sherrard. He advised that they collaborate on every decision. He suggested one of his main roles at the table is to control the budget and offered in the process of preparing the change orders they have been removing some items to the "nice to have but can do it later" category.

Councillor Leopold asked if Mr. Tate and Mr. Storey were prepared to sign off on using Opteon. Mr. Tate confirmed they have provided the formal recommendations and advised that IB Storey has been adamant that this is the best way to proceed. Councillor Leopold inquired what kind of performance guarantee or security does the Municipality have at their disposal if it turns out that it was not the best fit for the facility. CAO Laycock offered for energy efficiency it would be too difficult to provide a performance guarantee as there are too many variables.

Councillor Leopold advised that the CAO had previously indicated that he would follow up with the Federation of Canadian Municipalities (FCM) on a capital rebate and she asked for an update. CAO Laycock clarified that this grant needed to be done long before the project started and unfortunately there will be no capital cost rebate. Councillor Leopold noted at the September 24th presentation there was information about a 2.2-year payback equivalent to approximately \$160,000 and asked the CAO if he was stating this does not exist. CAO Laycock offered that she was confusing the Efficiency Nova Scotia and FCM grants and clarified that FCM grant does exist but it is not an option for the Municipality.

CAO Laycock explained the ongoing savings would be the 45% savings which equates to approximately \$60,000 per year, and equates to the amount the lump sum payment \$0.12 per kW hour back for the first year usage so \$160,000. Councillor Leopold stated aside from this there is no additional cost savings reduction. CAO Laycock confirmed that to be accurate.

Councillor Leopold advised she was looking for confirmation that someone who represents the Municipality understands and can justify that Opteon is the best refrigerate to use. She pointed out in Mr. Storey's comments he has never given justification to show the differences between ammonia, CO2 and Opteon, and suggested that he clearly defended Opteon. She felt that a consultant is not supposed to select the refrigerate but to provide the representatives with the options to make a decision.

Councillor Leopold asked if someone on our team has been shown the pros and cons and can confirm that Opteon makes the most sense for the project. CAO Laycock indicated there was a report and analysis provided that shows comparisons between the options based on a number of factors in looking at the building as a whole and the recommendation was available to staff.

Warden Zebian thanked Mr. Tate for the presentation and the work he has done. He noted that the contingency of \$44,000 would be used after the design elements and he asked if they anticipate any other issues arising. Mr. Tate reported that Lindsay and the team discussed moving away from finishing the floors and that the railing is starting to settle down and they are hopeful they can trade some of the railing behind the bleachers for glass in the accessible areas. He noted that they will present esthetic elements for consideration as they do not know what the Municipality's vision is and what they want this facility to say. Warden Zebian expressed concern that he would not want to sacrifice the quality of the product.

Councillor Hussey stated that Council is not an expert in this field and cautioned that the project should not be micromanaged. He felt with the cost saving efficiencies the money should be easily reimbursed over the next 10 years. He reminded that Opteon is safer to use over the other options and felt this is a significant advantage.

Councillor Hussey inquired why the project is being rushed and asked what the repercussions would be if it is not on schedule. Mr. Tate cautioned if the Municipality extends the timeframe it would cost more as Lindsay's have trades, workers and equipment on site and these general conditions allows the price to grow. He clarified that the project was not timed with the beginning of hockey season; it just happened to work out that way.

Councillor Hussey inquired what happens if we have a bad winter. Mr. Tate confirmed Lindsay is taking on this risk.

Councillor Keith suggested the rebates appear to be beneficial but questioned if this system is so good why is no one else using it. He asked if any efficiency have been done on the arena and he questioned what the "R" value is of the windows. He cautioned before discussing Opteon it should be considered what it is being put inside of and offered that an R20 roof is not ideal for a hockey rink.

Mr. Tate assured that the model that IB Storey presented for this project would have taken into account the envelope that was designed. He offered that they are very lucky to have a specialist in this region who understands products such as Opteon and reminded that a lot of arenas in this area would not have had IB Storey as part of their team.

Councillor Keith pointed out that other rinks are being built and he asked why they all have not included windows if that is the best way. He noted that he does not understand how R7 is supposed to be energy efficient. He advised that he wants a new rink and the best for the taxpayers and wants to ensure the Municipality is doing the right thing. Mr. Tate offered that he honestly believed that the Municipality is receiving a high level of value in this arena. Councillor Keith asked Mr. Tate if he felt

the R20 for the roof was enough. Mr. Tate confirmed with the project they were constrained by the amount of money they could use.

Councillor Leopold asked what would happen from a Council perspective if a need arose that exceeded the remaining contingency. CAO Laycock clarified if the project goes over the awarded amount a request would come to Council to discuss how to proceed. He clarified that at the end there will be a functional building, but Council has the option to decide if they want the extras.

Councillor Leopold asked Mr. Tate what the consequence would be if the project opened in November. Mr. Tate explained the original delay caused the acceleration increase. He advised there was a letter that was received from Lindsay that explained in detail the risks they had to assume, adding that once the trades found out the award was not happening on time they attempted to renegotiate. He suggested that Lindsay did an excellent job retaining the trades they could. He explained that Lindsay took a significant risk by ordering the building before the contract was awarded and that Lindsay have absorbed approximately \$500,000 in costs as there was a significant amount of rock on the site.

Councillor Leopold asked if the proficiencies being promoted are for year-round or certain temperatures and whether it is as efficient as it is being portrayed. Director Carrigan referred to results and data from the Energy Model study that the Municipality commissioned by IB Storey that are based on year-round percentages and vary month to month. Councillor Leopold asked if the Director was saying there is enough evidence that overall it is still a more efficient system even with fluctuations monthly. Director Carrigan confirmed this to be true.

Councillor Francis reminded that the acceleration is on the Municipality for the late awarding. She reiterated all the work that Lindsay has absorbed, and she felt that Council should be very appreciative.

Councillor Francis advised she had done some research on other facilities who use Opteon and found a rink in Indiana that IB Storey worked on. She expressed that she was excited to think that the Municipality is going to be one of the first to use it and reminded it is not just for the arena it will also be the field house. She indicated that everyone has to have a first and she has faith in the consultants. She added that she would like to see more detail with the finishing touches of the facility to make it the Best of Everything.

Chair Morton asked the CAO in the research he had conducted whether there were any NHL teams using the Opteon system. CAO Laycock advised in his research he found that the Colorado Avalanche is currently a user and two more teams will be installing it in the spring and three others are slated to install Opteon.

b. West Hants Economic Strategy

Colby Milne presented on the West Hants Economic Strategy. He advised in 2018, the Municipality engaged the services of Roman 3 Solutions to lead the Municipality's economic development efforts and build an Economic Strategy. He advised in the creation of this strategy, there was careful consideration to ensure alignment with the Municipality's Strategic Plan. He offered that

consolidation is the best time to offer this strategy as it assesses the economic conditions of the Municipality, creates a base reference point, and provides expert advice to guide the new Regional Municipality in their economic activities.

C. Milne reported the process used to guide the development of this framework is a tool called "D4": Direction, Data, Discovery, Delivery. He explained the 3 Pillars of Economic Development; Business Friendly Community, Building Community Capacity and Improving Investment Readiness. He offered it is important for the Regional Municipality to declare internally what the growth businesses are part of the future and to help with the planning and coordination of resource materials to help make those businesses know we are where they want to be. He indicated they now have a process to handle requests but still have a way to go in creating a viable business recruitment process.

Councillor Hussey offered that the new arena has created an opportunity to draw in other businesses to the land around. He indicated that he would like to see some initiative going this way as it would be a significant boom to the economy.

Councillor Keith advised at the last Planning Advisory Committee meeting there was discussion about changing Brooklyn from a village to a growth center designation and he suggested that Mr. Milne's opinion would be valuable. Warden Zebian advised that staff were directed to prepare a report to discuss the process of the potential change.

6. Hearing (s) – Dangerous & Unsightly

Ryan Parker presented the report and recommendation. He reported on November 5, 2019, he along with the Senior Building & Fire Official responded to a complaint regarding a structure located at 7676 Highway 14, Brooklyn, Nova Scotia. He confirmed photos taken at the time show the condition of the structure with several exterior deficiencies being noted. He explained the Senior Building Official advised due to structural concerns, the structure is not safe for entry and should be demolished and the recommendation was supported by the CAO.

R. Parker reported on November 6, 2019 a notice was sent via registered mail to the mailing address on file informing of the date, time, and place of a meeting to be held before Committee of the Whole for an opportunity to be heard before any Demolition Order was issued. He stated the property owner received the letter on November 16th but did not make contact, adding that the notice was posted on the property as well.

CAO Laycock provided an update stating he has since spoken with the owner who is aware of the matter and is willing to move forward with the demolition but suggested that Committee of the Whole should still move forward with the order to ensure the property is cleaned up.

MOVED and SECONDED that Committee of the Whole order the demolition of the dwelling located at 7676 Highway 14, Brooklyn, Nova Scotia, PID 45261203, including but not limited to the removal of all demolition debris, backfilling of any foundation or crawl space and disconnecting any and all utility connections to the standards set by each respective utility provider, so as to leave the property in a neat, tidy, environmentally compliant and safe condition within 45 days after the Order is posted in a conspicuous spot upon the property or personally served upon the

owner. Otherwise, the Municipality will exercise its rights as set forth under Part XV of the Municipal Government Act.

Motion Carried.

7. Business Arising from Minutes

There was no business arising from the minutes.

8. Report of the Chief Administrative Officer

a. Future Street Study

Warden Zebian and Councillor Francis declared a conflict of interest.

Planner, Sara Poirier presented the report and noted on July 9th, Council directed staff to prepare an action plan with specifics in regard to funding of an estimated expenses to meet the Future Streets Study. She advised this motion specifically related to determining a second access/egress from the Crossing development.

S. Poirier explained The Crossing is a manufactured home park permitted by a Development Agreement (DA) in Garlands Crossing with the first agreement registered April 2008 and amendments registered in January 2014, March 2017 and May 2019. She confirmed it is approximately 55 acres in size and has permits for 191 residential units.

S. Poirier reported the main roads in The Crossing are: Irven Drive, Merriweather Crescent, Annie May Court and Goosie Loop. She indicated that Edward Drive is connected to The Crossing development but not included in the DA and has two-unit dwellings as-of-right and building permits for 38 dwelling units.

S. Poirier advised that the West Hants Land Use By-law states that in the Underwood Road area, development in the entire area where traffic must exit through Irven Drive to Underwood Road is limited to 345 dwelling units and one community use/local commercial building until such time as a left-turning lane onto Trunk 14 is constructed on Underwood Road. She noted that no left turning lane has been installed at this time and the maximum number of dwelling units has not yet been reached.

S. Poirier indicated The Crossing directly abuts the Town of Windsor boundary, she explained on the Town side adjacent to The Crossing there are dwelling units on Underwood Drive, Burgess Crescent, and Fraser Drive. She noted that Underwood Drive exits onto Payzant Drive which hosts the traffic from Hants Community Hospital and Avon View High School along with approximately 60 dwelling units.

S. Poirier stated the 2019 DA for The Crossing states that an Emergency Access "shall be built at the western edge of Irven Drive (near the Avon View High School) prior to the issuance of a building permit for: the 150th dwelling unit, the second maintenance shed or an increase in size of the first maintenance shed, or and occupancy permit for any portion of the Community Use/Local Commercial Building.

S. Poirier reported the emergency access was installed in 2018 and met the requirements outlined in the DA. She advised the DA specifies that an emergency access at this location will not be required if a second access/egress, in addition to Underwood Road, serves the area of The Crossing. She noted the emergency gate that was installed on Edward Drive by the Municipality is not required in the DA, or in the West Hants and Windsor Municipal Planning Strategy's or Land Use By-laws.

S. Poirier noted that many of the options for an alternate access/egress will require collaboration between the road owners and may require the roads to be upgraded to accommodate the increased traffic.

S. Poirier confirmed a Transportation Study was conducted by Griffin Transportation Group Inc. in 2013 for the Garlands Crossing/Windsor Border Area. She stated that this study was prepared for the Municipality, Town and Nova Scotia Transportation and Infrastructure Renewal (NSTIR). She advised there were four alternative roadway concepts created which incorporated the topographic challenges and identified a goal of preserving the existing local residential street environment. She indicated that none of the four alternative roadway concepts include a Edward Drive – Underwood Drive connection. She advised the 2013 study recommended moving forward with Option E which was a combination of the four options, and Option E was adopted by both the Municipality and Town as the Future Streets Conceptual Plan attached to the respective Subdivision By-laws.

S. Poirier reported when comparing the current road network (2019) to the Future Street Conceptual Plan there are differences. She noted as per the Subdivision By-law, streets can be approved by the Development Officer if they are determined to be generally consistent with the Future Street Conceptual Plan, and this requirement is fulfilled. She stated that staff recommend that Council should have this Transportation Study updated to determine a new Future Streets Conceptual Plan considering the current road network, as present development may have resulted in different options. She advised this could be a task for consideration by the new Regional Municipality. She presented the street options; and pros and cons for each.

S. Poirier reported after consolidation there will be no Windsor-West Hants boundary between Edward Drive and Underwood Drive. She indicated the new Regional Municipality could take the required steps to open the Underwood Drive for Public access and remove the emergency gate. She stated that no connection between Edward Drive and Underwood Drive is shown on the current Future Streets Conceptual Plan of the Subdivision By-law.

S. Poirier confirmed that options 1-4 would require Council to expropriate land from private landowners. She explained this would mean taking the land without consent of the owner by an expropriating authority in the exercise of its statutory powers. She advised the Municipal Government Act gives municipalities the power to expropriate land for purposes which it may spend money, including road infrastructure.

S. Poirier suggested the Nova Scotia Expropriation Act outlines the duties to pay compensation to the owner of the land being expropriated and outlines how to determine the value of the land. She stated to begin the expropriation process the Municipality would have to survey the land and conduct a study to determine the appropriate value to provide the property owner. She noted that staff have

identified a few limitations of this report which include: the costs estimated by staff may not entirely encompass all the costs associated with the options, no discussion on the options have been held with the Town or NSTIR, and the estimated cost for crossing the CN Rail line are unknown.

S. Poirier offered an updated Transportation Study could determine a more definitive estimate of cost and traffic impacts. She indicated that Council will have to determine how to fund the proposed option and work collaboratively with other stake holders. She stated the road naming and opening procedures would need to be discussed with staff and the public should be consulted and updated throughout the entire process.

Councillor Hussey offered there was an option that was not presented and referred to the turn by Underwood Drive and explained that there had been discussion of a road connecting from there to Cole Drive. He suggested this may be more cost efficient as only one parcel of land would need to be expropriated, adding it would eliminate a lot of traffic. He cautioned that option 5 would increase traffic on Underwood Road and that it was owned by the Province and is not kept up to standards. He stated the regular traffic is increasing daily which he receives calls about. He indicated that NSTIR is not willing to do anything and indicated that he is planning to go to MLA Chuck Porter's office to determine if the Province can do anything. He agreed that the study needs to be updated as there has been so much changes in the past years.

Councillor Leopold asked if the CN Rail issue would create a financial impact. Planner, Sara Poirier suggested it was included on the cons list because there was no communication with CN Rail. Councillor Leopold questioned the cons about avoiding the area near the hospital and Avon View as she viewed that as a challenge or an issue that could be addressed. Director Carrigan added that he had attended an asset management and level of service workshop this week where there was discussion about this intersection and offered it is recognized by both units that there is an opportunity to capture this in the asset management planning.

Councillor Leopold asked if the issue of connectivity was before the Co-ordinating Committee. CAO Laycock reported that there has been discussion about seeking funding from the Province to resolve some of the issues within The Crossing area. Councillor Leopold stated that she saw the value in an updated Future Streets study and agreed there is a vast amount of traffic traveling on Payzant Drive. CAO Laycock cautioned that a study would be expensive and suggested that Council could make a recommendation to the Co-ordinating Committee for consideration, but he did not think there was an enough time to carry that out before becoming a new unit.

Councillor Hussey advised he would like to see some funding come from the Province to get some of the options completed. CAO Laycock agreed this is reasonable and he offered it was a valid consideration.

Councillor Leopold asked what the priorities are for Underwood Road. CAO Laycock offered that a letter to NSTIR regarding upgrades for Underwood could come from this Council. Director Carrigan advised this is a Provincial road and decisions would need to be lobbied through the Province.

Councillor Daniels advised that a traffic report had been completed for the Garlands Crossing intersection and NSTIR owns a portion of land in the area and she suggested everything might tie in when this is completed. She indicated the Municipality has a piece of land in the area that could be used for economic development purposes and suggested that some meaningful conversations about traffic flow should be held before making a decision.

Councillor Hussey offered the best step would be to write a letter to the Province asking for upgrades to Underwood Road as municipal residents are being affected.

CAO Laycock cautioned if the Municipality takes over Provincial roads that this would set a precedent as there are many other residents who have the same issues. Councillor Daniels agreed that consideration has to be given to the rest of West Hants and cautioned it could be expensive. Councillor Hussey stated that he would talk to MLA Chuck Porter and then bring a recommendation to Council for consideration.

b. 2019 Surplus Sale

Warden Zebian and Councillor Francis re-joined the meeting.

CAO Laycock reported a list of surplus items were identified by the directors and circulated to determine if there was a need for the items in other departments or if the items could be disposed by auction. He noted the items were stored at the Public Works compound and as per policy, non-profit organizations were given first opportunity, however no organizations attended. He advised a general public auction was held with a very small turn out and the items were sold.

c. 4th Amendment to the Fees Policy

Clerk Brown presented the report and explained the amendments to waive all processing fees for planning related applications for municipally registered heritage properties and registered non-profit organizations. She confirmed most of the fees have remained the same however a couple of new ones have been added such as Development Permit fees and a Variance Application fee.

MOVED and SECONDED that a recommendation be made that Council amend the Fees Policy, COFN-005.03, as shown in the 4th Amendment to the Fees Policy Report presented to Committee of the Whole on November 26, 2019.

Motion Carried.

d. Supply of Ice Resurfacer

Director Carrigan reported that staff was requested to issue a public tender for the purchase of a new Electric ice resurfacer for the new Sports Complex Facility as it was not included in the scope work for the design build. He explained when the price was received it was found to be very high and he was asked by the CAO to obtain additional pricing to eliminate the requirement for electric and a second tender was issued.

Councillor Zwicker advised that he would support the propane not the electric resurface. Councillor Leopold stated that there seemed to be some preference for the Olympia brand as opposed to the Zamboni brand. She noted that there was no pricing provided for the Zamboni propane model and

asked for a rationale. Director Carrigan explained five bids were received and four were qualified and one was not, and Monarch Enterprises did offer an Olympia Millennium H propane product which is the same that is used in the Newport District Arena. He advised the problem is that the ice plant is on the second level of the new sportsplex and there is a height restriction of 140 inches and the Olympia Millennium H has a full height of 150 inches so the bid was disqualified.

Councillor Leopold asked if the arenas are equally satisfied using both the electric and propane. Director Carrigan confirmed that the arenas he had consulted with were both satisfied with what they were using.

Councillor Leopold asked where staff obtained the information on the annual cost of the electric Zamboni. Director Carrigan offered he used the figure 25 cents per clean for electric to determine the cost and the cost for the propane is \$2.50 per cleaning. He explained the figures were provided to him from Monarch Enterprises based on comparison between electric and propane machines. Councillor Leopold asked if the figures compared to the rink in Chester using the electric version. Director Carrigan offered this would require further investigation and confirmed the costs quoted would not include any painted advertising.

Chair Morton asked who would service the electric machine. Director Carrigan responded that it would be serviced by Monarch Enterprises in Dartmouth and for propane it would be from Saunders Equipment in Fredericton.

MOVED and SECONDED that a recommendation be made to Council to not purchase a new Ice Resurfacer, instead repurpose the one at the Windsor Exhibition Arena.

CAO Laycock cautioned this Council may not have authority over a piece of equipment owned by the Town of Windsor.

Councillor Hussey asked what condition the ice resurfacer is in the Town of Windsor. It was advised that it was in decent shape. Councillor Leopold offered that she could support Councillor Zwickers motion as she felt we do not need an ice resurfacer between now and March 31, 2020 but questioned whether there are implications to fundraising by delaying this. CAO Laycock pointed out if Council wanted to purchase this it would require the Co-ordinating Committee's approval. Councillor Francis indicated there has been discussion on a ice resurfacer and advertising and offered that she would need to take this matter back to the Fundraising Committee for further discussion. Warden Zebian suggested in terms of fundraising he did not feel this would have any negative impact.

MOVED and SECONDED that the motion be tabled until staff can speak to the Town of Windsor. Motion Carried.

e. West Hants Sports Complex Operations Report

CAO Laycock reported that Council had requested that an analysis be completed on the operations and it included a background and details taken from existing studies that show the benefits that come with the construction of this facility. He noted the report covers the costs and illustrates the budgeted annual payment of approximately \$21,000 below what is budgeted for debt servicing and it

provides conservative estimates on the Municipality's rentals and he felt the per hour rate was in reason based on an analysis for both current rinks and consultations with other field houses. He confirmed the report shows there would be a projected deficit in the first year of approximately \$66,000.

CAO Laycock reported he attempted to show a break-even analysis based on selling of hours, and in order to lower the deficit it is either included in the tax rate to recoup those funds or increase the hourly rates or sell more hours. He noted the report showed projected cash flow and short- and long-term borrowing costs. He confirmed there is the option to engage a private entity to manage the organization but cautioned it would come with an upfront cost or Council could choose the default option to allow the Parks and Recreation Department to run the facility adding once consolidation has occurred there will be staff who has experience running a rink.

Councillor Keith asked if the report is for 50 minutes of ice and 60 minutes for the athletic field. CAO Laycock confirmed it was for the hour as he did not get into that level of detail, and that he took what was currently being charged. He explained he had to make some assumptions in the report.

Councillor Leopold asked where depreciation falls in a situation for a new facility. CAO Laycock clarified that depreciation is a noncash expense and has no impact on the pro forma. He noted that Council is concerned about whether there is a cash impact, adding depreciation would be an in and out expense. Councillor Leopold expressed it is still a cost to the taxpayers. CAO Laycock agreed it is a cost to taxpayers, but it has already been accounted for in this year's budget. Councillor Leopold suggested that every year payments will be made towards the amount that was borrowed and would have an impact.

Councillor Leopold asked for clarification on an item in the pro forma statement regarding salaries. She advised in year one with an opening date of September 30th that the amount for salaries doubled in year two and wanted clarification. CAO Laycock noted in year one it is 6 months and half of \$150,000 is \$75,000 and year two is a full year so it would be the total price. Councillor Leopold advised she was asking about the number of staff. CAO Laycock indicated this breaks down to the pro forma being an estimate and this would need to be determined in the operations.

Councillor Leopold inquired about the water usage for the arena and if report was a conservative estimate, asking where the information came from on the water amount and whether it would create issues as it does not go through the sewer system. CAO Laycock advised the numbers came from the consultant's review, noting they reviewed electricity, water, sewer and maintenance. Councillor Leopold was concerned if the information came from the Newport Arena as they have their own water source and she questioned how conservative or liberal the numbers in the report are. CAO Laycock reiterated it came from IB Storey. Director Carrigan added that the consultants included comparison with the Windsor Arena who purchase their water so it would be comparable to the new facility.

Warden Zebian thanked the CAO for his report and felt it is a valuable measuring tool. He offered this complex will allow almost every resident in the Municipality to be active it. He stated even with a deficit this will be a success and felt if municipal staff run the complex it will push to rent more hours and put it in the positive.

Councillor Daniels echoed the Warden's remarks and she noted that Council has to be realistic that there are intangible benefits to anything recreation and she commended staff for doing a good job.

9. Reports – Other Committees

There were no reports.

10. Correspondence

a. 10-17-2019 Letter from Southwest Hants Fire Society – Re: Generator

Warden Zebian asked if this could be sent for discussion during budget deliberations for the new Council as a capital item. CAO Laycock indicated that he could make the Director of Finance and CAO Phillips aware of the letter.

Councillor Daniels asked if consideration had been given to generator purchases in bulk and to consider the other communities who have similar needs. CAO Laycock offered at this time he has not given it that much consideration but agreed there are other areas that might be more in need of a generator and offered this would be for the new Council to considered and reviewed through the budgeting process.

MOVED and SECONDED that a recommendation be made to Council, that Council respond to the letter from Southwest Hants Fire Society, dated October 17, 2019 and advise them to request a generator in their next budget deliberations for the new Regional Municipality.

Motion Carried.

11. Miscellaneous/New Business

a. NSFAM Fall Conference 2019

Councillor Daniels advised it was a good conference and she appreciated the opportunity to network with fellow councillors and discuss common issues. She read the first paragraph of her report which noted the opening keynote speaker focused on change, and how it can be perceived and the way it can be embraced.

b. Plowing of Underwood Road

MOVED and SECONDED that a recommendation be made to Council, that the Municipality assume snow clearing of Underwood Road, Garlands Crossing from the Province for the 2019/2020 winter season.

Councillor Hussey advised this is a plea from the residents of the area who feel they have been neglected. He reminded that this area got hit the hardest during the water consolidation process and offered that the water pressure has decreased substantially over the years. He confirmed water bills have at the least doubled for everyone in the area and they feel that the Municipality is not working with them.

Councillor Hussey stated the residents are requesting that the Municipality help out with the snowplowing for 2019/20 year as they do not get any benefit from NSTIR plowing it.

Councillor Zwicker asked if this would mean that the snow clearing in Hantsport would become a base rate service as well and removed from the area rate. He felt this is an extra service that should be paid for by the residents like it is currently done in Hantsport.

Warden Zebian emphasised this is an issue with the Province, and he could not understand why residents do not approach their Provincial representative to express concerns about the road.

Councillor Daniels offered that she sympathized with the residents in the area but cautioned if the Municipality does this it would set a precedence, adding there are other areas that are in the same situation. She warned this is how the Province downloads on to the municipalities and indicated if the Municipality takes this on there will be repercussions.

MOVED and SECONDED to table the motion until the Warden meets with MLA Chuck Porter and reports back.

Motion Carried.

12. Public Participation

There was no public participation.

Date of Next Meeting

The next regular Committee of the Whole will be on January 28, 2020 at 6:00 p.m.

Chair Morton extended holiday wishes to all residents on behalf of Council.

13. Adjournment

MOVED and SECONDED that the meeting adjourn.

Motion Carried.

The Meeting adjourned at 8:43 p.m.

Paul Morton, Chair

Rhonda Brown, Municipal Clerk