WEST HANTS REGIONAL MUNICIPALITY
Committee of the Whole - Meeting Agenda Amended
December 5th, 2023 - 6:00 p.m.
In-person Sanford Council Chambers, 76 Morison Dr, Windsor, NS
Virtual via Zoom (also FB Livestream)
Agenda is subject to change due to additions that may not be able to be reflected until after the meeting.

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1. Call to Order

2. Attendance

3. Approval of the Agenda, including additions or deletions
   a) Dashboard Action Items – Information Log
   b) Dashboard Action Items – Dangerous or Unsightly Premises

4. Declaration(s) of Conflict of Interest

5. Announcements

6. Approval of Previous Meeting Minutes
   a) 2023-11-14 Committee of the Whole Minutes
   b) Municipal Owned Lands and Buildings (Surplus) – Development Officer Burns

7. Presentations
   a. Stormwater Management Plan – Aaron Bailey, CBCL and Director Richard

8. Unfinished Business/Postponed Motions
   ~~a) Municipal Owned Lands and Buildings (Surplus) – Development Officer Burns~~
   b) Water Utility Request for 3 Year Actuals Information Report – Director Rochon
   c) Water and Sewer Consolidation – Director Rochon

9. Reports
   a. CAO Activity Update - Information Report
   b. Financial Update Ending November 30, 2023 - Director Rochon

10. Correspondence
    a. Information
       1. Avon Causeway Activity Log as of December 5th, 2023 - None

       2. Correspondence Received Ledger as of December 5th, 2023
          a) Kelsey McNeil Re Bear Lake Wind Information - Tax Memo & Community Benefits
          b) Kody Blois to the Premier Re Marshlands (WHRM copied)

b. Request(s)
    i. Support for a Motion of Council for a Cease Fire
        1. Lubna Jamshaid Re Support Ceasefire in Gaza!
        2. Jill Pasquet Re Cease Fire
        3. Shawkat Ali Re Support for Ceasefire in Palestine
        4. Youseff Rafih Re Ceasefire Now! Not Pause
        5. Ahmed Nassrat Re Motion for Peace
        6. Andrew Zebian Re Call For Ceasefire
        7. Jennifer Crawford Re West Hants call for ceasefire in Gaza
        8. Elizabeth Tuck Re In Support of a Ceasefire
        9. Frank Bezanson Re A call for a permanent ceasefire
        10. Mohammed Barrah Re Urgent Letter to Mayor Zebian and WHRM Council
        11. Dr. AK. Kirumira Re Resolution Calling for a Ceasefire in Gaza

    ii. Amanda Dunfield Re 2023.11.30 Stormwater Discussions Formal Request for Presentation Materials

c. Out-going Correspondence Ledger as of December 5th, 2023
    i. 2023-11-30 Minister Masland Re Smiley's Provincial Park

11. New Business
    a) Performance Review Committee – Councillor Ivey
    b) Consulting Services & Writing Fire Apparatus RFPs Quote – Supervisor Thornton

12. Public Participation Period

13. In-Camera

14. Next Meeting Date / Adjournment – December 12th Council Meeting at 6 p.m.

M - Motion
D - Direction/Discussion

West Hants Regional Municipality
Dashboard (Action List)
December 5 2023

Green - Complete
Yellow - In-progress
Red - Not started

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Sewer Billing Review - Staff explore what the sewer rates would be if sewer util. fees were put back on the taxes.	2020-05-12		Discussions to occur once the Rate Study was completed.	CAO/Fin
Pedestrian Signage and Barriers - Have consistent and align with Branding outcomes. Staff prepare report for 2021/22 Capital & Operating budgets. (These items should be incorporated into our growth centres). Staff report back.	2020-09-22	On-going	Beautification Strategy presentation provided at Nov, 2023 COTW mtg. PRIME has been engaged to create how the signs will look and are working on gathering suitable photos for Hantsport, Windsor and West Hants.	PW/Comm. Dev
W. B Stephens Building Design Project Management Tender Award (Municipal Office) - Draft an RFP that will look at A) the 100 King Street Building B) The 76 Morison Building and C) or an alternative new location is required to facilitate the needs of the Municipality.	2020-10-27	2022-on going	Ongoing - RFP will be presented at December COTW mtg	CAO
Panuke Rd Event - Event to be arranged by Mayor	2021-03-09	Late Spring/Summer 2024	On-going, an event will be scheduled this year.	Mayor
Glooscap First Nation & WHRM Council Meeting - Send formal invite for a meeting to discuss many topics including reconciliation.	2021-06-22		On-going	Mayor
Request to Meet with Avon Causeway Gate Stakeholders - Send letter to Glooscap First Nation requesting immediate joint council mtg. to discuss Avon River Causeway/Aboiteau Gate System and Ministerial Order	2021-06-22	Unknown	Pending, awaiting meeting dates from Glooscap Council. Mayor will follow up.	Mayor/CAO
Subdivision Street Lighting - Create a policy to come back to Council for review.	2023-01-10	**2024-01-22**	Report at October COTW, More information wil be presentented to Council for discussion/decisison.	PW
WFD Rescue Engine - approve the award of tender WHRMAD22-03A for the supply of a Rescue Engine to the compliant bidder, Techno Fu Inc., at the tendered price of $1,496,490.36 plus applicable taxes.	2023-01-10	2024	Re-issue a new tender when permitted	CAO

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Waste Collection By-Law - initiate the process for consolidating the Windsor and West Hants waste by-law to remove the disparities that exist between the two.	2023-03-28	**2024-01-24**	Approved, stafff are gathering information, a report will follow.	PW
Sidewalk Extension from Wentworth Road to the WH Sports Complex - prepare a report on what is required to extend the sidewalk from Wentworth Rd. to the WH Sports Complex and as a second step to include extending the sidewalk to the end of the block (intersection of Wentworth and Tregothic).	2023-04-11	**2023-01-24**	Approved, Report to follow	PW
Insurance - engage a consultant (if needed) to do a review of insurance costs across the Municipality (all operations) to be able to do a review to optimize insurance expenditures. (Amended - to be done within the next two months)	2023-04-12	**2023-12-12**	Underway	Fin
Bulk Water Options - staff explore options for having bulk water rates reduced to previous levels prior to regulation from the UARB.	2023-04-19	**2023-10-10**	Approved, Report to follow	Fin
Short Term Rentals - Planning staff prepare a report with recommendations/regulations if appropriate for short term rentals within WHRM rentals. Report will go to PAC first.	2023-05-09	**2023-09-26**	Approved, Report to follow	Plan
Noise By-Law/Peace and Good Order - staff revisist the Noise By-Law/Peace and good order.	2023-09-12	**2023-01-09**	Approved, Report to at **January COTW**	CAO
Sewer Odours - staff explore options on masking sewer odours arising from the Combined Storm/Sewer System & report back to Council with recommendations.	2023-10-10	2024-01	Approved, Report to follow	PW

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Fresh Water Resources/Explore Ownership of the pond - staff determine if the property known as Town Pond is or was ever a public resource, further if it was a public resource but is no longer, then when and how did it transition from public to private ownerhip.	2023-10-10	2024-01	Approved, Report to follow	PW/PLAN/CAO
Public Participation Policy - the original report (PPP) be referred back to staff to enhance awareness of Public Information Meetings and return to Council with a report in a timely manner.	2023-10-24	2023-12-12	Approved, Report to follow	Plan
Affordable Housing - staff bring back a list of surplus lands and buildings for the November COTW meeting for Council to review and have furher discussion.	2023-10-24	2023-11-09	Approved, Report presented at Nov COTW, more info to follow	Plan/CAO
2024 Municipal and CSAP Elections - Council appprove using both electronic voting and paper ballots (hybrid)as the votingmethod in the 2024 NS Municipal and Conseil Scolaire Acadien Provincial (CSAP) elections. And further that staff issue an RFP for electronic voting services in the 2024 NS Municipal and Conseil Scolaire Acadien Provincial (CSAP) elections.	2023-11-14	2023-11-28	Approved	CAO
ERP Program Regulations - WHRM Council opts into the EPR program for post- consumer packaging and printed paper (PPP), transferring the responsibility for curbside recycling programs to producers. That WH Council direct staff to gather the necessary data and negotiate contracts with relevant stakeholders to facilitate a smooth transition into the ERP program.	2023-11-14	2023-11-28	Approved	PW

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Fort Edward Sightline Preservation - Council direct the CAO to identify the iportance of the view palnes of Fort Edward for consideration in the planning documents being cosidered by the consultant for the Municiapl Planning Strategy.	2023-11-14	2023-11-28	Approved	CAO/Plan
MCCAP Excerpt 2024 Work Plan - the MCCAP Committee 2024 work plan be submitted to Council for approval and placed on file.	2023-11-14	2023-11-28	Approved	Plan
Municipal Planning Review Consultant Tender WHRMPD23-04 - Council approves the tender WHRMPD23-04, consultant services to complete the Municipal Planning documnet review to WSP Canada Inc. in the amount of $192,480.00 plus 10% contigency and applicable taxes.	2023-11-14	2023-11-28	Approved	Plan
Newport and District Rink 2023-24 Funding - the 2023-24 Newport and District Rink Commission Capital Funding of $150,000, be funded through the Operating Reserves.	2023-11-14	2023-11-28	Approved	Fin
Smiley's Provincial Park - write a letter to the Province requesting a timeline as to when the park will be opened to the public and that a plan be considered/implemented where the public will have limited access to the park until all necessary repairs have been completed.	2023-11-14	2023-11-28	Approved and sent	CAO
Video Surveillance Policy - approve the video surveillance policy RCOFN-013.00.	2023-11-14	2023-11-28	Approved	CAO

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Water and Sewer Consolidation - Direct the CAO to begin the process of consolidating the Windsor and West Hants water utilities into one utility and have it completed by July 2024. CAO also be directed to begin the process of consolidating the Windsor and West Hants sewer services into one utility and make the necessary changes to the By-Law and have it completed by July 1, 2024.	2023-11-14	2023-11-28	Deferred to December 5th meeting for additional information and discussion	Fin
Water Utility Request for 3 Year Actuals - Satff provide Council with a 3 year detailed financial summary for the Windsor and West Hants water utilities to include actual revenues and expenses as well as budgeted revenues and expenses.	2023-11-14	2023-11-28	Approved. Report at Dec. 5th meeting	Fin
Windsor Elementary School Funding - Staff reach out to the Windsor Elem. School Home and School Assoc. and committee to offer expertise, experience and advice with purchasing and installing playground equipment. Council also authorize $25,000 to go towrads the purchase of and installation of playground equipment for thre Windsor Elem. School and the funds come from CCBF.	2023-11-14	2023-11-28	Approved	CD/Fin
Dykeland Lodge Request to expolore an alternate exit routefrom College Road - Staff explore an alternate exit from College Road	2023-11-28	2024-01	Approved	PW
Alternate means of recording meetings - Staff explore alternate means for recording public meetings held outside of Council Chambers.	2023-11-28	2023-12-12	Approved, Report to Follow	CAO
Review Committee - A committee of four (4) be formed for the committee review.	2023-11-28	2024-01	Approved, committee Appointment to follow	Council/CAO

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Municipal Capital Growth Program Application - endorses and directs staff to submit a funding application under the Municipal Capital Growth Program for the water storage tank project**.**	2023-11-28	2023-11-28	Approved	PW

West Hants Regional Municipality
In-Camera Dashboard (Action List)
December 5, 2023

Green - Complete
Yellow - In-progress
Red - Not started

Matter	Meeting	Status
Textile Mill	9/8/2022	Building Offical continues to monitor for ongoing concerns
Site 2	9/11/2023	Ongoing matter

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

To: Mayor Zebian and Members of West Hants Regional Municipal Council

Submitted by: _____

Christopher Burns, Development Officer

Date: 2023-12-05

Subject: Municipally Owned Properties

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 50 (5)(b) allows for the sale of land at market value when property not needed.

Municipal Government Act, Section 51 allows for the sale of land at less than market value to non-profit.

*Note: If market value is above $10,000 and the Municipality wants to sell below market value, then a Public Hearing is required.

RECOMMENDATION or DECISION REQUEST

This report is provided for informational purposes only.

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic X	Councillor Activity ☐

On October 25, 2023 Council made the motion to:

> DIRECT STAFF TO BRING BACK A LIST OF SURPLUS LANDS AND BUILDINGS FOR THE NOVEMBER COMMITTEE OF THE WHOLE MEETING FOR COUNCIL TO REVIEW AND HAVE FURTHER DISCUSSION.

DISCUSSION

On October 26, 2021 Council approved the motion to:

> APPROVE THE DIVESTMENT OF 17 MUNICIPALLY OWNED PARKLAND PROPERTIES AS RECOMMENDED IN THE WEST HANTS PARKS AND OPEN SPACES PLAN AND FURTHER THAT THE PROCEEDS OF SALE BE RECORDED IN A CAPITAL RESERVE ACCOUNT AND TO BE DIRECTED TO THE COMMUNITY FOR WHICH THE PROPERTY RESIDED OR THE PROCEEDS CAME FROM.

On August 21, 2023, Council approved the motion to:

> THE CHIEF ADMINISTRATIVE OFFICER BE DIRECTED TO SUBMIT AN APPLICATION TO THE PLANNING AND DEVELOPMENT DEPARTMENT TO CONSIDER REZONING LANDS PREVIOUSLY IDENTIFIED AS SURPLUS, PID 45226636, 45045952, 45215290, 45221868, 45222254, 45218658, 45222049, 45236601 AND 45225018 TO PROVIDE OPPORTUNITY FOR RESIDENTIAL DEVELOPMENT.

On September 26, 2023, Council approved the motion to:

> THAT THE PROPERTY KNOWN AS PID 45275278 ON MARINERS DRIVE IN HANTSPORT, BE DEEMED AS SURPLUS PROPERTY AND THAT THE PROPERTY BE LISTED FOR SALE AT MARKET VALUE.

An updated list of the 18 municipally owned properties that were deemed surplus was presented to the Committee of the Whole on November 14, 2023.

This report provides Council a list of all 221 municipally owned properties and buildings, including the above noted 18 surplus properties, in order by community (Attachment A). Municipally owned road parcels not for development are omitted from this list. Properties within the list are colour coded by department. For example, properties used by the Municipal Public Works Department for wastewater treatment or located in the watershed areas are colour coded in blue, and properties used by Community Development as parkland or recreation space are colour coded in green. All other parcels remain in white. Corresponding community maps are also attached to this report to provide a general location of each municipal property (Attachment B).

The list and maps were created using ArcGIS. Staff then manually reviewed the zoning and use of the properties. This list has not yet been reviewed by the Municipal Public Works or the Community Development Department.

NEXT STEPS

Staff await further direction following Council discussion.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to the filing of this report.

ALTERNATIVES

None.

ATTACHMENTS

Attachment A	List of all municipally owned properties.
Attachment B	Community maps of all municipally owned properties (1-13).
Attachment C	Divestment of 17 Municipally Owned Parkland Properties Report, October 21, 2023

CHIEF ADMINISTRATIVE OFFICER REVIEW

Development Officer Burns has provided the detailed report as requested. His reference to the motion of Council in October of 2021 and the lands deemed surplus at that time designates those parcels as being, most ready to be sold or transitioned into an alternative use. Staff have been systematically placing lots on the market and preparing for the sale on the open based on there being a survey plan, the registration of the lands, zoning, knowing the value of the land and impacts to the buyer due to the presence of municipal infrastructure or neighboring public activities.

Report Prepared by: _____
Christopher Burns, Development Officer

Report Reviewed by: _____
Sara Poirier, Director of Planning and Development

Report Approved by: _____
Mark Phillips, Chief Administrative Officer

ID	PID	Ownership	Civic #	Street	Community	Designation	Zoning	Building	Additional Considerations?	Road Access + Servicing?	Area (sq m)
269	45219284	WEST HANTS REGIONAL MUNICIPALITY	26	ARDOISE	ARDOISE	Hamlet	Open Space	Vacant	Parkland	No	4736.26345
270	45061181	MUNICIPALITY OF WEST HANTS		ROBERT	ARDOISE	Hamlet	Open Space	Vacant		No	4689.14335
141	45171279	MUNICIPALITY OF THE DISTRICT HANTS WEST	15	BELMONT	AVONDALE	Hamlet	Institutional	Boat Launch & Museum	Community use	No	7185.27955
142	45183118	MUNICIPALITY OF THE DISTRICT HANTS WEST	1	AVONDALE	AVONDALE	Hamlet	Open Space	Vacant	Possible coastal erosion	No	3566.95845
186	45225513	MUNICIPALITY OF THE DISTRICT HANTS WEST		AVONDALE	AVONDALE	Hamlet	Rural Residential	Vacant	Water lot - Avondale Wharf	No	4719.2841
178	45346491	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	2160	BISHOPVILLE	BISHOPVILLE	Resource	Water Supply	Vacant		No	6151.9428
179	55460406	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		BISHOPVILLE	BISHOPVILLE	Resource	Water Supply	Vacant	Small parcel - water easement	Water - yes / Sewer - no	48.52095
182	45060555	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		BISHOPVILLE	BISHOPVILLE	Resource	Water Supply	Vacant	Watershed	No	3154.72065
183	45060571	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		BISHOPVILLE	BISHOPVILLE	Resource	Water Supply	Vacant	Watershed	No	80935.63635
200	45060563	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		BISHOPVILLE	BISHOPVILLE	Resource	Water Supply	Vacant	Watershed	No	101138.6745
189	45063146	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		Cove Road Ext	BRAMBER	Resource	Open Space	Vacant	Surplus property	No	4176.96935
4	45208329	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	LAKEWOOD	BROOKLYN	Village	Open Space	Vacant	Pond in centre of parcel	No	15723.65035
89	45215290	MUNICIPALITY OF THE DISTRICT HANTS WEST		RIVERVIEW	BROOKLYN	Village	Open Space	Vacant	Surplus - slightly sloped	No	11531.2884
6	45060761	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	995	HIGHWAY 215	BROOKLYN	Community Use	Institutional	Firehall		No	29000.07665
12	45060787	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	8009	HIGHWAY 14	BROOKLYN	Community Use	Institutional	Middle School		No	62984.88425
13	45060795	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	8008	HIGHWAY 14	BROOKLYN	Community Use	Institutional	Elementary School		No	228075.3637
90	45060779	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		ELM	BROOKLYN	Hamlet	Open Space	Vacant		No	7244.1605
125	45285103	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	0	HIGHWAY 215	BURLINGTON	Agriculture	Open Space	Vacant	Parkland	No	12304.7056
188	45154861	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HIGHWAY 215	CAMBRIDGE	Resource	Open Space	Vacant	Parkland - potential tidal erosion and flooding	No	8877.31345
124	45225018	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	SAUBREN	CHEVERIE	Resource	Open Space	Vacant	Surplus land	No	7050.2326
126	45182912	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	BIRCHWOOD TRAIL	CHEVERIE	Resource	Open Space	Vacant	Surplus land	No	23170.7887
148	45177706	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	6500	HIGHWAY 215	CHEVERIE	Hamlet / Resource	Open Space	Parkland	Salt Marsh Trail / Park	No	36293.2007
149	45177763	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	0	NO 215	CHEVERIE	Resource	General Resource	Vacant	Landlocked - marshland	No	26306.79155
137	45393345	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		WALTON WOODS	COGMAGUN	Resource	Landfill	Vacant	Landfill use	No	126968.1014
139	45193513	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	1379	WALTON WOODS	COGMAGUN	Resource	Landfill	Vacant	Landfill use	No	489803.2122
140	45415577	WEST HANTS REGIONAL MUNICIPALITY		WALTON WOODS	COGMAGUN	Resource	General Resource	Vacant	Access by private road	No	228221.0739
42	45191541	MUNICIPALITY OF THE DISTRICT HANTS WEST		KENDALL	CURRYS CORNER	Residential	Open Space	Vacant	In a residential subdivision and abuts PID 45191533	Yes	714.9597
43	45191533	MUNICIPALITY OF THE DISTRICT HANTS WEST		KENDALL	CURRYS CORNER	Residential	Open Space	Vacant	In a residential subdivision and abuts PID 45191534	Yes	783.8647
174	45226545	MUNICIPALITY OF THE DISTRICT HANTS WEST		WILEWOOD	FALMOUTH	Residential	Open Space	Vacant	Parkland. Water easement runs through property	Yes	952.82365
177	45238029	MUNICIPALITY OF THE DISTRICT HANTS WEST	22	WILEWOOD	FALMOUTH	Residential	Open Space	Water tower	Water supply - water easement runs through property	Water - yes / Sewer - no	2133.12795
180	45226636	MUNICIPALITY OF THE DISTRICT HANTS WEST		HALEWOOD	FALMOUTH	Residential	Open Space	Vacant	Surplus land	Yes	2258.08165
195	45212131	MUNICIPALITY OF THE DISTRICT HANTS WEST		TOWN	FALMOUTH	Residential	Single Unit Residential	vacant	Extremely small lot - PW	Yes	45.3899
204	45293016	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	JOCELYN LEE	FALMOUTH	Residential	Open Space	Vacant	Large parcel; insufficient frontage for public road extension. Ideal for development if consolidated with PID 45291440 to extend road	Yes	23274.35565
205	45291440	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	JOCELYN LEE	FALMOUTH	Residential	Single Unit Residential	Vacant	Consolidate with above PID to extend public road	Yes	420.60115
213	45330651	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	SOUTHVIEW	FALMOUTH	Residential	Single Unit Residential	Vacant	Lot not wide enough for development	Water - yes / Sewer - no	625.7531
256	45226982	MUNICIPALITY OF THE DISTRICT HANTS WEST		HALEWOOD	FALMOUTH	Residential	Single Unit Residential	Vacant	Water easement	Yes	229.0837
257	45278900	MUNICIPALITY OF THE DISTRICT HANTS WEST		MOUNTAIN VIEW	FALMOUTH	Residential	Single Unit Residential	Vacant	Not wide enough for development	Water - yes / Sewer - no	463.872

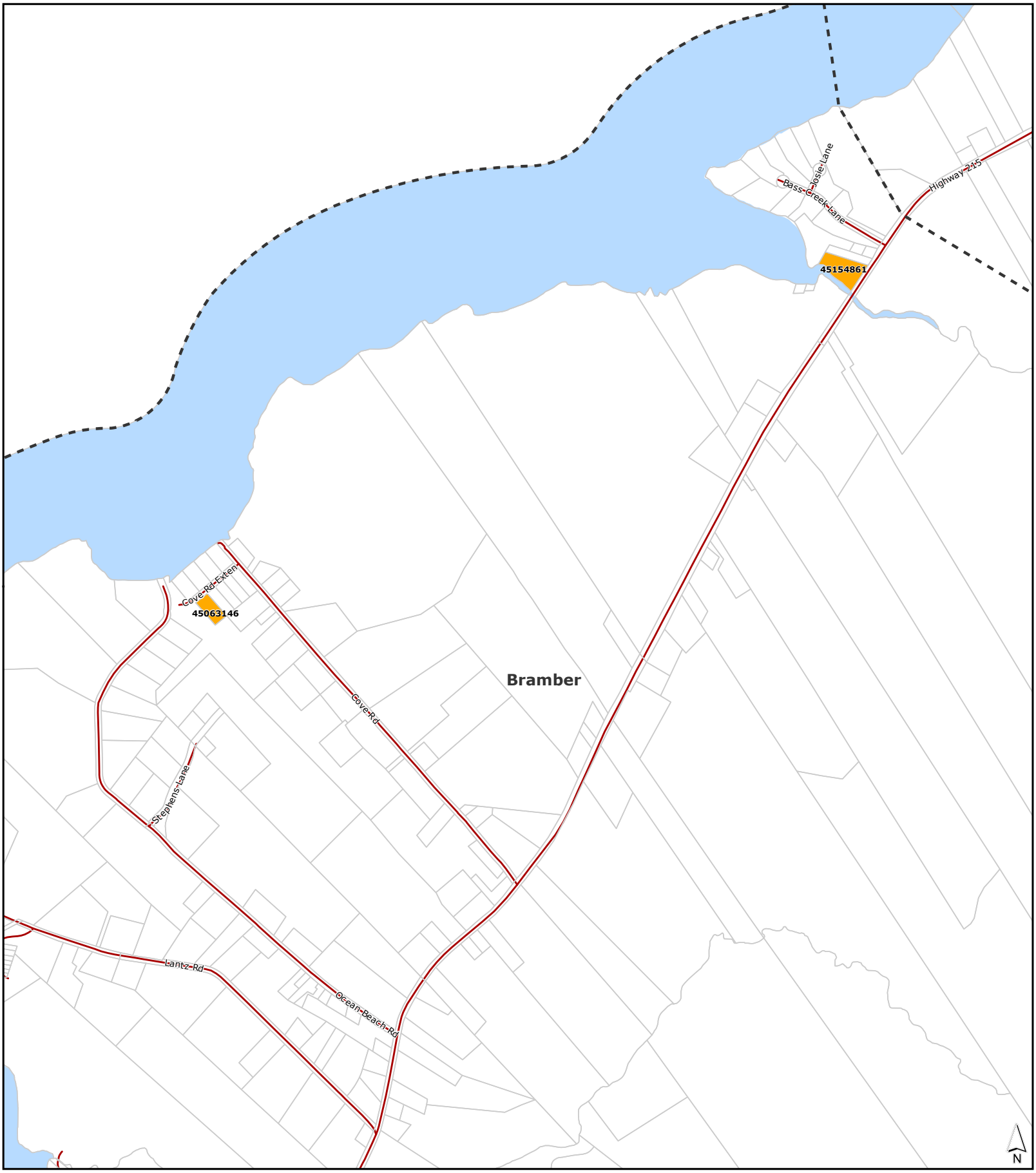
ID	PID	Ownership	Civic #	Street	Community	Designation	Zoning	Building	Additional Considerations?	Road Access + Servicing?	Area (sq m)
169	45168473	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		NO 101	FALMOUTH	Agriculture	Agricultural Priority 2	Vacant - water easement for treatment plant	Water Treatment Plant	Water - yes / Sewer - no	15648.6961
170	45166733	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		NO 101	FALMOUTH	Agriculture	Agricultural Priority 2	Water Treatment Plant	Water Treatment Plant	Water - yes / Sewer - no	29210.16705
184	45026283	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	422	FALMOUTH BACK	FALMOUTH	Residential	Single Unit Residential	Pumping Station	PW Infrastructure - small parcel	Yes	222.9775
197	45062643	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	0	ELDRIDGE	FALMOUTH	Resource	Water Supply	Treatment Plant	PW Infrastructure	Water - yes / Sewer - no	67933.4596
206	45363231	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	126	HALEWOOD	FALMOUTH	Residential	Single Unit Residential	Vacant	Watercourse runs through	Yes	847.6835
207	45363264	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HALEWOOD	FALMOUTH	Resdiential	Open Space	Vacant		Yes	2412.9616
208	45026259	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	422	FALMOUTH BACK	FALMOUTH	Resdiential	Open Space	Vacant		Yes	4360.26655
210	45363256	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HALEWOOD	FALMOUTH	Residential	Single Unit Residential	Vacant	Suitable building lot for a single dwelling as-of-right	Yes	695.09815
212	45373917	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		SHETLAND	FALMOUTH	Residential	Single Unit Residential	Vacant	Retention Pond	Yes	5661.0793
255	45062676	MUNICIPALITY OF WEST HANTS		FALMOUTH BACK	FALMOUTH	Residential	Open Space	Vacant	Surplus land	Water - yes / Sewer - no	8440.843
258	45196268	MUNICIPALITY OF WEST HANTS		FALMOUTH DYKE	FALMOUTH	Residential	Open Space	Vacant	Surplus land - small, land locked parcel	No	2360.92015
35	45365285	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		JARED	GARLANDS CROSSING	Residential	Open Space	Vacant	Parkland	Yes	3894.6104
71	45208188	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		UNDERWOOD	GARLANDS CROSSING	Residential	Half Two Unit Residential/Half Open Space	Vacant		Water - yes / Sewer - no	3153.22805
72	45000189	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	5970	HIGHWAY 14	GARLANDS CROSSING	Commercial Core	General Commercial	Vacant		Yes	1068.43485
73	45003464	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	5984	HIGHWAY 14	GARLANDS CROSSING	Commercial Core	General Commercial	Fire station	Large Parcel with space to the rear	Yes	53182.3566
74	45369220	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HIGHWAY 14	GARLANDS CROSSING	Commercial Core	General Commercial	Vacant	Small, narrow parcel	Yes	191.0421
78	45003431	WEST HANTS REGIONAL MUNICIPALITY		BURGESS	GARLANDS CROSSING	Residential	Agricultural Priority 3	Vacant	Water easement runs through front/left portion of the property	No	56976.1789
75	45402161	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HIGHWAY 14	GYPSUM MINES	Resource	Mineral Resource	Vacant		No	50234.43355
76	45289246	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HIGHWAY 14	GYPSUM MINES	Resource	Mineral Resource	Vacant		No	271997.2121
77	45402153	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HIGHWAY 14	GYPSUM MINES	Resource	Mineral Resource	Vacant		No	129339.2783
165	45332673	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	20	PLEASANT	HANTS BORDER	Resource	General Resource	Water facility		Water - yes / Sewer - no	3551.2617
166	45332665	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	20	PLEASANT	HANTS BORDER	Resource	General Resource	Water tower		Water - yes / Sewer - no	2150.0561
167	45332681	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	20	PLEASANT	HANTS BORDER	Resource	General Resource	Water tower		Water - yes / Sewer - no	20184.7655
168	45060340	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	20	PLEASANT	HANTS BORDER	Resource	General Resource	Water tower		Water - yes / Sewer - no	9372.1949
150	45048113	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		PRINCE	HANTSPORT	Residential	Single Unit Residential	Vacant	Waterline runs across front portion	Yes	730.1735
151	45048246	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	11	SCHOOL	HANTSPORT	Open Space	Residential Open Space	Vacant	Ball field	Yes	14682.5183
152	45048105	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	10	MAIN	HANTSPORT	Institutional	Residential	Regional Library		Yes	512.3877
153	45045952	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	18	RIVERVIEW	HANTSPORT	Conservation Open Space	Residential/Open Space	Vacant	Surplus land	Yes	749.27675
154	45062668	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		RAND	HANTSPORT	Open Space	Recreation Open Space	Vacant	Parkland	Yes	510.6649
155	45048261	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		RIVERBANK	HANTSPORT	Open Space	Recreation Open Space	Vacant - Cemetary	Cemetary	Yes	31624.3859
157	45047396	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		HOLMES HILL	HANTSPORT	Residential	Single Unit Residential	Vacant	Narrow Parcel	Yes	349.8739
158	45239100	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		SMITH	HANTSPORT	Open Space	Recreation Open Space	Vacant	Narrow Parcel	Yes	724.3569
159	45277845	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		RIVERBANK	HANTSPORT	Open Space	Recreation Open Space	Vacant	Cemetary/landlocked	No	18930.355
160	45057387	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	19	CHITTICK	HANTSPORT	Commercial/Open Space	Mixed Commercial/Residential & Recreation Open Space	PW Depot		Yes	18197.2775
161	45238664	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		AVON	HANTSPORT	Open Space	Recreation Open Space	Vacant	Parkland	Yes	2718.128
162	45045028	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	1	AVON	HANTSPORT	Open Space	Recreation Open Space	Vacant	Parkland	Yes	2772.24235
163	45275278	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		MARINER'S	HANTSPORT	Residential	Multiple Residential	Vacant	Surplus land	Yes	20511.14555
164	45048162	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	1	OAK	HANTSPORT	Commercial	Mixed Commercial/Residential	Fire station		Yes	2419.6016
171	45044187	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		PRINCE	HANTSPORT	Residential	Recreation Open Space / small rear portion Single Unit Residential	Vacant		Yes	482.0646
128	45179199	MUNICIPALITY OF THE DISTRICT HANTS WEST		KEMPT FOREST	KEMPT SHORE	Resource	Open Space	Vacant	Parkland - Kempt Quarry	No	59282.925
136	45233517	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	KEMPT FOREST	KEMPT SHORE	Resource	General Resource	Vacant	Surplus - landlocked parcel	No	66973.5078

ID	PID	Ownership	Civic #	Street	Community	Designation	Zoning	Building	Additional Considerations?	Road Access + Servicing?	Area (sq m)
260	45182953	MUNICIPALITY OF WEST HANTS		CANOE COVE	LEMINSTER	Resource	Open Space	Vacant		No	4605.18115
156	45027877	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		NO 1	MOUNT DENSON	Hamlet	Rural Residential	Vacant	Powerline easement through property	No	4829.05695
41	45061843	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	151	IRISHMANS	NEWPORT STATION	Hamlet	Open Space	Recreation Site	Parkland	No	637458.8662
85	45402757	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		WENTWORTH	NEWPORT STATION	Hamlet	Rural Residential	Vacant	Small - potential future Hwy connection	No	4090.2674
251	45062270	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		WENTWORTH	NEWPORT STATION	Hamlet	Rural Residential	Vacant	Large property; Right-of-way (driveway) runs through property in favour of the abutting rear lot	No	44806.008
252	45404324	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		WENTWORTH	NEWPORT STATION	Hamlet	Rural Residential	Vacant		No	5777.6901
132	45417037	WEST HANTS REGIONAL MUNICIPALITY		NEW CHEVERIE	RIVERSIDE	Resource	General Resource	Vacant	Access by private road	No	1909308.651
133	45245578	WEST HANTS REGIONAL MUNICIPALITY		WALTON WOODS	RIVERSIDE	Resource	General Resource	Vacant	Access by private road	No	132909.0875
134	45417045	WEST HANTS REGIONAL MUNICIPALITY		WALTON WOODS	RIVERSIDE	Resource	General Resource	Vacant	Access by private road	No	43174.84345
135	45417052	WEST HANTS REGIONAL MUNICIPALITY		WALTON WOODS	RIVERSIDE	Resource	General Resource	Vacant	Access by private road	No	239251.1825
138	45415544	WEST HANTS REGIONAL MUNICIPALITY		WALTON WOODS	RIVERSIDE	Resource	General Resource	Vacant	Access by private road	No	72441.71355
0	45225174	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	60172.86498
1	45225166	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	6291.88589
2	45225158	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	21257.07891
8	45225141	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	23990.3914
9	45225133	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	3909.79175
10	45225125	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	163036.3088
127	45225117	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	68077.001
130	45225109	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	11132.66025
131	45225091	WEST HANTS REGIONAL MUNICIPALITY		SCOTCH VILLAGE STATION	SCOTCH VILLAGE	Agriculture	Agricultural Priority 2	Vacant	Rail Trail	No	19183.90785
11	45061223	MUNICIPALITY OF THE DISTRICT HANTS WEST	0	ROCKS	ST CROIX	Community Use	Open Space	Vacant	large parcel	No	213119.33
253	45339231	MUNICIPALITY OF THE DISTRICT HANTS WEST	54	BALL PARK	ST. CROIX	Hamlet	Open Space	Recreation Site	Parkland - Ball fields	No	39392.7005
143	45182623	MUNICIPALITY OF THE DISTRICT HANTS WEST	192	BLOCK WHARF	SUMMERVILLE	Hamlet	Open Space	Vacant	Boat Launch; large parcel	No	43341.8791
147	45234754	MUNICIPALITY OF THE DISTRICT HANTS WEST	170	SUMMERVILLE WHARF	SUMMERVILLE	No Designation	No zoning	Vacant	Water Parcel / Old wharf	No	4639.87125
145	45180429	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	75	MUSGRAVE	SUMMERVILLE	Community Use	Rural Residential	School		No	31921.7719
64	45008059	MUNICIPALITY OF WEST HANTS	6936	HIGHWAY 14	SWEETS CORNER	Hamlet	Rural Residential	Sweets Corner Community Hall		No	2514.9055
79	45075470	MUNICIPALITY OF THE DISTRICT HANTS WEST	4555	HIGHWAY 1	THREE MILE PLAINS	Community Use	Institutional	TMP Elementary School	Parcel seperated into two by Hwy 101; vacant land North of Hwy 101	Yes - South of Hwy 101 only	38679.56435
80	45000502	MUNICIPALITY OF THE DISTRICT HANTS WEST		HIGHWAY 1	THREE MILE PLAINS	Residential	Open Space	Vacant	Residential Growth Centre; fronts a Collector Rd	Yes	4416.6077
81	45289790	MUNICIPALITY OF THE DISTRICT HANTS WEST		SWINAMER	THREE MILE PLAINS	Residential	Open Space	Vacant	In a residential subdivision; water and sewer easement runs through the front of the property	Yes	1489.0413
86	45408051	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		ALEXANDER	THREE MILE PLAINS	Residential	Two Unit Residential	Vacant		Yes	1461.88065
87	45408069	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		MEARNS	THREE MILE PLAINS	Residential	Two Unit Residential	Vacant	Small - PW Sewer	Yes	69.0915
218	45337094	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	14268.70655
219	45337102	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	29721.653
220	45337110	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	38261.2425
221	45337128	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	48743.5771
222	45337276	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	225380.9189
223	45346814	TOWN OF WINDSOR	0	PANUKE	THREE MILE PLAINS	Resource	Water Supply	Vacant	landlocked	No	147198.2995
224	45337284	TOWN OF WINDSOR		MOUNTAIN	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	530502.2961
225	45337136	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	35185.87825
227	45002482	TOWN OF WINDSOR		MOUNTAIN	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	433134.1948
228	45337144	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	7178.9102
229	45337151	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	30922.1736
230	45003449	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	299002.9625
231	45337169	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	DA - Martock Wind Turbines	No	14140.64765
232	45337177	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	Landlocked	No	93600.83635
233	45337318	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	Landlocked	No	414560.2266
234	45337185	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	Landlocked	No	253954.1368

ID	PID	Ownership	Civic #	Street	Community	Designation	Zoning	Building	Additional Considerations?	Road Access + Servicing?	Area (sq m)
235	45337193	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	Landlocked	No	212091.3484
237	45060613	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	Landlocked	No	169038.0262
238	45003902	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water Supply	Vacant	Landlocked	No	192727.1589
241	45002821	TOWN OF WINDSOR		MOUNTAIN	THREE MILE PLAINS	Resource	General Resource	Vacant	Landlocked	No	167466.0984
242	45003456	TOWN OF WINDSOR		MOUNTAIN	THREE MILE PLAINS	Resource	General Resource	Vacant	Landlocked	No	320013.3546
243	45337292	TOWN OF WINDSOR		MOUNTAIN	THREE MILE PLAINS	Resource	General Resource	Vacant	Landlocked	No	238968.5355
244	45336906	TOWN OF WINDSOR	786	WINDSOR BACK	THREE MILE PLAINS	Resource	Water supply	Water Treatment Plant	Landlocked	Water - yes / Sewer - no	173488.6466
245	45337060	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water supply	Vacant	DA - Martock Wind Turbines	No	26698.5872
246	45337078	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water supply	Vacant	DA - Martock Wind Turbines	No	10527.2102
247	45005014	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water supply	Vacant	DA - Martock Wind Turbines	No	112788.4304
248	45337086	TOWN OF WINDSOR	0	WINDSOR BACK	THREE MILE PLAINS	Resource	Water supply	Vacant	DA - Martock Wind Turbines	No	14621.7634
249	45004926	TOWN OF WINDSOR		WINDSOR BACK	THREE MILE PLAINS	Resource	Water supply	Vacant	DA - Martock Wind Turbines	No	99808.7121
226	45412228	WEST HANTS REGIONAL MUNICIPALITY	76	PANUKE	THREE MILE PLAINS	Residential	Two Unit Residential	Vacant	Water boosting station	Yes	178.6795
262	45231586	MUNICIPALITY OF THE DISTRICT HANTS WEST		MACLEOD CRT	THREE MILE PLAINS	Residential	Open Space	Vacant	Small, landlocked parcel	No	728.64275
187	45236601	MUNICIPALITY OF THE DISTRICT HANTS WEST		UNION CORNER	UNION CORNER	Agriculture	Open Space	Vacant	Surplus Land	No	7999.42005
185	45402286	WEST HANTS REGIONAL MUNICIPALITY		CHAMBERS	UNION CORNER	Resource	General Resource	Vacant	Small parcel - not suitable for development	No	315.2658
175	45035151	MUNICIPALITY OF THE DISTRICT HANTS WEST		ELDRIDGE	UPPER FALMOUTH	Resource/Agriculture	Water Supply/Prime AG	Vacant	Large parcel - Municipal watershed area	No	7830.73655
199	45239415	MUNICIPALITY OF THE DISTRICT HANTS WEST	238	ELDRIDGE	UPPER FALMOUTH	Resource	Water Supply	Water Plant	Water supply	No	29600.9213
202	45211836	MUNICIPALITY OF THE DISTRICT HANTS WEST	156	ELDRIDGE	UPPER FALMOUTH	Resource	Open Space	Recreation Site	Parkland	No	63049.16425
203	45032877	MUNICIPALITY OF THE DISTRICT HANTS WEST		ELDRIDGE	UPPER FALMOUTH	Agriculture	Water Supply	Vacant		No	2914.42545
172	45031788	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		COACH	UPPER FALMOUTH	Resource	Water Supply / small rear portion General Resource	Vacant		No	753334.2217
173	45335932	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		COACH	UPPER FALMOUTH	Resource	Water Supply	Vacant		No	86134.75845
181	45359262	MUNICIPALITY OF THE DISTRICT OF HANTS WEST		ELDRIDGE	UPPER FALMOUTH	Resource	Water Supply	Vacant	Landlocked - Watershed	No	30191.5168
254	45062650	MUNICIPALITY OF WEST HANTS		ELDRIDGE	UPPER FALMOUTH	Agriculture	Water Supply	Vacant		No	29883.9371
214	45281664	MUNICIPALITY OF THE DISTRICT HANTS WEST		PIONEER	VAUGHAN	Resource	Open Space	Vacant	Water course runs through property	No	50120.0385
215	45275914	MUNICIPALITY OF THE DISTRICT HANTS WEST	550	PIONEER	VAUGHAN	Resource	Open Space	Vacant	Parkland - boat launch	No	16957.77595
217	45222254	MUNICIPALITY OF THE DISTRICT HANTS WEST		MIDDLE LAKE SOUTH	VAUGHAN	Resource	Open Space	Vacant	Surplus land	No	18798.2128
259	45214632	MUNICIPALITY OF THE DISTRICT HANTS WEST		ALPINE WAY	VAUGHAN	Resource	Open Space	Vacant	Large Parcel	No	69209.294
261	45218658	MUNICIPALITY OF THE DISTRICT HANTS WEST		ARMSTRONG LAKE EAST	VAUGHAN	Resource	Open Space	Vacant	Surplus land	No	65691.52715
263	45221868	MUNICIPALITY OF THE DISTRICT HANTS WEST		MIDDLE LAKE NORTH	VAUGHAN	Resource	Open Space	Vacant	Surplus land	No	20321.1898
265	45221959	MUNICIPALITY OF THE DISTRICT HANTS WEST		RIVERVIEW	VAUGHAN	Resource	Open Space	Vacant	Possibly wet	No	17059.27655
266	45222049	MUNICIPALITY OF THE DISTRICT HANTS WEST		MIDDLE LAKE SOUTH	VAUGHAN	Resource	Open Space	Vacant	Surplus land	No	54236.39185
267	45216538	MUNICIPALITY OF THE DISTRICT HANTS WEST		ARMSTRONG LAKE EAST	VAUGHAN	Resource	Open Space	Vacant	Parkland - Chateau Hamlet	No	16989.0628
216	45419488	WEST HANTS REGIONAL MUNICIPALITY		NEW ROSS	VAUGHAN	Resource	General Resource	Vacant	Large parcel for development or subdivision	No	12237.6377
39	45148731	MUNICIPALITY OF THE DISTRICT HANTS WEST	76	MORISON	WENTWORTH CREEK	Joint Industrial Park	Joint Industrial Type 2	Municipal Office		Yes	5584.4913
40	45198421	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	103	MORISON	WENTWORTH CREEK	Joint Industrial Park	Joint Industrial Type 2	School bus depot		Yes	9116.57205
37	45193679	TOWN OF WINDSOR	72	IVEY	WENTWORTH CREEK	Joint Industrial Park	Joint Industrial Type 2	Water Tower		Water - yes / Sewer - no	1326.9368
123	45061355	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	120	SANGSTER BRIDGE	WINDSOR FORKS	Community Use	Institutional	Elementary School		No	42870.8347
15	45059987	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	240	KING	WINDSOR	Community Use	Institutional	Courthouse		Yes	1369.39755
68	45410560	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	16	CENTENNIAL	WINDSOR	Commercial	Fairground	Sportsplex		Yes	16181.41155
14	45057759	TOWN OF WINDSOR	114	KING	WINDSOR	Town Centre	Town Centre	Vacant	Town Hall Parking lot	Yes	493.7521
16	45059722	TOWN OF WINDSOR	0	CENTENNIAL	WINDSOR	Industrial	Light Industrial	Vacant	Narrow Parcel	Yes	948.7861
17	45057007	TOWN OF WINDSOR		FOXS	WINDSOR	Town Centre	Town Centre	Vacant	Marshed Dykeland; Landlocked - driveway access	No	542.1259
19	45190865	TOWN OF WINDSOR	0	CENTENNIAL	WINDSOR	Industrial	Light Industrial	Vacant	Marshed Dykeland; Sewer easment runs through property	Yes	5235.4089
20	45059995	TOWN OF WINDSOR	0	KING	WINDSOR	Residential	Open Space	Vacant	Small lot	Yes	162.0589
21	45056603	TOWN OF WINDSOR	0	NESBIT	WINDSOR	Commercial	Highway Commercial	Vacant	Marshed Dykeland; large lot	Yes	56616.637
22	45055449	TOWN OF WINDSOR		NO 101	WINDSOR	Agriculture	Agriculture	Vacant	Marshed Dykeland; landlocked	No	70774.9334

ID	PID	Ownership	Civic #	Street	Community	Designation	Zoning	Building	Additional Considerations?	Road Access + Servicing?	Area (sq m)
23	45055480	TOWN OF WINDSOR	293	WENTWORTH	WINDSOR	Agriculture	Agriculture	Windsor Sewage Treatment Plant	Marshed Dykeland	Yes	149997.2531
24	45059680	TOWN OF WINDSOR	0	NO 101	WINDSOR	Community Use/Open Space	Community Use/Agriculture	Vacant	Marshed Dykeland; landlocked	No	129985.812
26	45059839	TOWN OF WINDSOR	6	WATER	WINDSOR	Town Centre	Waterfront Development District	Former NS Textiles Building		Yes	5036.11695
27	45055472	TOWN OF WINDSOR		NO 101	WINDSOR	Agriculture	Agriculture	Vacant	Marshed Dykeland; small parcel; landlocked	No	8272.1006
28	45059847	TOWN OF WINDSOR	6	KING	WINDSOR	Town Centre	WDD / PCDD	Gazebo	Windsor waterfront	Yes	22412.5775
29	45059698	TOWN OF WINDSOR	133	CENTENNIAL	WINDSOR	Industrial	Light Industrial	Vacant	Windsor Railway	Yes	21635.67885
30	45062197	TOWN OF WINDSOR	3	LAGOON	WINDSOR	Industrial	Light Industrial	Sewage Treatement Plant	Marshed Dykeland	Yes	57849.182
31	45059706	TOWN OF WINDSOR	46	PARK	WINDSOR	Industrial	Light Industrial	PW Depot	Marshed Dykeland	Yes	19313.82795
33	45057734	TOWN OF WINDSOR	0	KING	WINDSOR	Town Centre	Town Centre	Vacant	Firehall parking lot	Yes	645.9853
34	45057742	TOWN OF WINDSOR	100	KING	WINDSOR	Town Centre	Town Centre	PW/Recreation Municipal Office		Yes	1680.5213
36	45213998	TOWN OF WINDSOR		KING	WINDSOR	Community Use	Open Space	Vacant		No	5304.88735
38	45219797	TOWN OF WINDSOR	244	WENTWORTH	WINDSOR	Joint Industrial	Light Industrial Type 3	Sewer Pump station		Yes	377.28675
44	45210481	TOWN OF WINDSOR		O'BRIEN	WINDSOR	Residential	Open Space	Vacant	Tremain ballfield	No	2581.05995
45	45053618	TOWN OF WINDSOR	366	TREMAIN	WINDSOR	Residential	Open Space	Vacant	Tremain ballfield	No	12686.0444
46	45059581	TOWN OF WINDSOR	360	TREMAIN	WINDSOR	Residential	Open Space	Vacant	Tremain ballfield	No	1282.4403
48	45390358	TOWN OF WINDSOR		WILEY	WINDSOR	Institutional	Community Use	Vacant		Yes	1468.1224
49	45362886	TOWN OF WINDSOR		UNDERWOOD	WINDSOR	Residential	Single Unit Residential	Vacant		Yes	464.7715
50	45363066	TOWN OF WINDSOR		BURGESS	WINDSOR	Resdiential	Two Unit Residential	Vacant	Small narrow parcel	Yes	626.15475
51	45059540	TOWN OF WINDSOR	151	COLLEGE	WINDSOR	Community Use	Open Space	Vacant - parkland		Water - yes / Sewer - no	4487.4126
52	45190741	TOWN OF WINDSOR	30	BURGESS	WINDSOR	Community Use	Open Space	Vacant - parkland		Yes	6760.3129
53	45231883	TOWN OF WINDSOR	1186	KING	WINDSOR	Community Use	Open Space	Vacant		Yes	18430.60415
54	45400132	TOWN OF WINDSOR		COLLEGE	WINDSOR	Community Use	Open Space	Vacant	Narrow Parcel; landlocked	No	1853.68365
55	45059557	TOWN OF WINDSOR	1186	KING	WINDSOR	Community Use	Open Space	Vacant	Cemetary	Yes	29585.60035
56	45059961	TOWN OF WINDSOR	312	GERRISH	WINDSOR	Community Use	Institutional	Community Centre		Yes	949.72615
57	45231891	TOWN OF WINDSOR	1186	KING	WINDSOR	Community Use	Open Space	Vacant	Cemetary	Yes	10633.8785
58	45059946	TOWN OF WINDSOR	306	STANNUS	WINDSOR	Community Use	Open Space	Community Pool	Parkland	Yes	13490.1318
59	45429776	TOWN OF WINDSOR	312	GERRISH	WINDSOR	Community Use	Institutional	Vacant	Community Centre parking lot	Yes	332.7156
60	45059979	TOWN OF WINDSOR	77	THOMAS	WINDSOR	Community Use	Open Space	Vacant	Victoria Park	Yes	5733.43695
61	45429792	TOWN OF WINDSOR	312	GERRISH	WINDSOR	Community Use	Institutional	Vacant	Community Centre parking lot	Yes	579.7959
62	45429784	TOWN OF WINDSOR	312	GERRISH	WINDSOR	Community Use	Institutional	Vacant	Community Centre parking lot	Yes	207.3994
63	45056595	TOWN OF WINDSOR		LAKEVIEW	WINDSOR	Community Use	Open Space	Vacant	Fragmented - Road parcel, waterfront parcel and sewer easement	Yes	1485.0182
65	45231909	TOWN OF WINDSOR	1186	KING	WINDSOR	Community Use	Open Space	Vacant	Cemetary		6259.7105
67	45243128	TOWN OF WINDSOR	195	ALBERT	WINDSOR	Community Use	Institutional	Library		Yes	3060.71165
70	45180643	TOWN OF WINDSOR	531	COLLEGE	WINDSOR	Residential	Single Unit Residential	PW Lift Station	Small parcel	Yes	1357.2851
92	45059888	TOWN OF WINDSOR		WATER	WINDSOR	Town Centre	PCDD	Vacant	Small parcel	Yes	388.04575
93	45429800	TOWN OF WINDSOR	312	GERRISH	WINDSOR	Community Use	Institutional	Community Centre		Yes	934.66275
94	45227279	TOWN OF WINDSOR		COLONIAL	WINDSOR	Residential & Commercial	Highway Commercial	Vacant	Marshed Dykeland	Water - yes / Sewer - no	232.01215
99	45234416	TOWN OF WINDSOR		PAYZANT	WINDSOR	Residential	Single Unit Residential	Vacant	Small; landlocked	No	41.48205
101	45234408	TOWN OF WINDSOR		PAYZANT	WINDSOR	Residential	Single Unit Residential	Vacant	Small; landlocked	No	21.60015
105	45234390	TOWN OF WINDSOR		PAYZANT	WINDSOR	Community Use	Open Space	Vacant	Small; landlocked	No	70.58305
107	45051943	TOWN OF WINDSOR		CLIFTON	WINDSOR	Residential	Single Unit Residential	Vacant	Landlocked	No	1349.7335
108	45215415	TOWN OF WINDSOR		KING	WINDSOR	Community Use	Open Space	Vacant	Small parcel	No	951.5865
110	45225562	TOWN OF WINDSOR		TREMAIN	WINDSOR	Residential	Institutional	Vacant	Narrow; landlocked	No	1981.01575
111	45213972	TOWN OF WINDSOR		PAYZANT	WINDSOR	Agricultre & Residential	Agriculture & Single Unit Residential	Vacant	Easement for water/sewer; Tregothic Trail	Yes	3775.61605
112	45234366	TOWN OF WINDSOR		PAYZANT	WINDSOR	Residential	Single Unit Residential	Vacant	Small parcel; landlocked	No	216.6039
113	45232261	TOWN OF WINDSOR		TREMAIN	WINDSOR	Community Use	Institutional	Vacant	Narrow parcel - sewer easement	Yes	2018.0134
114	45232253	TOWN OF WINDSOR		TREMAIN	WINDSOR	Community Use	Institutional	Vacant	Narrow parcel - sewer easement	Yes	3630.3532

ID	PID	Ownership	Civic #	Street	Community	Designation	Zoning	Building	Additional Considerations?	Road Access + Servicing?	Area (sq m)
32	45059797	TOWN OF WINDSOR	65	FORT EDWARD	WINDSOR	Community Use / Residential	Open Space / Two Unit Residential	Vacant		Yes	3946.78445



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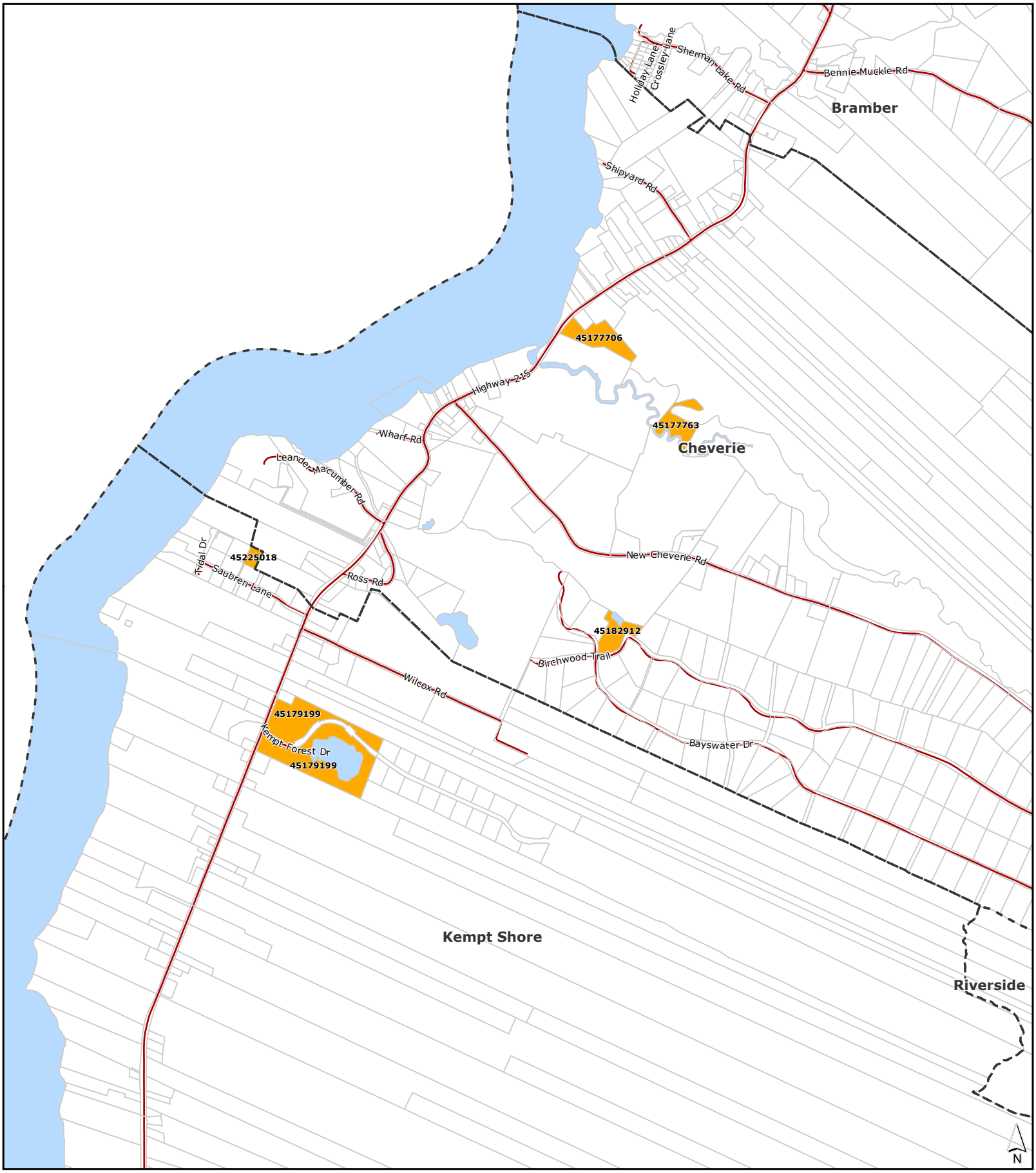
Prepared by: West Hants Regional Planning and Development Department November 2023

Bramber
Municipal Owned Parcels

0 250 500
Metres
Scale: 1:15,000

- Municipal Owned Parcels
- Communities
- Parcels
- Roads
- Water

1



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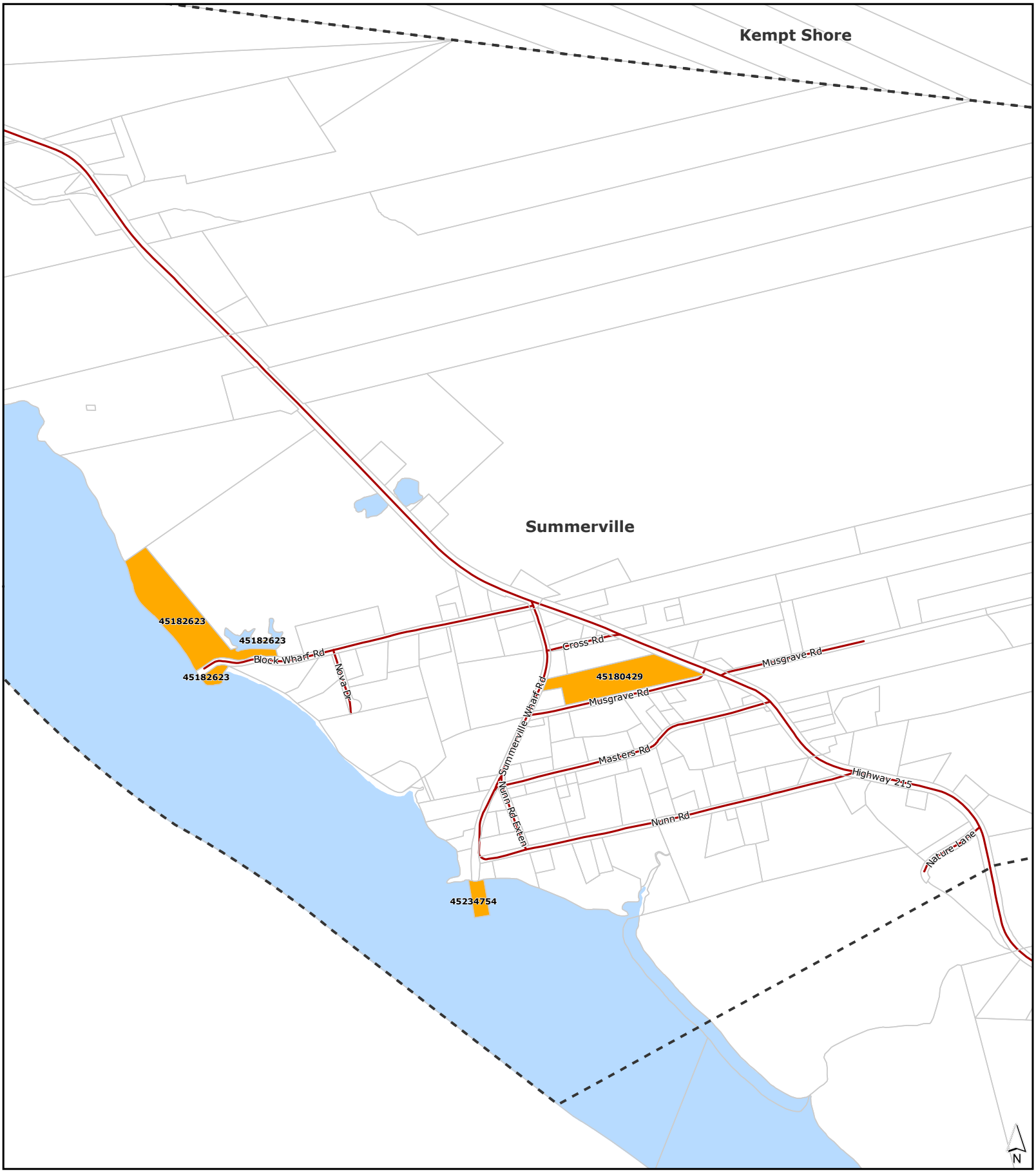
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Prepared by: West Hants Regional Planning and Development Department November 2023

Cheverie, Kempt Shore Municipal Owned Parcels

0 400 800
Metres
Scale: 1:25,000

- Municipal Owned Parcels
- Communities
- Parcels
- Roads
- Water



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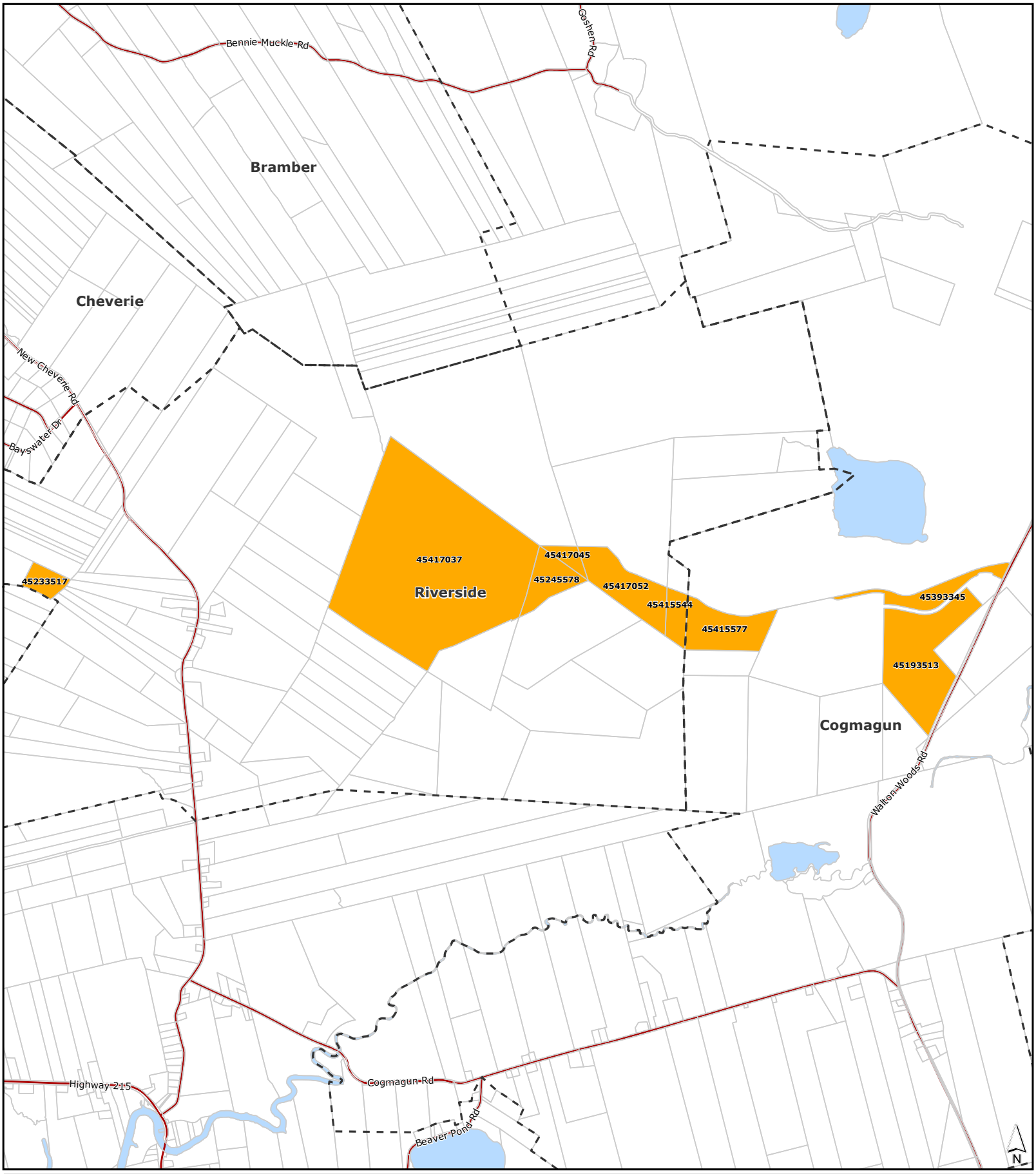
Prepared by: West Hants Regional Planning and Development Department November 2023

Summerville
Municipal Owned Parcels

0 250 500
Metres
Scale: 1:14,000

- Municipal Owned Parcels
- Communities
- Parcels
- Roads
- Water

3



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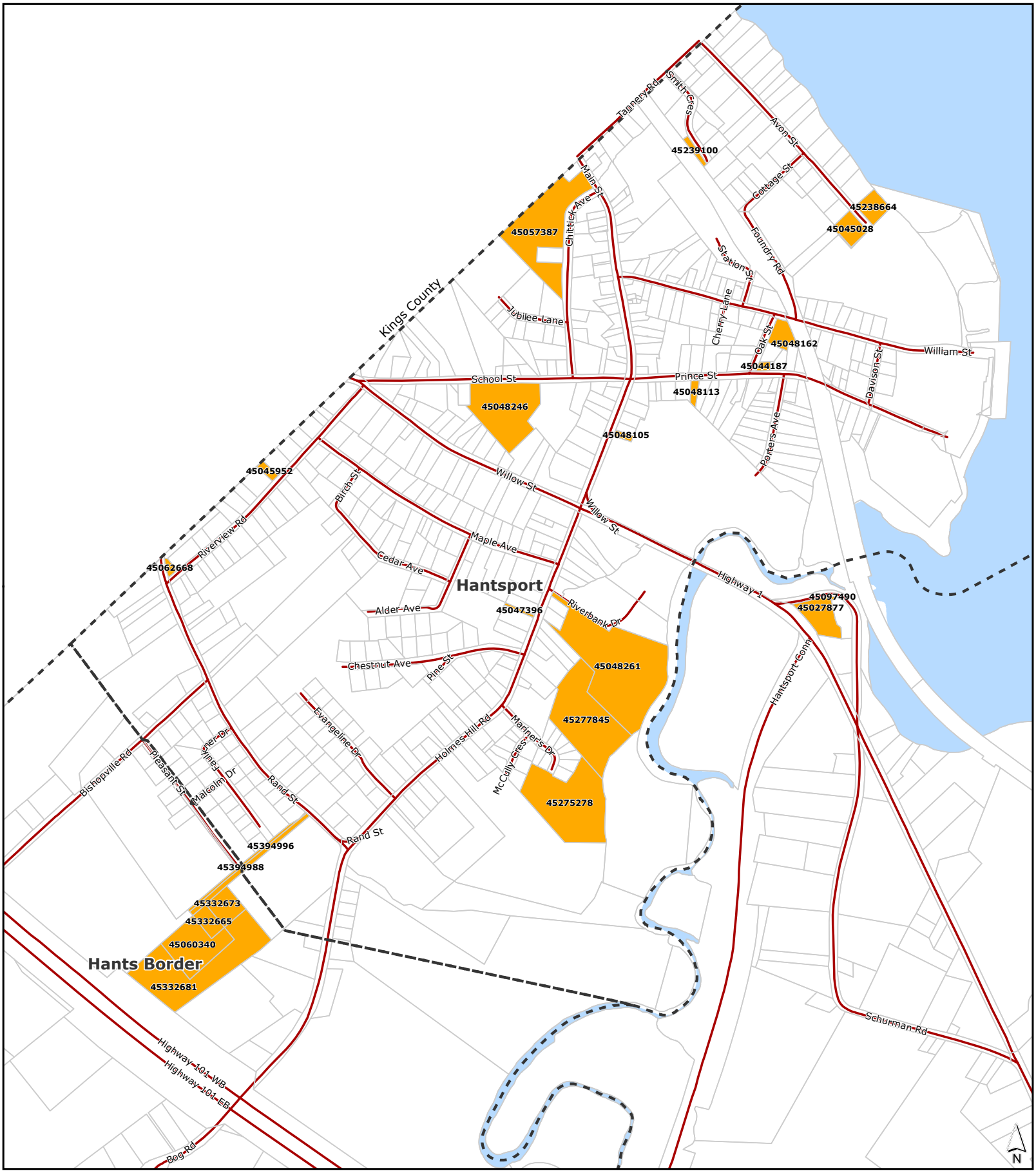
This map is a graphical representation only. It is not a land survey and is not intended for used for legal descriptions or to calculate exact dimensions or area.

Prepared by: West Hants Regional Planning and Development Department November 2023

Riverside, Cogmagun Municipal Owned Parcels

0 500 1,000
Metres
Scale: 1:40,000

- Municipal Owned Parcels
- Communities
- Parcels
- Roads
- Water



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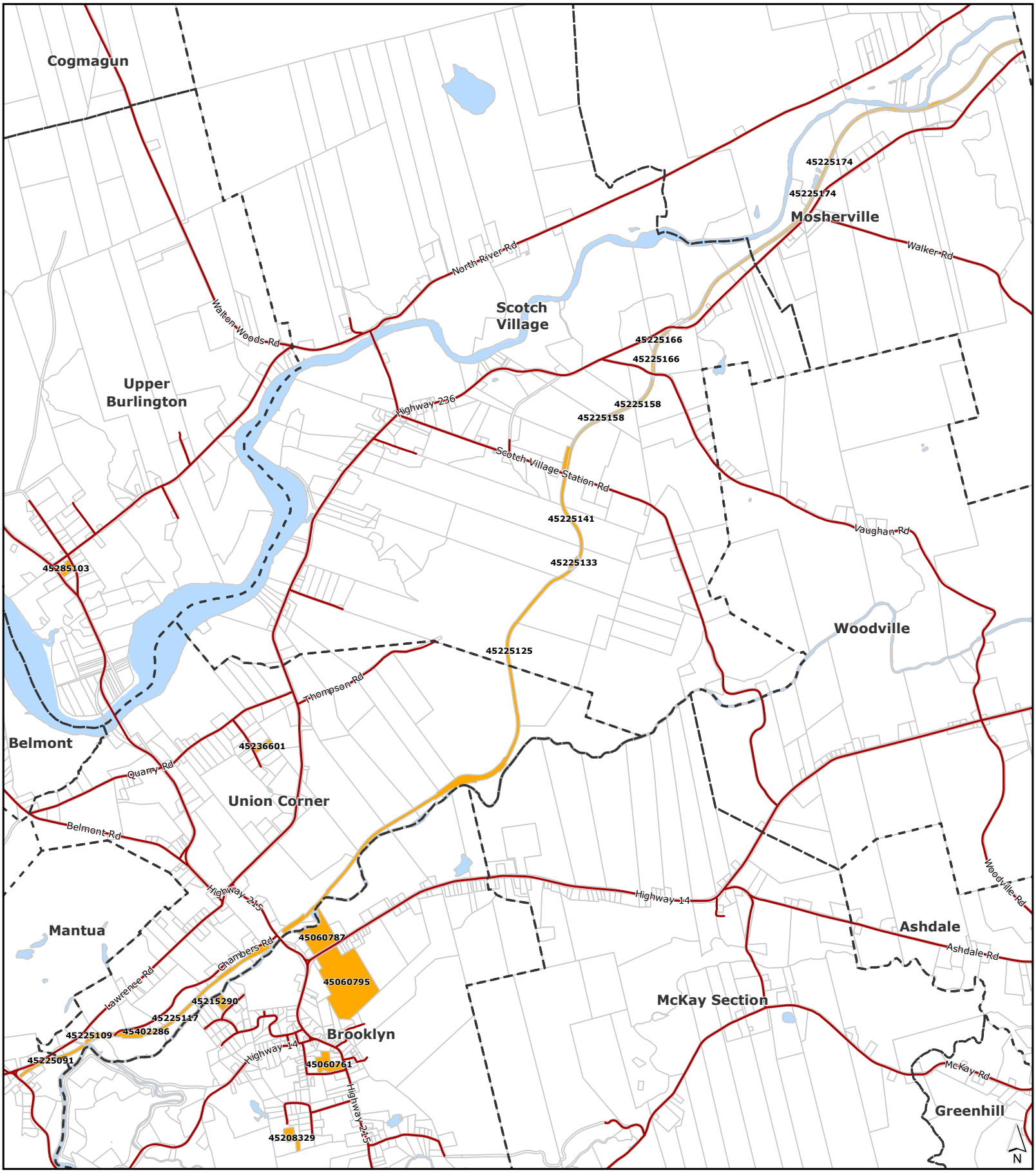
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Prepared by: West Hants Regional Planning and Development Department November 2023

Hantsport, Hants Border Municipal Owned Parcels

0 150 300
Metres
Scale: 1:10,000

- Municipal Owned Parcels
- Communities
- Parcels
- Roads
- Water



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Prepared by: West Hants Regional Planning and Development Department November 2023

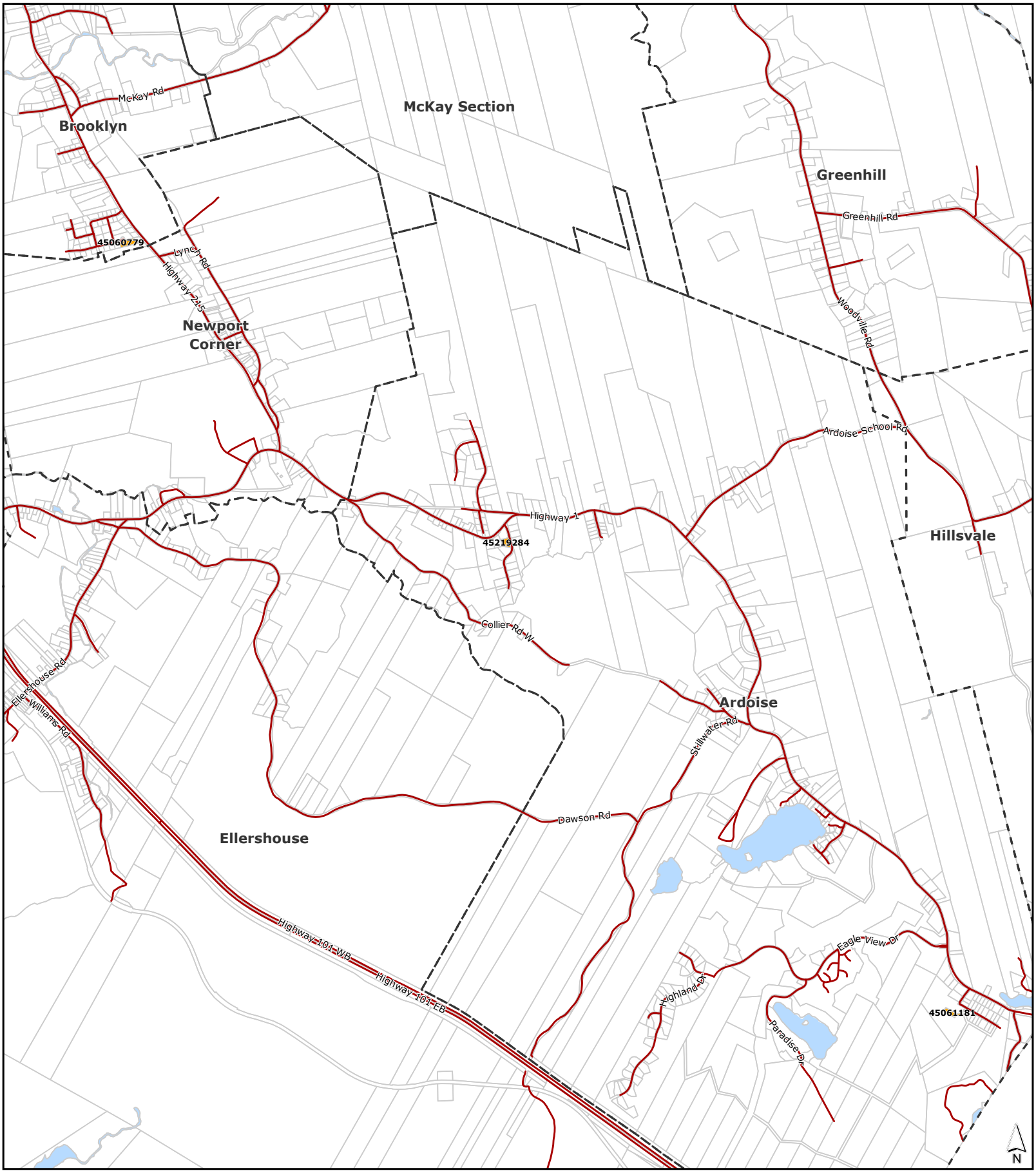
Mantua, Union Corner, Brooklyn, Scotch Village, Mosherville Municipal Owned Parcels

0 625 1,250

Metres

Scale: 1:44,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water



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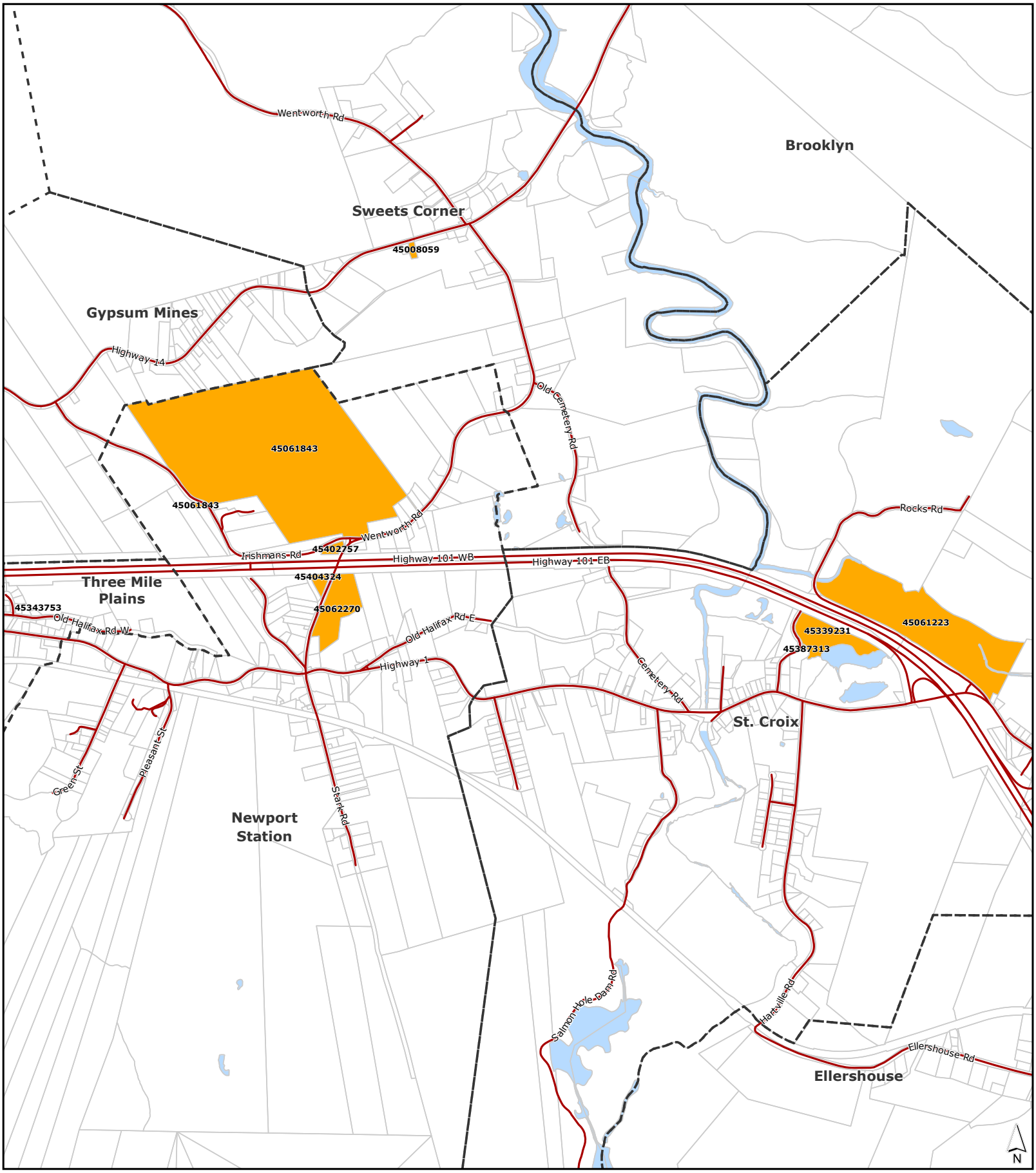
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Prepared by: West Hants Regional Planning and Development Department November 2023

Ardoise, Brooklyn, Municipal Owned Parcels

0 500 1,000
Metres
Scale: 1:41,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water



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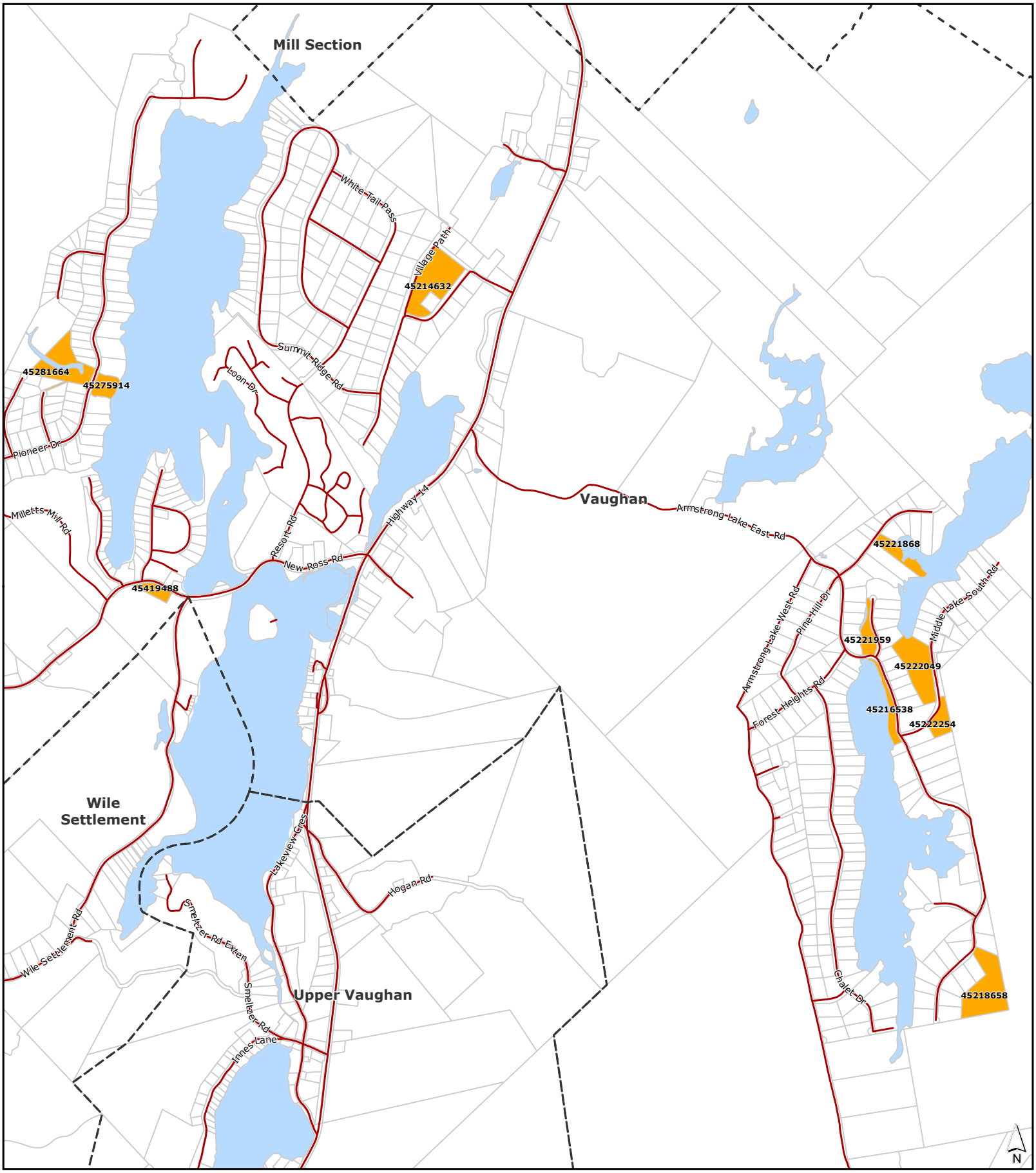
Newport Station, Sweets Corner, St. Croix Municipal Owned Parcels

0 300 600

Metres

Scale: 1:23,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water



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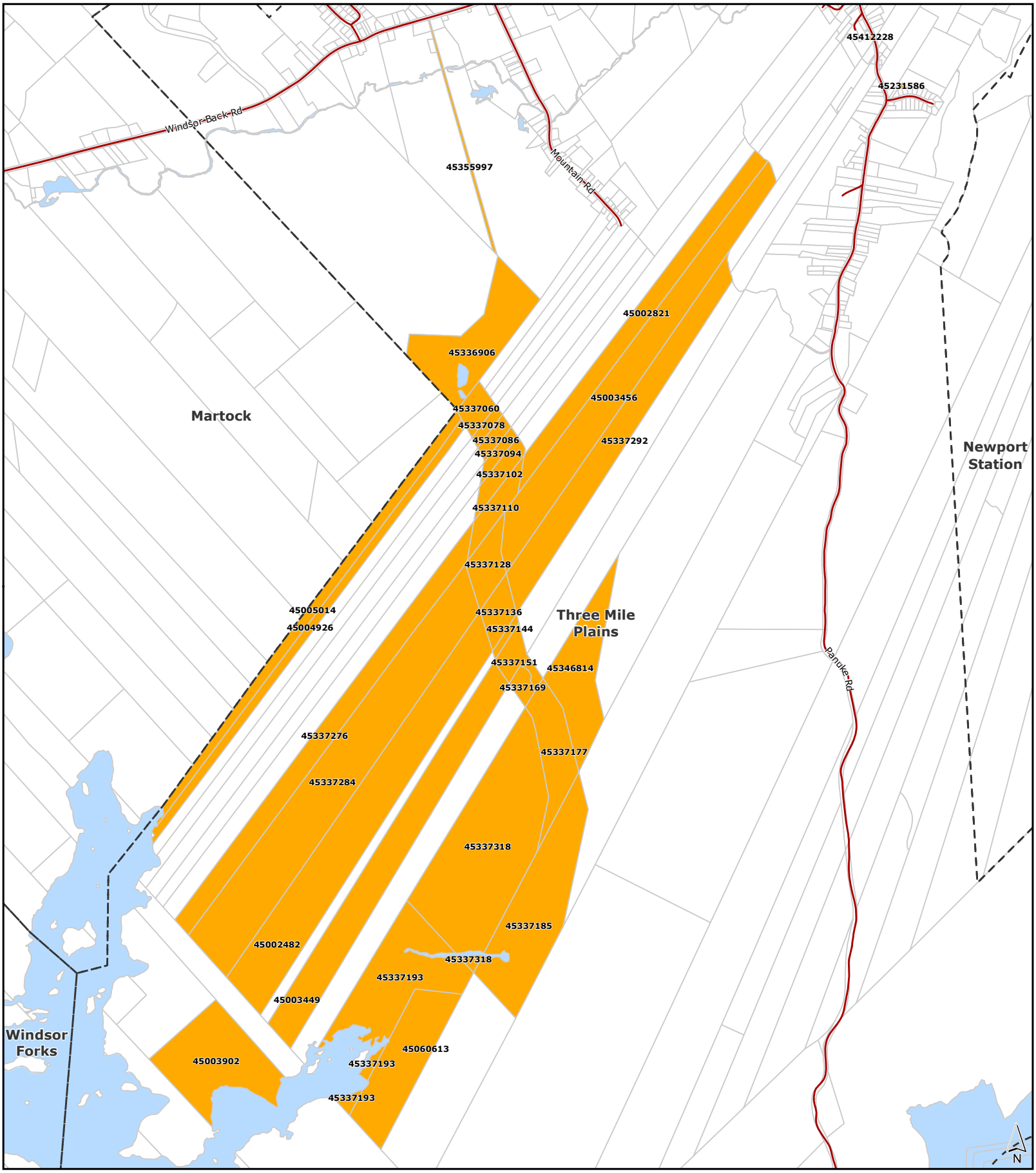
This map is a graphical representation only. It is not a land survey and is not intended for used for legal descriptions or to calculate exact dimensions or area.

Prepared by: West Hants Regional Planning and Development Department November 2023

Vaughan
Municipal Owned Parcels

0 400 800
Metres
Scale: 1:28,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water



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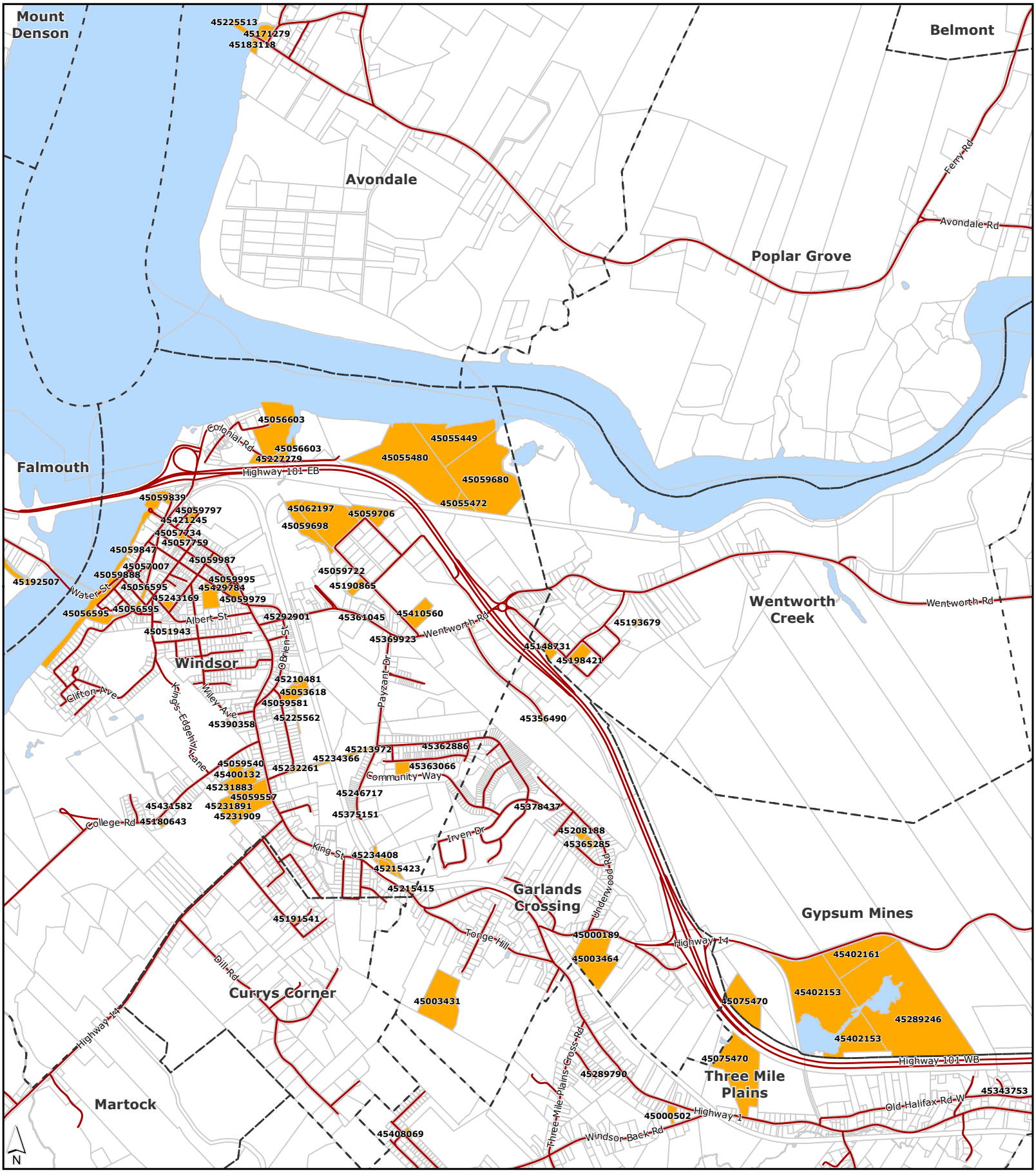
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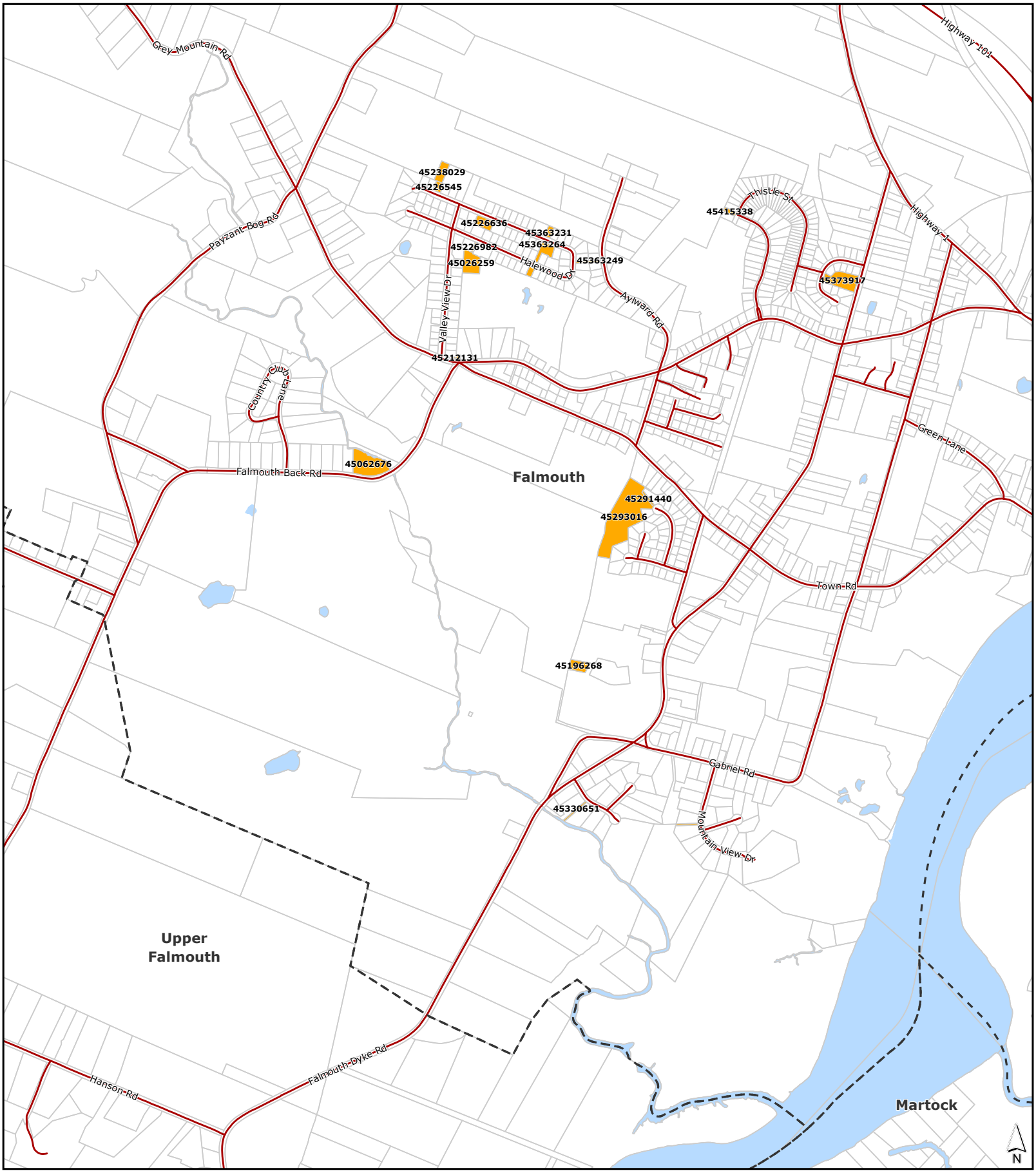
Prepared by: West Hants Regional Planning and Development Department November 2023

Three MilePlains Municipal Owned Parcels

0 350 700
Metres
Scale: 1:24,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water


Mount Denson
Belmont
Avondale
Poplar Grove
Ferry Rd
Avondale Rd
Falmouth
Colonial Rd
Highway 101 EB
Windsor
Wentworth Creek
Wentworth Rd
Albert St
Water St
Clifton Ave
O'Brien St
Wiley Ave
Kings Edgehill Lane
Payzant Dr
Community Way
College Rd
King St
Irven Dr
Garlands Crossing
Underwood Rd
Gypsum Mines
Highway 14
Tonge Hill
Dill Rd
Currys Corner
Martock
Three Mile Plains
Three Mile Plains Cross Rd
Highway 101 WB
Old Halifax Rd W
Windsor Back Rd
Highway 1
45225513
45171279
45183118
45056603
45227279
45055449
45055480
45059680
45055472
45059839
45059797
45421245
45057734
45057759
45059847
45057007
45059888
45059987
45059995
45429784
45243169
45059979
45056595
45192507
45062197
45059706
45059698
45059722
45190865
45361045
45410560
45369923
45292901
45051943
45210481
45053618
45059581
45225562
45390358
45213972
45362886
45234366
45363066
45232261
45400132
45231883
45059557
45246717
45431582
45231891
45231909
45180643
45375151
45378437
45208188
45365285
45234408
45215423
45215415
45191541
45003431
45000189
45003464
45193679
45148731
45198421
45356490
45402161
45402153
45289246
45075470
45289790
45000502
45343753
45408069
N
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Prepared by: West Hants Regional Planning and Development Department November 2023
Garlands Crossing,Three Mile Plains, Gypsum Mines, Wentworth Creek, Windsor
Municipal Owned Parcels
0 400 800
Metres
Scale: 1:29,000
Municipal Owned Parcels
Community
Parcels
Roads
Water
11



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Prepared by: West Hants Regional Planning and Development Department November 2023

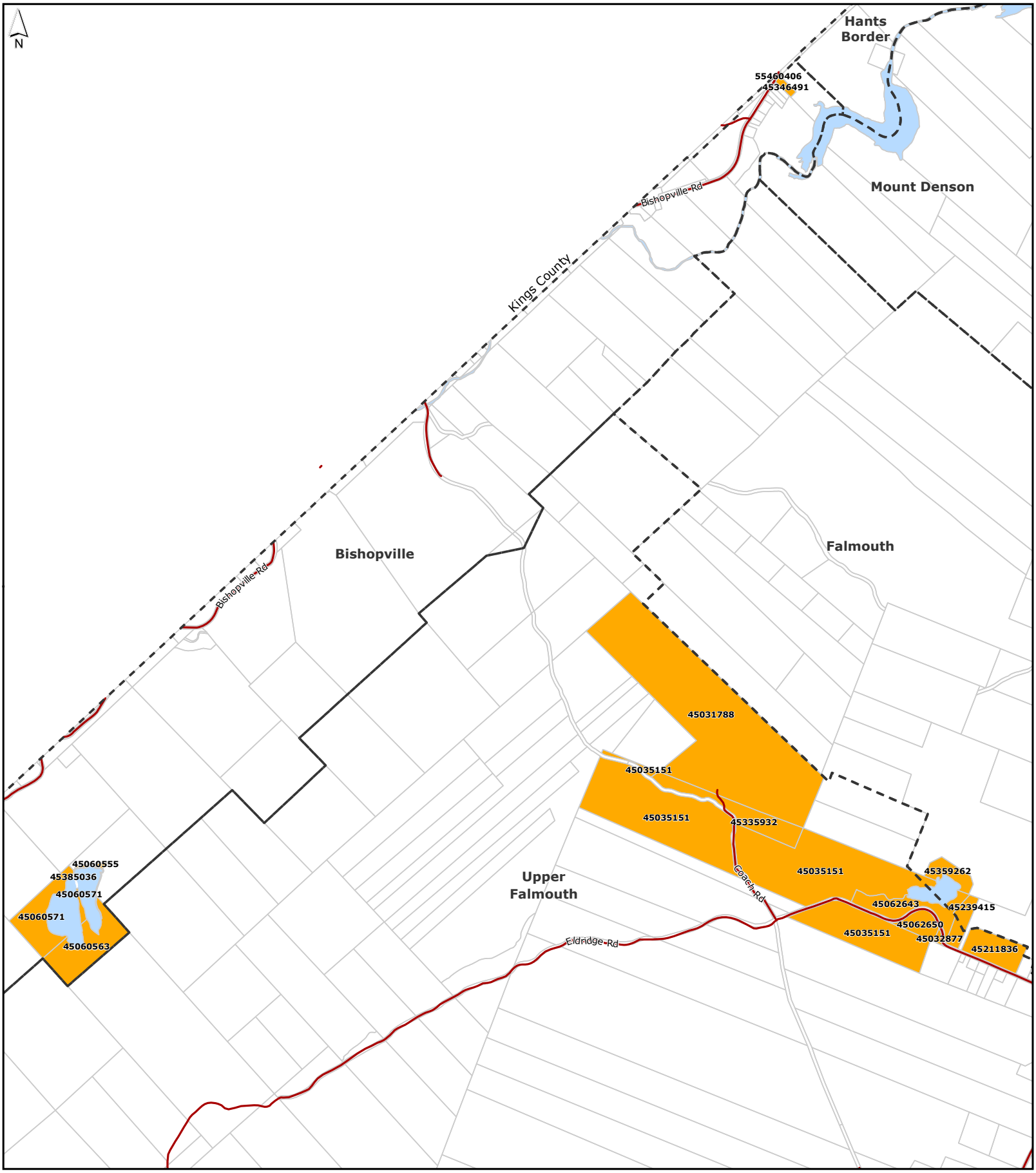
Falmouth, Upper Falmouth Municipal Owned Parcels

0 235 470

Metres

Scale: 1:17,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water



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Prepared by: West Hants Regional Planning and Development Department November 2023

Upper Falmouth, Bishopville Municipal Owned Parcels

0 400 800
Metres
Scale: 1:30,000

- Municipal Owned Parcels
- Community
- Parcels
- Roads
- Water

Committee of the Whole Excerpts
October 12, 2021

Parkland Divestment

Staff and Council have reviewed and re-evaluated each of the parkland properties being recommended for divestment. Site visits were completed in 2015 in the creation of the Parks and Open Space Plan and additional site visits were recently completed where possible to determine suitability for future park/trail development. Some properties have limited to no public access points or are extremely rural and inaccessible by vehicle. These sites have been scoped by way of online resources such as Property Online, Viewpoint, and Google Maps to determine usefulness of the property for the future of the Parks and Open Space network. Each of the seventeen properties recommended for divestment have little to no potential as a parkland amenity and it is recommended, they should be divested of in order to fund the development and maintenance of other parks and trails.

The recommended motion was…

… THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL APPROVE THE DIVESTMET OF 17 MUNICIPALLY OWNED PARKLAND PROPERTIES AS RECOMMENDED IN THE WEST HANTS PARKS AND OPEN SPACES PLAN
AND FURTHER
THAT THE PROCEEDS OF SALE BE RECORDED IN A CAPITAL RESERVE ACCOUNT AND TO BE DIRECTED TO THE COMMUNITY FOR WHICH THE PROPERTY RESIDED OR THE PROCEEDS CAME FROM.

WINDSOR / WEST HANTS TOGETHER

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☒	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

To: Mark Phillips, Chief Administrative Officer

Submitted by: Bekah Craik, Active Living Coordinator

Date: September 9, 2021

Subject: Parkland Divestment

LEGISLATIVE AUTHORITY

- Municipal Government Act Section 50 (5) (b)
- Municipality of the District of West Hants Disposal of Surplus Real Property Policy C-01-007
- West Hants Regional Municipality 2021-2022 Strategic Plan (April 2021); Economic Development – Theme Priority Objective #2: Create Investment-Ready Strategies (Task A)

INFORMATION REPORT

Staff wish to inform Council of the following:

There are nineteen municipally owned parkland properties that are being reviewed for Council's consideration for divestment as outlined in the West Hants Parks and Open Space Plan.

BACKGROUND

Property☒	Public Opinion☐	Environment☐	Social☐	Economic☐	Councillor Activity ☐

The Parks and Open Space plan was adopted by West Hants Council in 2016 with two goals: (1) to direct the operations, maintenance, acquisition, divestment, funding, and programming of the Municipal parks and open space network; and (2) To ensure that the local network of parks and open space will continue to meet recreational needs and protect unique, natural, and cultural resources for the next ten years.

In addition to the establishment of park types and standards for West Hants, a key deliverable from this Parks and Open Space Plan is a Decision-Making Toolkit to be used by Municipal staff or a committee. The Toolkit can guide decisions about the Parks and Open Space network, to ensure decisions about land acquisition, divestment and development meet the intent of the plan, the needs of the citizens, and protect unique natural and cultural resources. Divestment is defined in the Parks and Open Space Plan as "The sale of unsuitable or unusable land by the Municipality". There are six primary scenarios where divestment of land is the best management option:

1. Location - There are Municipally owned lands in the current parks and open space network that are found in areas of low population density. In addition to density, some parcels are far from main roads or are outside of well-travelled areas. Due to the remote nature, these lands see few park users, especially if they are unmanaged lots. Isolated lots may also become areas for illegal dumping and vandalism.

2. Competing Uses - In some communities, there are a number of neighboring municipal parcels offering the same amenities or recreation opportunities. Having non-complementary parcels of land together may not be useful as a network. Here, divestment makes sense to concentrate resources into fewer parcels.

3. Useability - Subdivision development of previous decades may have resulted in land under Municipal ownership that does not meet the current definition of usable land or areas that might be considered hazardous.

4. Frequency of Use - Monitoring park use can help to decide if a piece of land is worth retaining. Underused spaces can be a drain on resources and unsafe if there is not frequent traffic.

5. Cost of Maintenance - Divestment might be the best option when the cost of maintenance outweighs community benefit, or if redevelopment costs to make a piece of land suitable or useable are beyond the parks and open space budget.

6. Interest from Non-Profit Groups - With a well-developed business plan, non-profit groups may purchase land from the Municipality. Broadly speaking, the divestment of Municipal property can positively influence the parks and open space networks. Revenue may be used to purchase new lands suitable for parks and open space or to fund management projects; lands may be leased, sold, or transitioned to community groups; lands may be swapped for more desirable spaces.

The Municipality has a GIS database of all parcels of land it owns, which can easily be used to create a map of the properties being recommended for divestment. Appendix 2 of the Parks and Open Space plan provides details on all the park holdings. The plan recommends 20 parcels for divestment; however, the municipality has since undertaken the development of one of the properties in collaboration with the West Hants Trails Association.

DISCUSSION

Staff have reviewed and re-evaluated each of the 19 parkland properties being reviewed for divestment. Site visits were completed in 2015 in the creation of the Parks and Open Space Plan and additional site visits were recently completed where possible to determine suitability for future park/trail development. Some properties (such as the Riverside Interior Parcel, Cheverie Salt Marsh Extension, MacLeod Court) have limited to no public access points or are extremely rural and inaccessible by vehicle. These sites have been scoped by way of online resources such as Property Online, Viewpoint, and Google Maps to determine usefulness of the property for the future of the Parks and Open Space network. Each of the 19 properties reviewed for divestment have little to no potential as a parkland amenity.

NEXT STEPS

With the direction of Council staff will prepare a recommendation report for the October Committee of the Whole Meeting for consideration.

FINANCIAL IMPLICATIONS

The lands were acquired by the municipality through the parkland dedication process and with the direction of Council, the surplus funds from the sale of each parcel may be deposited into a capital reserve account specifically for future development and maintenance of community parks and trails.

ALTERNATIVES

A. Council may choose to not to divest of any or all the properties being reviewed.
B. If the lands are deemed surplus and sold at a future date, Council may choose not to allocate the funds into a Capital Reserve account for future development/maintenance of community parks/trails.

ATTACHMENTS

1. West Hants Parks and Open Space Plan
2. List of parklands recommended for divestment

CHIEF ADMINISTRATIVE OFFICER REVIEW

Through the process of preparing and reviewing this report it was changed from a "recommendation report" to a "information report". There is a considerable amount of information included in the report with properties spanning several districts within our municipality. It was thought to be prudent that we provide Council with the information included in the report and that a recommendation from staff be delayed to ensure Council has had a reasonable amount of time to reflect on the parcels and the attached information. Divesting open space and park lands should be reviewed thoroughly to ensure with certainty there is no future use by the municipality.

I support the pending divestment recommendation at this time but feel further due diligence is achieved by promoting an extended review period before asking Council to make a decision. Assuming Council with receive this report as information, Council should expect a recommendation on the matter at the October COTW meeting.

Report Prepared by: _____
Bekah Craik, Active Living Coordinator

Report Reviewed by: _____
Kathy Kehoe, Director, Community Development

Report Reviewed by: _____
Carlee Rochon, Director, Financial Services

Report Reviewed by: _____
Shelleena Thornton, Municipal Operations Supervisor

Report Approved by: _____
Mark Phillips, Chief Administrative Officer

Riverview Road, Hantsport

10

Overview

PID: 45045952

Coordinates: 45.06459, -64.189

Date visited: November 26, 2015.

Address: Parcel C Rand Street, Hantsport.

Classification: Underused.

Size: 0.13 acres (0.05 ha).

Land cover: Parcel mostly treed (deciduous and evergreen) with the front half of the parcel being managed turf with a stand of trees along the street.

Topography: Land gently sloping to the east and north.

Maintained by: Municipality.

Use: Walking.

Access: From Riverview Road.

Parking: On Street.

Signage: None.

History: This land parcel was deeded to the former Town of Hantsport in 1984 by Harry Salter.

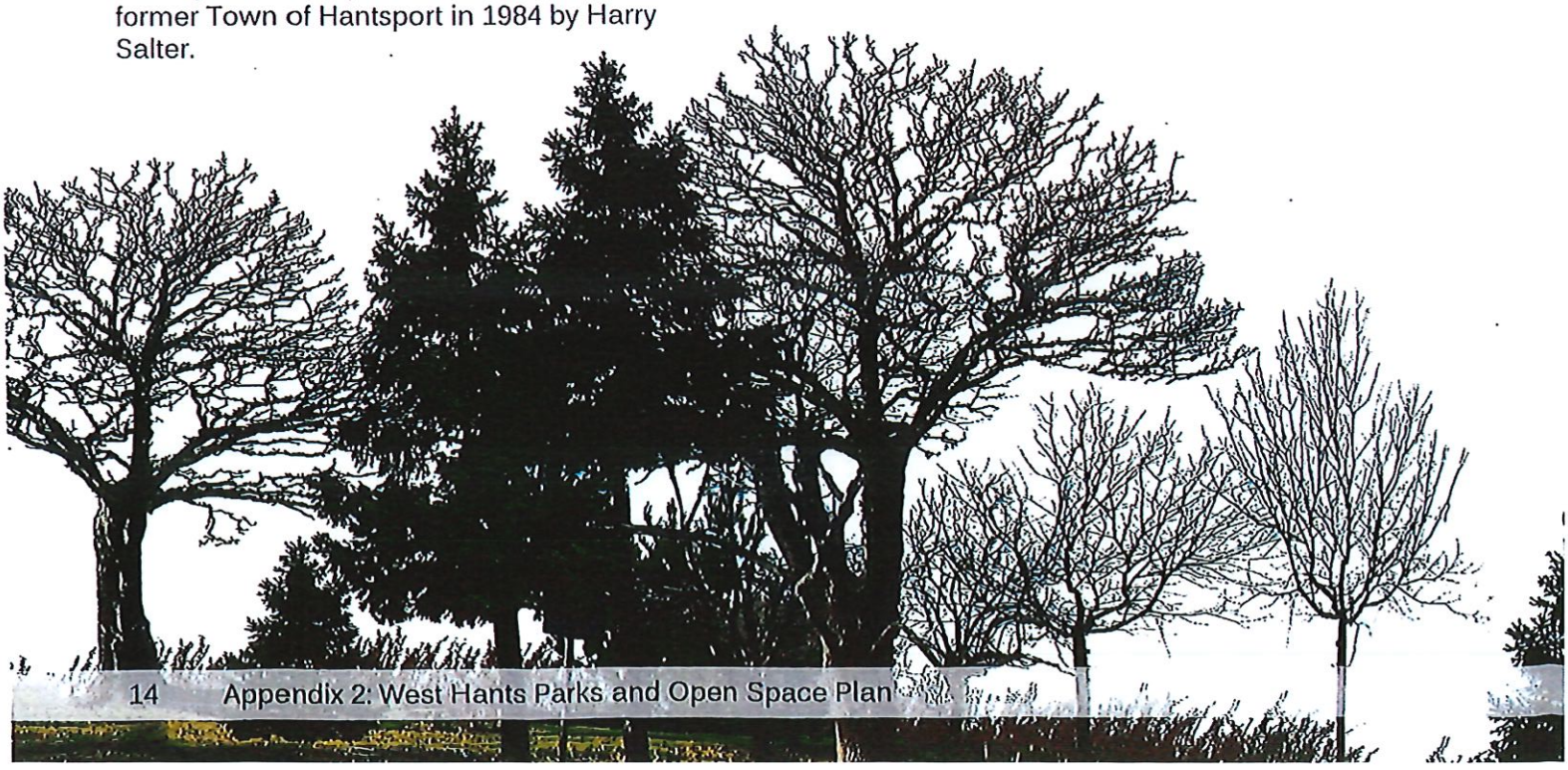
Overlapping Management Plans: None.

Observations

- Property grading and landscaping indicates the former site of a dwelling.
- An informal walking path apparent from Riverview Drive to the tree line.

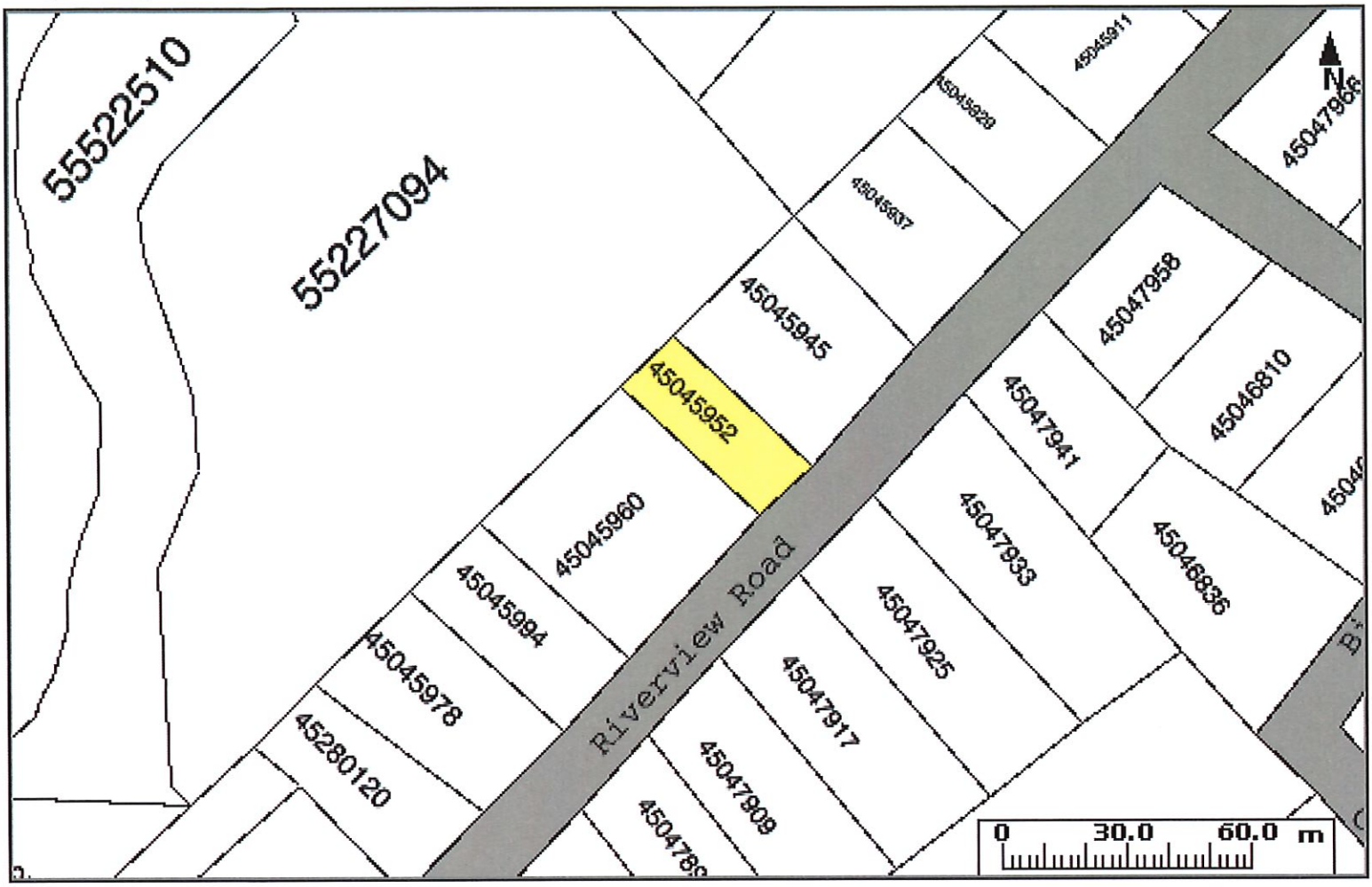
Opportunities

- Given the close proximity to other parks and open spaces, it is recommended that there is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 8, 2021 5:23:44 P**



:D:	45045952	Owner:	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	AAN:	00538426
ɔunty:	HANTS COUNTY	Address:	18 RIVERVIEW ROAD HANTSPORT	Value:	$34,500 (2021 RESIDENTIAL EXEMPT)
ʀ Status:	NOT LAND REGISTRATION				

ıe Provincial mapping is a graphical representation of property boundaries which approximate e size, configuration and location of parcels. Care has been taken to ensure the best possible ıality, however, this map is not a land survey and is not intended to be used for legal escriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as the location, boundaries or extent of a parcel [*Land Registration Act* subsection 21(2)]. THIS I: OT AN OFFICIAL RECORD.

Property Online version 2.0

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11

McCully Crescent

Overview

PID: 45387768

Coordinates: 45.05938, -64.1829

Date visited: November 26, 2015.

Address: Lot Hdl-3 Holmes Hill Road, Hantsport.

Classification: Underused.

Size: 1.74 acres (0.70 ha).

Land cover: Property cleared, but now naturalizing with perennials. A stand of trees grows along western boundary.

Topography: Property sloping upward to the north and north west. A berm rises along the western edge.

Maintained by: Municipality.

Use: None.

Access: From McCully Crescent.

Parking: Along the road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

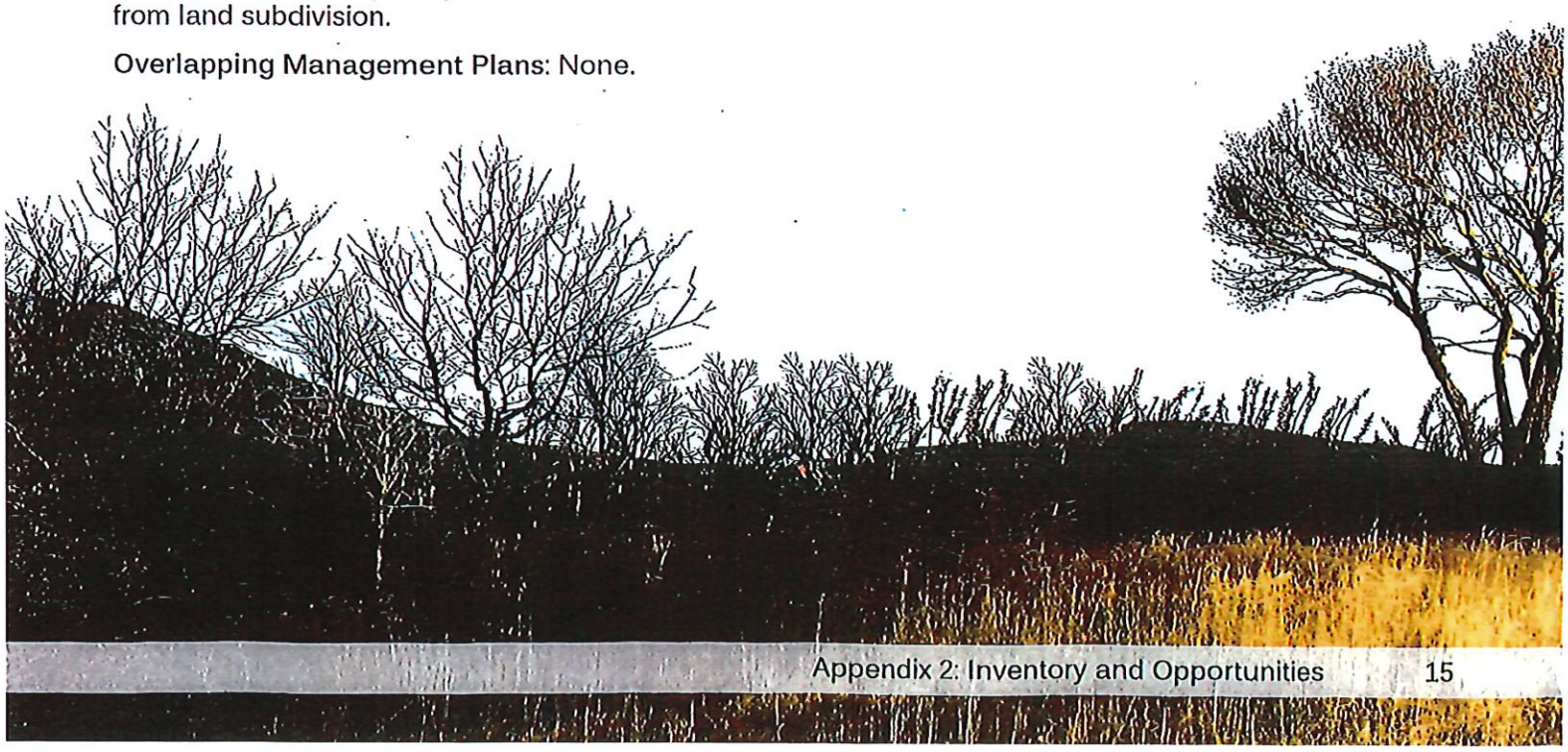
Overlapping Management Plans: None.

Observations

- Little evidence of human activity on site.

Opportunities

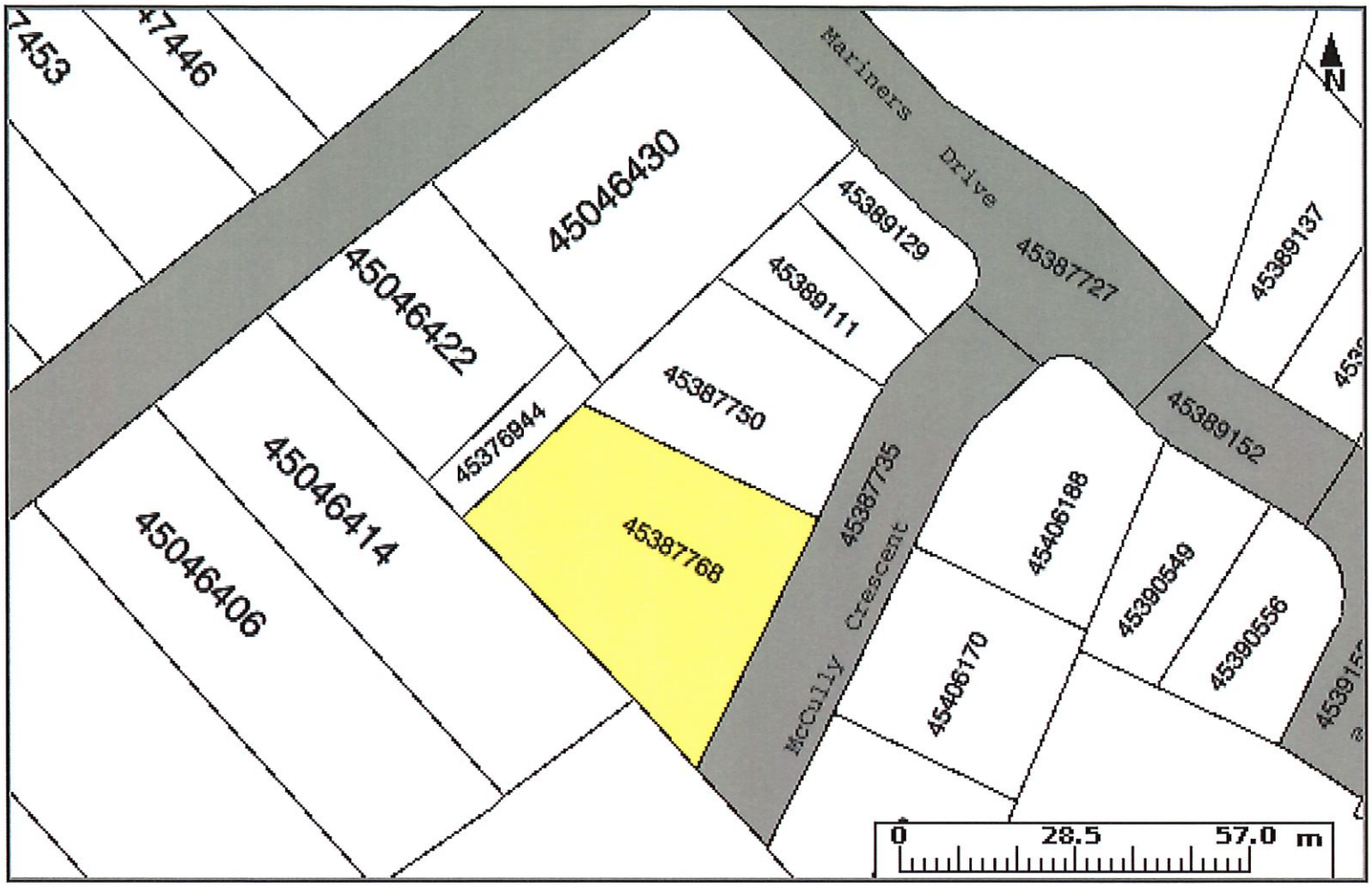
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

roperty Online Map

Date: **Sep 8, 2021 5:24:46 P**



:D:	45387768	Owner:	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	AAN:	10415756
ounty:	HANTS COUNTY	Address:	HOLMES HILL ROAD HANTSPORT	Value:	$34,500 (2021 RESIDENTIAL EXEMPT)
R Status:	LAND REGISTRATION				

ıe Provincial mapping is a graphical representation of property boundaries which approximate e size, configuration and location of parcels. Care has been taken to ensure the best possible ıality, however, this map is not a land survey and is not intended to be used for legal escriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as the location, boundaries or extent of a parcel [*Land Registration Act* subsection 21(2)]. THIS I OT AN OFFICIAL RECORD.

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Mariner's Drive Wood Lot

13

Overview

PID: 45391554

Coordinates: 45.05908, -64.1812

Date visited: November 26, 2015.

Address: Lot Hdl-19z Mariner's Drive, Hantsport.

Classification: Underused.

Size: 0.20 acres (0.08 ha).

Land cover: White pine planted in rows, mixed perennial understory.

Topography: Land sloping to the south east.

Maintained by: Municipality.

Use: None.

Access: From Mariner's Drive.

Parking: 2-3 spaces at the foot of Mariner's Drive.

Signage: None.

History: White pine tree farm or plantation.

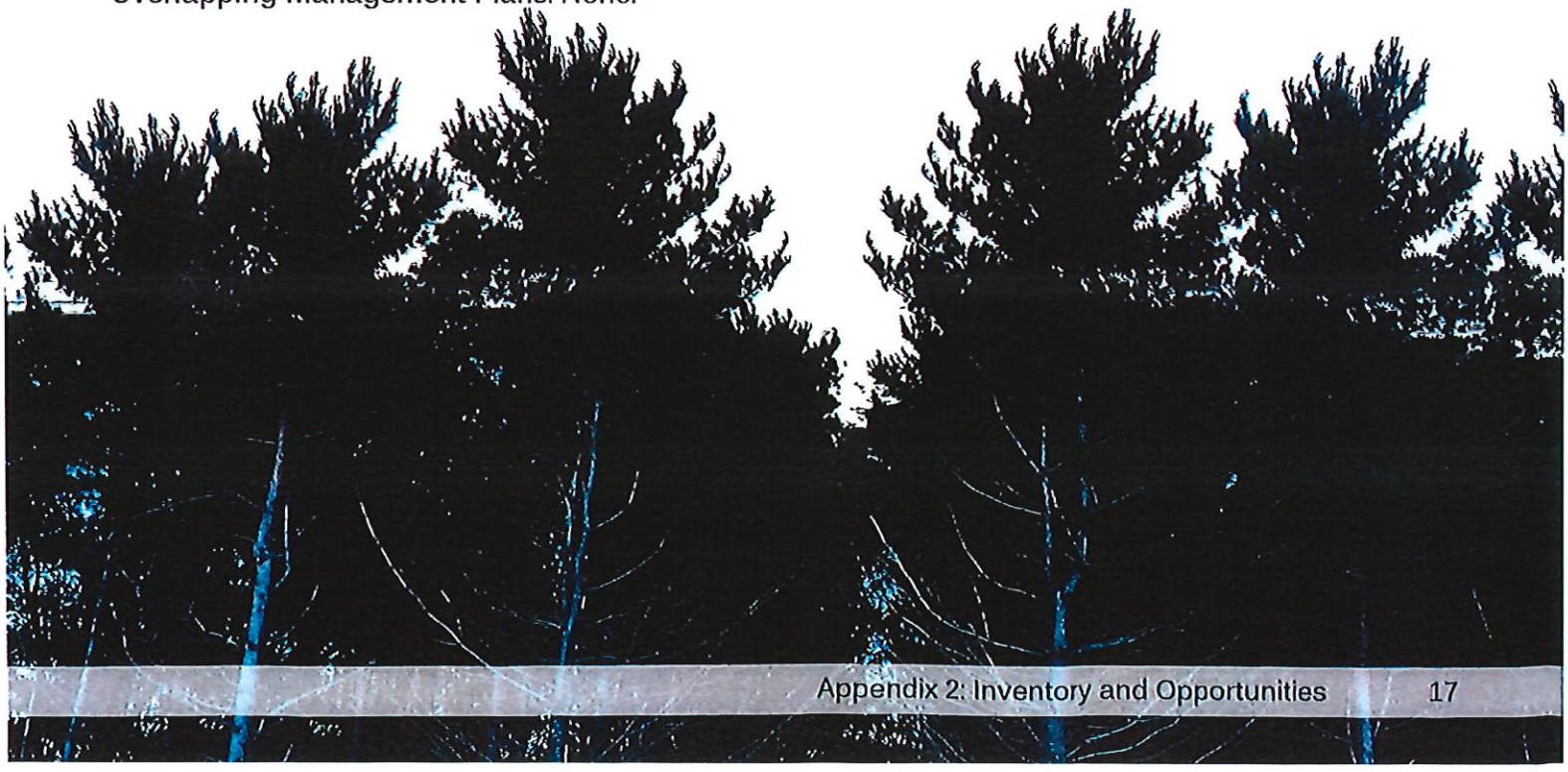
Overlapping Management Plans: None.

Observations

- White pine trees planted in rows is an indicator of a former woodlot or tree farm.
- Land is accessible from Mariner's Drive should people want to walk through.

Opportunities

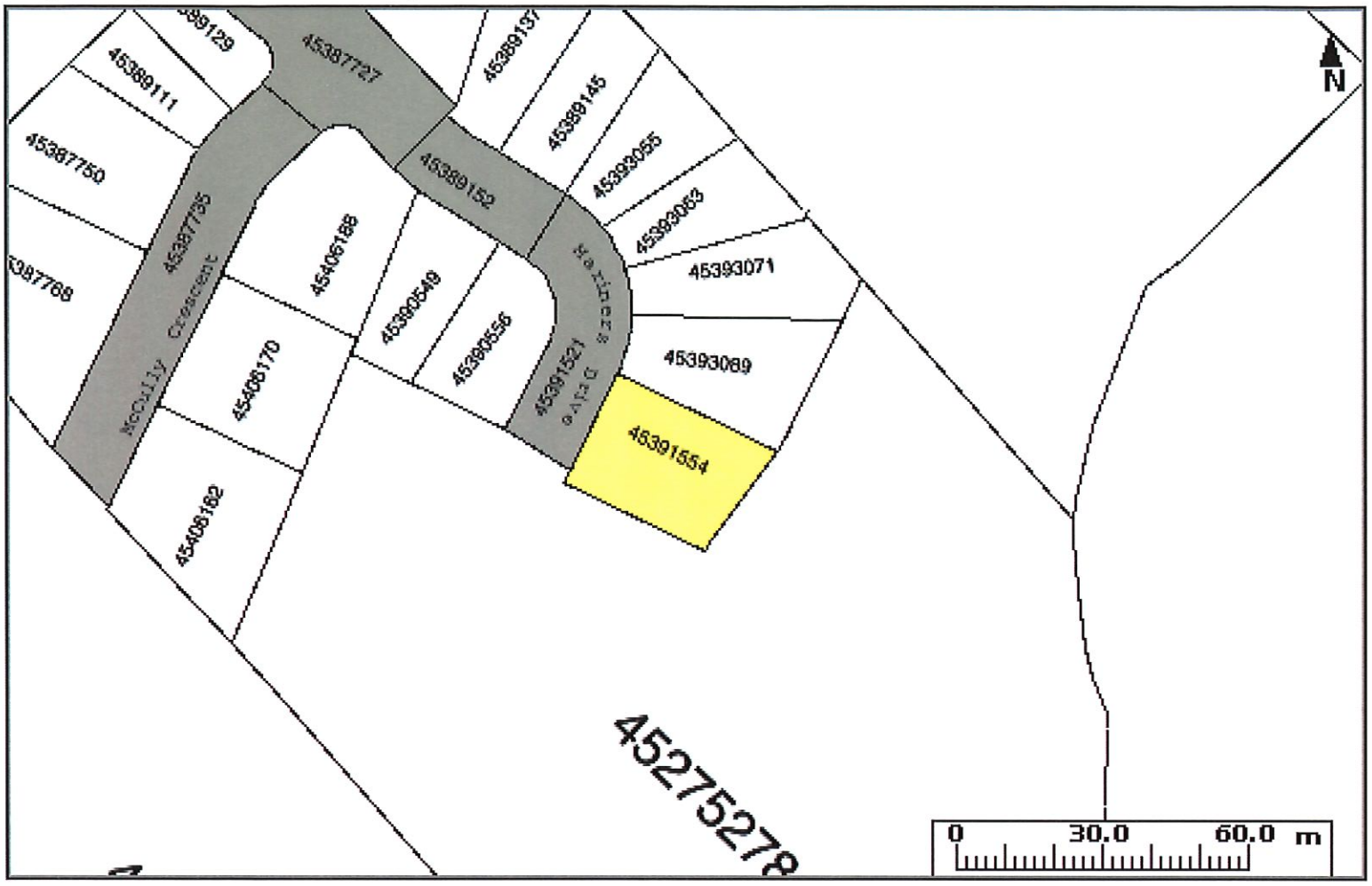
- Parcel ideal for residential lot.
- Lumber from trees can be harvested for community purpose (e.g. amenity structure).
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Property Online Map

Date: **Sep 8, 2021 5:25:52 P**



:D:	45391554	Owner:	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	AAN:	10473497
ɔunty:	HANTS COUNTY	Address:	MARINER'S DRIVE HANTSPORT	Value:	$34,500 (2021 RESIDENTIAL TAXABLE)
ʁ Status:	LAND REGISTRATION				

ıe Provincial mapping is a graphical representation of property boundaries which approximate e size, configuration and location of parcels. Care has been taken to ensure the best possible ıality, however, this map is not a land survey and is not intended to be used for legal escriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as the location, boundaries or extent of a parcel [*Land Registration Act* subsection 21(2)]. THIS I. OT AN OFFICIAL RECORD.

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9 Halewood Drive Lot

Overview

PID: 45226636

Coordinates: 45.00002, -64.184

Date visited: November 9, 2015.

Address: Parcel P-1 Halewood Drive, Falmouth.

Classification: Underused.

Size: 0.57 acres (0.23 ha).

Landcover: Wooded lot. Mixture of evergreen and deciduous plant species. Drainage ditch along the north length of the property.

Topography: Land sloping to the north and east.

Maintained by: Municipality.

Use: None.

Access: No formal access created. Access would be from Halewood Drive.

Parking: No organized parking; road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

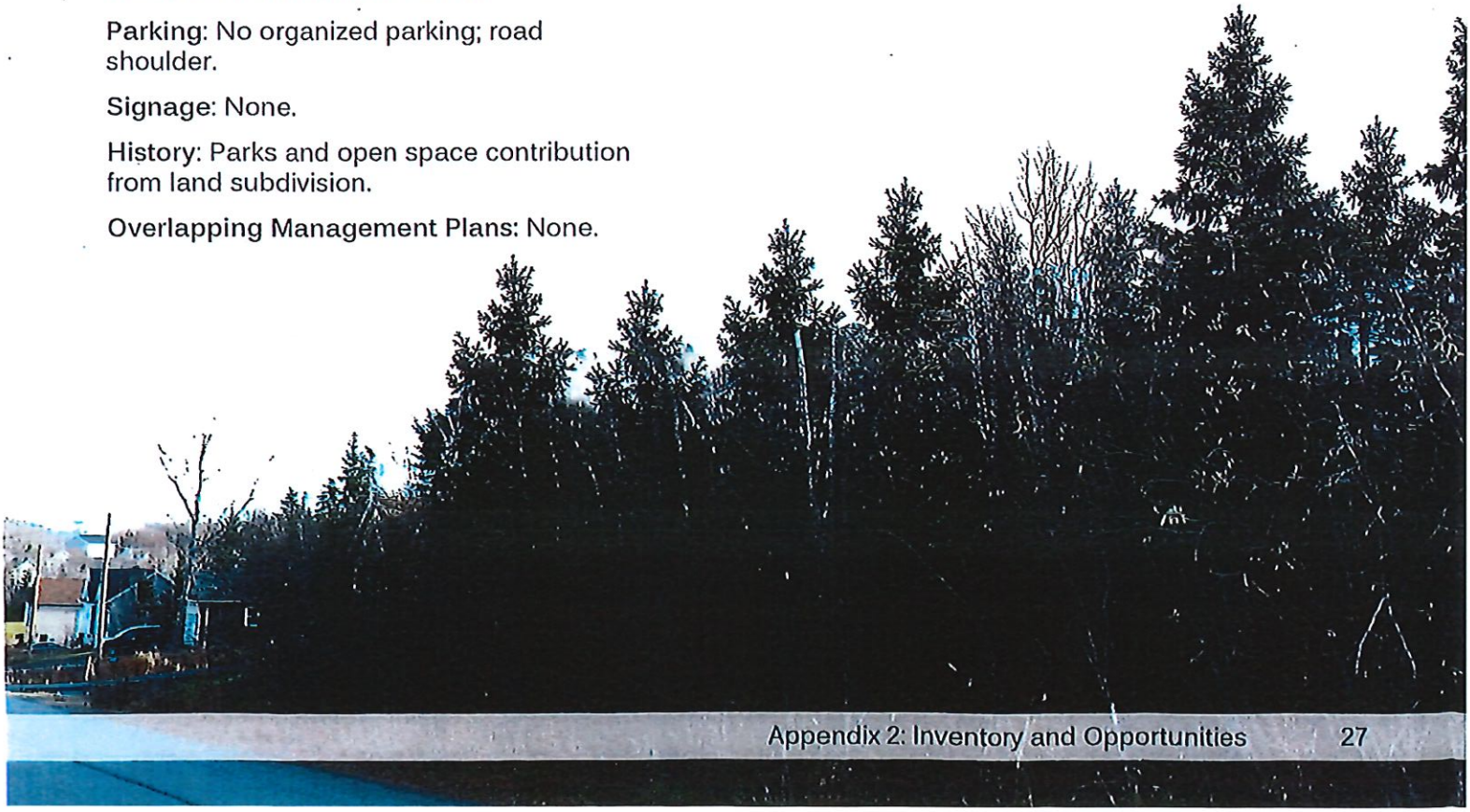
Overlapping Management Plans: None.

Observations

- No obvious signs of access of use by residents.

Opportunities

- Given the number of parks and open space parcels in the neighbourhood, it is recommended that there is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

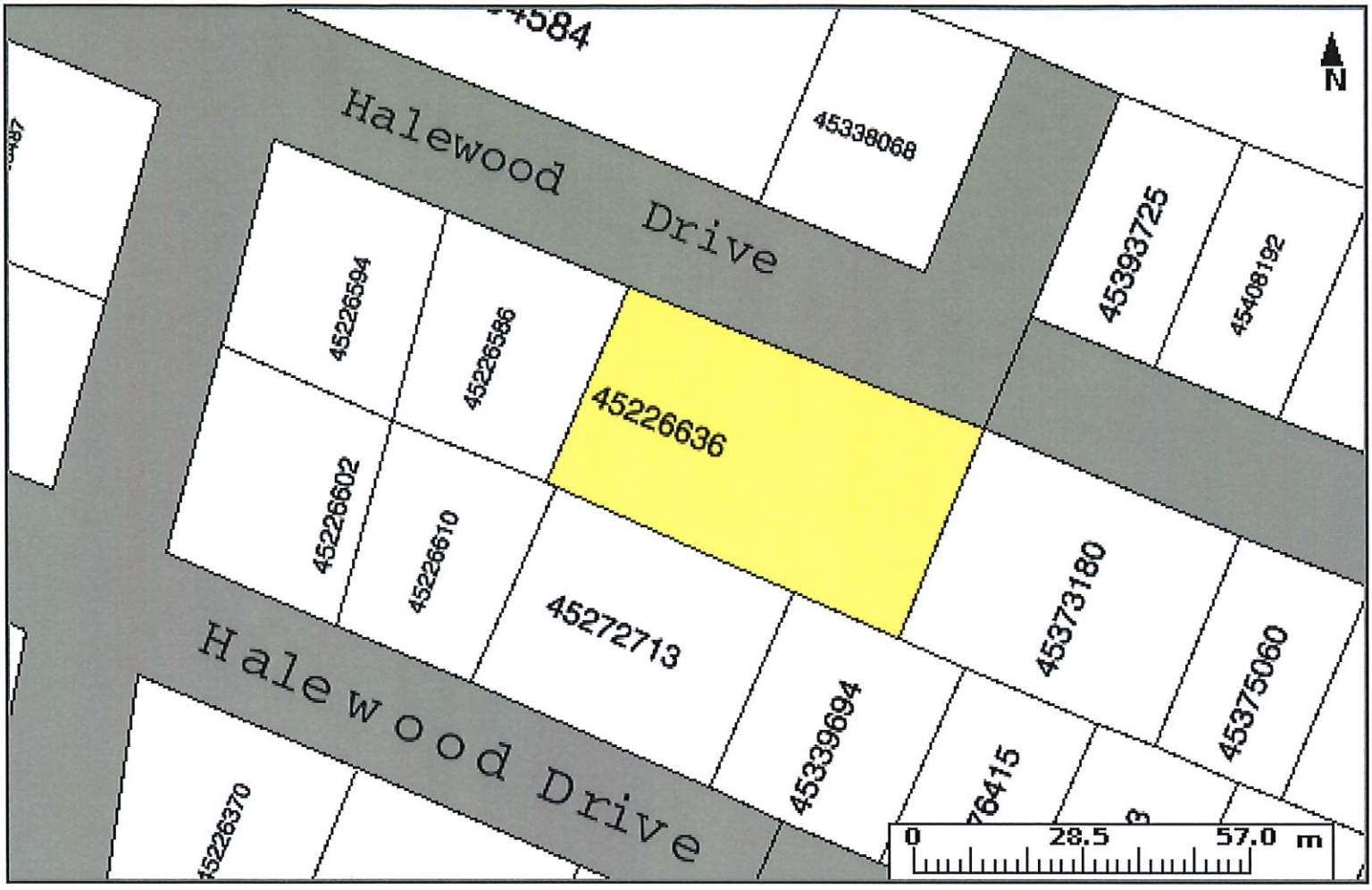


PROPERTY Online

NOVA SCOTIA
Service Nova Scotia and Municipal Relations

roperty Online Map

Date: **Sep 9, 2021 10:51:39 A**



:D:	45226636	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	AAN:	07850212
ounty:	HANTS COUNTY	Address:	HALEWOOD DRIVE FALMOUTH	Value:	$30,100 (2021 COMMERCIAL EXEMPT)
R Status:	NOT LAND REGISTRATION				

ıe Provincial mapping is a graphical representation of property boundaries which approximate e size, configuration and location of parcels. Care has been taken to ensure the best possible ıality, however, this map is not a land survey and is not intended to be used for legal escriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as the location, boundaries or extent of a parcel [*Land Registration Act* subsection 21(2)]. THIS I. OT AN OFFICIAL RECORD.

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11

Falmouth Dyke Road Parcel

Overview

PID: 45196268

Coordinates: 44.98617, -64.1796

Date visited: November 26, 2015.

Address: Parcel E Falmouth Dyke Road, Falmouth.

Classification: Underused.

Size: 0.46 acres (0.19 ha).

Land cover: Small parcel with 100% tree cover.

Topography: Land sloping to the South West.

Maintained by: Municipality.

Use: None.

Access: None.

Parking: None.

Signage: None.

History: This land parcel was deeded to the Municipality in 1978 through the parks and open space contribution from land subdivision by the Greenwood Estates Ltd.

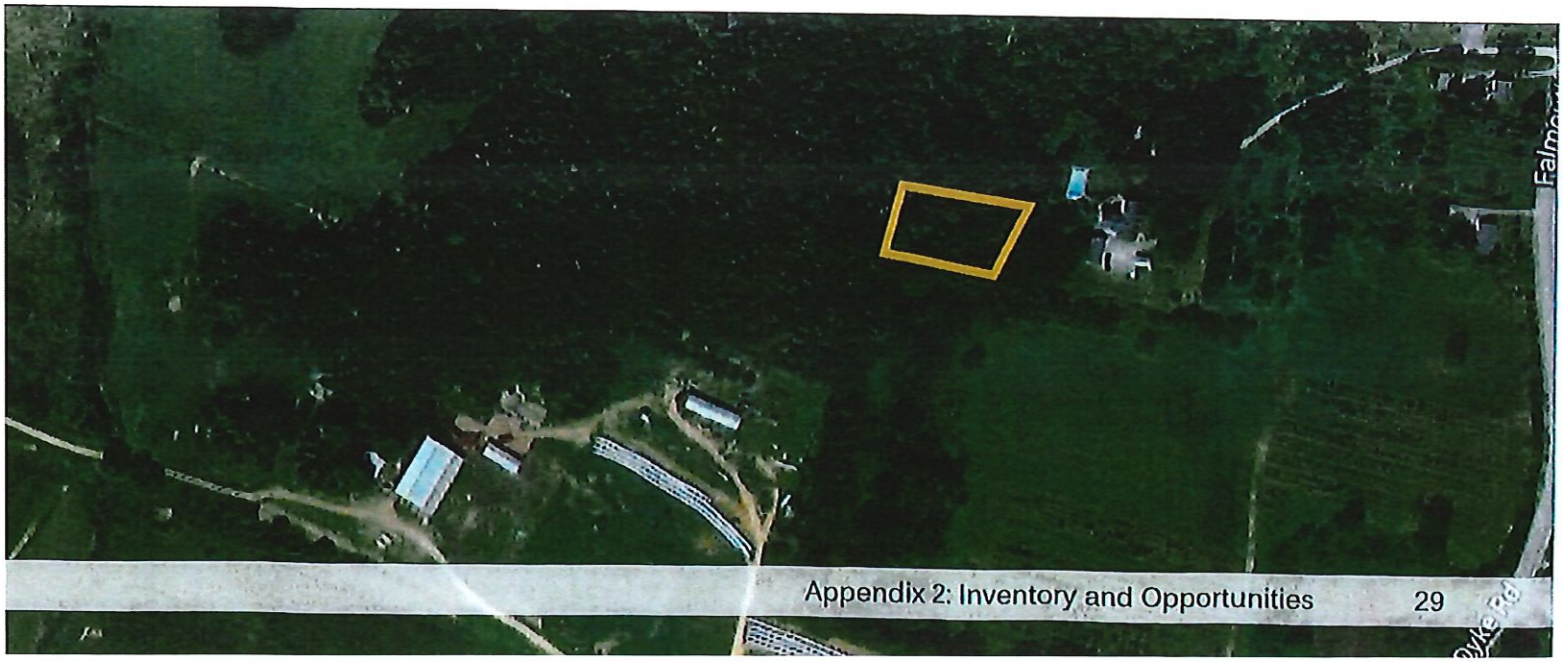
Overlapping Management Plans: None.

Observations

- No access through public right-of-way.

Opportunities

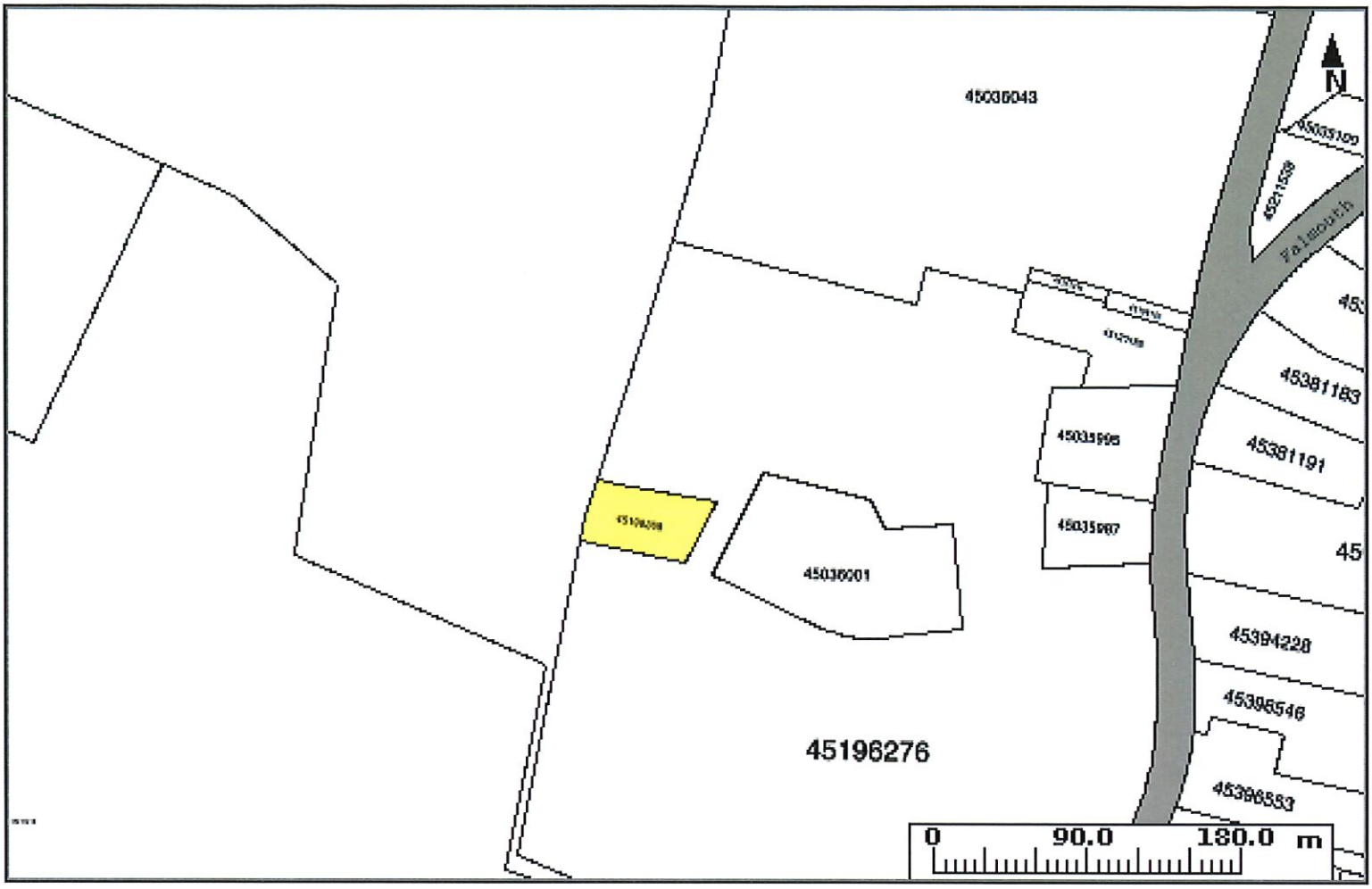
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Property Online Map

Date: **Sep 9, 2021 10:53:36 AI**



ID: 45196268
County: HANTS COUNTY
PR Status: NOT LAND REGISTRATION

Owner: MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Address: FALMOUTH DYKE ROAD
FALMOUTH

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13

Falmouth Back Road

Overview

PIDs: 45062676

Coordinates: 44.992355, -64.188832

Date visited: November 26, 2015.

Address: Lot P-1 Falmouth Back Road, Falmouth.

Classification: Unused.

Size: 1.86 acres (0.75 ha).

Land cover: The western-half of the parcel is forested with white pine and paper birch. The eastern-half of the parcel is occupied by a flood plain, vegetated with grass species and perennials.

Topography: Parcel slopes more than 5m (16.4 feet) to the north and east towards a brook below.

Maintained by: Municipality.

Use: None (other than electrical towers).

Access: No formal access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

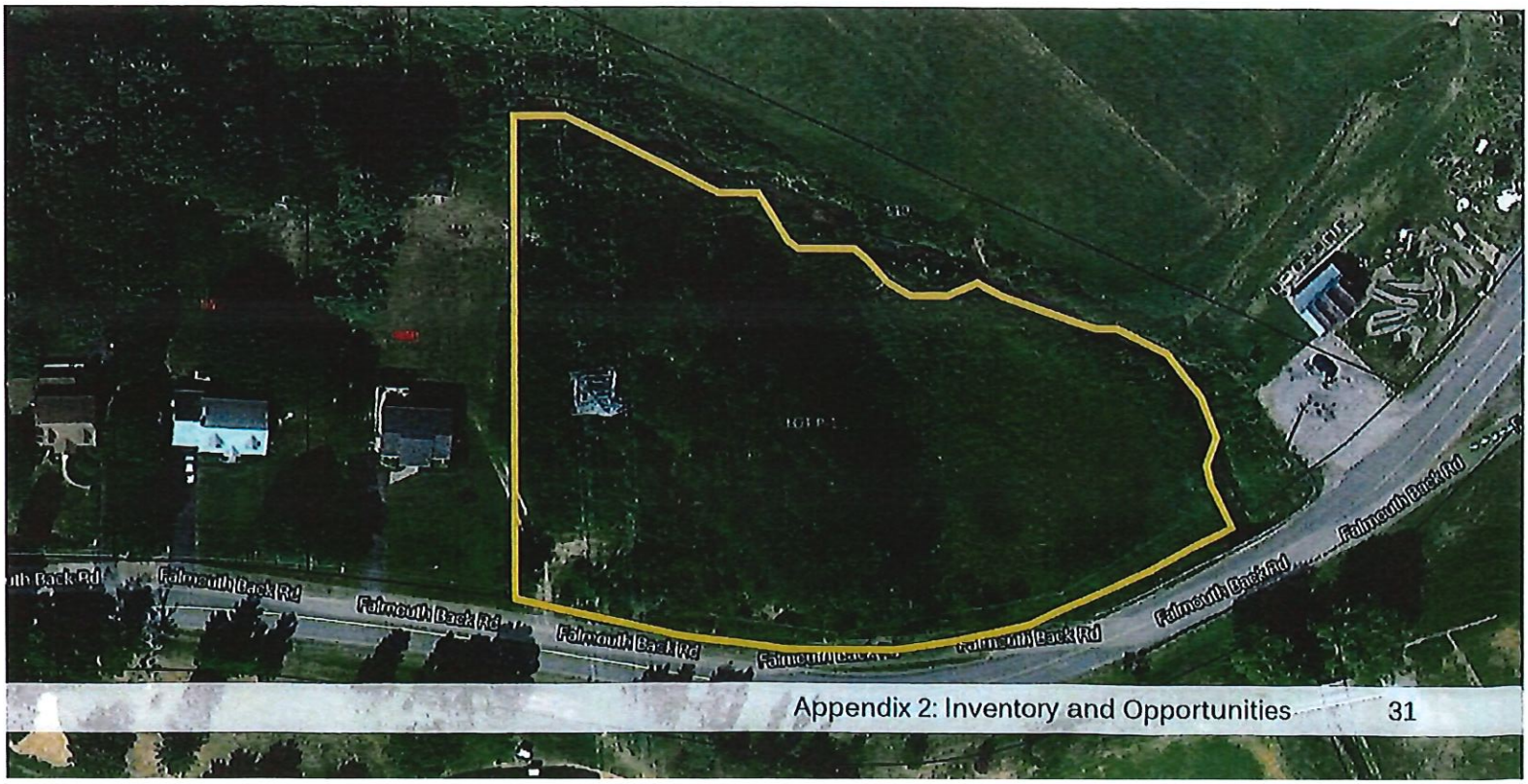
Overlapping Management Plans: None.

Observations

- Parcel intersected by power transmission corridor and houses a transmission tower.
- Neighbouring property uses municipal parcel for personal property access and parking.
- The slope of the parcel and presence of a floodplain limits the site useability for parks and open space.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

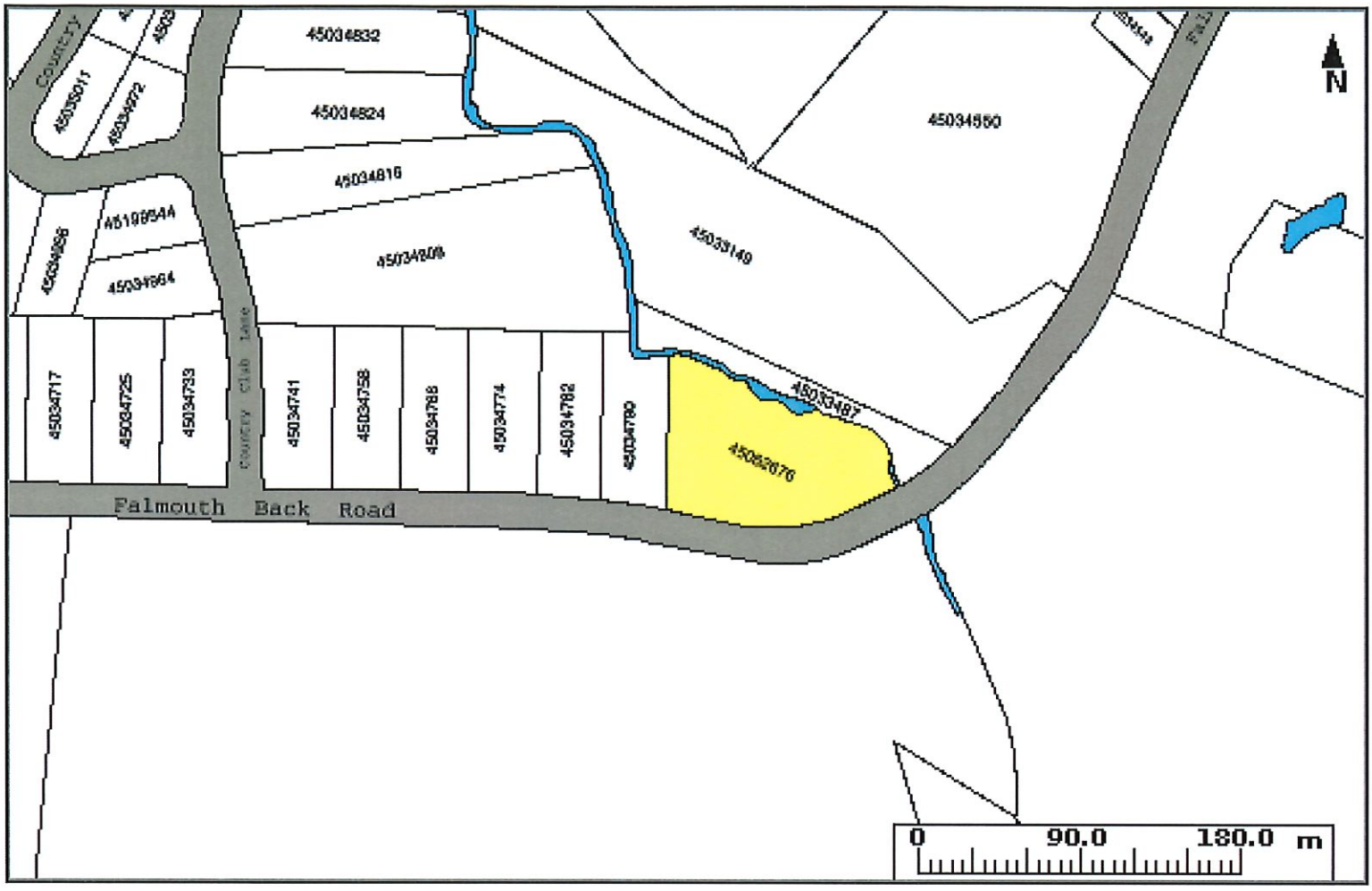


PROPERTY Online

NOVA SCOTIA
Service Nova Scotia and Municipal Relations

roperty Online Map

Date: **Sep 9, 2021 10:54:12 A**



11

MacLeod Court

Overview

PID: 45231586

Coordinates: 44.95837, -64.0828

Date visited: November 26, 2015.

Address: PARCEL P-1 MacLeod Court.

Classification: Underused.

Size: 0.18 acres (0.07 ha).

Land cover: Parcel covered with naturalized perennials and shrubs with some tree cover to the western boundary.

Topography: Slight slope to the north.

Maintained by: Municipality.

Use: None.

Access: No municipal access to the site.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

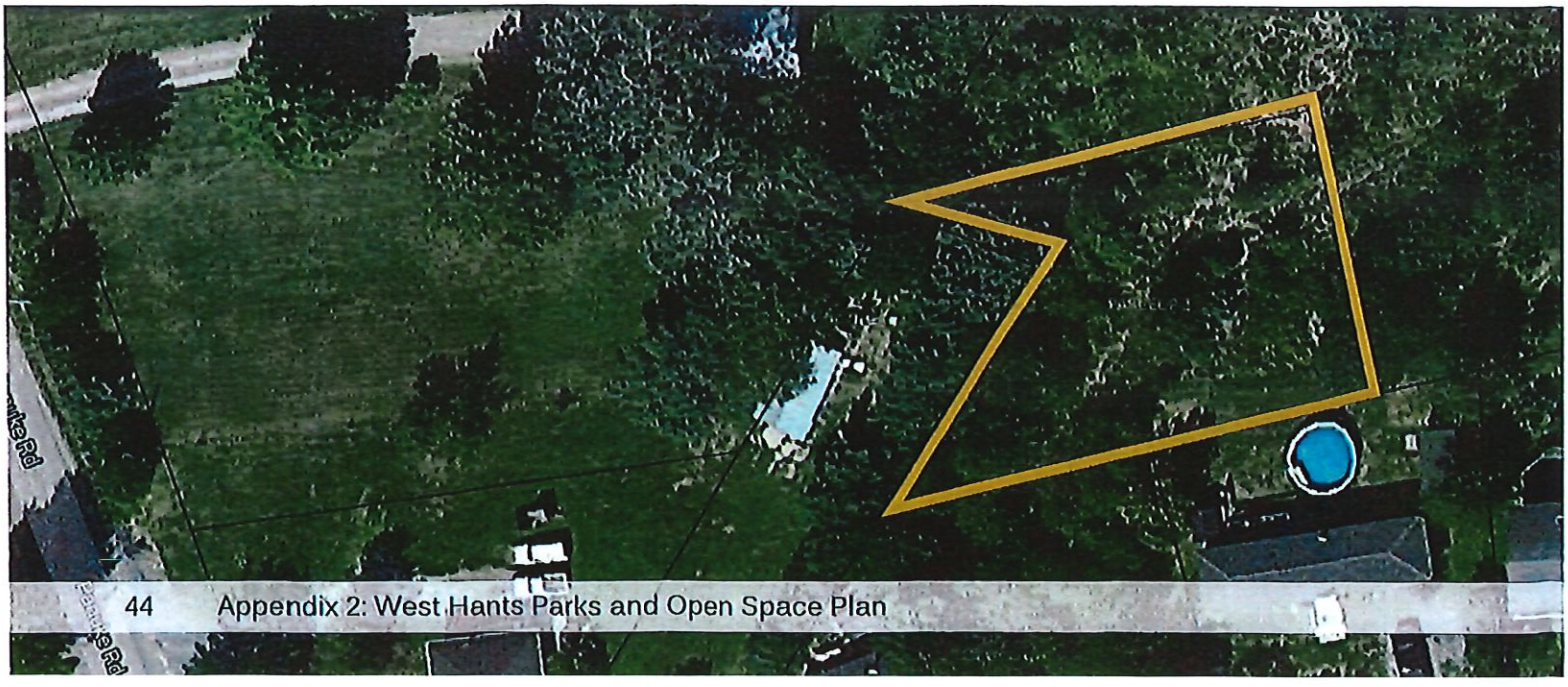
Overlapping Management Plans: None.

Observations

- No access from public right-of-way.

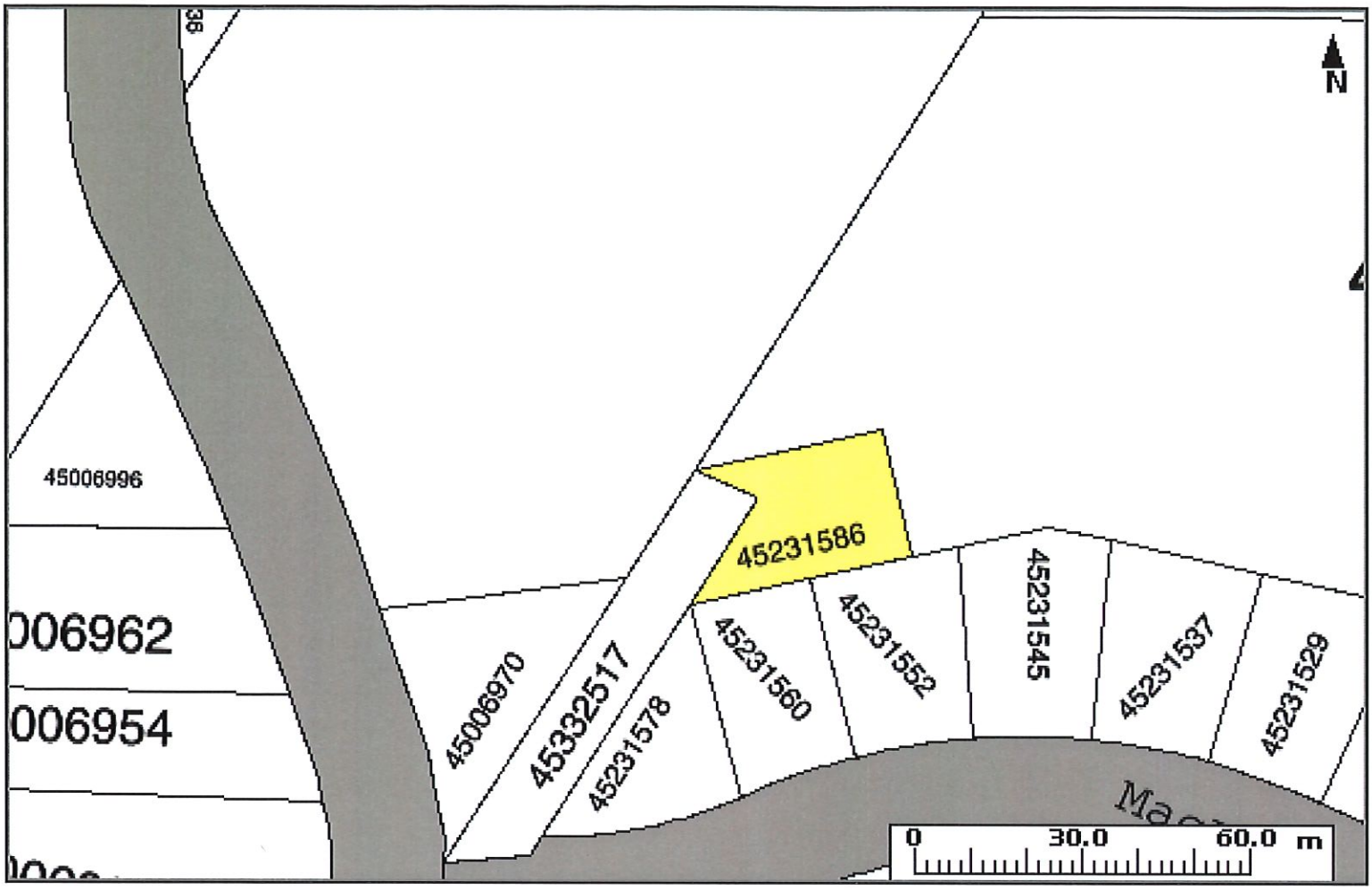
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 11:49:22 AM**



ID: 45231586
County: HANTS COUNTY
PR Status: NOT LAND REGISTRATION

Owner: MUNICIPALITY OF THE DISTRICT OF HANTS WEST
Address: MACLEOD COURT
THREE MILE PLAINS

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15

Robert Drive Parcel

Overview

PID: 45061181

Coordinates: 44.92348, -63.9047

Date visited: 26 November, 2015.

Address: 16 Robert Drive, Ardoise.

Classification: Underused.

Size: 1.20 acres (0.49 ha).

Land cover: Forested parcel with narrow access point from the road.

Topography: Parcel sloping down from road to the west.

Maintained by: Municipality.

Use: No programmed use; informal walking.

Access: From Robert Drive. No cleared access. Worn down foot path apparent.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Close to the border of Forest Lakes Community.
- Well traveled ATV paths running adjacent to parcel.
- Wet and muddy conditions in low points.
- Very dense understory growth.

Opportunities

- Work with developer at Forest Lakes Community to outline future parks and open space development in close proximity to Robert Drive parcel. This parcel could become a municipal access point to proposed open space and trails. If road access to Forest Lakes is created at the foot of Robert Drive, there would be little potential to develop as amenity space. At that time, this parcel should be considered for divestment.

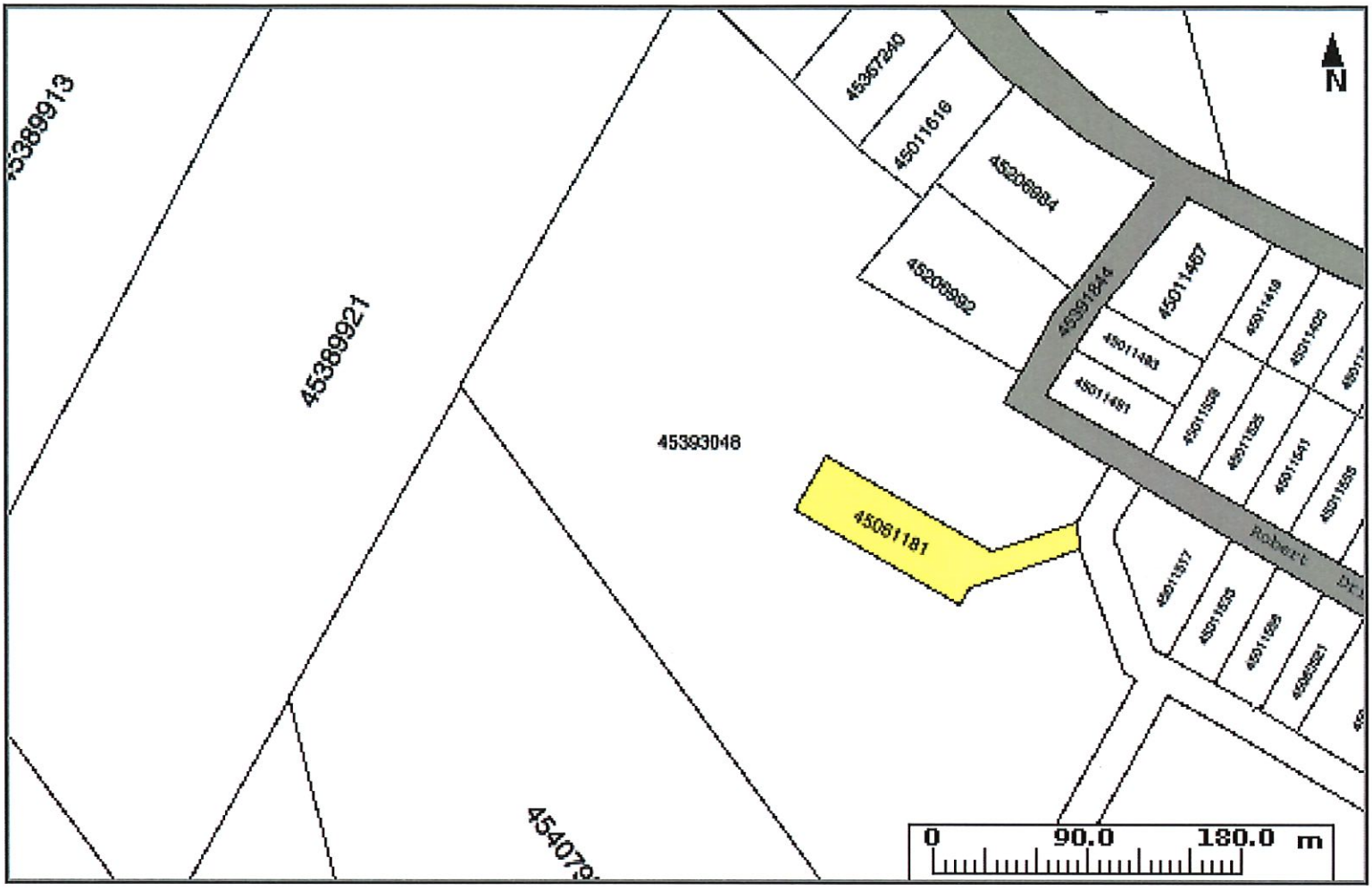


PROPERTY Online

NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Property Online Map

Date: **Sep 9, 2021 10:55:32 AM**



ID: 45061181
County: HANTS COUNTY
PR Status: NOT LAND REGISTRATION

Owner: MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Address: ROBERT DRIVE
ARDOISE

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16

Swinamer Drive

Overview

PID: 45289790

Coordinates: 44.966915, -64.105733

Date visited: November 26, 2015.

Address: Lot 12 Swinamer Drive, Three Mile Plains.

Classification: Unused.

Size: 0.37 acres (0.15 ha).

Land cover: Naturalized property with small shrubs and perennial species present. Presence of water tolerant perennial species indicate standing water in the low-point of the parcel.

Topography: Relatively flat parcel with a low point in the centre of the parcel.

Maintained by: Municipality.

Use: None.

Access: No formal access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Public land that feels private with arrangement of surrounding houses.
- Narrow street frontage.
- Standing water on-site.

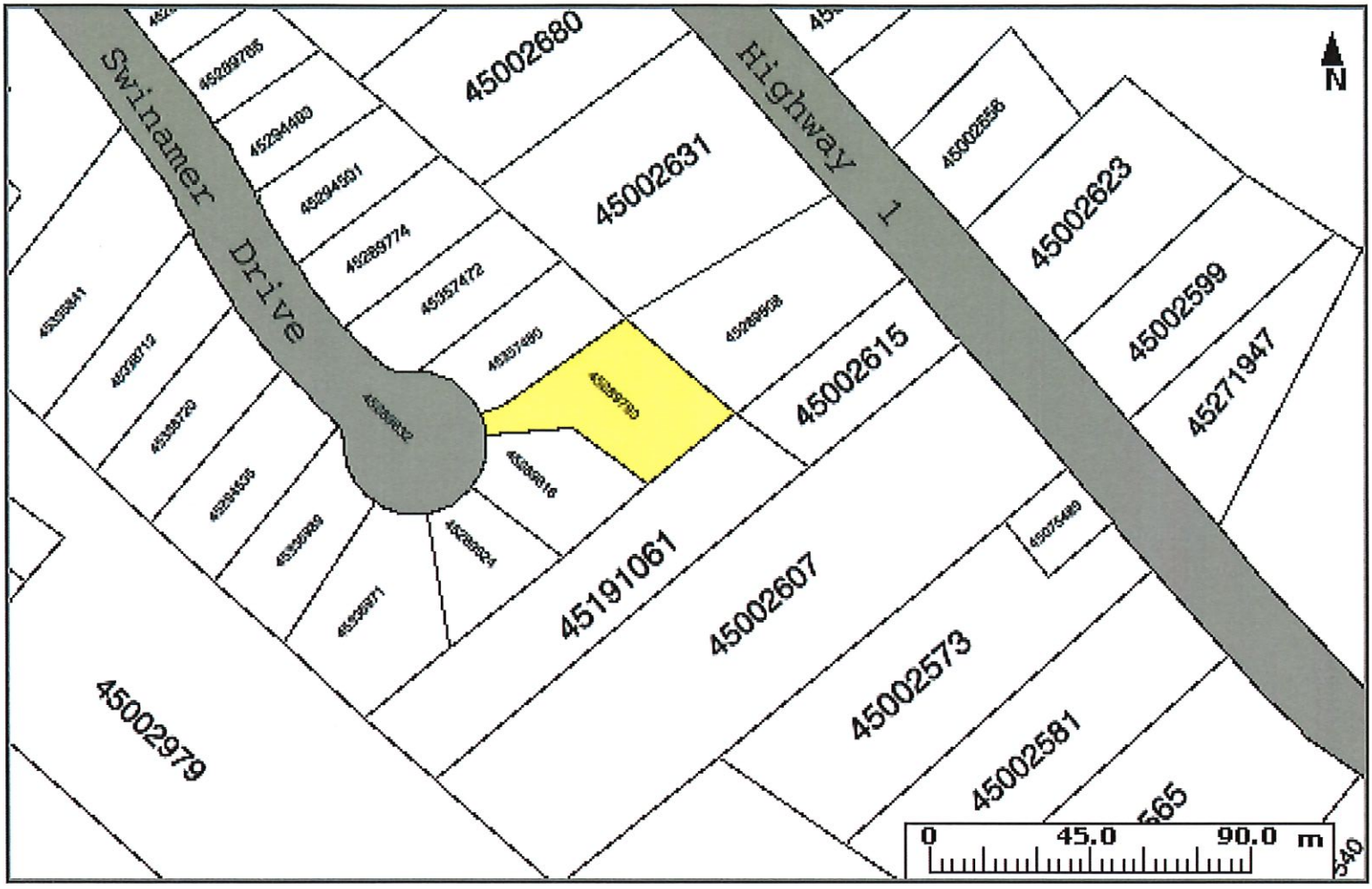
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 10:56:12 AM**



ID:	45289790	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	AAN:	07913613
County:	HANTS COUNTY	Address:	SWINAMER DRIVE THREE MILE PLAINS	Value:	$36,000 (2021 RESIDENTIAL EXEMPT)
R Status:	NOT LAND REGISTRATION				

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10

Cove Road Extension

Overview

PID: 45063146

Coordinates: 45.1897, -64.1578

Date visited: November 16, 2015.

Address: PARCEL P-1andP-2 Cove Road Extension, Bramber.

Classification: Underused.

Size: 0.73 acres (0.29 ha).

Land cover: Forested parcel with turf maintained at road shoulder and along northeast corner of parcel.

Topography: Fairly flat parcel with western edge sloping to the west.

Maintained by: Municipality.

Use: None.

Access: Park access from Cove Road Extension.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- No obvious signs of park use.
- Road terminates at western property boundary.
- Close proximity to public beach access.

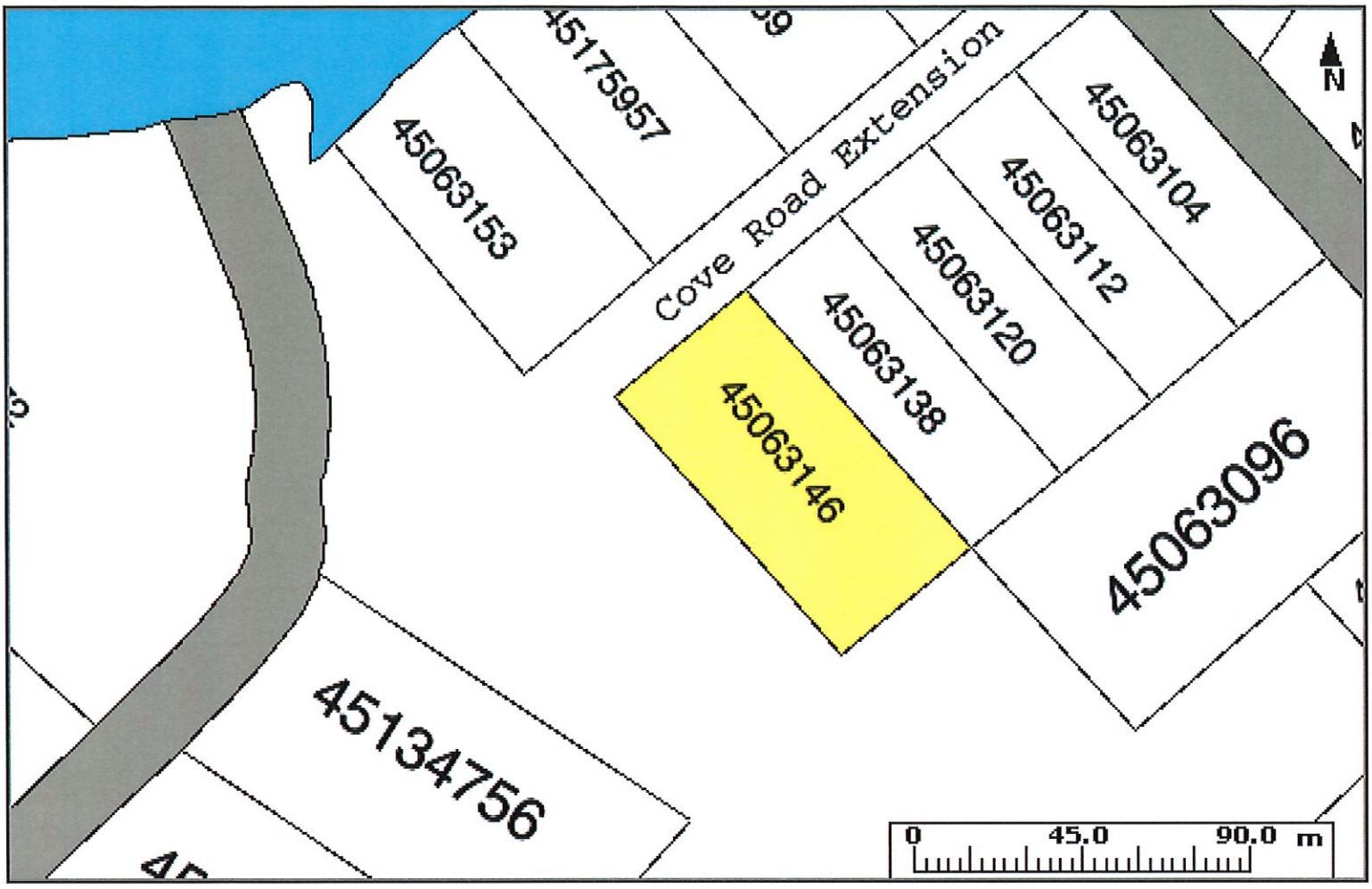
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 10:56:52 AM**



ID:	45063146	Owner:	MUNICIPALITY OF THE DISTRICT OF WEST HANTS
County:	HANTS COUNTY	Address:	COVE ROAD EXTENSION BRAMBER
PR Status:	NOT LAND REGISTRATION		

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11

Birchwood Trail

Overview

PID: 45182912

Coordinates: 45.14649, -64.1644

Date visited: November 16, 2015.

Address: Birchwood Trail, Cheverie.

Classification: Underused.

Size: 6.34 acres (2.57 ha).

Land cover: Forested parcel fronting on two roads with a drainage ditch.

Topography: Parcel sloping north from road shoulder. Small pond of standing water in northeast boundary line of parcel.

Maintained by: Municipality.

Use: None.

Access: From Birchwood Trail and Bayswater Drive.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Very poor road conditions leading to parcel (i.e., grading, washouts).
- Low population density in subdivision.
- Parcel a densely forested property with no obvious signs of use or access.
- Standing water observed on site.

Opportunities

- With large wooded residential parcels adjacent to Municipal parcel, it is unlikely that the development of public park would be well-used.
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

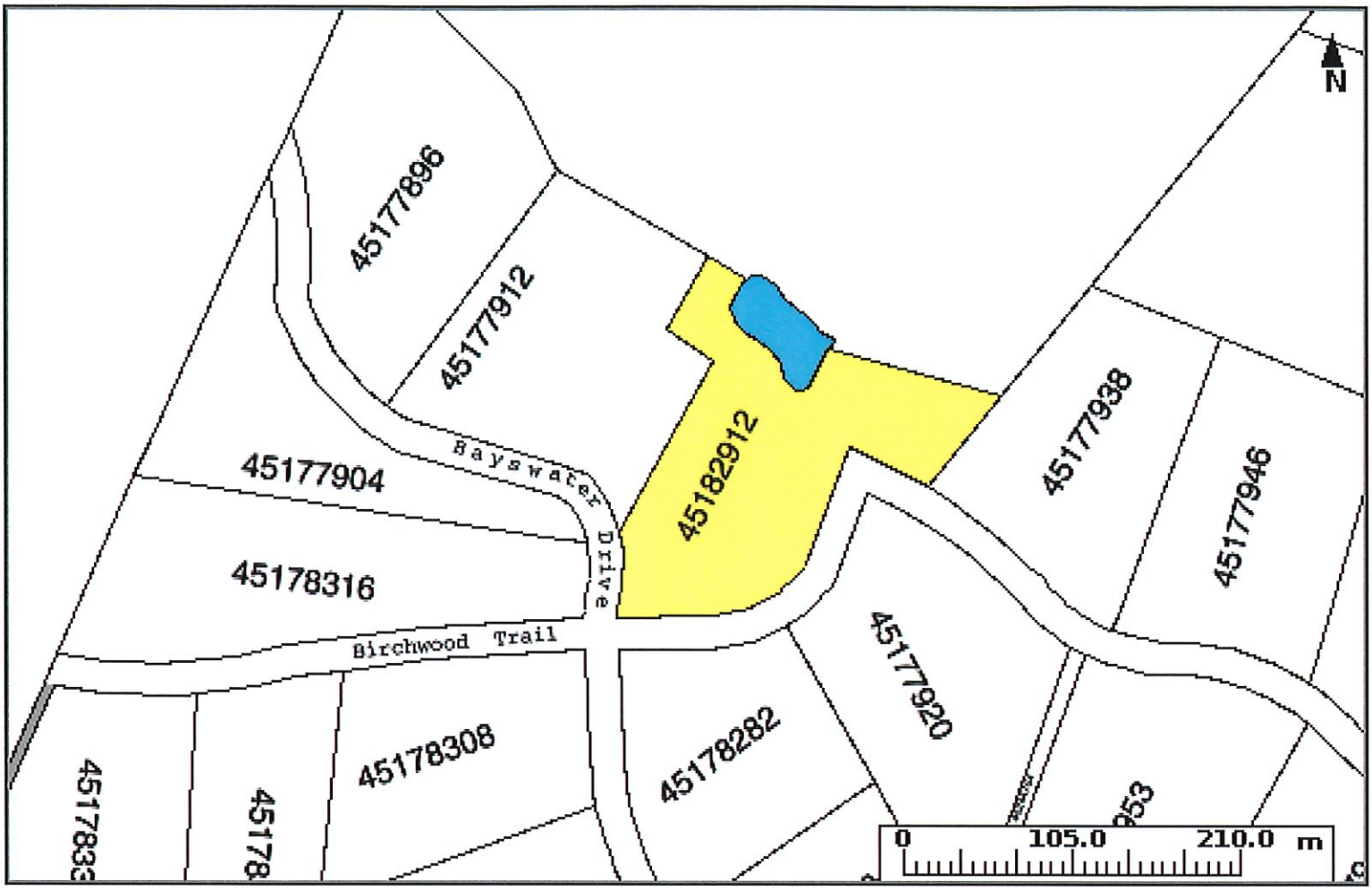


PROPERTY Online

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Service Nova Scotia and Municipal Relations

roperty Online Map

Date: **Sep 9, 2021 10:57:48 A**



:D:	45182912	Owner:	MUNICIPALITY OF THE DISTRICT OF WEST HANTS	AAN:	03405575
ounty:	HANTS COUNTY	Address:	BIRCHWOOD TRAIL CHEVERIE	Value:	$3,800 (2021 RESOURCE EXEMPT)
R Status:	NOT LAND REGISTRATION				

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12

Saubren Lane

Overview

PID: 45225018

Coordinates: 45.14967, -64.1883

Date visited: November 16, 2015.

Address: Saubren Lane, Cheverie.

Classification: Underused.

Size: 1.74 acres (0.70 ha).

Land cover: Primarily forested parcel with a cleared approach from Saubren Lane.

Topography: Flat, dry, relatively cleared of trees, unmaintained.

Maintained by: Municipality.

Use: None.

Access: From Saubren Lane.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Front approach to parcel is regularly maintained by adjacent land owners.
- Signs of ATV use on the southern border of the parcel.
- Signs of previous land clearing and tree regrowth.

Opportunities

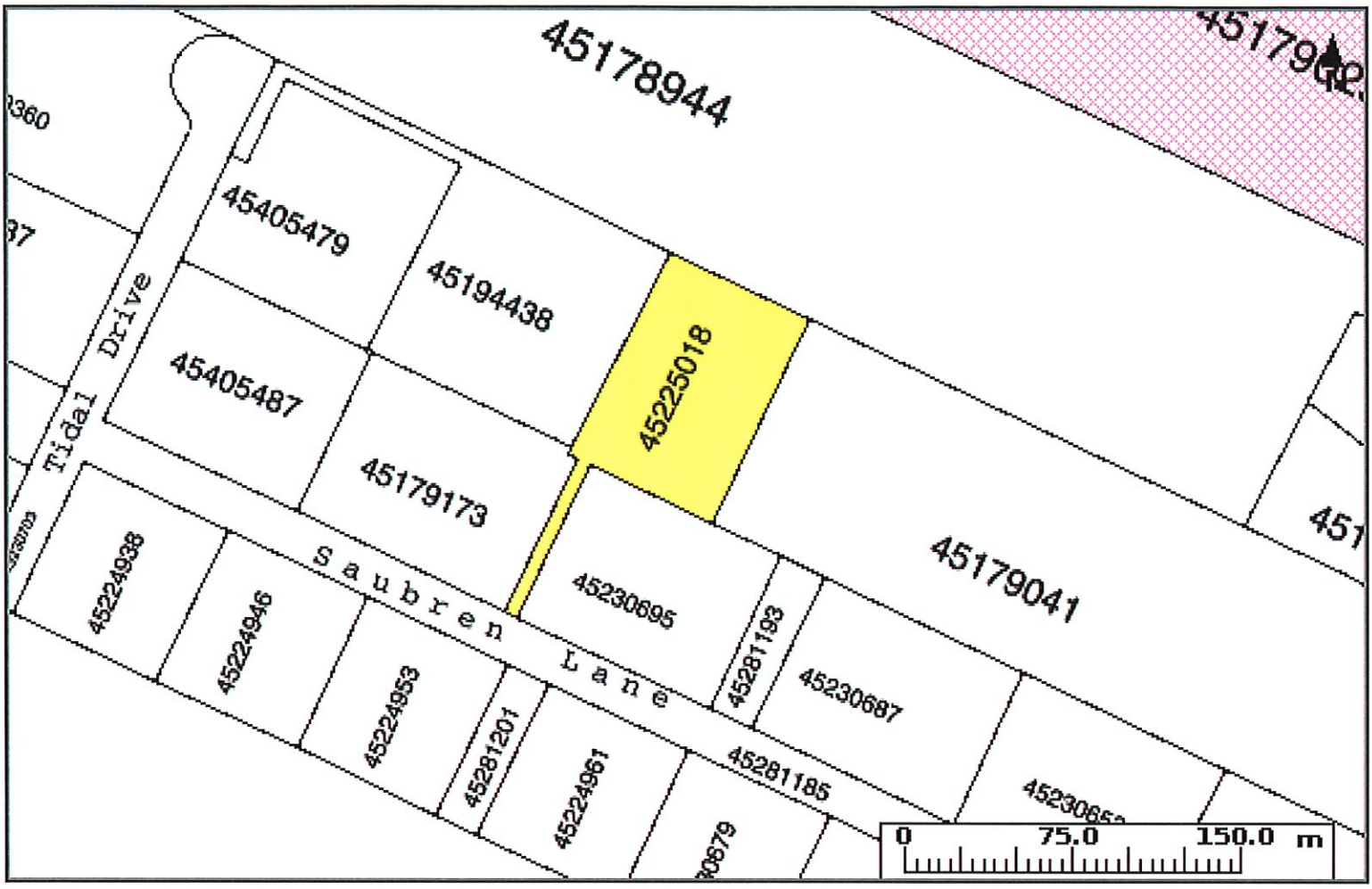
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Property Online Map

Date: **Sep 9, 2021 10:58:28 A**



:D:	45225018	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	AAN:	07848242
ounty:	HANTS COUNTY	Address:	SAUBREN LANE CHEVERIE	Value:	$10,000 (2021 RESIDENTIAL EXEMPT)
R Status:	NOT LAND REGISTRATION				

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13

Riverside Interior Parcel

Overview

PID: 45233517

Coordinates: 45.12471, -64.1319

Date Visited: N/A

Address: Kempt Forest Dr, Kempt Shore.

Classification: Underused.

Size: 16.3 acres (6.6 ha).

Land cover: Densely forested parcel.

Topography: unknown

Maintained by: Municipality.

Use: None.

Access: No access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

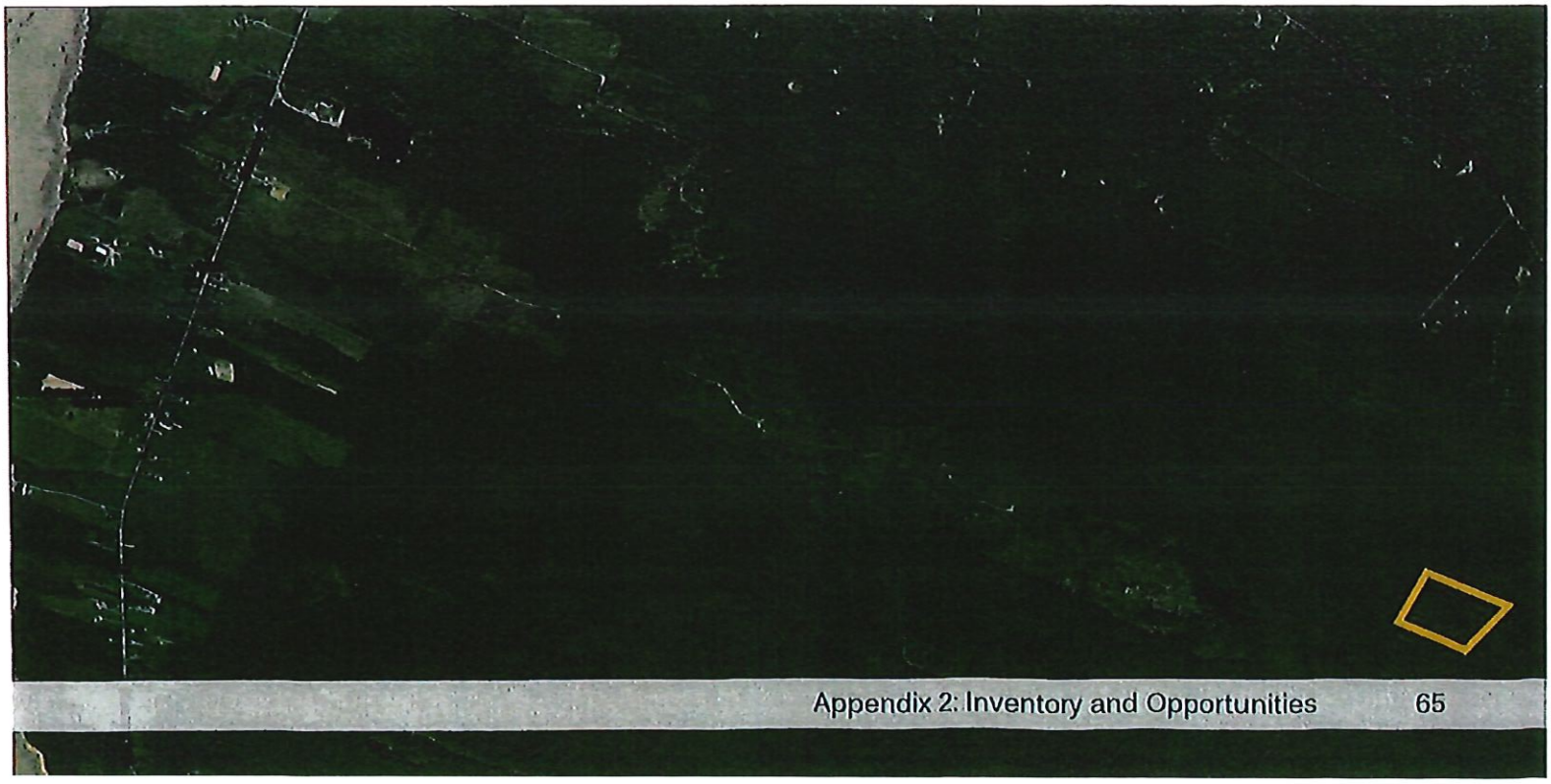
Overlapping Management Plans: None.

Observations

- Parcel is inaccessible.

Opportunities

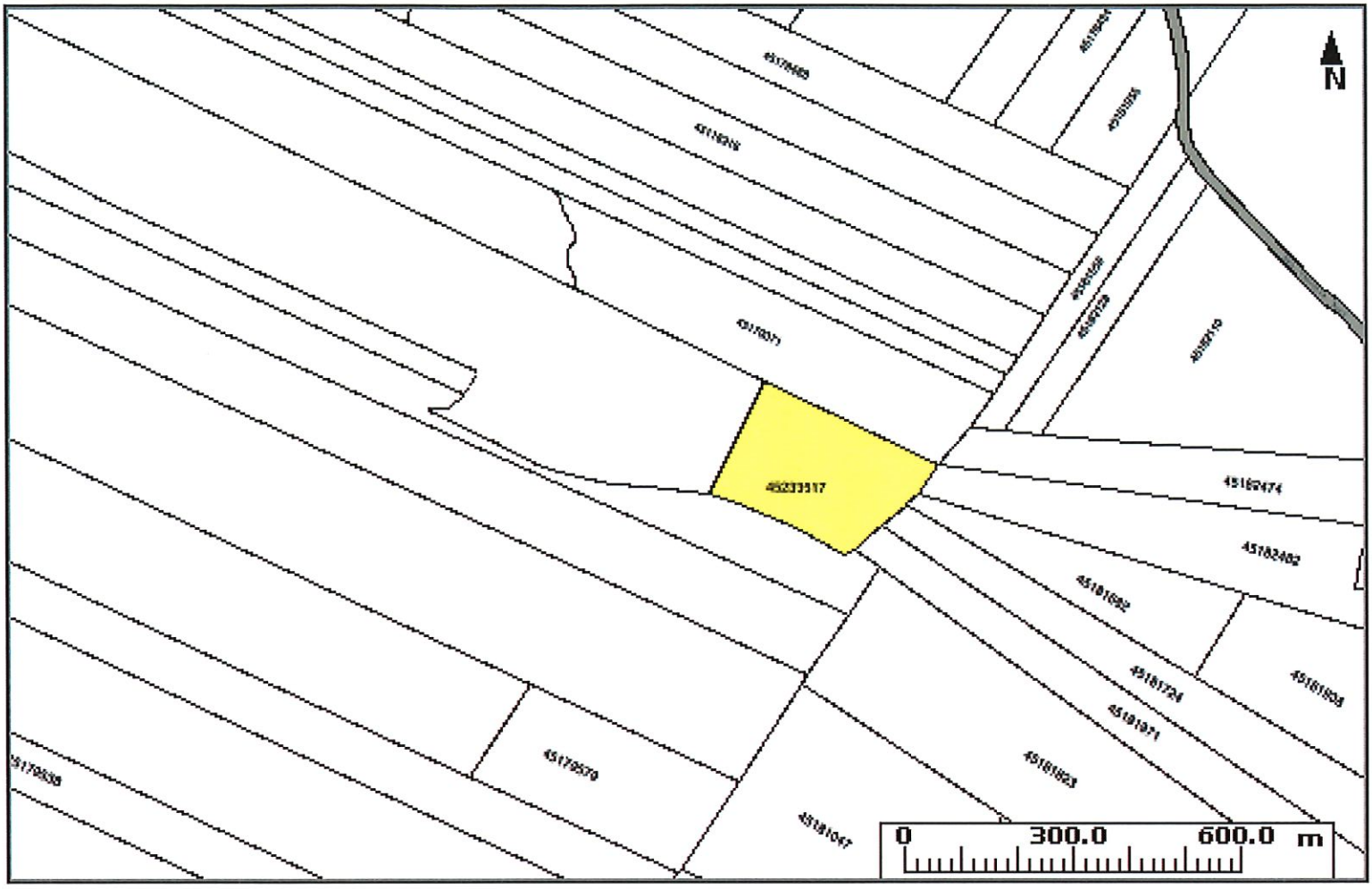
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

roperty Online Map

Date: **Sep 9, 2021 10:59:53 A**



:D:	45233517	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	AAN:	07857985
ounty:	HANTS COUNTY	Address:	KEMPT FOREST DRIVE KEMPT SHORE	Value:	$9,900 (2021 RESOURCE EXEMPT)
R Status:	NOT LAND REGISTRATION				

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14

Millard Court

Overview

PID: 45236601

Coordinates: 45.02995, -64.0171

Date visited: November 26, 2015.

Address: Lot 13 Millard Court, Union Corner.

Classification: Underused.

Size: 2.05 acres (0.83 ha).

Land cover: Forested parcel of spruce and birch with a shrubby and turf area near the road.

Topography: Land sloping to the north east.

Maintained by: Municipality.

Use: None.

Access: Parcel fronts onto Millard Court.

Parking: None; parking on the road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

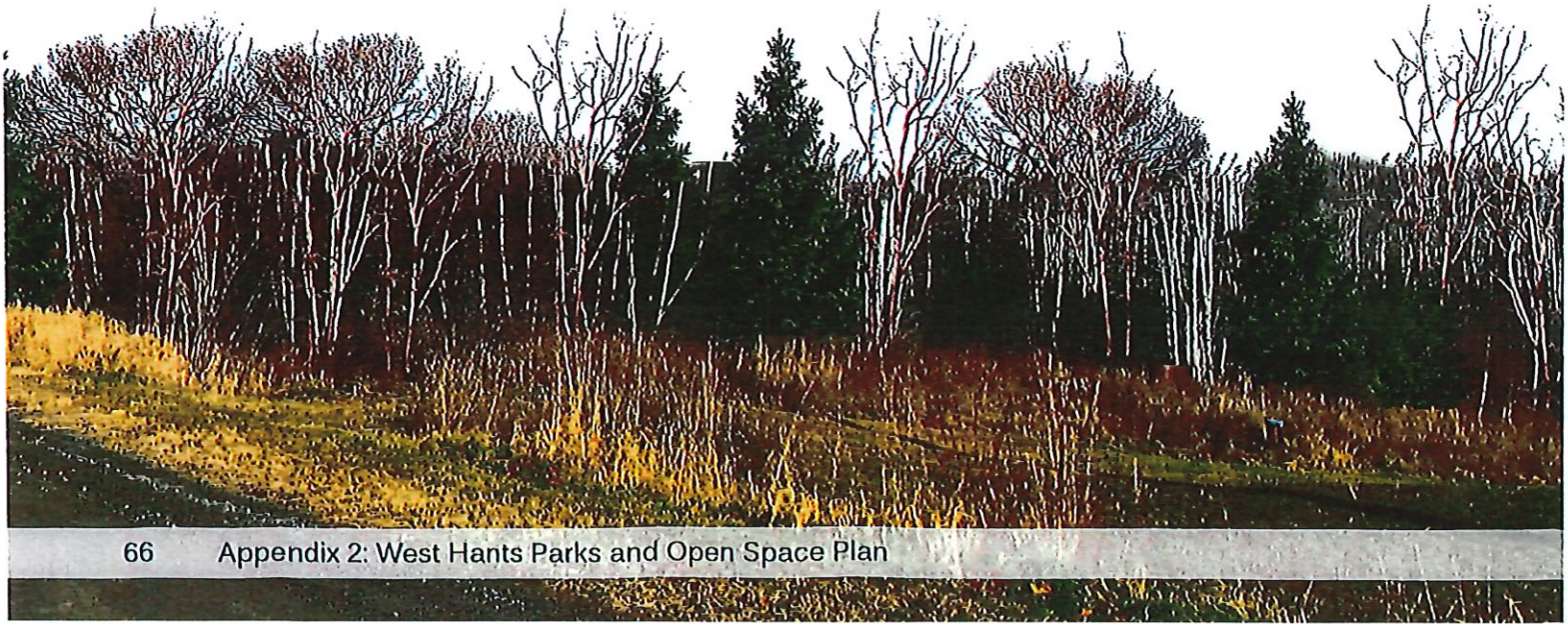
Overlapping Management Plans: None.

Observations

- Low population density surrounding parcel.
- Signs of an informal trail and ATV activity.
- Standing water at north east corner of parcel.
- Parcel surrounded by other forested parcels.

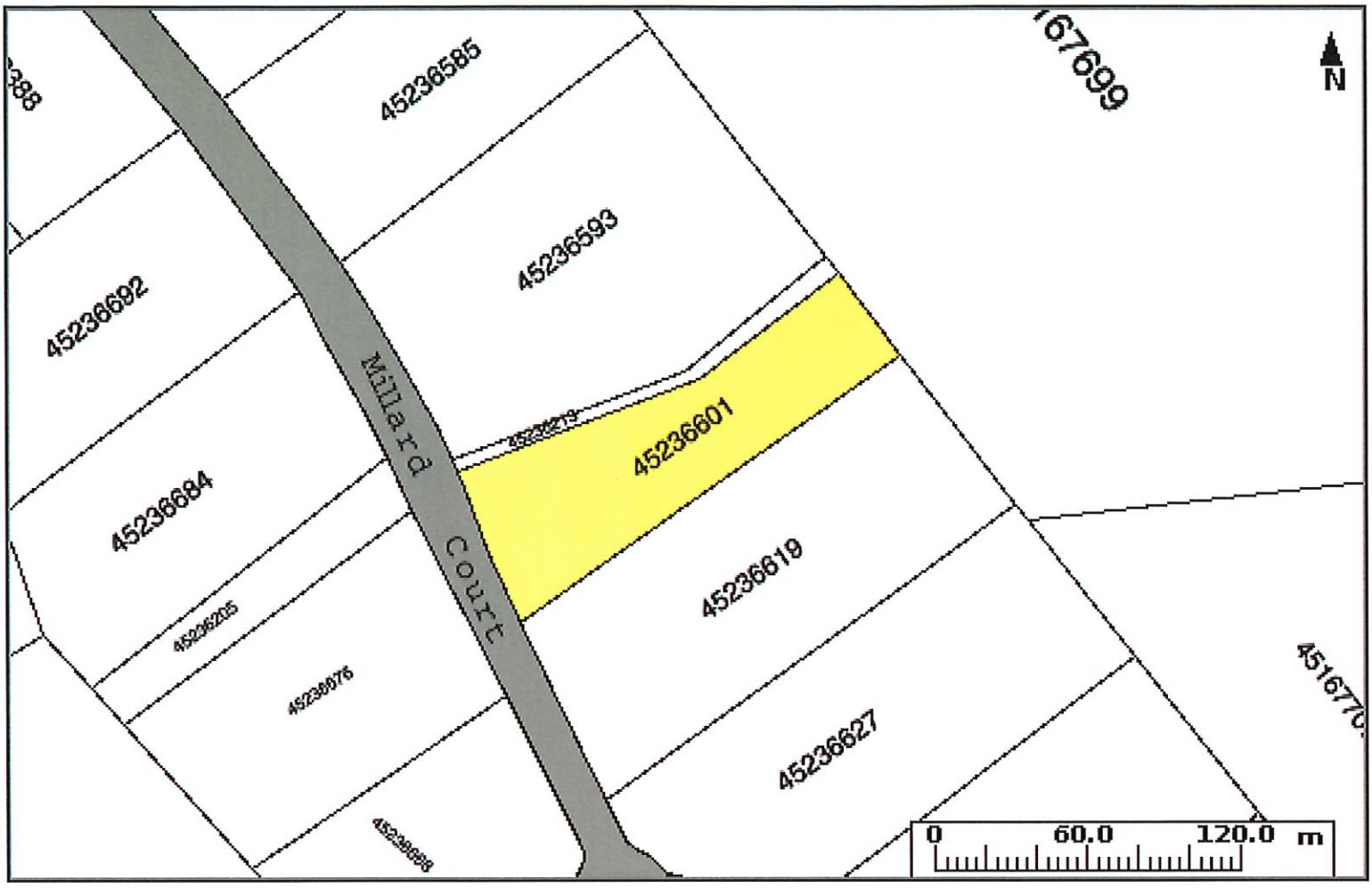
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 11:02:48 AM**



ID:	45236601	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST
County:	HANTS COUNTY	Address:	MILLARD COURT UNION CORNER
PR Status:	NOT LAND REGISTRATION		

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15

Riverview Drive

Overview

PID: 45215290

Coordinates: 45.00908, -64.0214

Date visited: November 26, 2015.

Address: Lot 22 Riverview Drive, Brooklyn.

Classification: Underused.

Size: 2.75 acres (1.11 ha).

Land cover: Forested parcel (e.g. red and white spruce, white pine, white birch).

Topography: Very steep slope to the north west towards the river (30m drop).

Maintained by: Municipality.

Use: None.

Access: From Riverview Drive; no cleared access point.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- No signs of human access.

Opportunities

- Little potential for water access or recreation use due to steep slope.
- Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 11:37:12 AM**



PID:	45215290	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST
County:	HANTS COUNTY	Address:	RIVERVIEW DRIVE BROOKLYN
PR Status:	NOT LAND REGISTRATION		

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7

Middle Lake North Road

Overview

PID: 45221868

Coordinates: 44.84118, -64.1925

Date visited: November 20, 2015.

Address: Parcel A Middle Lake North Road, Vaughan.

Classification: Underused.

Size: 5.35 acres (2.17 ha).

Land cover: Forested lot with marsh conditions and standing water.

Topography: Fairly flat parcel sloping towards Middle Lake.

Maintained by: Municipality.

Use: None.

Access: From Middle Lake North Road.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

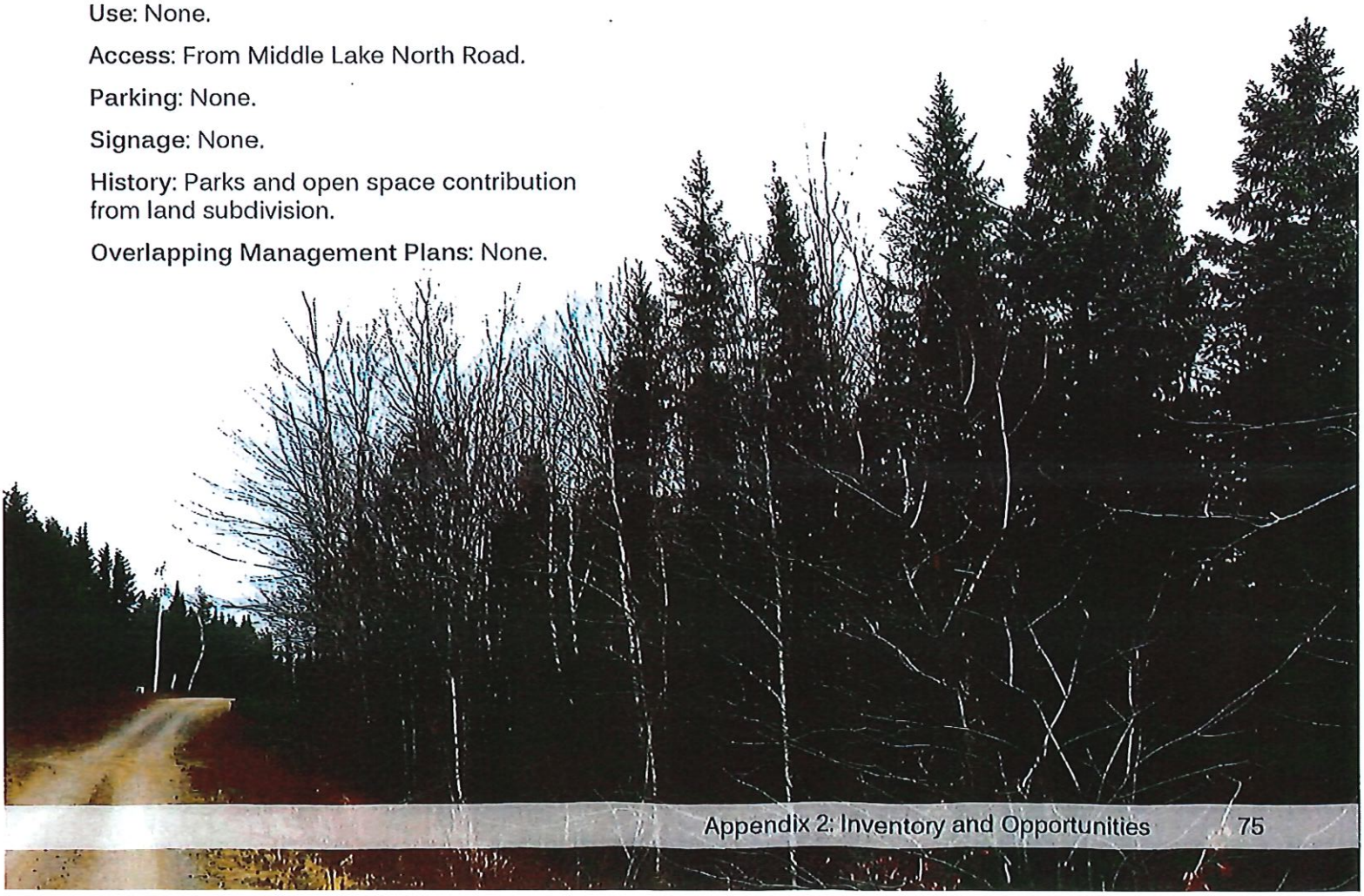
Overlapping Management Plans: None.

Observations

- Difficult walking conditions due to the presence of blowdown and dense understory growth.
- Property meets Middle Lake, but no formal access created.

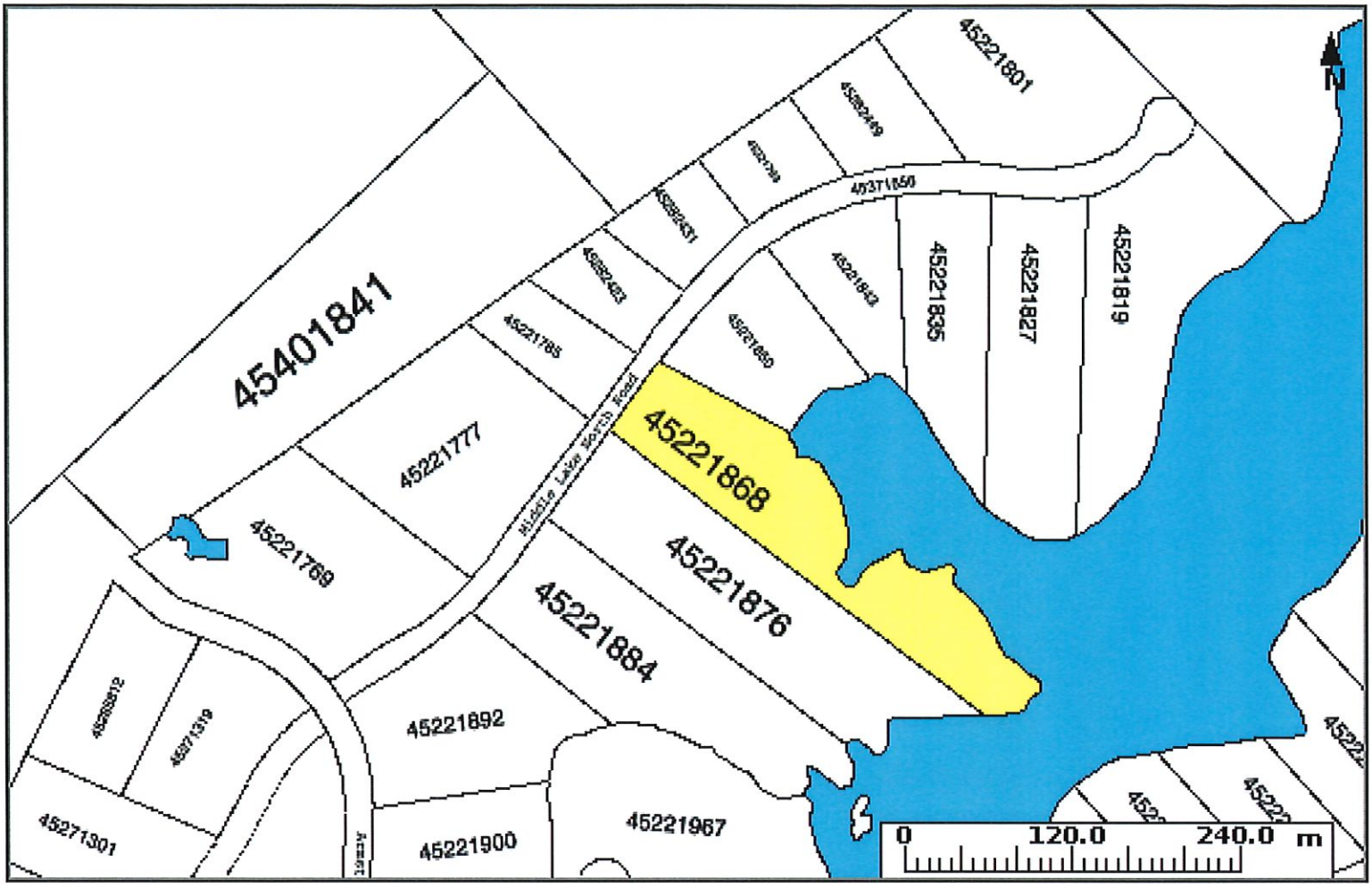
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby Municipally owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 11:38:00 AM**



ID:	45221868	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST
County:	HANTS COUNTY	Address:	MIDDLE LAKE NORTH ROAD VAUGHAN
LR Status:	NOT LAND REGISTRATION		

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8

Middle Lake South Road

Parcel C

Overview

PID: 45222049

Coordinates: 44.83537, -64.191

Date visited: November 20, 2015.

Address: Parcel C Middle Lake South Road, Vaughan.

Classification: Underused.

Size: 12.64 acres (5.12 ha).

Land cover: Spruce/birch forest with dense undergrowth at southern boundary and wetland on remainder of site. Rock outcrops evident.

Topography: This parcel is almost entirely wetland with little undulation in topography. Road position at a high point above the parcel.

Maintained by: Municipality.

Use: None.

Access: No formal access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Wetland conditions for most of property.
- Residential properties to the north of the parcel.

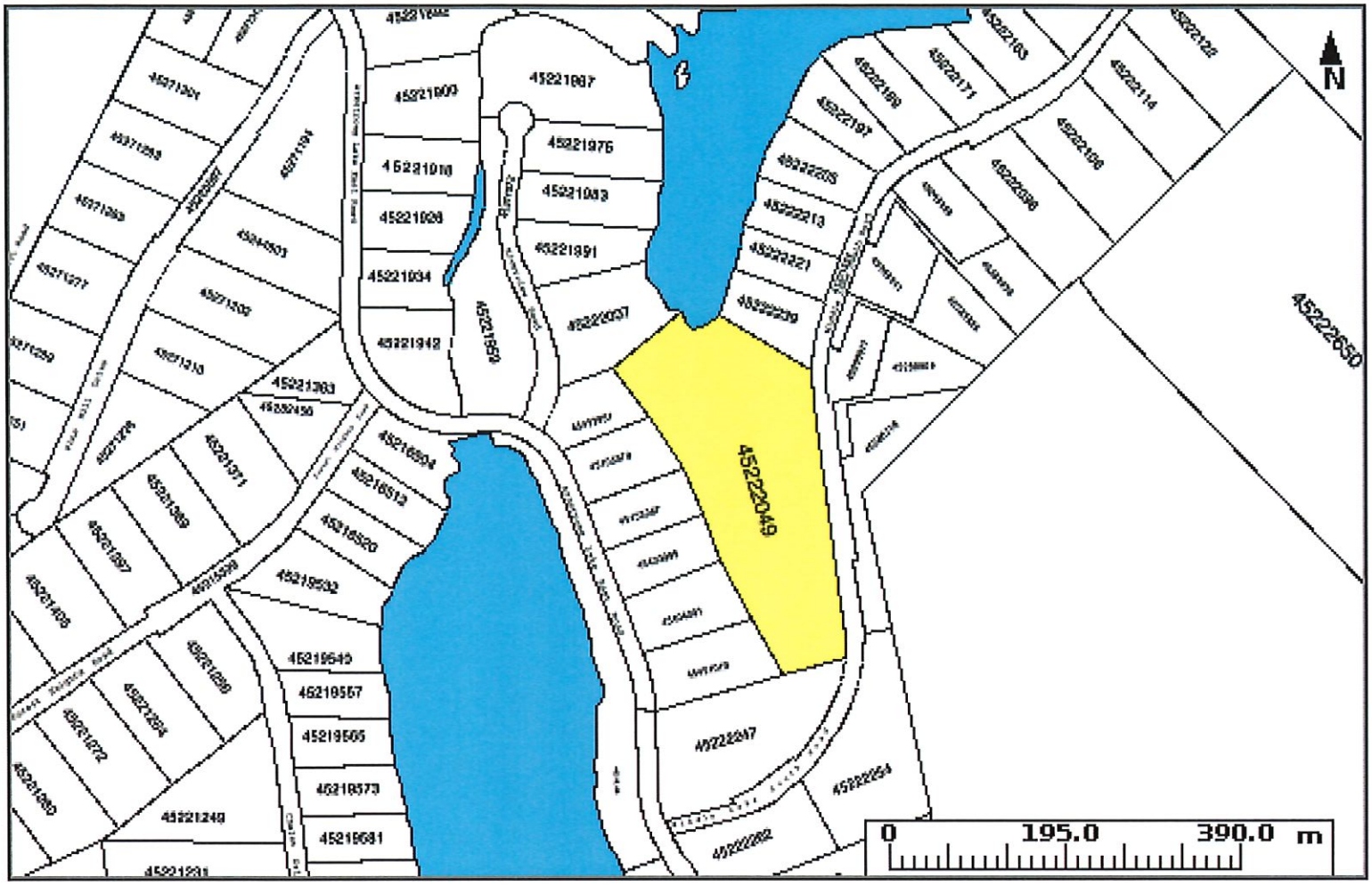
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



roperty Online Map

Date: **Sep 9, 2021 11:40:08 A**



:D:	45222049	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST
ounty:	HANTS COUNTY	Address:	MIDDLE LAKE SOUTH ROAD VAUGHAN
R Status:	NOT LAND REGISTRATION		

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9

Middle Lake South Road

Parcel D

Overview

PID: 45222254

Coordinates: 44.83266, -64.1893

Date visited: November 20, 2015.

Address: Parcel D Middle Lake South Road, Vaughan.

Classification: Underused.

Size: 3.86 acres (1.56 ha).

Land cover: Spruce/birch forest with dense undergrowth and standing water. A portion of this parcel is wetland.

Topography: The road shoulder is a high point with land dropping off and sloping to the east.

Maintained by: Municipality.

Use: None.

Access: None.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

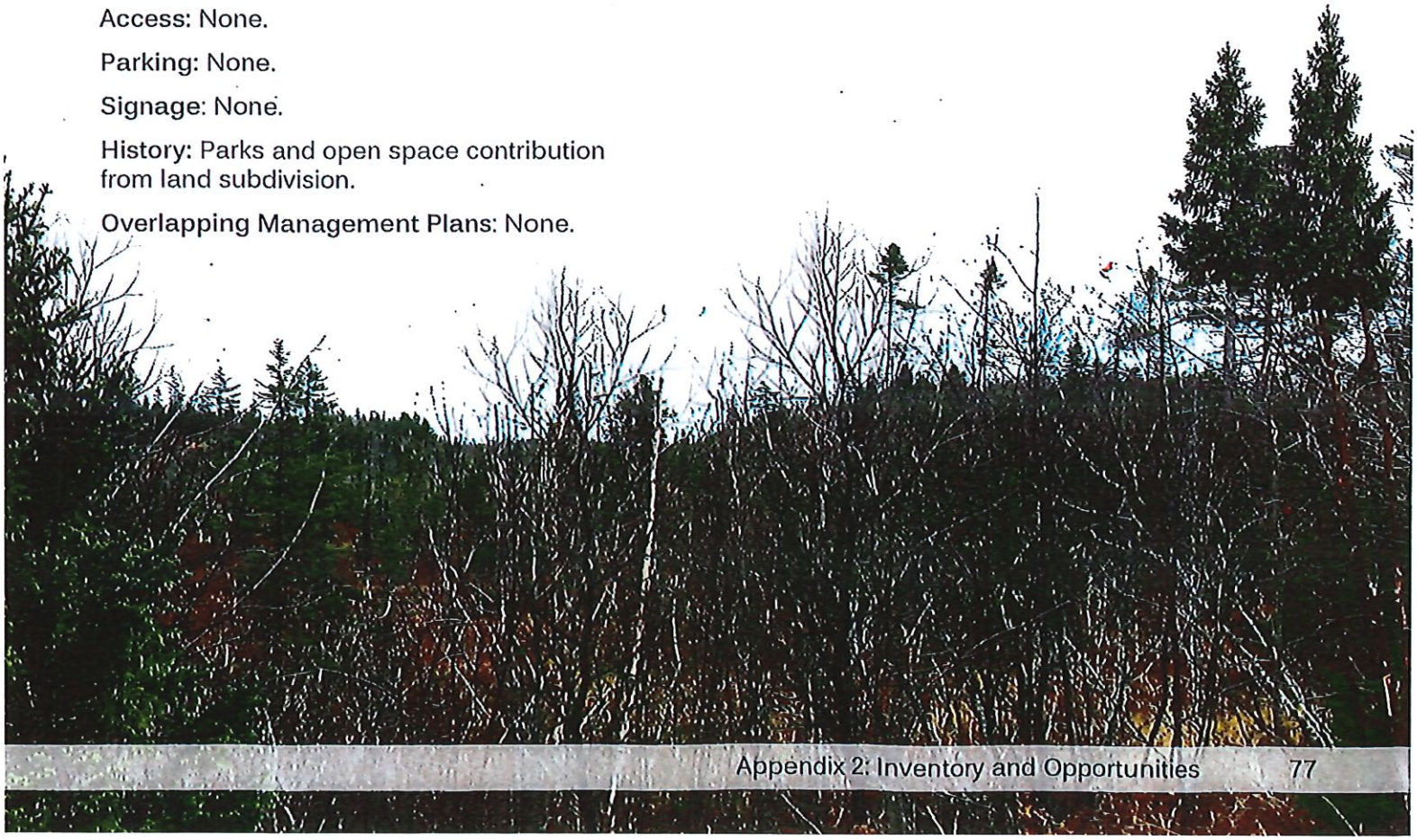
Overlapping Management Plans: None.

Observations

- Topography and poor drainage makes use of this site difficult.

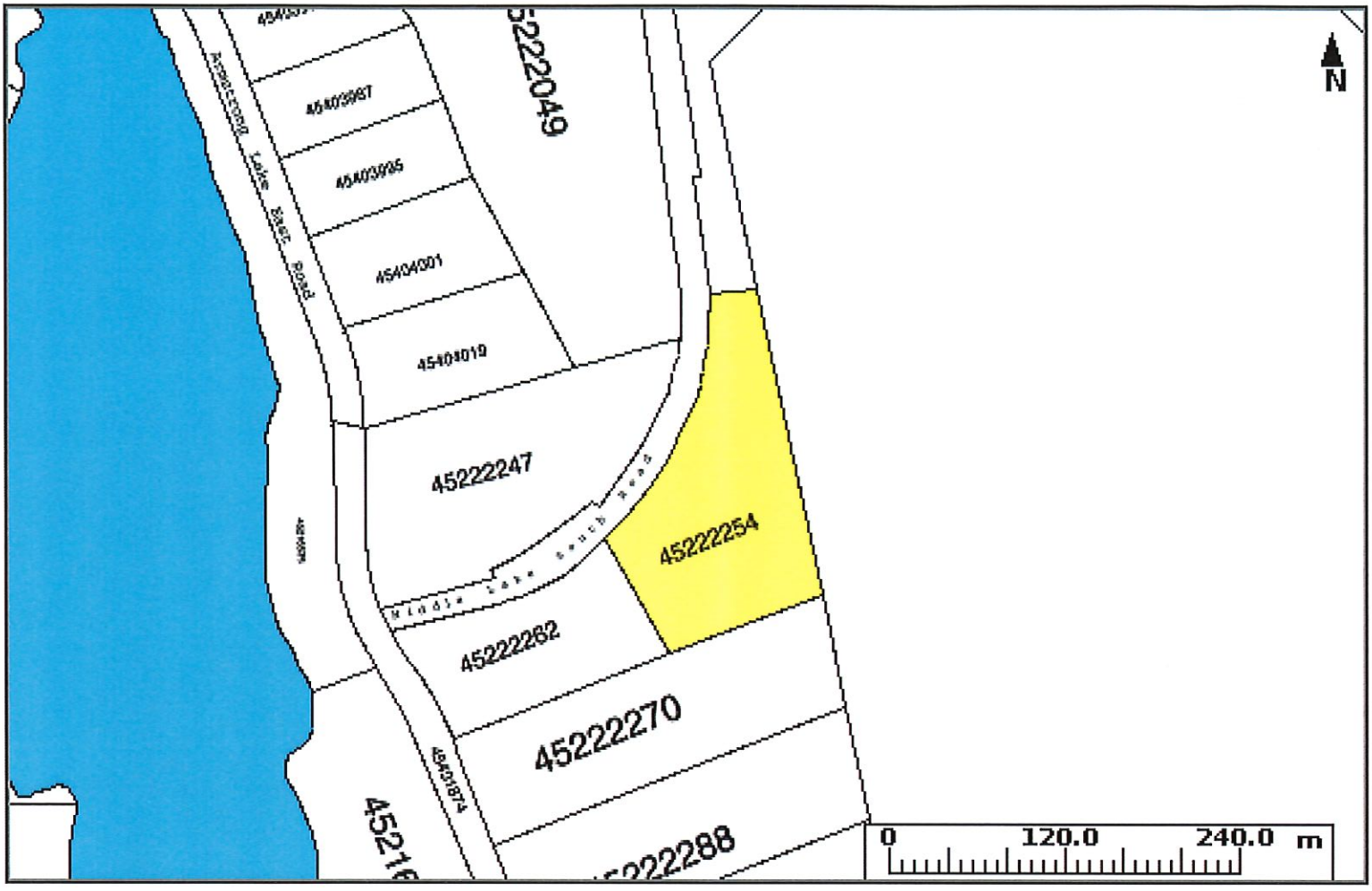
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Property Online Map

Date: **Sep 9, 2021 11:41:05 AM**



ID:	45222254	Owner:	MUNICIPALITY OF THE DISTRICT OF HANTS WEST	AAN:	07844697
County:	HANTS COUNTY	Address:	MIDDLE LAKE SOUTH ROAD VAUGHAN	Value:	$2,300 (2021 RESOURCE EXEMPT)
PR Status:	NOT LAND REGISTRATION				

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10

Armstrong Lake East Road

Overview

PID: 45218658

Coordinates: 44.81883, -64.1857

Date visited: November 20, 2015.

Address: Lot 128 Armstrong Lake East Road, Vaughan.

Classification: Underused.

Size: 16.17 acres (6.54 ha).

Land cover: Large forested parcel with 95-100% tree cover.

Topography: Land sloping to the south east.

Maintained by: Municipality.

Use: None.

Access: From Armstrong Lake East Road; no cleared access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Parcel positioned behind low density residential lots.
- Drainage ditch along parcel frontage.
- Large parcel with no formal access point.
- No obvious signs of human activity on the property.

Opportunities

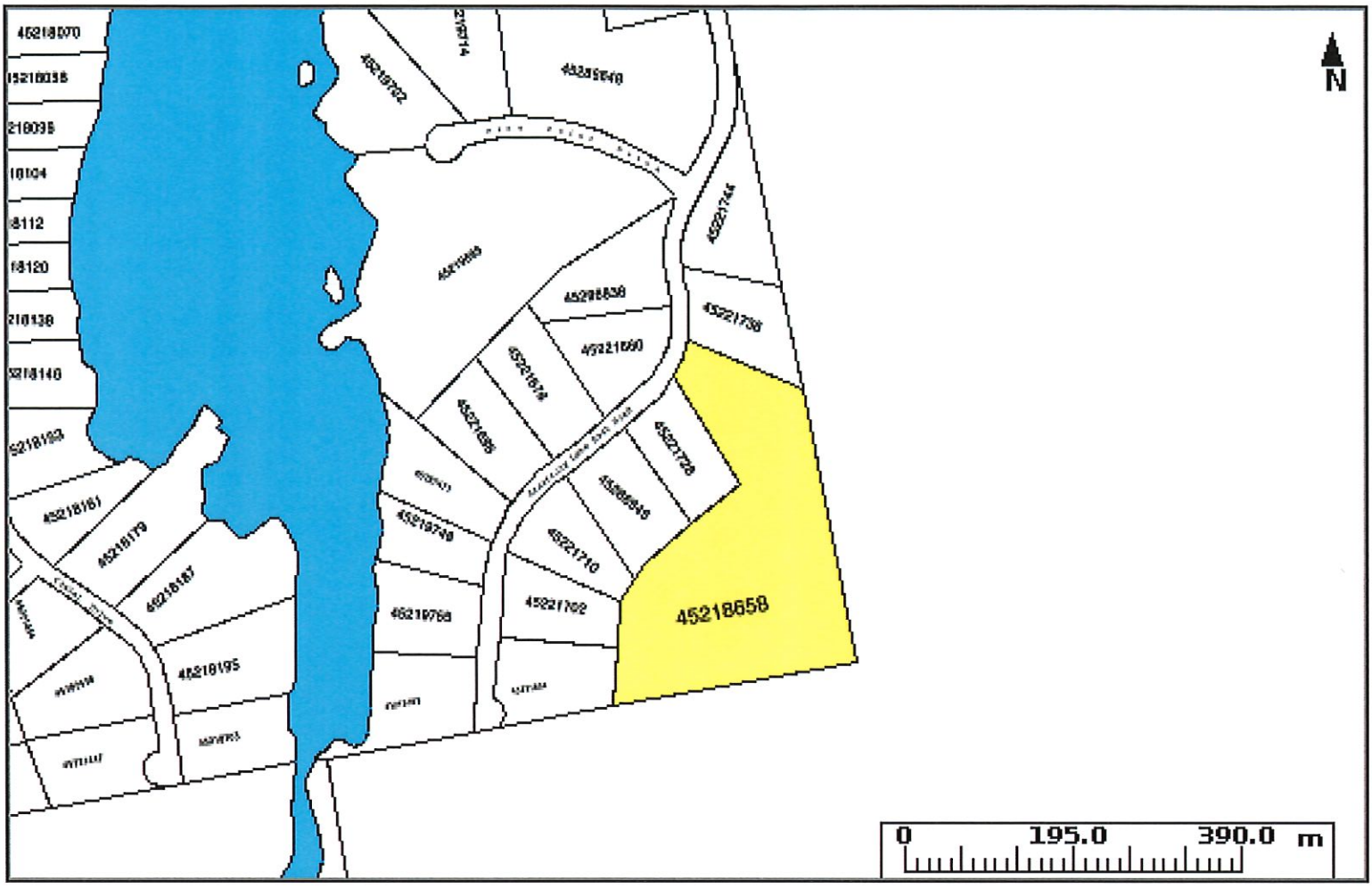
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Property Online Map

Date: **Sep 9, 2021 11:41:50 AM**



ID: 45218658
County: HANTS COUNTY
PR Status: NOT LAND REGISTRATION

Owner: MUNICIPALITY OF THE DISTRICT OF HANTS WEST
Address: ARMSTRONG LAKE EAST ROAD
VAUGHAN

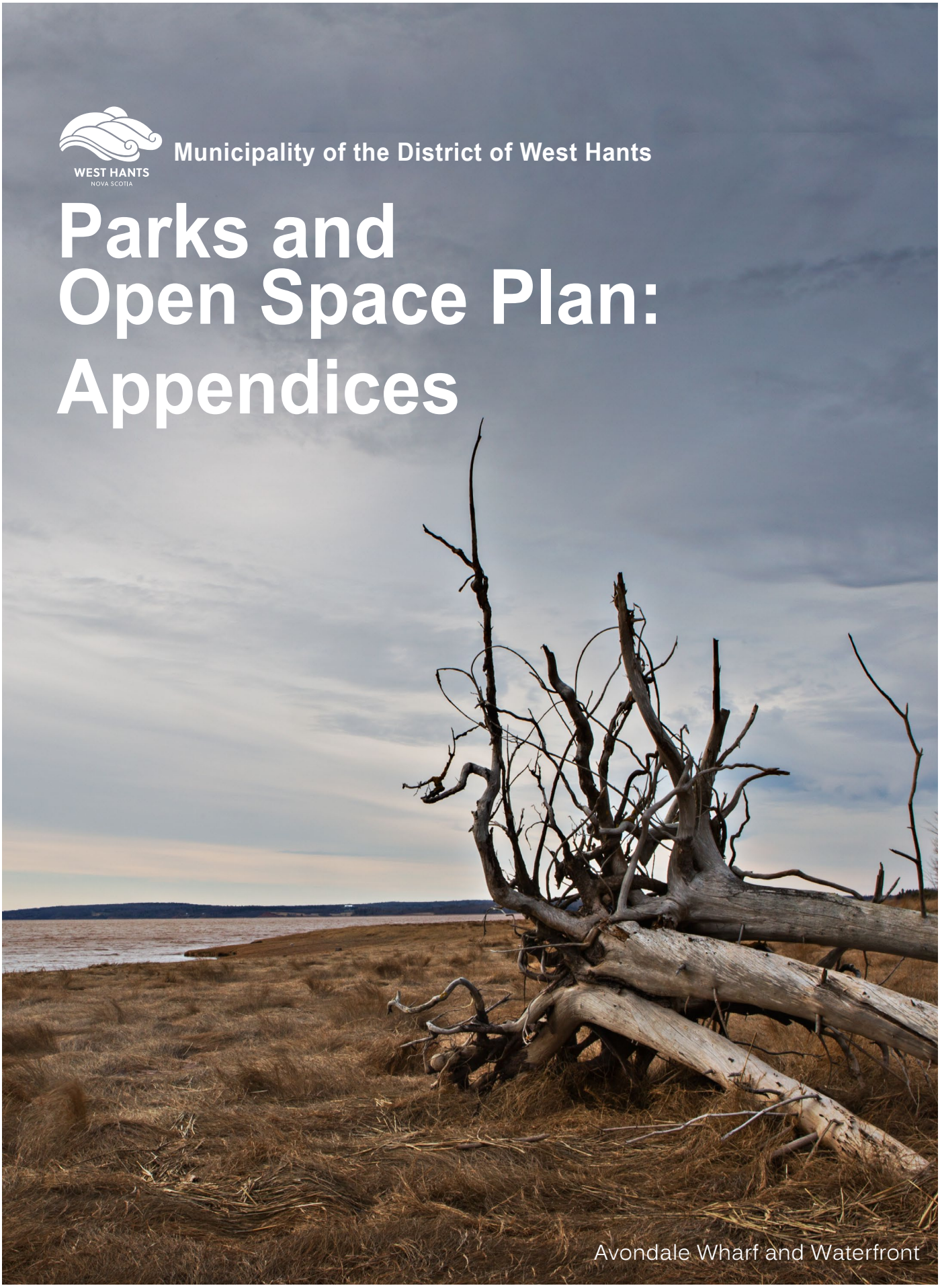
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Municipality of the District of West Hants

Parks and Open Space Plan: Appendices



Avondale Wharf and Waterfront

Contents

Appendix 1: Decision-Making Toolkit and Suitability Framework

Appendix 2: Detailed Inventory

Appendix 3: Detailed Population Information

Appendix 4: Detailed Best Practice Review

Appendix 5: Detailed Policy Framework

Appendix 6: Policy and By-Law Changes for Plan Implementation

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Appendix 2 Cover: Chris Geworsky, 2016.

Appendix 3 Cover: Stephen Cushing, 2016.

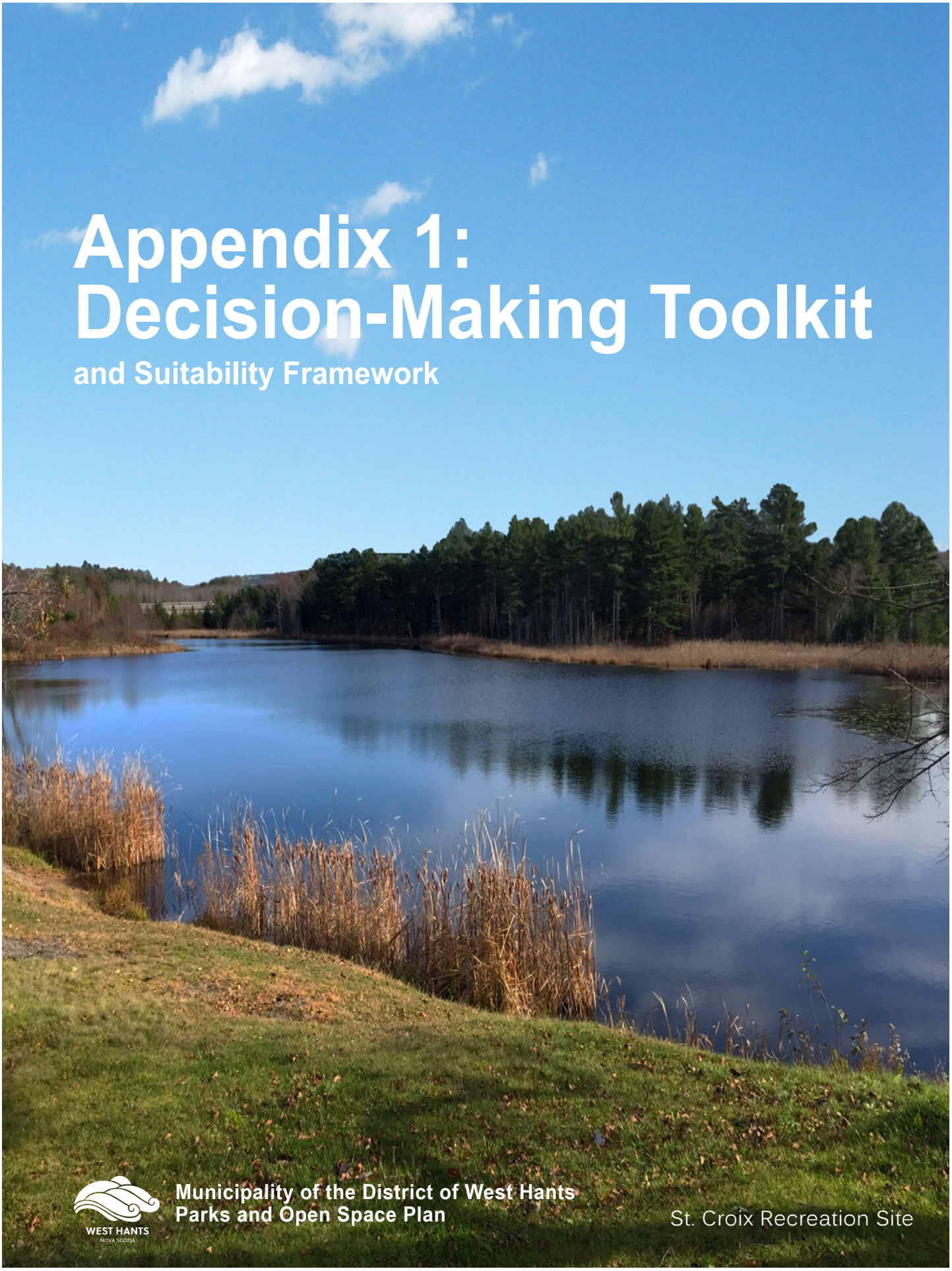
Appendix 4 Cover: Stephen Cushing, 2016.

Appendix 5 Cover: Chris Geworsky, 2016.

Appendix 6 Cover: Municipality of the District of West Hants Staff, 2016.

Appendix 1: Decision-Making Toolkit

and Suitability Framework



WEST HANTS
NOVA SCOTIA

Municipality of the District of West Hants
Parks and Open Space Plan

St. Croix Recreation Site

Contents

Contents 2

i. Introduction 3

ii. Process to Identify Priority Lands 4

iii. Useable: Definition 5

iv. Suitable: Framework 6

v. Budget: Funding Opportunities 10

vi. Urgency: Priority Requests 15

vii. Acquisition Methods 16

viii. Divestment 17

List of Tables

Table 1: Suitability Framework. 7

Table 2: Parks and Open Space Funding Opportunities for Management (e.g. acquisition, maintenance, development). 10

List of Figures

Figure 1: Acquisition Priority. 3

Figure 2: Acquisition Priority Flowchart. 4

Figure 3: Traffic Light System for Land Suitability. 6

i. Introduction

Acquisition to Meet Needs and Protect Resources

This Decision Making Toolkit was developed to be used by Municipal staff. The Toolkit will guide decisions about the West Hants Parks and Open Space network to ensure decisions about parkland acquisition, divestment and development meet the needs of citizens and protect unique natural and cultural resources. Users will be able to evaluate and prioritize lands for acquisition based on four standard issues: useability, suitability, budget and urgency.

Priority land is that which provides a solution to all of the four issues. This is illustrated in Figure 1 below.

This planning toolkit includes information about acquisition methods, an acquisition flowchart, the definition of useable land, a suitability framework of park and open space criteria, opportunities for park and open space funding, scenarios outlining urgency of acquisition, and land divestment scenarios.

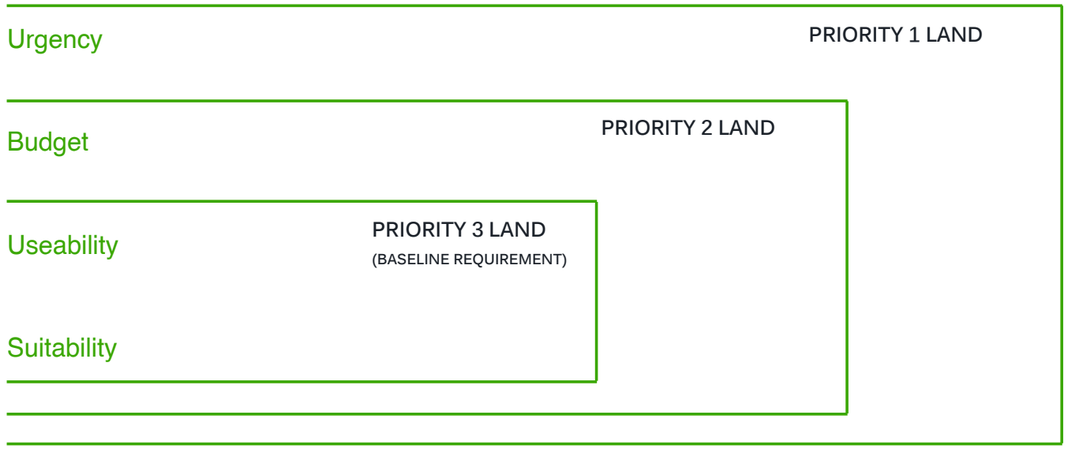


Figure 1: Acquisition Priority. All lands considered for acquisition must meet the basic criteria of usability and suitability, but budget and urgency will influence priority.

ii. Process to Identify Priority Lands

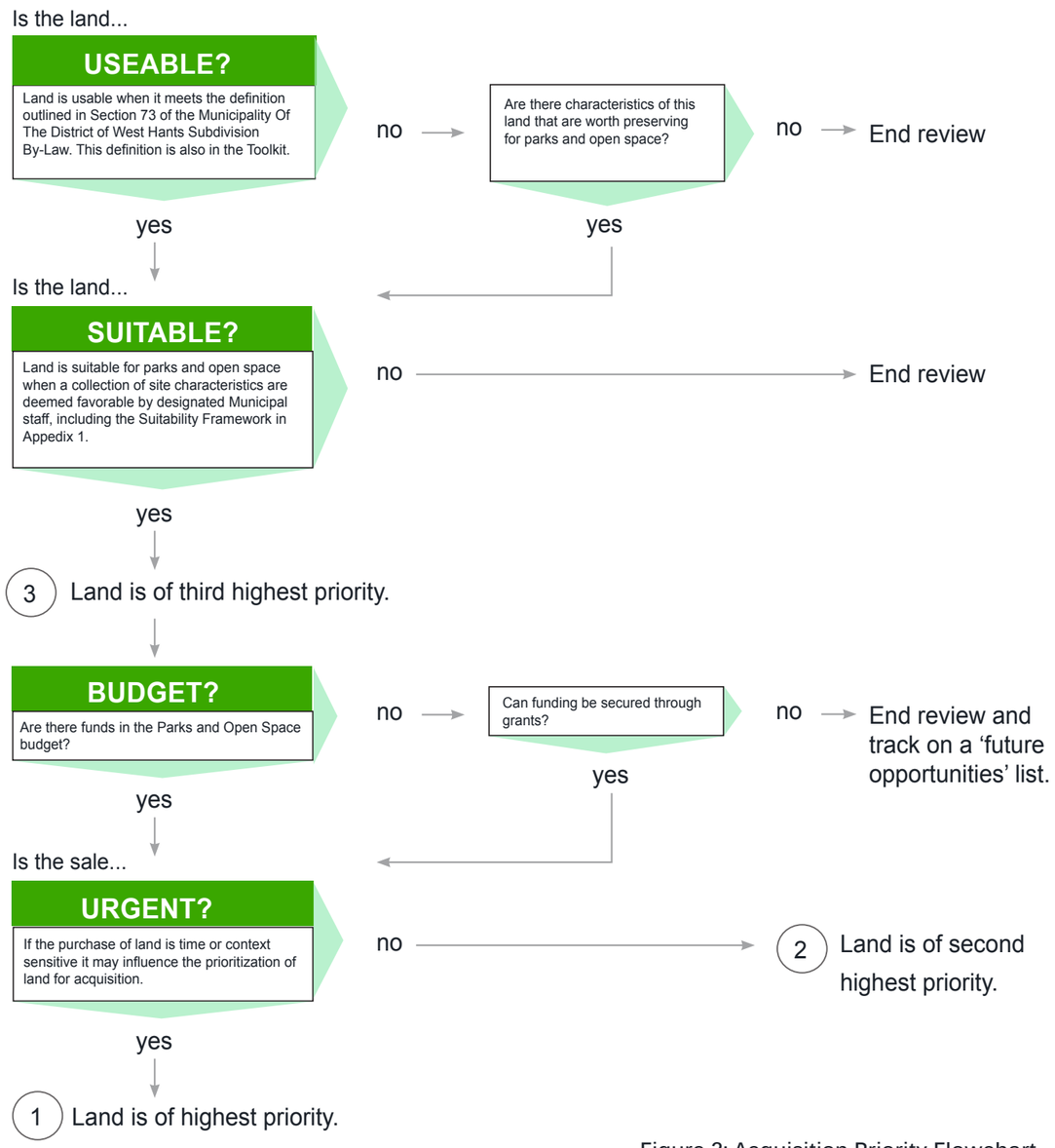


Figure 2: Acquisition Priority Flowchart.

iii. Useable Land: Definition

Useable Land

The definition of useable land differs from the suitability of land in that it describes detailed physical land characteristics that must be considered before acquiring land for parks and open space use. The definition of useable land (May 2016) in the West Hants Subdivision By-Law is:

73. (a) For the purposes of Sections 71 and 72, useable land shall be defined as land that:

(i) has an average slope over the entire parcel of not more than fifteen percent (15%), provided that any part of the parcel with a slope of fifteen percent (15%) or more shall not exceed one-quarter (¼) of the area of the entire parcel;

(ii) consists of a parcel having an area of one-half (½) acre or more;

(iii) is serviced by central water and sewer systems, or is capable of supporting an on-site sewage disposal system, unless the parcel is intended for recreational purposes, such as linear walking or hiking trails, which do not require an on-site sewage disposal system or services;

(iv) is not a clearing and grubbing disposal area; (v) is not swampland or subject to flooding;

(vi) is not an electrical transmission corridor; and

(vii) where applicable, is able to meet the requirements for lot area and lot frontage contained in the Land Use By-law.

(b) The criteria in subsection 73(a) may be waived if the land to be transferred is considered unique by the Development Officer in that the parcel is:

(i) land suitable for preservation as an interpretive natural reserve area based on the opinion of a qualified professional;

(ii) land of significant historical or archeological value to the Municipality;

(iii) land adjacent to parkland or open space owned by the Municipality;

(iv) land deemed by the Recreation Director for the Municipality to be required for recreational purposes; or

(v) land located in the Water Supply (W) zone.

(c) Any land to be conveyed to the Municipality other than that meeting the requirements of subsection 73(b) shall abut a public road or private road. Land to be conveyed to the Municipality pursuant to the requirements of subsection 73(b) shall be accessible by a public street or private road or by a public easement a minimum of 15.24 metres (50 feet) in width and providing a connection to a public road.

iv. Suitability Framework

Suitability Process

This 'Suitability Framework' contains criteria that can help determine what land parcels are suitable, and not-suitable, for parks and open space use. Many criteria are based in community values.[1] Best practice precedents, Municipal goals and sustainable environmental practices also form suitability criteria.

Municipal staff will use this Suitability Framework to determine whether a specific land parcel is suitable for acquisition. Ideally, these staff members would be representatives from Public Works, Recreation, and Planning, among others, who can best comment on the parks and open space criteria highlighted.

The Suitability Framework is divided into five sections:

- Guiding Principles (same Principles throughout the Parks and Open Space Plan)
- Criteria
- Available Score
- Maximum Score
- Total Score

Lands being considered for acquisition are evaluated and scored based on land characteristics matching those outlined in the Suitability Framework. Each piece of land will have a total score that will fall into the categories of low, medium, and high suitability.



Low Suitability: Score 0-50

Medium Suitability: Score 51-150

High Suitability: Score 151-235

Figure 3: Traffic Light System for Land Suitability.

In addition to suitability scores, a piece of land might be considered for acquisition if it possesses outstanding ecological or cultural merit.

For example, `Land A` is considered low priority because of its score of only 45, but it is considered to be an environmentally sensitive area that supports wildlife habitat. These qualities might warrant acquisition, if determined to be important by Municipal staff.

1 Values are the qualities and characteristics of parks and open space that people appreciate. Values in this plan were identified during public and stakeholder engagement sessions.

iv. Suitability Framework

Table 1: Suitability Framework

Guiding Principles	Criteria	Available Score	Maximum Score	Applied Score
Prioritize environmental protection				
Environmental protection must be considered a priority in order to ensure sensitive lands, waters, and wildlife habitat are not unduly harmed by human recreation.	Significant ecological area.	20	50	
	Special natural area/ geologically significant.	15		
	Potential or need for restoration.	10		
	Adjacent to other ecological areas.	5		
	Not applicable.	0		
Plan green infrastructure to adapt to climate change				
Green infrastructure includes the planted and natural greenspaces within the Municipality that are used to ensure the health and safety of citizens and to adapt to a changing climate. Green infrastructure includes parks and open space, stormwater infiltration and street trees. Parks and open space will become increasingly important to mitigate the negative effects of climate change. These mitigative actions include carbon sequestration, stormwater capture, flood mitigation and shoreline stabilization.	Potential to buffer against negative effects of climate change in vulnerable areas.	15	30	
	Potential to intercept stormwater.	10		
	Not expected to be negatively impacted by a changing climate.	5		
	Not applicable.	0		

iv. Suitability Framework

Table 1 (continued): Suitability Framework

Guiding Principles	Criteria	Available Score	Maximum Score	Applied Score
Plan spaces for all ages and abilities				
A healthy population is an active population. In West Hants, parks and open space should cater to a range of ages and abilities. Opportunities for recreation should build on already existing amenities (e.g., water and trail access for fishing, ATV'ing, biking, walking). Opportunities for passive recreation (e.g. sitting, viewing, picnicking, gathering) are valuable for personal and mental well-being and should be made accessible.	Supports or has the potential for recreational activity.	20	55	
	Land is accessible to people with limited mobility.	15		
	Land exhibits natural beauty (e.g. views, scenery).	10		
	Land supports quiet reflective spaces (i.e. for mental well-being).	10		
	Not applicable.	0		
Promote Community Identity and History				
Important social elements can be promoted in parks and open spaces. Sense of identity is strengthened when the places people feel closely connected to are enhanced. Community stewardship programs play a huge role in providing events, maintenance and park identity. A community development approach is central to this plan, one that sees the community involved in the decision-making process.	Representation of local culture and identity (e.g. historical significance, archeological evidence).	15	30	
	Satisfies cultural and local practices (e.g. fishing, gardening, farming, harvesting, foraging).	10		
	Potential to support or spur local business growth.	5		
West Hants has a rich history of settlement, landscape use, agricultural production, and resource extraction. There are many park and open space uses that can foster this history and be used to educate citizens and visitors (e.g. Mi'kmaq and Acadian land works and settlements, resource production and harvesting, among others).	Not applicable.	0		

iv. Suitability Framework

Table 1 (continued): Suitability Framework

Guiding Principles	Criteria	Available Score	Maximum Score	Applied Score
Link communities to parks and open space				
A parks and open space network relies on connections to fully satisfy social and environmental values held by the public and the municipality. Connections for people (e.g. trail system, beach access/network) and nature (e.g. wildlife corridors, plant biodiversity corridors) are considered during parks and open space management.	Satisfies a parks and open space need in an underserviced area (see Gap Analysis in section 4.3).	20	55	
	Provides expansion of current park or open space.	15		
	Supports the connection of existing trails.	10		
	Enables access to water.	10		
	Not applicable.	0		
Evaluate and update plans over time				
Parks and open space objectives and outcomes should be regularly evaluated in order to meet modern needs. Regular review of standardized evaluation, management and design guides, such as the Decision-Making Toolkit and Municipal regulations, is essential to being adaptive.	Potential to be modified to suit the needs of changing demographics.	15	15	
	Identified in other municipal management documents as land to acquire.	10		
	Not applicable.	0		

Comments & Actions	☐ Low Suitability: Score 0-50 ☐ Medium Suitability: Score 51-150 ☐ High Suitability: Score 151-235

v. Budget: Funding Opportunities

Table 2: Parks and Open Space Funding Opportunities for Management (e.g. acquisition, maintenance, development).

Funding Source	Amount	Description	Submission Requirements	Deadline	More Information
Subdivision By-law Provision (Cash-in-lieu)	Annually generates approx. $25,000.00	At the discretion of the developer, required parks and open space contribution may come in the form of cash, equivalent to five percent (5%) of the market value of the land being subdivided, exclusive of streets, easements, and the residue of the land.	-	-	http://www.westhants.ca/subdivision.html
Donations	varies	Donations in the form of money that feed directly into a Parks and Open Space Management Fund.	-	-	
Fundraising	varies	Financial campaign to raise money for park and open space management (e.g. acquisition, maintenance, development).	-		
Business or corporations	varies	Advertising, sampling, and dedicated sponsorship for special events are only a few of the ways companies can receive exposure for their companies while funding open spaces.	-	-	
Municipal tax revenue	varies	Redistribution of tax revenue to increase parks and open space budget.	-	-	
Federal Gas Tax Reserve Fund	varies	Predictable, long-term, stable funding for Canadian municipalities to help them build and revitalize their local public infrastructure while creating jobs and long term prosperity.	-	-	http://www.infrastructure.gc.ca/plan/gtf-fte-eng.html
Debt financing	varies	Long-term or short-term debt financing can allow the Municipality to fund desirable open space acquisition and development. A loan authorization bylaw may be required and the terms must be considered by the Municipality. Consideration must be given, but is not limited to: • the length of the loan period (when considering the life expectancy of the service • the amount of borrowing permitted (e.g. on a per capita or annual basis). • the term of repayment	-	-	
Road Right-of-way dedication	varies	Easements on behalf of the Municipality, or dedication of road right of way land fee simple to the Municipality may be obtained and developed for active transportation and recreational use.	-	-	
Grants					
Environment Canada Eco-Gift Program	varies	Under this program donors receive a tax 'write- off' for the use of their lands. This may be in the form of a fee simple transaction or a conservation easement, covenant or servitude.	Apply online: http://www.ec.gc.ca/pde-egp/default.asp?lang=En&n=23F53F80-1	Applications received throughout the year	http://www.ec.gc.ca/pde-egp/
MEC	$10,000 - $100,000	MEC has funds available to acquire land that is: Important for ecological significance and/or outdoor activity use; Outdoor activities must focus on one or more of the following core activities MEC supports: cycling, hiking, running, climbing, paddling, yoga, skiing, and snowshoeing; Shows the urgency of the acquisition is evident; Has a strategy in place for public engagement and/or education about the protection effort; Has demonstrated broad-based community or stakeholder support; Has investigated other sources of funding.	Complete the online application:http://www.mec.ca/AST/ContentPrimary/Community/CommunityContributions/ApplyForSupport.jsp	March and September	http://www.mec.ca/AST/ContentPrimary/Community/CommunityContributions/LandAcquisition.jsp

v. Budget: Funding Opportunities

Table 2: Parks and Open Space Funding Opportunities for Management (e.g. acquisition, maintenance, development).

Funding Source	Amount	Description	Submission Requirements	Deadline	More Information
Tree Canada Edible Trees Program	up to $4000.00	For community-based projects that provide citizens with access to fresh fruit and nut trees while making a positive difference to the Canadian environment	Submit your application via email to info@treecanada.ca	February	https://treecanada.ca/en/programs/edible-trees/application/
Go Wild Community Grants	$1,000 to $10,000	To support creative ideas from Canadians on how to protect, restore, monitor, educate,and celebrate nature.	Submit your application via email to gowild@wwfcanada.org	December	http://www.wwf.ca/takeaction/gowild/
Canada 150 Community Infrastructure Program	Funding to a maximum of 50% of total eligible project costs. Preference given to projects requiring 1/3 funding from the program.	The Canada 150 Community Infrastructure Program (CIP 150) supports projects that rehabilitate existing community facilities across Canada. The program is part of the Government of Canada's celebration of our country's 150th anniversary of Confederation. The program will be in effect until March 31, 2018. Projects must fall under one of the eligible project categories (including parks and recreation trails).	Contact your nearest ACOA office to discuss your project: Hants/Kings Office 80 Water Street, Suite 2 Windsor, NS B0N 2T0	The program will be in effect until March 31, 2018.	http://www.acoa-apeca.gc.ca/eng/ImLookingFor/ProgramInformation/Pages/Canada-150-Infrastructure-Program.aspx
Atlantic Lottery		"Community Festivals and Events: Think local festivals or events featuring food, entertainment and family fun. Community celebrations let us experience all that is uniquely Atlantic Canadian.	Submissions for large events should be in to us 9-12 months in advance, and 4-6 months for small and medium sized events. The evaluating process usually takes about 6 to 8 weeks.	March for Summer events	http://corp.alc.ca/Programs.aspx?id=10065
AVIVA	varies	If you're involved with a charity or community organization that's making a local difference, then we want you to submit an idea. Secure enough votes from friends, family and supporters, and your idea could make it to the Finals, where a judging panel will select the Grand Prize Winners to share $1 million in funding.	Complete the online idea submission form https://media.avivacommunityfund.org/files/ideasubmissionguide.en.pdf and submit at avivacommunityfund.org	September to October	https://www.avivacommunityfund.org/about-the-competition
Canada Post	up to $50,000	Applications from registered charities, school programs or community organizations are invited for funding of projects consistent with the Foundation's objective to provide support for initiatives that benefit children.	Submit an online application: https://www.canadapost.ca/cpo/mc/aboutus/cpfoundation/grants.jsf	March, closing in April	https://www.canadapost.ca/cpo/mc/aboutus/cpfoundation/grants.jsf
RBC Blue Water Project: RBC Community Action Grants	$1,000 to $10,000	Awarded to local or community-based organizations in Canada, the United States or the Caribbean. We have established an application deadline for Community Action Grants, rather than accepting applications year round. This will allow us to review all applications in a fair and consistent manner.	Submit an online application: http://www.rbc.com/community-sustainability/apply-for-funding/index.html	February	http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/blue-water-pr oject.html
RBC Blue Water Project: RBC Leadership Grants	$10,001 to $100,000	Awarded to organizations that are leaders in providing programs in North America and other countries where RBC does business.	Interested organizations must submit an Expression of Interest:http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/blue-water-project.html	Annually	http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/blue-water-project.html

v. Budget: Funding Opportunities

Table 2: Parks and Open Space Funding Opportunities for Management (e.g. acquisition, maintenance, development).

Funding Source	Amount	Description	Submission Requirements	Deadline	More Information
RBC Learn to Play Community Action Grants and RBC Learn to Skate Program	$1,000 to $10,000	Awarded to local organizations that teach new skills or sports to kids, and/or expose them to a multiple sports or multiple skills such as swimming or skating lessons. Programs eligible for funding include those that: Provide instruction/learning of a new skill or sport that the child/youth would otherwise not have an opportunity to experience; and/or Emphasize and expose children/youth to a multi-sport or multi-skill participation experience; and/or Implement a new approach/delivery to sport and physical activity through the creation of programs recommended by Canadian Sport for Life	Submit an online application: http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/learn-to-play.html	2016 deadline to be announced	http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/learn-to-play.html
The RBC–Evergreen Watershed Champions Award	$2,500-$3,500	The RBC–Evergreen Watershed Champions Award recognizes classes that demonstrate learning about their local watershed and who take action to care for it.	Complete an online application: https://evergreen.submittable.com/submit/39290	April	http://www.evergreen.ca/our-impact/children/outdoor-learning-play/watershed-champions/award/
RBC Learn to Play Leadership Grants	$10,001 to $25,000	Awarded to community groups that are developing or implementing action plans to transform the way sport and physical activities are planned and delivered, such as programs that makes sports available for new immigrant youth. Communities are defined as municipalities and/or a group of organizations that come together for a common purpose and share mutual objectives. Proposals that facilitate collaboration between sport, education, recreation and health sectors and align programming within the community are encouraged.	Submit an online application: http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/learn-to-play.html	2016 deadline to be announced	http://www.rbc.com/community-sustainability/apply-for-funding/guidelines-and-eligibility/learn-to-play.html
TD Friends of the Environment Foundation Leadership Grant	up to $5,000	TD Friends of the Environment Foundation (TD FEF) recognizes that investing in talent and leadership development is integral to capacity building of small to medium-sized organizations.The TD FEF Leadership Grant program aims to enhance the organizational capacity of environmental charities by providing funding for both formal and informal training and development opportunities for leaders within these organizations.TD FEF's Leadership Grants will allow charities to move beyond day-to-day activities and build stronger, more vibrant organizations.	Submit an online application: https://fef.td.com/funding/leadership-grant/	February and July	https://fef.td.com/funding/leadership-grant/
TD Friends of the Environment Foundation	based on project costs	The Foundation supports a wide range of environmental initiatives, with a primary focus on environmental education, urban greening and enhancing biodiversity, and energy conservation.	Submit an online application: https://fef.td.com/funding/leadership-grant/	February and July	https://fef.td.com/funding/

*Funding deadlines and contact information is subject to change on an annual basis.

v. Budget: Funding Opportunities

Table 2: Parks and Open Space Funding Opportunities for Management (e.g. acquisition, maintenance, development).

Funding Source	Amount	Description	Submission Requirements	Deadline	More Information
Toyota Evergreen Learning Grounds School Ground Greening Grants	up to $3,500	The Toyota Evergreen Learning Grounds program helps schools create outdoor classrooms to provide students with a healthy place to play, learn and develop a genuine respect for nature. Since the program began in 2000, it has provided funds to over 3,000 schools from coast to coast, providing countless opportunities for students to engage with nature on their school grounds.	Schools in NS must arrange a design consultation site visit with an Evergreen School Ground Consultant prior to submitting an application: http://www.evergreen.ca/get-involved/funding-opportunities/school-ground-grants/	September, December and March	http://www.evergreen.ca/get-involved/funding-opportunities/school-ground-grants/
Province of Nova Scotia Funding					
West Hants/Uniacke Community Health Board	up to $3000	The Wellness Fund enables community organizations to programs, events, or to purchase equipment and supplies in pursuit of a healthy community. The Municipality can encourage groups to apply for this funding. Potential projects outlined in the Community Health Plan (http://www.cdha.nshealth.ca/cobequid-community-health-board/news/community-health-plan) .	Contact funding coordinator, Andrea Parker: andrea.parker@nshealth.ca	November 1	http://www.cdha.nshealth.ca/west-hantsuniacke-community-health-board/wellness-funds-formerly-community-development-funds
One-time Emerging Culture and Heritage Initiatives Program	up to $10,000	The One-Time Emerging Culture and Heritage Initiatives Program is designed for organizations that primarily focus on cultural and heritage development. This program is also available to organizations partnering with specific culture and heritage interests provided they are working to build capacity or foster innovation within Nova Scotia's culture community or that they are working in support of cultural development within diverse communities.	Contact Craig Beaton, Director, Programs Phone: (902) 424-8443 E-mail: Craig.Beaton@novascotia.ca	April	https://cch.novascotia.ca/sites/default/files/inline/documents/s4conetime-guidelines-201503pdf.pdf
OHV Infrastructure Fund - Trails	50% of the total project cost, usually not to exceed $50,000 in one fiscal year.	Goals of the OHV Infrastructure Fund (Trails) are: to provide funding for OHV trail and riding area development; to support the planning and design associated with these facilities; to provide funding to help maintain OHV accessible infrastructure.	Complete online application and send to Krista Brewer-Mackenzie PO Box 194, Lakeside, NS, B3T 1M6.	November Emergency funding available on an ongoing basis.	http://novascotia.ca/natr/ohv/fund.asp
Community Recreation Capital Grant Program (CRCG)	up to $5,000	This program assists in the development of small scale indoor and outdoor capital recreation projects, less than $20,000. A priority of the Department of Health and Wellness is to conserve existing community recreation facilities (e.g. replacing a roof, furnace or playground component) and to develop new small-scale facilities. CRCG program funding must be used for: public, community recreation purposes; items of a permanent, non-consumable, capital nature; and projects where the need for financial assistance is demonstrated.	Contact Valley Region Representative: Mike. Trinacty@Novascotia.ca, 1-902-697-4391	Applications received by regional representative throughout the year	http://novascotia.ca/dhw/pasr/documents/Grant-Programs-Overview-(PASR).pdf

v. Budget: Funding Opportunities

Table 2: Park and Open Space Funding Opportunities for Management (e.g. acquisition, maintenance, development).

Funding Source	Amount	Description	Submission Requirements	Deadline	More Information
Trail Maintenance Program	Projects that fall under the regular maintenance and aging infrastructure components will be eligible for up to 50% of the total cost of the project to a maximum of $1,000 annually	Provides funding to community trail groups who are involved in regular and on-going maintenance on their trails, as well as emergency funding for major maintenance issues due to fire, flooding, hurricanes, etc.	Applications should be submitted to: Nova Scotia Department of Health and Wellness Trails Consultant PO Box 488 Halifax NS B3J 2R8	Applications received by regional representative throughout the year	http://novascotia.ca/dhw/pasr/documents/Trail-Maintenance-Program.pdf
Community Trails Leadership Fund	Applicants are expected to contribute at least fifty per cent (50%) of the overall cost of the initiative, inclusive of contributions obtained from other sources (financial and in- kind).	Supports trail development in Nova Scotia through the provision of funds for leadership, organizational development, and capacity building to community trail groups. The fund helps organizations to offer training and educational opportunities for volunteers and the trail professionals who support them. It also helps the organizations acquire the expertise needed for specific aspects of trail projects.	Contact Valley Region Representative: Mike. Trinacty@Novascotia.ca, 1-902-697-4391	Applications received by regional representative throughout the year	http://novascotia.ca/dhw/pasr/documents/Community-Leadership-Guidelines.pdf
Engineering Assistance Grant Program	The contribution level depends on need and the ability of the applicant to contribute.	Designed to provide trail builders and managers with funding to help them hire engineering expertise when it is required. This could include the building of bridges or other large structures or components that require expertise to ensure they are safe and pose no risk to the environment.	Contact Valley Region Representative: Mike. Trinacty@Novascotia.ca, 1-902-697-4391	Applications received by regional representative throughout the year	http://novascotia.ca/dhw/pasr/documents/Engineering-Assistance-Grant-Guidelines.pdf
Recreational Facility Development (RFD)	Up to one-third of the total capital cost to a max. of $150,000.	Facilities may include: community centres and halls, pools, arenas, athletic fields, parks, playgrounds, trails and enhanced schools for community use and other facilities that promote sport and physical recreation.	Contact the regional office in your area.	2016-17 apps are due May 2, 2016.	www.novascotia.ca/dhw/pasr/grants-and-incentives.asp
Regional Development Grant (RDG) and Other Provincial Grants	Contact the regional office in your area.	Regional Development Grant (RDG) is designed to partner with regional, community, local or municipal organizations involved in physical activity, sport or recreation to increase people's participation in sport.	Contact the regional office in your area.	Contact the regional office in your area.	www.novascotia.ca/dhw/pasr/grants-and-incentives.asp
Planning Assitance Grant and Other Provincial Grants	Contact the regional office in your area.	The Planning Assistance Program assists community organizations and municipalities in obtaining professional assistance in planning, designing and researching proposed and existing sport and physical recreation facilities.	Contact the regional office in your area.	Throughout the year.	www.novascotia.ca/dhw/pasr/grants-and-incentives.asp

vi. Urgency: Priority Requests

Occasionally, lands may become available for purchase which require swift action due to time sensitivities. Other factors may also be present, such as the protection of sensitive environments or seizing a unique opportunity.

Examples of urgencies include and are not limited to:

1. Limited Window of Opportunity to Purchase

Example: A private landowner offers their land to the Municipality for purchase stating they would like the Municipality to use it for park use. Otherwise, the landowner will sell on the private market.

2. Opportunity to Purchase with another Organization

Example: There may be a parcel of land available for purchase identified as important by other levels of government or other organizations. Here, the swift establishment of cost sharing may be necessary.

3. Offer of 'First Right of Refusal' on Land Available for Sale

Example: The Province of Nova Scotia has unused road right-of-way or other lands potentially useful to the Municipality and offers 'First Right of Refusal' on lands they are divesting.



Upper Burlington Planters Trail

vii. Acquisition Methods

The Municipality has a number of methods to acquire new lands for parks and open space. Most land acquisitions in West Hants will be subject to Policy Council-01-006 *Acquisition of Real Property*.[2] It is important to note that the Municipality does not zone private lands for parks and open space use. Some acquisition methods include, but are not limited to:

1. Donations of land

Land may be donated to the Municipality from private landowners or other government owners as long as the Municipality is considered a 'donee' by the Canadian Revenue Agency (CRA). The donation of real property may be subject to specific requirements of the Policy Council-01-006 *Acquisition of Real Property*.

Ecologically sensitive land may be donated through Environment Canada's 'Eco-Gift' Program (described in detail Part v. above).

2. A 'right of first refusal' or a 'first option to purchase'

A Municipality may request a 'first option' on lands strategically positioned to enhance the park and open space network. This option is conditional and contingent upon the owner's will or desire to sell.

3. Easement and/or maintenance agreement

The Municipality may request the use of Provincial, Federal, or private lands for parks or open space use through an easement or maintenance agreement. This method may transfer liability to the Municipality. In the case of Private lands see the Eco-Gift option.

4. Offer to purchase lands

Municipalities may approach or accept invitations from private landholders for the acquisition of desired open space lands using the 'willing seller, willing buyer' method.

5. Subdivision By-Law

During the creation of a subdivision of more than three lots, the Municipality currently receives land in the amount equal to 5 percent of the lots to be created, or cash-in-lieu equal to the market value of such land.

6. Land Swap

The exchange or swap of lands is a non-purchase scenario for acquiring lands in priority areas. Land swaps are common with large landholders like the Provincial and Federal governments, but can also be accommodated with other private landholders.

7. Municipal Planning Strategy

The Municipality may have policy requirements for the amount of land that must be useable for parks and open space, such as through a Development Agreement. For example, a multi-family development or development of mobile home parks.

2 http://www.westhants.ca/component/com_docman/Itemid,456/dir,DESC/gid,109/limit,100/limitstart,0/order,name/task,cat_view/

viii. Divestment

There may be scenarios where the divestment of land is the best management option, primarily:

1. Location

There are Municipally-owned lands in the current parks and open space network that are found in areas of low population density. In addition to density, some parcels are far from main roads or are outside of well-travelled areas. Due to the remote nature, these lands see few park users, especially if they are unmanaged lots. Isolated lots may also become areas for illegal dumping and vandalism.

2. Competing Uses

In some communities, there are a number of neighbouring municipal parcels offering the same amenities or recreation opportunities. Having non-complementary parcels of land together may not be useful as a network. Here, divestment makes sense to concentrate resources into fewer parcels.

3. Useability

Subdivision development of previous decades may have resulted in land under Municipal ownership that does not meet the current definition of usable land or areas that might be considered hazardous.

4. Frequency of Use

Monitoring park use can help to decide if a piece of land is worth retaining. Under-used spaces can be a drain on resources and unsafe if there is not frequent traffic.

5. Cost of Maintenance

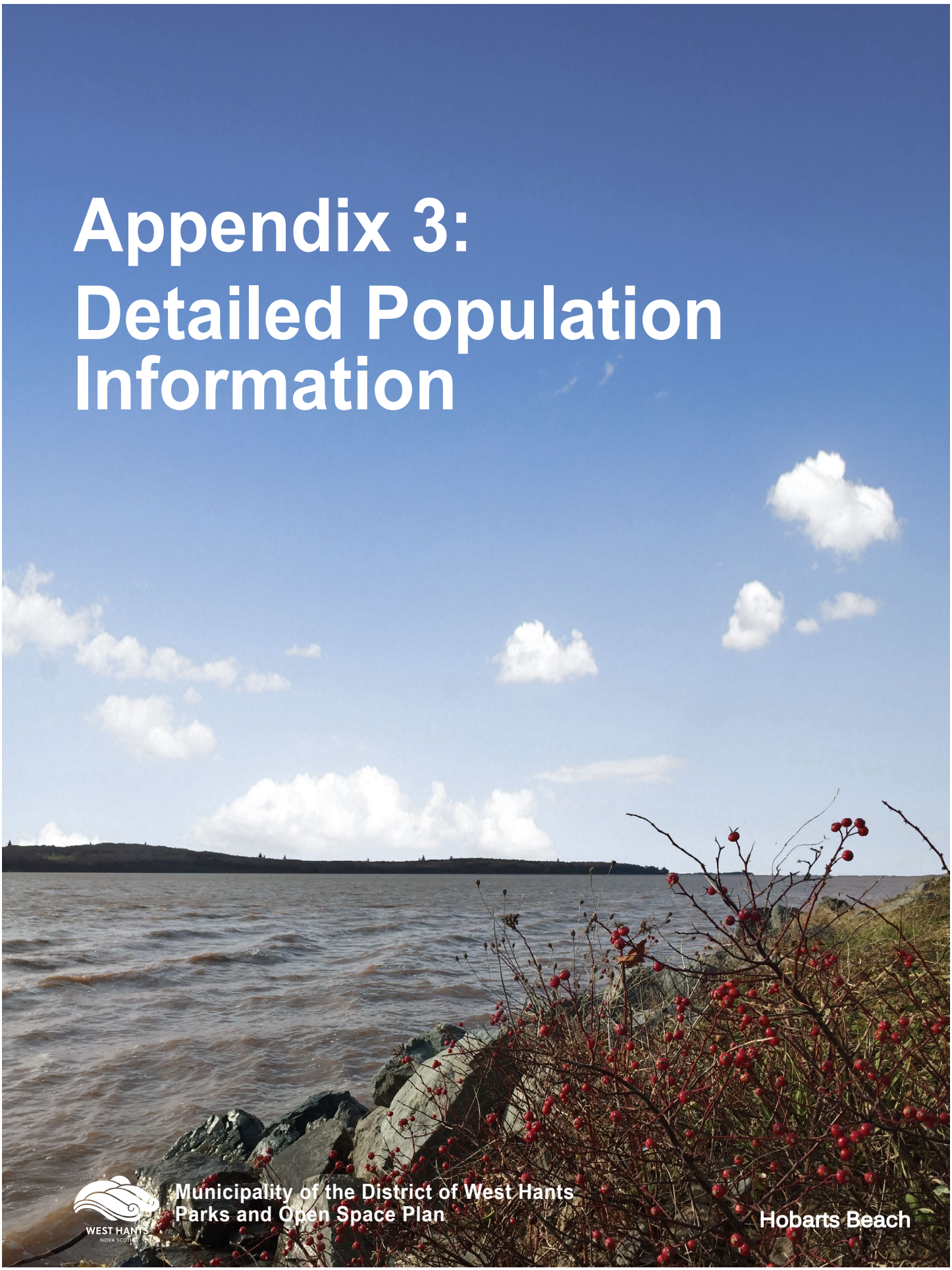
Divestment might be the best option when the cost of maintenance outweighs community benefit, or if redevelopment costs to make a piece of land suitable or useable are beyond the parks and open space budget.

6. Interest from Non-Profit Groups

With a well-developed business plan, non-profit groups may purchase land from the Municipality.

Broadly speaking, the divestment of Municipal property can positively influence the parks and open space network. Revenue may be used to purchase new lands suitable for parks and open space or to fund management projects; lands may be leased, sold, or transitioned to community groups; lands may be swapped for more desirable spaces.

Appendix 3: Detailed Population Information



Municipality of the District of West Hants
Parks and Open Space Plan

Hobarts Beach

Table A3.1: 2011 Statistics Canada Census Summary for West Hants and Hantsport

	West Hants	Hantsport	Nova Scotia
Population and Migration			
2011 Population	14,165	1,159	921,727
Population under 20 years (2011)	3,230	245	195,660
...as a percent of total population	23%	21%	21.2%
Population over 65 years (2011)	2,255	275	153,370
...as a percent of total population	16%	24%	16.6%
Population Growth, 2006-2011	2.1%	-2.7%	0.9%
Total Census Families, 2011	4,535	365	270,065
Couple Families with Children, 2011	1,740	135	223,330
Lone Parent Families, 2011	590	55	46,730
Immigration, % of Total, 2011	2.8%	3%	5.3%
Mobility (past 5 years), 2011	26%	25%	31.9%
Moved within Municipality	11%	3%	18.2%
Moved from other municipality within NS	10%	18%	6.0%
Moved from other province	4%	4%	5.7%
Moved from outside Canada	1%	0%	1.9%
Income, 2010			
Median after-tax income ($) for individuals with income	$ 25,406	$ 29,134	$ 25,178
Median after-tax household income ($), 2010	$ 50,887	$ 44,383	$ 47,495
Unemployment Rate, 2011	9.6%	9.4%	10.0%
Low Income Households, 2010	16.0%	11.3%	17.4%
Low Income less than 18 years, 2010	17.2%	11.6%	20.9%
Low Income 65 years and over, 2010	19.0%	12.9%	18.0%
*Based on after-tax low-income measure (LIM-AT)			
Transportation (commuting) of working adults			
Car, truck or van - as a driver	88.7%	82.6%	76.7%
Car, truck or van - as a passenger	6.7%	0.0%	7.9%
Public transit	0.9%	0.0%	6.6%
Walked	2.4%	12.8%	6.8%
Bicycle	0.0%	0.0%	0.7%
Other	1.1%	0.0%	1.3%

Table A3.2: Age Group as % of Total Population for West Hants and Hantsport (combined), 2001-2011

	2001		2006		2011	
	#	%	#	%	#	%
Total Reporting	14,980	100%	15,075	100%	15,325	100%
By Selected Age Groups						
Preschool Age (< 5 yrs)	765	5%	720	5%	795	5%
Elementary (5-19 yrs)	3,070	20%	2,905	19%	2,680	17%
Labour Force Ages						
20-24 yrs	695	5%	655	4%	710	5%
25-44 yrs	4,335	29%	3,990	26%	3,540	23%
45-64 yrs	4,055	27%	4,570	30%	5,065	33%
Seniors						
65-74 yrs	1,175	8%	1,290	9%	1,565	10%
75+ yrs	875	6%	945	6%	965	6%

Table A3.3: % Change in Population by Age Group for West Hants and Hantsport (combined), 2001-11

	% Change 2001-2011	
	MDWH	NS
All Age Groups	2.3%	1.5%
By Selected Age Groups		
Preschool Age (< 5 yrs)	4%	-7%
Elementary (5-19 yrs)	-13%	-15%
Labour Force Ages		
20-24 yrs	2%	6%
25-44 yrs	-18%	-17%
45-64 yrs	25%	26%
Seniors		
65-74 yrs	33%	28%
75+ yrs	10%	14%

Appendix 4: Detailed Best Practice Review

Examples of manageable precedents for use in West Hants can be found in other jurisdictions in Atlantic Canada. A review of approximately 15 municipalities in Nova Scotia, New Brunswick, P.E.I. and Newfoundland have resulted in four comparable municipalities: the Municipalities of East Hants, Colchester County, District of Lunenburg and District of Digby. Qualifiers for comparable municipalities were: land area, population and population density, among those municipalities that have a formal or official open space management policy. Except for the District of Digby, the comparable municipalities share a similar population density (persons per area) as found in West Hants. This is important to note as population density may influence the proportion of open space area per person and similarly, funding available to execute an open space strategy.



Old Brooklyn Road

Appendix 4: Detailed Best Practice Review

Place	Province	Population	Area (km2)	Pop/ km2	Policy Document	Park Types	Policies of Interest	Subdivision Dedication	Definition of Usable Land	Parkland Management Fund	Parks Budget
West Hants (Municipal District)	NS	14,500	1,238	11.7	West Hants Municipal Planning Strategy	N/A	Section 13.2	Land dedicated upon subdivision is currently 5% of the land or the equivalent market value of 5% of the land in cash to the Municipality. A combination of land and cash is also permitted, as well is a transfer of land that is not a part of the proposed subdivision.	Generally, useable land is defined as land that: (i) average slope not more than 15%, no part of the parcel with a slope of 15% or more shall exceed 25% of the area of the entire parcel; (ii) consists of a parcel having an area of 1/2 acre or more; However these criteria may be waived for open space uses if so determined by the Recreation Director or Development Officer for various defined activities.	N/A	TBC
East Hants (Municipal District)	Central NS	22,111	1,786	12.4	East Hants Municipal Planning Strategy	Regional Community Neighbourhood Urban Greenspace Conservation Areas Heritage Spaces	1. The extensive definition of usable land in the Subdivision By-Law includes a requirement for lands dedicated for open space to be capable of supporting active recreation, passive recreation and conservation uses, as determined by the Municpality. 2. The Municipality actively acquires lands in sensitive areas.	10% of land designated for open space in serviced areas, 5% of land designated for non-serviced areas.	Fine grained example; see East Hants Subdivision By-Law Section 13: Public Open Space.	Community Park Funding, $80,000 annual fund for park development. Groups apply for up to 50% of development costs.	Obligatory reserve, approx. $15,000 annually.
Colchester County (County)	Central NS	50,000	3,628	13.8	Municipal Parkland Strategy	Tot Lot Neighbourhood Parks Athletic Parks: Regional and Community Regional Recreation Parks Natural Parks Garden Areas Special Purpose Trail	Due to the population size in rural areas, parkland requirements will figure no parks are required that are smaller than Regional parks that attract people from outside those communities. Neighbourhood parks, community parks, cultural parks, Active Transportation (AT) and trails should be considered in rural areas on a case-by-case basis, to meet the needs of rural communities.	Subdivision By-Law, 5% of land designated for open space or cash in lieu, 2% in rural Colchester areas not supported by the MPS.	Land donated must meet specific criteria (e.g. size, slope, frontage, usage).	Community Trail Funding, $1million fund (over 5 years) established in 2004. Groups apply for up to 50% of maintenance and development costs.	TBC
Digby District (Municipal District)	Western NS	7,460	1,656	4.5	Open Space Strategic Plan	Places for: short repose, day use, everyday active use, sightseeing, organised sport and play, transportation, protected areas, areas of cultural significance.	Parkland Management Fund to be developed, values-based land suitability evaluation system developed.	Subdivision by-law 5% of area of new lots when 20 or more lots are created.	Average slope of 15% or less, provided the portion of land with a slope of 15% or more does not exceed 25% of the land area. Land must have frontage on a road. Is not a swampland or subject to flooding.	$50,000	TBC
District of Lunenburg (Municipal District)	South Shore NS	25,120	1,760	14.3	Open Space Strategic Plan	Various (not classified)	Considers future activity on various sites in the Municipality, including on private lands.	Cash in the amount of two percent (2%) of the market of all new lots created.	No clear definition.	TBC	TBC

Appendix 5: Detailed Policy Framework



WEST HANTS
NOVA SCOTIA

Municipality of the District of West Hants
Parks and Open Space Plan

A West Hants Beach

Guiding Principle	Topic	Planning Document	Policy/Regulation	Description
1. Place high priority on environmental protection.	Watershed Protection	West Hants MPS	Policy 9.3.2	Limit the permitted uses in the Water Supply (W) zone to uses such as woods camps, forestry uses excluding processing structures, municipal water treatment and distribution uses, outdoor recreation uses without permanent structures, historic buildings and structures, and agricultural uses excluding dwellings, livestock operations and greenhouse operations.
	Watershed Protection	West Hants MPS	Policy 9.3.6	In the Water Supply (W) zone, it shall be the policy of Council to establish a minimum lot size of 10 acres (4.05 hectares) except for municipal water treatment and distribution uses.
	Watercourses	West Hants MPS	Policy 4.21.1	It shall be the policy of Council to control in the Land Use By-law the development of lands adjacent to watercourses. The purpose of such regulation is to preserve natural habitat and to limit environmental impacts such as siltation. This control shall be accomplished by establishing a minimum separation distance from watercourses.
	Watershed Protection	West Hants MPS	Policy 9.3.6	...it shall be the policy of Council to establish a minimum water frontage requirement in the Water Supply zone which shall apply to the creation of new lots abutting Mill Lake and Davidson Lake.
	Rezoning	West Hants MPS	Policy 5.3.7	It shall be the policy of Council to consider Zoning land within the Three Mile Plains Growth Centre to R-3 subject to the following: ... (e) adequate open space or recreational space is provided;
	Rezoning	West Hants MPS	Policy 8.8.5	It shall be the policy of Council to consider rezoning land zoned Prime Agriculture (P/Ag) to allow new Rural Residential (R-4) or Open Space (OS) uses subject to the following: (a) the development site has been determined to have little or no agricultural capability in accordance with Policy 8.6.1; (b) adequate separation distances are provided to minimize potential land use conflicts; (c) the proposed use is compatible with adjacent land uses; (d) the proposed use will not adversely affect other farms in the area; and (e) Policy 16.3.1.
	Environmentally Sensitive Areas	West Hants MPS	Policies 12.1.1, 12.1.2, 12.1.7, 12.1.8, 12.2.1	Regarding environmental constraints around Dykelands and gypsum formations.
	Watersheds, Watercourses	Hantsport MPS	GP-7	It shall be a policy of Council to establish in the Land Use By-law a setback from a watercourse.
	Environmentally Sensitive Areas	Hantsport MPS	Goal 1	Protect the environmentally sensitive areas of the former Town of Hantsport
	Watersheds, Watercourses	Hantsport MPS	Goal 4	Protect the source of the Town's water supply The following goals also fall under the other pillars of sustainability.
	Zoning	Hantsport MPS	Policy OS-3	It shall be a policy of Council to establish a "Conservation Open Space (COS) Zone" and to place the environmentally sensitive areas in this zone.
	Future Land Use	Hantsport MPS	Policy OS-1	It shall be a policy of Council to designate the existing recreational open space and the environmentally sensitive areas as "Open Space" on the Generalized Future Land Use Map.
	Park development	West Hants LUB	34.4(e)	The infilling and alteration of topography of any property in areas shown as Dykeland on Schedule A of this By- law shall not be permitted except as necessary for: construction of sports fields, golf courses, boat launches, trails and other recreational uses which require a limited amount of infilling and alteration of topography, but do not involve buildings.
	Hazard: Drought	MCCAP	4.1.5 Drought Action Items	Create policy to regulate the development of municipal infrastructure and facilities in areas known to be highly susceptible to sinkholes

Guiding Principle	Topic	Planning Document	Policy/Regulation	Description
	Hazard: Wildland Fire	MCCAP	4.2.3 Wildland Fire Action Items	Introduce a fire risk reduction program for municipally owned property (e.g. plant only low fire risk species).
	Natural Systems	MCCAP	8.1 Natural Stresses on Natural Systems	West Hants will remain attentive to sensitive habitats, ecosystems, wildlife and endangered species.
	Natural Systems	MCCAP	8.1 Natural Stresses on Natural Systems	The municipality will assist the Province, however practical and possible, in the protection of Parks, Protected Areas and Sites of Ecological Interest including:
	Natural Systems	MCCAP	8.1 Natural Stresses on Natural Systems	• Panuke Lake Nature Reserve: 150.9 ha (373 ac) including 47 ha (116 ac) of old growth eastern hemlock-red spruce forest • St. Croix River International Biological Program Site: mixed forest on karst topography; rare flora including Ram's-head Lady Slipper (species listed as Endangered in the Nova Scotia Species at Risk Act). • Akins Marsh: Eastern Habitat Joint Venture Site, Mount Denson. • Falls Lake Provincial Park: 4.86 ha (12 ac) on Falls Lake, Vaughan. • Smileys Provincial Park: 40.47 ha (100 ac) on Meander River, McKay Section. • Cheverie Salt Marsh Restoration Project: Highway 215, Cheverie
	Hazard: Sinkholes	MCCAP		Partner with local industry, stakeholders and DNR to acquire mapping of karst terrain to build knowledge about sinkhole susceptibility.
	Watersheds, Watercourses	West Hants ICSP	Goal 1	Protection of watercourses, shorelines, and wetland
	Watersheds, Watercourses	West Hants ICSP	Goal 3	Protect the source of public water supplies
2.. Plan green infrastructure to adapt to climate change.	Hazard: Coastal Erosion	MCCAP	4.7.3 Coastal Erosion Action Ideas	Request that TIR address erosion at Cheverie causeway.
	Hazard: Extreme Heat Events	MCCAP	4.8.3 Extreme Heat Event Action Ideas	Consider creating a policy addressing the safety of municipally coordinated outdoor recreation events during hot and very hot days, defined as days that are 30°C and 35°C days respectively.
	Areas of Increased Risk	MCCAP	(info)	[Maps were created to show a) coastal flooding b) inland flooding c) coastal erosion susceptibility]
	Municipal Park Maintenance	MCCAP	7.3 Climate Change Opportunities & Challenges to Municipal Operations	The maintenance regimes of parks and all municipally maintained outdoor spaces should respect the increase in growing degree days.
	Municipal Park Maintenance	MCCAP	7.3 Climate Change Opportunities & Challenges to Municipal Operations	Landscaping and maintenance choices should also take into consideration increased water deficits and fire risk.
	Municipal Park Maintenance	MCCAP	7.3 Climate Change Opportunities & Challenges to Municipal Operations	Prudent property maintenance should, by design, require little to zero irrigation.
	Municipal Park Maintenance	MCCAP	7.3 Climate Change Opportunities & Challenges to Municipal Operations	To manage fire risk, the location of plantings, stand thinning, and choices about what to plant are all critical. The Alberta Fire Smart program details guidelines for managing fire risk that could easily be employed by West Hants.

Guiding Principle	Topic	Planning Document	Policy/Regulation	Description
	Municipal Park Maintenance	MCCAP	7.3 Climate Change Opportunities & Challenges to Municipal Operations	West Hants will strive to maintain natural drainage, material and nutrient flows in the parks maintained by the Municipality, which are: • St. Croix Recreation Site • Eldridge Road Recreation Site • Irishmans Road Recreation Site • Halewood Drive (small parcel of parkland) • Falmouth Mini Park and Causeway Trail and Causeway Trail and Causeway Trail • Armstrong Lake (small parcel of parkland) • Kempt Quarry Recreation Site • Hobarts Beach
3. Plan spaces for all interests and abilities.	Future Land Use	West Hants MPS	Section 3.2	Provide a variety of community and neighbourhood recreational sites.
	Parkland Dedication	West Hants MPS	Policy 5.3.9 (f) re: Manufactured Home Parks	...a minimum of 10 percent of the total area of the park shall be devoted to parks, playgrounds and other useable recreational space, except that Council may consider reducing the required recreational space by up to five percent when the dimensions of the individual home spaces are substantially larger than the zone standard;
	Parkland Dedication	West Hants MPS	Policy 5.4.4 (d) Re: Multi-unit Residential Development	...regarding Multiple Unit Residential in Falmouth Growth Centre: the gross density of the development shall not exceed 4.5 dwelling units per acre; where the gross density exceeds 3 dwelling units per acre, at least 10 percent of the total area of the property shall be dedicated to the Municipality for parkland or open space purposes;
	Parkland Dedication	West Hants MPS	Policy 9.1.11(f) Re: Resort Development	...regarding Resort Development: a minimum of 25 percent of the property shall be used for parks and open space areas and active recreational facilities, of which at least half shall be allocated for active recreational facilities;
	Future Land Use	West Hants MPS	Policy 13.0.1	...establish a Community Use designation as shown on the Generalized Future Land Use Map (Map 1) to be applied to existing large-scale institutional, municipal recreation and open space uses.
	Zoning	West Hants MPS	Policy 13.2.1	...establish an Open Space (OS) zone which applies to parks and other public outdoor recreation uses, cemeteries, historic sites and similar uses. Generally, open space uses do not involve main buildings, but the zone may also be applied to certain institutional uses, such as museums and interpretive centres, which are located on large parcels of land used as parkland.
	Zoning	West Hants MPS	Policy 13.2.2	Zone only public lands for open space purposes.
	Future Land Use	West Hants MPS	Policy 13.2.3	It shall be the policy of Council to permit parks and playgrounds in any zone, provided accessory buildings are small scale, any signage meets the requirements of the zone and all other requirements of the Land Use By-law are met.
	Zoning	West Hants MPS	Policy 13.3.1	...establish a Recreation Commercial (RecC) zone which shall apply to existing commercial recreation facilities such as ski lodges and facilities, campgrounds, tennis and golf clubs, and similar uses which are open to the general public but are owned by private interests.
	Zoning	West Hants MPS	Policy 8.8.5	...consider rezoning land zoned Prime Agriculture (P/Ag) to allow new Rural Residential (R-4) or Open Space (OS) uses subject to the following: (a) the development site has been determined to have little or no agricultural capability in accordance with Policy 8.6.1; etc.
	Future Land Use	West Hants MPS	Policy 13.0.1	It shall be the policy of Council to establish a Community Use designation as shown on the Generalized Future Land Use Map (Map 1) to be applied to existing large-scale institutional, municipal recreation and open space uses.
	Zoning	Hantsport MPS	Policy OS-2	It shall be the policy of Council to establish a “Recreational Open Space (ROS) Zone and to place all of the publicly owned recreational areas into this zone.
	Develop a park and open space plan	Hantsport MPS	Policy ICSP-18	It shall be the policy of Council to continue to maintain the parks within the Town and to provide recreational services for all residents.
	Future Land Use	Hantsport MPS	Policy GP-1	It shall be the intention of Council to provide for the overall development of the Town in accordance with the Generalized Future Land Use Map attached as Schedule A of this document.

Guiding Principle	Topic	Planning Document	Policy/Regulation	Description
	Zoning	West Hants LUB	33.1	The following uses shall be permitted in the Open Space (OS) zone: • Cemeteries • Historic sites, interpretive centres and museums • Outdoor recreation uses • Parks and playgrounds • Uses, buildings and structures necessary for the prevention of floods, soil erosion and other similar natural occurrences"
	Zoning	West Hants LUB	17.1	The following uses shall be permitted in the Recreation Commercial (RecC) zone: • Campgrounds • Driving ranges • Golf courses and club houses • Single unit dwellings • Ski lodges and facilities • Tennis courts and club houses
	Zoning	West Hants LUB	24.1	The following uses shall be permitted in the Water Supply (W) zone: • Agricultural uses excluding dwellings, the keeping of livestock and greenhouse operations • Forestry uses excluding processing structures • Historic buildings and sites • Municipal water treatment and distribution uses • Outdoor recreation uses provided no permanent structures are erected • Uses, buildings and structures necessary for the prevention of floods, soil erosion and other similar natural occurrences • Woods camps
	Zoning	Hantsport LUB	13.1	Conservation Open Space (COS) Zone Permitted Uses: • recreational uses that do not involve structures other than open air structures • agricultural uses that do not involve structures other than open air structures and greenhouses
	Zoning	Hantsport LUB	12.1	Recreation Open Space Zone (OS) Permitted Uses: • cemeteries • pavilions, band shells • sports fields • buildings and structures accessory to the foregoing including canteens and related amenities
	Wetlands and Watercourses	Hantsport LUB	5.2	All main buildings shall be set back from a watercourse as shown on the Zoning Map a distance of 30 metres.
	Programming	Active Living Strategy	Engagement Outcome	Public consultation garnered citizens' desire to perform the following activities: • safe roadsides/trails for walking • use of Trails • swimming • kayaking • canoeing • snowshoeing • hiking and • orienteering.
	Programming	Active Living Strategy	Engagement Outcome	Regarding the importance of having activities in every community.
	Programming	Active Living Strategy	Engagement Outcome	Regarding more public time at the KES swimming pool and Brooklyn arena.
	Programming	Active Living Strategy	Recreation Survey Results	Ipsos Reid Recreation Survey highlights on page 22 of Report.
	Active Transportation	West Hants ICSP	Goal: Promote Active Transportation (p 43)	Expanding the number of walking trails may well be an objective in a parks and open space strategy. Indoor walking trails are also important; one has been incorporated in a recently constructed civic centre.
	Food Security	West Hants ICSP	Goal: Encourage backyard and community gardens Support the "Buy Local Food" movement	Council will encourage the establishment of community gardens in the more urban areas of the Municipality.

Guiding Principle	Topic	Planning Document	Policy/Regulation	Description
	Tourism	West Hants ICSP	Goal: Promote Tourism (p36)	a) Council will investigate opportunities to attract more tourists to the Municipality. b) Better signage, interpretive centres, bicycle routes, salt marshes are a number of areas that may warrant further investigation to attract visitors
	Partnerships	West Hants ICSP	Goal: Provide recreational programs and opportunities for all residents (p 39)	Council will consider entering into partnership in the provision of recreational services.
4. Link parks and open space with other places.	Water Access	West Hants MPS	Policy 4.21.2	It shall be the policy of Council to prevent development from eliminating public access to lakes and rivers in West Hants. This will be accomplished either by the acceptance of waterfront land given under the parkland dedication provisions of the West Hants Subdivision By-law or by the purchase of such lands with the money collected in lieu of land dedication.
	Connections to Active Transportation	Active Transportation Plan	Section 2.9 Community Input	Connection between schools and neighbourhoods needed to allow youth to get to school/recreation by bike.
	Connections to Active Transportation	Active Transportation Plan	Section 3.2 Network Opportunities	Inactive rail lines owned by the Windsor to Hantsport Rail Company present another major opportunity to establish key connections within a region-wide active transportation network.
	Wayfinding	Active Transportation Plan	Section 4.3 Wayfinding	Improve linkages between trail or park facilities and adjacent community amenities.
	Wayfinding	Active Transportation Plan	Section 4.3 Wayfinding	Use off site directional signage where needed.
	Tourism	Active Transportation Plan	Section 2.9 Community Input	Regarding connection to blue route needed for tourism.
	Active Transportation	West Hants ICSP	Goal: Promote Active Transportation (p 43)	a) Council will consider amending its subdivision by-law to require sidewalks and/or bicycle lanes for new municipal public streets. b) Council will encourage the province to provide for bicycle use as part of highway renewal projects, except for controlled access highways. c) Council will explore the potential of designating a number of roads in the municipality as bicycle routes and promoting their use.
	Water Access	Active Living Strategy	Outdoor Recreation (p 14)	It is imperative that the Municipality maintain access along the shores of lakes and the Minas Basin waters for public use through a Parks and Open Spaces Plan.
5. Showcase community identity and history.	Municipal Park Maintenance	MCCAP	7.3 Climate Change Opportunities & Challenges to Municipal Operations	Essential to the functioning and well-being of West Hants are a variety of socially valued assets, including (but not limited to): • Civic Centre in Brooklyn • Community Halls • Churches • Elementary Schools (Brooklyn, Summerville, Newport, Falmouth, Windsor Forks) • West Hants Middle School• Avonview High School • Windsor Elms Village• Provincial Parks located within West Hants • Municipally maintained parks: - St. Croix Recreation Site - Eldridge Road Recreation Site - Irishmans Road Recreation Site - Halewood Drive (small parcel of parkland) - Falmouth Mini Park and Causeway Trail and Causeway Trail and Causeway Trail and Causeway Trail, Armstrong Lake (small parcel of parkland), Kempt Quarry Recreation Site - Hobarts Beach • Avondale Wharf & Waterfront/ Museum• Commercial Districts such as in Brooklyn • Town of Windsor, particularly its grocery stores • Avon Valley Golf Course • French Mill Brook Watershed

Guiding Principle	Topic	Planning Document	Policy/Regulation	Description
	Smart Growth	Active Transportation Plan	5.2 Policies and Planning	Siting of recreation opportunities close to existing communities is critical to maintain community feel and reduce costs
	Wayfinding	Active Transportation Plan	Section 4.3 Wayfinding	Improve sense of arrival by installing trailhead or park signs at entrances to AT facilities.
	Wayfinding	Active Transportation Plan	Section 4.3 Wayfinding	Use entrance signage to improve sense of arrival and communicate usage.
6. Evaluate and update plans over time.	Future Land Use	West Hants MPS	Policy 16.1.1	It shall be the policy of Council to review and make amendments to this Strategy:... (c) when Council deems it necessary because of a change in policy intentions or the development environment.
	Develop a parks and open space plan	Hantsport MPS	Goal 2.4.1 (Goals)	Provide parks and recreational opportunities.
	Develop and parks and open space plan	Active Living Strategy	Public Lands Profile (p 12)	An analysis of [Municipal] lands (including value and liability) and development of a Parks and Open Spaces Plan is needed to identify opportunities and priorities.
	Develop and parks and open space plan	Active Living Strategy	GOAL 3: SUPPORTIVE PHYSICAL ENVIRONMENTS To create, maintain and enhance physical environ-ments, both built and natural, that support PA.	Develop and implement a Parks and Open Spaces Plan (presented to Council 2015).
	Develop a parks and open space strategy	West Hants ICSP	Goal: Provide recreational programs and opportunities for all residents (p 39)	Council will consider the preparation of a Parks and Open Space Strategy for the Municipality.

Appendix 6:
Policy and By-Law Changes for Plan Implementation



Municipality of the District of West Hants
Parks and Open Space Plan

Avondale Wharf and Waterfront

It is recommended that staff in consultation with the Planning Advisory Committee and Council will update relevant planning documents to enable a compatible relationship between this Parks and Open Space Plan and those planning documents. In addition to such updates some changes are identified under each planning document title below that may contribute to the successful implementation of this Plan:

West Hants Subdivision By-law

1. Part 14: Change "Parkland Dedication" to "**Parks and Open Space Dedication**".

2. Section 71:

   Prior to approval by the Development Officer of the final plan of subdivision, the subdivider shall either:

   (a) transfer to the Municipality, free of encumbrances, for parks, playgrounds, and similar public purposes, an area of useable land within the area being subdivided equal to five percent (5%) of the area of the lots to be approved, as shown on the final plan of subdivision, exclusive of streets, easements, and the residue of the land of the subdivider, **or ten percent (10%) when the proposed location of subdivision is listed in growth areas identified in the West Hants Municipal Planning Strategy;** or

   (b) provide to the Municipality a sum of money equivalent to five percent (5%) of the market value, as determined by an assessor, of the lots to be approved, as shown on the final plan of subdivision, exclusive of streets, easements, and the residue of the land of the subdivider **or ten percent (10%) when the proposed location of subdivision is listed in growth areas identified in the West Hants Municipal Planning Strategy;** or

   ...

   (e) When lands to be transferred are not needed to meet the needs of people residing either full time or part time in the area, the Municipality may request the transfer of cash-in-lieu.

3. Section 73: Definition of Useable Land: Change to reflect the ideas noted below in **bold:**

   (a) For the purposes of Sections 71 and 72, useable land shall be defined as land that:

   (i) has an average slope over the entire parcel of not more than **ten percent (10%) and** that any part of the parcel with a slope of **ten percent (10%)** or more shall not exceed one-quarter (¼) of the area of the entire parcel;

   (ii) consists of a parcel having an area of one half (1/2) acre or more;

   (iii) is serviced by central water and sewer systems, or is capable of supporting an on-site sewage disposal system, unless the parcel is intended for **Linear Parks**, **Neighbourhood Parks, Cultural Parks or Preservation and Production Open Space that** do not require an on-site sewage disposal system or services;

   (iv) is not a clearing and grubbing disposal area;

   (v) is not swampland or subject to flooding;

   (vi) is not an electrical transmission corridor;

   (vii) where applicable, is able to meet the requirements for lot area and lot frontage contained in the Land Use By-law;

   (viii) has a public street or private road frontage consistent with one of the following conditions:

   i. Public street or private road frontage of 30.5 metres (100 feet) or more; or

   (ix) achieves a moderate or high degree of Suitability (by using the Suitability Framework).

   (b) The criteria in subsection 73(a) may be waived if the land to be transferred is considered unique by the **Development Officer** in that the parcel is:

   (i) land suitable for preservation as an interpretive natural reserve area based on the opinion of a qualified professional;

(ii) land of significant historical or archaeological value to the Municipality;

(iii) land adjacent to, **or within a 500m (1,640 feet) distance of,** a park or open space owned by the Municipality;

(iv) land deemed by the Recreation Director for the Municipality to be required for recreational purposes;

(v) land located in the Water Supply (W) zone; **or**

(vi) land that is outside of the subdivision area and owned by the landowner that will contribute to the parks and open space network described in the Parks and Open Space Plan or meets the needs of citizens who are underserviced in terms of parks and open space.

(c) Any land to be conveyed to the Municipality other than that meeting the requirements of subsection 73(b) shall abut a public road or private road **and contain a frontage on said public road or private road of not less than 30.48 metres (100 feet) unless a frontage of less than 30.48 m (100') is considered desirable for the future development of a Neighbourhood Park, as determined by the Development Officer in consultation with the Recreation Director.** Land to be conveyed to the Municipality pursuant to the requirements of subsection 73(b) shall be accessible by a public street or private road or by a public easement a minimum of 15.24 metres (50 feet) in width and providing a connection to a public road.

Municipal Planning Strategy for West Hants

1. Change the title at Section 13.2 "Open Space" to "Parks and Open Space" and change the word "open space" to 'parks and open space" where appropriate throughout the MPS;

2. Include in Section 13.2 or 16.4, policy that enables 10% Dedication in growing areas, such as: "Notwithstanding other requirements of this Municipal Planning Strategy, an amount of land, cash-in lieu of land or a combination of land and cash-in-lieu equal to 10% of the market value of lands to be subdivided shall be transferred to the Municipality if such lands fall within areas on the West Hants Generalized Future Land Use Map (GFLUM) labelled as Hamlet, Village, Village Core, Residential, and Commercial Core. These areas are generally seen as growth areas within the Municipality";

3. Update Policy 16.4.1(c) to state: "requirements for dedication of **open space** or cash-in-lieu **for the purpose of parks and open space**; and,

4. Update the West Hants Zoning Map and Generalized Future Land Use Map (GFLUM) to reflect the parks and open space opportunities identified in this plan.

5. Include provisions to accommodate the addition of 71(e).

6. Include provisions to accommodate the addition of 73(a)(ix).

7. Include provisions to accommodate the addition of 73(b)(vi).

Municipal Planning Strategy for Hantsport

1. Update the Hantsport Generalized Future Land Use Map (GFLUM) to reflect the parks and open space opportunities identified in this plan. Of particular note are opportunities for Municipally owned lands west of the Hantsport Riverbank Cemetery (identified in 'Area 1 Network Opportunities') and overall roadside improvements for walking.

Municipality of the District of West Hants

Parks and Open Space Plan

2016 - 2026













ARCHITECTS+PLANNERS

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Contents

Acknowledgements 2

Contents 3

Maps, Tables and Figures 6

Glossary 7

Acronyms 11

EXECUTIVE SUMMARY 13

1.0 INTRODUCTION 15

1.1 Purpose 15

1.2 Values Based Planning Approach 15

1.3 Guiding Principles 16

1.4 Methods and Analysis 17

2.0 PLANNING CONTEXT 21

2.1 People and Recreation 22

2.2 Policy Context 23

3.0 PUBLIC ENGAGEMENT 27

3.1 Where We Go 27

3.2 What We Do 29

3.3 What We Value 31

Contents

4.0 INVENTORY + OPPORTUNITIES 33

4.1 Existing Parks and Open Space 33

4.2 Parks and Open Space Types in West Hants 36

4.3 Current Parks and Open Space Level of Service 40

4.4 Top 5 Priority Parks and Costs 50

4.5 Future Parks and Open Space Network: Summary of Opportunities 68

5.0 IMPLEMENTATION 85

5.1 Prioritized Actions 85

5.2 Decision-Making Toolkit for Land Management Decisions 86

5.3 Education and Promotion Opportunities 88

APPENDICES



Falmouth Mini Park and Causeway Trail

Maps, Tables and Figures

List of Maps

Map 1: Population and Places of Residence 21
Map 2: Places People Recreate or Would like to Recreate 29
Map 3: Current West Hants Parks and Open Space Properties 34
Map 4: Water Access Locations 35
Map 5: Gap Analysis of Park Types 41
Map 6: Top 5 Parks 50
Map 7: Falmouth Mini Park and Causeway Trail 53
Map 8: Avondale Wharf and Waterfront 58
Map 9: Irishmans Road Recreation Site (and Context Map) 61
Map 10: Eldridge Road Recreation Site 64
Map 11: St. Croix Recreation Site 67
Map 12: West Hants Park Planning Area 1 69
Map 13: West Hants Park Planning Area 2 72
Map 14: West Hants Park Planning Area 3 75
Map 15: West Hants Park Planning Area 4 78
Map 16: West Hants Park Planning Area 5 81

List of Tables

Table 1: Guiding Principles. 16
Table 2: Which parks and open spaces do you visit? 28
Table 3: Parks and Open Space Types in West Hants. 37

List of Figures

Figure 1: Population of West Hants by Age Category (2001 - 2011). 22
Figure 2: Policy Documents. 25
Figure 3: The Planning Areas Where Residents of Each Planning Area Recreate. 27
Figure 4: How do you get to your parks? 28
Figure 5: What activities do we do? 30
Figure 6: What activities do we do in Winter? 30
Figure 7: For what do we most value our parks and open space? 31
Figure 8: Should we spend more money on parks and open space? 31
Figure 9: Acquisition Priorities. 86
Figure 10: Process to Identify Priority Lands. 87

Glossary

Acquisition	The process of purchasing or obtaining parks or open space. Acquisition may also apply to access of outdoor spaces that are not Municipally-owned, such as through land lease agreements.
Action	A term used in this plan to indicate the steps required or recommended for the Municipality to ensure the successful implementation of this plan.
Active Transportation	All forms of human powered or non-motorized transportation. It typically refers to walking, running and cycling, but also rollerblading, skateboarding, wheelchair use, etc.
Adaptive Management	Referred to as 'adaptive management', parks and open space plan objectives and outcomes should be regularly evaluated in order to meet the changing needs of people and the environment. Regular refinement of standardized evaluation, management and design guides, such as the Decision-Making Toolkit and Municipal policy and recommendations, is essential to being 'adaptive'.
ArcGIS	Produced by ESRI, it is a geographic information system (GIS), or software, for creating and working with maps and geographic information.
Asset Mapping	A mapping activity that relies on the community to identify its assets and to generate a plan to solve problems.
Citizens	People who reside in West Hants either full time or part time during the course of a year.
Community Park	Typically 2 hectares (5 acres) or more, these parks are usually home to athletic facilities, picnic areas, paths, schools and other passive recreation opportunities. May accommodate community food garden plots. These typically attract people within a 5 kilometre radius of the park.
Crown Land	Public land administered by Provincial and Federal governments. Crown land is officially entitled to the Canadian monarch, Queen Elizabeth II, however this is in her position as sovereign, not an individual therefore Crown land cannot be sold by the sovereign without the proper advice and consent of her (Canadian) ministers.
Cultural Park	These include outdoor spaces that have an attached historical or cultural value (e.g. gardens, cemeteries, church properties, memorials, etc.). Cultural Parks may accommodate community food garden plots and they attract people from 30 kilometres of the park.

Dissemination Area	The smallest standard geographic area for which all Statistics Canada census data are disseminated, it is a relatively stable geographic unit with a population of 400 to 700 persons.
Divestment	The sale of unsuitable or unusable land by the Municipality.
Downzoning	The assignment of a zoning grade to land under which the permitted density of housing and development (and therefore future profitability) is reduced.
Environmentally Sensitive Areas	Areas required for the preservation of plant and animal life; habitats for fish and wildlife species; areas required for ecological and other scientific purposes; rivers, streams, bays, estuaries and coastal beaches, lake shores, banks of rivers and streams, and watershed lands.
Gap Analysis	The comparison of actual performance with potential or desired performance (e.g. of policy, or park lands)
Geographic Information System	(GIS). A computerized system for geographical data collection, storage, manipulation, and analysis.
Green Infrastructure	The planted and natural greenspaces of the Municipality that are used to ensure the health and safety of citizens and to adapt to a changing climate. Green infrastructure includes parks and open space, stormwater infiltration and street trees.
Hazard Area	Areas requiring special management or regulations, (e.g. steep slope areas, floodplains, wetlands, watersheds, geo-hazards)
Integrated Community Sustainability Plan	A long-term plan, developed in consultation with citizens, to help the community realize sustainability objectives within environmental, cultural, social and economic dimensions of its identity.
Ipsos Reid	Canada's largest market research and public opinion polling firm.
Land Use By-Law (LUB)	Land Use By-laws are regulations that specify development controls and land use development policies found in the MPS.
Level of Service	The measurable quantity and quality of service (of parks and open space) provided to citizens by the Municipality.

Linear Park

A variety of outdoor connections such as trails, riparian buffers, road right-of ways, dykelands, coastal protected areas, and shorelines. Both recreation and nature conservation are promoted.

Management

Outdoor space operations, maintenance, acquisition of new spaces, divestment of superfluous spaces, funding for outdoor spaces, and coordination of outdoor community groups.

Municipality

The Municipality of the District of West Hants.

Municipal Climate Change Adaptation Plan

(MCCAP). A plan adopted by Council that identifies the impacts of climate change in West Hants, and also policy and procedures that could help protect people, properties, special places, and essential municipal services.

Municipal Government Act

The legislative framework that delegates provincial authority to municipal councils in Nova Scotia.

Municipal Planning Strategy

A Municipal document that provides the framework to guide the growth and development in West Hants and sets out the policies of council regarding future developments.

Natural Areas

Areas designated by the Province of Nova Scotia to be protected as representative native ecosystems, for the protection of endangered species, and used for education and research.

Neighbourhood Park

The smallest-sized park type in West Hants, which is used on a daily basis by members of a neighbourhood typically within a 1 kilometre radius of the park. Informal active recreation or passive recreation are typical and informal fields, playgrounds, picnic areas, and seating are found. May accommodate community food garden plots.

Open Space

Lands owned by government or other entity that are not programmed for recreational use and typically do not contain buildings or other structures. These may be unused naturalized land, environmentally-sensitive land, landscape views or lands within prescribed setbacks or other reserves on private property. In this plan, Open Space falls within the Preservation and Production park, and open space type.

Opportunities, standards and other references to Open Space in this plan refer to Municipally-owned lands only, unless otherwise specified.

Park

Land owned by the Municipality or other entity that is programmed for active or passive recreational enjoyment. There are five park types in West Hants, which are defined by uses, size and numbers of people serviced: Neighbourhood, Community, Regional, Cultural and Linear. Parks typically contain buildings or sports/play infrastructure and standard levels of service apply.

Park Planning Area

Useful for determining levels of service, and for education and promotion, these signify the sections of West Hants where citizens both live and recreate (without going outside of that Area), as determined through public engagement.

Preservation And Production (Open Space)

Typically at least 4 hectares (~10acres) in size, these have few or no built amenities. These spaces act primarily as preserves to protect natural (e.g. woodlands, wetlands, conservation areas, streams, ponds and lakes, watersheds, agriculture lands, dykelands and coastline) or agricultural resources.

Protected Water Area (PWA)

A designation administered by the Province of Nova Scotia under the Environment Act that enables the universally accepted multiple-barrier framework for managing municipal drinking water supplies in Nova Scotia.

West Hants is host to three water supply areas, two that are designated and one with designation in draft form, respectively: Mill Lake, French Mill Brook and Davidson Lake.

Regional Park

Typically 20 - 100 hectares in size, these serve citizens of the entire Municipality and attract visitors from outside the Municipality. Portions of these parks may be set aside for natural and cultural conservation. Opportunities for passive and active recreation is programmed. Regional Parks are often owned and managed by the Provincial government or private enterprises, such as large Provincial Parks, ski resorts and golf courses.

Opportunities, standards and other references in this plan refer to Municipally-owned lands only, unless otherwise specified.

'Right of First Refusal' or 'Option on Land'

A contractual right to acquire property prior to it being available on the open market. It is typically obtained through a formal request to the land owner and may or may not be accompanied by a fee.

Stakeholder

Groups, individuals, or organizations (e.g. business, government, recreation) who have a financial, business, or public stake in the parks and open space network. The interest and stake is different than that of the general public.

Stormwater

Water originating from precipitation events (e.g. rain, snow) that 'runs off' of paved surfaces (e.g. sidewalks, roads, parking lots) into catch basins, drainage areas, or water bodies.

Subdivision

The division of land into smaller pieces for ease of sale or development.

Usable Land	Land considered usable as parks or open space as defined by the Municipality of the District of West Hants and the former Town of Hantsport Subdivision By-laws.
Subdivision By-law	This by-law includes regulations that establish standards for how land can be subdivided.
Value	Qualities and characteristics that citizens of West Hants describe as important in their outdoor spaces.
Values-Based Planning Approach	The inclusive and transparent process that considers the values of West Hants citizens into parks and open space decision-making. Values can be used in many ways including the prioritization of open space management, to determine the allocation of resources, to identify conflicts in the landscape, and to maintain or enhance landscape elements that are favoured.
West Hants	The geographic area governed at the municipal level by the Municipality of the District of West Hants, which excludes Windsor but has included Hantsport since July 1, 2015.
Wilderness Areas	Areas designated by the Province of Nova Scotia to contain representative landscapes and native biodiversity and also used for recreation.

Acronyms

AT	Active Transportation
DA	Dissemination Area
GIS	Geographic Information System
ICSP	Integrated Community Sustainability Plan
GFLUM	Generalized Future Land Use Map
LUB	Land Use By-law
MCCAP	Municipal Climate Change Adaptation Plan
MGA	Municipal Government Act
MPS	Municipal Planning Strategy
PWA	Protected Water Area



Cambridge Beach

EXECUTIVE SUMMARY

Citizens of the Municipality of the District of West Hants use parks and open space for personal and organized recreation, to connect with people, and to enjoy nature. A ten-year comprehensive plan has been developed to direct the management (e.g. operations, maintenance, acquisition, divestment, funding, programming, education) of approximately 175 hectares (435 acres) of Municipally-owned land. This plan will ensure that the local network of parks and open space will continue to meet recreational needs, and protect unique natural and cultural resources.

The Municipality of the District of West Hants Parks and Open Space Plan stands as a milestone in the Municipality for two reasons: First, a full inventory and review of approximately 165 Municipally-owned parcels has been conducted. Second, for the first time, citizens of the Municipality have been consulted on what they value about the entire parks and open space network and what the future of the network should look like. Identifying what people value in their outdoor spaces is a more proactive approach than focusing on problems. These values help define 'suitable' future parks and open space when using the Suitability Framework found in Appendix 1. This plan also includes a review of public policy, planning precedents, gap analysis, and six Guiding Principles to shape future decisions.

Four methods of data collection contributed to the formation of the Parks and Open Space Plan: 1) a review of best planning practices across Canada; 2) a review of existing policy frameworks set out by the Municipality of the District of West Hants, and policy set in place by the Province of Nova Scotia; 3) an extensive public engagement process including paper and online surveys, community open houses and workshops, a stakeholder workshop, and a youth engagement session; and 4) ground-truthing of 165 parcels to collect pertinent site information, which is now available to the Municipality in a database.

A series of 15 prioritized management actions stem from the analysis of collected parks and open space information. Three analysis tools were used to reveal these 15 actions. First, a gap analysis was completed to identify the locations of citizens who are lacking access to certain types of parks. Second, using plan Guiding Principles as a framework, gaps in parks and open space policy was revealed. Third, site opportunities were developed from the review and synthesis of the parks and open space data collected during site visits. A 'top 5' list of well-used and frequently visited parks and open space was identified. For each of the five spaces, site opportunities were extensively evaluated and cost estimates provided. Concept drawings were illustrated to highlight the approximate locations of site opportunities. Additionally, five park planning areas were identified based on park location, park capture area, and location of dwellings.

In addition to the establishment of park types and standards for West Hants, a key deliverable from this Parks and Open Space Plan is a Decision Making Toolkit to be used by Municipal staff or a committee. The Toolkit can guide decisions about the Parks and Open Space network, to ensure decisions about land acquisition, divestment and development meet the intent of the plan. Users of this toolkit will be able to evaluate and prioritize lands for acquisition based on the four standards described in detail in the Toolkit: usability, suitability, budget, and urgency.

For the next ten years, decision-makers, community groups, and other stakeholders will be able to use this plan to deliver a parks and open space network that will meet the needs of citizens in West Hants.



Irishmans Road Recreation Site

1.0 INTRODUCTION

1.1 Purpose

Parks and open space are public properties that enable recreation and enjoyment. They also protect the environment, and preserve culturally important places. This Parks and Open Space Plan comprehensively reviews community values and the West Hants parks and open space inventory to identify the best possible network to meet the needs of citizens for the next ten years.

Municipal policy documents[1] have called for the creation of a Parks and Open Space Plan. As a result, this plan serves as an important milestone in West Hants for two reasons:

A Citizens' Values are Identified

For the first time, citizens of West Hants were consulted on what they value about the entire parks and open space network and what the future of the network should look like. This is significant as parks and open space research and planning show that a truly sustainable network of open space and the resources within it depends on a broad set of values identified by the public (e.g. Digby Open Space Strategic Plan, HRM Urban Forest Master Plan, Point Pleasant Park Master Plan, CSA Sustainable Forest Management). This is balanced by public policy and planning precedents.

B Management Plan Identified

The development of this plan included the inventory and analysis of Municipally-owned land. This plan ensures that all Municipally-owned and accessible lands will be inventoried and analysed. Importantly, management actions have been outlined for the horizon of 2016 to 2026.

West Hants spans some 1,345 square kilometres (332,356 acres). The Municipality owns and manages 175 hectares (435 acres) of parks and open space lands. Although this plan strategically considers all parts of the network (e.g. Municipal, Provincial and private lands), Municipally-owned lands are the primary focus.

1.2 Values Based Planning Approach

Identifying what people value in outdoor spaces is a more positive approach than simply focusing on problems. Values are qualities and characteristics that citizens of West Hants have described as important in their outdoor spaces. A range of values have been collected and used to inform this Plan. These values are easily organized into two types:

- Ecological (e.g. biodiversity of plant species, removal of carbon from the atmosphere, wildlife habitat, flooding mitigation, soil stabilization, mitigation of climate change effects), and
- Social (e.g. physical activity, personal well-being, natural beauty, community gathering).

In the West Hants Parks and Open Space Plan, values have been used, in part, to:

- Define 'suitable land' for parks and open space use in West Hants;
- Identify challenges with the current parks and open space network; and to
- Suggest improvements to the current parks and open space network.

1 Plans include the Active Living Strategy, West Hants Municipal Planning Strategy and Integrated Community Sustainability Plan

1.3 Guiding Principles

Guiding principles direct the creation and management of the parks and open space network. These principles come from community values, municipal policies, and best practices:

Table 1: Guiding Principles

Prioritize environmental protection.	Environmental protection must be considered a high priority to ensure sensitive lands, waters, and wildlife habitat are not unduly harmed by human recreation.
Plan green infrastructure to adapt to climate change.	Green infrastructure includes the planted and natural greenspaces that are used to ensure the health and well-being of citizens and to mitigate the negative effects of climate change. Mitigative actions include carbon sequestration, stormwater capture, flood mitigation and shoreline stabilization. Green infrastructure may be a key component of parks such as trees, garden, rain gardens, and swales. Parks may be developed around green infrastructure such as stormwater management ponds.
Plan spaces for all interests and abilities.	Access to active and passive recreation is important to all citizens of West Hants for their physical and mental health. 'Access' means having appropriate amenities, such as flat and stable walking surfaces, water access, and stimulating appropriate recreation spaces within a suitable proximity to where citizens live.
Link parks and open space with other places.	Linking people from their home to parks using trails, multi-use paths, and water access points enables active transportation, and the freedom for people of all ages to access the parks and open space network.
Showcase community identity and history.	Sense of identity is strengthened when valued outdoor spaces are enhanced. Enhancements may prominently display park aspects related to West Hants history, resource production, natural processes, and geography (e.g. Mi'kmaw and Acadian land works and settlements, resource production and harvesting, among others). Good park maintenance and design can also strengthen community pride.
Evaluate and update plans over time.	Referred to as 'adaptive management', parks and open space plan objectives and outcomes should be regularly evaluated in order to meet the changing needs of people and the environment. Regular refinement of standardized evaluation, management and design guides, such as the Decision-Making Toolkit and Municipal policy and recommendations, is essential to being 'adaptive'.

1.4 Methods and Analysis

Methods

M1 Best Practice Review

Four park and open space plans and related subdivision by-laws were reviewed in detail for local understanding. This review included definitions of usable land, park department budgets and park types. This review is attached in Appendix 5 (Detailed Policy Framework). Plans from across Canada were used as precedents and to inform the Suitability Framework, Guiding Principles, park size and catchment area standards, and gap analysis.

M2 Policy Review

The West Hants Parks and Open Space Plan conforms to Municipal and Provincial policy. To design the best parks and open space network, amendments to policy and regulation were evaluated. Policy documents reviewed for this plan are described in Section 2.0 Planning Context. A detailed review using the Guiding Principles to identify gaps is in Appendix 5, and proposed changes to existing regulation are in Appendix 6.

M3 Public Engagement

A) Online and Paper Survey

To reach a large group of citizens in West Hants, surveys were distributed in digital and paper formats. The online survey was hosted on the survey website called Survey Monkey and the link was distributed via the Municipal website, Facebook, Twitter, posters in public spaces and at schools, and newspaper and various organizations' newsletter advertisements. The paper survey was distributed at schools, public buildings, at a youth engagement session and to interested seniors groups. A mixture of open and closed-ended questions were administered to create an accurate picture of where people go outside, what they do, what they value and would like to improve in these outdoor spaces.

B) Community Open Houses and Workshops

Five community engagement sessions were held in the Municipality in November 2015. The program for engagement included:

> ***Open House:*** Upon arrival, event participants were given unstructured time to interact with the Consultant Team to ask questions and gain clarity on the purpose and methods of the Parks and Open Space Plan. At each open house session, participants were able to illustrate, with stickers on a map, where they live and recreate within the Municipality.
>
> ***Workshop***: Each session began with an introduction of the Consultant Team and a brief presentation on the value of public participation and how the session would run.
>
> In small groups, participants were invited to respond to a series of questions by writing and drawing on maps, paper, and post-it notes.
>
> After each session, participants reviewed and prioritized all responses collected during the engagement session.

C) Stakeholder Workshop

Parks and open space stakeholders are individuals, organizations, or groups within West Hants that have a special interest in the parks and open space network (e.g. outdoor related businesses, recreation groups, school board, tourism groups). A stakeholder workshop was conducted on November 12, 2015. Questions specific to organizational mandates, funding opportunities, and open space network were asked.

D) Youth Engagement Session

Youth in West Hants were an asset in the development of the Parks and Open Space Plan. Youth, active in their respective communities in West Hants, were invited to attend an interactive workshop on October 19, 2015. Discussion, asset mapping, and multimedia exercises were used to draw out ' ideas for the future of outdoor spaces in West Hants. The youth from this session were given surveys and posters to disseminate at their respective schools and communities.

M4 Ground Truthing

After a detailed desktop review of parks and open space in West Hants, the consultant team visited and evaluated each parcel of municipally-owned land (approximately 165 parcels) to collect pertinent site condition information showing in the Parks and Open Space Inventory in this Plan. Detailed site criteria were collected from October to December, 2015.[2]

2 The resulting inventory is showcased in Appendix 2

Analysis

Three analysis tools were used to evaluate the data collected.

A1 Park and Open Space Standards Gap Analysis

A gap analysis was completed to identify the locations of citizens who are lacking access to certain types of parks. This analysis was done using mapping software (ESRI ArcMap); Catchment areas of various standard sizes were drawn around parks according to the park type.[3]

A2 Park and Open Space Policy Gaps

An opportunity exists for the Municipality to have a parks and open space network that fulfils the Guiding Principles. After Municipal policies were sorted by the Guiding Principles, gaps in policy (related to certain Principles) became apparent. Some recommendations in this report suggest policy amendments that provide new or updated policy that will address important aspects of each Guiding Principle, such as proposed amendments to the definition of usable land found in the Subdivision By-Law(s).

A3 Parks and Open Space Network Analysis

Based on the parks and open space data collected during site visits, opportunities and recommendations were developed. A further analysis for surrounding activities and connections was made possible through a desktop analysis using mapping tools (e.g. ArcGIS, aerial photos land owner information, park and open space maps developed in this plan).

The full inventory of West Hants parks and open space is presented in Appendix 2 (Inventory and Opportunities).

3 Park types and standards, and park type catchment areas are explained in Table 3.

Information Limitations

Information in this plan is based on trends, assumptions, and data, which come from various sources. As such, information has its parameters and limitations. The list below reports such parameters and limitations by chapter in this Plan:

2.0 Planning Context

Population Counts: Statistics Canada 2011, grouped by Dissemination Area - part time citizens such as cottagers are likely not to be included in this population count.

Park Planning Areas: derived from public engagement sessions, existing road network, and Dissemination Area boundaries. Public input was limited to those who responded.

Resident Locations: Building points for buildings not commercial, cottage, industrial or otherwise non-residential. Hantsport building points not readily available for display.

Ipsos Reid Survey: See survey to view limitations.

3.0 Public Engagement

1A: Where We Go - Based on responses received through online and paper surveys. More than 450 people were represented, achieving a 95% confidence level for responses. Age groups were adequately represented. These were 0-15, 16-30, 31-40, 41-60 and 60+.

1B: What We Do - This is from responses received through online and paper surveys. Respondents listed the activities they perform and these responses were tallied.

1C: What We Value - Based on Responses received through online and paper surveys, as well as workshop sessions, Top 5 values were chosen from a list of values, and other values described are related to Top 5 but in the words of individuals rather than the prescribed options.

4.0 Inventory + Opportunities

Map 3: Current Parks and Open Space - Parks are limited to Municipally-owned lands only.

Map 4: Water Access Locations - Limited to locations noted during public consultation, and planning consultants' observances during site visits to Municipal lands. Locations may or may not be on public land.

Table 3: Parks and Open Space Types in West Hants - Park Types were adapted from planning standards and enhanced to address local conditions

4.3: Current Parks and Open Space Level of Service - Based on the Park Type Standards. The amount of land area for Neighbourhood Parks is comparable to that of Community Parks because most Community Parks are also considered Neighbourhood Parks. Many parks have more than one park type designation.

Map 5: Gap Analysis of Park Types - Green, grey and hatched buffers represent catchment areas for each Municipal parcel that is considered 'used' by citizens for park use. Parcels that are deemed 'under-used' do not have a buffer attached and therefore are not seen as servicing citizens. 'Used' and 'under-used' designations are found in the Detailed Inventory in Appendix 2.

4.4: Top 5 Parks - These parks were selected based on popularity and future infrastructure needs. Proposed infrastructure and site opportunities were identified through public consultation, from Municipal Staff knowledge, and consultant input (based on experience and best practices).

4E: Network Opportunities - These were derived from public consultation, Municipal Staff knowledge and consultant input, which is based on experience and best practices.



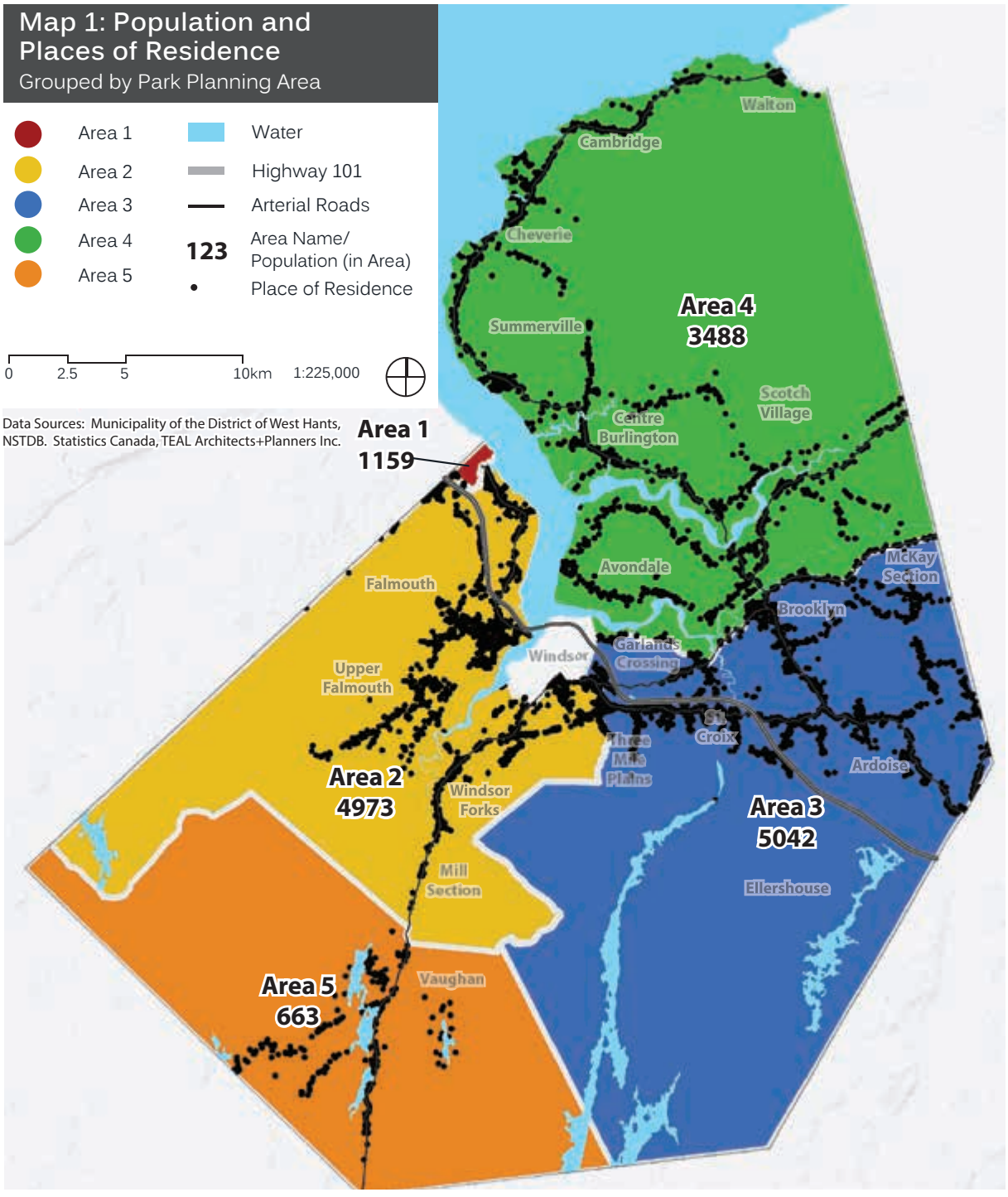
Kempt Quarry Recreation Site



A West Hants Open Space, Hantsport

2.0 PLANNING CONTEXT

This chapter identifies current and future demographics, the existing parks and open space network, and the local policy context that form the base understanding for planning the future West Hants park network. The planning context and other information throughout this Plan are grouped into five 'Park Planning Areas', which are seen below. These high-level areas generally represent the boundaries of where people live and the parks and open spaces they visit and are useful in understanding the gaps in parks and open space service provided by the Municipality.



2.1 People and Recreation

West Hants is one of the few municipal districts in Nova Scotia that is experiencing positive population growth. The former Town of Hantsport dissolved and merged with West Hants on July 1, 2015.[4,5] At the time of the 2011 Census, West Hants had a population of 14,165 and Hantsport had a population of 1,159.

A report completed prior to the dissolution of Hantsport projected that the population of West Hants would increase by 4.5% by the year 2031.[6] The same study projected that Hantsport (then a separate municipality) would lose 12.6% of its population. In actual numbers, this would result in total populations of 14,802 for West Hants (excluding Hantsport) and 1013 in Hantsport, a total of 15,815 in West Hants (including Hantsport) in the year 2031.[7] Combining projections for both areas, this represents overall growth of 3.2% between the years 2011 and 2031.

The distribution of citizens of West Hants is shown in Map 1. A successful parks network enables most current and future citizens to access various park types, such as neighbourhood and community parks. As the population grows, West Hants will have to monitor what is needed to service parks and open space needs. Service standards are detailed further in this Plan.

West Hants has a slightly younger population compared to that of Nova Scotia, with 23% of people under 20 years of age and 16% over 65, compared to 21% and 17%, respectively, for Nova Scotia. Trends of an aging population are similar to those of most, if not all, communities in Nova Scotia. Trends show an increasing number of older people, and a decreasing number of younger people. Trends are displayed in more detail in Appendix 3.

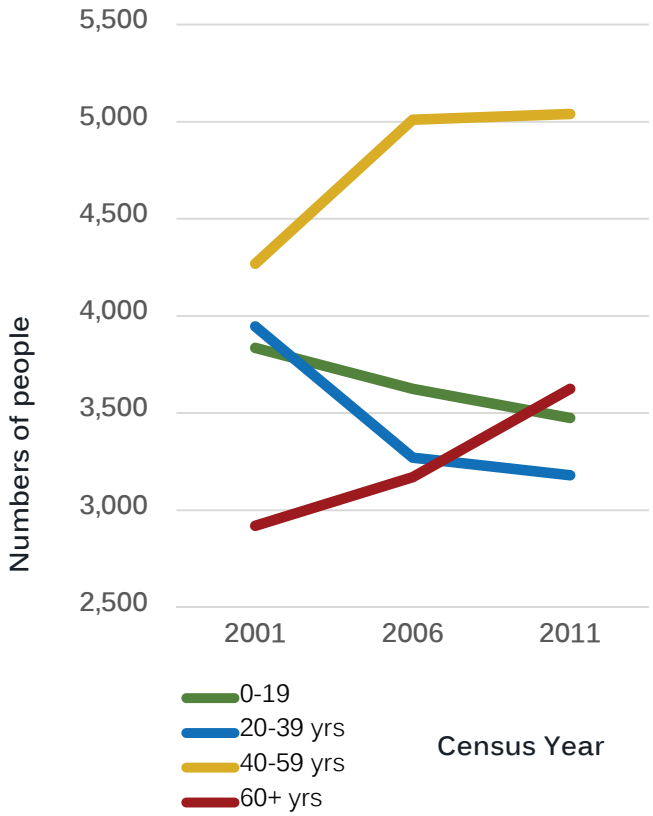


Figure 1: Population of West Hants by Age Category (2001 - 2011)

An Ipsos Reid phone survey of 300 West Hants citizens over the age of 18 was conducted in 2012. Information collected from this survey complements data gathered from the survey and public workshops completed during the creation of this Plan.

The Ispos Reid Survey found that the most popular activity for adults was walking. Sixty percent (60%) of respondents said they walk on a regular basis. Other activities mentioned by at least 7% to 9% of respondents were swimming, running, biking, and skiing/snowboarding. The most popular activities for children, as reported by parents, were skiing/snowboarding, soccer, and swimming.

Facilities used by both groups include trails or pathways, and sports fields or courts. Activities that both adults and children take part in are swimming, skiing/snowboarding, walking, and running.

4 The addition of Hantsport's population to that of West Hants is not reflected in Census data and is not a contributor to population growth in West Hants for the purpose of this report.
5 Census information for West Hants and Hansport used in this section has been combined unless otherwise indicated. Data tables are displayed in Appendix 01.
6 Hantsport Governance Study (2014), S. 2.4
7 This 10-year plan time horizon falls short of the year 2031 by 5 years, however these projections are nonetheless considered appropriate for the purposes of this plan.

Outdoor spaces used at least once a month include:

Adults[8]

Sidewalks and road shoulder	*67%*
Trails or pathways	*56%*
Parks or green spaces	*47%*
Beaches or lakes	*37%*
Sports fields or courts	*18%*

Children (reported by parents)[9]

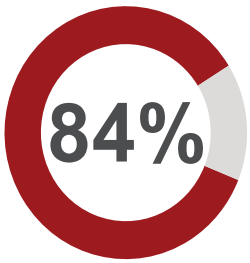
Sports fields or courts	*67%*
Playgrounds	*62%*
Trails or pathways	*55%*

When asked what would help adults become more physically active, most adults (84%) chose "access to paths, trails, and green spaces" as an important factor. Other responses suggest that adults' physical activity could increase with the following improvements to parks and open space:

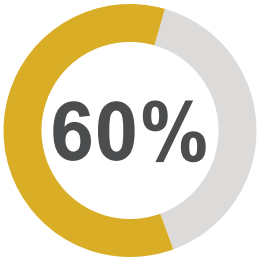
- Improve walking routes to key destinations (shops, services, work, school, community facilities)
- Provide walking space at the sides of roads (paved shoulder, trail, or sidewalks)
- Support walking events, programs, or clubs
- Develop more trails and pathways
- Improve safety (not crime-related) on walking routes (consider vehicle traffic, barriers or obstructions)

8 The lists of facilities were not extensive and some facilities listed as options for adults were not listed as options of facilities used by children (e.g. "sidewalks and space at the side of the road", "beaches or lakes" and "parks or green space").

9 Percentage represents the portion of parents who responded that their child (or children) participates in the activities listed. Each positive response may represent one or more children participating in the activities.



Adults walk on a regular basis



Adults say access to paths, trails, and green spaces would encourage physical activity.

2.2 Policy Context

A successful parks and open space network is described in complementary policy and planning documents. In West Hants, land-use plans and by-laws exist for both West Hants and Hantsport. Only the Active Transportation Plan (2014) considers the two communities together (see Figure 2).

Consideration has been given to strategic initiatives undertaken by other organizations, such as the Waterfront Development Committee's Waterfront Strategic Plan (for Lake Pisiquid) and Bicycle Nova Scotia's Blue Route. It is anticipated that coordination between organizations will occur at appropriate times to ensure the success of all initiatives.

Key components from relevant municipal documents are listed below and on the following pages. A comprehensive review of Municipal policies, regulations and other statements is found in Appendix 5.

MGA

The Municipal Government Act (MGA) is Provincial legislation that enables and requires Municipalities, in various ways, to plan their communities. In terms of parks and open space planning, highlights from the MGA include:

- A requirement for the Municipality to make the public aware and seek feedback when considering the divestment of lands for parks or open space acquired through the subdivision process.
- Minimum and maximum amount of land, or cash-in-lieu, to be taken by the Municipality upon the subdivision of land.
- The ability for Municipalities to define 'useable land' for parks and open space use.

- Money in exchange for lands that were acquired through the subdivision process must be re-invested in the parks and open space network.

Subdivision By-law, West Hants

- Lands for parks and open space use are collected primarily through the dedication of land upon subdivision approval.[10]
- Land required to be dedicated upon subdivision is currently 5% of the total land area or the equivalent of 5% of market value of the land in cash to the Municipality.[11,12]
- A combination of land and cash is also permitted, as well as a transfer of land that is not a part of the proposed subdivision but located elsewhere.
- Notably, when lands proposed for subdivision have water frontage, the By-law requires a portion of the land to be dedicated for public access to the water.

Subdivision By-law, Hantsport

- No requirement for 'parkland' dedication, nor a definition of usable land.

Municipal Planning Strategy (MPS), West Hants

- Open Space is intended to be permitted in all zones.
- Community use designation is intended to be applied to all open spaces for community recreation in the Generalized Future Land Use map.
- Only municipally-owned lands should be zoned for open space purposes.

Municipal Planning Strategy (MPS), Hantsport

- Several mentions of the municipality's responsibility to provide open space and recreation opportunities.
- Future land use should be according to the Generalized Future Land Use map.

Land Use By-law, West Hants

- Parks and open space are permitted in all zones, pursuant to Section 5.35
- Three zones and one overlay (special area) exist specifically for the designation of parks and open space and related uses: Open Space (OS) zone, Recreation Commercial (RecC) zone and Water Supply zone, and Dykelands Overlay. It is to be noted that new structures are extremely limited in the Dykelands Overlay pursuant to Section 34.1.
- Water Supply (W) zone promotes the protection of watersheds by limiting subdivision of land and permitted uses. This zone establishes a 4.05 hectare (10 acre) minimum lot size requirement and a 91.4m (300 ft) minimum length of water frontage.
- All structures must be set back from a watercourse a distance of 15.24 m (50 ft), pursuant to Section 5.49.

Land Use By-law, Hansport

- Buildings must be set back from a watercourse a distance of 30 m (~98 ft).
- Two zones exist to serve the purpose of designating areas for parks and open space: Recreation Open Space (ROS) zone and Conservation Open Space (COS) zone.

10 Municipality of the District of West Hants Municipal Planning Strategy (2008), p.103, http://www.westhants.ca/planning.html
11 Municipality of the District of West Hants Subdivision By-law (2008, as amended), http://www.westhants.ca/component/com_docman/Itemid,180/view,docman/
12 These funds must be used for the acquisition or development of parks and open space.

Municipality of the District of West Hants Integrated Community Sustainability Plan (ICSP)

- Commits Council to consider the preparation of a Parks and Open Space Plan for the Municipality.
- Encourages eco-tourism development (e.g. salt water marshes, bike routes, interpretive centres, etc.).
- Encourages community gardens in urban areas.

Active Avon: Active Transportation Plan for the Avon Region

- Proposes improved linkages between trails, AT routes, and existing recreation facilities.
- Proposes connections between schools and neighbourhoods for youth to walk and bike.
- Notes that siting of recreation opportunities close to existing communities is critical to maintaining a community feel and reducing costs to the municipality.
- Notes that signage can improve sense of arrival at parks and open spaces.
- Identifies trailhead opportunities.
- Identifies proposed trail locations.

Municipality of the District of West Hants: Active Living Strategy

- Calls for the protection of public access to lakes and the Minas Basin waters through a parks and open space plan.
- Mentions the need to develop a parks and open space plan to identify ways to improve citizens' access to physical activities.

Municipality of the District of West Hants: Municipal Climate Change Adaptation Plan (MCCAP)

Reveals that coastal flooding, drought, and inland flooding are the three most concerning natural hazards in terms of risks to life and damage to infrastructure.

- Lands within a 10m elevation from the current highwater mark are projected to be affected by rising tides and storm surges by 2100.
- Presents strategies to limit greenhouse gas emissions, improve organizational adaptive capacity, strengthen emergency management capabilities and reduce risks of adverse effects of climate change.



Figure 2: Policy Documents



West Hants Public Engagement

3.0 PUBLIC ENGAGEMENT

Information in this section was derived from the online and paper survey.

3.1 Where We Go

Useful for determining levels of service, and for education and promotion, the charts signify the sections of West Hants where citizens both live and recreate (without going outside of that Area), as determined through public engagement.

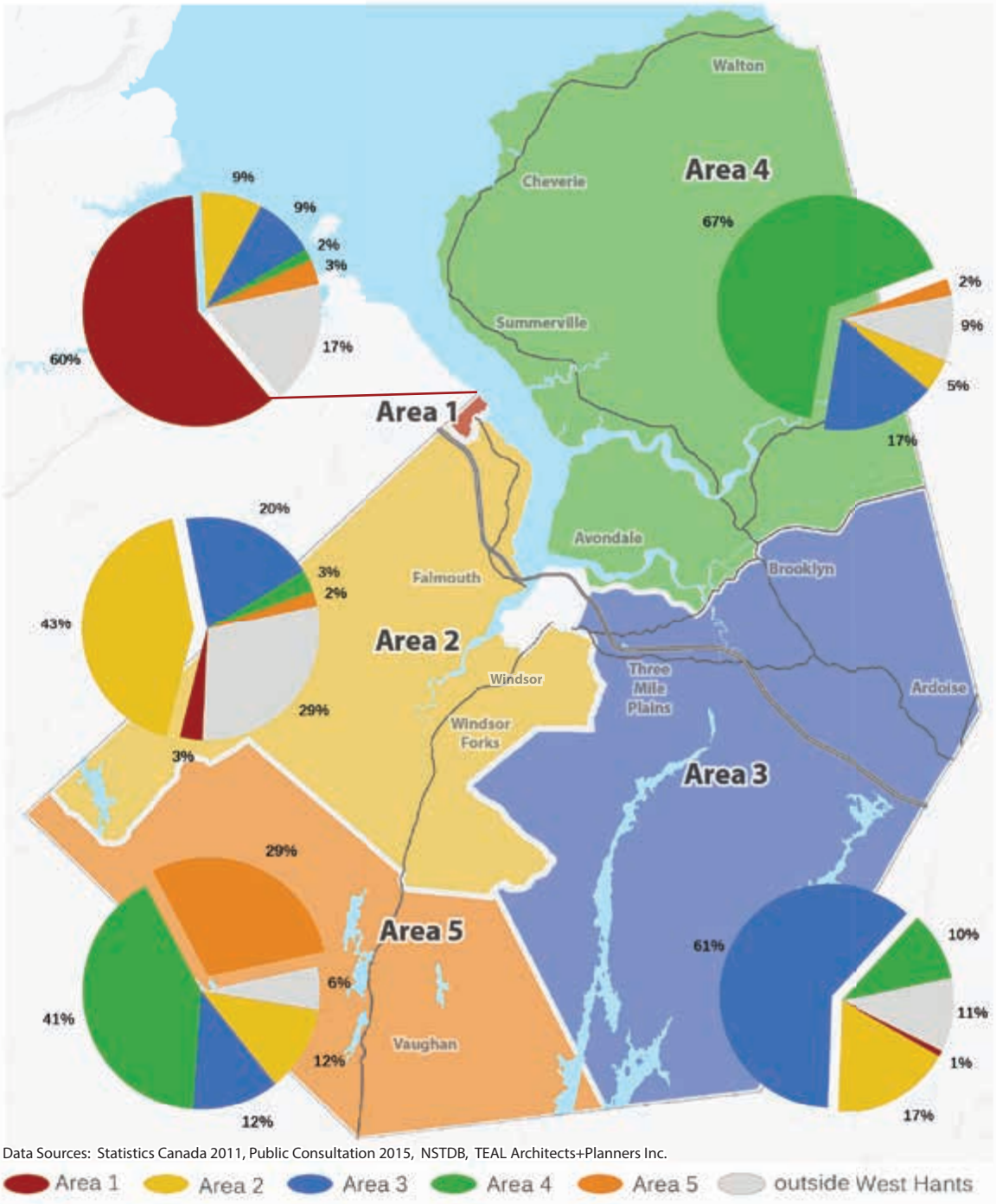


Figure 3: The Planning Areas Where Residents of Each Planning Area Recreate

Table 2: Which parks and open space properties do you visit?

Municipal Locations	# of mentions
Falmouth Mini Park and Causeway Trail	21
Eldridge Road Recreation Site	17
Avondale Wharf and Waterfront	13
Hobarts Beach	12
Irishmans Road Recreation Site	12
Kempt Quarry Recreation Site	11
Cheverie Salt Marsh Restoration Trail	6
Brooklyn District Elementary School Trail	5
Foundry Field	5
St. Croix Recreation Site	4

Locations	# of mentions
Falmouth Mini Park and Causeway Trail	21
Eldridge Road Recreation Site	17
Avondale Wharf and Waterfront	13
Hobarts Beach	12
Irishmans Road Recreation Site	12
Kempt Quarry Recreation Site	11
Cheverie Salt Marsh Restoration Trail	6
Brooklyn District Elementary School Trail	5
Foundry Field	5
St. Croix Recreation Site	4
Beaches along Kempt Shore	12
Bramber Beach	5
Windsor Forks District School	4
Provincial - Smileys Park	48
Private - HMCC	28
Private - Ski Martock	19
Provincial - Falls Lake	9
Provincial - road sides	7
Laurie Saulnier Memorial Trail (Akins Marsh)	6
Rail or old road	6
Private - Castle Frederick Farm Trails	5
Private - Grey Mountain	5

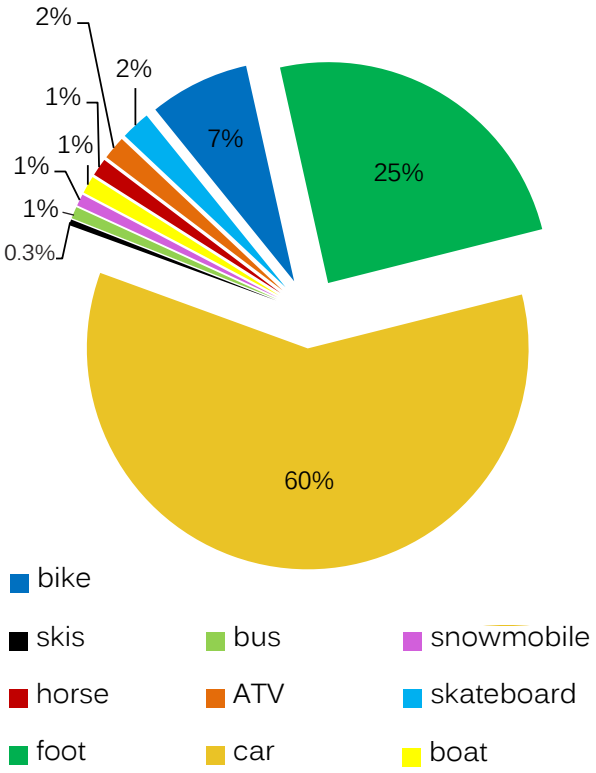
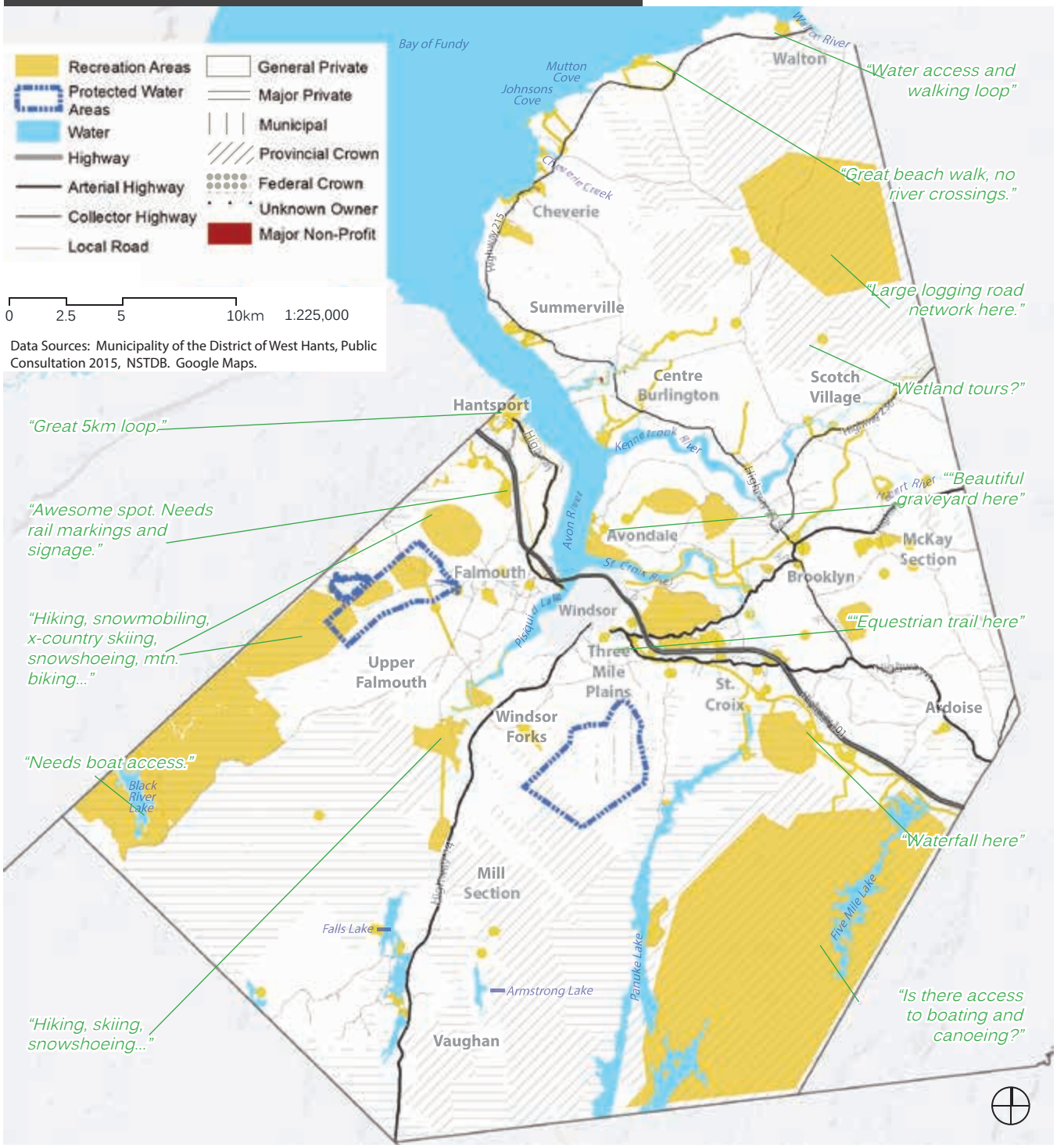


Figure 4: How do you get to your parks?

3.2 What We Do

Draw on a map where you recreate.*

Map 2: Places People Recreate or Would like to Recreate



* This map is a representation of responses from public engagement events and is not an endorsement by the Municipality to recreate on private lands.

Top 10 Activities:

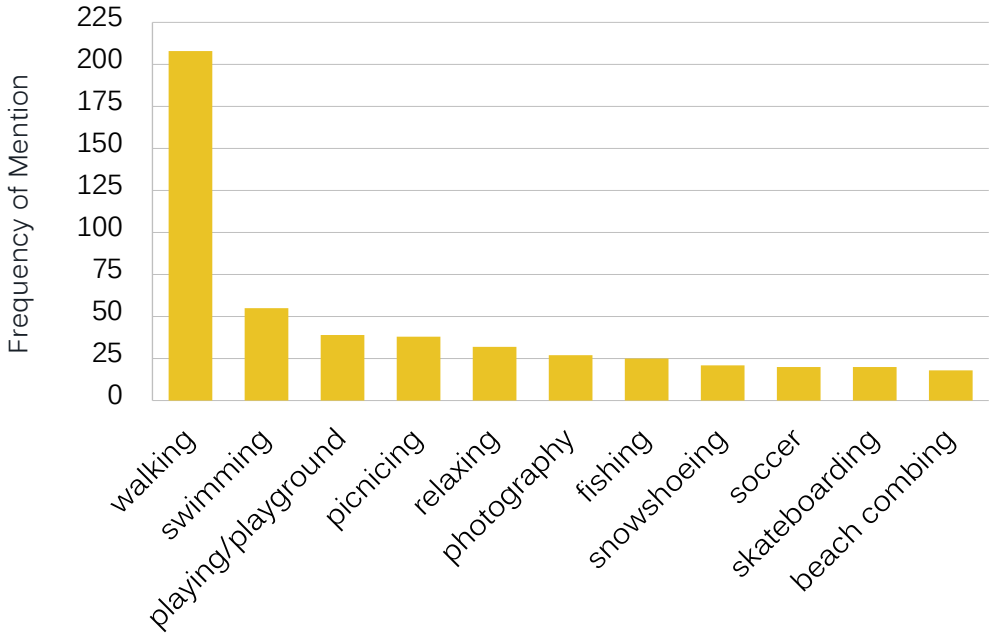


Figure 5: What activities do we do?

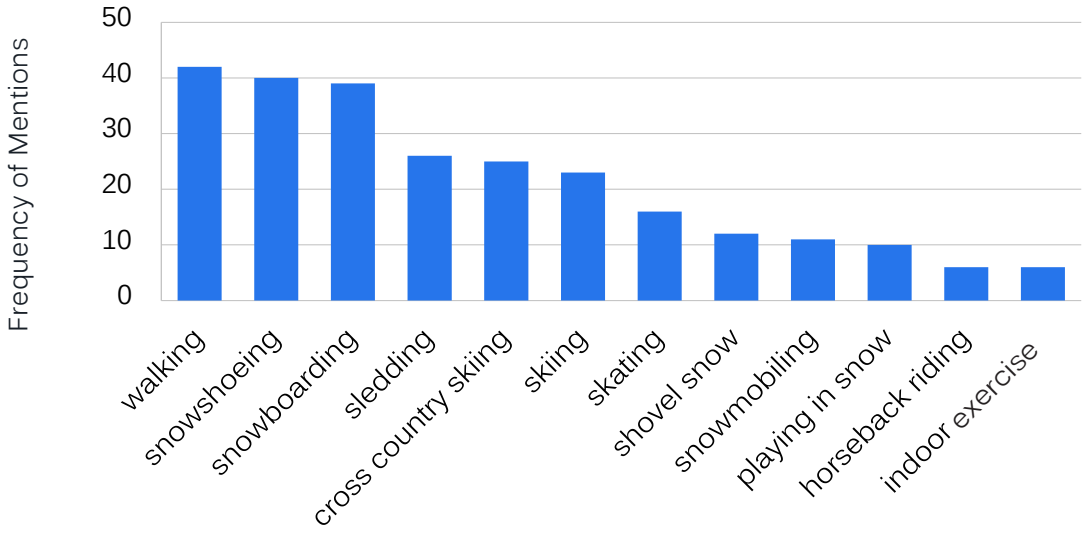


Figure 6: What activities do we do in Winter?

3.3 What We Value

Physical health
exercise, fresh air, health benefit, multi-use, sports, activities

Mental well-being
peace, serenity, freedom, isolation, permission relaxation, tranquillity, zen, adventure

Recreation
good connection to other trails, extensive networks for ATV, safe for children

Aesthetics & natural beauty
clean natural beauty, natural processes (tides), natural quality, no traffic, views, smells

Wildlife habitat
fauna, flora, habitat conservation

Figure 7: For what do we most value our parks and open space?

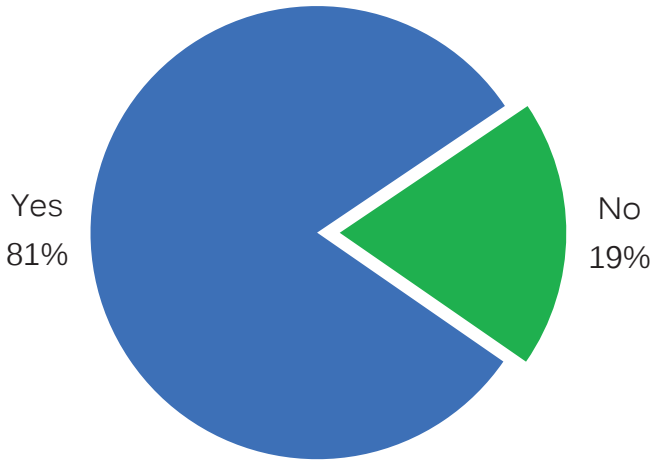


Figure 8: Should we spend more money on parks and open space?



Hobarts Beach

4.0 INVENTORY + OPPORTUNITIES

4.1 Existing Parks and Open Space

An inventory of the West Hants parcels has been developed using Municipal data, a desktop review and by visiting each parcel. The highlights below help form a base understanding of the existing network that may be enhanced over the lifetime of this Plan.

The Municipality currently owns and/or manages over 20 parks and seven (7) school parks including:

1. Dr. Silas Rand Park
2. Shamrock Ball Field
3. Chittick Park
4. John Wiley Walkway
5. Fundy Centennial Park
6. Foundry Field
7. McDade Park
8. Hantsport Riverbank Cemetery
9. Prince Street Path
10. Eldridge Road Recreation Site
11. Halewood Drive Field 1
12. Halewood Drive Field 2
13. Halewood Drive Path
14. Falmouth Mini Park and Causeway Trail
15. Falmouth District School
16. Falmouth Boat Launch
17. Windsor Forks District School
18. Underwood Road Parcels 1+2
19. Three Mile Plains District School
20. Irishmans Road Recreation Site
21. Newport Station District School (closed)
22. St. Croix Recreation Site
23. Lakewood Drive Pond
24. Brooklyn Fire Hall Trail
25. Brooklyn District Elementary School
26. Brooklyn Municipal Cemetery
27. Bramber Beach Water Access
28. Cheverie Salt Marsh Restoration Trail
29. Kempt Quarry Recreation Site
30. Hobarts Beach
31. Dr. Arthur Hines Elementary School
32. Upper Burlington Planters Trail
33. Avondale Wharf and Waterfront
34. West Hants Middle School
35. Chateau Lane
36. Armstrong Lake
37. Riverview Road, Vaughan

- There are 43 parcels of land are held by the Municipality that are used by citizens for recreation. Some parcels are small, such as a pathway off Halewood Drive (<0.25 acres or 0.1 ha), and some are large, such as Irishmans Road Recreation Site (172 acres or 69.6 ha).
- 11 parcels of land are held by the Municipality for the purpose of recreation, are currently under-used but have potential to be a part of the future park and open space network.
- 19 parcels of land held by the Municipality for the purpose of recreation are under-used by citizens and may not benefit current or future citizens due to their location and/or condition.
- 199 hectares (492.5 acres) of West Hants land is owned by the Municipality and is currently used for recreation purposes.

Some of the parks and open space that citizens in West Hants use are not owned by the Municipality. Some of these lands are owned by the Province of Nova Scotia, some are privately-owned and managed, and some are maintained by the Municipality under a land lease (these lands are included in the comprehensive Inventory found in this plan).

Newport Station District School has closed, however, the park amenities remain in place.

Falmouth Mini Park and Causeway Trail is an example of a park managed by the Municipality, but whereby the land is not owned by the Municipality.

Most non-Municipal lands used by citizens for recreation are included in the mapping found in this plan and are identified as such, however, a comprehensive review by the Municipality is essential when acquisition or maintenance opportunities arise.

Map 3: Currently Maintained West Hants Parks and Open Space

Grouped by Park Planning Area



Area 1

1. Dr. Silas Rand Park
2. Shamrock Ball Field
3. Chittick Park
4. John Wiley Walkway
5. Fundy Centennial Park
6. Foundry Field
7. McDade Park
8. Hantsport Riverbank Cemetery
9. Prince Street Path

Area 2

1. Eldridge Road Recreation Site
2. Halewood Drive Field 1
3. Halewood Drive Field 2
4. Halewood Drive Path
5. Falmouth Mini Park & Causeway Trail
6. Falmouth District School
7. Falmouth Boat Launch
8. Windsor Forks District School

Area 3

1. Underwood Road Parcels 1+2
2. Three Mile Plains District School
3. Irishmans Road Recreation Site
4. Newport Station District School
5. St. Croix Recreation Site
6. Lakewood Drive Pond
7. Brooklyn Fire Hall Trail
8. Brooklyn District Elementary School
9. Brooklyn Municipal Cemetery

Area 4

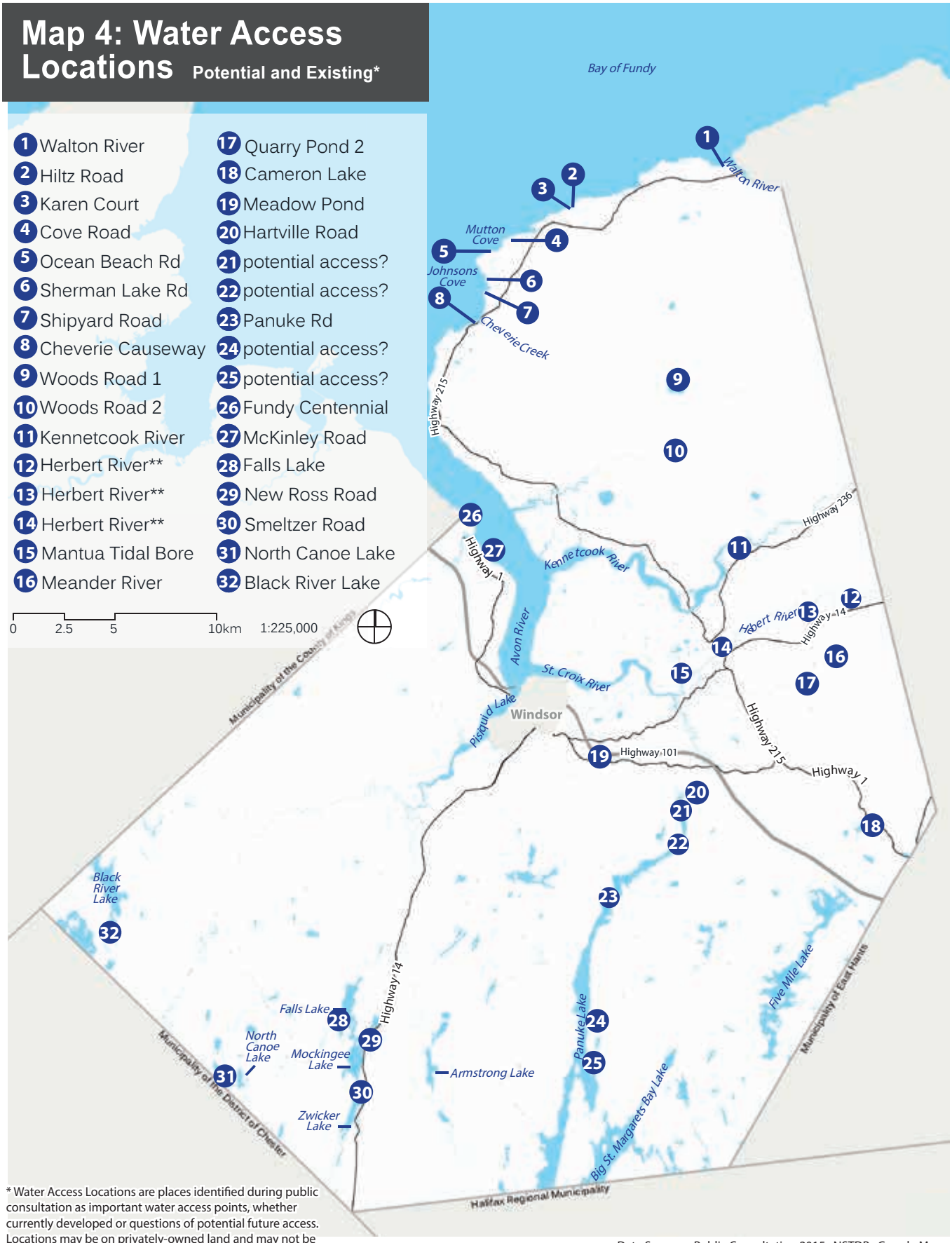
1. Bramber Beach Water Access
2. Cheverie Salt Marsh Restoration Trail
3. Kempt Quarry Recreation Site
4. Hobarts Beach
5. Dr. Arthur Hines Elementary School
6. Upper Burlington Planters Trail
7. Avondale Wharf & Waterfront
8. West Hants Middle School

Area 5

1. Chateau Lane
2. Armstrong Lake
3. Riverview Road, Vaughan

Data Sources: Public Consultation 2015, NSTDB. Google Maps, CBCL Ltd., TEAL Architects+Planners Inc.

Map 4: Water Access Locations **Potential and Existing***



* Water Access Locations are places identified during public consultation as important water access points, whether currently developed or questions of potential future access. Locations may be on privately-owned land and may not be currently available for all residents. For more detail contact the Municipal Office.

** Herbert River water access locations noted in numbers 12 and 13 are suggestions for paddling entry points, and number 14 is a suggested paddling exit point.

Data Sources: Public Consultation 2015, NSTDB. Google Maps, CBCL Ltd., TEAL Architects+Planners Inc.

4.2 Parks and Open Space Types in West Hants

The parks and open space type classifications in Table 3 are sorted by characteristics of open space types. Each type has typical characteristics, such as size, primary purpose, and expected amenities. Parks and open space types have been adapted from the Ontario Ministry of Culture and Recreation's open space standards[13] and enhanced to address local conditions. Establishing parks and open space types, specific to West Hants, will provide guidance to the Municipality in determining geographic locations and distribution of varying types of parks and open space throughout the Municipality.

13 Guidelines for Developing Public Recreation Facility Standards (1998), Ontario Ministry of Tourism, Culture and Sport, http://lin.ca/resources/guidelines-developing-public-recreation-facility-standards



Cheverie Salt Marsh Restoration Trail

Table 3: Parks and Open Space Types in West Hants

Parks and Open Space Type	Description	Catchment Area	Provision Standard / 350 people (min.)	Parcel Size	Local Examples	Base-Level Development Standards
Neighbourhood	The smallest-sized park, which is used on a daily basis by citizens of a neighbourhood, typically drawing from a one kilometre radius of the park. Informal active recreation or passive recreation are typical and infrastructure may include multi-purpose fields, playgrounds, picnic areas, and seating. May accommodate community food garden plots.	1km (0.62 miles)	1ha (2.47 acres)	0.04 ha + (0.1 acres +)	• Falmouth Mini Park and Causeway Trail • Halewood Drive Field 1 and 2 • Chittick Park • McDade Park	• Grading, levelling and seeding of park site, including sliding hills • Shade tree(s) • Park sign • Social gathering place(s) (e.g., picnic table bench, fire pit, games table, etc.) • Bicycle parking/rack(s) • Garbage receptacle(s) • Adequate lighting
Community	Community parks are typically two hectares or more in area. These parks are usually home to athletic facilities, picnic areas, paths, schools and other passive recreation opportunities. May accommodate community food garden plots. These typically attract people within a five kilometre radius of the park.	5km (3.11 miles)	1.5ha (3.71 acres)	2ha + (5 acres +)	• School parks • Foundry Field • Fundy Centennial Park • Avondale Wharf and Waterfront • Hobarts Beach • HMCC* * HMCC is not owned or managed by the Municipality.	• Grading, levelling and seeding of park site, including sliding hills • Shade tree(s) • Park sign • Social gathering place(s) (e.g., picnic table bench, fire pit, games table, etc.) • Bicycle parking/rack(s) • Garbage receptacle(s) • Playground infrastructure (base, drainage, curbing and sand) • Parking for sports fields • Adequate lighting

Parks and Open Space Type	Description	Catchment Area	Provision Standard/350 ppl (min.)	Parcel Size	Local Examples	Base-Level Development Standards
Regional	Regional Parks are typically 20 - 100 hectares in size, these serve citizens of the entire Municipality and attract visitors from outside the Municipality. Portions of these parks may be set aside for natural and cultural conservation. Opportunities for passive and active recreation is programmed. Regional Parks are often owned and managed by the Provincial government or private enterprises, such as large Provincial Parks, ski resorts and golf courses, however in West Hants the Municipality owns and operates three Regional Parks itself.	30km (18.64 miles)	3ha (7.41 acres)	20-100ha (49.42 - 247.10 acres)	• St. Croix Recreation Site • Irishmans Road Recreation Site • Eldridge Road Recreation Site	• Grading, levelling and seeding of park site, including sliding hills • Shade tree(s) • Park sign • Social gathering place(s) (e.g., picnic table bench, fire pit, games table, etc.) • Bicycle parking/rack(s) • Garbage receptacle(s) • Playground infrastructure (base, drainage, curbing and sand) • Parking for sports fields • Washroom(s) as part of on-site facilities • Adequate lighting
Cultural	Cultural Parks include outdoor spaces that have an attached historical or cultural value (e.g. gardens, cemeteries, church properties, memorials, etc.). Cultural Parks may accommodate community food garden plots and they attract people from a 30 kilometre radius of the park.	30km (18.64 miles)	N/A	Varies greatly	• Upper Burlington Planters Trail • McDade Park • Avondale Wharf and Waterfront	N/A

Parks and Open Space Type	Description	Catchment Area	Provision Standard/350 ppl (min.)	Single Open Space Size	Local Examples	Base-Level Development Standards
Linear	Linear Parks form a variety of outdoor connections such as trails, riparian buffers, road right-of ways, dykelands, coastal protected areas, and shorelines. Both recreation and nature conservation are promoted.	N/A	N/A	Varies greatly	• Falmouth Mini Park & Causeway Trail • Cheverie Salt Marsh Restoration Trail	N/A
Preservation and Production	Preservation and Production lands are typically at least 4 hectares in size, these have few or no built amenities. These spaces act primarily as preserves to protect natural (e.g. woodlands, wetlands, conservation areas, streams, ponds and lakes, watersheds, agriculture lands, dykelands and coastline) or agricultural resources.	N/A	4ha (9.88 acres)	Varies greatly	• Upper Burlington Planters Trail • Avondale Wharf and Waterfront • Protected Water Areas (PWA)	N/A

4.3 Current Parks and Open Space Level of Service

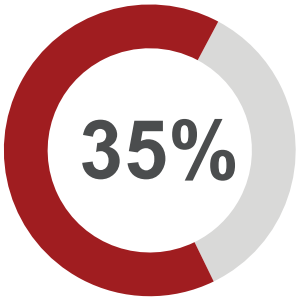
Arguably, the most-used parks are those near the homes of citizens, such as Neighbourhood Parks and Community Parks. These types of parks serve the every-day social and physical needs of users and are consequently the focus of gap analysis mapping (Map 5).

Overall, citizens of the Municipality of the District of West Hants are well-served in terms of parks and open space in terms of area and park type (e.g. neighbourhood, cultural, etc.) This is determined by mapping where people live and the catchment area of each park type. For example, the Brooklyn District Elementary School property (including the trail system) serves approximately 365 citizens of West Hants within a 1km radius as a Neighbourhood Park, and approximately 2,042 citizens within 5km as a Community Park. Comparing these facts with the Park Type Standards in Section 4.2 of this plan identifies the level of service each resident receives. As citizens spread throughout rural West Hants, providing services to every household is likely to be financially impossible for the Municipality.

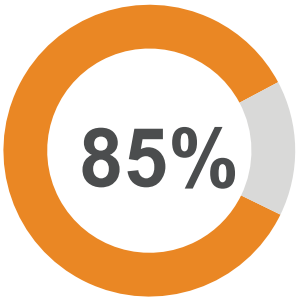
There are many reasons why citizens may or may not feel they are being adequately served in terms of parks and open space. By using service standards adapted to the local context, an adequate level of service can be identified. Many parks are currently in good condition and are well-used. Some parks should be improved to encourage more use. Potential improvements are listed by park in Section 4.4 and Appendix 2.

The following pages show the gap analysis catchment buffers of each Neighbourhood and Community Park in the Municipality. All citizens are serviced with District and Cultural Parks and therefore are not shown on Gap Analysis maps. Solid buffers represent parks managed by the Municipality whereas hatched buffers represent well-used privately-owned park spaces. A grid was used to view all areas of West Hants adequately (the Park Planning Areas vary too much in size).

Further details about the level of service can be accessed by contacting the West Hants Municipal Office, where staff have the digital form of mapped information (using ESRI ArcMap).



% citizens served by a Neighbourhood Park



% citizens served by a Community Park

16

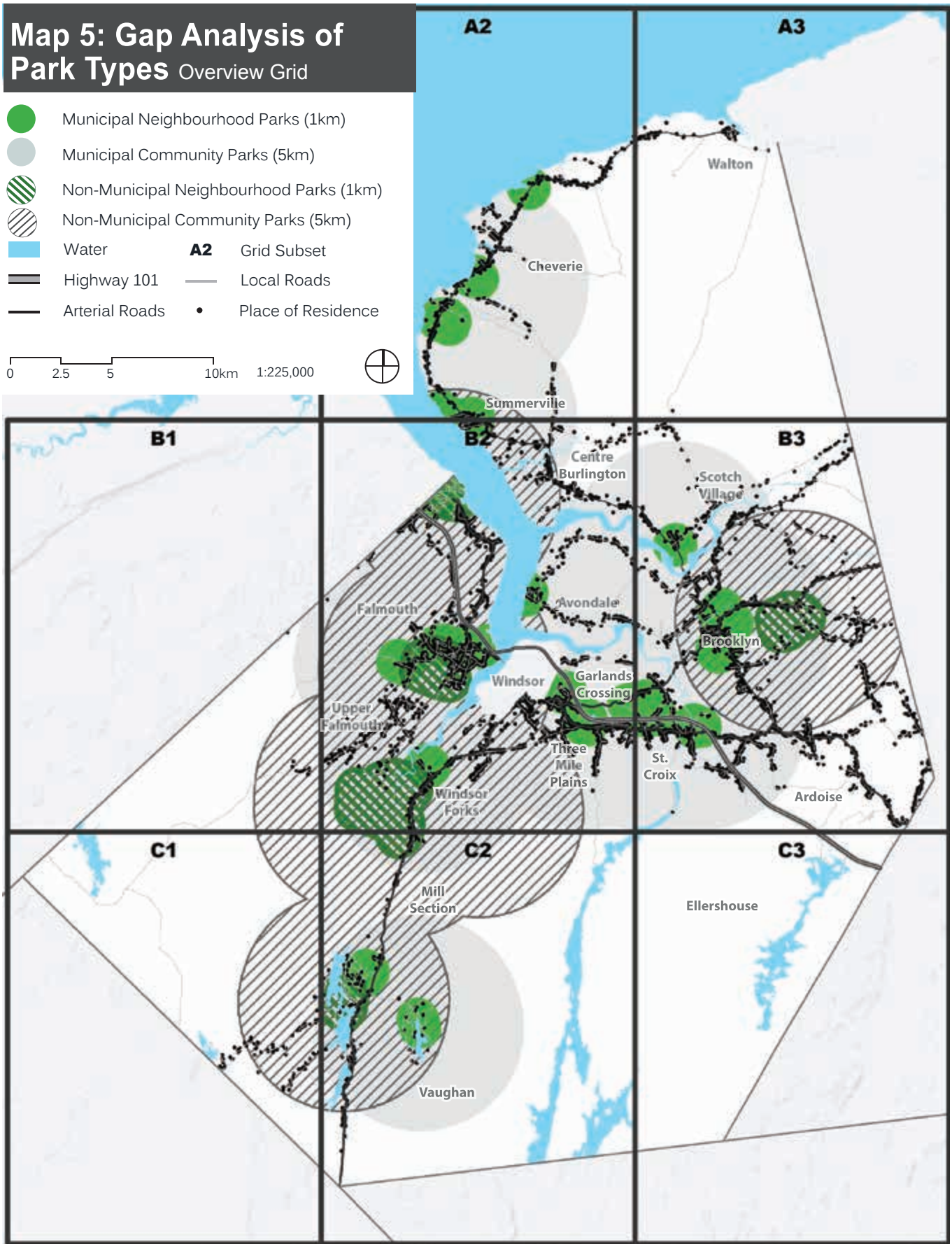
Number of hectares of Neighbourhood Parks (40 acres)*

155

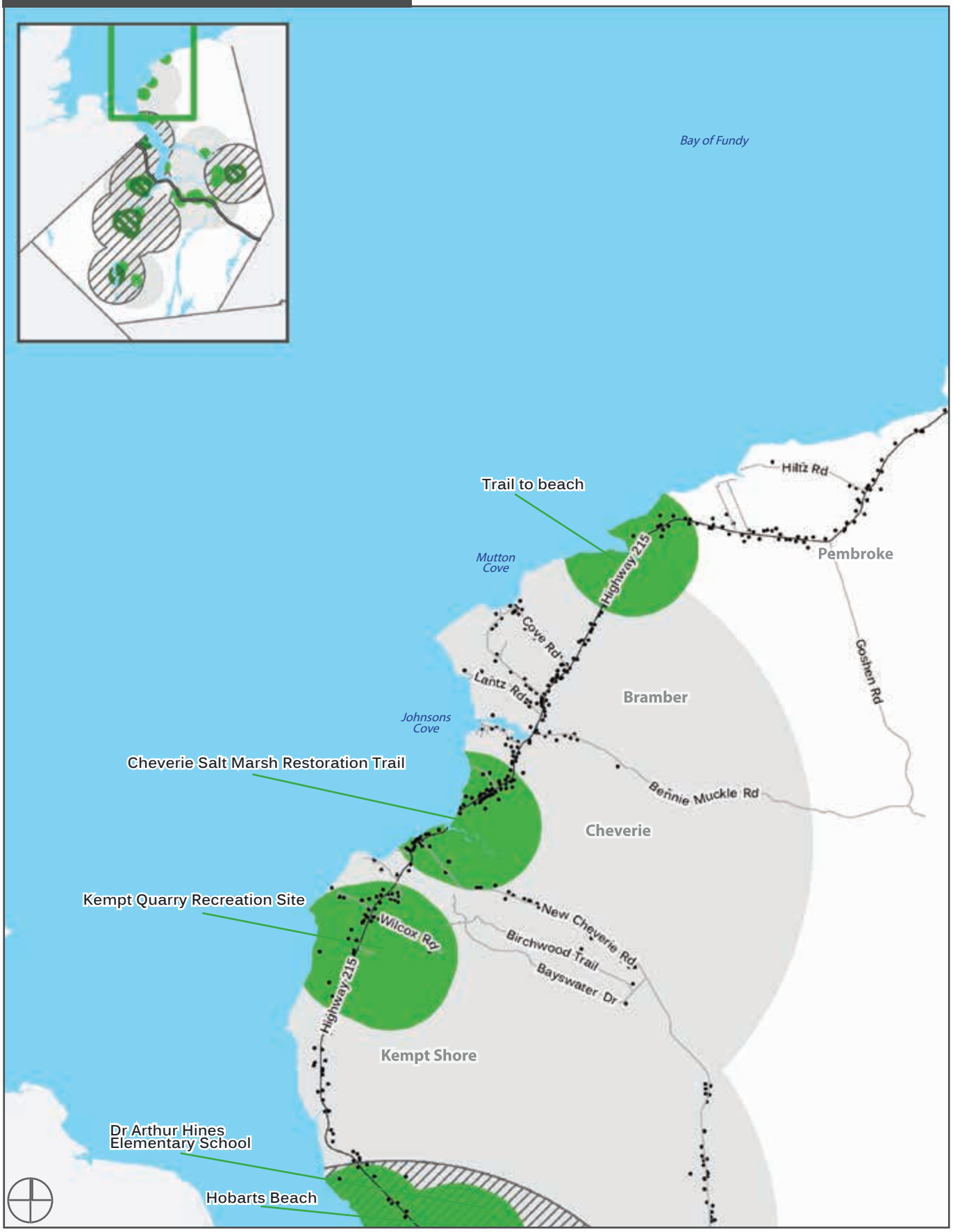
Number of hectares of Community Parks (383 acres)**

** Regional and Community Parks are often used as Neighbourhood Parks as well. This total area for Neighbourhood Parks* would be 161ha (398 acres).

** Regional Parks are often doubled as Community Parks and are factored into this area.


Map 5: Gap Analysis of Park Types Overview Grid
Municipal Neighbourhood Parks (1km)
Municipal Community Parks (5km)
Non-Municipal Neighbourhood Parks (1km)
Non-Municipal Community Parks (5km)
Water
A2 Grid Subset
Highway 101
Local Roads
Arterial Roads
Place of Residence
0 2.5 5 10km 1:225,000
A2
A3
B1
B2
B3
C1
C2
C3
Walton
Cheverie
Summerville
Centre Burlington
Scotch Village
Avondale
Falmouth
Brooklyn
Windsor
Garlands Crossing
Upper Falmouth
Three Mile Plains
St. Croix
Ardoise
Windsor Forks
Mill Section
Ellershouse
Vaughan

Gap Analysis Subset A2



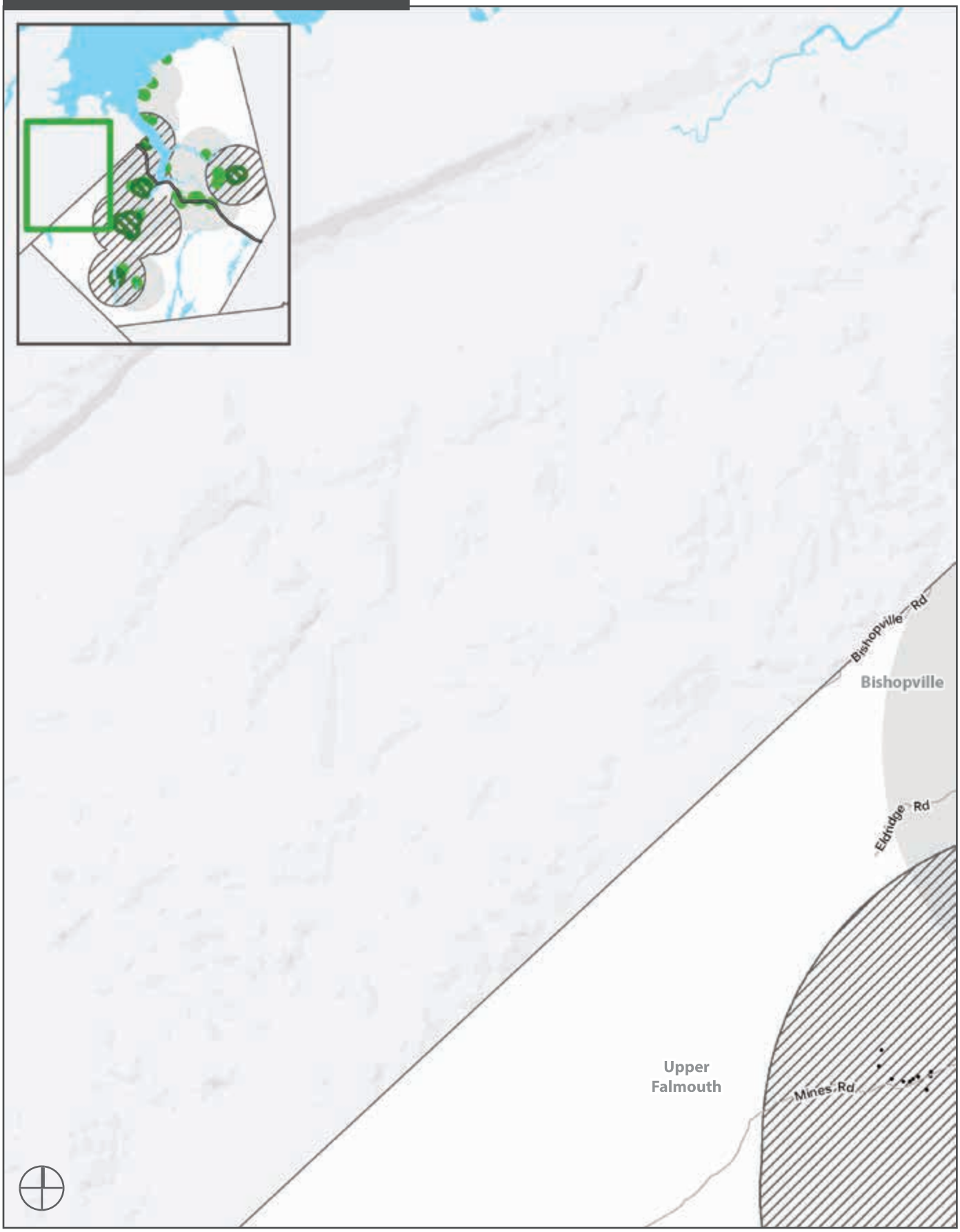
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Gap Analysis Subset A3



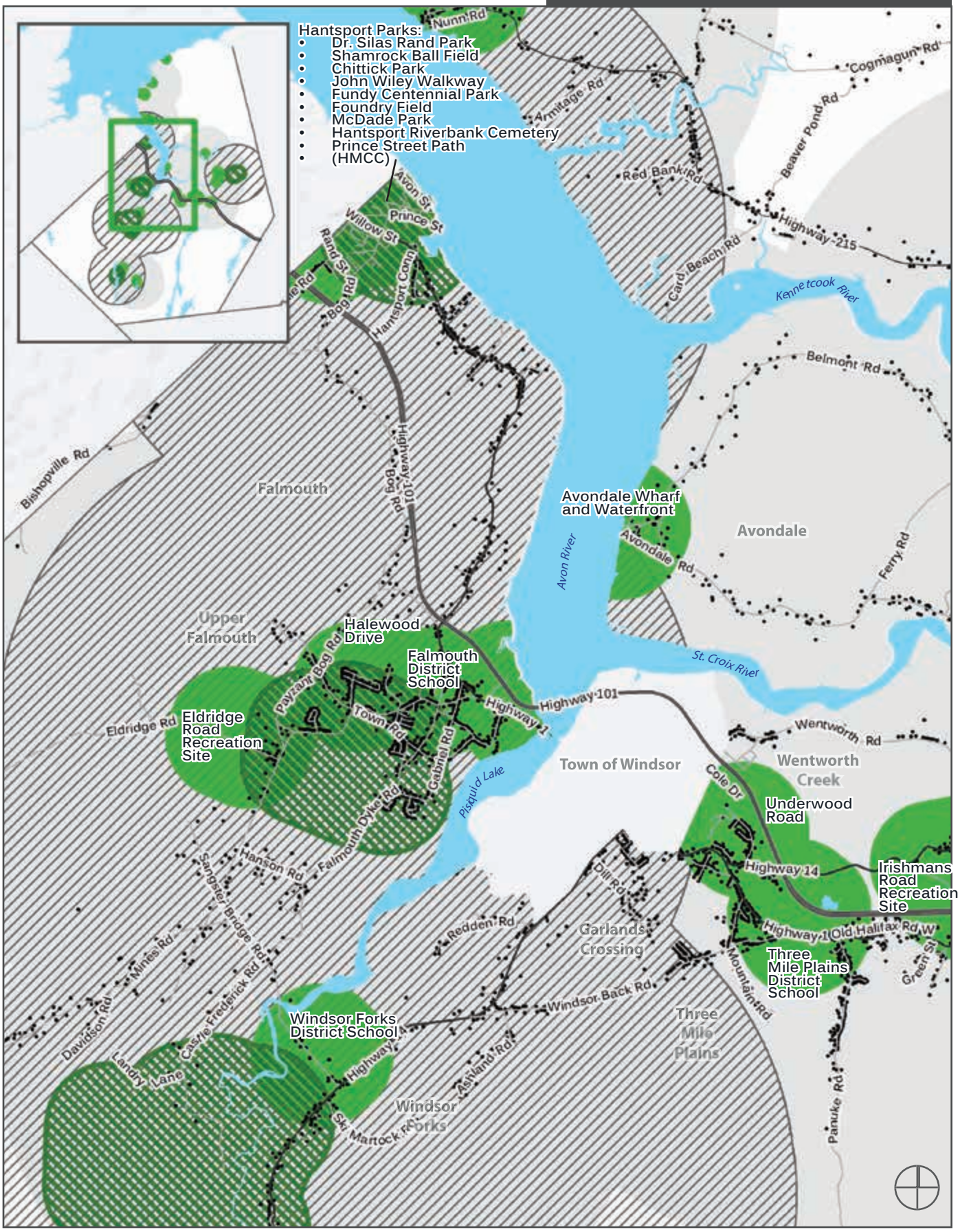
0 1.25 2.5 5km 1:70,000

Gap Analysis Subset B1



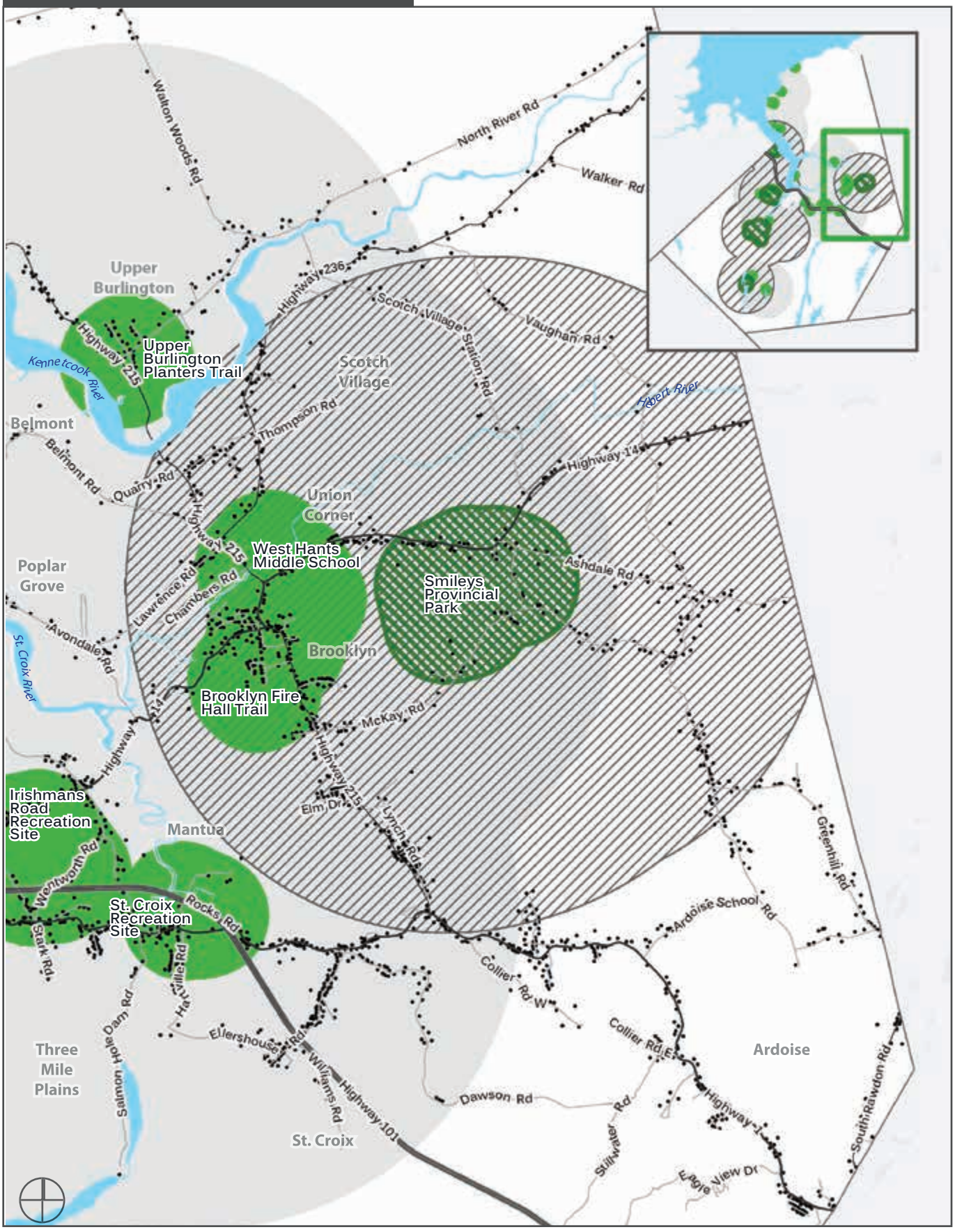
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Gap Analysis Subset B2



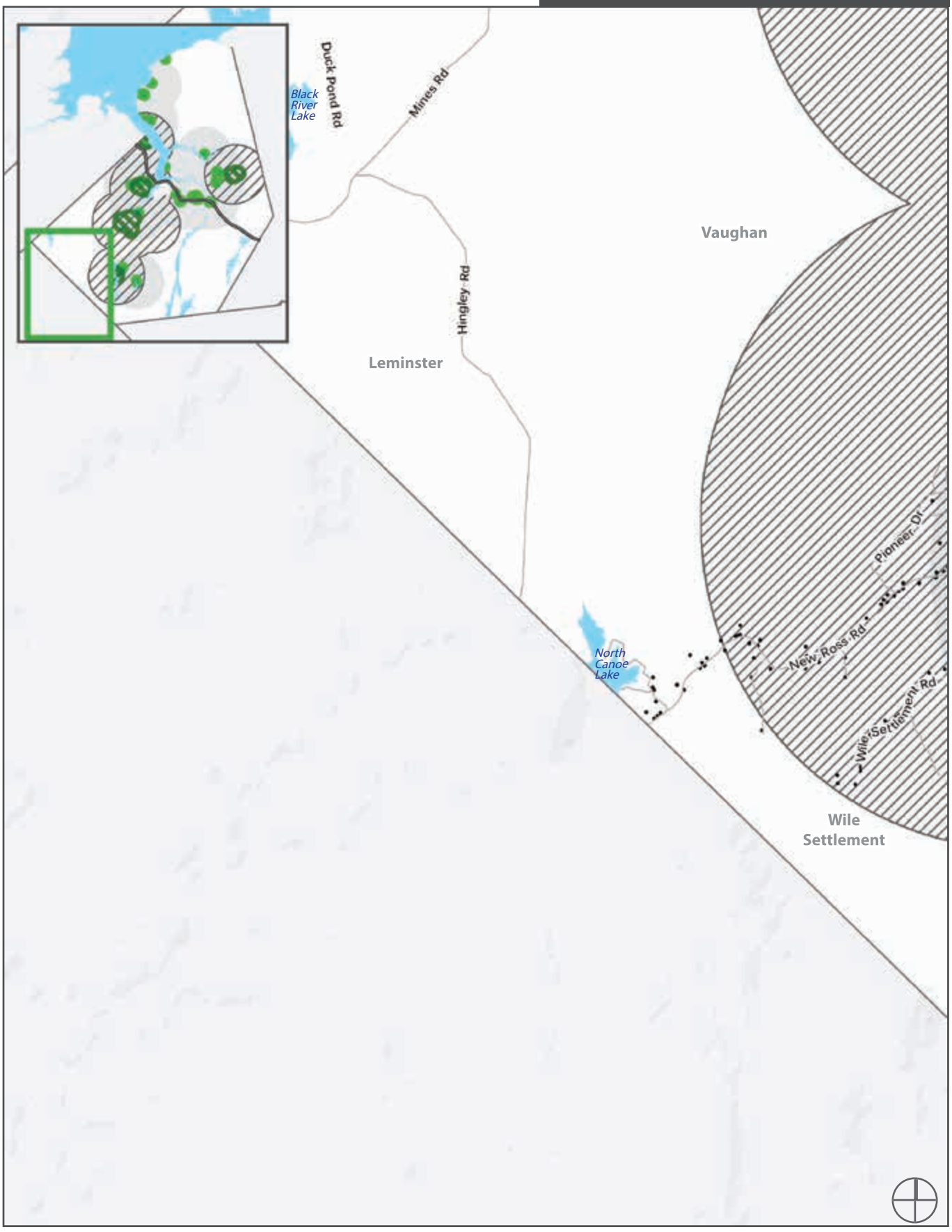
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Gap Analysis Subset B3



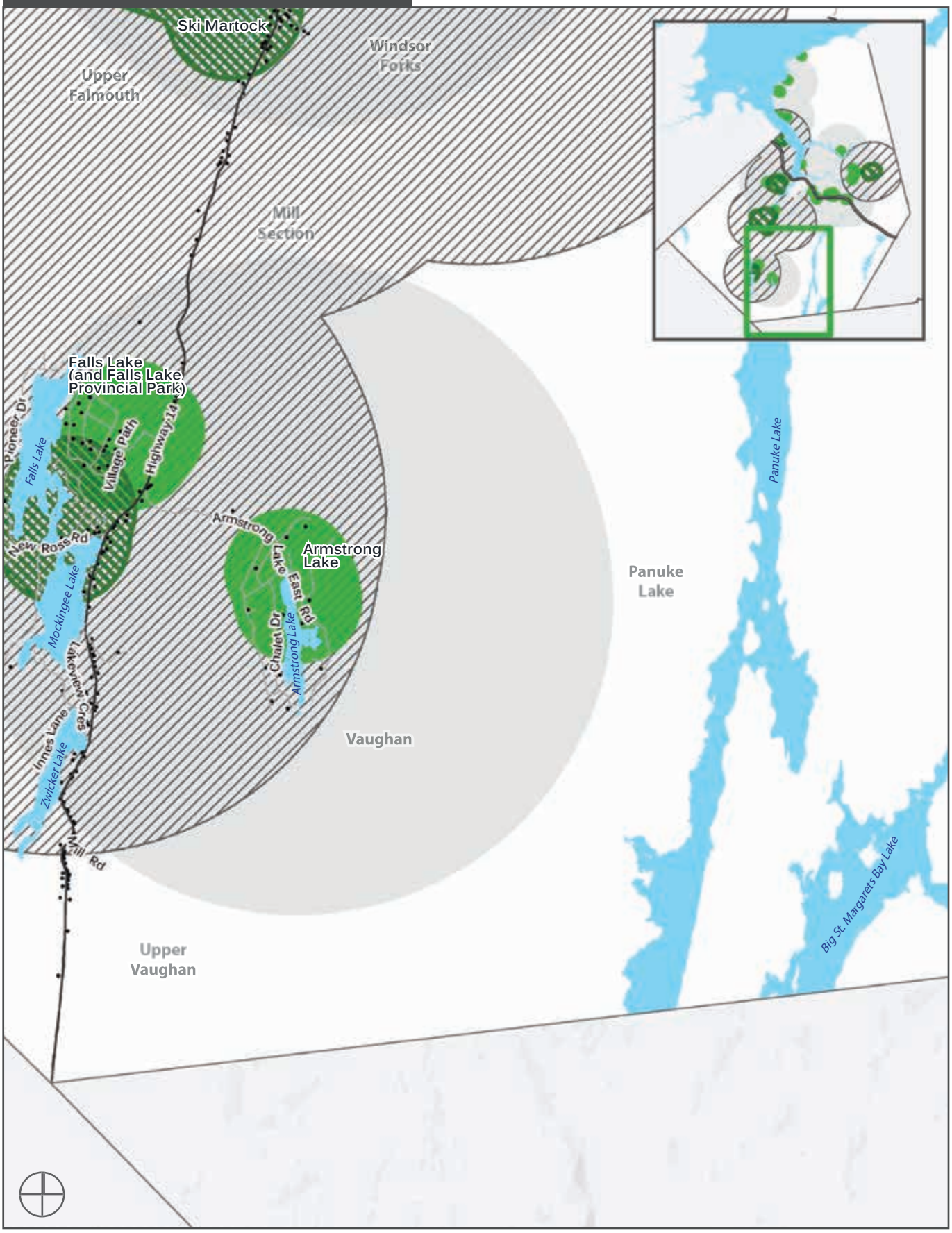
0 1.25 2.5 5km 1:70,000

Gap Analysis Subset C1



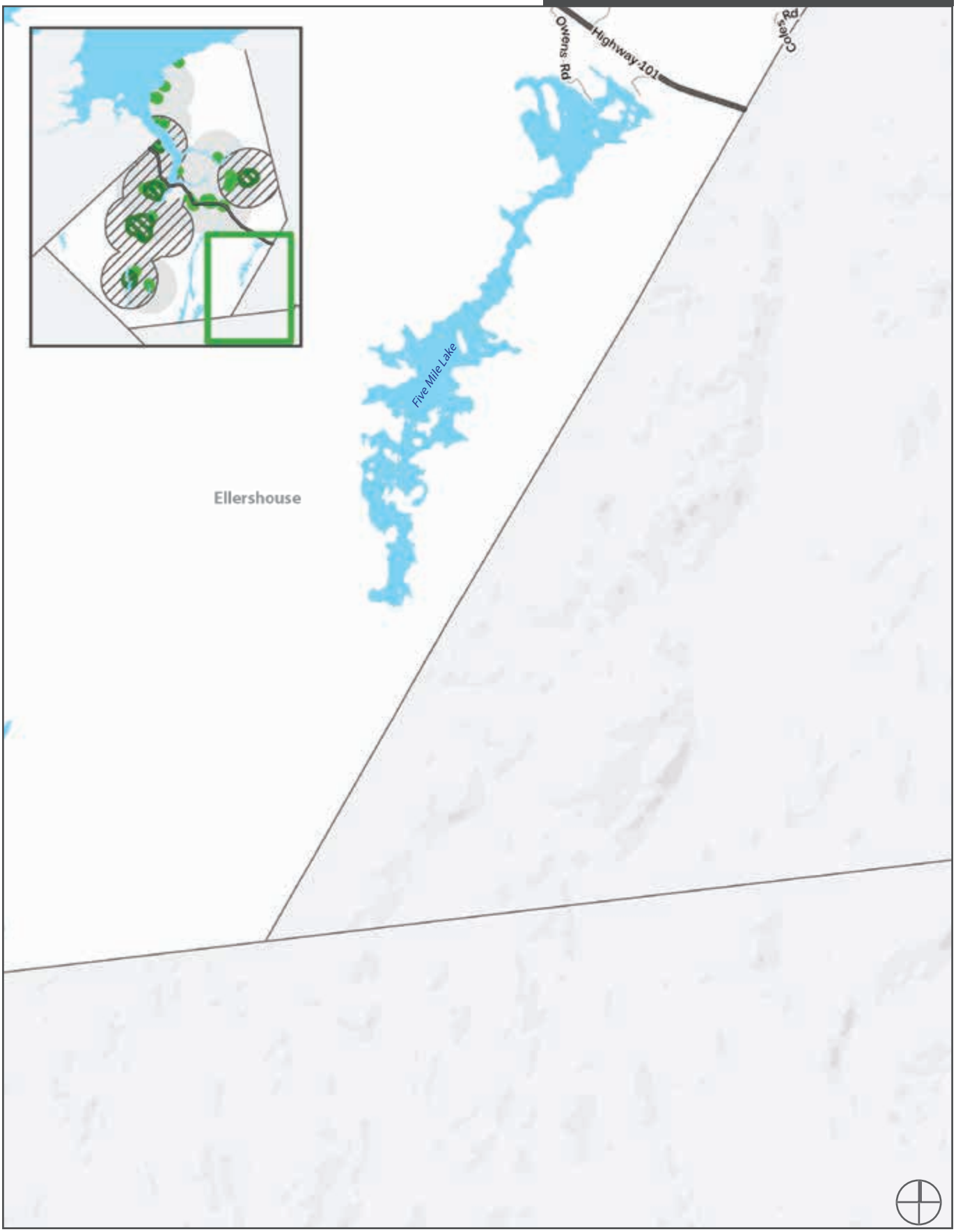
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Gap Analysis Subset C2



0 1.25 2.5 5km 1:70,000

Gap Analysis Subset C3



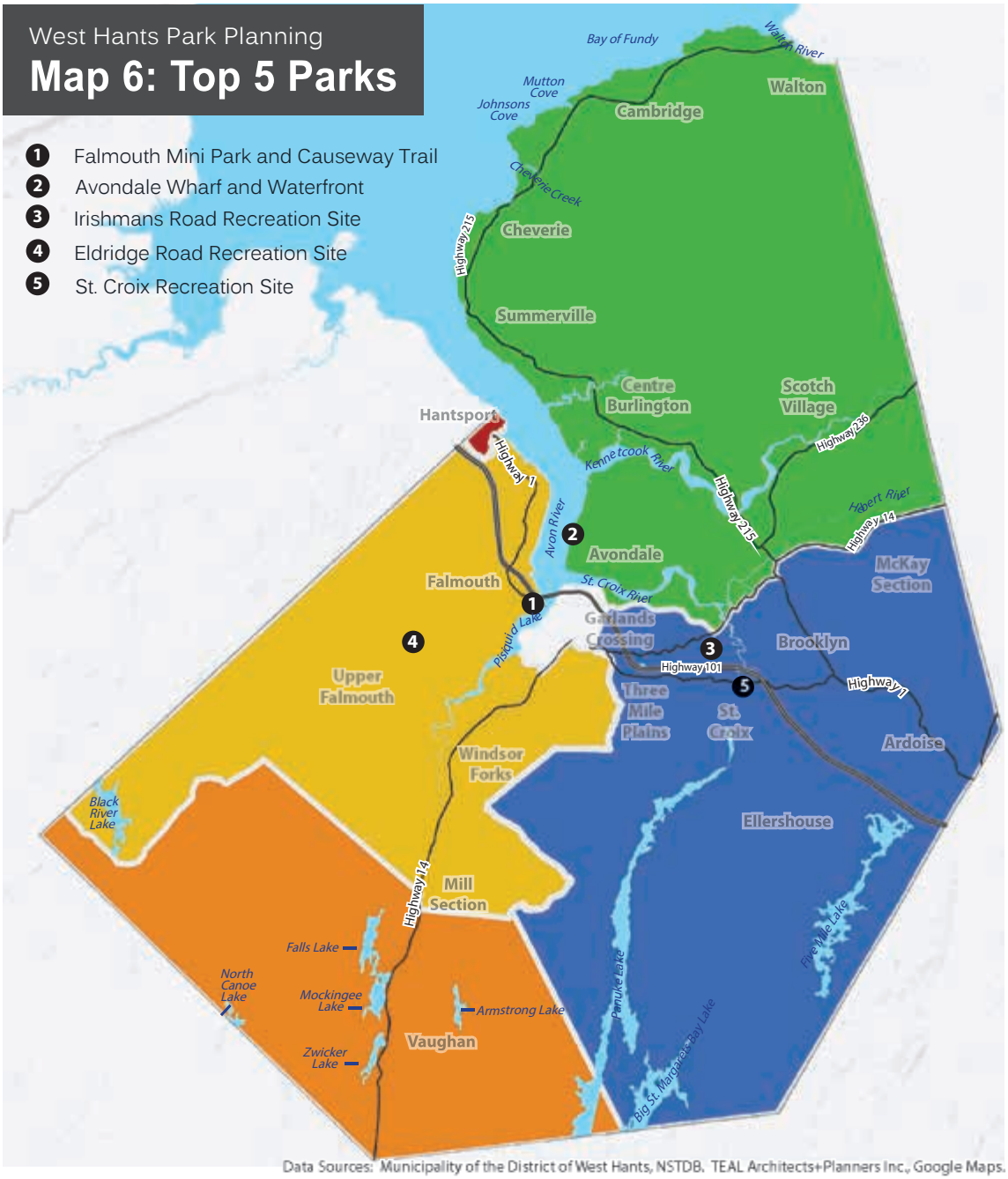
0 1.25 2.5 5km 1:70,000

4.4 Top 5 Priority Parks and Costs

Five parks in West Hants have been identified as priorities for investment or upgrades:

- Falmouth Mini Park and Causeway Trail
- Avondale Wharf and Waterfront
- Irishmans Road Recreation Site
- Eldridge Road Recreation Site
- St. Croix Recreation Site

Details for each park follow the next page. For each of the five parks, site opportunities have been extensively evaluated and a "Class D" cost assessment provided. These assessments estimate the cost of improvements and it should be noted that true costs may be within 25% of the estimate. Conceptual park layout drawings are also included, which highlight the approximate locations of possible site improvements.



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

1

Falmouth Mini Park and Causeway Trail

Overview

PID: 45224458

Coordinates: 44.9942, -64.1474

Date visited: November 9, 2015.

Address: 2127 Highway #1 Falmouth, NS.

Classification: Neighbourhood, Community Parks.

Size: 1.55 acres (0.63 ha), Total area of provincial land in which the park occupies: 9.10 acres (3.68 ha).

Land cover: A mixture of turfed open areas (75%) and treed naturalized areas (25%). Paved paths and gravel parking area are part of these open areas.

Topography: A fairly flat parcel gently sloping from the northwest to the southeast towards the water. Steep banks to the water in the northwest cove, a more gentle slope at the picnic area.

Maintained by: Municipality; owned by the Province of Nova Scotia.

Use: Swimming, boating, walking, picnicking.

Access: From Evangeline Trail or multiple points in Downtown Windsor.

Parking: 5-10 spaces; not well defined.

Signage: No signage indicating park from the road. Park maintenance signage throughout the park.

History: The Municipality entered into a lease agreement with the Department of Transportation in the early 1980's that allowed the use of the land for recreational purposes. In the early 1990's the Municipality and the Windsor and Area Jaycees agreed to develop the lands and create what is now the Falmouth Mini Park.

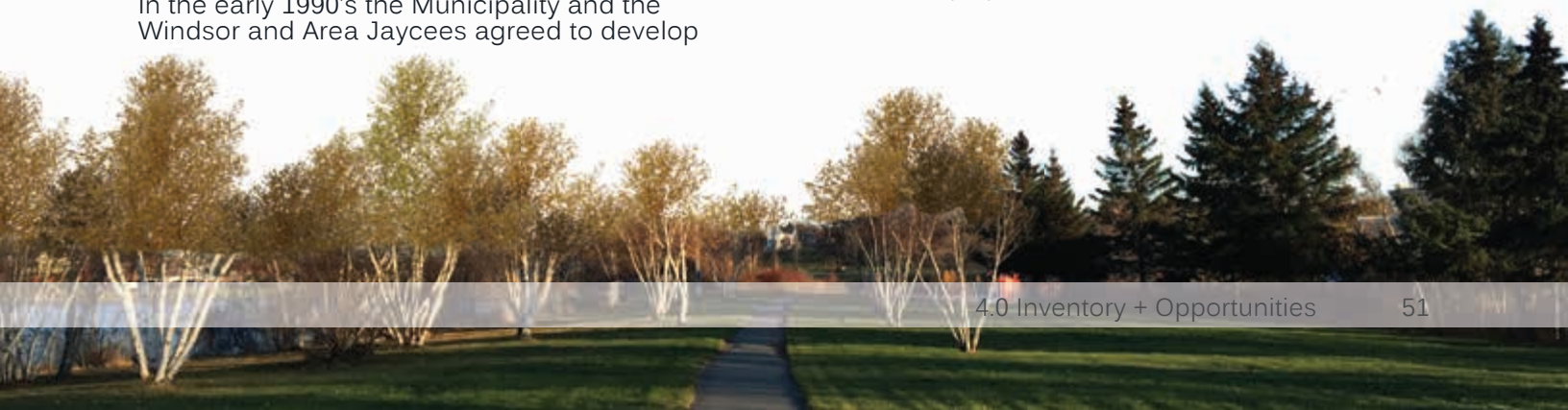
Overlapping Management Plans: 2013 Trails Plan, p.55.

Observations

- No entrance signage indicating park, use, or a map.
- Parking area in conflict with pedestrian spaces/playground.
- Many small trees, but few large shade trees on site.
- Fencing along the west side of the park is in need of replacement.
- Well maintained grounds.
- Access to water isn't clearly indicated or available.

Opportunities

- Reconfigure parking area that makes better use of space and separates pedestrians from cars.
- Landscape park entrance to buffer from road traffic and provide an aesthetic gateway to park.
- Design and development of new trail on highway side of park for shorter secondary loop.
- Improve access to the water from the picnic area.
- Install dock for small boat access, fishing, sitting.
- Improve lighting along highway and in interior of the park.
- Design and install interpretive signage highlighting stormwater movement through the park.
- Create shade over children's play area (e.g. trees, shade structure).
- Phase out invasive species (e.g. Norway Maple).



Falmouth Mini Park and Causeway Trail

Cost Estimate

Description	Unit	Quantity	Unit Price ($)	Amount ($)
Signage				
Park map (48” x 36”)	each	1	850.00	850.50
Parking upgrades				
Roadway	m^2	400	32.00	12,800.00
Parking area	m^2	400	32.00	4,800.00
Causeway Trail Loop				
Trail	m	200	40.00	8,000.00
Fence	m	240	105.00	25,000.00
Beach Upgrade				
Beach construction & retaining wall	L.S.	1	30,000.00	30,000.00
Floating dock	L.S.	1	2,500.00	2,500.00
Entrance landscape plan & landscaping	L.S.	1	15,000.00	15,000.00
Lighting				
Option 1: strategically placed bollards	each	30	375.00	11,250.00
Option 2: bollards along entire length of trail loop (not including length along Highway 101)	each	84	375.00	31,500.00
TOTAL (with Option 2)				**$130,450.50**

Prices include 25% allowance for contingencies and engineering, but exclude HST.

Probable construction costs have been made based on experience, qualifications, and best judgment. Construction costs may vary from the estimated costs above. Design fees are not included.



District of the Municipality of West Hants
Parks and Open Space Plan

Park Opportunities Concept Plan: Falmouth Mini Park and Causeway Trail

Item	Description
A	Redesigned parking area to separate people from cars.
B	New landscaping to create a buffer between the park and road and to create a sense of entrance.
C	Proposed beach area with retaining wall and steps.
D	Proposed area of bollard lighting.
E	Proposed dock for launching canoes, kayaks.
F	Shade tree planting around play structures.
G	Proposed stormwater interpretive panel.
H	Opportunity area for future park and open space development.
I	Proposed 200m trail loop.
J	New fence along shoreline.
K	Proposed picnic /rest area.

Prepared by: SC

Date: April 3, 2016

Avondale Wharf and Waterfront

Main Parcel

2

Overview

PID: 45171279

Coordinates: 45.02204, -64.1312

Date visited: November 26, 2015.

Address: 15 Belmont Rd, Avondale.

Classification: Community, Cultural, Neighbourhood Parks.

Size: 1.61 acres (0.65ha).

Land cover: Mostly managed turf with compacted gravel driveway and parking areas, and building footprints.

Topography: Relatively flat terrain sitting lower than Belmont Road at the field and at road elevation at Museum entrance. Gently sloping towards the wharf.

Maintained by: Primarily by community volunteers with support from the Municipality.

Use: Baseball, soccer, sitting, picnicking, walking, playground, bird watching, boating, fishing.

Access: From Belmont Road and Avondale Road.

Parking: No formal parking, opportunities for approximately 10-20 cars.

Signage: Collection of signs at Heritage Museum entrance for buildings/amenities. Newport Landing sign along road shoulder along field. Park entrance sign at southern driveway.

History: This area is formerly a New England Planter settlement. Due to the proximity to water, ship building was an important industry. The Wharf was divested from the Federal Government to the Municipality in 1990 and was rebuilt by the community for $13,000.00. In 1996, the Municipality entered into a lease agreement with the Avon River Heritage Society to allow that organization to develop a portion of the property.

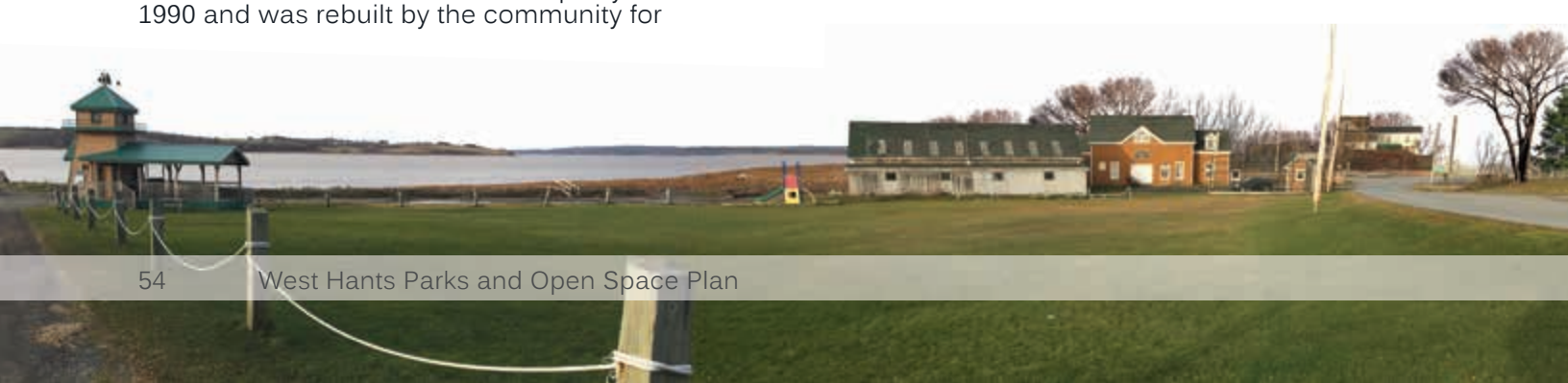
Overlapping Management Plans: MCCAP.

Observations

- Outdoor spaces around museum and boat house not well-defined (e.g. parking, gardens, turf).
- Sports field is well maintained. Standing water at field perimeter.
- Playground in good condition.
- Poor drainage, uneven surface, and irregular mixture of materials (e.g. soil, gravel) outside the playground and shipyard shed.
- Tide rising over wharf, boat launch, and driveway causing erosion and structural damage.
- Signage is not coordinated, should be centralized with park use, ownership, and rules identified.

Opportunities

- Site landscape plan to identify optimal pedestrian circulation and landscaping.
- Evaluate the stability and effectiveness of dykes/berms. Further development may be necessary along river to the north and boat launch to the south.
- Engineering assessment of wharf structure.
- New park signage consistent with municipal brand and materials at park entrances.
- The Municipality should consider climate change and work with the MCCAP Committee on projects that relate to the Avondale Wharf and Waterfront.
- Work with the MCCAP Committee to address climate change effects on parcel.



Avondale Wharf and Waterfront

South Shoreline

2

Overview

PID: 45183118

Coordinates: 45.02126, -64.132

Date visited: November 26, 2015.

Address: 1 Avondale Rd, Newport Landing.

Classification: Community Park, Production and Protection.

Size: 1.10 acres (0.45ha).

Land cover: Primarily tidal grassland with trees and shrubs growing at eastern border.

Topography: Slight slope from eastern edge of parcel to the water.

Maintained by: Not a maintained parcel, but owned by the Municipality.

Use: Tidal zone, wildlife habitat, no current recreational use.

Access: From the beach at low tide or from Avondale Wharf and Waterfront Main Parcel driveway.

Parking: Few potential spaces at boat launch.

Signage: None.

History: Deeded to the Municipality of the District of West Hants in 1996 by USG Canadian Mining Limited.

Overlapping Management Plans: MCCAP.

Observations

- No obvious human activity on site.
- Large area covered by water during high tide.

Opportunities

- Little recreational opportunity due to tidal flow, but valuable as wildlife habitat.
- Potential to develop a dyke/berm system to prevent flooding into southern border of Avondale Wharf and Waterfront Main Parcel.



2

Avondale Wharf and Waterfront

North Shoreline

Overview

PID: 45225513

Coordinates: 45.02268, -64.1318

Date visited: November 26, 2015.

Address: 1 Avondale Road, Newport Landing.

Classification: Community Park, Production and Protection.

Size: 1.13 acres (0.46ha).

Land cover: Primarily tidal grassland with exposed sand/sediment during low tide.

Topography: River channel flowing through property. Steep grass-covered/muddy banks on either side of channel.

Maintained by: Not a maintained parcel, but owned by the Municipality.

Use: Tidal flow, wildlife habitat, boat access.

Access: From Avondale Wharf and Waterfront Main Parcel.

Parking: Parking available in Avondale Wharf and Waterfront Main Parcel and roadside,

Signage: None.

History: In May, 1760 the first New England Planters arrived aboard sloops Lydia and Sally. Water lot was deeded to the Municipality in 1990

Overlapping Management Plans: MCCAP.

Observations

- Boat access damaged during previous weather events.

Opportunities

- Improve access to water.



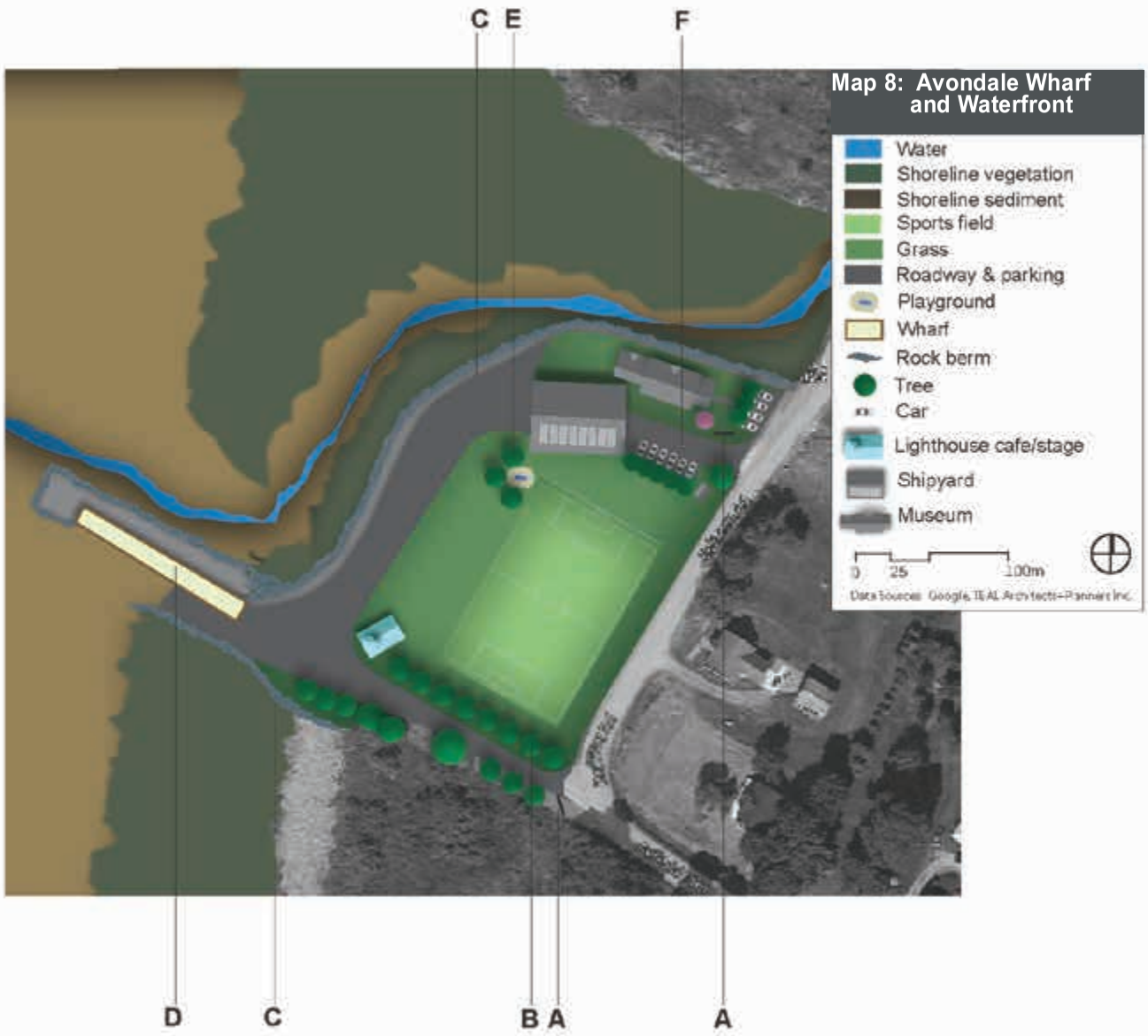
Avondale Wharf and Waterfront

Cost Estimate

Description	Unit	Quantity	Unit Price ($)	Amount ($)
Wharf upgrades				
Option 1: Remove existing wharf, do not replace.	L.S.	1	20,000	20,000
Option 2: Repair existing decking, ladders, curbs.	L.S.	1	60,000	60,000
Option 3: Remove existing wharf & replace with new wharf at same deck elevation.	L.S.	1	170,000	170,000
Option 4: Remove existing wharf & replace with new wharf at 1.5m above existing deck elevation.	L.S.	1	310,000	310,000
A high tide is estimated to over top the existing wharf by approximately 1.0m. An extreme high tide is estimated to over top the existing wharf by approximately 2.5m.				
Reconfigured parking area	m^2	350	32.00	6,400
Berm upgrades & development				
North berm (1.0m additional height)	L.S.	1	120,000	120,000
South Berm (1.0m average height)	L.S.	1	25,000	25,000
Detailed Landscape Plan	L.S.	1	15,000	15,000
TOTAL (with Option 4)				**$476,400**

Prices include 25% allowance for contingencies and engineering, but exclude HST.

Probable construction costs have been made based on experience, qualifications, and best judgment. Construction costs may vary from the estimated costs above. Design fees are not included. Price would vary depending on the type, length and quality of the wharf to be constructed. Required permits have not been factored into the cost estimate.



District of the Municipality of West Hants
Parks and Open Space Plan

Park Opportunities Concept Plan:
Avondale Wharf & Waterfront

Item	Description
A	Existing/new signage moved closer to the main road.
B	Trees added to define the entrance and create shade fo sp spectators, visitors.
C	Berms strengthened and raised to prevent tide from flooding park.
D	Wharf upgraded to make structurally sound.
E	Trees planted to shade playground.
F	Redesigned entrance area.

Prepared by: SC

Date: April 3, 2016

3

Irishmans Road Recreation Site

Overview

PID: 45061843

Coordinates: 44.97263, -64.0588

Date visited: November 16, 2015.

Address: 151 Irishmans Road, Newport Station.

Classification: District, Community, Neighbourhood Parks.

Size: 172 acres (69.61 ha).

Land cover: Primarily a mixed forested stand of red and white spruce, hemlock, yellow birch, sugar maple and American beech. Turf is managed on two sports fields and at their perimeter and along driveways. Gravel parking areas are found at the main entrance and at the upper sports field.

Topography: Main road bed is relatively flat with slight incline to the north east (with drainage ditch on either side). Upper sports field to the west is 25-30 feet above main road. Lower sports field in a depression. Trail to the is north of the lower sports field rises and falls with the hillside. Karst topography (i.e. sinkholes formed by soluble gypsum). Is visible in the north and west portions of the park.

Maintained by: Municipality. Portion leased by Glooscap Heritage Archers Association.

Use: Archery, walking, running, mountain biking, soccer.

Access: Park access from Irishmans Road.

Parking: 20-30 spaces along driveway and at the second gate, 20-30 spaces at the top field, evidence of additional parking on grass shoulders and at the sport field entrances.

Signage: No official signage indicating "Irishmans Road Recreation Park". Signage indicating management and use and prohibiting motorized vehicle use.

History: The park sits on land formerly used as a Municipal landfill, which was decommissioned in 1984. The soccer fields were named the Ryan Lahey Memorial Soccer fields in 2011 in memory or Ryan Lahey.

Overlapping Plans: 2013 Trails Plan, p.47.

Observations

- Entrance to the trail from the second gate is unclear.
- Free standing wall (remaining from landfill) to the north east of the lower field.
- Standing water along trail to the north of the lower field.
- Bleachers at upper field in need of upgrades (e.g. wooden boards).
- Upper parking area needs new base material. Shale is difficult parking surface.
- Area of karst topography found in the north and west areas of the park.
- Fence on the west of the upper field in need of replacement.
- Slumping observed on the west side of the upper field.

Opportunities

- Install entrance and trail signage.
- Design and install interpretive panels to educate the community about former uses, and reclamation of former landfill lands into a recreation facility.
- Expansion of parking area at the second gate and at the upper field.
- Development of a new trail and interpretive area to learn about Karst Topography.
- New fence along the west side of the upper sports field.
- Upgrade sports field (e.g. topdressing, seeding, corrected slumping).
- Potential for additional trails

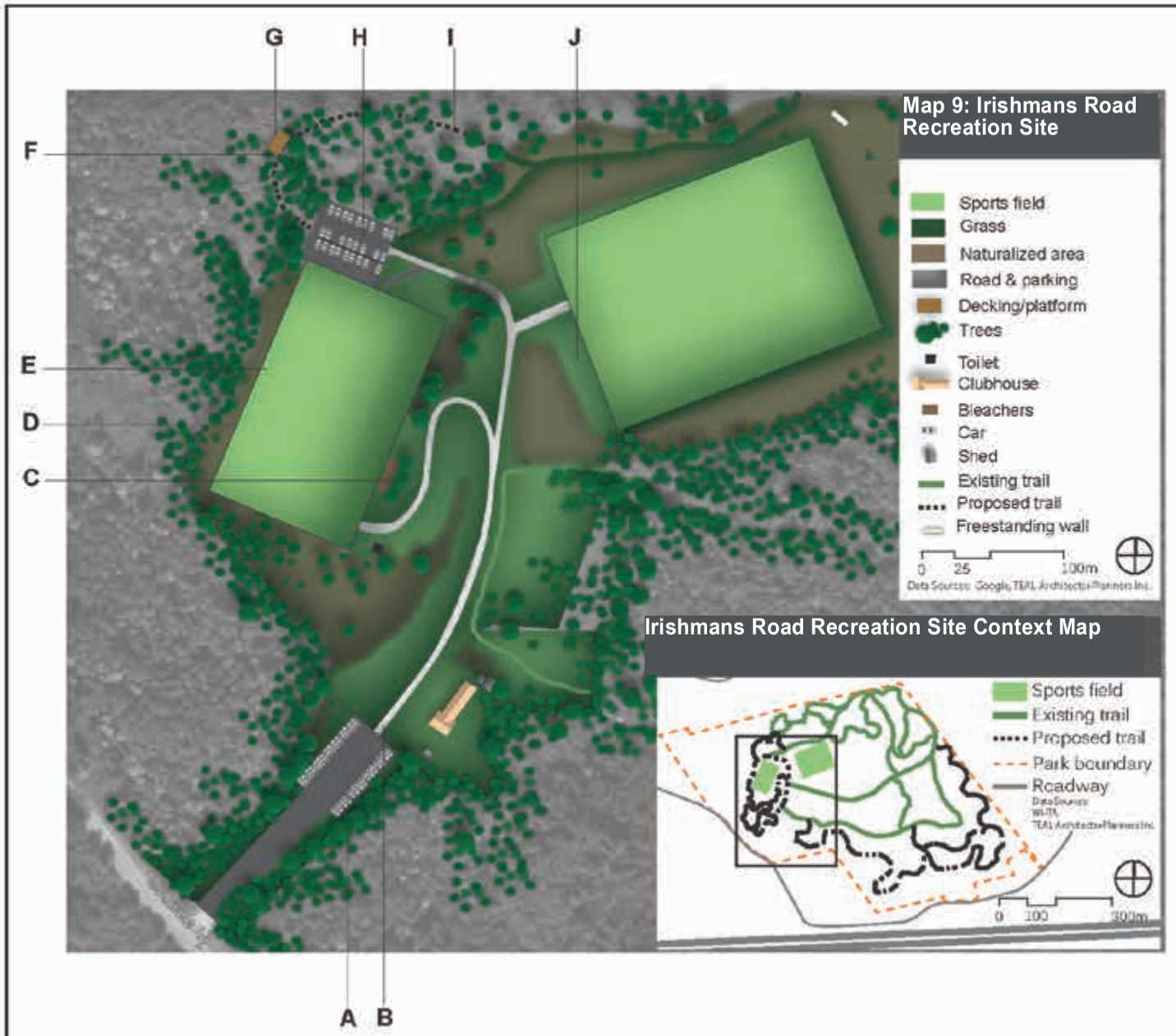
Irishmans Road Recreation Site

Cost Estimate

Description	Unit	Quantity	Unit Price ($)	Amount ($)
Signage				
Landfill remediation interpretive board.	each	1	850.00	850.00
Karst topography interpretive board.	each	1	850.00	850.00
Parking upgrades (gravel)				
Upper parking area	m^2	1,200	32.00	38,400.00
Entrance parking area	m^2	300	32.00	9,600.00
West sports field fence upgrade				
Removal of current fencing	L.S.	1	1,000.00	1,000.00
Ground work	L.S.	1	7,000.00	7,000.00
Fencing installation	L.S.	1	4,000.00	4,000.00
Karst Topography look-off				
Trail loop	m	250	40.00	10,000.00
Wood platform (7m x 3m)	L.S	1	5,000.00	5,000.00
Fencing (post and rail)	m	25	60.00	1,500.00
Sports field upgrades				
Aeration *(in-house staff & equipment, 2-3 times per year)*				
East field	L.S.	1	375.00	375.00
West field	L.S.	1	250.00	250.00
Topdressing				
East field	m^2	10,400	0.48	5,000.00
West field	m^2	7,600	0.48	3,750.00
Overseeding				
East field	m^2	10,400	0.075	780.00
West field	m^2	7,600	0.075	570.00
TOTAL				**$88,145**

Prices include 25% allowance for contingencies and engineering, but exclude HST.

Probable construction costs have been made based on experience, qualifications, and best judgment. Construction costs may vary from the estimated costs above. Design fees are not included.



District of the Municipality of West Hants
Parks and Open Space Plan

Park Opportunities Concept Plan: Irishman s Road Recreation Site

Item	Description
A	Expanded gravel parking area.
B	New interpretive board outlining the former landfill site and reclamation into a recreation park.
C	New shade trees planted behind bleachers.
D	Chain link fence replacement.
E	Installation of new sub-base to correct field slumping.
F	New interpretive board highlighting Karst Topography, plant life, and significance to the area.
G	New platform/decking overlooking Karst Topography.
H	Resurfaced and expanded parking area.
I	New trail to Karst Topography look-off.
J	New bleacher seating.

Prepared by: SC

Date: April 3, 2016

4

Eldridge Road Recreation Site

Overview

PID: 45211836

Coordinates: 44.99139, -64.208

Date visited: November 20, 2015.

Address: 156 Eldridge Rd, Upper Falmouth.

Classification: District, Community, Neighbourhood Parks.

Size: 15.55 acres (6.29 ha).

Land cover: Sports complex area is primarily managed turf; gravel parking lot and roadway; remaining property forested (e.g. red and white spruce, sugar maple, white and yellow birch, red oak, balsam fir) with turf, soil, and gravel paths.

Topography: Fairly flat terrain with undulating places due to drainage swales and natural depressions.

Maintained by: Municipality.

Use: Soccer, tennis, basketball, walking, tug-of-war, playing (playground), picnicking, sitting, snowmobiling.

Access: From Eldridge Road.

Parking: Unmaintained gravel lot with overflow parking on grass at eastern park entrance.



Signage: Signage indicating maintenance and sponsors; faded trail markings at former softball field.

History: Parcel was purchased in 1988 from Bernard Curry. The land was developed cooperatively between the Falmouth Community Hall Association and the Municipality of the District of West Hants.

Overlapping Management Plans: None.

Observations

- Recent investment in infrastructure (e.g. tennis court surface, playground).
- Standing water on north and south length of west soccer field.
- North soccer field slow to drain.
- Former softball dugouts in fair shape, roof needs repairs.
- Parking area with standing water.
- Standing water outside play space.
- Former softball field post and chain fence rusting and leaning.
- Retaining wall around former softball field is deteriorating.

Opportunities

- Landscaping upgrades at park entrance.
- Install signage to identify site amenities and trails.
- Correct field drainage for sports fields.
- Paint lines on basketball court.
- Repair and replace damaged boards on benches, picnic tables, bleacher seating.
- Upgrade dugout roofs.
- Redesign the layout of parking area to make more efficient and separate from people spaces.
- Install drainage and new sod around playground space.
- Install new fence along north soccer field perimeter.
- Remove wood retaining wall behind the dugouts at north soccer field perimeter. Replace with drainage swale.

Eldridge Road Recreation Site

Cost Estimate

Description	Unit	Quantity	Unit Price ($)	Amount ($)
Signage				
Park map	each	1	850.00	850.00
Soccer field drainage improvements				
Option 1:French drain along north boundary	m	150	35.00	5,250.00
Option 2: Shallow swale along north boundary	m	150	65.00	9,750.00
Parking upgrades				
Roadway	m^2	1,300.00	32.00	41,600.00
Parking area	m^2	600	32.00	19,200.00
Basketball court grade correction				
Option 1: Chain-link fence on North and East side of court	m	45	165.00	7,425.00
Option 2: Add fill to lessen slope on North and East sides of court	L.S.	1	5,000.00	5,000.00
Basketball court line painting	L.S.	1		
Back soccer field fence extension	m	48	105.00	5,040.00
Back soccer field swale	m	60	150.00	9,000.00
Site lighting (tennis courts, parking lots), mounted on existing utility poles	L.S.	2	2,0000.00	4,000.00
Entrance landscape plan & landscaping	L.S.	1	20,000.00	20,000.00
Picnic area upgrades				
Steel park grill/BBQ	each	3	400.00	1,200.00
Picnic tables	each	3	250.00	750.00
Total (with Soccer field drainage Option 2 and basketball court Option 2)				**$129,065**

Prices include 25% allowance for contingencies and engineering, but exclude HST.

Probable construction costs have been made based on experience, qualifications, and best judgment. Construction costs may vary from the estimated costs above. Design fees are not included.



Map 10: Eldridge Road Recreation Site

District of the Municipality of West Hants
Parks and Open Space Plan

Park Opportunities Concept Plan: Eldridge Road Recreation Site

Item	Description
A	Redesigned parking area.
B	Regraded drainage swale.
C	Painted basketball court lines.
D	Interior park lighting.
E	Snowmobile off-loading area.
F	Redesigned entrance parking area.
G	New entrance landscaping.
H	New shade trees at playground.
I	New drainage system for soccer field perimeter.
J	Picnic/bbq space in clearing.
K	New swale around backstop of former softball field.
L	Chain link fence extension.

Prepared by: SC

Date: April 3, 2016

5

St. Croix Recreation Site

Overview

PID: 45339231

Coordinates: 44.96515, -64.0255

Date visited: November 12, 2015.

Address: 54 Ball Park Rd, St. Croix.

Classification: District, Community, Neighbourhood Parks.

Size: 9.60 acres (3.88 ha).

Land cover: Primarily managed turf with gravel surfaces for driveway, parking, and pathways.

Topography: Grade level, seeded, maintained.

Maintained by: Municipality.

Use: Softball, community gathering, horseshoe, picnicking, fishing.

Access: From Ball Park Road.

Parking: 150-200 cars possible on road shoulder, abandoned field, and gravel area to the east.

Signage: No entrance signage. Signage present to indicate maintenance, security, and horseshoe club, but signs are dated and in need of replacement.

History: Land originally owned by Aubrey Smiley and was purchased by the Crown when Highway 101 was constructed. The Crown deeded the remaining lands to the Municipality in 1975 with the stipulation that it be used for recreation purposes.

Overlapping Management Plans: None.

Observations

- Out-buildings are showing signs of weather damage (e.g. water damaged wood, outdated electrical, rotting windows/trim).
- Bleacher footprints made of gypsum (unsuitable structural base).
- Field to east of ballfields is abandoned with old backstop still in place.
- Slope around east ball field bleachers too steep and inaccessible.
- Wiring on east ball field unearthed and is a tripping hazard.
- Wood decking at the top of west ball field is narrow and showing signs of rot.
- Clubhouse ramp on crumbling concrete footings.

Opportunities

- Develop easy access to pond.
- Coordinate signage to indicate park, maintenance, usage, and wayfinding.
- Upgrade wooden out-buildings and clubhouse.
- Replace gypsum bleacher footings with more stable base.
- Install new pathways to improve site accessibility.
- Develop regrading plan for east ball field bleachers are to reduce slope or overcome slope and refine surface materials (e.g. sod instead of large gravel).
- Upgrade decking at top of west ball field observation area.

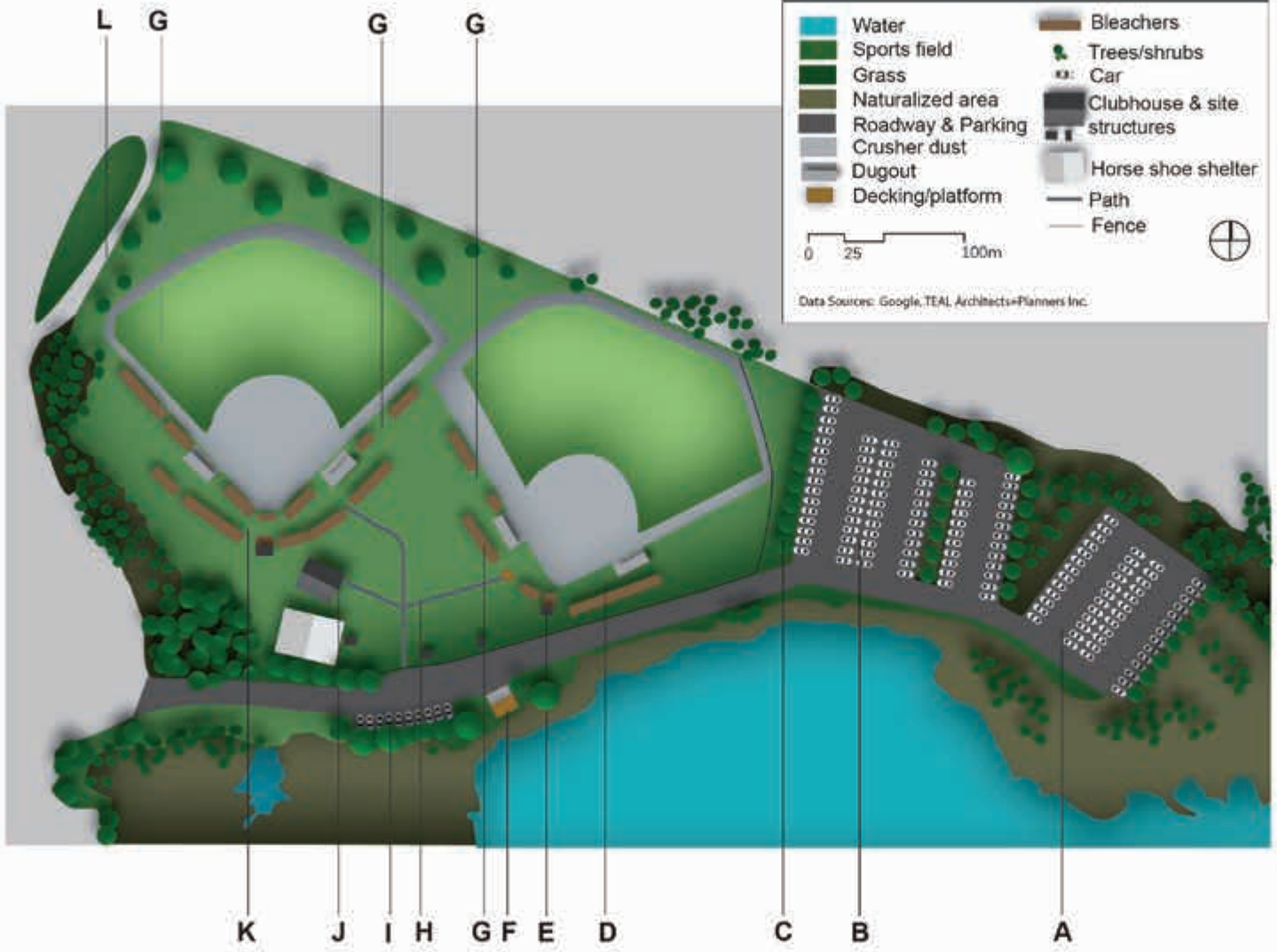


St. Croix Recreation Site

Cost Estimate

Description	Unit	Quantity	Unit Price ($)	Amount ($)
Lighting upgrades				
Clubhouse, Horseshoe area, Announcer's towers	L.S.	1	2,000.00	2,000.00
Site grading				
Stairs built into berm at Eastern field	each	2	2,000.00	4,000.00
Replace gravel underneath bleachers	L.S.	1	3,500.00	3,500.00
Backstop removal	L.S.	1	2,000.00	2,000.00
Parking upgrades (gravel)				
East parking area	m^2	1,875	13.00	24,375.00
West parking area	m^2	2,850	32.00	91,200.00
West gravel turn-around	m^2	450	13.00	5,850.00
Accessible pathways				
To East bleachers	m	30	40	1,200.00
To West bleachers	m	30	40	1,200.00
Structural upgrades				
Horse shoe shed painting	L.S.	1	1	450.00
Entrance shed (new slab, framing, cladding, external painting)	L.S.	1	1	2,050.00
Ticket booth (new slab, framing, cladding, external painting)	L.S.	1	1	800.00
Announcer's tower West field (new framing, cladding, external painting), or if more feasible, replace.	L.S.	1	1	13,400.00
Announcer's tower East field (replace selected framing and cladding panels, external painting), or if more feasible, replace.	L.S.	1	1	6,700.00
Club house interior (new internal painting, floor upgrades, plumbing fixture upgrades, kitchen counter upgrades)	L.S.	1	1	30,700.00
Clubhouse exterior (selected cladding replacement, and external stripping and repainting)	L.S.	1	1	5,600.00
Site landscaping plan & landscaping	L.S.	1	1	10,000.00
TOTAL				**$205,025**

Prices include 25% allowance for contingencies and engineering, but exclude HST. Probable construction costs have been made based on experience, qualifications, and best judgment. Construction costs may vary from the estimated costs above. Design fees are not included.



District of the Municipality of West Hants
Parks and Open Space Plan

Park Opportunities Concept Plan: St. Croix Recreation Site

Item	Description
A	Resurfaced overflow parking area.
B	New parking area.
C	Site landscaping.
D	Re-graded slopes in viewing area.
E	Out-buildings upgraded and lighting added.
F	Proposed decking/platform overlooking the pond.
G	New aggregate base to replace gypsum base underneath bleachers.
H	Accessible paths to viewing platform.
I	Retain existing parking area for accessible parking.
J	Clubhouse upgrades (e.g. new siding, floors, lighting).
K	Upgrades to wood decking in between West ballfield and clubhouse.
L	New gravel surface in turn-around.

Prepared by: SC
Date: April 3, 2016

4.5 Future Parks and Open Space Network: Summary of Opportunities

These 'Priority 2 Park' opportunities were identified through:

- Gap analysis;
- Public engagement sessions;
- Review of all parks and open space in West Hants for spaces that connect parks and open space to people/other key locations.

It is expected that these Priority 2 Parks will be addressed when budgets and opportunities to partner arise. Partnerships are needed for the development of some parks, as noted below. Municipally-owned 'second priority' parks and opportunities are explained in detail in the Network Opportunities in Section 4.5, as referenced below.

Municipal Parks

1. Kendall Lane (see page 73)
2. Hobarts Beach (see page 79)
3. Kempt Quarry Recreation Site (see page 79)
4. Underwood Road (see page 76)

Government Partnerships

5. Roadsides improved for walking and walking loops signed (see pages 71)
   - Sign well-used and appropriate roadside walking loops throughout the Municipality. Some are shown in GIS data under the consultation input file's 'areas' and 'suggestions' Shapefiles, such as a 5k loop through Hantsport and the Hiltz Road walking loop in Cheverie.
6. Fundy Shore Beach Walks (see page 80)
7. McKinley Road Park (see page 74)

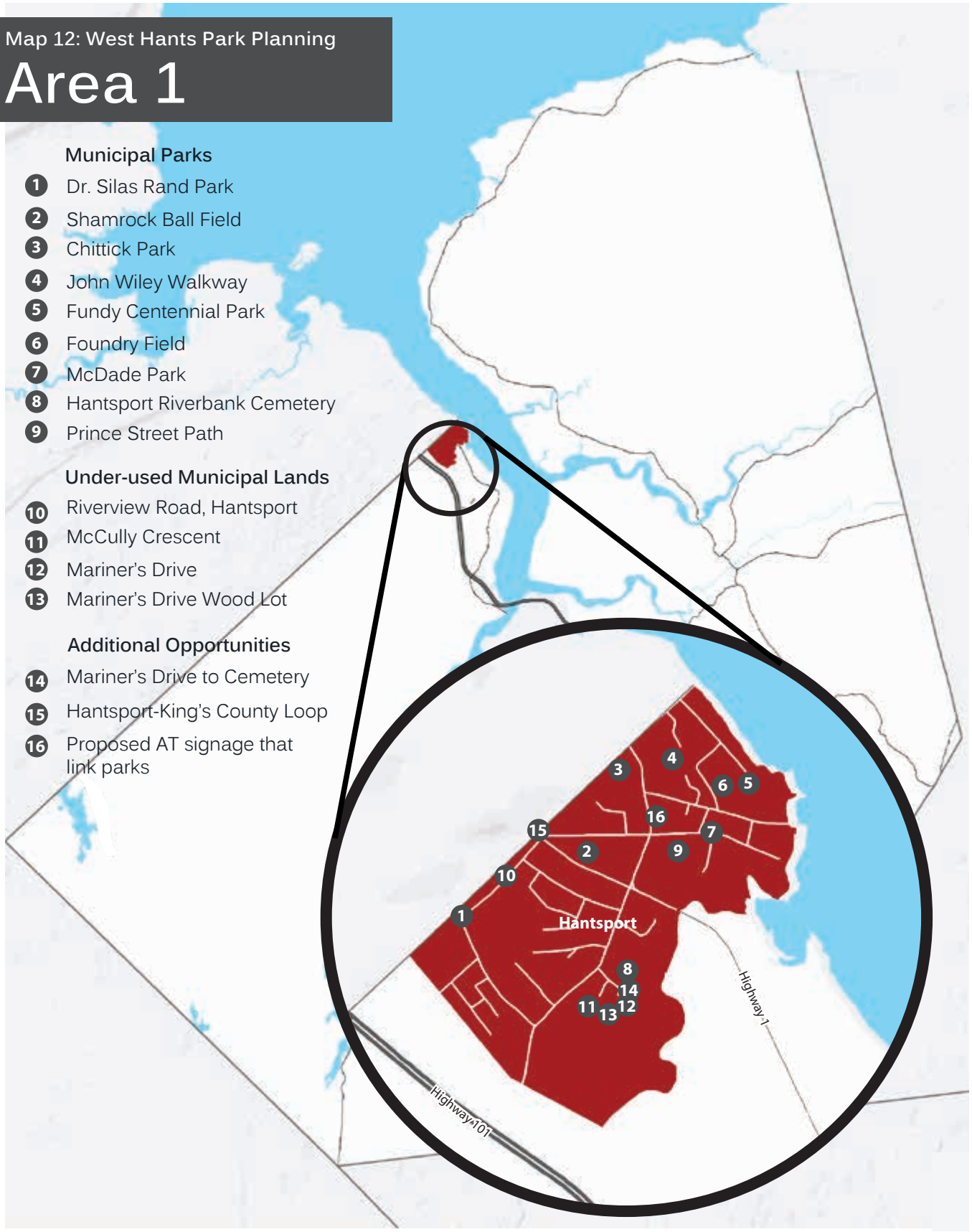
Private Partnerships

8. Castle Frederick Farm Trails (see page 74)
9. Rail to Trail (throughout West Hants)
   - Work with landowners to formalize trail in railway right-of-way including lease agreements, signage, trailheads, receptacles, emergency kits where appropriate and doggy bags.



Map 12: West Hants Park Planning

Area 1



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

Network Opportunities for Area 1

Details for each parcel area provided in Appendix 2.

Municipal Parks

1 Dr. Silas Rand Park

- Park signage.
- More seating options.
- Addition of a shade tree or shade/picnic structure.
- Opportunity for community gardens.

2 Shamrock Ball Field

- Park signage.
- Addition of garbage receptacles by dugouts.
- Dugout upgrades (e.g. concrete patch work, improve drainage behind dugouts, painting).
- If desired, a treed buffer between residents to the south and west of the field could be planted.
- Investigate community interest and cost of field lighting.

3 Chittick Park

- Signage, including interpretive sign related to river and history.
- Staff education regarding mowing around trees.
- Have an arborist monitor tree condition around fountain.

4 John Wiley Walkway

- Property serves as potential access point to rail-trail if rail line is to be converted.



5 Fundy Centennial Park

- Park signage.
- Need for more garbage receptacles on site.
- Renovation of gazebo needed (e.g. shingles, trim).
- Reset brick pad to gazebo.

6 Foundry Field

- Ensure Maintenance.

7 McDade Park

- Park signage.
- Create plan to reorganize park monuments to have better use of space.
- New coat of paint on park bench.
- Addition of garbage can by park bench.
- Remove block planter from park. Plant shrubs directly into ground. No need for raised planter.

8 Hantsport Riverbank Cemetery

- Park signage.
- Create a plan for future cemetery expansion.
- Strategically plant shade and ornamental trees for shade and visual interest for visitors.
- Develop a trail loop along upper portion of slope past cemetery, along adjacent Municipally-owned land through to Mariner's Drive.

9 Prince Street Path

- Maintain connection to HMCC from Prince Street.
- Walkway signage indicating ownership/ maintenance.

Under-used Municipal Lands

10 Riverview Road, Hantsport

- Given the close proximity to other parks and open spaces, it is recommended this parcel be divested to fund the development of nearby municipally-owned parcels.

11 McCully Crescent

- Divest parcel from Municipal holdings and invest in other park and open space opportunities in the area.

Network Opportunities for Area 1

Details for each parcel area provided in Appendix 2.

12 Mariner's Drive

- Retain parcel as part of future park and open space expansion (with adjacent municipally-owned land for Hantsport Cemetery).
- Portion of property (e.g. along McCully Crescent) could be subdivided without compromising future park development on this parcel.
- Any park and open space/trail development would require a fence along the top of the slope.

13 Mariner's Drive Wood Lot

- Parcel ideal for residential lot.
- Lumber from trees can be harvested for community purpose (e.g. amenity structure).
- Divest land to fund the development of nearby municipally-owned parcels for park and open space use.

Additional Opportunities

14 Mariner's Drive to Hantsport Cemetery

- Subdivide and divest lands not needed to enhance trail connection/loop and Cemetery park. Expand on Cemetery with loop and parkland.

15 Hantsport - King's County Walking Loop (Priority 2 Park)

- Consider signing urban walking loops. A 5k loop was identified during consultation and in former Town of Hantsport Trails Map in the Hantsport Municipal Planning Strategy.

16 Proposed AT signage that link parks

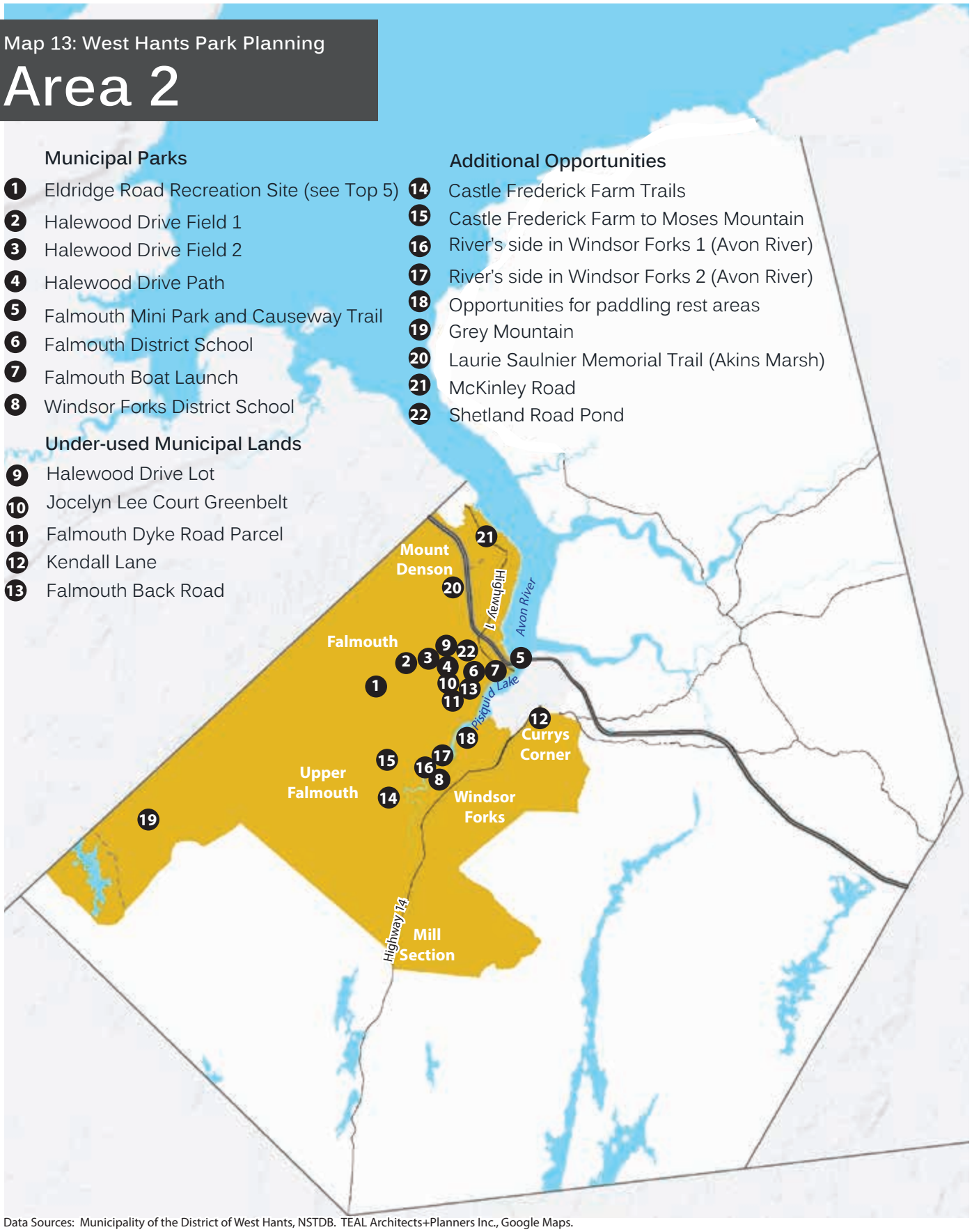
- Consider signing AT corridors to direct traffic to parks and open space.



Hantsport Cemetery

Map 13: West Hants Park Planning

Area 2



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

Network Opportunities for Area 2

Details for each parcel area provided in Appendix 2.

Municipal Parks

1. Eldridge Road Recreation site (See Top 5)

2. Halewood Drive Field 1
   - Signage
   - Continue to own and maintain parcel to be used by the neighbourhood.
   - Formalize entrance to parcel from Halewood Drive.
   - Consider adding amenity features to the site (e.g. benches, trail loop).

3. Halewood Drive Field 2
   - Signage indicating ownership, management, hours of use.
   - Signage to identify stormwater movement on site and importance of water management for local ecology.
   - Low point in south eastern portion of field requires topsoil fill.

4. Halewood Drive Path
   - Signage to indicate ownership and maintenance.
   - Pave the path for ease of maintenance.
   - Lighting attached to existing utility poles.
   - If privacy becomes a concern by neighbouring residents, consider wooden post style fencing along each side rather than chain link fencing.

5. Falmouth Mini Park and Causeway Trail (See Top 5 pages)

6. Falmouth District School
   - No recommendations for properties managed by School Board.

7. Falmouth Boat Launch
   - Signage upgrades (when needed)
   - Cut back vegetation from ramp shoulders.
   - Remove existing concrete ramp and replace with gravel (short term), concrete (long term).

8. Windsor Forks District School
   - No recommendations for properties managed by School Board.

Under-used Municipal Lands

9. Halewood Drive Lot
   - Given the number of parks and open space parcels in the neighbourhood, it is recommended this parcel be divested to fund the development of nearby municipally-owned parcels.

10. Jocelyn Lee Court Greenbelt
    - Retain as municipal greenbelt.
    - Trail loop possible on upper side of slope.

11. Falmouth Dyke Road Parcel
    - Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

12. Kendall Lane (Priority 2 Park)
    - Signage.
    - Consider regrading a portion of the parcel to create flat accessible surface; will require wall construction and drainage.
    - Opportunity for shade trees, community garden, sitting areas, playground.
    - Work with Kendall Court Seniors Complex and surrounding neighbours to identify parks and open space needs.

13. Falmouth Back Road
    - Divest parcel from Municipal holdings and invest in other parks and open space opportunities in the area.



Kendall Lane

Network Opportunities for Area 2

Details for each parcel area provided in Appendix 2.

Additional Opportunities

14 Castle Frederick Farm Trails (Priority 2 Park)
- Portions of this land are culturally significant and are voluntarily protected by the landowner in partnership with the Archaeological Land Trust of Nova Scotia. Detailed information is found here: http://www.altns.ca/castlefrederick.htm
- Work with owners of Castle Frederick Farm to: install wayfinding, entrance and interpretive signage; enhance accessibility of the trails; and develop appropriate rest and play areas.

15 Castle Frederick Farm to Moses Mountain
- See MWH Trails Plan p. 82 for proposed trail network, also supported through consultation for this Parks and Open Space Plan.

16 River's side in Windsor Forks 1 (Avon River)
- Explore possibility of a picnic table/ paddling rest area.

17 River's side in Windsor Forks 2 (Avon River)
- Explore possibility of a picnic table/ paddling rest area (on island).

18 Opportunities for paddling rest areas
- Explore other locations for picnic table/ paddling rest area.

19 Grey Mountain
- Explore the value of land use or lease agreements to the parks and open space network on privately held land holdings throughout Grey Mountain areas (excluding the Water Protection Areas.

20 Laurie Saulnier Memorial Trail (Akins Marsh)
- See Trails Plan 2013 for details.
- Support relationship between Hants West Wildlife Association, DNR, Ducks Unlimited Wildlife Habitat Canada.

21 McKinley Road
- Develop a Neighbourhood Park overlooking water with signed and safe water access for paddlers and possibly swimmers. If permitted, connect to rail to trail. Seek partnership with Provincial Government to establish park on its land.

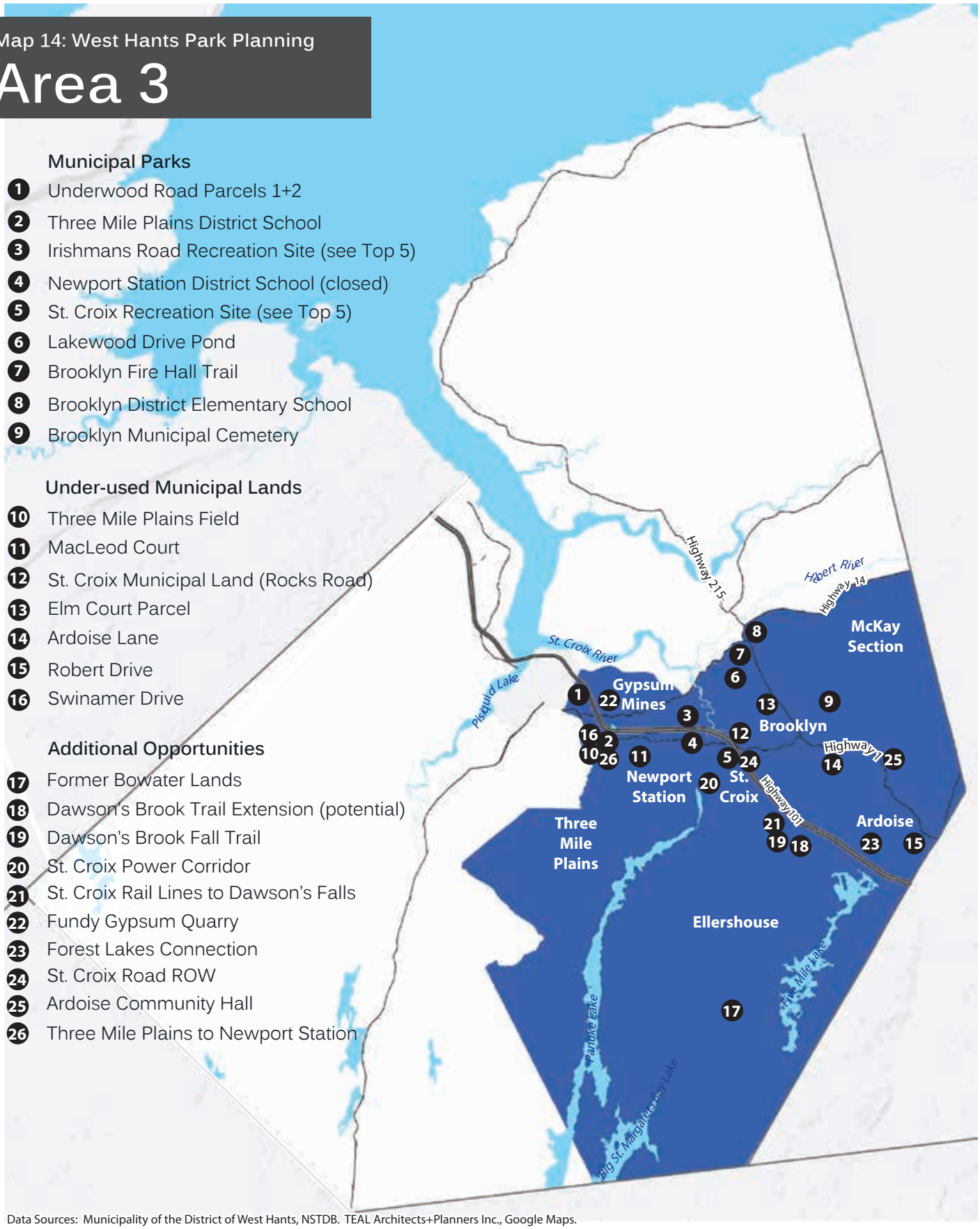
22 Shetland Road Pond
- This is a stormwater retention pond. However, due to its visual significance and recreation potential for sitting, watching and playing nearby, issues regarding liability and safety should be considered to enable the safe use by residents.
- Improve seating, signage, trees to buffer noise and view from the highway and shade tree for shelter.



Atkins Marsh

Map 14: West Hants Park Planning

Area 3



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

Network Opportunities for Area 3

Details for each parcel area provided in Appendix 2.

Municipal Parks

1 Underwood Road Parcels 1+2

- Signage.
- Evaluate encroachment into municipal land by surrounding residents (e.g. tree clearing, landscaping).
- Retain as treed, naturalized area for shade, stormwater attenuation, wildlife habitat. Retain open space and develop as formal neighbourhood park.
- Formalized access into the park (e.g. delineate public from private property along entrance).
- Work with neighbourhood to develop a park needs assessment for future park amenities.

2 Three Mile Plains District School

- No recommendations for properties managed by School Board.

3 Irishmans Road Recreation Site (see Top 5)

4 Newport Station District School (closed)

- Close proximity to Irishmans Road. Explore potential to link the properties via a new trail corridor.
- Explore partnerships with community groups who may be able to lease the building.
- Explore opportunities for a Public/ Private Partnership or sale of building to retrofit school into seniors living.

5 St. Croix Recreation Site (see Top 5)

6 Lakewood Drive Pond

- Improve access to water.
- Signage indicating ownership, use, and maintenance.

7 Brooklyn Fire Hall Trail

- Create resting spots for sitting, picnicking, include receptacles.
- Switchbacks or curve in trail bed would lessen the slope in some areas and create more visual interest.
- Trail bed could be made more accessible by using crusher dust.
- Planting of trees (native or ornamental) would provide visual interest along the trail route.
- The addition of trees and/or children's playspaces **must** be reviewed in conjunction with Fire Department Executive due to space limitations as this is a helicopter landing area.

8 Brooklyn District Elementary School

- No recommendations for properties managed by School Board.

9 Brooklyn Municipal Cemetery

- More noticeable signage to mark cemetery.
- Interpretive boards documenting history.
- Expansion of gravel pad at entrance for additional parking.

Under-used Municipal Lands

10 Three Mile Plains Field

- Retain as a multi-functional space for use by community centre users.

11 MacLeod Court

- Divest parcel to fund the development of nearby municipally-owned parcels.



Irishmans Road Recreation Site

Network Opportunities for Area 3

Details for each parcel area provided in Appendix 2.

Under-used Municipal Land con't

12 St. Croix Municipal Land (Rocks Road)
- See Trails Plan 2013 for additional details.
- Although isolated by the highway, this property is an excellent display of local geology, West Hants dykelands, freshwater ecology, and walking trails.
- Public access to the creek.
- Promote as recreation area (e.g. walking, picnicking, sitting, sports).
- Work with the Province of Nova Scotia on possible trail connections to St. Croix Recreation Site underneath Highway 101.

13 Elm Court Parcel
- Develop as a Neighbourhood Park.
- Regrade entrance to make accessible.
- Create simple trail loop
- Install garbage bin and seating area.
- Entrance signage indicating use and management

14 Ardoise Lane
- Although this parcel is in an ideal geographic location for a Neighbourhood Park, this lot and its set back into a quiet residential street does not suit itself to be a well-visited park space.
- Divest from Municipal holdings and invest in other parks or open space in the area.

15 Robert Drive
- Work with developer at Forest Lakes Community to outline future parks and open space development in close proximity to Robert Drive parcel. This parcel could become a municipal access point to proposed open space and trails. If road access to Forest Lakes is created at the foot of Robert Drive, this municipal parcel would not be required. At that time, this parcel should be considered for divestment

16 Swinamer Drive
- Divest parcel from Municipal holdings and invest in other parks and open space opportunities in the area.

Additional Opportunities

17 Former Bowater Lands
- Consider working with the Province of NS and motorized vehicle groups such as SANS and ATVNS to determine if signage or amenities are required and/or possible in the motorized vehicle trail network.

18 Dawson's Brook Trail Extention (potential)
- Identify and connect trail to any waterfalls.

19 Dawson's Brook Fall Trail
- See trails Plan 2013 for details.
- Formalize walking trail with landowner to Dawson's Falls; sign roadways.

20 St Croix Power Corridor
- Consider working with landowner to formalize walking trail in power and turbine corridor to Dawson's Falls; sign roadways.

21 St Croix Rail Lines to Dawson's Falls
- Consider working with landowner to formalize walking on old railbed to Dawson's Falls; sign roadways.

22 Fundy Gypsum Quarry
- Maintain relationship with Fundy Gypsum Lands in the event that trails may be developed through the site.

23 Forest Lakes Connection
- Ensure public trail connections to (future) Forest Lakes Country Club greenspaces.

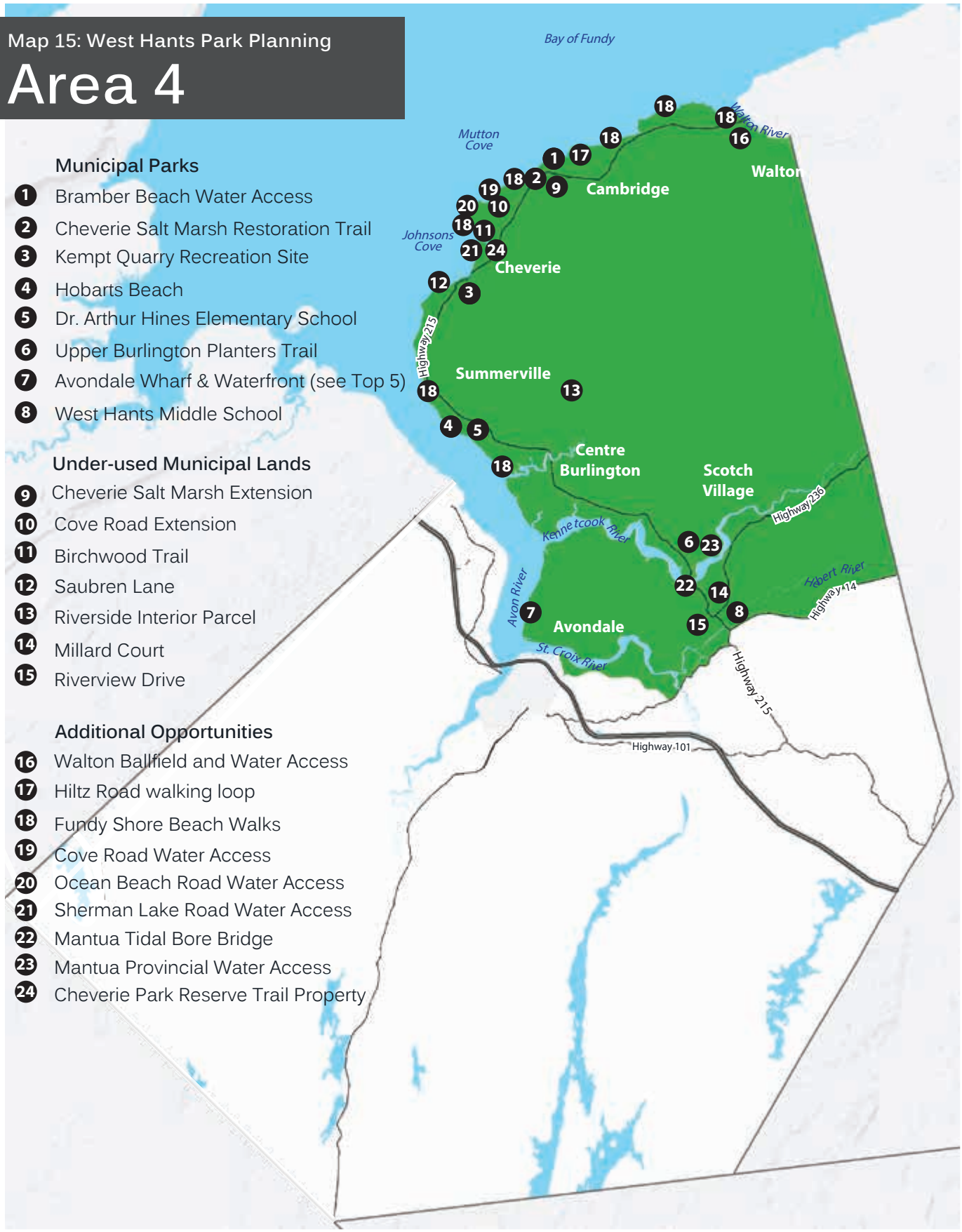
24 St. Croix Road ROW
- Connect St. Croix Recreation Site with underused Municipal parcel on opposite side of Highway PID 45061223.

25 Ardoise Community Hall
- Consolidate parking to one side (e.g. across road), expand community garden, create outdoor social/passive recreation space, outdoor learning space for children.

26 Three Mile Plains to Newport Station
- Evaluate opportunity to develop a trail loop connecting Three Mile Plains District School, Gypsum Mines, Irishmans Road and Newport Station District School.

Map 15: West Hants Park Planning

Area 4



Municipal Parks

1. Bramber Beach Water Access
2. Cheverie Salt Marsh Restoration Trail
3. Kempt Quarry Recreation Site
4. Hobarts Beach
5. Dr. Arthur Hines Elementary School
6. Upper Burlington Planters Trail
7. Avondale Wharf & Waterfront (see Top 5)
8. West Hants Middle School

Under-used Municipal Lands

9. Cheverie Salt Marsh Extension
10. Cove Road Extension
11. Birchwood Trail
12. Saubren Lane
13. Riverside Interior Parcel
14. Millard Court
15. Riverview Drive

Additional Opportunities

16. Walton Ballfield and Water Access
17. Hiltz Road walking loop
18. Fundy Shore Beach Walks
19. Cove Road Water Access
20. Ocean Beach Road Water Access
21. Sherman Lake Road Water Access
22. Mantua Tidal Bore Bridge
23. Mantua Provincial Water Access
24. Cheverie Park Reserve Trail Property

Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

Network Opportunities for Area 4

Details for each parcel area provided in Appendix 2.

Municipal Parks

1 Bramber Beach Water Access

- Install signage to identify ownership, uses, and to house tidal information.
- Expand parking area at trailhead.
- Regrade trail bed to improve walking surface and drainage. Raising the trail bed may be required near the beach.
- Monitor for illegal dumping and/or add receptacles at trail head.
- Connect to larger network of beach access points on Highway 215.

2 Cheverie Salt Marsh Restoration Trail

- Repairs to Camera Obscura internal structure (e.g. door).
- Signage to identify Camera Obscura, maintenance, views.
- Define path (trailhead) from parking lot to Camera Obscura.

3 Kempt Quarry Recreation Site (Priority 2 Park)

- Signage and wayfinding.
- Develop visual/physical barrier between trail and parking.
- Upgrade paths to improve accessibility around the pond to picnic and swimming area.
- Install sod over exposed gravel (on gypsum sinkholes).
- Consult with an arborist to evaluate tree health around amenities.
- Basic site landscaping at entrance and picnic area to improve park aesthetic.
- More seating and picnic opportunities around the Quarry.

4 Hobarts Beach (Priority 2 Park)

- Redesign parking lot for more efficient layout, to create a visual/physical barrier between people and cars, and to improve drainage.
- Shoreline stabilization necessary around boat launch.
- Signage at top of Block Wharf Road and at parking lot.
- Formalize fire pits with steel boxes/BBQ.
- Regrade picnic area for accessibility.
- Monitor for illegal dumping.

5 Dr. Arthur Hines Elementary School

- No recommendations for properties managed by School Board.

6 Upper Burlington Planters Trail

- Signage at roadside indicating trail and cultural site, signage at trail head.
- Interpretive signage/shelter in need of structural and cosmetic upgrades.
- Weeding of gravel baseball diamond
- New or updated basketball court

7 Avondale Wharf & Waterfront (see Top 5)

8 West Hants Middle School

- No recommendations for properties managed by School Board.

Under-used Municipal Lands

9 Cheverie Salt Marsh Extention

- Consider future connection to existing trail and boardwalk.

10 Cove Road Extension

- Divest from Municipal holdings and invest in other parks or open space in the area.

11 Birchwood Trail

- With large wooded residential parcels adjacent to municipal parcel, it is unlikely that the development of public park would be well-used; divest from municipal ownership to fund other parks and open space in the area.

12 Saubren Lane

- Divest parcel from municipal holdings and invest in other parks and open space opportunities in the area.

13 Riverside Interior Parcel

- Divest from Municipal holdings and invest in other parks or open space in the area.

Network Opportunities for Area 4

Details for each parcel area provided in Appendix 2.

Under-used Municipal Land con't

14 Millard Court
- Divest from Municipal holdings and invest in other parks or open space in the area.

15 Riverview Drive
- Little potential for water access or recreation use due to steep slope.
- Divest from Municipal holdings and invest in other parks or open space in the area.

Additional Opportunities

16 Walton Ballfield and Water Access
- Consider exploring partnership with landowner to clear a stable walking track around the ballfield and formalize water access.

17 Hiltz Road walking loop
- Explore opportunity for walking loop clearing, formalizing access to beach, promotion, signage

18 Fundy Shore beach walks (2nd Priority)
- Identify beach walks with existing or potential formalized water/land access points; develop a consistent wayfinding and interpretive signage program for key points along the walks; consistency should be in signage materials, colours, locations, information available (excepting special site-specific information); include tide charts at each interpretive sign.

19 Cove Road Water Access
- Formalize beach access: signage from road and at beach, garbage receptacles, grading/mitigate impacts of erosion on accessway.

20 Ocean Beach Road Water Access
- Formalize beach access: signage from road and at beach, garbage receptacles, grading/mitigate impacts of erosion on accessway.

21 Sherman Lake Road Water Access
- Formalize beach access: signage from road and at beach, garbage receptacles, grading/mitigate impacts of erosion on accessway.

22 Mantua Tidal Bore Bridge
- Install interpretive signage at this bridge.

23 Mantua Provincial Water Access
- Consider working with Province to install water access park, signage for tubers, boogie boarders, swimmers, etc. of the Mantua Tidal Bore (if appropriate location and widely desirable activities. This was noted during public engagement.)

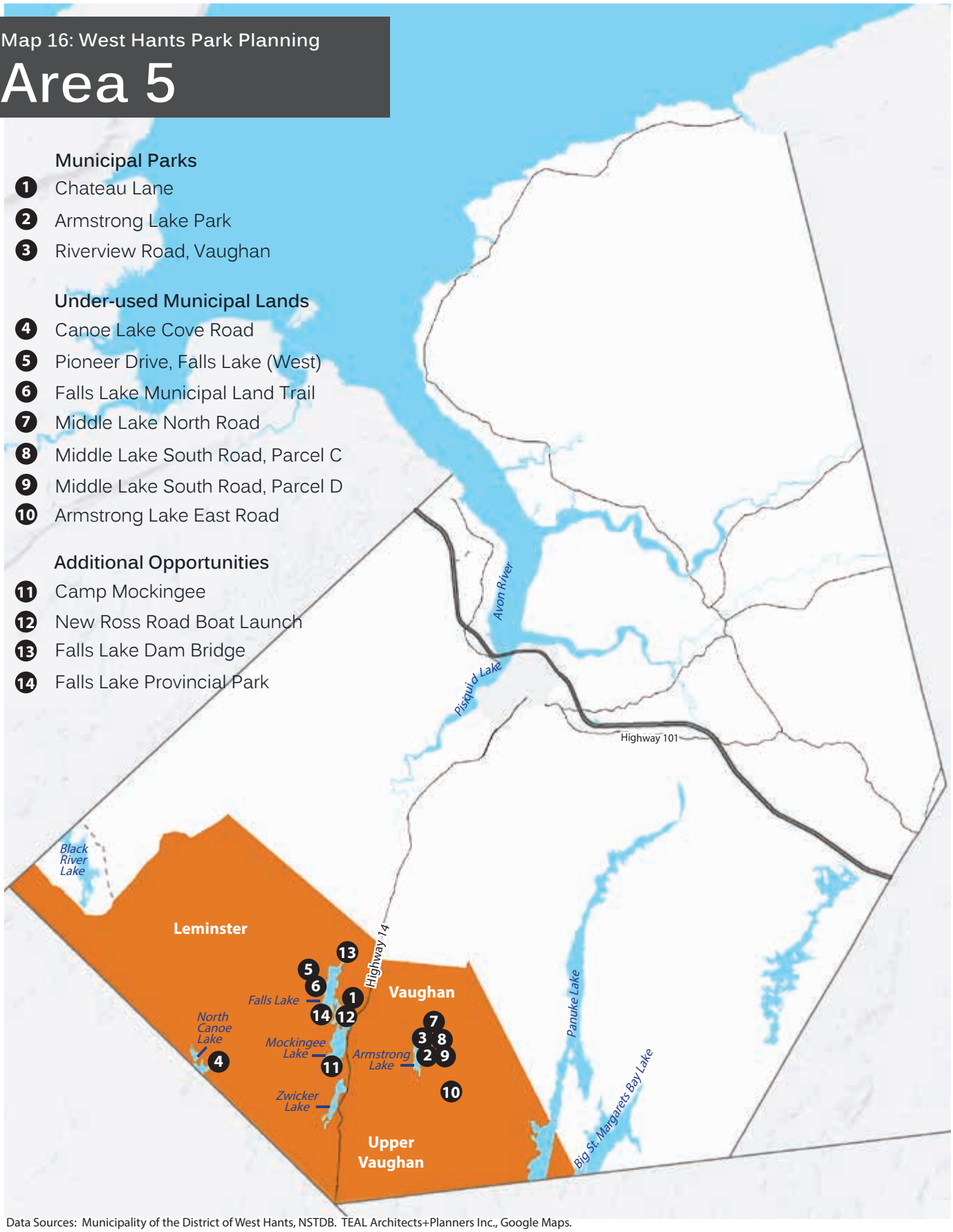
24 Cheverie Park Reserve Trail Property
- See Trails Plan 2013 for details on the property.
- Request right of first refusal should adjacent lands ever be for sale.



Cheverie Salt Marsh Restoration Trail

Map 16: West Hants Park Planning

Area 5



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

Network Opportunities for Area 5

Details for each parcel area provided in Appendix 2.

Municipal Parks

1 Chateau Lane
- Install entrance signage and trail markers.
- Retain land and develop as formal trail loop.
- Create formal access point from surrounding roadway.
- Potential for expanded/renovated trail system on property.
- Establish partnership with Sugar Shack property owners to encourage use of trail and outdoor programs.

2 Armstrong Lake Park
- Entrance signage
- New interpretive signage about local wildlife (to replace Loon signage that is damaged).
- New trail /water access markings with post.
- New gravel surface for boat launch to improve access to water.

3 Riverview Road, Vaughan
- Retain land to protect wetland habitat and for recreation value.
- Partner with community group or NGO to highlight importance of ecosystem.
- Interpretive signage before the bridge at gravel area.
- Boardwalk or platform on the water for recreation (e.g. fishing) and interpretation.
- Signage to signify ownership and park use.
- Formally connect parcel with Armstrong Lake Park to the south.

Under-used Municipal Lands

4 Canoe Lake Cove Road
- Develop public access to the lake.

5 Pioneer Drive, Falls Lake (West)
- Trail connection opportunity to improve water access from Levy Meadow Trail.
- Subdivide or enact an easement/land use agreement on the remainder of the property.
- Trail connection opportunity to improve water access from Levy Meadow Trail.
- Subdivide or enact an easement on the remainder of the property.

6 Falls Lake Municipal Land Trail
- More visible signage.
- Promote as a public water recreation area.
- Beach improvement (e.g. sand, benches, fire pit/BBQ area).
- Garbage receptacles.
- Periodic site monitoring.

7 Middle Lake North Road
- Middle Lake is not a high value amenity area. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

8 Middle Lake South Road, Parcel C
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

9 Middle Lake South Road, Parcel D
- Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.

10 Armstrong Lake East Road
- Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Riverview Road

Network Opportunities for Area 5

Details for each parcel area provided in Appendix 2.

Additional Opportunities

11 Camp Mockingee
- Consider future acquisition by obtaining first right of refusal upon the future sale of the land (if ever up for sale).

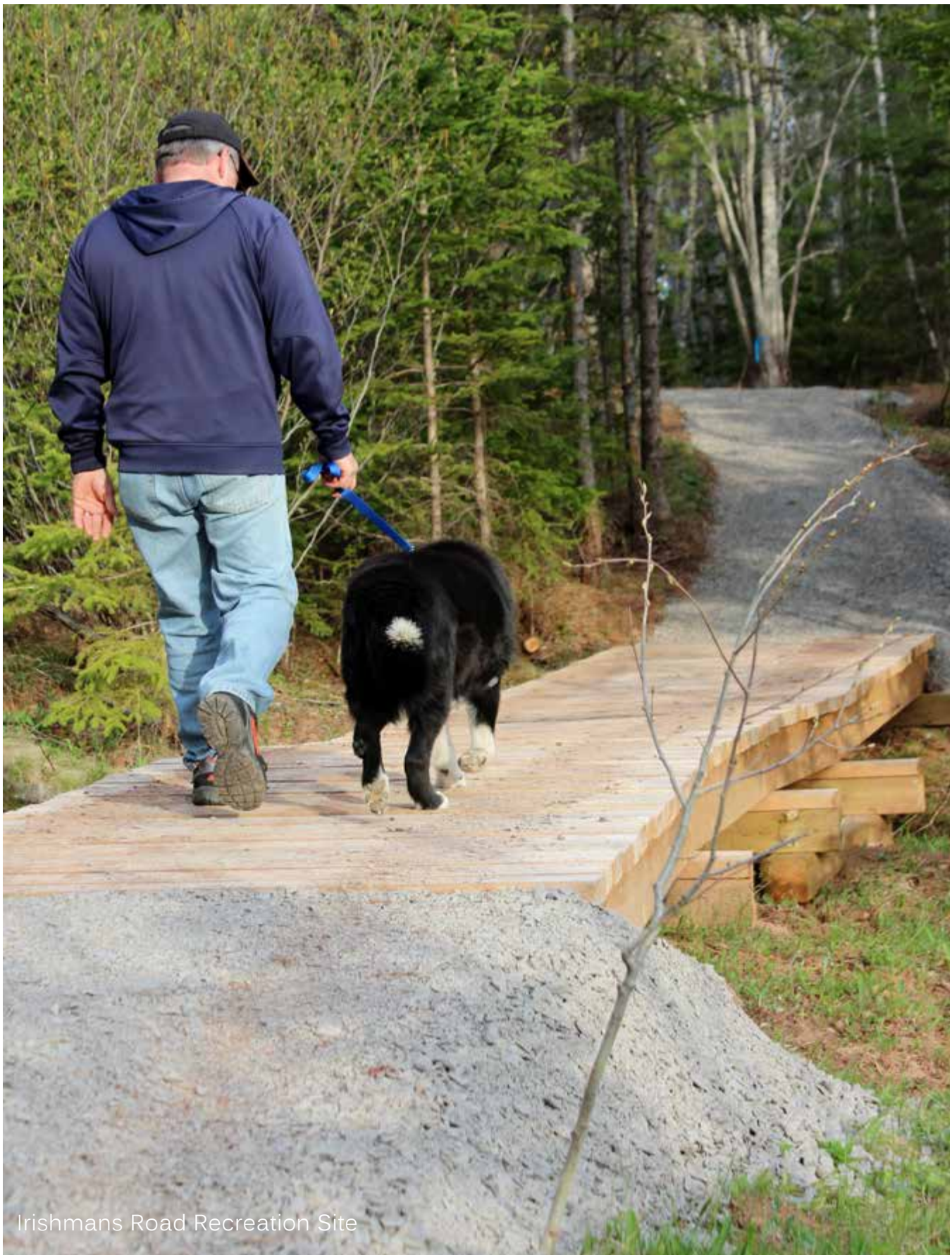
12 New Ross Road Boat Launch
- Consider acquiring easement or purchase property and enable an easement for NS Power to ensure safe public access to the boat launch.

13 Falls Lake Dam Bridge
- Consider partnership with NS Power to permit the public to cross the dam's pedestrian bridge. (This was noted during Public Engagement).

14 Falls Lake Provincial Park
- Consider future acquisition by obtaining first right of refusal upon the future sale of the land (if ever up for sale).



Armstrong Lake



Irishmans Road Recreation Site

5.0 IMPLEMENTATION

5.1 Prioritized Actions

Year 1

1. Request Council to adopt this Plan, which includes Appendix 1: iv. *Suitability Framework*, which may help the Municipal staff to evaluate the suitability of new lands for park and open space purposes.

2. Present this Parks and Open Space Plan to Stakeholders and general public for promotion. Collectively, citizens of West Hants may work together in various ways to achieve the opportunities identified during consultation and which are listed in this plan.

3. Amend policy documents to enable the outcomes of this plan. See Appendix 6 for suggestions for the Subdivision By-law(s) and Municipal Planning Strategies.

4. Ensure the Municipality has the ability to provide tax receipts for donations to the 'parks budget' (e.g. Charitable Status with Canadian Revenue Agency).

5. Assign staff to regularly track and update a new database of funding and partnership opportunities for the development and maintenance of parks and open space.

6. Phase in new Active Avon signage with upgrades to parks and open space.

7. Adopt a plan review at the one-year and five-year points after the initial adoption of this plan. Amendments should be made and adopted by Council before the end of each scheduled review period.

8. Obtain and train staff on a tracking software to monitor and schedule park maintenance, acquisition and development of parks and open space.

Years 1 - 3

9. Build on existing parks and open space education programs, as recommended in Section 5.3, to increase knowledge of natural assets and benefits of outdoor spaces in West Hants.

10. Initiate an official marketing campaign to promote the existing and potential West Hants Parks and Open Space Network. Use opportunities identified in this plan to supplement other Municipal initiatives.

Years 1 - 10

11. Actively seek to identify, protect and develop, through easement or acquisition, water access points (some are identified on Map 4). This could be facilitated by a 'West Hants Water Access Plan'.

12. Develop or upgrade Priority 2 Parks and Partnership Opportunities seen in Section 4.5 as soon possible.

13. Improve the places where people walk as recommended in the Avon Region Active Transportation Plan.

14. Consider adding to the lending program of sports equipment - free of charge - for items such as cross country skis, etc.

15. Consider adding the West Hants Cultural Landscape to this Plan. Survey the Municipal District for locations of cultural significance, such as Acadian Heritage sites, Mi'kmaq Heritage Sites, Planters Heritage Sites, culturally-significant views, and so on. Consider connecting with the group that promotes Acadian Heritage to protect or support promotion for Acadian Heritage sites, seen online at http://ns1763.ca/remem/acadianheritagesigns.html.

    (Note: Two Acadian Heritage Sites currently fall on or within 50m of Municipal lands: one across from Cheverie Salt Marsh and one at Avondale Wharf and Waterfront.)

These Actions should be completed in their order to achieve the intent of this Plan.

5.2 Decision-Making Toolkit for Land Management Decisions

A Decision Making Toolkit was developed to be used by Municipal staff. The Toolkit will guide decisions about the West Hants Parks and Open Space network to ensure decisions about parkland acquisition, divestment and development meet the needs of citizens and protect unique natural and cultural resources. Users will be able to evaluate and prioritize lands for acquisition based on four standard issues: useability, suitability, budget and urgency.

Priority land is that which provides a solution to all of the four issues. This is illustrated in Figure 9 below.

Also included in the Toolkit is information about acquisition methods, the definition of useable land, a land suitability criteria, funding opportunities, and scenarios that illustrate the issues of urgency and land divestment.

The Toolkit is in Appendix 1.

The decision-making process is on the next page.



Figure 9: Acquisition Priorities.

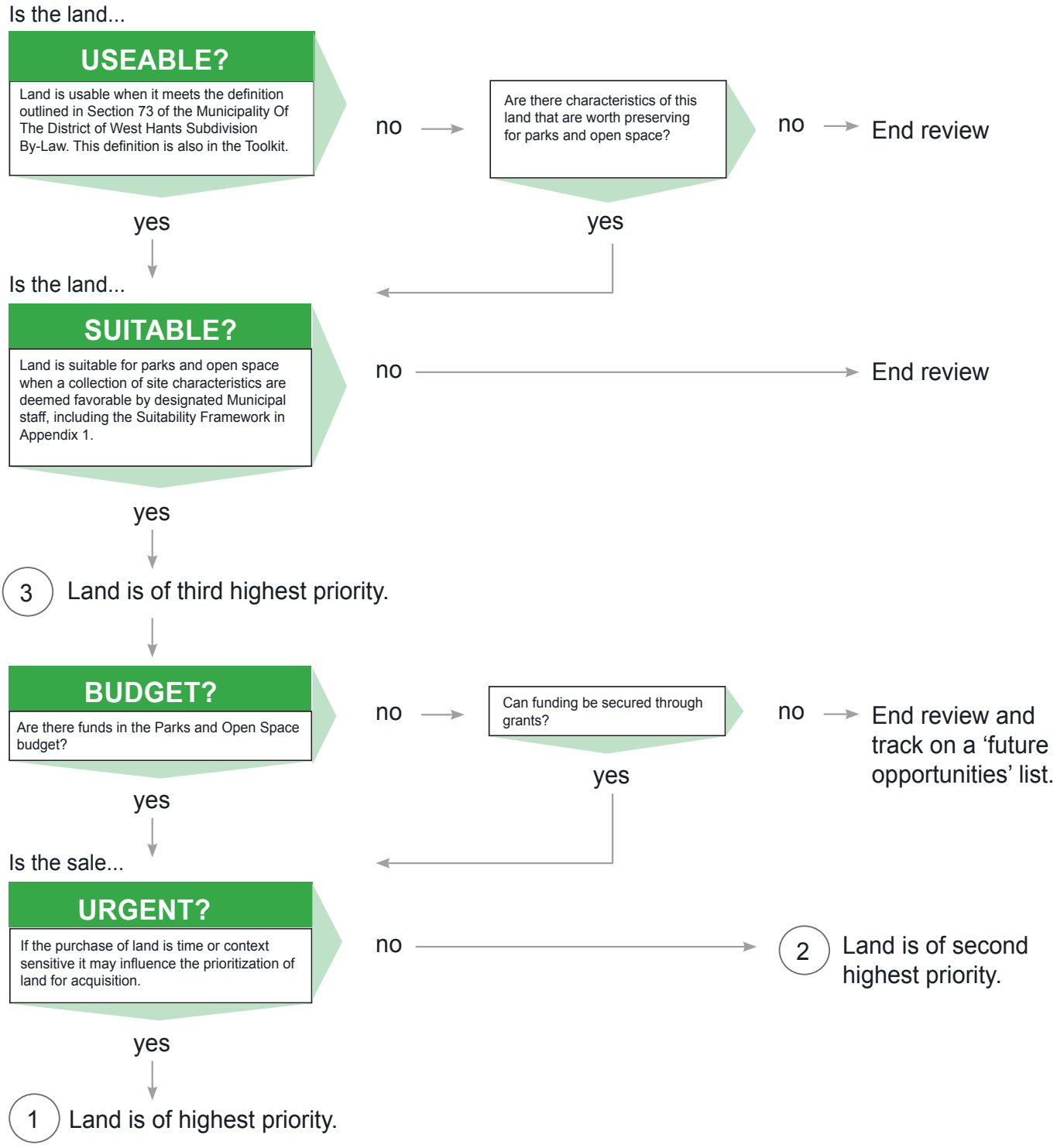


Figure 10: Process to Identify Priority Lands.

5.3 Education and Promotion Opportunities

The more citizens know about the parks and open space in their communities the more they will feel pride and desire to use and even become stewards of these shared spaces. When information is shared about events in these spaces people can be connected to members of the broader West Hants community. Citizens can plan day trips to various parks and open space when the unique features of each space is available and promoted and physical health can improve with increased activity in the great outdoors. Widely promoting the West Hants parks and open space network will attract visitors who will come to experience the rich history, beauty and local business offerings in West Hants. Below identifies many opportunities for education and promotion of the West Hants parks and open space network:

A. Initiate an online parks and open space marketing campaign

I. Develop a Web Page

Promoting parks and open space is more than hosting information online, it should also be action oriented. Online promotional methods can profile outdoor spaces and activities in the Municipality. In addition to background information, news postings should be frequent, consistent in quality and message, and highlight the benefits of parks and open space to citizens.

The West Hants Municipal Website should contain a stand-alone page for Parks and Open Space. This space would be available for park-related documents (for download), links to interactive mapping or relevant parks and recreation sites (like Acadian Heritage Sites page, Trails NS, NS Department of Environment, West Hants Trail Association, etc.).

Effort must be made to launch West Hants Park Network information on other agencies' websites (e.g. Province of Nova Scotia). The quality and accuracy of parks and open space information hosted on these websites must be monitored and updated. 'Active Avon' branding should be used.

II. Develop an online interactive map for use by citizens and visitors.

Municipally-hosted interactive maps enable Municipal Staff to distribute up-to-date, and easy-to-understand park and open space network information to a large audience. Information includes parks and open space sizes, locations, measuring tools, amenities available, activities on site, photos, related links and so on. Unlike paper maps, online maps can be easily updated as information changes and the number of people viewing online content can be monitored.



B. Printed park and trails maps/ brochures.

Some citizens of West Hants do not have (nor require) access to internet. We see value in producing a parks and open space brochure with inset maps to highlight 'Places To Go'. These brochures can be hosted in prominent locations around the Municipality (e.g. fire halls, community halls, gas stations, municipal office, convenience stores). In addition to hosting information, these brochures in themselves are promotional material that can easily be shared and used while in parks and open space for direction.

C. Establish a coordinated system of cultural and environmental interpretation.

Some outdoor spaces have great examples of park interpretation associated with them (e.g. Upper Burlington Community Hall, Cheverie Salt Marsh), but their design and content is inconsistent. Creating a coordinated design, materials, and shelters (if required) will help create a Municipal wide brand that will help to inform citizens and visitors of the unique features of outdoor spaces in the Municipality.

A key component to a coordinated Fundy Shore Beach Walk is signage at multiple locations that highlight the changing schedule of tides. The timing and height of tide change with the day and the season, a calendar of high and low tides will allow citizens and visitors to plan their beach walks accordingly. This tidal signage would be changed seasonally and would be in line with 'Active Avon' branding.

Actively promote parks and open space for regional, national, and international sporting and entertainment events: Promoting existing parks and open space as ideal destinations for entertainment and sporting events can generate revenue from venue rental and spin-offs to the local economy. Local citizens can be involved in planning which can create a sense of pride and ownership of the spaces.

D. Guided outdoor walks and talks.

Building on existing guided walks we see value in expanding this program to highlight each of the six park planning areas. This would bring attention to not only the large parks and open space, but the smaller spaces and connections in between. Information sharing can be a new component to these events. Informative walks related to native tree and plant species, karst topography, or Acadian or Mi'kmaq cultural tours (among others) would allow for visiting educators or locally led tours.



E. Enable Stewardship

i. Volunteering and Donations

Create opportunities for volunteers to be stewards of parks and open space. Examples of stewardship may be pruning of fruit and shade trees, gardening, donating plants or doggy bags, design/build projects such as community gardens, rain gardens and special play spaces (e.g. trails, natural playgrounds public art).

Another opportunity is for citizens to donate funds, perform activities such as gardening or other maintenance like the 'Adopt a Highway' Program.

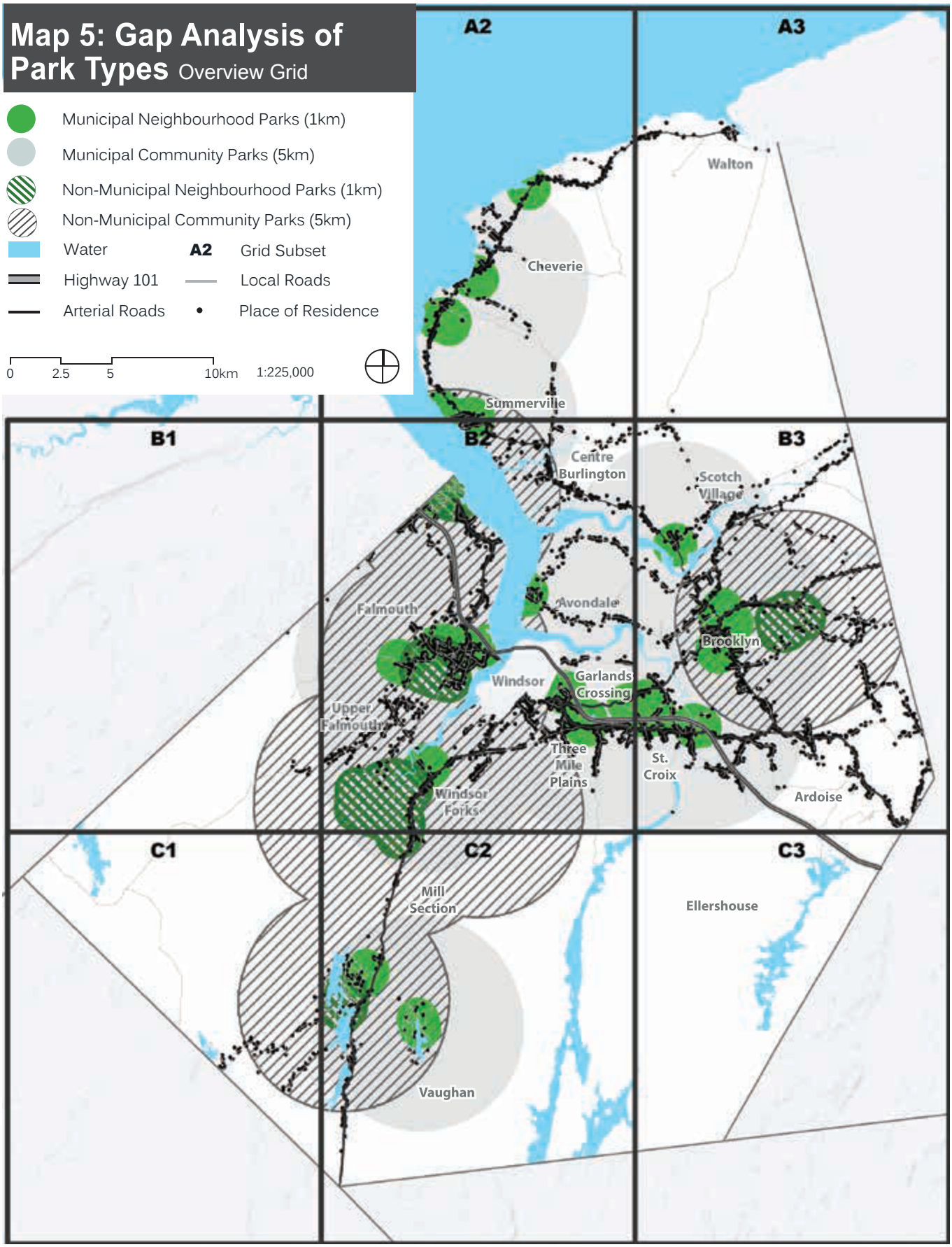
Opportunities may be facilitated on a section of the Website where citizens see maintenance and capital items needed for parks and open space.

ii. Workshops

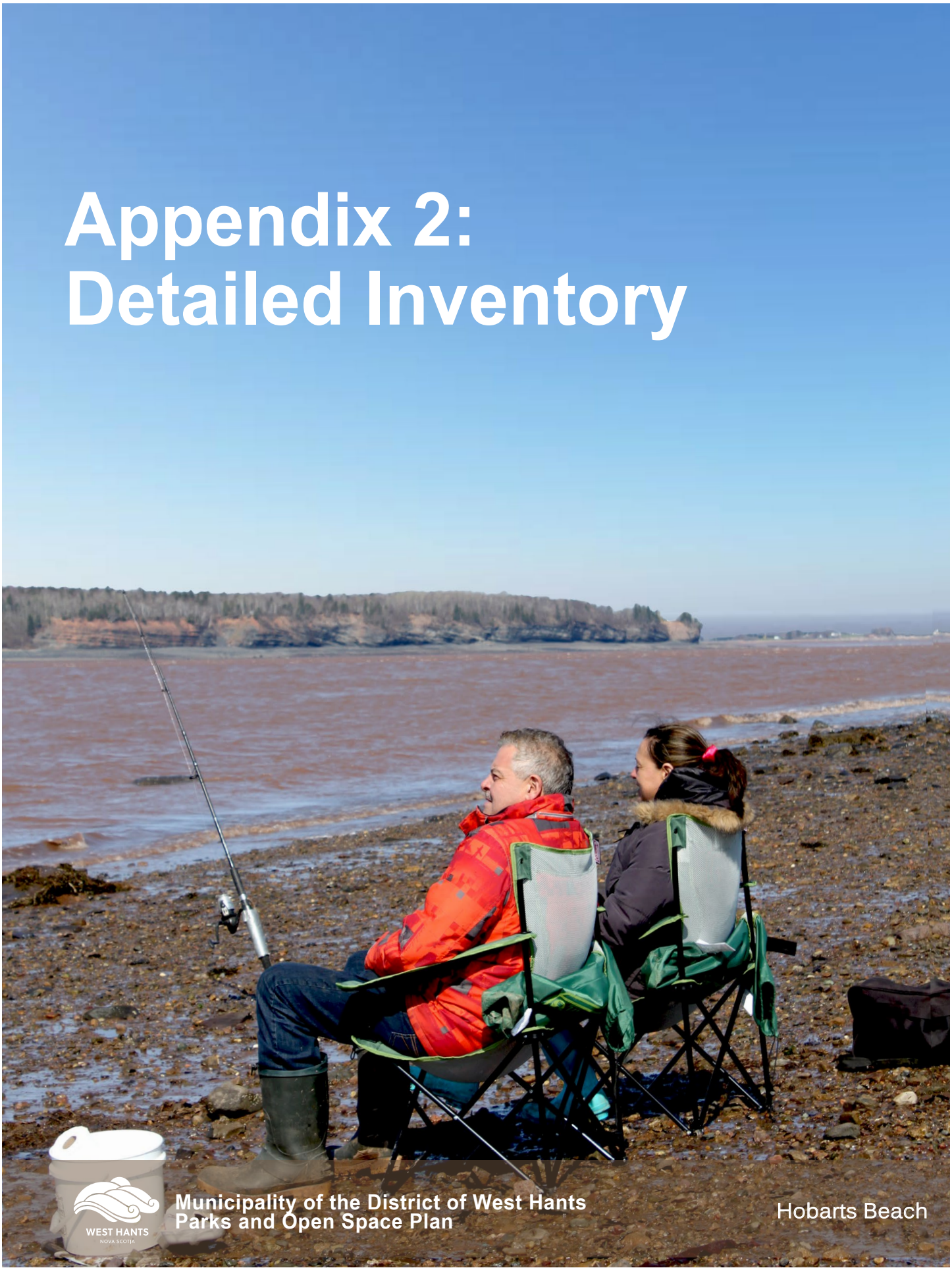
Community learning may be possible by hosting workshops with trained professionals (e.g. horticulturists, trail groups, designers, community facilitators, etc.).



Bike Maintenance 101 Workshop


Map 5: Gap Analysis of Park Types Overview Grid
Municipal Neighbourhood Parks (1km)
Municipal Community Parks (5km)
Non-Municipal Neighbourhood Parks (1km)
Non-Municipal Community Parks (5km)
Water
A2 Grid Subset
Highway 101
Local Roads
Arterial Roads
Place of Residence
0 2.5 5 10km 1:225,000
A2
A3
B1
B2
B3
C1
C2
C3
Walton
Cheverie
Summerville
Centre Burlington
Scotch Village
Avondale
Falmouth
Brooklyn
Windsor
Garlands Crossing
Upper Falmouth
Three Mile Plains
St. Croix
Ardoise
Windsor Forks
Mill Section
Ellershouse
Vaughan

Appendix 2: Detailed Inventory



Municipality of the District of West Hants
Parks and Open Space Plan

Hobarts Beach

Contents

Introduction 3

Park Planning Area 1 Parks and Open Space Parcel Details 4

Park Planning Area 2 Parks and Open Space Parcel Details 18

Park Planning Area 3 Parks and Open Space Parcel Details 32

Park Planning Area 4 Parks and Open Space Parcel Details 50

Park Planning Area 5 Parks and Open Space Parcel Details 72

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Cover photo: Municipality of the District of West Hants Staff, 2016.

Other photos: Stephen Cushing and Municipality of the District of West Hants Staff, 2016.

Introduction

Inventory Organization

This document highlights the field work conducted by the Consultant Team. A full inventory of site features and analysis of opportunities has been provided for each of the 73 Municipally-owned parcels of parks and open space land.

Top 5 Priority Park Sheets

Found in Chapter 4.0, five parks in West Hants have been highlighted based on need for park investment/upgrades:

- Falmouth Mini Park and Causeway Trail
- Avondale Wharf and Waterfront
- Irishmans Road Recreation Site
- Eldridge Road Recreation Site
- St. Croix Recreation Site

For each of the above parks, Site opportunities have further been evaluated and a “Class D” cost assessment provided. A concept plan with locations highlights the approximate locations of site opportunities.

Inventory Sheets by Area

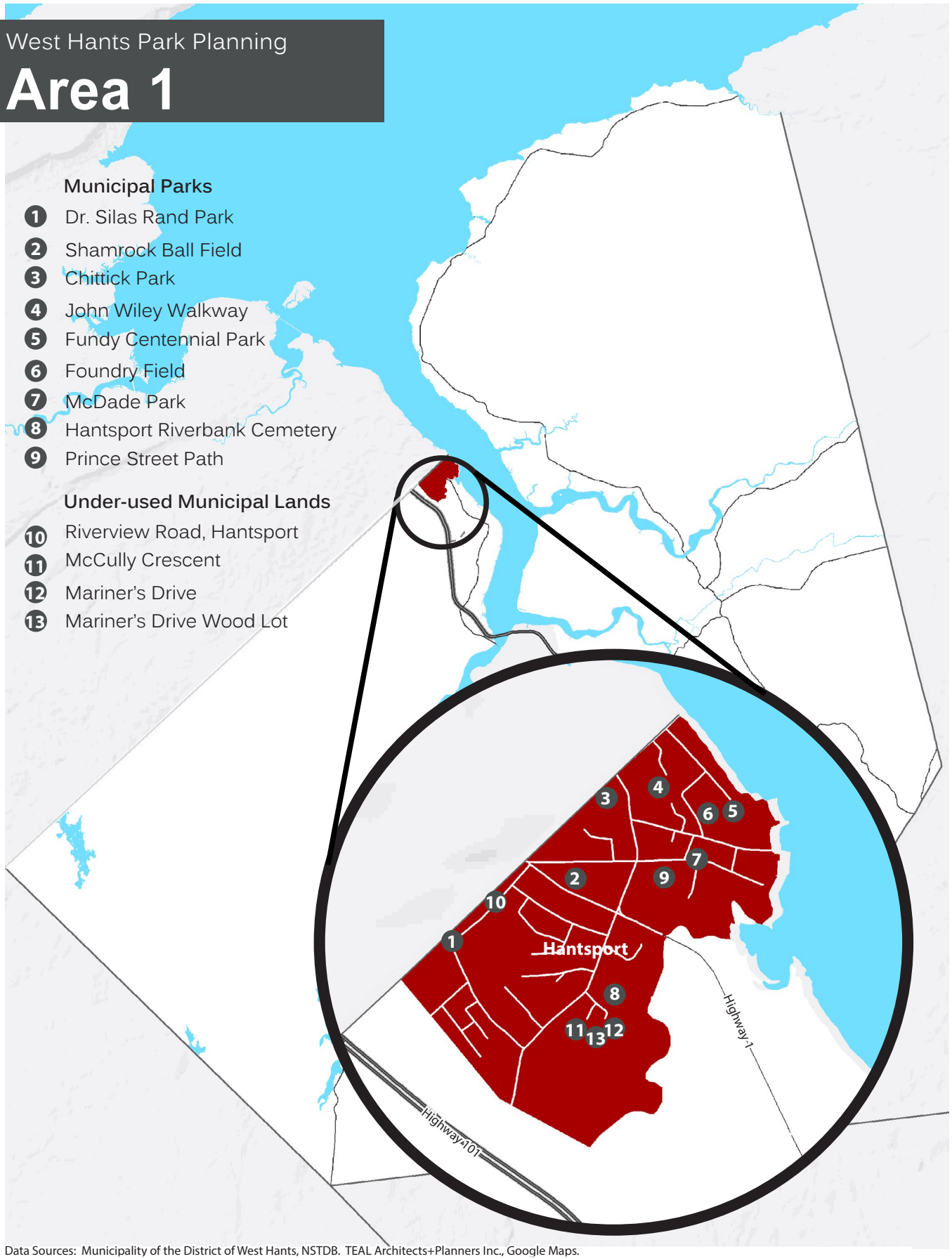
The remaining 68 parks are organized by the Park Planning Area they fall into within West Hants. Five Park Planning Areas were created that represent where people live and play. These Areas are defined by population, household location, geographic area, and potential to promote as a parks and open space destination.

Additional Opportunities

Unachieved opportunities were discovered during the creation of this Plan. These are listed in Chapter 4.0 within each Park Planning Area subsection.

West Hants Park Planning

Area 1



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

Dr. Silas Rand Park

1

Overview

PID: 45062668

Coordinates: 45.06278, -64.1916

Date visited: November 26, 2015.

Address: Riverview Road, Hantsport.

Classification: Neighbourhood Park.

Size: 0.12 acres (0.05 ha).

Land cover: Managed turf with a crusher dust path.

Topography: Land gently sloping to the north and west.

Maintained by: Municipality.

Use: Sitting, walking.

Access: From Rand Street and Riverview Road.

Parking: Gravel pad to the north, space for 1 car.

Signage: Small plaque on boulder in a garden close to the intersection.

History: Land donated to the former Town of Hantsport from Leo and Joyce Vaughn in 1995. Park named after Dr. Silas Rand, a Baptist Missionary to the Mi'kmaq people.

Extensive history is available at the Municipal Office.

Overlapping Management Plans: None.

Observations

- Low wooden fence along eastern perimeter.
- Overgrown corner garden with park history plaque.
- Gravel path filling in with grass.
- No opportunity for shade.

Opportunities

- Park signage.
- More seating options.
- Addition of a shade tree or shade/picnic structure.
- Opportunity area for community gardening groups.



2

Shamrock Ball Field

Overview

PID: 45048246

Coordinates: 45.06578, -64.1829

Date visited: November 26, 2015.

Address: 11 School St, Hantsport.

Classification: Community, District Parks.

Size: 2.00 acres (0.81ha).

Land cover: Managed turf and a sand ball diamond.

Topography: Very flat parcel graded specifically for baseball.

Maintained by: Municipality.

Use: Baseball, softball.

Access: From School Street.

Parking: None. 28 parking spaces in adjacent school lot. Parking on road shoulder.

Signage: None.

History: This land parcel was deeded to the former Town of Hantsport in 1928 by the Hantsport Amateur Athletic Association.

Overlapping Management Plans: None.

Observations

- Well maintained park and structures.
- Standing water in sand and outfield.
- Standing water behind dugouts.
- Two bleachers on site, one outside backstop on sidewalk. Both in good shape.
- Fence on top of dugouts pulling off.
- Some rusting on western bleachers.

Opportunities

- Park signage.
- Addition of garbage receptacles by dugouts.
- Dugout upgrades (e.g. concrete patch work, improve drainage behind dugouts, painting).
- If desired, a treed buffer between residents to the south and west of the field could be planted.
- Investigate community interest and cost of field lighting.



3

Chittick Park

Overview

PID: 45057387

Coordinates: 45.06915, -64.1819

Date visited: November 16, 2015.

Address: 19 Chittick Ave, Hantsport.

Classification: Community Park.

Size: 8 acres (3.24 ha).

Land cover: Turfed park with gravel walking paths. Much of upper park around fountain is under tree cover. Small garden beds along road on either side of fountain. Park continues along vegetated and naturalized river channel.

Topography: Flat.

Maintained by: Municipality.

Use: Sitting, reflecting, walking, riparian habitat, stormwater/drainage channel.

Access: From Chittick Avenue.

Parking: Road Shoulder, parking lot behind the grocery store.

Signage: Brass plaque identifying memorial to fire fighters.

History: The park was created during the former Town of Hantsport's Centennial year, 1995.

Overlapping Management Plans: None.

Observations

- Many trees damaged at bases by mower and trimmer activity.
- Upper park lit by flood lights.
- Fountain in good condition, some stone caps lifting.
- Trees and seating along upper river bed by Evangeline Trail Bridge.
- Well established shade trees.

Opportunities

- Park signage.
- Staff education related to mowing around trees.
- Have an arborist monitor tree condition around fountain.



4

John Wiley Walkway

Overview

PID: 45239100

Coordinates: 45.07062, -64.178

Date visited: November 26, 2015.

Address: LOT GA-1 Smith Crescent, Hantsport.

Classification: Linear Park.

Size: 0.21 acres (0.08 ha).

Land cover: Managed turf with small gravel parking area at the south eastern end of the parcel.

Topography: Flat parcel.

Maintained by: Municipality; The Municipality holds a lease with the Windsor and Hantsport Railway Company for the remainder of the trail between Smith Crescent and Foundry Road.

Use: No signs of use, possibly used by adjacent residents for sitting, playing.

Access: From Smith Crescent or via trail that connects Foundry Road.

Parking: 2-3 spaces at the end of Smith Crescent or along road shoulder.

Signage: None.

History: This land parcel was deeded to the former Town of Hantsport in 1993 by Donald and Nancy Hussey.

Overlapping Management Plans: None.

Observations

- Well maintained turf area.
- Neighbour parking RV on property.

Opportunities

- Property serves as potential access point to rail-trail if rail line is to be converted.
- Continue maintenance.



5

Fundy Centennial Park

Overview

PIDs: 45045028, 45238664

Coordinates: 45.06922, -64.1739

Date visited: November 26, 2015.

Address: 1 Avon St, Hantsport.

Classification: Neighbourhood Park.

Size: 1.30 acres (0.53 ha).

Land cover: The park is divided into two parcels. The northern parcel has a tree cover of approximately 90%. Managed turf and a gravel path lead towards the shoreline. Beyond a naturalized slope is a rocky shoreline. The southern portion of the park is a managed turf area with a gravel parking lot, asphalt path and a brick paver walkway to a gazebo.

Topography: The property boundary on the south east corner of the southern parcel is the highest point of the two parcels. The landscape slopes to the north west, north, and north east from this high point. A very steep slope exists along the water's edge.

Maintained by: Municipality.

Use: Walking, sitting, swimming, picnicking.

Access: From Avon Street or from Foundry Road. A asphalt turn around available for pedestrian drop-off.

Parking: A gravel parking lot for approximately 10 cars.

Signage: No obvious signage to identify the park, use, or maintenance. A small plaque mounted on a large gypsum boulder outlines park history. An interpretive panel at the top of the wooden stairs indicate the history of shipping gypsum in Hants County.

History: Lands donated by USG Canadian Mining Ltd, Fundy Gypsum Company Division to the former Town of Hantsport for recreation in 1993. The park was created during the former Town of Hantsport's Centennial year, 1995.

Overlapping Management Plans: None.

Observations

- Washrooms available on site; well maintained and in good shape.
- Park gazebo showing signs of weather damage.
- Wooden staircase to water in good shape.
- Time capsule marked by granite post.
- Brick pad to gazebo (and gazebo base is sunken and filling in with sediment).

Opportunities

- Park signage.
- Need for more garbage receptacles on site.
- Renovation of gazebo needed (e.g. shingles, trim).
- Reset brick pad to gazebo.



6

Foundry Field

Overview

PID: 45044948

Coordinates: -64.17551, 45.06932

Date visited: November 26, 2015.

Address: 10 Foundry Road, Hantsport.

Classification: Community.

Size: 4.04 acres (1.63 ha).

Land cover: Turfed, grassed.

Topography: Flat.

Maintained by: Municipality; owned by Minas Basin Pulp and Power Company Limited.

Use: Sports, play, dog play.

Access: From Foundry Road.

Parking: Avon Street parking lot, along road shoulders.

Signage: Park name sign.

History: A lease agreement was developed in 2005 between the Minas Basin Pulp and Power Company Ltd. and the former Town of Hantsport to develop a soccer field for soccer players, who had previously been using the baseball pitch.

Overlapping Management Plans: None.

Observations

- Well-managed property.

Opportunities

- Continue maintenance.



7

McDade Park

Overview

PID: 45044187

Coordinates: 45.06665, -64.1761

Date visited: November 26, 2015.

Address: Prince Street, Hantsport.

Classification: Community Park, Neighbourhood Park.

Size: 0.14 acres (0.056 ha).

Land cover: Half of the parcel is managed turf with an asphalt path and the other half is a densely planted area of pine trees with turf below. Firefighter memorial established. Marker of former church also present.

Topography: A flat parcel with a raised berm occupying the north and east of the park.

Maintained by: Municipality.

Use: Sitting, walking.

Access: From Prince and Oak Streets.

Parking: None.

Signage: A small plaque identifying the park's history.

History: Park named after 19th mayor of the former Town of Hantsport, Garnet McDade.

The park sits on the original site of the Presbyterian Church (1897-1980).

Overlapping Management Plans: None.

Observations

- Park bench showing signs of weather damage.
- No garbage receptacles.
- Concrete block planter falling apart; overgrown with plant material.
- Large European Beech tree in south west corner a healthy specimen tree.
- Park monuments (valuable community elements, but layout has resulted in a cluttered park).

Opportunities

- Park signage.
- Create plan to reorganize park monuments to create better use of space. Consider moving the firefighter memorial to Chittick Park.
- New coat of paint on park bench.
- Addition of garbage receptacle by park bench.
- Remove block planter from park. Plant shrubs directly into ground. No need for raised planter.



8

Hantsport Riverbank Cemetery

Overview

PIDs: 45048261, 45277845

Coordinates: 45.06109, -64.1798

Date visited: November 26, 2015.

Address: Riverbank Drive, Hantsport.

Classification: Cultural.

Size: 9.60 acres (3.88 ha).

Land cover: A mixture of cleared (60%) and forested conditions (40%). Cleared areas composed of managed turf with memorial headstones. Forested areas primarily along slope towards the river.

Topography: Undulating topography with a high point within the top driveway loop. Very steep slope along forested slope down to the river.

Maintained by: Municipality.

Use: Memorial, walking.

Access: From Riverbank Road.

Parking: Along road shoulders.

Signage: None.

History: Part of this land parcel was deeded to the former Town of Hantsport in 1956 by Raymond Burgess. The other portion parcel was a parks and open space contribution from land subdivision.

Overlapping Management Plans: Town of Hantsport Riverbank Cemetery By-Law.

Observations

- Well managed property with horticultural features.
- Property used as local walking trail.
- Property with view of river and agricultural land.

Opportunities

- Create a plan for future cemetery expansion.
- Strategically plant shade and ornamental trees for shade and visual interest for visitors.
- Develop a trail loop along upper portion of slope past cemetery, along adjacent Municipally-owned land through to Mariner's Drive.



9

Prince Street Path

Overview

PID: 45048113

Coordinates: 45.06616, -64.1779

Date visited: November 26, 2015.

Address: Prince St, Hantsport.

Classification: Linear Park.

Size: 0.24 acres (0.09 ha).

Land cover: Gravel turn-around with managed turf on either side of this driveway. Trees border this long narrow parcel.

Topography: Gentle slope upward to the south.

Maintained by: Municipality.

Use: Walking.

Access: From Prince Street and HMCC.

Parking: None.

Signage: Signage indicating park surveillance.

History: This land parcel was deeded to the former Town of Hantsport in 1975 by Doris Harrington. The path was created during the former Town of Hantsport's Centennial year, 1995.

Overlapping Management Plans: None.

Observations

- Fire hydrant at walkway entrance.
- Trees surround parcel on neighbouring properties.

Opportunities

- Maintain connection to HMCC from Prince Street.
- Walkway signage indicating ownership/ maintenance.



Riverview Road, Hantsport

10

Overview

PID: 45045952

Coordinates: 45.06459, -64.189

Date visited: November 26, 2015.

Address: Parcel C Rand Street, Hantsport.

Classification: Underused.

Size: 0.13 acres (0.05 ha).

Land cover: Parcel mostly treed (deciduous and evergreen) with the front half of the parcel being managed turf with a stand of trees along the street.

Topography: Land gently sloping to the east and north.

Maintained by: Municipality.

Use: Walking.

Access: From Riverview Road.

Parking: On Street.

Signage: None.

History: This land parcel was deeded to the former Town of Hantsport in 1984 by Harry Salter.

Overlapping Management Plans: None.

Observations

- Property grading and landscaping indicates the former site of a dwelling.
- An informal walking path apparent from Riverview Drive to the tree line.

Opportunities

- Given the close proximity to other parks and open spaces, it is recommended that there is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



11

McCully Crescent

Overview

PID: 45387768

Coordinates: 45.05938, -64.1829

Date visited: November 26, 2015.

Address: Lot Hdl-3 Holmes Hill Road, Hantsport.

Classification: Underused.

Size: 1.74 acres (0.70 ha).

Land cover: Property cleared, but now naturalizing with perennials. A stand of trees grows along western boundary.

Topography: Property sloping upward to the north and north west. A berm rises along the western edge.

Maintained by: Municipality.

Use: None.

Access: From McCully Crescent.

Parking: Along the road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Little evidence of human activity on site.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



12

Mariner's Drive

Overview

PID: 45275278

Coordinates: 45.05864, -64.1812

Date visited: November 26, 2015.

Address: Lot 2b (portion of) Mariner's Drive, Hantsport.

Classification: Underused.

Size: 5.70 acres (2.30 ha).

Land cover: Both treed (40%) and open land (60%). Trees limited to western boundary and along eastern slope. Open area primarily naturalized perennials species.

Topography: Parcel is relatively flat at its top then sloping to the east and south east. Slope becomes almost a vertical face at tree line falling towards the river.

Maintained by: Municipality.

Use: None.

Access: From McCully Crescent and Mariner's Drive.

Parking: 2-3 spaces at the foot of Mariner's Drive.

Signage: None.

History: This land parcel was deeded to the former Town of Hantsport in 2011 by the Hantsport Development Limited.

Overlapping Management Plans: None.

Observations

- Evidence of walking paths from the end of Mariner's Drive.
- Young tree species beginning to colonize after land clearing.
- Slope along eastern boundary is dangerously steep.

Opportunities

- Retain parcel as part of future parks and open space expansion (with adjacent municipally-owned land for Hantsport Riverbank Cemetery).
- Portion of property (e.g. along McCully Crescent) could be subdivided without compromising future park development on this parcel.
- Any parks and open space/trail development would require a fence along the top of the slope.



13

Mariner's Drive Wood Lot

Overview

PID: 45391554

Coordinates: 45.05908, -64.1812

Date visited: November 26, 2015.

Address: Lot Hdl-19z Mariner's Drive, Hantsport.

Classification: Underused.

Size: 0.20 acres (0.08 ha).

Land cover: White pine planted in rows, mixed perennial understory.

Topography: Land sloping to the south east.

Maintained by: Municipality.

Use: None.

Access: From Mariner's Drive.

Parking: 2-3 spaces at the foot of Mariner's Drive.

Signage: None.

History: White pine tree farm or plantation.

Overlapping Management Plans: None.

Observations

- White pine trees planted in rows is an indicator of a former woodlot or tree farm.
- Land is accessible from Mariner's Drive should people want to walk through.

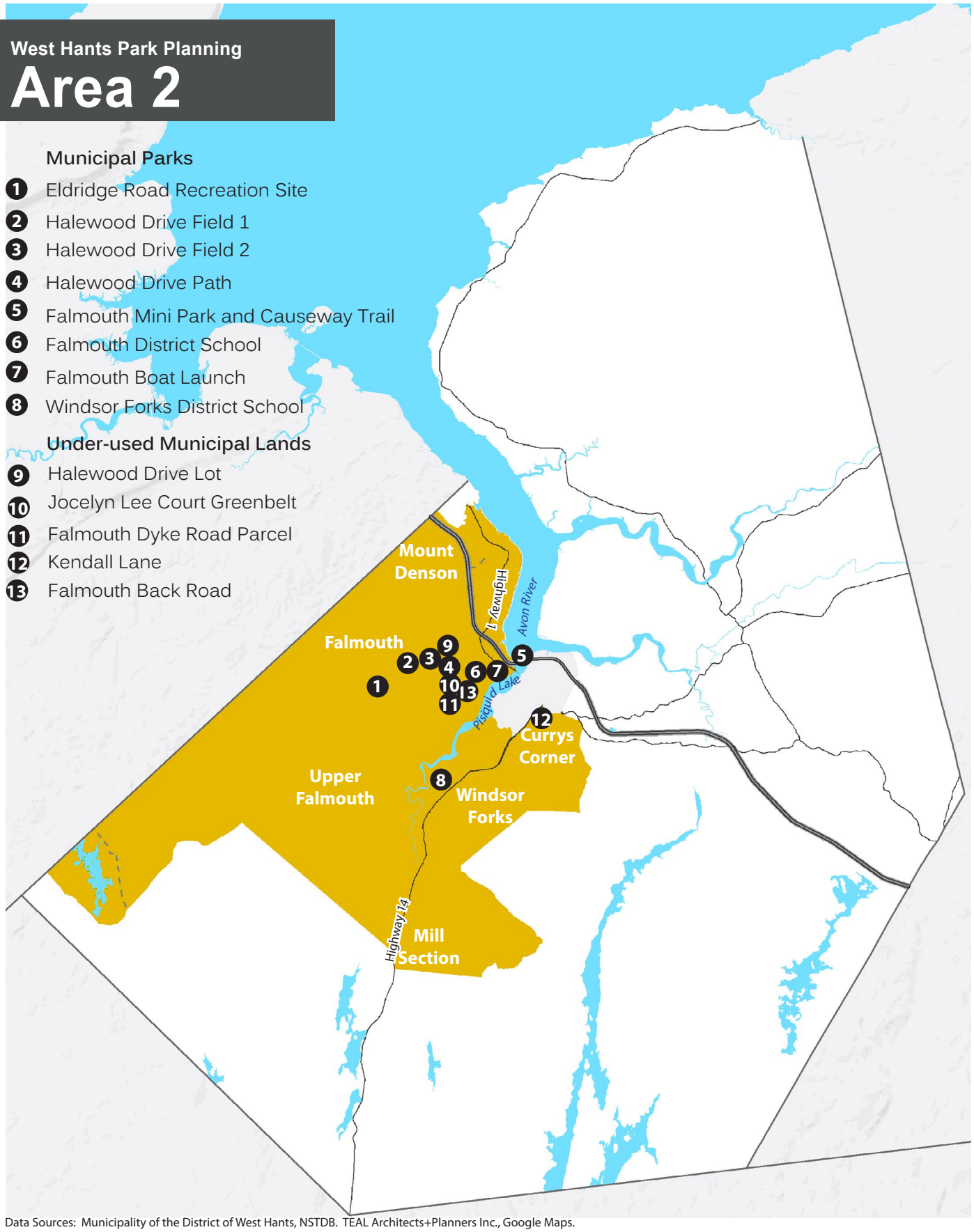
Opportunities

- Parcel ideal for residential lot.
- Lumber from trees can be harvested for community purpose (e.g. amenity structure).
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



West Hants Park Planning

Area 2



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

1

Eldridge Road Recreation Site

Overview

PID: 45211836

Coordinates: 44.99139, -64.208

Date visited: November 20, 2015.

Address: 156 Eldridge Rd, Upper Falmouth.

Classification: District, Community, Neighbourhood Parks.

Size: 15.55 acres (6.29 ha).

Land cover: Sports complex area is primarily managed turf; gravel parking lot and roadway; remaining property forested (e.g. red and white spruce, sugar maple, white and yellow birch, red oak, balsam fir) with turf, soil, and gravel paths.

Topography: Fairly flat terrain with undulating places due to drainage swales and natural depressions.

Maintained by: Municipality.

Use: Soccer, tennis, basketball, walking, tug-of-war, playing (playground), picnicking, sitting, snowmobiling.

Access: From Eldridge Road.

Parking: Unmaintained gravel lot with overflow parking on grass at eastern park entrance.

Signage: Signage indicating maintenance and sponsors; faded trail markings at former softball field.



History: Parcel was purchased in 1988 from Bernard Curry. The land was developed cooperatively between the Falmouth Community Hall Association and the Municipality of the District of West Hants.

Overlapping Management Plans: None.

Observations

- Recent investment in infrastructure (e.g. tennis court surface, playground).
- Standing water on north and south length of west soccer field.
- North soccer field slow to drain.
- Former softball dugouts in fair shape, roof needs repairs.
- Parking area with standing water.
- Standing water outside play space.
- Former softball field post and chain fence rusting and leaning.
- Retaining wall around former softball field is deteriorating.

Opportunities

- Landscaping upgrades at park entrance.
- Install signage to identify site amenities and trails.
- Correct field drainage for sports fields.
- Paint lines on basketball court.
- Repair and replace damaged boards on benches, picnic tables, bleacher seating.
- Upgrade dugout roofs.
- Redesign the layout of parking area to make more efficient and separate from people spaces.
- Install drainage and new sod around playground space.
- Install new fence along north soccer field perimeter.
- Remove wood retaining wall behind the dugouts at north soccer field perimeter. Replace with drainage swale.

2 Halewood Drive Field 1

Overview

PIDs: 45026259, 45226982

Coordinates: 44.99877, -64.1846

Date visited: November 26, 2015.

Address: 422 Falmouth Back Rd, Falmouth.

Classification: Neighbourhood.

Size: 1.11 acres (0.45 ha).

Land cover: Parcel is 50% forested and 50% cleared (e.g. managed turf).

Topography: Flat parcel with slight undulations in managed turf where water collects.

Maintained by: Municipality.

Use: Walking.

Access: From Halewood Drive.

Parking: None.

Signage: None.

History: This is a Public Works parcel which once had a open water reservoir pond. The pond was filled in when the Falmouth Water Standpipe was installed.

Overlapping Management Plans: None.

Observations

- Entrance to the parcel is not clear from Halewood Drive. Drainage ditch limits access from Municipal right-of-way.
- Some maintenance completed by surrounding neighbours.

Opportunities

- Park signage.
- Continue to own with potential for future community recreational use.
- Formalize entrance to parcel from Halewood Drive.
- Consider adding amenity features to the site (e.g. benches, trail loop).



3

Halewood Drive Field 2

Overview

PID: 45363264

Coordinates: 44.99917, -64.1813

Date visited: November 9, 2015.

Address: Parcel P-1 Halewood Drive, Falmouth.

Classification: Neighbourhood Park.

Size: 0.61 acres (0.25 ha).

Land cover: Primarily turf. Mixture of evergreen and deciduous tree and shrub species (planted and natural) around three sides with drainage ditch surrounding. Stormwater/drainage corridor from park to south loop of Halewood Drive.

Topography: Multi-purpose field is relatively flat with slight undulations. Entire western portion of property is a stormwater drainage area running from south to north.

Maintained by: Municipality.

Use: Field sports, drainage area.

Access: Park access from Halewood Drive.

Parking: No organized parking; road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Drainage ditch along north side of the field, access via a driveway in the north east corner of the parcel.
- Residential properties back onto park.
- Part of stormwater drainage area in neighbourhood.
- Informal trail from field through drainage area to south Halewood Drive.

Opportunities

- Park signage indicating ownership, management, hours of use.
- Signage to identify stormwater movement on site and importance of water management for local ecology.
- Low point in south eastern portion of field requires topsoil fill.



4

Halewood Drive Path

Overview

PID: 45363249

Coordinates: 44.99886, -64.1794

Date visited: November 26, 2015.

Address: Parcel Ww-1 Aylward Road, Falmouth.

Classification: Linear Park.

Size: 0.16 acres (0.66 ha).

Land cover: Gravel path with managed turf shoulders. Trees planted along eastern side of path.

Topography: Land sloping upward towards the east.

Maintained by: Municipality.

Use: Walking.

Access: From Halewood Drive and Aylward Road.

Parking: None.

Signage: None.

History: The Halewood Drive subdivision was created in 2006 during which a waterline connection was installed between the Halewood Drive subdivision and Aylward Road. The developer established a path on top of the buried waterline to create pedestrian crossing between Halewood Drive and Aylward Road.

Overlapping Management Plans: None.

Observations

- Utility poles pass through same right-of-way.
- Right-of-way not defined.

Opportunities

- Park signage to indicate ownership and maintenance.
- Pave the path for ease of maintenance.
- Lighting attached to existing utility poles.
- If privacy becomes a concern by neighbouring residents, consider wooden post style fencing along each side rather than chain link fencing.



5

Falmouth Mini Park and Causeway Trail

Overview

PID: 45224458

Coordinates: 44.9942, -64.1474

Date visited: November 9, 2015.

Address: 2127 Highway #1 Falmouth, NS.

Classification: Neighbourhood, Community Parks.

Size: 1.55 acres (0.63 ha), Total area of provincial land in which the park occupies: 9.10 acres (3.68 ha).

Land cover: A mixture of turfed open areas (75%) and treed naturalized areas (25%). Paved paths and gravel parking area are part of these open areas.

Topography: A fairly flat parcel gently sloping from the northwest to the southeast towards the water. Steep banks to the water in the northwest cove, a more gentle slope at the picnic area.

Maintained by: Municipality; owned by the Province of Nova Scotia.

Use: Swimming, boating, walking, picnicking.

Access: From Evangeline Trail or multiple points in Downtown Windsor.

Parking: 5-10 spaces; not well defined.

Signage: No signage indicating park from the road. Park maintenance signage throughout the park.

History: The Municipality entered into a lease agreement with the Department of Transportation in the early 1980's that allowed the use of the land for recreational purposes.

In the early 1990's the Municipality and the Windsor and Area Jaycees agreed to develop the lands and create what is now the

Falmouth Mini Park.

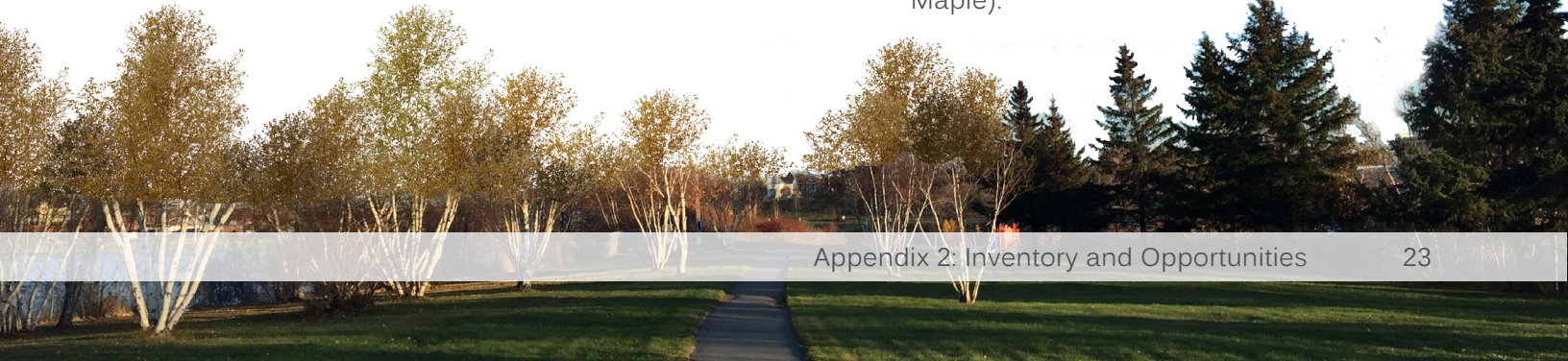
Overlapping Management Plans: 2013 Trails Plan, p.55.

Observations

- No entrance signage indicating park, use, or a map.
- Parking area in conflict with pedestrian spaces/playground.
- Many small trees, but few large shade trees on site.
- Fencing along the west side of the park is in need of replacement.
- Well maintained grounds.
- Access to water isn't clearly indicated or available.

Opportunities

- Reconfigure parking area that makes better use of space and separates pedestrians from cars.
- Landscape park entrance to buffer from road traffic and provide an aesthetic gateway to park.
- Design and development of new trail on highway side of park for shorter secondary loop.
- Improve access to the water from the picnic area.
- Install dock for small boat access, fishing, sitting.
- Improve lighting along highway and in interior of the park.
- Design and install interpretive signage highlighting stormwater movement through the park.
- Create shade over children's play area (e.g. trees, shade structure).
- Phase out invasive species (e.g. Norway Maple).



Falmouth District School

6

Overview

PID: 45075108

Coordinates: 44.99421, -64.1664

Date visited: 26 November, 2015.

Address: 30 School St, Falmouth.

Classification: Neighbourhood Park, Community Park.

Size: 5.21 acres (2.11 ha).

Land cover: Large open space composed of managed turf (40%), 40% of parcel is asphalt parking and building footprint. Woodlot in southern portion of parcel occupies almost 20% of land area.

Topography: Land sloping to the south west.

Maintained by: Annapolis Valley Regional School Board.

Use: Walking, playing (playground), sitting, picnicking, sports (e.g. soccer, football, basketball).

Access: From School Street.

Parking: School parking lot has a capacity for approximately 30 cars.

Signage: On the school building.

History: Property is under the management of the Annapolis Valley Regional School Board.

Overlapping Management Plans: None.

*No management recommendations are provided as management is at the discretion of the Annapolis Valley Regional School Board.



7

Falmouth Boat Launch

Overview

PID: 45192507

Coordinates: 44.99347, -64.1501

Date visited: November 9, 2015.

Address: 2058 Highway 1, Falmouth.

Classification: Linear Park.

Size: 3.5 acres (1.42 ha).

Land cover: Entire parcel is a road and vegetated right-of-way with trees, shrubs, and tall grasses growing along the driveway shoulder.

Topography: Relatively flat road parcel with slight slope to the east. Boat launch more steeply sloped to the water.

Maintained by: Municipality.

Use: Water access.

Access: From Evangeline Trail.

Parking: Parking for 5-10 in gravel turn around and more parking available along driveway shoulder.

Signage: Entrance signage, warning of boat launch conditions.

History: This 3.5 acre property was deeded to the Municipality in 1972 by the Dominion Atlantic Railway Company. As been used by the community as boat launch area for access to Lake Pisiquid.

Overlapping Management Plans: None.

Observations

- Concrete boat launch ramp deteriorating and pieces have fallen away.
- Top of ramp paved with asphalt, in good shape.

Opportunities

- Cut back vegetation from ramp shoulders.
- Remove existing concrete ramp and replace with gravel (short term), concrete (long term).



8

Windsor Forks District School

Overview

PID: 45061355

Coordinates: 44.94585, -64.1907

Date visited: November 26, 2015.

Address: 120 Sangster Bridge Road.

Classification: Community Park, School.

Size: 10.60 acres (4.29 ha).

Land cover: Located in an agricultural area, this property is surrounded by open fields. The back sports field is the only managed turf area. The remainder of the parcel is naturalized with trees, shrubs, and perennials (50% of land area) An asphalt paved driveway and school yard exists around the school footprint.

Topography: Flat, grassed.

Maintained by: Annapolis Valley Regional School Board.

Use: Walking, playing (playground), sitting, picnicking, sports (e.g. soccer, football, basketball).

Access: From Sangster Bridge Road.

Parking: 20 marked spaces.

Signage: Entrance signage and signage on the building.

History: Property is under the management of Annapolis Valley Regional School Board.

Overlapping Management Plans: None.

*No management recommendations are provided as management is at the discretion of the Annapolis Valley Regional School Board.



9

Halewood Drive Lot

Overview

PID: 45226636

Coordinates: 45.00002, -64.184

Date visited: November 9, 2015.

Address: Parcel P-1 Halewood Drive, Falmouth.

Classification: Underused.

Size: 0.57 acres (0.23 ha).

Landcover: Wooded lot. Mixture of evergreen and deciduous plant species. Drainage ditch along the north length of the property.

Topography: Land sloping to the north and east.

Maintained by: Municipality.

Use: None.

Access: No formal access created. Access would be from Halewood Drive.

Parking: No organized parking; road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

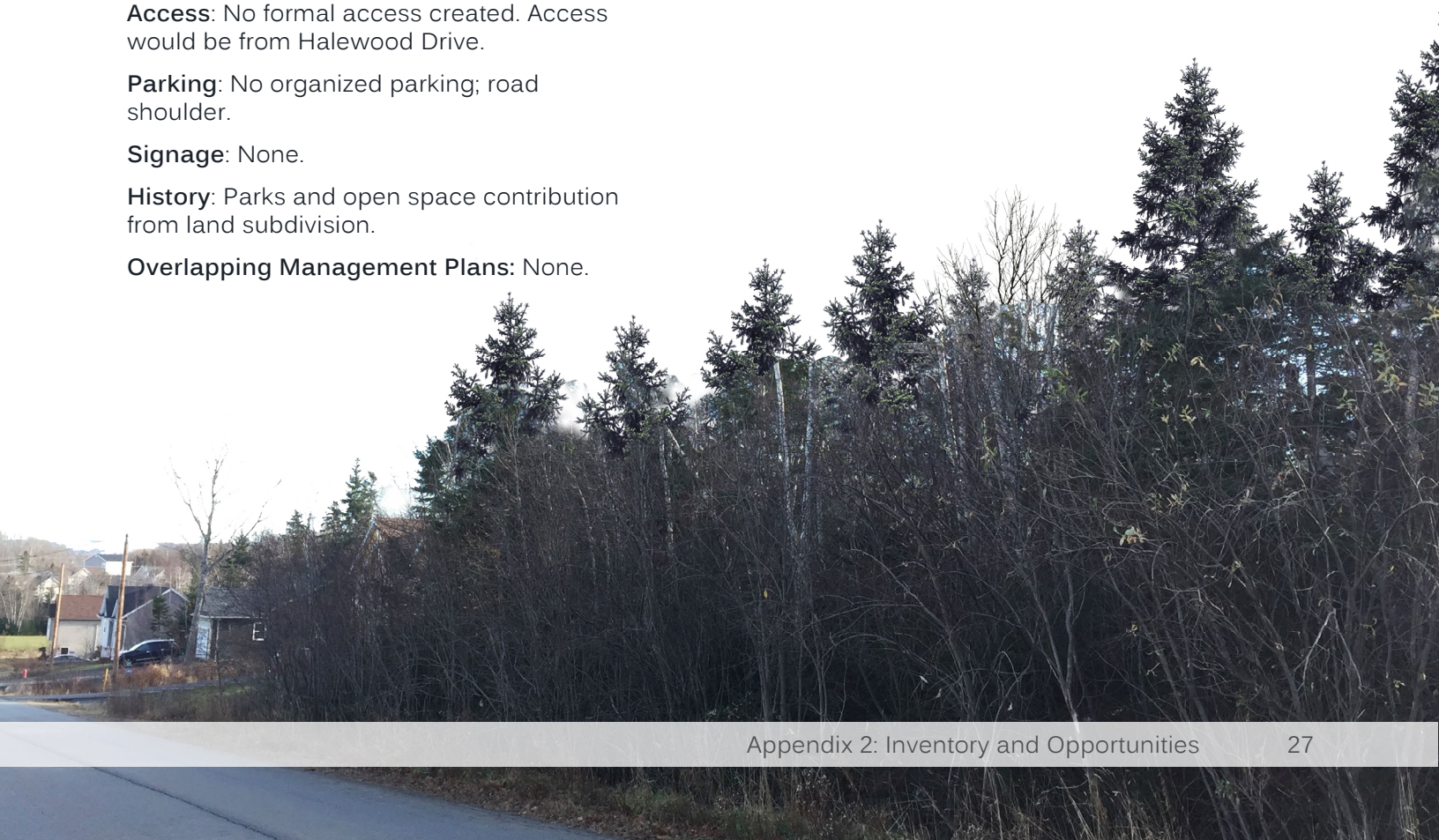
Overlapping Management Plans: None.

Observations

- No obvious signs of access of use by residents.

Opportunities

- Given the number of parks and open space parcels in the neighbourhood, it is recommended that there is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



10

Jocelyn Lee Court Greenbelt

Overview

PID: 45293016

Coordinates: 44.99086, -64.1776

Date visited: 26 November, 2015.

Address: Between 49 and 44 Jocelyn Lee Court, Falmouth.

Classification: Underused.

Size: 5.92 acres (2.40 ha).

Land cover: Parcel treed along the western boundary with the remained naturalizing with shrub and perennial species.

Topography: Parcel is at the top of the slope which slopes to the north west. Beyond the property line is a 20m drop to a river below. Access point at the end of Jocelyn Lee Court is a low point with undulated soil that has naturalized with perennial species.

Maintained by: Municipality.

Use: None.

Access: From Jocelyn Lee Court.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

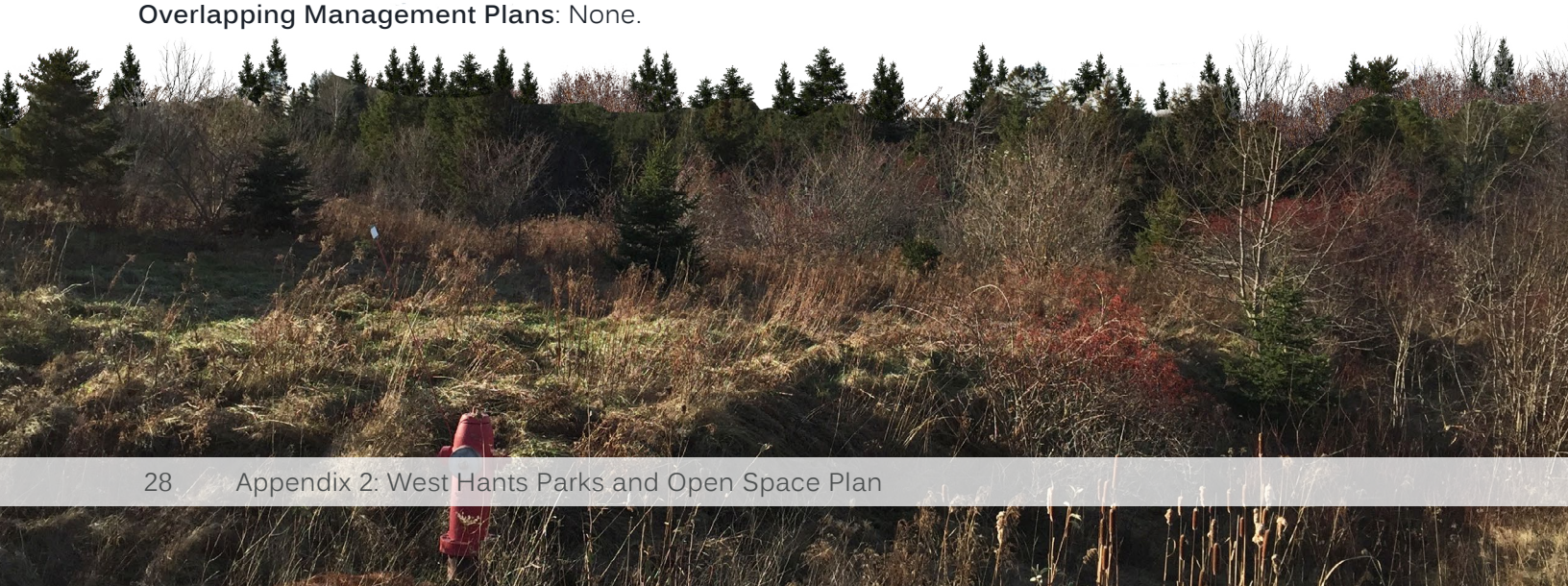
Overlapping Management Plans: None.

Observations

- Only one public access point.
- Informal walking trails observed.
- No formal access point to parcel.
- Residential properties back onto parcel
- Encroachment into municipal land apparent (e.g. land clearing, landscaping)
- Topography makes this site difficult for walking.

Opportunities

- Retain as municipal greenbelt.
- Trail loop possible on upper side of slope.



11

Falmouth Dyke Road Parcel

Overview

PID: 45196268

Coordinates: 44.98617, -64.1796

Date visited: November 26, 2015.

Address: Parcel E Falmouth Dyke Road, Falmouth.

Classification: Underused.

Size: 0.46 acres (0.19 ha).

Land cover: Small parcel with 100% tree cover.

Topography: Land sloping to the South West.

Maintained by: Municipality.

Use: None.

Access: None.

Parking: None.

Signage: None.

History: This land parcel was deeded to the Municipality in 1978 through the parks and open space contribution from land subdivision by the Greenwood Estates Ltd.

Overlapping Management Plans: None.

Observations

- No access through public right-of-way.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



12

Kendall Lane

Overview

PIDs: 45191541, 45191533

Coordinates: 44.97456, -64.1279

Date visited: November 25, 2015.

Address: Lot 2,3 Kendall Lane, Currys Corner.

Classification: Underused.

Size: 0.37 acres (0.15 ha) total.

Land cover: Managed turf.

Topography: Land sloping to the south and south west.

Maintained by: Municipality.

Use: No obvious signs of use.

Access: From Kendall Lane.

Parking: Parking on the road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Access to the site is limited due a perimeter drainage ditch.
- Not many neighbourhood park opportunities in the local area.

Opportunities

- Park signage.
- Consider regrading a portion of the parcel to create flat accessible surface; will require wall construction and drainage.
- Opportunity for shade trees, community garden, sitting areas, playground.
- Work with Kendall Court Seniors Complex and surrounding neighbours to identify parks and open space needs.



13

Falmouth Back Road

Overview

PIDs: 45062676

Coordinates: 44.992355, -64.188832

Date visited: November 26, 2015.

Address: Lot P-1 Falmouth Back Road, Falmouth.

Classification: Unused.

Size: 1.86 acres (0.75 ha).

Land cover: The western-half of the parcel is forested with white pine and paper birch. The eastern-half of the parcel is occupied by a flood plain, vegetated with grass species and perennials.

Topography: Parcel slopes more than 5m (16.4 feet) to the north and east towards a brook below.

Maintained by: Municipality.

Use: None (other than electrical towers).

Access: No formal access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Parcel intersected by power transmission corridor and houses a transmission tower.
- Neighbouring property uses municipal parcel for personal property access and parking.
- The slope of the parcel and presence of a floodplain limits the site useability for parks and open space.

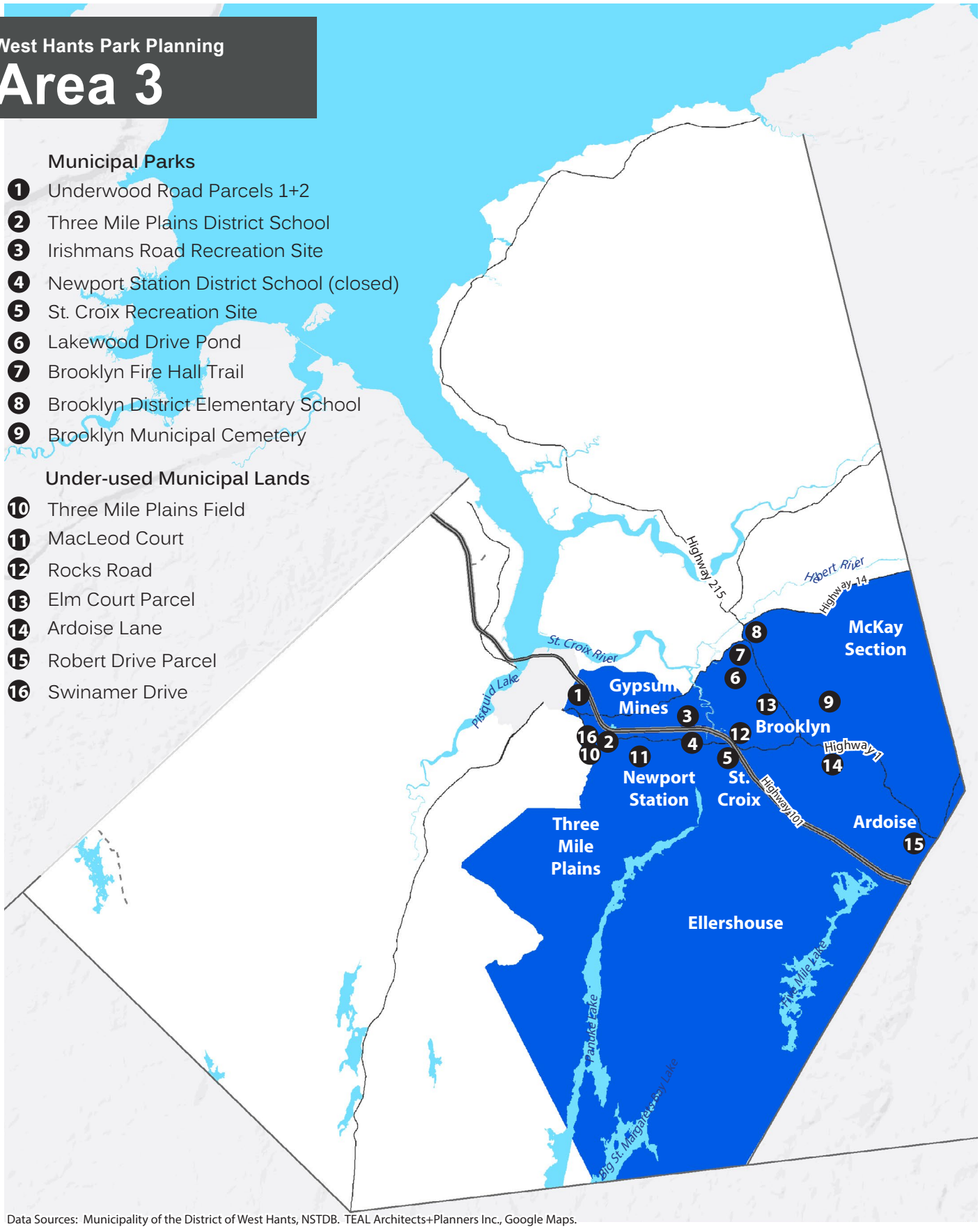
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



West Hants Park Planning

Area 3



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

1

Underwood Road

Parcel 1

Overview

PID: 45208188

Coordinates: 44.97933, -64.1065

Date visited: November 25, 2015.

Address: Lot A-1b Underwood Road, Garlands Crossing.

Classification: Neighbourhood Park.

Size: 0.77 acres (0.32 ha).

Land cover: Managed turf area occupies approximately 60% of land area, naturalized area in remaining area (40%).

Topography: The main gathering area of this space is a flat managed turf surface. Houses to the south about 10 feet above the open area, houses to the north at the same elevation. Mid-way through the property, a naturalized area of trees and shrubs occupies the low point of the property.

Maintained by: Municipality, community volunteers.

Use: Playing, walking, community gathering.

Access: From Underwood Road.

Parking: Available along road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Well used outdoor spaces used primarily by surrounding residents.
- Access point from Underwood Road is not defined from adjacent empty lot.

Opportunities

- Retain parcel and develop as formal Neighbourhood Park.
- Park signage.
- Formalized access into the park (e.g. delineate public from private property along entrance).
- Work with neighbourhood to develop a park needs assessment.



1

Underwood Road

Parcel 2

Overview

PID: 45365285

Coordinates: 44.97886, -64.1059

Date visited: November 25, 2015.

Address: Parcel Bdl-1 Jared Court, Garlands Crossing.

Classification: Neighbourhood Park.

Size: 0.96 acres (0.39 ha).

Land cover: Almost 50% treed. Remaining parcel is managed turf.

Topography: Fairly flat parcel.

Maintained by: Municipality.

Use: Playing, walking, community gathering.

Access: From Jared Court.

Parking: Available along road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Access to parcel is not obviously public.
- Well-treed parcel shared by surrounding residents.

Opportunities

- Park signage.
- Evaluate encroachment into Municipal land by surrounding residents (e.g. tree clearing, landscaping).
- Retain as treed, naturalized area for shade, stormwater attenuation, wildlife habitat.



2

Three Mile Plains District School

Overview

PID: 45075470

Coordinates: 44.9667, -64.0941

Date visited: November 12, 2015

Address: 4555 Hwy 1, Three Mile Plains.

Classification: Community, Neighbourhood Parks; school.

Size: 38.00 acres (15.37 ha).

Land cover: Two parcels make up this property. To the north and south of Highway 10. The north parcel is 90% forested with a small clearing along the highway that has an ATV trail. To the south of the highway is the school property, including a pond. The school property is forested to the north and west with scattered trees along the eastern and southern boundary. Turf is managed for a sports field and play space behind the school. Asphalt driveway, parking, school yard, and building footprint occupy almost 5% of the southern parcel.

Topography: The school building is positioned on a high point of the south property with land sloping away in all directions. The slope to the west is steep, but more gentle to the other directions.

Maintained by: Annapolis Valley Regional School Board.

Use: Walking, playing, sitting, picnicking, sports (e.g. soccer, football, basketball).

Access: From Evangeline Trail.

Parking: Parking for 60-70 cars; most spaces occupied by school staff.

Signage: On the school building.

History: In operation since 1963. Property is under the management of Annapolis Valley Regional School Board.

Overlapping Management Plans: 2013 Trails Plan, p.70.

*No management recommendations are provided as management is at the discretion of the Annapolis Valley Regional School Board.



3

Irishmans Road Recreation Site

Overview

PID: 45061843

Coordinates: 44.97263, -64.0588

Date visited: November 16, 2015.

Address: 151 Irishmans Road, Newport Station.

Classification: District, Community, Neighbourhood Parks.

Size: 172 acres (69.61 ha).

Land cover: Primarily a mixed forested stand of red and white spruce, hemlock, yellow birch, sugar maple and American beech. Turf is managed on two sports fields and at their perimeter and along driveways. Gravel parking areas are found at the main entrance and at the upper sports field.

Topography: Main road bed is relatively flat with slight incline to the north east (with drainage ditch on either side). Upper sports field to the west is 25-30 feet above main road. Lower sports field in a depression. Trail to the is north of the lower sports field rises and falls with the hillside. Karst topography (i.e. sinkholes formed by soluble gypsum). Is visible in the north and west portions of the park.

Maintained by: Municipality. Portion leased by Glooscap Heritage Archers Association.

Use: Archery, walking, running, mountain biking, soccer.

Access: Park access from Irishmans Road.

Parking: 20-30 spaces along driveway and at the second gate, 20-30 spaces at the top field, evidence of additional parking on grass shoulders and at the sport field entrances.

Signage: No official signage indicating "Irishmans Road Recreation Park". Signage indicating management and use and prohibiting motorized vehicle use.

History: The park sits on land formerly used as a Municipal landfill, which was decommissioned in 1984. The soccer fields were named the Ryan Lahey Memorial Soccer fields in 2011 in memory or Ryan Lahey.

Overlapping Plans: 2013 Trails Plan, p.47.

Observations

- Entrance to the trail from the second gate is unclear.
- Free standing wall (remaining from landfill) to the north east of the lower field.
- Standing water along trail to the north of the lower field.
- Bleachers at upper field in need of upgrades (e.g. wooden boards).
- Upper parking area needs new base material. Shale is difficult parking surface.
- Area of karst topography found in the north and west areas of the park.
- Fence on the west of the upper field in need of replacement.
- Slumping observed on the west side of the upper field.

Opportunities

- Install entrance and trail signage.
- Design and install interpretive panels to educate the community about former uses, and reclamation of former landfill lands into a recreation facility.
- Expansion of parking area at the second gate and at the upper field.
- Development of a new trail and interpretive area to learn about Karst Topography.
- New fence along the west side of the upper sports field.
- Upgrade sports field (e.g. topdressing, seeding, corrected slumping).
- Potential for additional trails

4

Newport Station District School

Overview

PID: 45062270

Coordinates: 44.96551, -64.0547

Date visited: November 26, 2015.

Address: 1989 Wentworth Rd, Newport Station.

Classification: Community Park.

Size: 19.28 acres (7.80 ha).

Land cover: Primarily a forested parcel (60%) with a clearing created for the school footprint, paved school yard, sports field, and playground.

Topography: School yard is positioned at high point on the property. Property slopes in all directions away from the school, steeply on the south side of the school and more gently to the north.

Maintained by: Municipality.

Use: Walking, playing (playground), sitting, picnicking.

Access: From Wentworth Road.

Parking: 40-50 spaces on paved school yard.

Signage: None.

History: Formerly a school property, but now under Municipal management.

Overlapping Management Plans: Trails Plan 2013, p.59.

Observations

- Open area set back some distance from Wentworth Road.
- Densely forested buffer between the road and school building/playground.
- Outdoor spaces and equipment still well managed despite not being used as a school.

Opportunities

- Close proximity to Irishmans Road Recreation Site. Explore potential to link the properties via a new trail loop.
- Explore partnerships with community groups who may be able to lease the building.
- Re-establish old and build new trails at the site.



5

St. Croix Recreation Site

Overview

PID: 45339231

Coordinates: 44.96515, -64.0255

Date visited: November 12, 2015.

Address: 54 Ball Park Rd, St. Croix.

Classification: District, Community, Neighbourhood Parks.

Size: 9.60 acres (3.88 ha).

Land cover: Primarily managed turf with gravel surfaces for driveway, parking, and pathways.

Topography: Grade level, seeded, maintained.

Maintained by: Municipality.

Use: Softball, community gathering, horse-shoe, picnicking, fishing.

Access: From Ball Park Road.

Parking: 150-200 cars possible on road shoulder, abandoned field, and gravel area to the east.

Signage: No entrance signage. Signage present to indicate maintenance, security, and horseshoe club, but signs are dated and in need of replacement.

History: Land originally owned by Aubrey Smiley and was purchased by the Crown when Highway 101 was constructed. The Crown deeded the remaining lands to the Municipality in 1975 with the stipulation that it be used for recreation purposes.

Overlapping Management Plans: None.

Observations

- Out-buildings are showing signs of weather damage (e.g. water damaged wood, outdated electrical, rotting windows/trim).
- Bleacher footprints made of gypsum (unsuitable structural base).
- Field to east of ballfields is abandoned with old backstop still in place.
- Slope around east ball field bleachers too steep and inaccessible.
- Wiring on east ball field unearthed and is a tripping hazard.
- Wood decking at the top of west ball field is narrow and showing signs of rot.
- Clubhouse ramp on crumbling concrete footings.

Opportunities

- Develop easy access to pond.
- Coordinate signage to indicate park, maintenance, usage, and wayfinding.
- Upgrade wooden out-buildings and clubhouse.
- Replace gypsum bleacher footings with more stable base.
- Install new pathways to improve site accessibility.
- Develop regrading plan for east ball field bleachers are to reduce slope or overcome slope and refine surface materials (e.g. sod instead of large gravel).
- Upgrade decking at top of west ball field observation area.



6

Lakewood Drive Pond

Overview

PID: 45208329

Coordinates: 44.9982, -64.0131

Date visited: November 26, 2015.

Address: Lakewood Dr, Brooklyn.

Classification: Neighbourhood Park.

Size: 4.01 acres (1.62 ha).

Land cover: A densely forested lot (deciduous and evergreen) with a large oval pond.

Topography: Fairly flat parcel with the banks of the pond sloping inward towards the water.

Maintained by: Municipality.

Use: Boating, skating, pond hockey.

Access: From Lakewood Drive.

Parking: Along road shoulders.

Signage: None.

History: Parks and open space contribution from land subdivision.

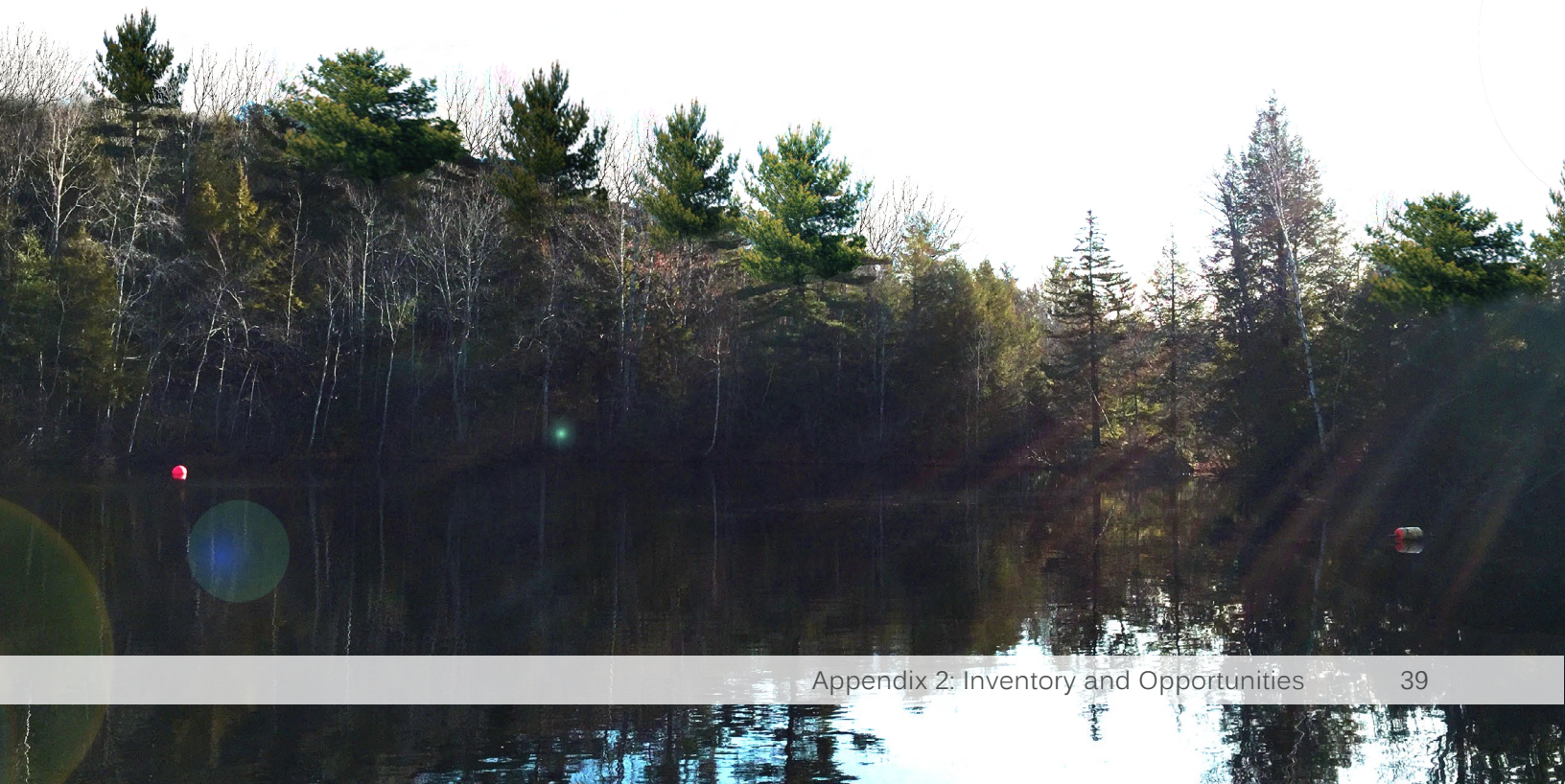
Overlapping Management Plans: None.

Observations

- Hockey net stored on shoreline indicated winter use.
- Access to water not cleared.
- Water collection infrastructure at roadside for Fire Department.

Opportunities

- Improve access to water.
- Signage indicating ownership, use, and maintenance.



7

Brooklyn Fire Hall Trail

Overview

PID: 45060761

Coordinates: 45.00423, -64.0091

Date visited: November 26, 2015.

Address: 995 Highway 215, Brooklyn.

Classification: Community Park.

Size: 7.18 acres (2.91 ha).

Land cover: A mainly open parcel with trees and shrubs along the parcel perimeter. Managed turf along trail shoulders.

Topography: The centre of the parcel is a high point and sloping away from centre in all directions, more steeply to the north, west, and south.

Maintained by: Municipality.

Use: Walking.

Access: From western side of Fire Hall parking lot.

Parking: At Fire Hall.

Signage: Signage at north and south trailhead.

History: The path was developed in 2011 as an outdoor of the indoor walking opportunity that is hosted at the Brooklyn Civic Centre.

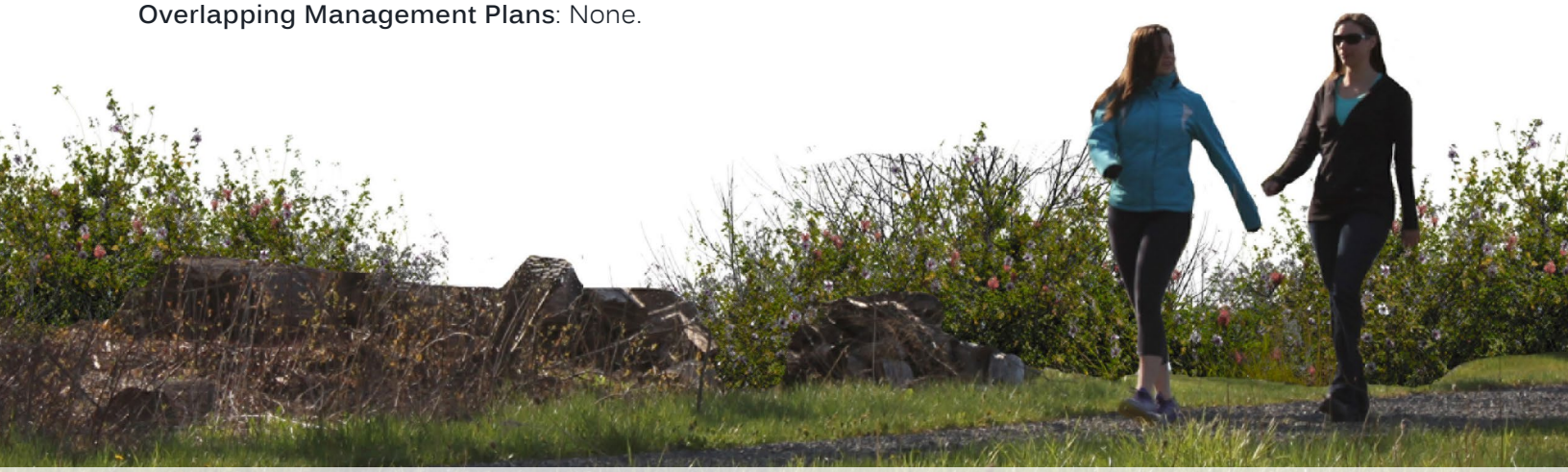
Overlapping Management Plans: None.

Observations

- No benches or garbage receptacles.
- Damage by ATV use in interior of parcel.
- Trailhead in northeastern corner very steep.
- Dumping of waste in northwestern corner of parcel.

Opportunities

- Create resting spots for sitting, picnicking, include garbage receptacles. (Clearly identifying walking and sitting areas should deter ATV use in desirable locations).
- Switchbacks or curve in trail bed would lessen the slope in some areas and create more visual interest.
- Trail bed made more accessible by using crusher dust.
- Planting of trees (native or ornamental) would provide visual interest along the trail route.
- The addition of trees and/or children's playspaces **must** be reviewed in conjunction with Fire Department Executive due to space limitations as this is a helicopter landing area.



8

Brooklyn District Elementary School

Overview

PID: 45060795

Coordinates: 45.01087, -64.0071

Date visited: November 26, 2015.

Address: 8008 Highway 14, Brooklyn.

Classification: Community Park, School.

Size: 22.78 acres (9.22 ha).

Land cover: Primarily a forested parcel (80%) with managed areas (e.g. school footprint, sports field, tennis courts, playground, and parking).

Topography: Parcel lowest at Highway 14 sloping upward to the south.

Maintained by: Annapolis Valley Regional School Board.

Use: Walking, playing, sitting, picnicking, sports (e.g. soccer, football, basketball, tennis).

Access: From Highway 14.

Parking: Parking for approximately 50 cars (school parking occupies most of the available volume).

Signage: Entrance signs and limited wayfinding trail signage.

History: Trail system in the southern portion of the parcel was developed in the early 1990s by the school Physical Education teacher. Property is under the Management of Annapolis Valley Regional School Board.

Overlapping Management Plans: 2013 West Hants Trails Plan, p.20.

*No management recommendations are provided as management is at the discretion of the Annapolis Valley Regional School Board.



9

Brooklyn Municipal Cemetery

Overview

PID: 45062395

Coordinates: 44.99392, -63.9849

Date visited: November 26, 2015.

Address: 241 McKay Rd, McKay Section.

Classification: Cultural Park.

Size: 0.67 acres (0.27 ha).

Land cover: Forested parcel of White Pine with managed turf understory. Stone grave markers underneath trees.

Topography: Drainage ditch along entire southern border of parcel along road. Steep slope to the north towards the river. Undulating topography along ridge at highest point.

Maintained by: Municipality.

Use: Municipal Cemetery.

Access: From McKay Road.

Parking: One space at main gate.

Signage: Entrance signage present.

History: Previous location of the West Hants County Poor Farm, closed in 1966.

Overlapping Management Plans: None.

Observations

- Well-managed property.
- Property fenced with wire fencing and wooden posts.
- Erosion on the slope on the north side of the parcel.

Opportunities

- More noticeable signage to mark cemetery.
- Interpretive boards documenting history.
- Expansion of gravel pad at entrance for additional parking.
- Address slope erosion as necessary.



10

Three Mile Plains Field

Overview

PID: 45000502

Coordinates: 44.96446, -64.0993

Date visited: November 26, 2015.

Address: Lot 2 No 1 Hwy, Three Mile Plains.

Classification: Underused.

Size: 1.09 acres (0.44 ha).

Land cover: An open area with managed turf. A small stand of trees present at the southern property boundary. Northern boundary, along the drainage ditch, is naturalized with perennials.

Topography: Land gently sloping to the north and east.

Maintained by: Municipality.

Use: Unclear.

Access: From the adjacent Community Hall.

Parking: In the parking lot of the adjacent Community Hall.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Well maintained parcel, but use is unclear.
- Slope too steep for field sports, but gentle enough for passive recreation.

Opportunities

- Retain as a multi-functional space for use by community centre users.



11

MacLeod Court

Overview

PID: 45231586

Coordinates: 44.95837, -64.0828

Date visited: November 26, 2015.

Address: PARCEL P-1 MacLeod Court.

Classification: Underused.

Size: 0.18 acres (0.07 ha).

Land cover: Parcel covered with naturalized perennials and shrubs with some tree cover to the western boundary.

Topography: Slight slope to the north.

Maintained by: Municipality.

Use: None.

Access: No municipal access to the site.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- No access from public right-of-way.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



12

Rocks Road

Overview

PID: 45061223

Coordinates: 44.96576, -64.0197

Date visited: November 26, 2015.

Address: Rocks Rd, St Croix.

Classification: Preservation and Production.

Size: 50.40 acres (20.40 ha).

Land cover: Approximately 50% of the parcel is forested with the remaining space being managed grassland or naturalized perennials and shrubs. A portion of the land is managed for agriculture. A dyke runs along the west, north boundary of the parcel. Thumb Hill Creek runs parallel to the dyke and then continues through the middle of the parcel.

Topography: A fairly flat parcel with a raised dyke and drop towards the creek's edge.

Maintained by: Municipality.

Use: agriculture, walking, swimming.

Access: From Rocks Road.

Parking: None on site; parking available at the park-and-ride area at the south east corner of the parcel.

Signage: None.

History: Land parcel originally owned by Aubrey Smiley was purchased by the Crown when Highway 101 was constructed.

The Crown deeded the remaining lands, divided into two land parcels, to the Municipality in 1975 with the stipulation that it be used for recreation purposes.

Overlapping Management Plans: 2013 Trails Plan, p.66.

Observations

- Informal footpaths and ATV routes found within the property.
- Large displays of exposed gypsum cliffs.
- Evidence of agricultural activity, unsure if field is still in use.
- No signage to indicate property maintenance or usage.

Opportunities

- Although isolated by the highway, this property is an excellent display of local geology, West Hants dykelands, freshwater ecology, and walking trails.
- Public access to the creek.
- Promote as recreation area (e.g. walking, picnicking, sitting, field sports).
- Work with the Province of Nova Scotia on possible trail connections to St. Croix Recreation Park underneath Highway 101.



13

Elm Court Parcel

Overview

PID: 45060779

Coordinates: 44.98104, -63.9936

Date visited: November 26, 2015.

Address: Parcel P-1 Elm Court, Brooklyn.

Classification: Underused.

Size: 2.00 acres (0.81 ha).

Land cover: Cleared parcel with forested (deciduous and evergreen) boundary to the south and forested north west corner. Shrubs and tall perennials filling in remainder of parcel.

Topography: Gently sloping to the east towards Highway 215.

Maintained by: Municipality.

Use: Walking, ATVing.

Access: From Elm Court.

Parking: 5-8 cars.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Gravel turn-around and shoulder used for parking.
- Two main ATV tracks well traveled by two properties on east side of parcel.
- ATV use has left parcel rutted with standing water.
- Uneven surfaces difficult for walking.

Opportunities

- Develop as neighbourhood park for residents.
- Regrade entrance to make accessible.
- Create simple trail loop.
- Install garbage receptacles and seating area.
- Entrance signage indicating use, management, etc.



14

Ardoise Lane

Overview

PID: 45219284

Coordinates: 44.95866, -63.9529

Date visited: November 26, 2015.

Address: Lot 4 Ardoise Lane, Ardoise.

Classification: Underused.

Size: 1.16 acres (0.47 ha).

Land cover: Undeveloped forested lot with forested and partially cleared lots surrounding.

Topography: Relatively flat parcel sloping away from road. Drainage ditch at road shoulder.

Maintained by: Municipality.

Use: Walking.

Access: From Ardoise Lane.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- No obvious site access.
- Power lines and poles along drainage ditch.
- White spruce/white pine forest.
- Low population density in the surrounding neighbourhood.

Opportunities

- Although this parcel is in an ideal geographic location for a Neighbourhood Park, this lot and its set back into a quiet residential street does not suit itself to be a well-visited park space.
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



15

Robert Drive Parcel

Overview

PID: 45061181

Coordinates: 44.92348, -63.9047

Date visited: 26 November, 2015.

Address: 16 Robert Drive, Ardoise.

Classification: Underused.

Size: 1.20 acres (0.49 ha).

Land cover: Forested parcel with narrow access point from the road.

Topography: Parcel sloping down from road to the west.

Maintained by: Municipality.

Use: No programmed use; informal walking.

Access: From Robert Drive. No cleared access. Worn down foot path apparent.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Close to the border of Forest Lakes Community.
- Well traveled ATV paths running adjacent to parcel.
- Wet and muddy conditions in low points.
- Very dense understory growth.

Opportunities

- Work with developer at Forest Lakes Community to outline future parks and open space development in close proximity to Robert Drive parcel. This parcel could become a municipal access point to proposed open space and trails. If road access to Forest Lakes is created at the foot of Robert Drive, there would be little potential to develop as amenity space. At that time, this parcel should be considered for divestment.



16

Swinamer Drive

Overview

PID: 45289790

Coordinates: 44.966915, -64.105733

Date visited: November 26, 2015.

Address: Lot 12 Swinamer Drive, Three Mile Plains.

Classification: Unused.

Size: 0.37 acres (0.15 ha).

Land cover: Naturalized property with small shrubs and perennial species present. Presence of water tolerant perennial species indicate standing water in the low-point of the parcel.

Topography: Relatively flat parcel with a low point in the centre of the parcel.

Maintained by: Municipality.

Use: None.

Access: No formal access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Public land that feels private with arrangement of surrounding houses.
- Narrow street frontage.
- Standing water on-site.

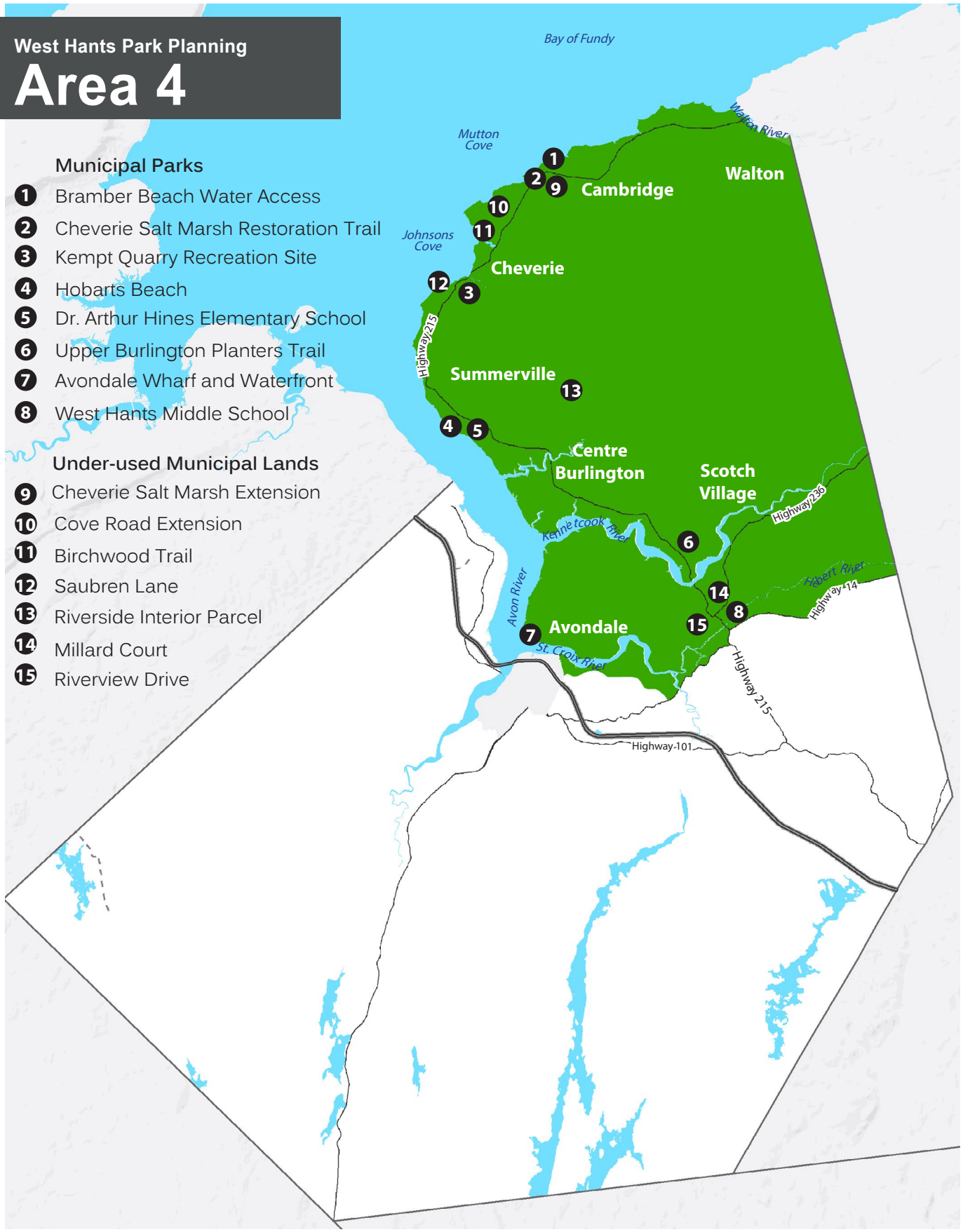
Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



West Hants Park Planning

Area 4



Municipal Parks

1. Bramber Beach Water Access
2. Cheverie Salt Marsh Restoration Trail
3. Kempt Quarry Recreation Site
4. Hobarts Beach
5. Dr. Arthur Hines Elementary School
6. Upper Burlington Planters Trail
7. Avondale Wharf and Waterfront
8. West Hants Middle School

Under-used Municipal Lands

9. Cheverie Salt Marsh Extension
10. Cove Road Extension
11. Birchwood Trail
12. Saubren Lane
13. Riverside Interior Parcel
14. Millard Court
15. Riverview Drive

Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

1

Bramber Beach Water Access

Overview

PID: 45154861

Coordinates: 45.19936, -64.1332

Date visited: November 16, 2015.

Address: No 215 Hwy, Bramber.

Classification: Neighbourhood, Community Parks.

Size: 1.50 acres (0.61 ha).

Land cover: Grass path leading to tidal shoreline. Grasses and perennials line the embankment towards the river and thick shrubbery imposes into the path from the private property and Crown Land to the east.

Topography: Parcel sloping north towards the beach and west towards the river.

Maintained by: Municipality.

Use: Walking, beach access.

Access: Pedestrian access from Highway 215.

Parking: One parking space.

Signage: None.

History: Designated a beach under the Beaches Preservation and Protection Act in 1986.

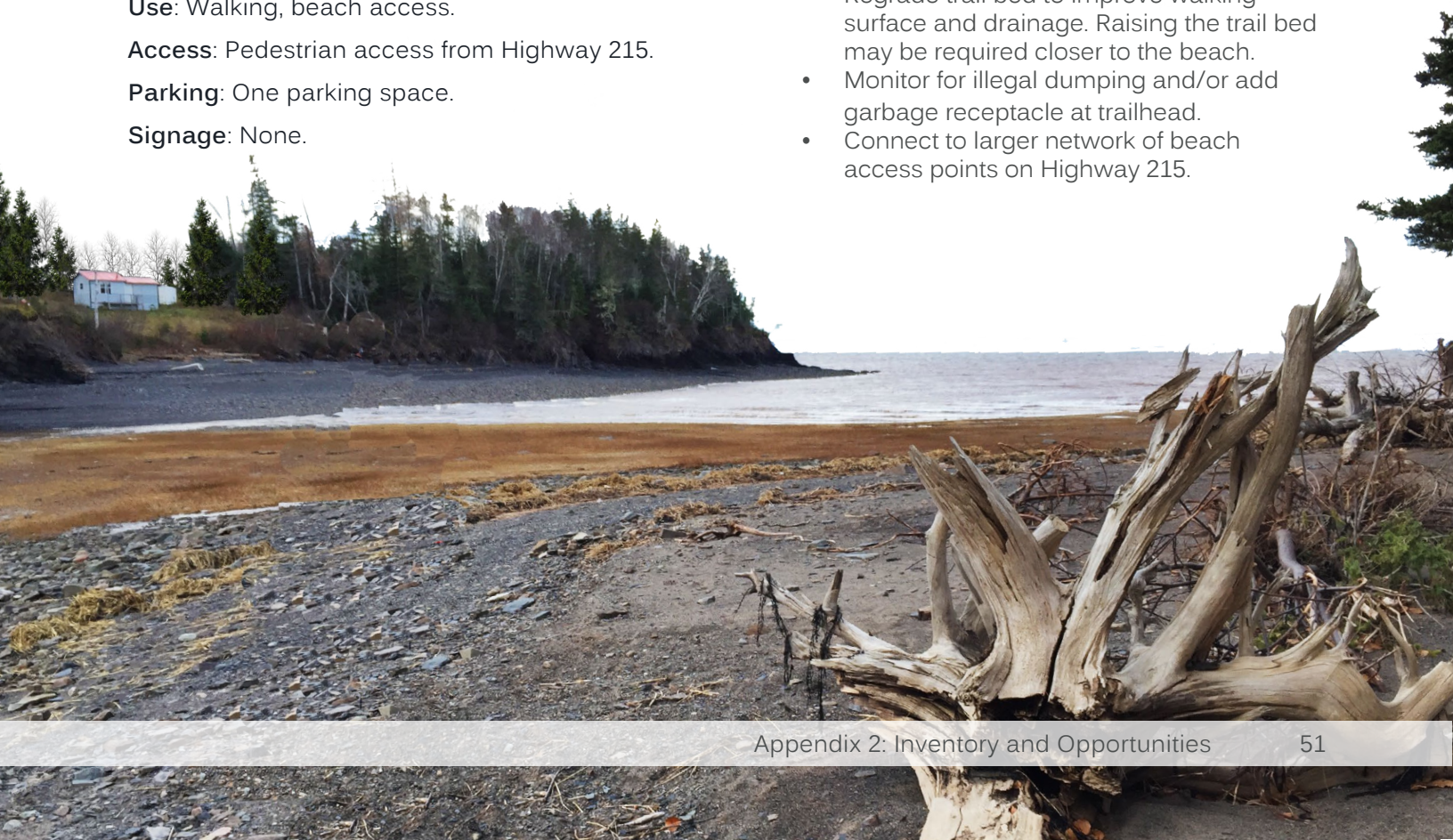
Overlapping Management Plans: None.

Observations

- Standing water at trailhead (large pothole).
- Appears to be well-used by community.
- Garbage collecting on site.
- Path empties into grassed tidal area.
- Erosion apparent at northern edge of parcel.

Opportunities

- Install entrance signage to identify ownership, uses, and to house tidal information.
- Expand parking area at trailhead.
- Regrade trail bed to improve walking surface and drainage. Raising the trail bed may be required closer to the beach.
- Monitor for illegal dumping and/or add garbage receptacle at trailhead.
- Connect to larger network of beach access points on Highway 215.



2

Cheverie Salt Marsh Restoration Trail

Overview

PID: 45177706

Coordinates: 45.16016, -64.1658

Date visited: November 16, 2015.

Address: 6500 Highway 215, Cheverie.

Classification: Community, District Parks.

Size: 8.98 acres (3.63 ha).

Land cover: Partially wooded parcel in between marsh and Camera Obscura. Turf trail cut into naturalized shrubs and grasses. Turf picnic area at entrance. Parking lot and driveway are compacted gravel. Wetland along southern boundary of property.

Topography: Northern edge of parcel is a high point that slopes to the south and west.

Maintained by: Municipality and the West Hants Trails Association.

Use: Parking, walking, picnicking, sitting.

Access: From Highway 215.

Parking: Gravel parking lot/turn-around.

Signage: Entrance signage for marsh. Interpretive panels and maps; roadside signage.

History: This parcel was purchased in 2006 by the Municipality from Lacy Calcutt and Willie McKay. The Restoration Trail is leased by the West Hants Trails Association and the inventory and restoration of the salt marsh was initiated by the community. The local community organized the Cheverie Crossway Salt Marsh Society. Camera Obscura built by Dalhousie University Architecture students in 2012.

Overlapping Management Plans: 2013 West Hants Trails Plan, p.28.

Observations

- Marsh signage visible from road, but only indicating marsh. No signage indicating direction to, purpose, or use of Camera Obscura.
- Camera Obscura doors cracked/broken preventing closure.
- Unobstructed views of water and Blomidon.
- Picnic tables and garbage receptacles sited at park entrance.
- Well maintained trail bed, vegetation, trailhead signage, boardwalk.
- Land agreement with adjacent property owner for looping trail from marsh to Camera Obscura.

Opportunities

- Repairs to Camera Obscura internal structure (e.g. door).
- Park signage to identify Camera Obscura, maintenance, views.
- Define path (trailhead) from parking lot to Camera Obscura.



3

Kempt Quarry Recreation Site

Overview

PID: 45179199

Coordinates: 45.14055, -64.1835.

Date visited: November 16, 2015.

Address: Kempt Forest Drive, Kempt Shore.

Classification: Community, District Parks.

Size: 43.7 acres (17.7 ha).

Land cover: Primarily tree covered property with grassed open areas for recreation. Pond on property occupies approximately 40% of parcel. Driveway and parking is compacted gravel.

Topography: Fairly flat terrain with low points in the pond and lower elevations (sinkholes) in wooded area.

Maintained by: Municipality.

Use: Daily use: picnicking, swimming, sitting, trail walking/running.

Access: From Highway 215.

Parking: Large parking area with overflow parking on grass.

Signage: Entrance signage; sinkhole warning signage.

History: Decommissioned gypsum quarry. The land was deeded to the Municipality in 1976. It was developed as a recreation site in the mid 1990's, spearheaded by the community.

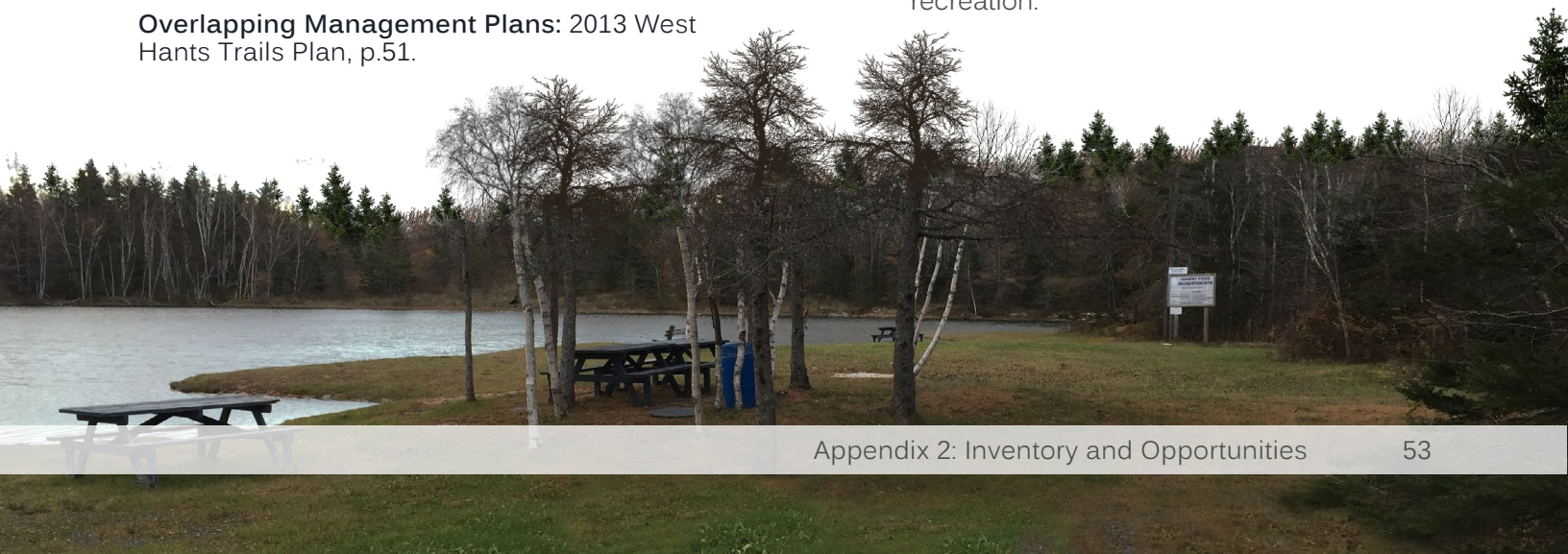
Overlapping Management Plans: 2013 West Hants Trails Plan, p.51.

Observations

- Park signage aging and vandalized.
- Parking area not well defined which leads to parking on shoulders and grass with unsuitable base.
- Standing water in parking area.
- Boundary between trail and parking area is unclear.
- Obvious efforts to fill sinkholes with gravel.
- Dead and declining trees around picnic area.
- Trail to picnic area filling in with grass.
- Long plastic drainage pipe (beaver barrier) on surface of brook connecting to pond.
- Fire department water pumping station on west end of the pond.
- Seating and picnic tables sited on south side of the pond.

Opportunities

- Park/trail signage and wayfinding.
- Develop visual/physical barrier between trail and parking.
- Upgrade paths to improve accessibility around the pond to picnic and swimming area.
- Install sod over exposed gravel (sinkholes).
- Consult with an arborist to evaluate tree health around amenities.
- Basic site landscaping at entrance and picnic area to improve park aesthetic.
- More opportunities for sitting around the pond.
- Maintain ice surface in winter for recreation.



4

Hobarts Beach

Overview

PID: 45182623

Coordinates: 45.09981, -64.1839

Date visited: November 26, 2015.

Address: 192 Block Wharf Rd, Summerville.

Classification: Community Park.

Size: 9 acres (3.6 ha).

Land cover: Sandy beach during low-tide, only rocky shoreline exposed during high-tide. Managed turf picnic and seating area to the north of the existing parking lot. Approximately 90% of the parcel is forested.

Topography: Block Wharf Road slopes westerly towards the beach. Parking area relatively flat. Land sloping upward to the north of the parking lot. Undulating topography from parking area to northern boundary. Steep bank sloping west towards the waters edge.

Maintained by: Municipality.

Use: Swimming, fishing, bird watching, walking, picnicking, sitting, bonfires.

Access: From Block Wharf Road.

Parking: Approximately 15-20 spaces.

Signage: None.

History: Deeded to Municipality on November 21, 1991 by Fundy Gypsum Company Limited.

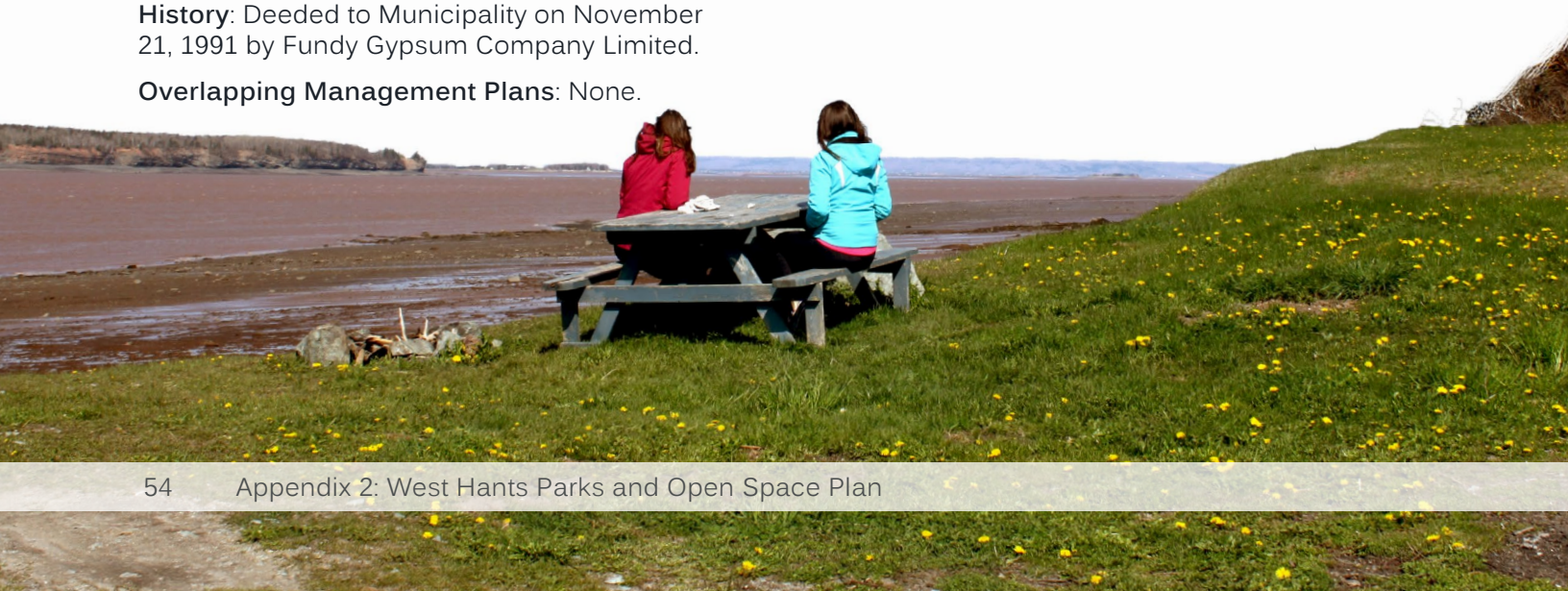
Overlapping Management Plans: None.

Observations

- Parking lot ill-defined from recreation areas.
- Standing water in parking lot.
- Shoreline erosion around boat launch.
- Transition from parking area to picnic area not accessible.
- Irregular grade in picnic area.
- Boat launch filled with rocks and debris limiting access to water and beach.
- Litter and illegal dumping apparent.
- Fire pits not fully enclosed by rocks.

Opportunities

- Redesign parking lot for more efficient layout, to create a visual/physical barrier between people and cars, and to improve drainage.
- Shoreline stabilization necessary around boat launch.
- Signage at top of Block Wharf Road and at parking lot.
- Formalize fire pits with steel boxes/BBQ.
- Regrade picnic area for accessibility.
- Monitor for illegal dumping.



5

Dr. Arthur Hines Elementary School

Overview

PID: 45180429

Coordinates: 45.09831, -64.1678

Date visited: November 26, 2015.

Address: 75 Musgrave Road, Summerville.

Classification: Community Park, School

Size: 6.00 acres (2.43 ha).

Land cover: Managed turf with asphalt and gravel surfaces around the school.

Topography: Relatively flat terrain. Raised berm amphitheater in centre of parcel. Steep bank along the southern edge of the sports field.

Maintained by: Annapolis Valley Regional School Board.

Use: Playground, soccer, football, gardening, sitting, picnicking. There is an unmaintained trail that surrounds the property (Harmony Park).

Access: From Musgrave Road.

Parking: School parking for approximately 40 cars.

Signage: Granite park marking on east side of the school.

History: Under Management of Annapolis Valley Regional School Board. Friends of Harmony Park Society operates, maintains, and improves Harmony Park.

Overlapping Management Plans: 2013 West Hants Trails Plan, p.31.

*No management recommendations are provided as management is at the discretion of the Annapolis Valley Regional School Board.



6

Upper Burlington Planters Trail

Overview

PID: 45285103

Coordinates: 45.04414, -64.0398

Date visited: November 26, 2015.

Address: No 215 Hwy/ Old Walton Road, Upper Burlington.

Classification: Community, Cultural Parks.

Size: 3.00 acres (1.21 ha).

Land cover: Approximately 50% of the parcel is managed for agricultural purposes. A fallow gravel baseball diamond to the east of the agricultural field. Shrubby perimeter along the southern border of the parcel. Forested eastern boundary and north eastern corner of parcel.

Maintained by: Municipality.

Topography: Mainly flat parcel with slight slope rising to the north towards the Community Hall.

Use: Agriculture, walking, sitting, basketball, baseball, education.

Access: From North River Road (Community Hall) or Old Walton Road.

Parking: None. Parking for 10 cars at the adjacent Community Hall.

Signage: Trail signage, interpretive panels.

History: This park parcel is situated on (and near) land that was once inhabited by Mi'kmaq, Acadian, Planter, and Loyalist communities. This 3.0 acre property was purchased by the Municipality in September 1998 and then leased to the Upper Burlington Community Hall Association on January 13, 2000 to be used for recreation purposes only.

Overlapping Management Plans: None.

Observations

- Community Hall playground and shed on Municipal land.
- Wooden playground not structurally sound. Structure leaning and chains rusting.
- Basketball court (concrete pad) very small with chipping paint.
- Baseball diamond growing in with weeds.
- Interpretive panels in fair shape, some rotting wood, cracked panels, and water damage.
- Trail running from Community Hall along eastern border and along entire southern border.

Opportunities

- Signage at roadside indicating trail and cultural site, signage at trailhead.
- Interpretive signage/shelter in need of structural and cosmetic upgrades.
- Weeding of gravel baseball diamond
- New or updated basketball court



7

Avondale Wharf and Waterfront

Main Parcel

Overview

PID: 45171279

Coordinates: 45.02204, -64.1312

Date visited: November 26, 2015.

Address: 15 Belmont Rd, Avondale.

Classification: Community, Cultural, Neighbourhood Parks.

Size: 1.61 acres (0.65ha).

Land cover: Mostly managed turf with compacted gravel driveway and parking areas, and building footprints.

Topography: Relatively flat terrain sitting lower than Belmont Road at the field and at road elevation at Museum entrance. Gently sloping towards the wharf.

Maintained by: Primarily by community volunteers with support from the Municipality.

Use: Baseball, soccer, sitting, picnicking, walking, playground, bird watching, boating, fishing.

Access: From Belmont Road and Avondale Road.

Parking: No formal parking, opportunities for approximately 10-20 cars.

Signage: Collection of signs at Heritage Museum entrance for buildings/amenities. Newport Landing sign along road shoulder along field. Park entrance sign at southern driveway.

History: This area is formerly a New England Planter settlement. Due to the proximity to water, ship building was an important industry. The Wharf was divested from the Federal Government to the Municipality in 1990 and was rebuilt by the community for $13,000.00. In 1996, the Municipality entered into a lease agreement with the Avon River Heritage Society to allow that organization to develop a portion of the property.

Overlapping Management Plans: MCCAP.

Observations

- Outdoor spaces around museum and boat house not well-defined (e.g. parking, gardens, turf).
- Sports field is well maintained. Standing water at field perimeter.
- Playground in good condition.
- Poor drainage, uneven surface, and irregular mixture of materials (e.g. soil, gravel) outside the playground and shipyard shed.
- Tide rising over wharf, boat launch, and driveway causing erosion and structural damage.
- Signage is not coordinated, should be centralized with park use, ownership, and rules identified.

Opportunities

- Site landscape plan to identify optimal pedestrian circulation and landscaping.
- Evaluate the stability and effectiveness of dykes/berms. Further development may be necessary along river to the north and boat launch to the south.
- Engineering assessment of wharf structure.
- New park signage consistent with municipal brand and materials at park entrances.
- The Municipality should consider climate change and work with the MCCAP Committee on projects that relate to the Avondale Wharf and Waterfront.
- Work with the MCCAP Committee to address climate change effects on parcel.



7

Avondale Wharf and Waterfront

South Shoreline

Overview

PID: 45183118

Coordinates: 45.02126, -64.132

Date visited: November 26, 2015.

Address: 1 Avondale Rd, Newport Landing.

Classification: Community Park, Production and Protection.

Size: 1.10 acres (0.45ha).

Land cover: Primarily tidal grassland with trees and shrubs growing at eastern border.

Topography: Slight slope from eastern edge of parcel to the water.

Maintained by: Not a maintained parcel, but owned by the Municipality.

Use: Tidal zone, wildlife habitat, no current recreational use.

Access: From the beach at low tide or from Avondale Wharf and Waterfront Main Parcel driveway.

Parking: Few potential spaces at boat launch.

Signage: None.

History: Deeded to the Municipality of the District of West Hants in 1996 by USG Canadian Mining Limited.

Overlapping Management Plans: MCCAP.

Observations

- No obvious human activity on site.
- Large area covered by water during high tide.

Opportunities

- Little recreational opportunity due to tidal flow, but valuable as wildlife habitat.
- Potential to develop a dyke/berm system to prevent flooding into southern border of Avondale Wharf and Waterfront Main Parcel.



7

Avondale Wharf and Waterfront

North Shoreline

Overview

PID: 45225513

Coordinates: 45.02268, -64.1318

Date visited: November 26, 2015.

Address: 1 Avondale Road, Newport Landing.

Classification: Community Park, Production and Protection.

Size: 1.13 acres (0.46ha).

Land cover: Primarily tidal grassland with exposed sand/sediment during low tide.

Topography: River channel flowing through property. Steep grass-covered/muddy banks on either side of channel.

Maintained by: Not a maintained parcel, but owned by the Municipality.

Use: Tidal flow, wildlife habitat, boat access.

Access: From Avondale Wharf and Waterfront Main Parcel.

Parking: Parking available in Avondale Wharf and Waterfront Main Parcel and roadside,

Signage: None.

History: In May, 1760 the first New England Planters arrived aboard sloops Lydia and Sally. Water lot was deeded to the Municipality in 1990

Overlapping Management Plans: MCCAP.

Observations

- Boat access damaged during previous weather events.

Opportunities

- Improve access to water.



8

West Hants Middle School

Overview

PID: 45060787

Coordinates: 45.01459, -64.0103

Date visited: November 26, 2015.

Address: 8009 Highway 14, Brooklyn.

Classification: Community Park, School.

Size: 16.30 acres (6.60 ha).

Land cover: Mainly cleared parcel (e.g. managed turf, asphalt parking, building footprint) with tree-lined southern boundary and large forested area to the north of the school along the river.

Topography: Relatively flat parcel with sports field to the west in a depression. Trail extends to Newport Rink.

Maintained by: Annapolis Valley Regional School Board.

Use: Sitting, walking, sports (e.g. football, soccer).

Access: From Highway 14.

Parking: Parking for approximately 60 cars (school parking occupies most of the available volume).

Signage: Entrance signage and signage on building front.

History: Property is under the management of Annapolis Valley Regional School Board.

Overlapping Management Plans: None.

*No management recommendations are provided as management is at the discretion of the Annapolis Valley Regional School Board.



9

Cheverie Salt Marsh Extension

Overview

PID: 45177763

Coordinates: 45.15626, -64.1605

Date visited: November 16, 2015

Address: Highway 215, Cheverie.

Classification: Underused.

Size: 5.25 acres (2.12 ha).

Land cover: Open wetland.

Topography: Unknown.

Maintained by: Municipality.

Use: None (currently).

Access: None.

Parking: On adjacent Municipal parcel.

Signage: None.

History: This parcel was deeded to the Municipality in 2006 by Lacy Calcutt and Willie McKay. It was purchased at the same time as the Cheverie Salt Marsh Restoration Trail land parcel.

Overlapping Management Plans: 2013 West Hants Trails Plan, p.28.

Observations

- No cleared access to parcel.
- Land is in riparian area and primary land cover is wetland.

Opportunities

- Consider how to link to existing board-walk or if parcel is needed at all.



10

Cove Road Extension

Overview

PID: 45063146

Coordinates: 45.1897, -64.1578

Date visited: November 16, 2015.

Address: PARCEL P-1andP-2 Cove Road Extension, Bramber.

Classification: Underused.

Size: 0.73 acres (0.29 ha).

Land cover: Forested parcel with turf maintained at road shoulder and along northeast corner of parcel.

Topography: Fairly flat parcel with western edge sloping to the west.

Maintained by: Municipality.

Use: None.

Access: Park access from Cove Road Extension.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- No obvious signs of park use.
- Road terminates at western property boundary.
- Close proximity to public beach access.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



11

Birchwood Trail

Overview

PID: 45182912

Coordinates: 45.14649, -64.1644

Date visited: November 16, 2015.

Address: Birchwood Trail, Cheverie.

Classification: Underused.

Size: 6.34 acres (2.57 ha).

Land cover: Forested parcel fronting on two roads with a drainage ditch.

Topography: Parcel sloping north from road shoulder. Small pond of standing water in northeast boundary line of parcel.

Maintained by: Municipality.

Use: None.

Access: From Birchwood Trail and Bayswater Drive.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Very poor road conditions leading to parcel (i.e., grading, washouts).
- Low population density in subdivision.
- Parcel a densely forested property with no obvious signs of use or access.
- Standing water observed on site.

Opportunities

- With large wooded residential parcels adjacent to Municipal parcel, it is unlikely that the development of public park would be well-used.
- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



12

Saubren Lane

Overview

PID: 45225018

Coordinates: 45.14967, -64.1883

Date visited: November 16, 2015.

Address: Saubren Lane, Cheverie.

Classification: Underused.

Size: 1.74 acres (0.70 ha).

Land cover: Primarily forested parcel with a cleared approach from Saubren Lane.

Topography: Flat, dry, relatively cleared of trees, unmaintained.

Maintained by: Municipality.

Use: None.

Access: From Saubren Lane.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Front approach to parcel is regularly maintained by adjacent land owners.
- Signs of ATV use on the southern border of the parcel.
- Signs of previous land clearing and tree regrowth.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



13

Riverside Interior Parcel

Overview

PID: 45233517

Coordinates: 45.12471, -64.1319

Date Visited: N/A

Address: Kempt Forest Dr, Kempt Shore.

Classification: Underused.

Size: 16.3 acres (6.6 ha).

Land cover: Densely forested parcel.

Topography: unknown

Maintained by: Municipality.

Use: None.

Access: No access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

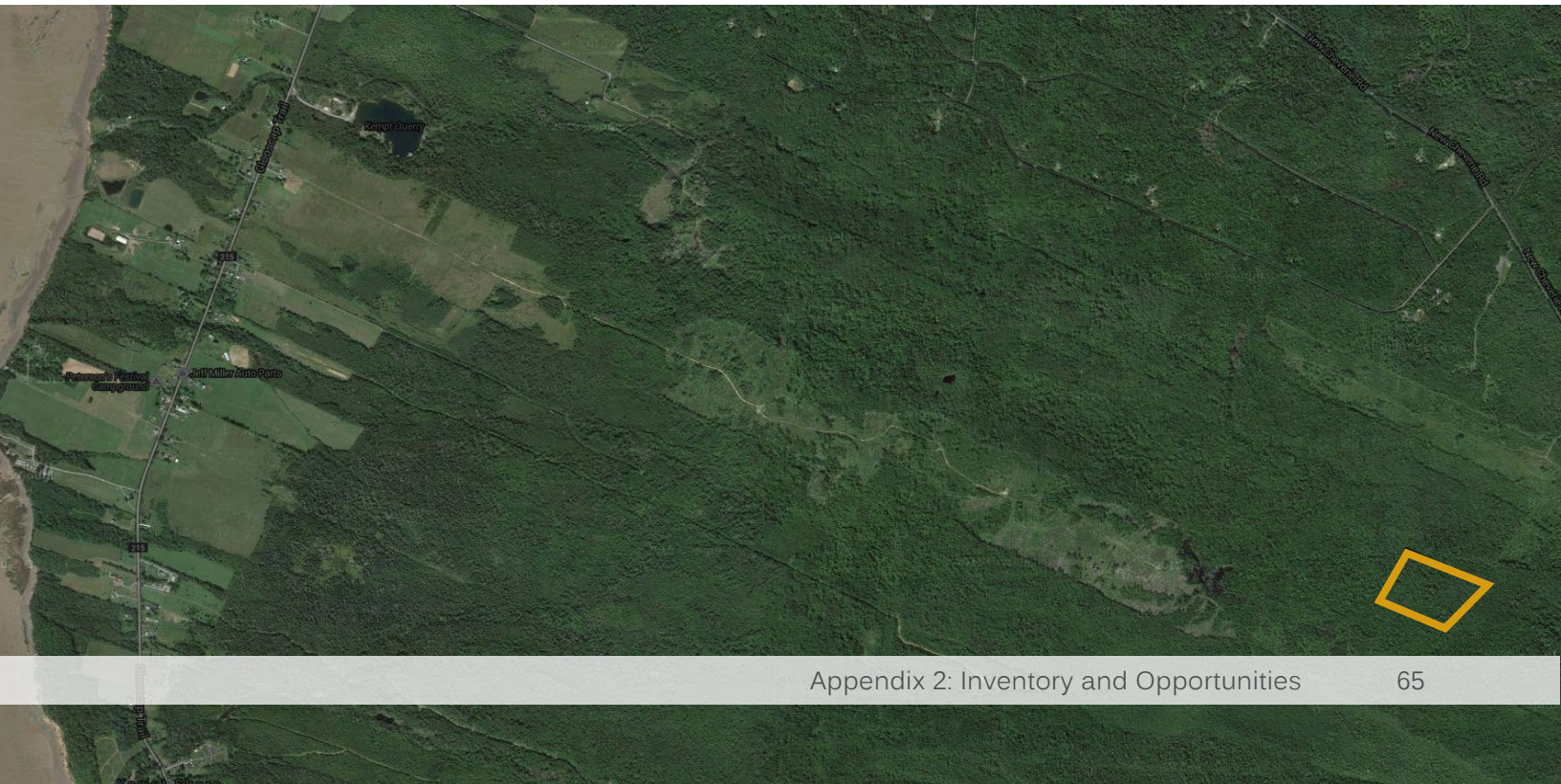
Overlapping Management Plans: None.

Observations

- Parcel is inaccessible.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



14

Millard Court

Overview

PID: 45236601

Coordinates: 45.02995, -64.0171

Date visited: November 26, 2015.

Address: Lot 13 Millard Court, Union Corner.

Classification: Underused.

Size: 2.05 acres (0.83 ha).

Land cover: Forested parcel of spruce and birch with a shrubby and turf area near the road.

Topography: Land sloping to the north east.

Maintained by: Municipality.

Use: None.

Access: Parcel fronts onto Millard Court.

Parking: None; parking on the road shoulder.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Low population density surrounding parcel.
- Signs of an informal trail and ATV activity.
- Standing water at north east corner of parcel.
- Parcel surrounded by other forested parcels.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



15

Riverview Drive

Overview

PID: 45215290

Coordinates: 45.00908, -64.0214

Date visited: November 26, 2015.

Address: Lot 22 Riverview Drive, Brooklyn.

Classification: Underused.

Size: 2.75 acres (1.11 ha).

Land cover: Forested parcel (e.g. red and white spruce, white pine, white birch).

Topography: Very steep slope to the north west towards the river (30m drop).

Maintained by: Municipality.

Use: None.

Access: From Riverview Drive; no cleared access point.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- No signs of human access.

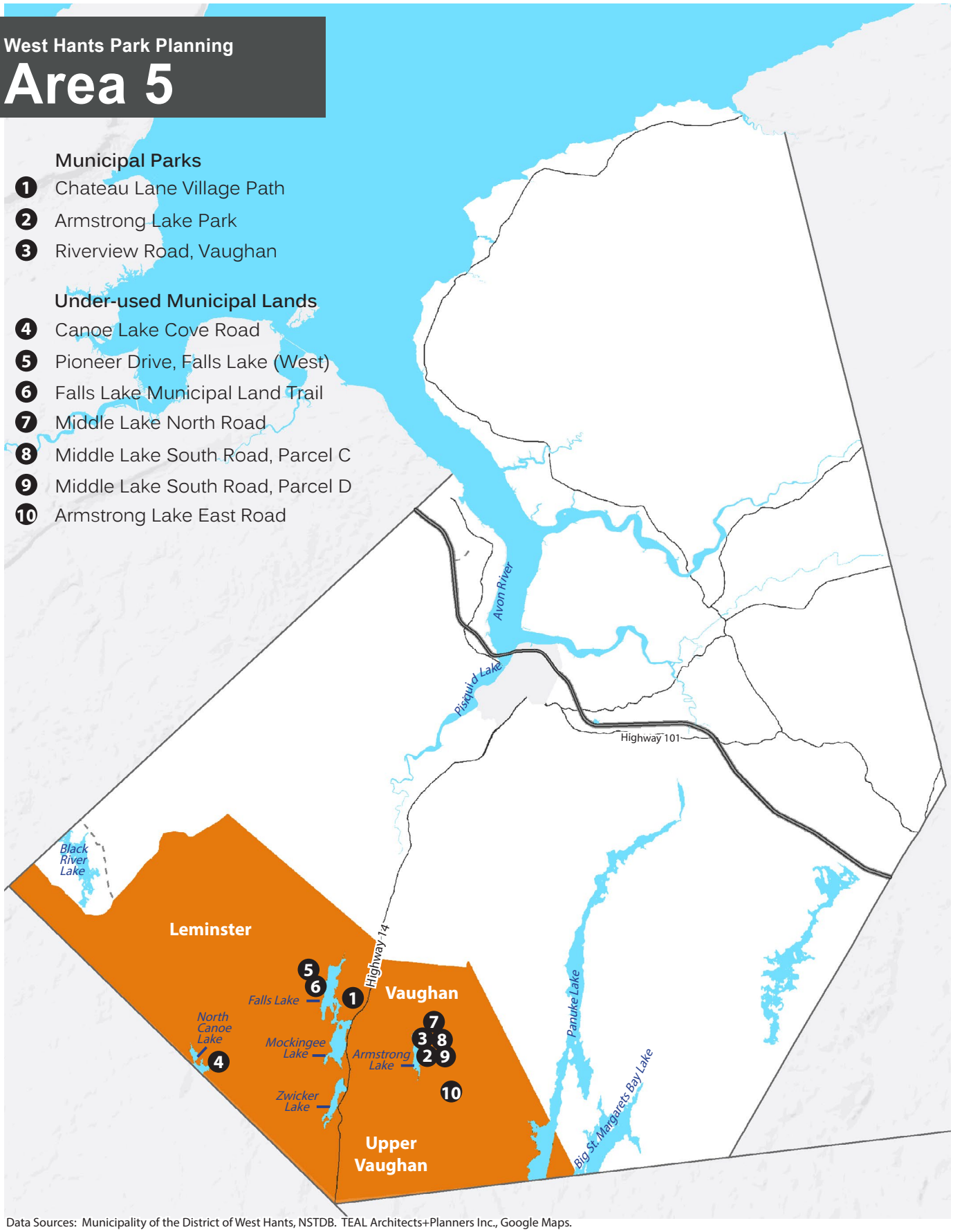
Opportunities

- Little potential for water access or recreation use due to steep slope.
- Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



West Hants Park Planning

Area 5



Data Sources: Municipality of the District of West Hants, NSTDB. TEAL Architects+Planners Inc., Google Maps.

1 Chateau Lane Village Path

Overview

PID: 45214632

Coordinates: 44.855, -64.2267

Date visited: November 20, 2015.

Address: Lot 24 Alpine Way, Vaughan.

Classification: Neighbourhood Park.

Size: 18.50 acres (7.48 ha).

Land cover: Forested lot with sections of standing water.

Topography: Fairly flat parcel of land with slight undulations throughout. Village Path (to the north) raised above the parcel.

Maintained by: Municipality.

Use: Trail walking, ATVing.

Access: Through private property (Sugar Shack).

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

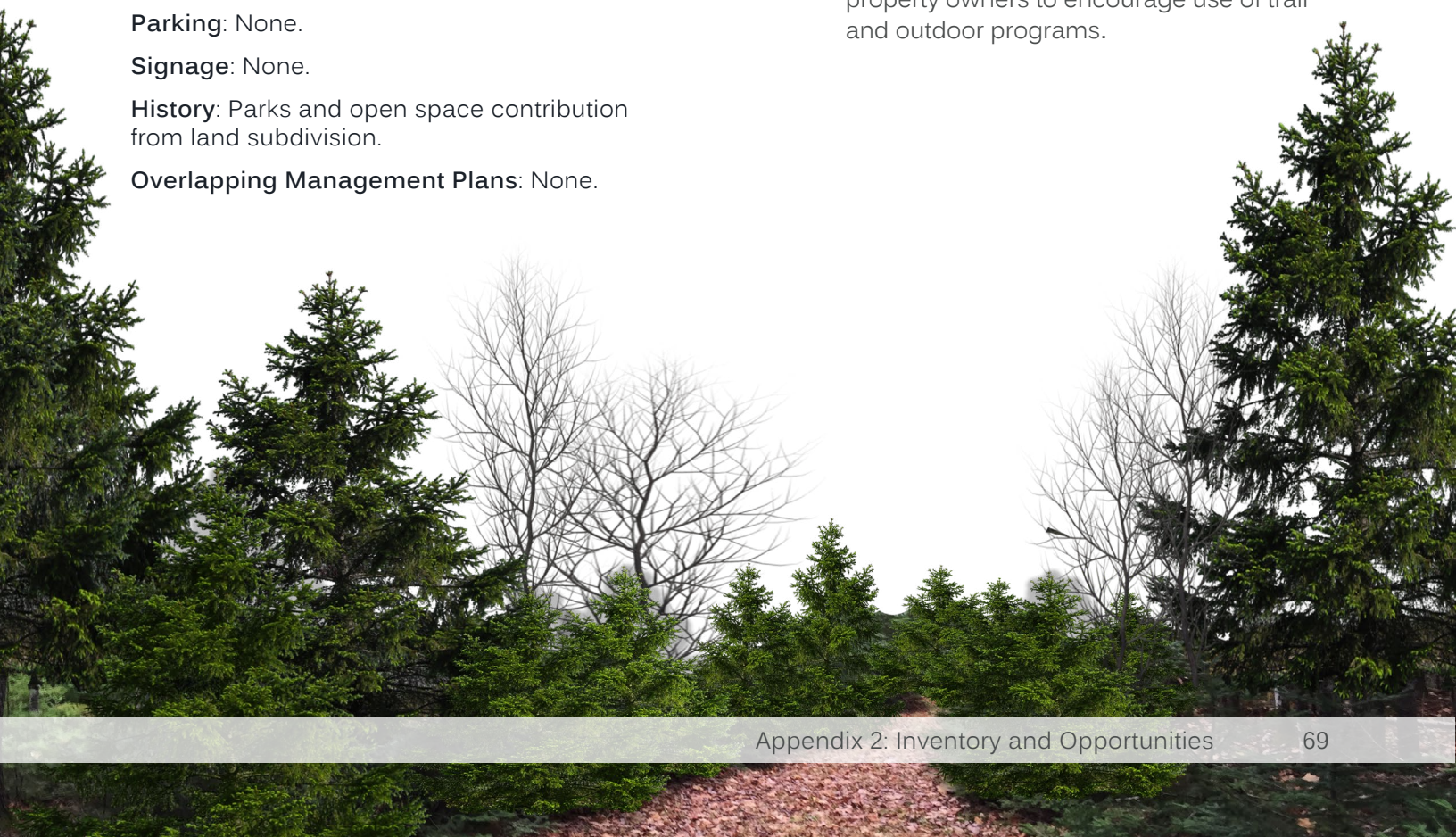
Overlapping Management Plans: None.

Observations

- Two looping trails currently accessed from private property.
- Trails used by locals for walking and ATV use.
- Trails in good shape, save for a few areas deeply rutted by ATV use.
- Standing water in low points.

Opportunities

- Installation of entrance signage, trail markers.
- Retain land and develop as formal trail loop.
- Create formal access point from surrounding roadway.
- Potential for expanded/renovated trail system on property.
- Establish partnership with Sugar Shack property owners to encourage use of trail and outdoor programs.



Armstrong Lake Park

2

Overview

PID: 45216538

Coordinates: 44.83331, -64.1931

Date visited: November 20, 2015.

Address: 640 Armstrong Lake East Road, Vaughan.

Classification: Community Park, Neighbourhood Park.

Size: 4.15 acres (1.68 ha).

Land cover: Primarily a forested (e.g. white pine, balsam fir, red spruce, paper birch) parcel with a small clearing for a park entrance along Armstrong Lake East Road.

Topography: Undulating topography, but generally sloping from the east to the west towards the lake.

Maintained by: Municipality.

Use: Walking, sitting, canoeing, swimming.

Access: From Armstrong Lake East Road.

Parking: Parking for 8-10 vehicles.

Signage: Trail and canoe launch signs. Educational signage about Loons.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Loon information sign fallen over.
- Signage fastened to trees.
- Footpath naturalized, uneven surface.
- Boat launch surface uneven with large rocks.

Opportunities

- Entrance signage.
- New interpretive signage about local wildlife (to replace Loon signage that is damaged).
- New trail/water access signage.
- New gravel surface for boat launch to improve access to water.



3

Riverview Road, Vaughan

Overview

PID: 45221959

Coordinates: 44.83702, -64.1947

Date visited: November 20, 2015.

Address: Parcel B Riverview Road, Vaughan.

Classification: Neighbourhood.

Size: 3.80 acres (1.53 ha).

Land cover: Marsh conditions with forested boundary to the east.

Topography: Land fairly flat with gentle slope to the west (towards the river).

Maintained by: Municipality.

Use: Boating, fishing.

Access: From Riverview Road, or by water via Armstrong Lake.

Parking: Gravel parking space for 1-2 cars.

Signage: None.

History: Parks and open space contribution from land subdivision.

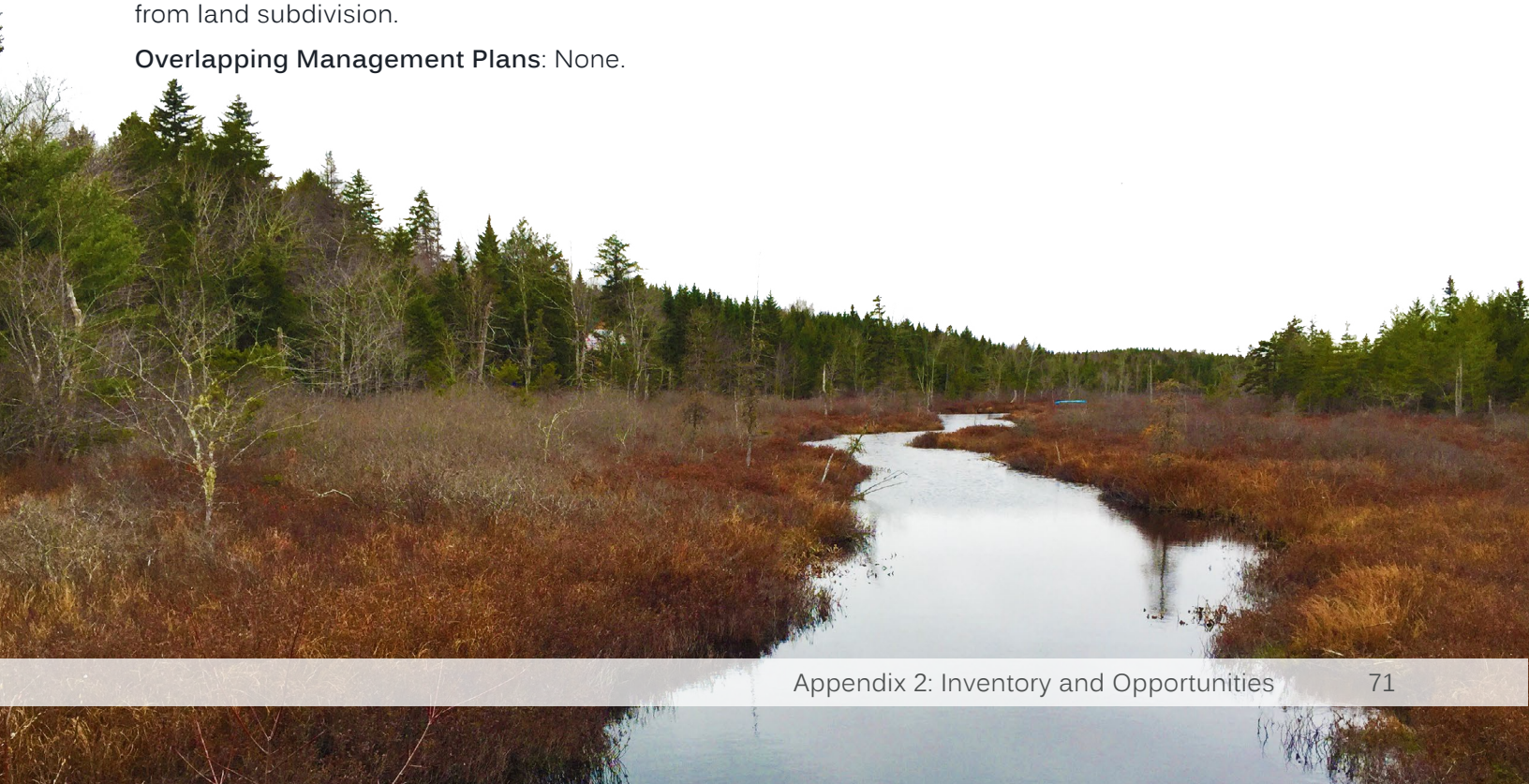
Overlapping Management Plans: None.

Observations

- River connects Middle Lake to Armstrong Lake.
- Bridge a popular stopping place to view the river and the lake.
- Fresh water bog with aesthetic interest.

Opportunities

- Retain land to protect wetland habitat and for recreation value.
- Partner with community group or NGO to highlight importance of ecosystem.
- Interpretive signage before the bridge at gravel area.
- Boardwalk or platform on the water would pair well with recreation (e.g. fishing) and interpretation.
- Park signage to signify ownership and park use.
- Formally connect parcel with Armstrong Lake Park to the south.



4

Canoe Lake Cove Road

Overview

PID: 45182953

Coordinates: 44.82312, -64.3205

Date visited: November 20, 2015.

Address: Canoe Lake Cove Road, Leminster.

Classification: Underused.

Size: 1.22 acres (0.49 ha).

Land cover: Parcel is 100% forested with both deciduous and evergreen species.

Topography: Land sloping to the south west (towards lake).

Maintained by: Municipality.

Use: None.

Access: From Canoe Lake Cove Road.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

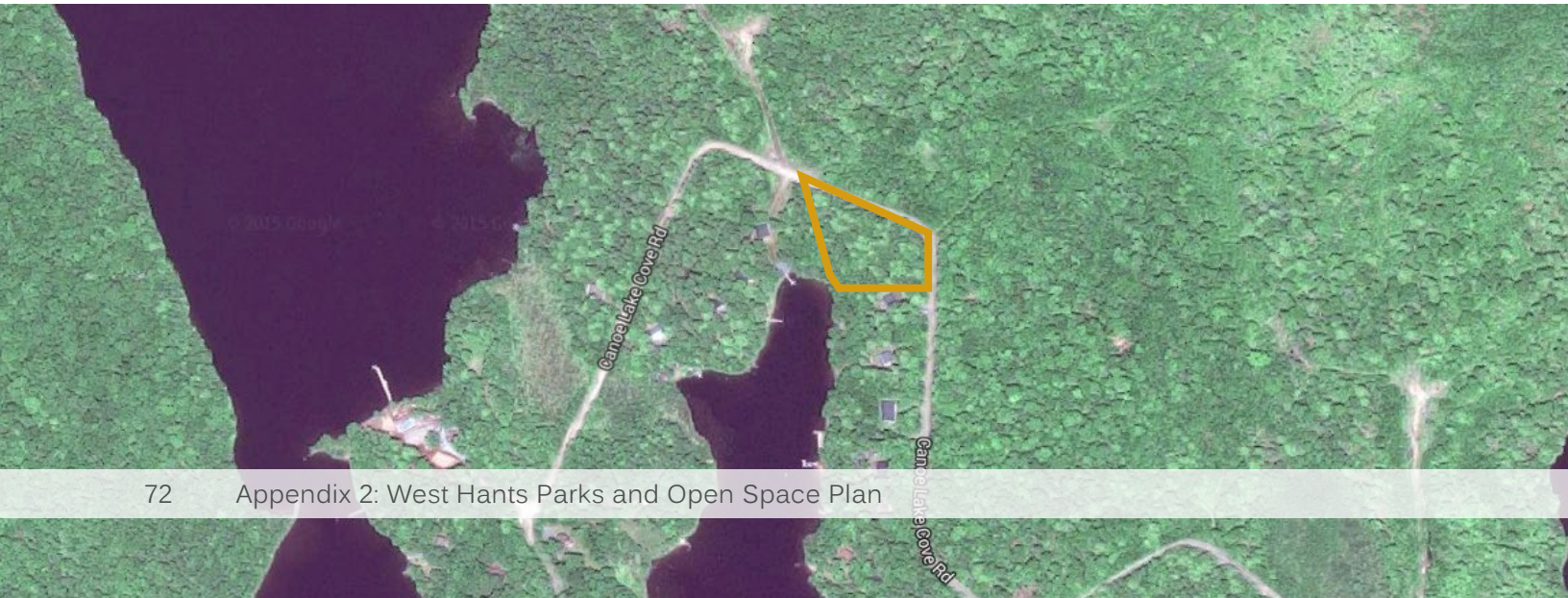
Overlapping Management Plans: None.

Observations

- Parcel has small area of water frontage.
- Parcel positioned in a cove off of North Canoe Lake.

Opportunities

- Develop public access to the lake.
- Improve/install park signage.



5

Pioneer Drive, Falls Lake

West

Overview

PID: 45281664

Coordinates: 44.85033, -64.2535

Date visited: November 20, 2015.

Address: Pioneer Dr, Vaughan.

Classification: Underused.

Size: 11.8 acres (4.75 ha).

Land cover: Primarily forested lot (e.g. spruce, white pine, hemlock, balsam fir, maple, birch, larch). There is a pond within the parcel with brook flowing east towards Falls Lake.

Topography: Parcel gently sloping towards Falls Lake.

Maintained by: Municipality.

Use: None.

Access: From Pioneer Drive. Municipally owned connection from Levy Meadow Trail.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Crescent-shaped pond in parcel.
- Running water through parcel.
- Densely forested.
- Directly across from another Municipally owned parcel.
- No sign of human activity from the road.

Opportunities

- Trail connection opportunity to improve water access from Levy Meadow Trail.
- Subdivide or enact an easement on the remainder of the property.



6

Falls Lake Municipal Land Trail

Overview

PID: 45275914

Coordinates: 44.84927, -64.2505

Date visited: November 20, 2015.

Address: 550 Pioneer Dr, Vaughan.

Classification: Linear Park.

Size: 4.00 acres (1.61 ha).

Land cover: Densely forested parcel (e.g. hemlock, spruce, maple). Running water present on parcel flowing toward Falls Lake. Parcel meets ditched road and lake front.

Topography: Parcel gently sloping towards lake.

Maintained by: Municipality.

Use: None.

Access: From Pioneer Drive.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

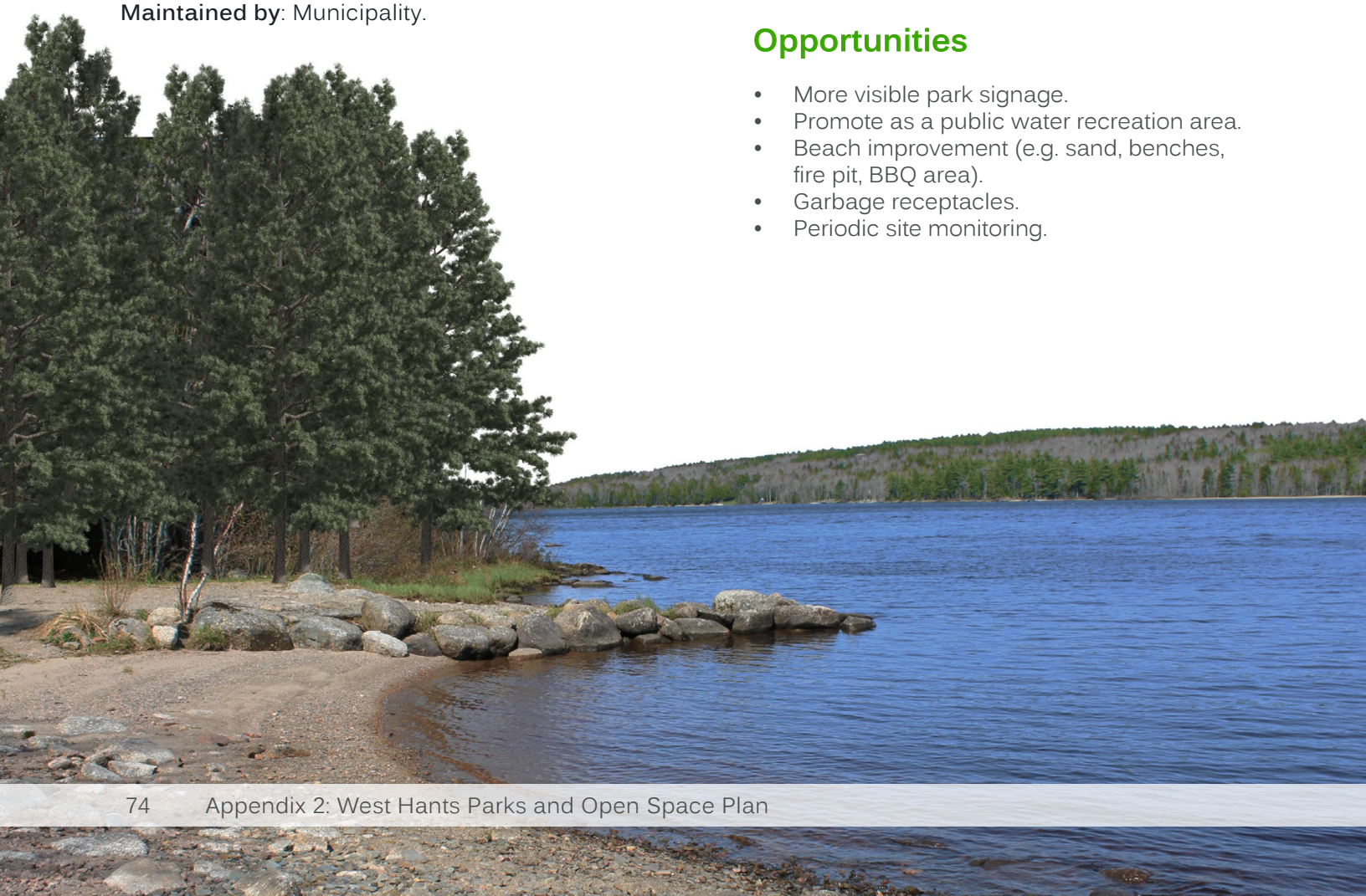
Overlapping Management Plans: None.

Observations

- Directly across from other Municipally owned parcel.
- Roadway cut into the property for water access.
- Garbage observed on site.

Opportunities

- More visible park signage.
- Promote as a public water recreation area.
- Beach improvement (e.g. sand, benches, fire pit, BBQ area).
- Garbage receptacles.
- Periodic site monitoring.



7

Middle Lake North Road

Overview

PID: 45221868

Coordinates: 44.84118, -64.1925

Date visited: November 20, 2015.

Address: Parcel A Middle Lake North Road, Vaughan.

Classification: Underused.

Size: 5.35 acres (2.17 ha).

Land cover: Forested lot with marsh conditions and standing water.

Topography: Fairly flat parcel sloping towards Middle Lake.

Maintained by: Municipality.

Use: None.

Access: From Middle Lake North Road.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Difficult walking conditions due to the presence of blowdown and dense understory growth.
- Property meets Middle Lake, but no formal access created.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby Municipally owned parcels for parks and open space use.



8

Middle Lake South Road

Parcel C

Overview

PID: 45222049

Coordinates: 44.83537, -64.191

Date visited: November 20, 2015.

Address: Parcel C Middle Lake South Road, Vaughan.

Classification: Underused.

Size: 12.64 acres (5.12 ha).

Land cover: Spruce/birch forest with dense undergrowth at southern boundary and wetland on remainder of site. Rock outcrops evident.

Topography: This parcel is almost entirely wetland with little undulation in topography. Road position at a high point above the parcel.

Maintained by: Municipality.

Use: None.

Access: No formal access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

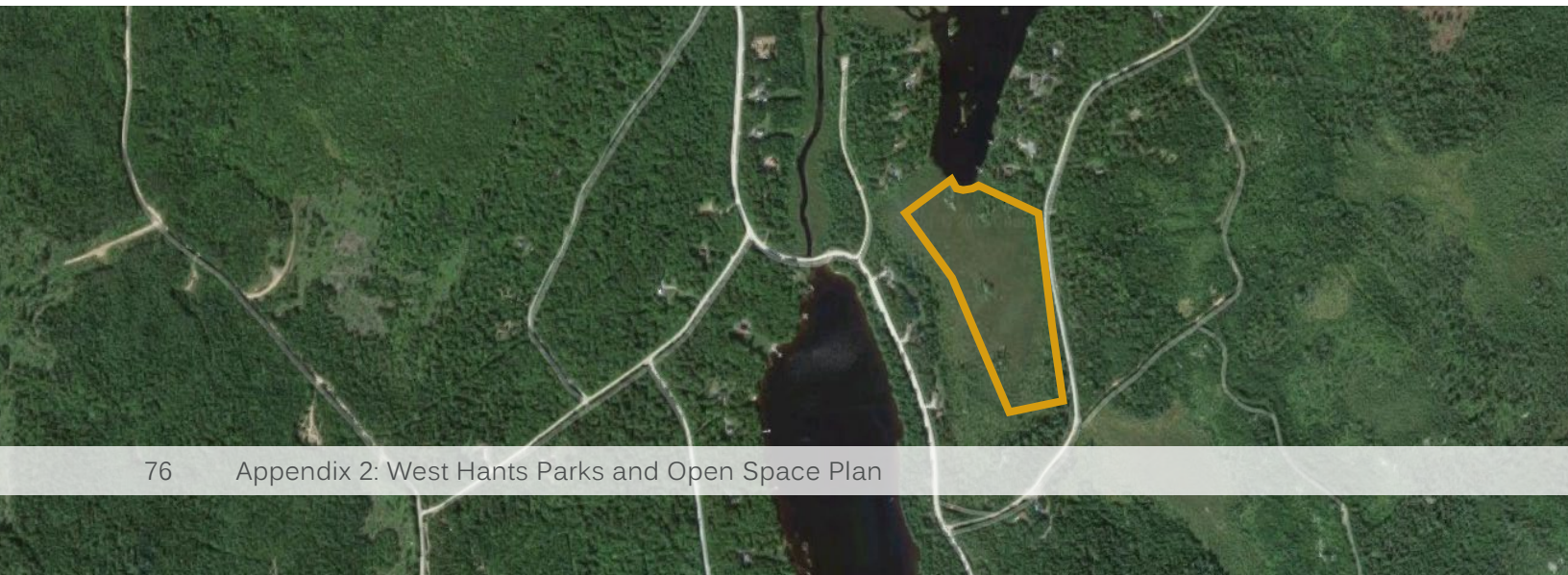
Overlapping Management Plans: None.

Observations

- Wetland conditions for most of property.
- Residential properties to the north of the parcel.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



9

Middle Lake South Road

Parcel D

Overview

PID: 45222254

Coordinates: 44.83266, -64.1893

Date visited: November 20, 2015.

Address: Parcel D Middle Lake South Road, Vaughan.

Classification: Underused.

Size: 3.86 acres (1.56 ha).

Land cover: Spruce/birch forest with dense undergrowth and standing water. A portion of this parcel is wetland.

Topography: The road shoulder is a high point with land dropping off and sloping to the east.

Maintained by: Municipality.

Use: None.

Access: None.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

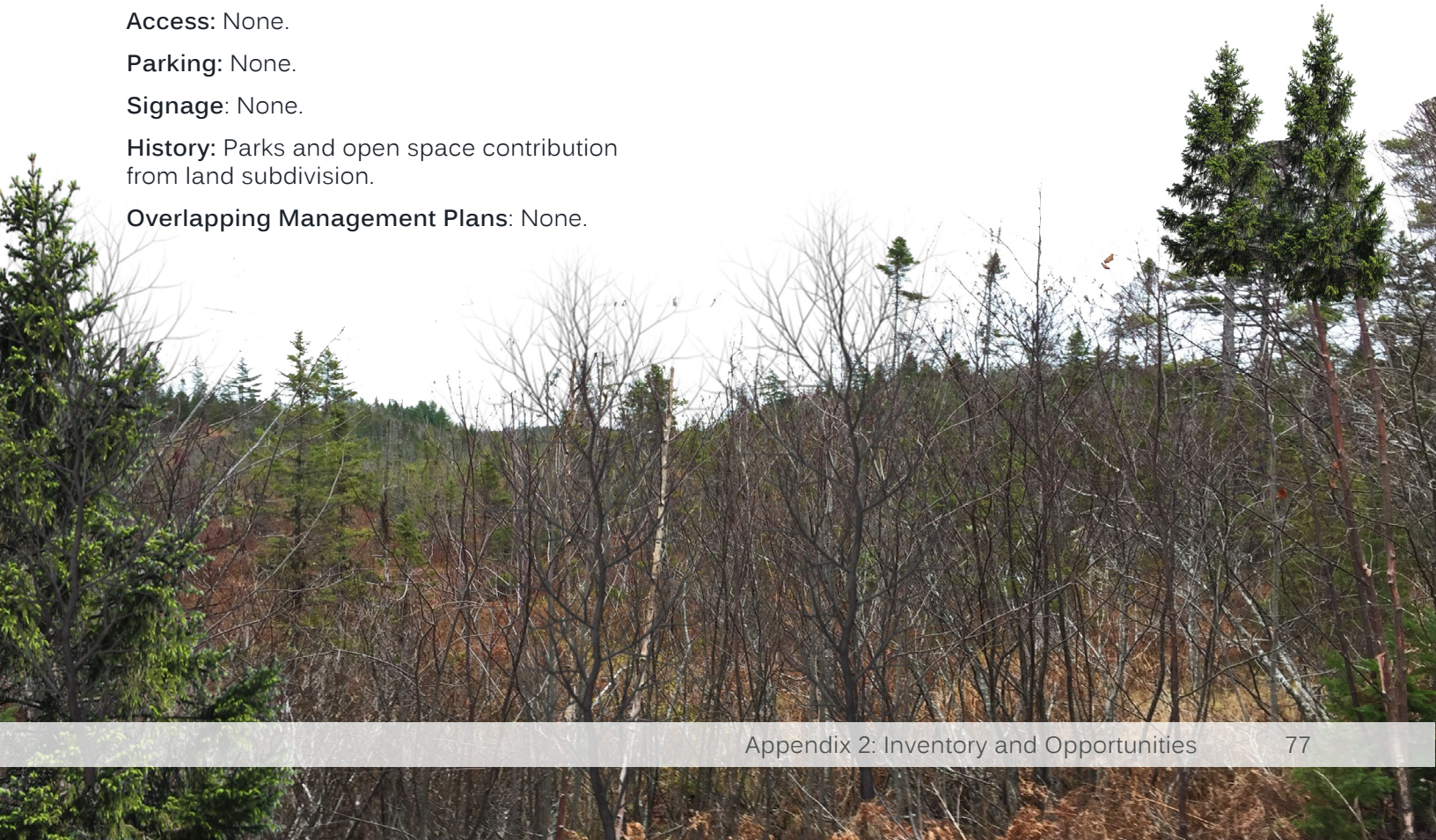
Overlapping Management Plans: None.

Observations

- Topography and poor drainage makes use of this site difficult.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



10

Armstrong Lake East Road

Overview

PID: 45218658

Coordinates: 44.81883, -64.1857

Date visited: November 20, 2015.

Address: Lot 128 Armstrong Lake East Road, Vaughan.

Classification: Underused.

Size: 16.17 acres (6.54 ha).

Land cover: Large forested parcel with 95-100% tree cover.

Topography: Land sloping to the south east.

Maintained by: Municipality.

Use: None.

Access: From Armstrong Lake East Road; no cleared access.

Parking: None.

Signage: None.

History: Parks and open space contribution from land subdivision.

Overlapping Management Plans: None.

Observations

- Parcel positioned behind low density residential lots.
- Drainage ditch along parcel frontage.
- Large parcel with no formal access point.
- No obvious signs of human activity on the property.

Opportunities

- There is little potential to develop as amenity space. Divest land to fund the development of nearby municipally-owned parcels for parks and open space use.



Windsor Stormwater Plan

December 5, 2023

Overview

- Why are we doing the study?
- Is the system providing the standard level of service?
- What areas are experiencing the most issues?
- What can be done to increase level of service?

Why are we doing the study?
Flooding – Windsor Downtown









Why are we doing the study?
Flooding – Exhibition Park

Is the system providing the standard level of service?

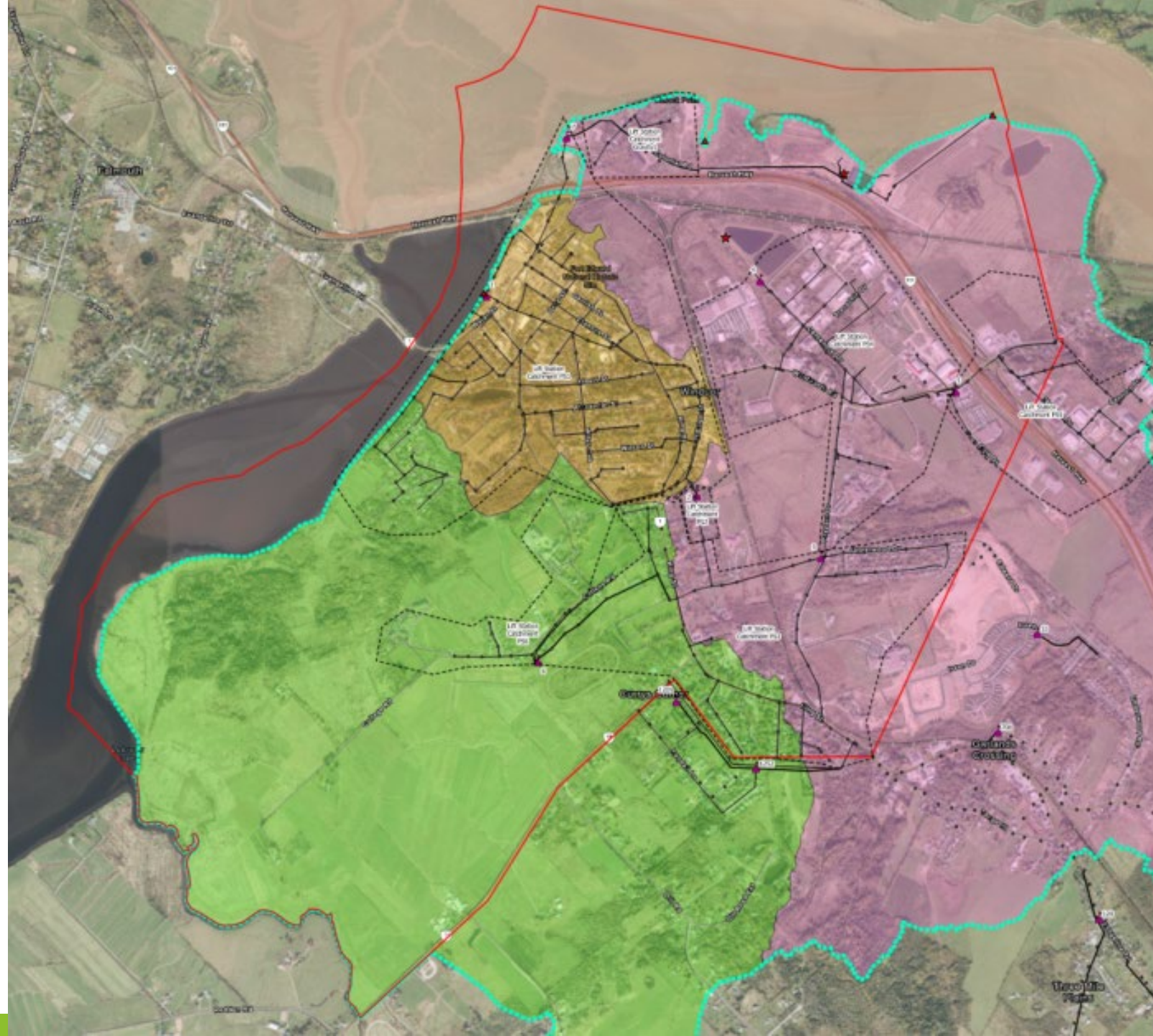
- Understand how the existing system operates
- Collect data to define the system's current performance
- Define the storm events the system is to be verified against
- Develop a calibrated model that is representative of the current system

CBCL

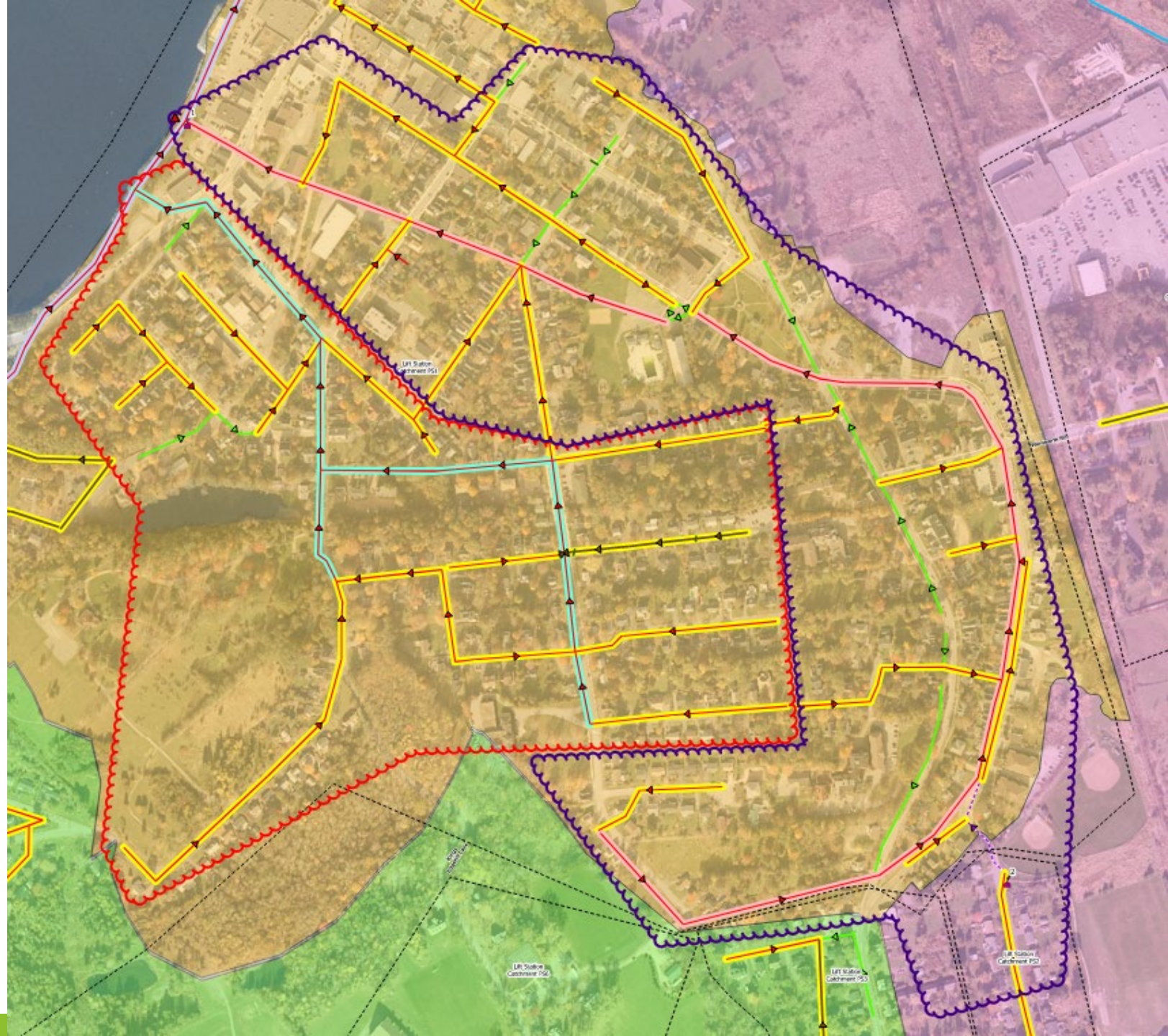
How the System Operates

Existing Stormwater Drainage

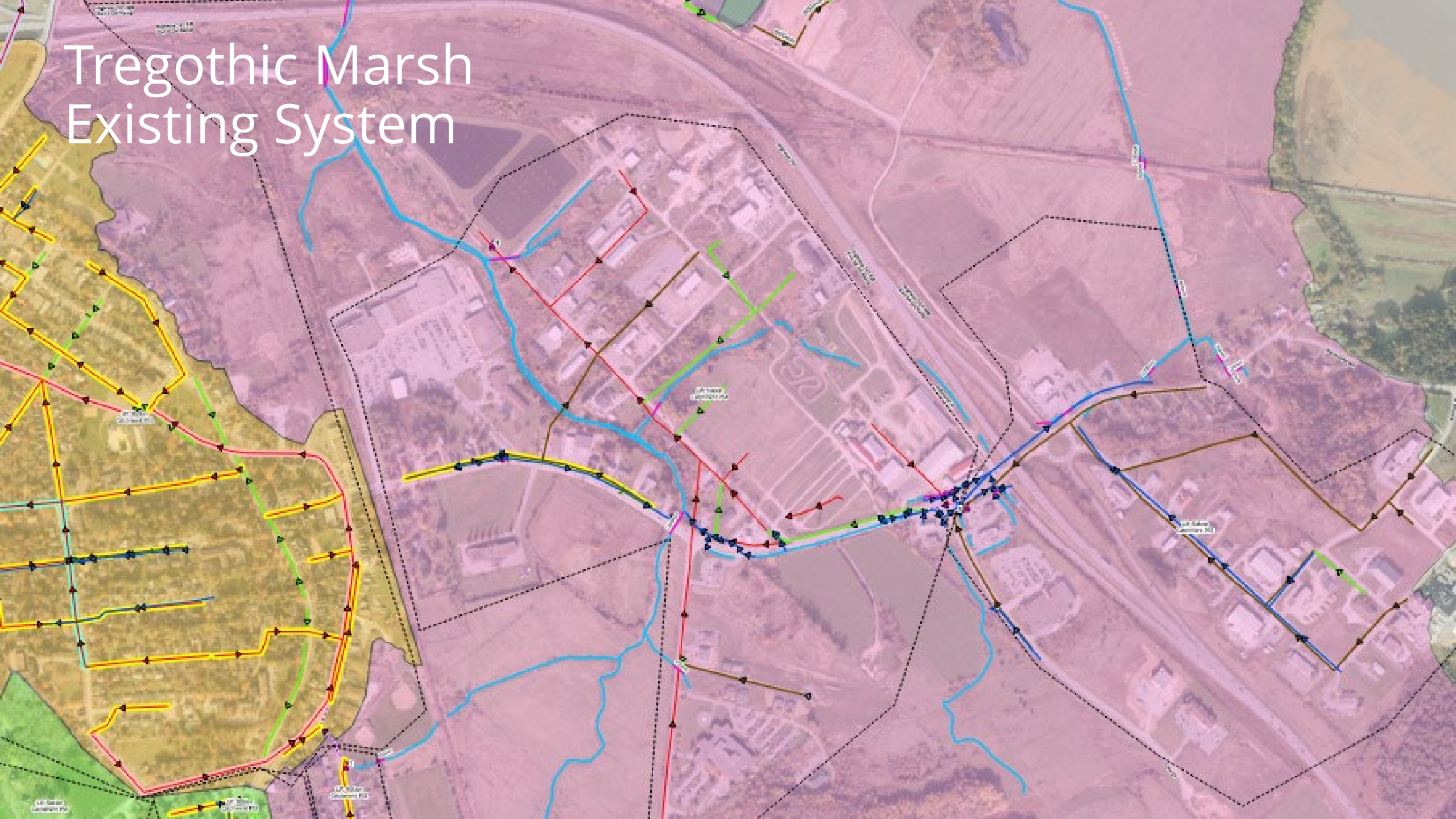
- System consists of separate and combined systems



Windsor Downtown Existing System



Tregothic Marsh
Existing System



Collect Data to Define the Systems Current Performance

Data Collection

- Review of existing drawings and GIS data
- GAP Analysis
- Field data collection and verification

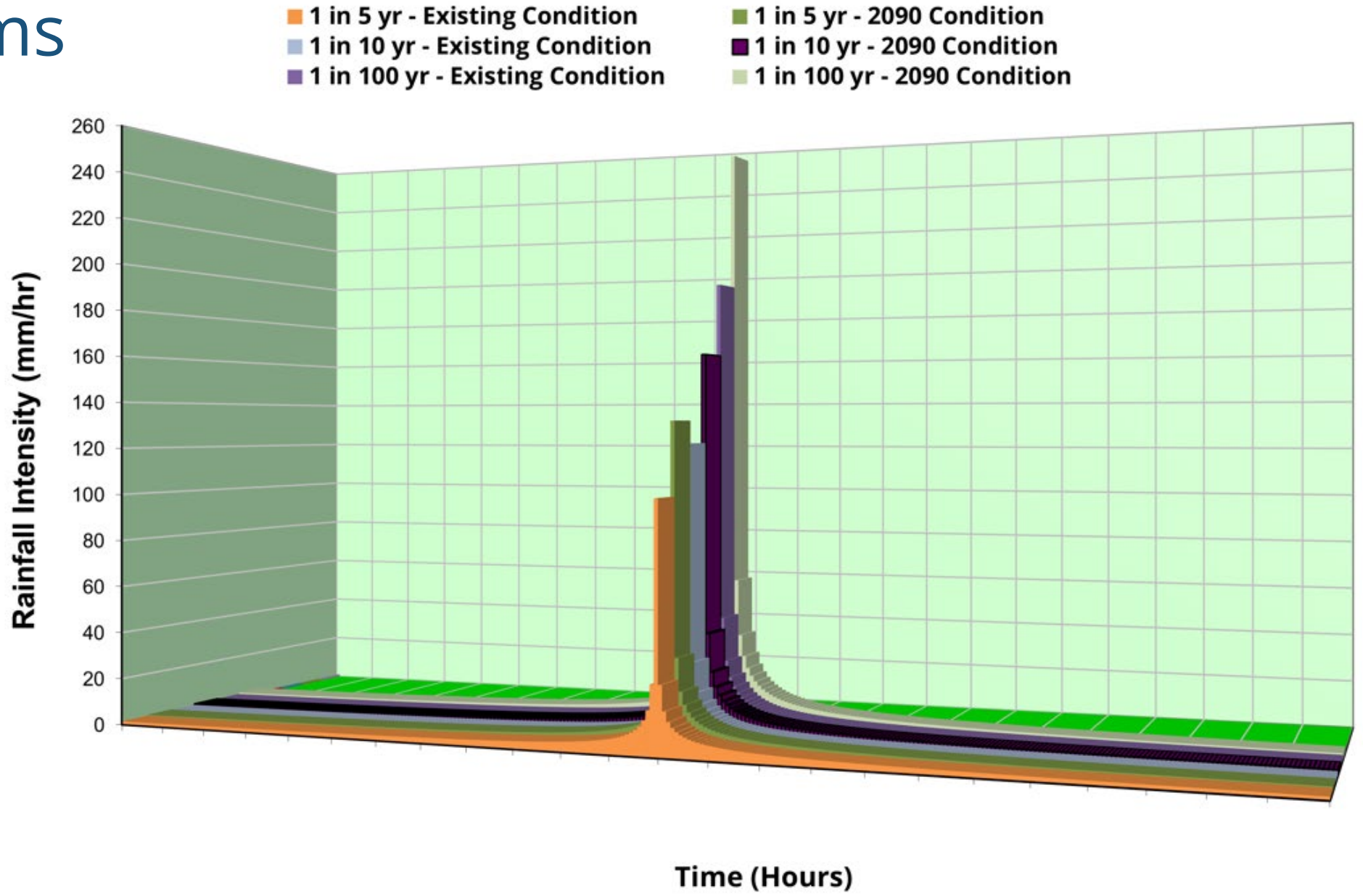




Define the Storm Events the System is to be Verified Against

Design Storms

- Windsor Downtown
  - 1:5 year with climate change
- Tregothic Marsh
  - 1:10 year with climate change
  - 1:100 year with climate change



Develop a Calibrated Model that is Representative of the Current System

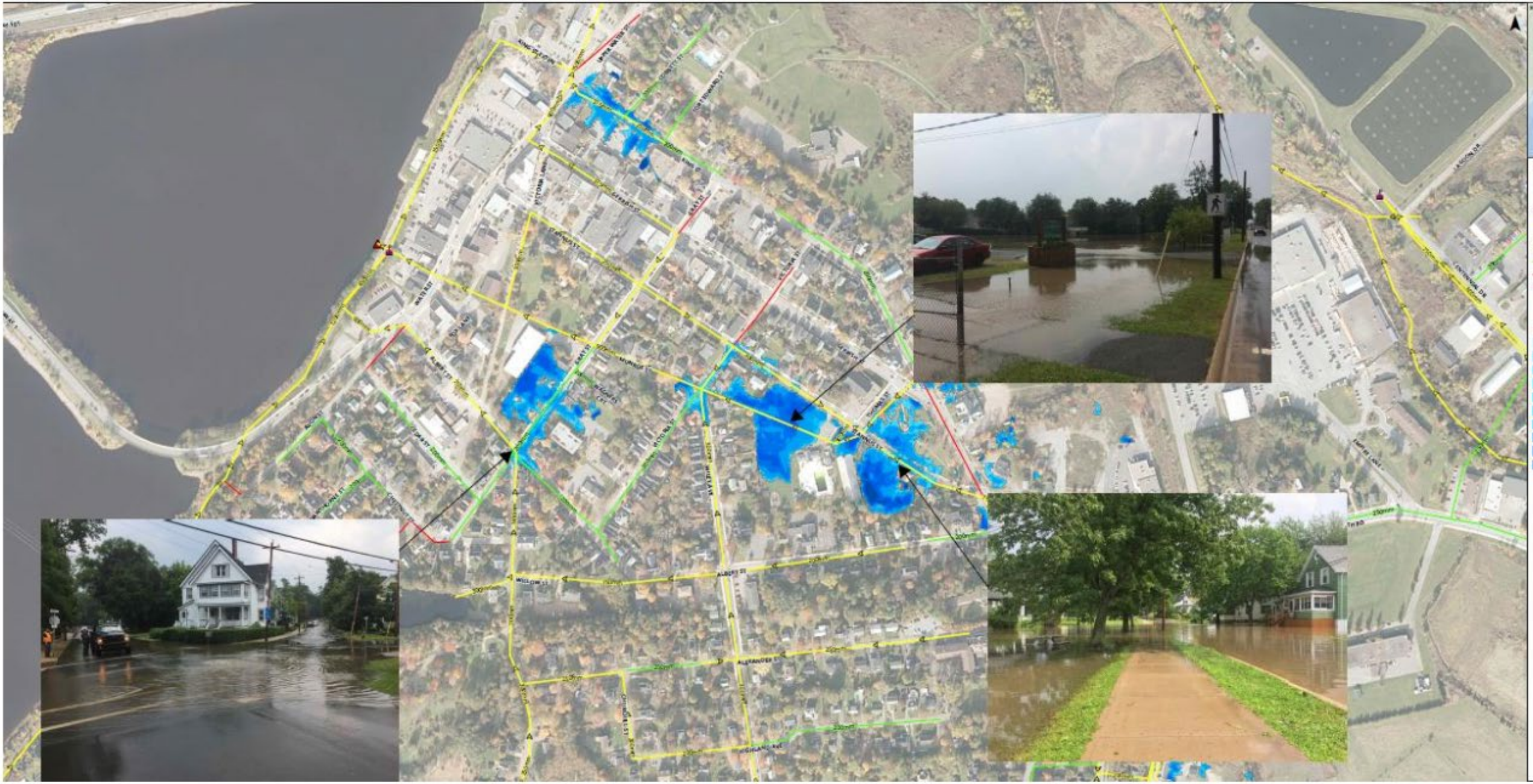


Figure 4.5: July 2021 Model Calibration Windsor Downtown

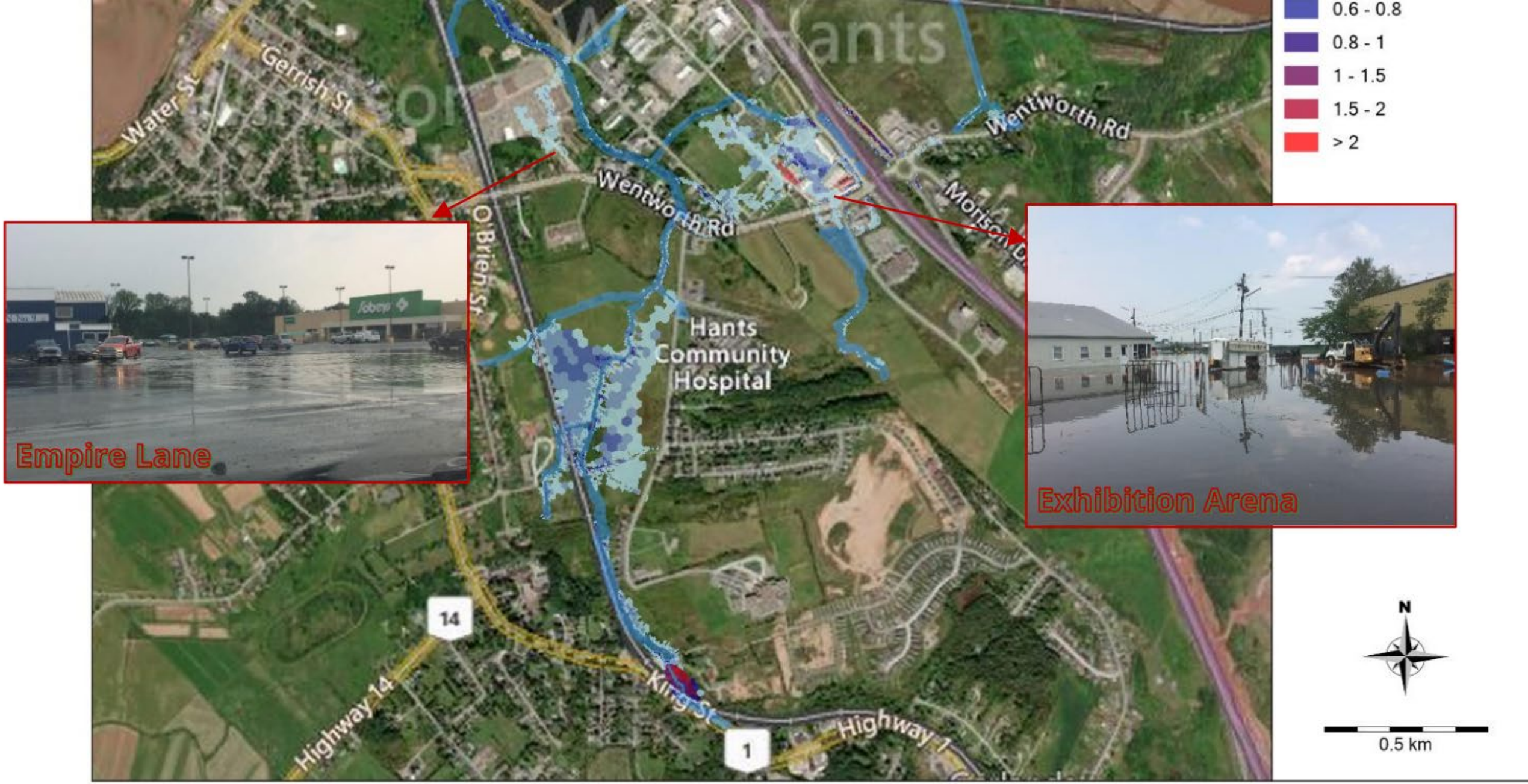


Figure 4.6: July 2021 Model Calibration for Tregothic & Wentworth Creek

Windsor Downtown Flooding





Tregothic Marsh Flooding





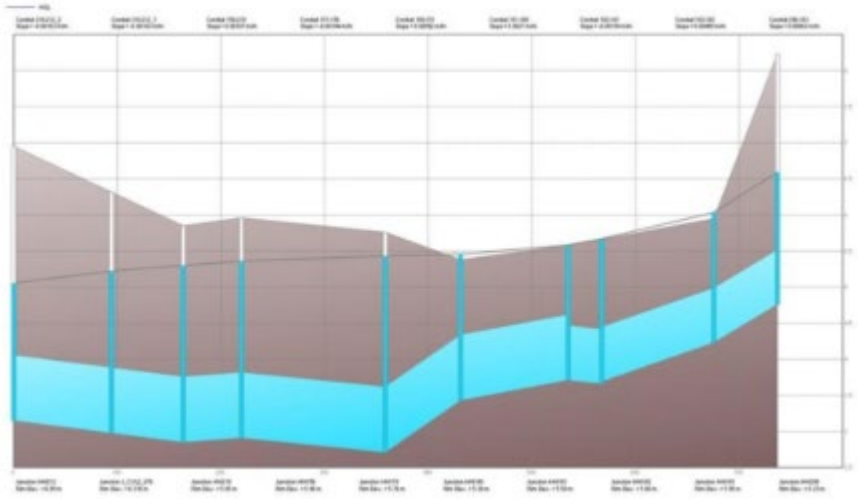
Tregothic Marsh Flooding





What Areas are Experiencing the Most Issues?

Downtown Trouble Areas



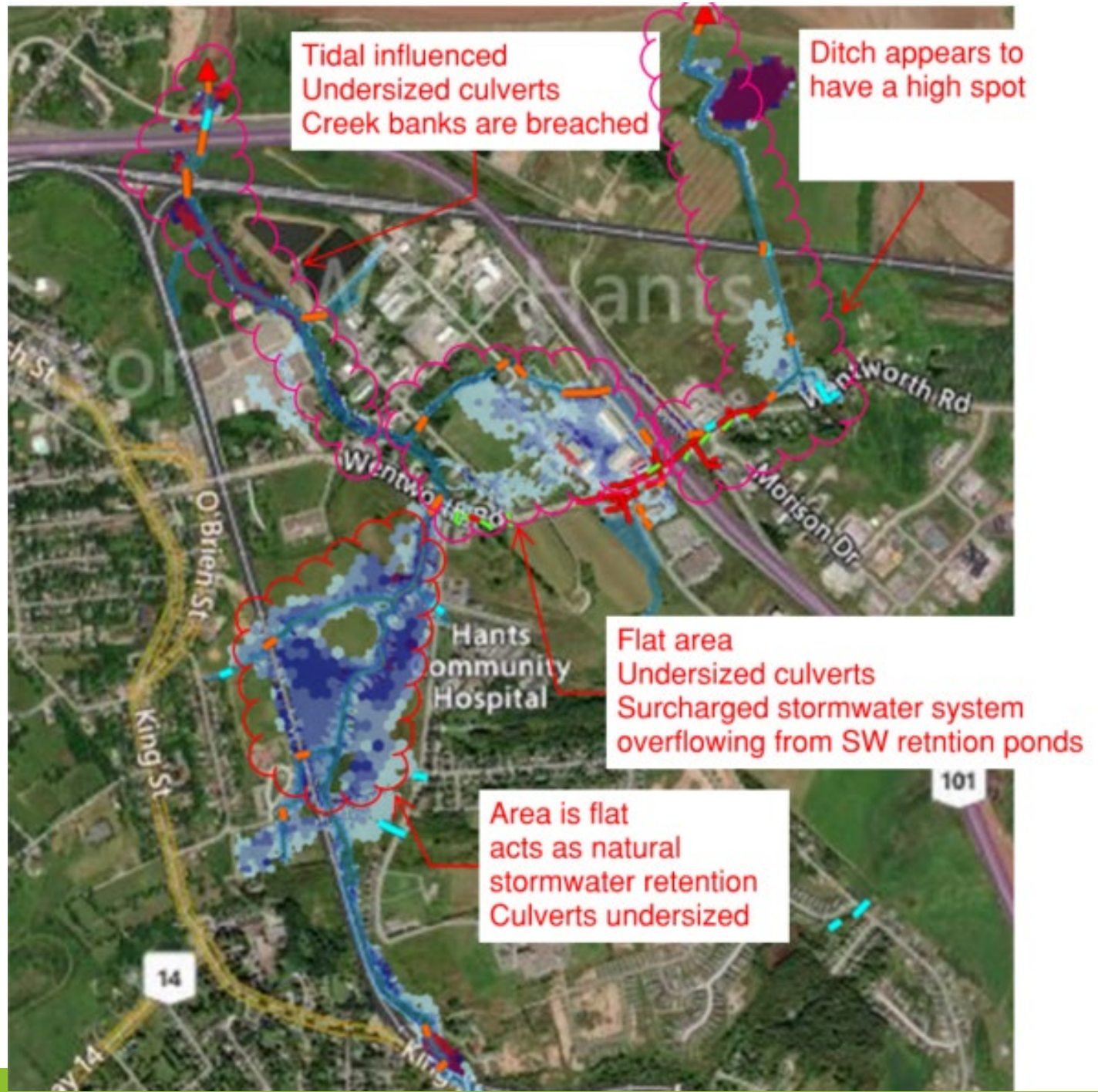
King St
- Does not have capacity for 1:5 year

Cunnable Creek
- Main Drainage pipe
- Does not have capacity for 1:5 year
- Installed in a ROW

Gray St
- Low area
- Water surcharges through CB
- Downstream system has limited capaciyy

Lift Station Catchment PS1

Tregothic Marsh Trouble Areas



What Can be Done to Increase Level of Service?

Windsor Downtown

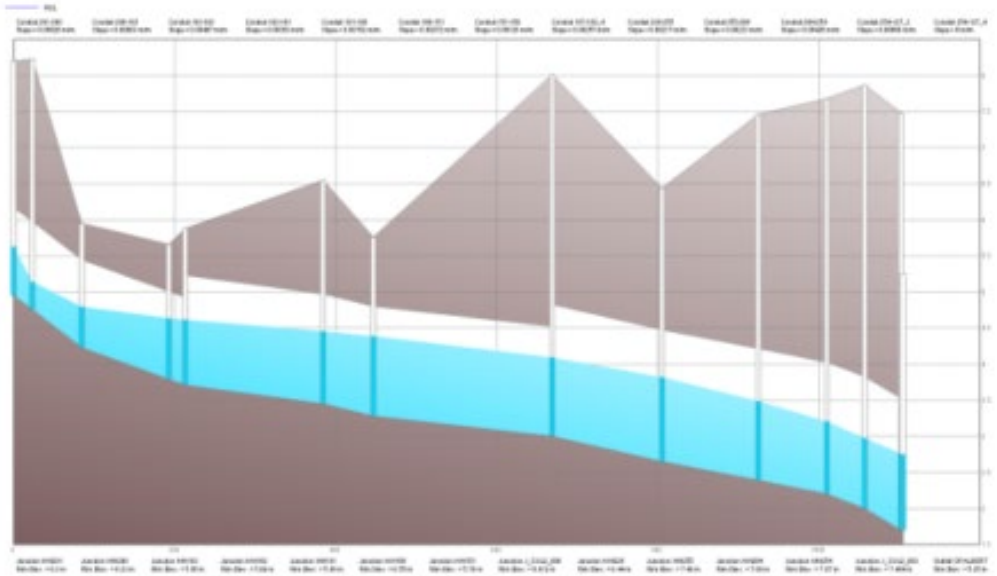
1. Complete replacement – 3 options considered
2. Short/medium term Improvements – 5 considered

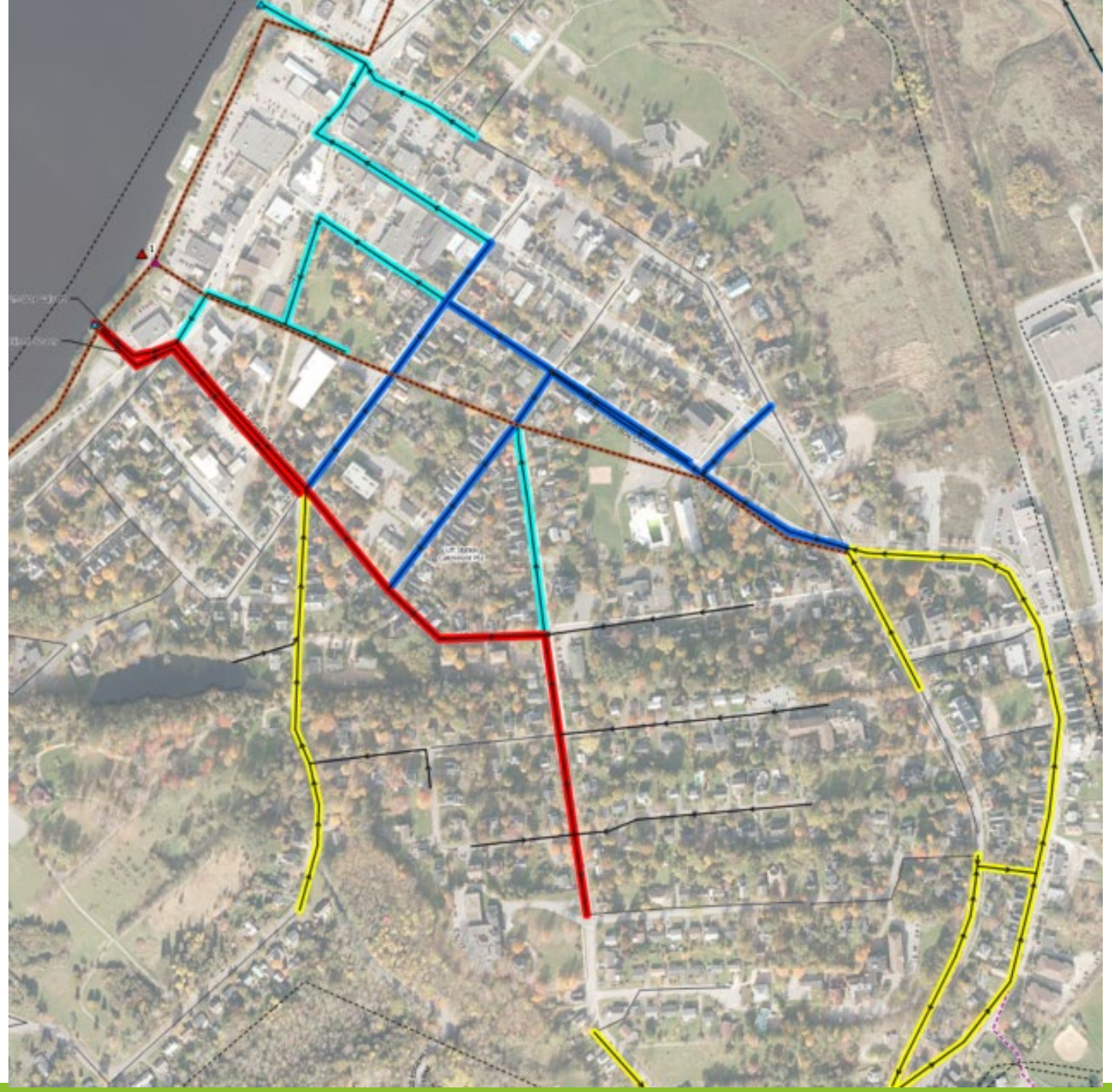
Tregothic Marsh

1. Upsize culverts
2. Install storm pipe in Exhibition Grounds

Windsor Downtown

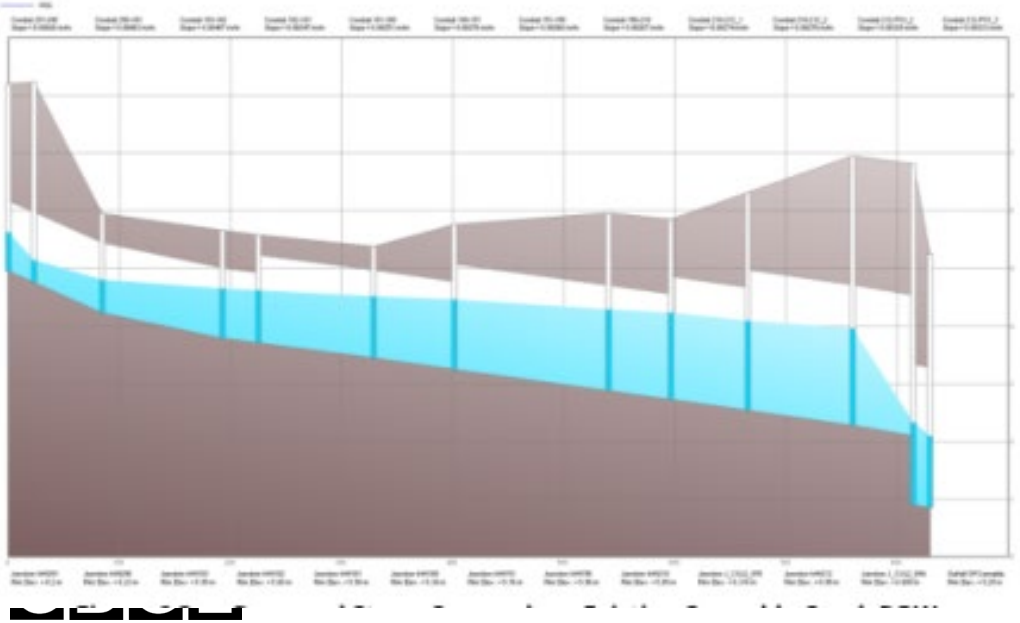
Option 1 – Relocate flows away from Cunnable Creek

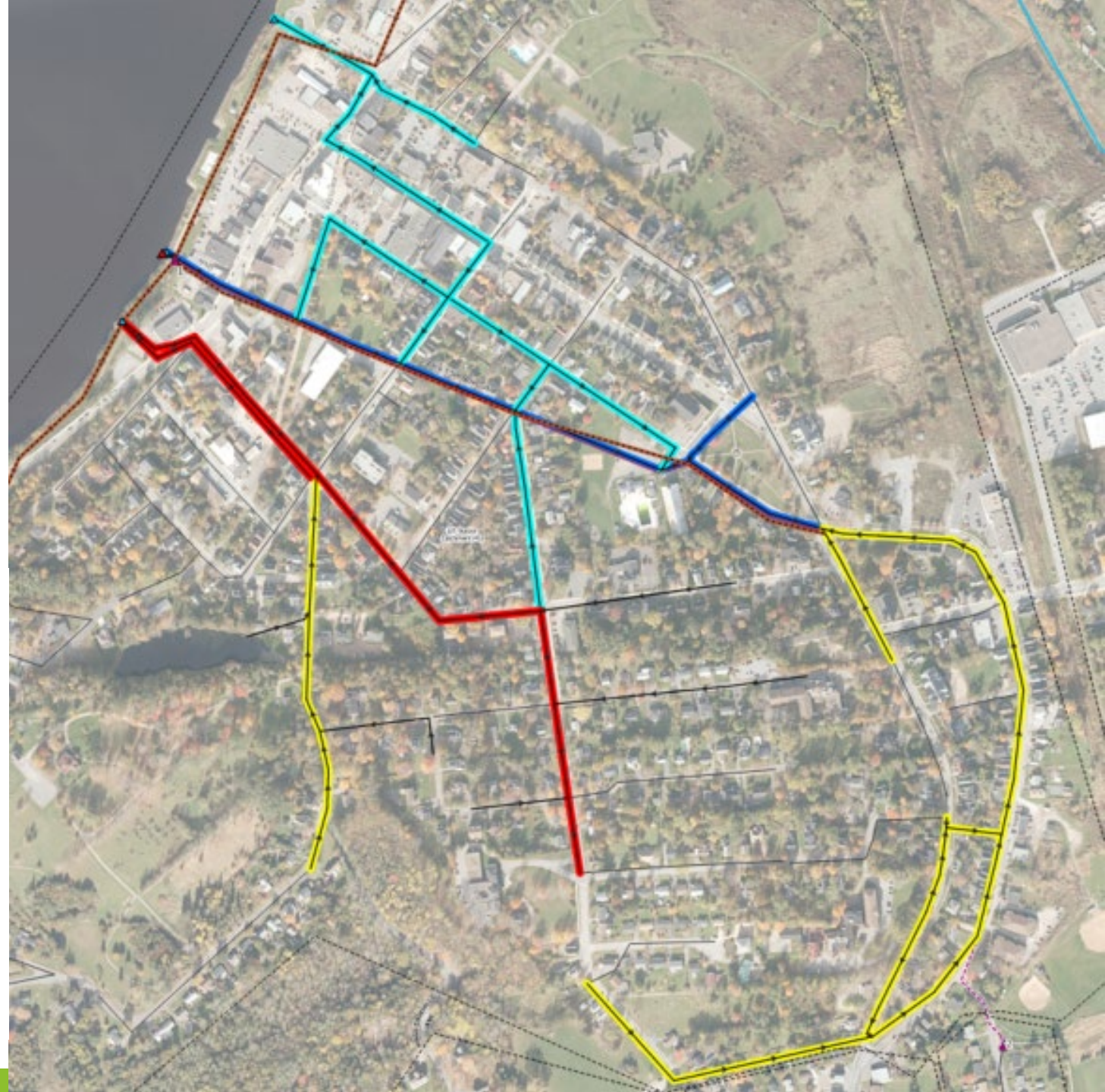




Windsor Downtown

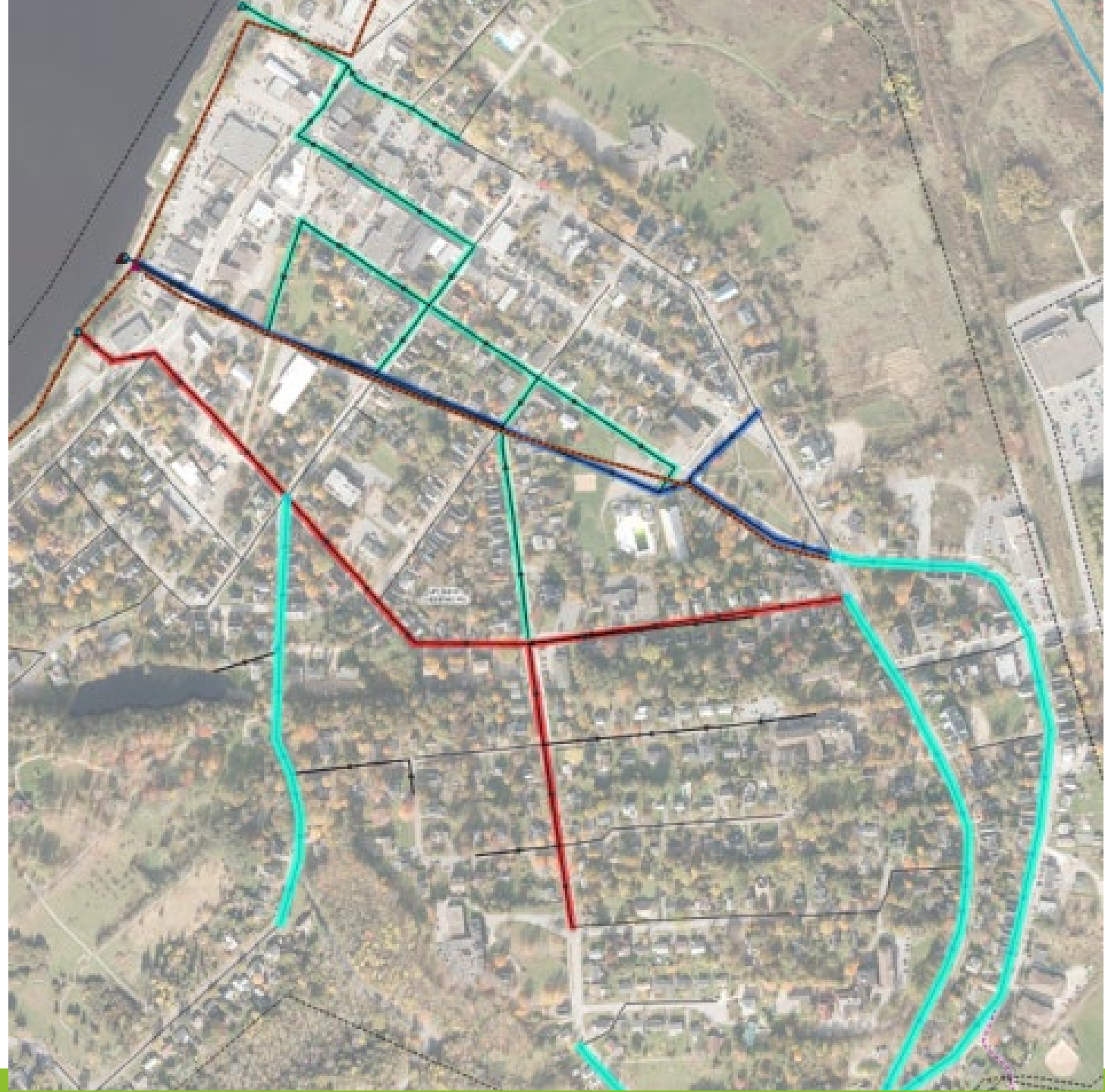
Option 2 – Upgrade Cunnable Creek



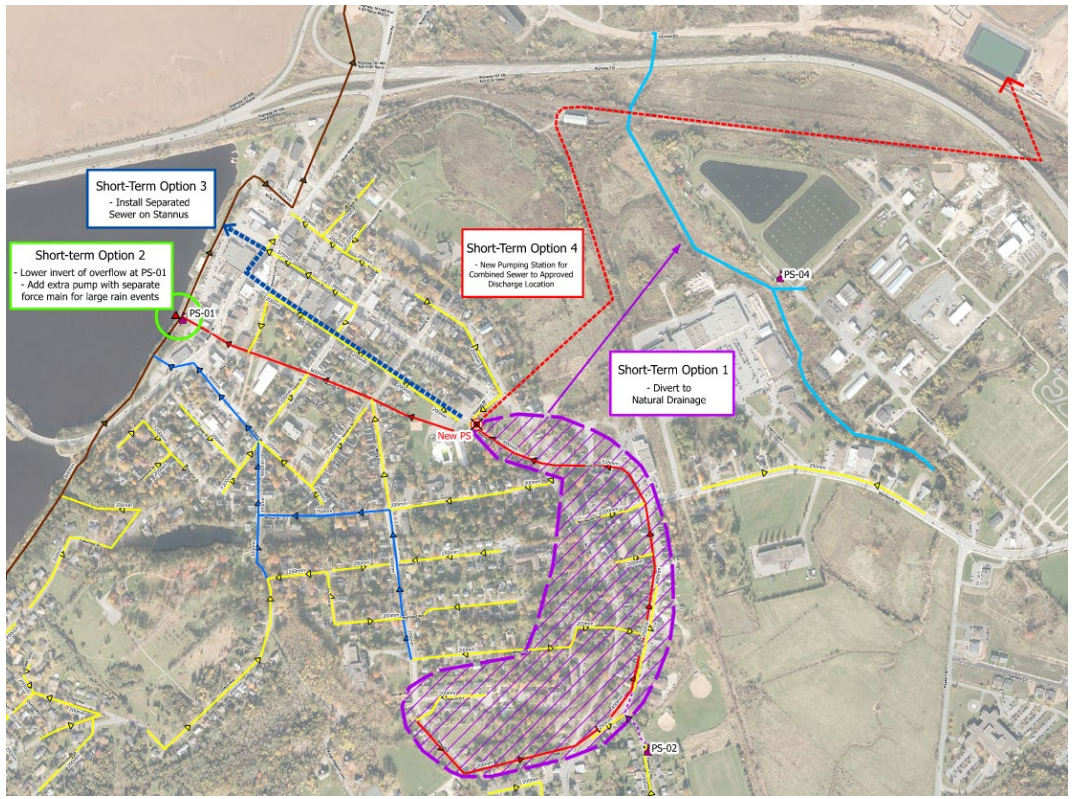


Windsor Downtown

Option 3 – Twin Cunnable Creek

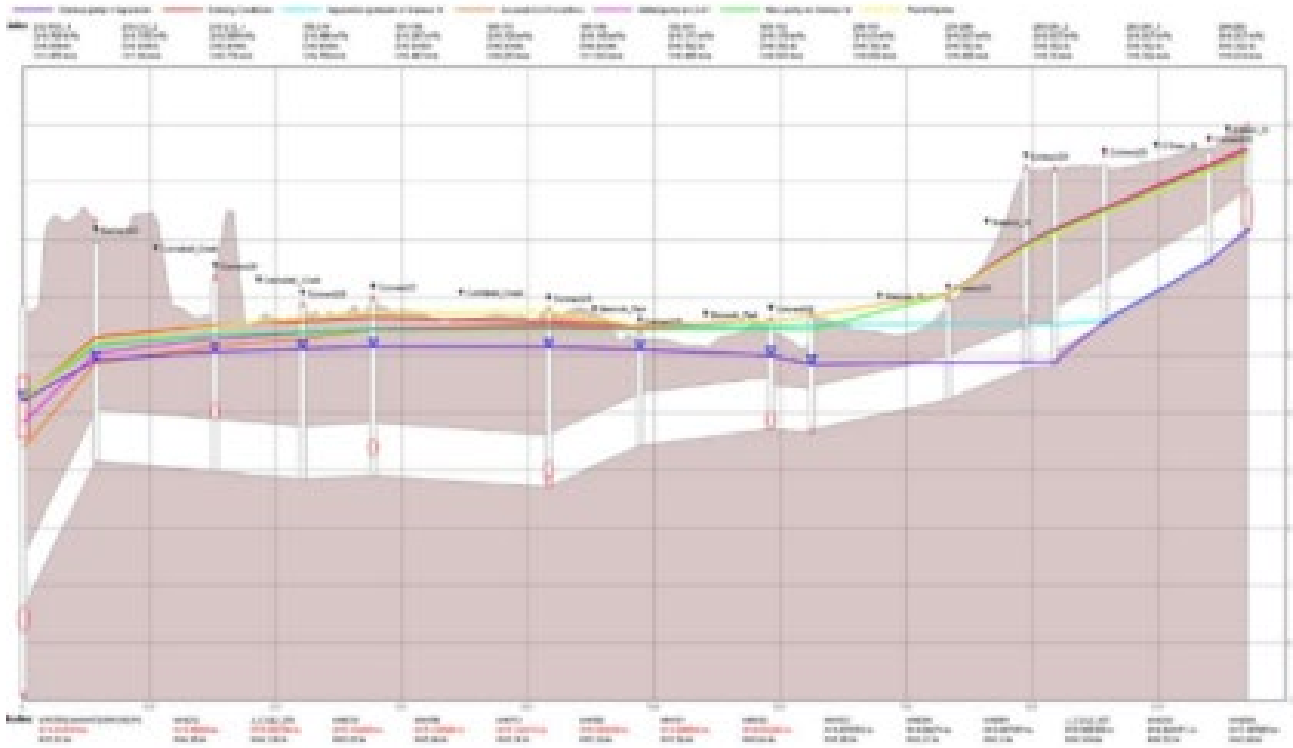


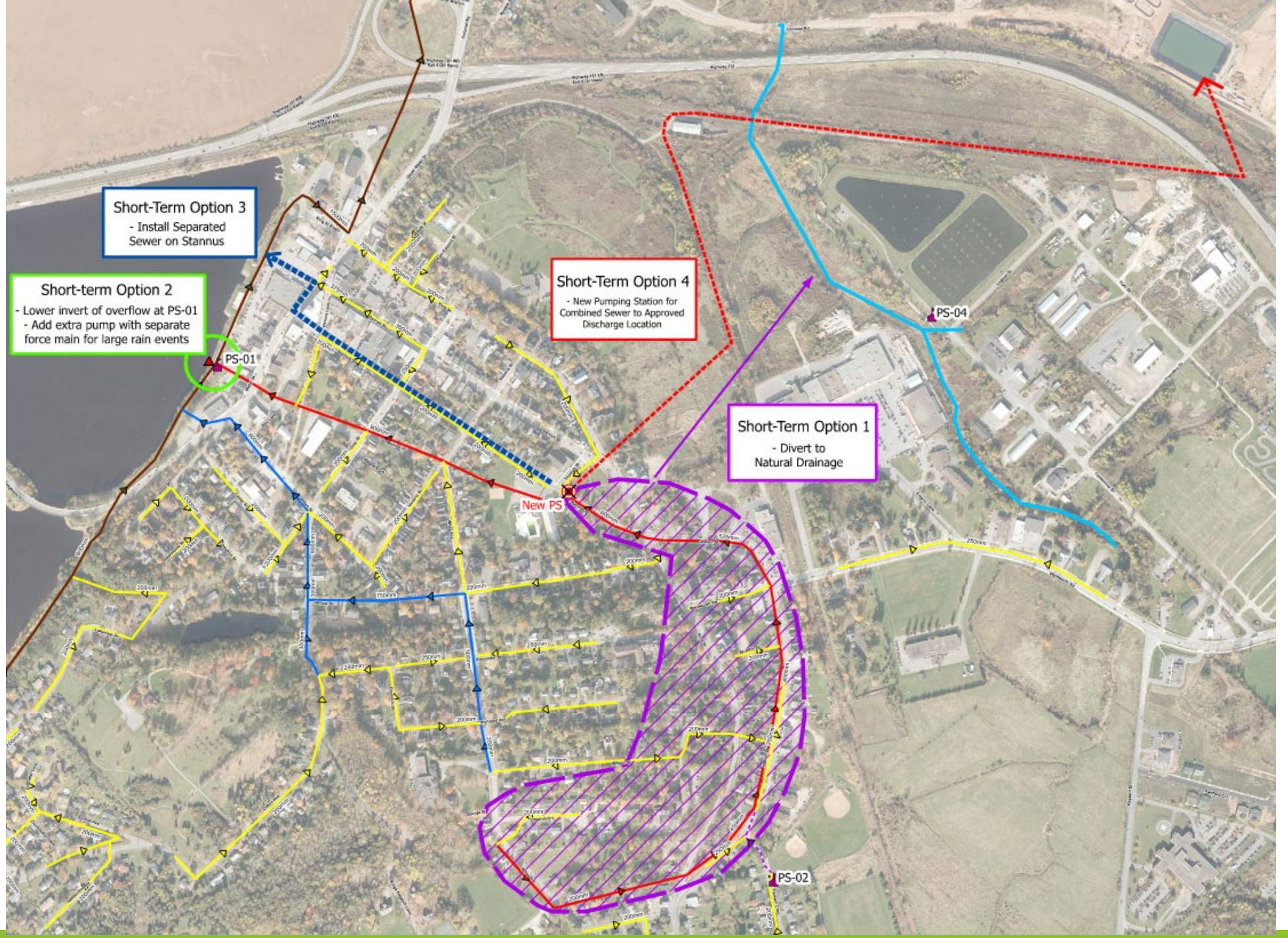
Windsor Downtown



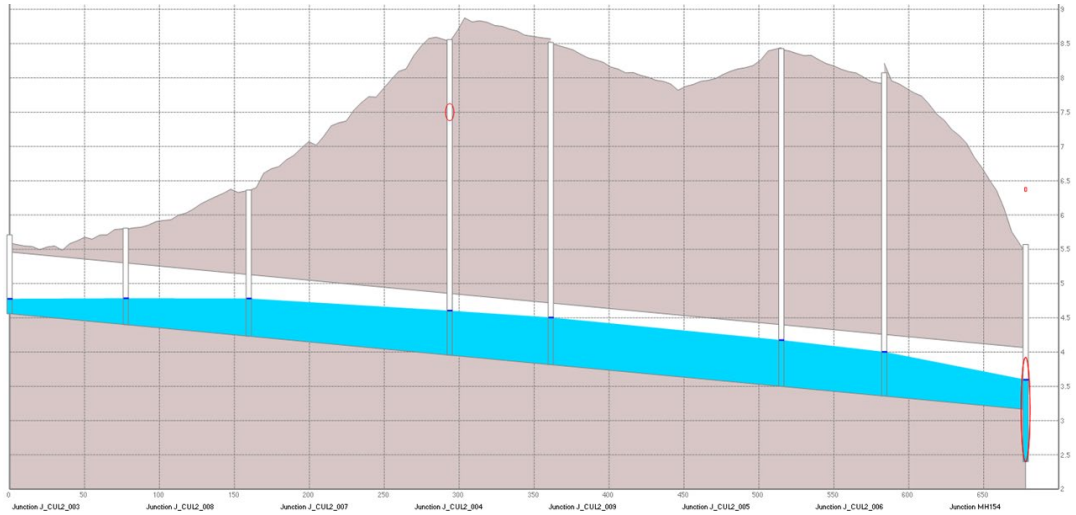
Short – Medium Term Solutions for Stannus St Area

- Upstream Separation
- Increase pumping and lower Overflow at PS1
- Install Independent Combined Sewer on Stannus
- Install Combined Sewer PS with FM to STP
- Install local storm sewer to collect surface water near Stannus St and divert it behind King St



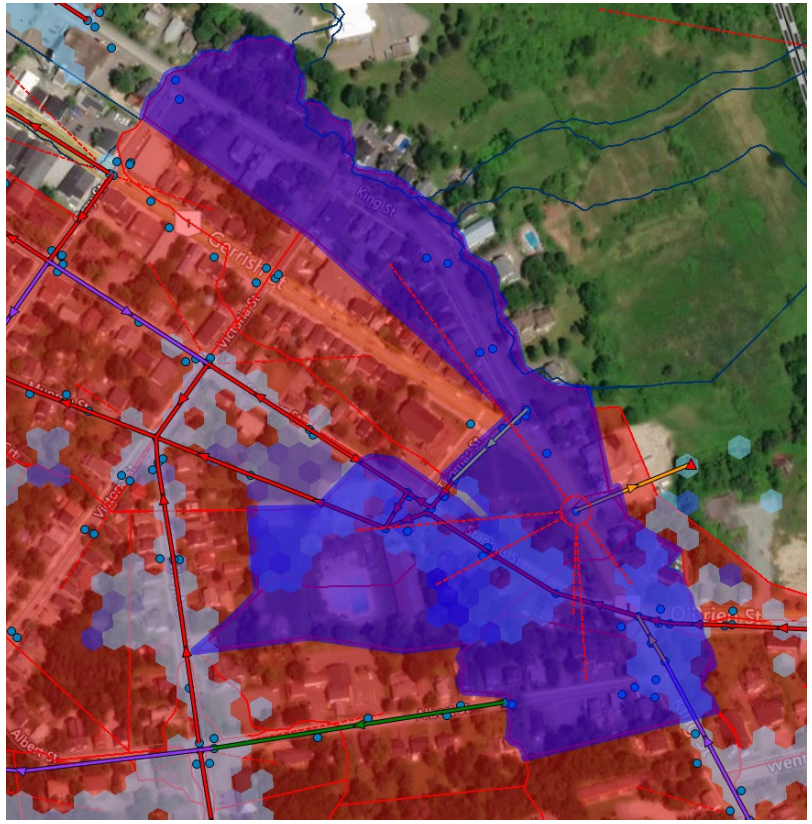

Short-Term Option 3
- Install Separated Sewer on Stannus
Short-term Option 2
- Lower invert of overflow at PS-01
- Add extra pump with separate force main for large rain events
PS-01
Short-Term Option 4
- New Pumping Station for Combined Sewer to Approved Discharge Location
New PS
Short-Term Option 1
- Divert to Natural Drainage
PS-04
PS-02

Stannus St Direct Connection to Trunk Sewer

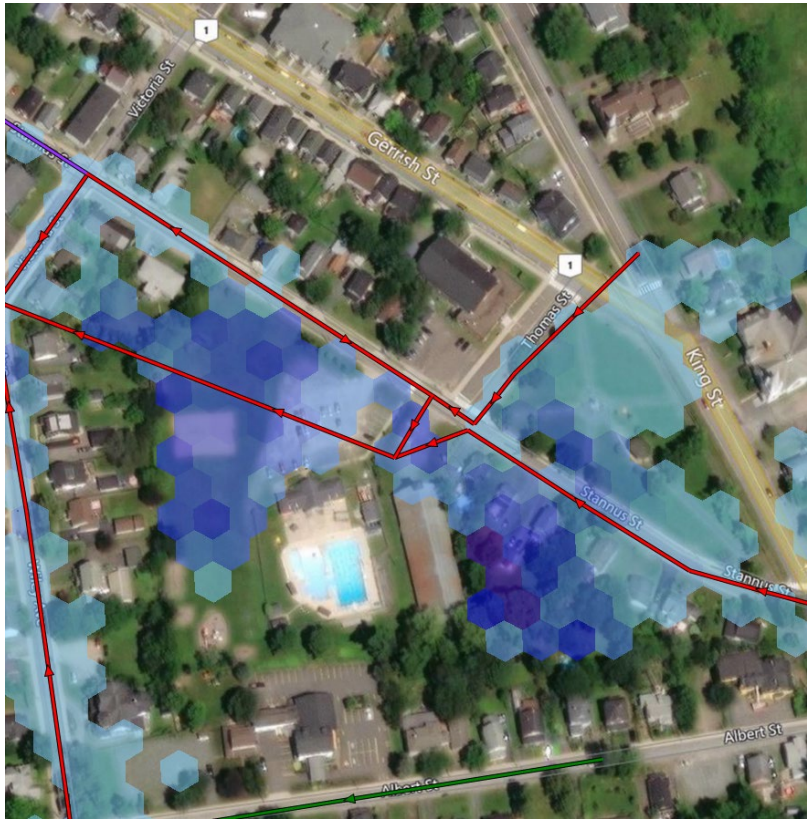




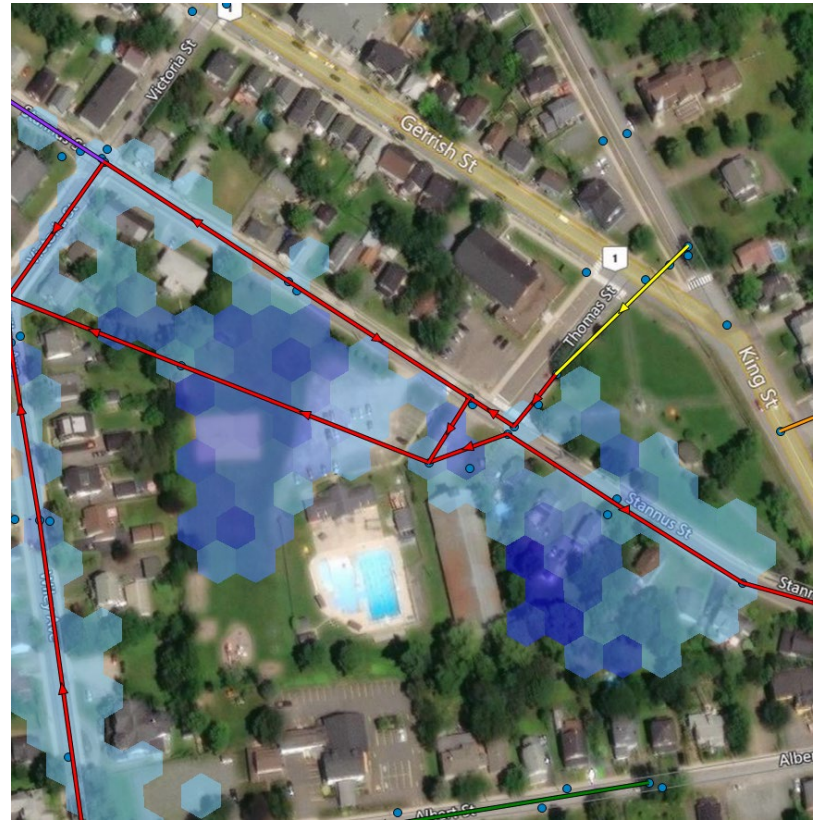
Diversion to Marsh Behind King St



Catchment Area



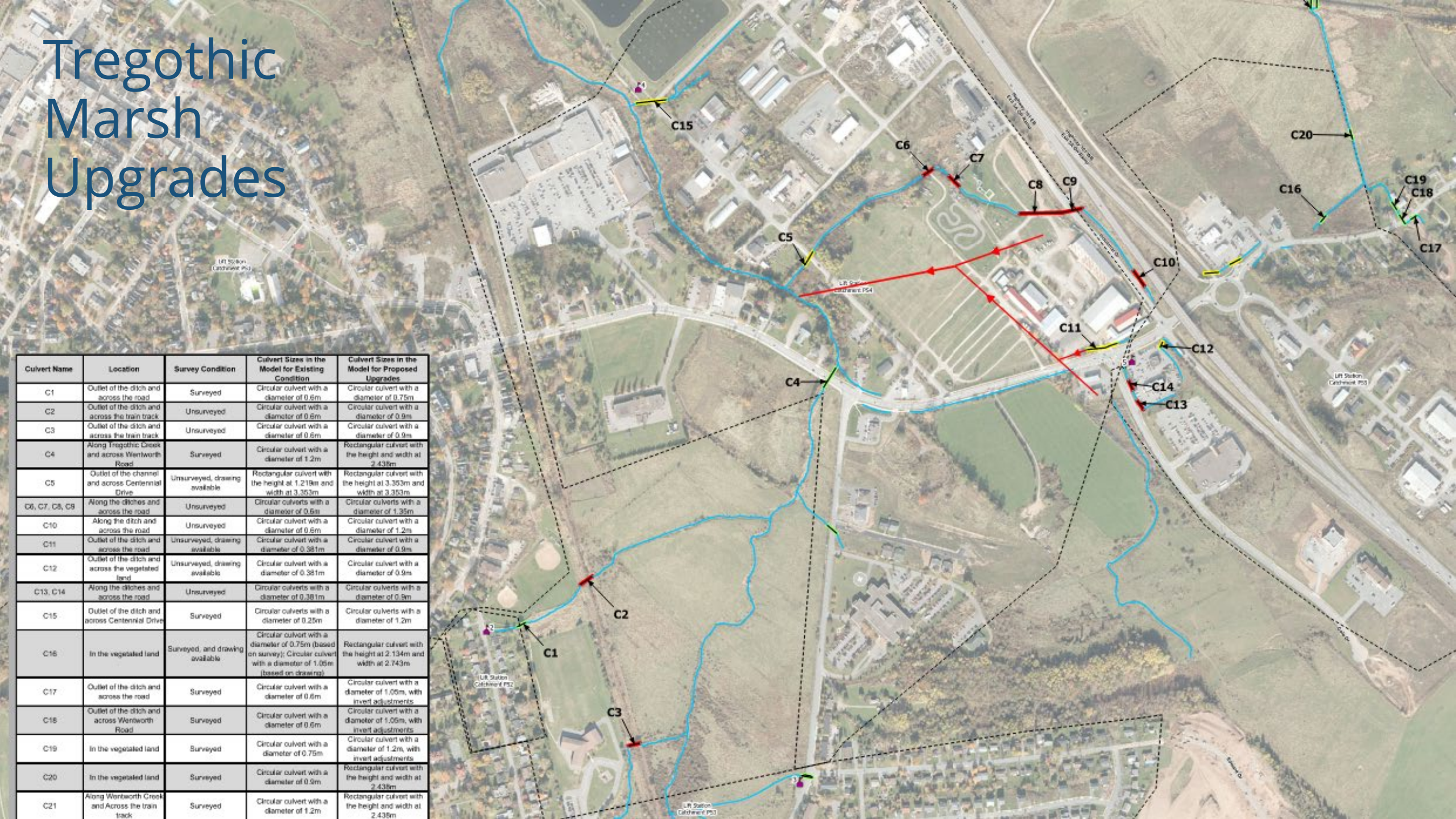
Flood before diversion



Flooding after diversion

CBCL

Tregothic Marsh Upgrades



Culvert Name	Location	Survey Condition	Culvert Sizes in the Model for Existing Condition	Culvert Sizes in the Model for Proposed Upgrades
C1	Outlet of the ditch and across the road	Surveyed	Circular culvert with a diameter of 0.6m	Circular culvert with a diameter of 0.75m
C2	Outlet of the ditch and across the train track	Unsurveyed	Circular culvert with a diameter of 0.6m	Circular culvert with a diameter of 0.9m
C3	Outlet of the ditch and across the train track	Unsurveyed	Circular culvert with a diameter of 0.6m	Circular culvert with a diameter of 0.9m
C4	Along Tregothic Creek and across Wentworth Road	Surveyed	Circular culvert with a diameter of 1.2m	Rectangular culvert with the height and width at 2.438m
C5	Outlet of the channel and across Centennial Drive	Unsurveyed, drawing available	Rectangular culvert with the height at 1.219m and width at 3.353m	Rectangular culvert with the height at 3.353m and width at 3.353m
C6, C7, C8, C9	Along the ditches and across the road	Unsurveyed	Circular culverts with a diameter of 0.6m	Circular culverts with a diameter of 1.35m
C10	Along the ditch and across the road	Unsurveyed	Circular culvert with a diameter of 0.6m	Circular culvert with a diameter of 1.2m
C11	Outlet of the ditch and across the road	Unsurveyed, drawing available	Circular culvert with a diameter of 0.381m	Circular culvert with a diameter of 0.9m
C12	Outlet of the ditch and across the vegetated land	Unsurveyed, drawing available	Circular culvert with a diameter of 0.381m	Circular culvert with a diameter of 0.9m
C13, C14	Along the ditches and across the road	Unsurveyed	Circular culverts with a diameter of 0.381m	Circular culverts with a diameter of 0.9m
C15	Outlet of the ditch and across Centennial Drive	Surveyed	Circular culverts with a diameter of 0.25m	Circular culverts with a diameter of 1.2m
C16	In the vegetated land	Surveyed, and drawing available	Circular culvert with a diameter of 0.75m (based on survey); Circular culvert with a diameter of 1.05m (based on drawing)	Rectangular culvert with the height at 2.134m and width at 2.743m
C17	Outlet of the ditch and across the road	Surveyed	Circular culvert with a diameter of 0.6m	Circular culvert with a diameter of 1.05m, with invert adjustments
C18	Outlet of the ditch and across Wentworth Road	Surveyed	Circular culvert with a diameter of 0.6m	Circular culvert with a diameter of 1.05m, with invert adjustments
C19	In the vegetated land	Surveyed	Circular culvert with a diameter of 0.75m	Circular culvert with a diameter of 1.2m, with invert adjustments
C20	In the vegetated land	Surveyed	Circular culvert with a diameter of 0.9m	Rectangular culvert with the height and width at 2.438m
C21	Along Wentworth Creek and Across the train track	Surveyed	Circular culvert with a diameter of 1.2m	Rectangular culvert with the height and width at 2.438m

Comparative Cost Evaluation

Windsor Downtown	Option 1	Option 2	Option 3	Option 4
Long Term Options	$155,000,000	$145,000,000	$140,000,000	NA
Short/Medium Term	$45,000,000	$30,000,000	$25,000,000	$45,000,000
Tregothic Marsh				
Culverts	$12,000,000			
Storm Pipe	$6,000,000			

Private Property Improvement

- Some cities have implemented grants to assist homeowners with property improvements to make their property more resilient to climate change effects.
- These programs typically have a qualify component that is required by the property owner to meet
- Initial property assessments are typically conducted by a 3rd party approved by the Municipality to determine current condition and what improvements would be required to meet the programs' objective.
- An application outlining the required work and cost estimate would be submitted to the Municipality for approval, once approved the property owner would be notified of grant amount and they can initiate work.

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Two Examples - Fredericton

- After completing a review of programs offered by other cities and municipalities, decided not to initiate a City-wide program but instead offer compensation/ cost sharing to residents on a case-by-case basis
- After receiving a complaint of flooding from a resident, the City will investigate the complaint by assessing the sewer's maintenance needs (i.e. looking for a block), capacity, and the residents property (identify connected downspouts, sump pumps, etc). Once it has been determined that the back up was due to sewer surcharge, the City will assess if City infrastructure upgrades and/or private side upgrades are warranted.
- City does not install BWVs themselves

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Two Examples - Toronto

- Assessment the property (lot grading, roof leader, etc). You need to fix your deficiencies (i.e disconnect downspouts) before they qualify for the rebate.
- Apply online for subsidy: backwater valve, sump pump, etc:
  - Backwater valve: Up to 80% up to $1,250
  - Sump pump: Up to 80% up to $1,750 (if directed to surface)
  - Foundation drain disconnection: up to $400 rebate
  - Toronto has a complete list of references for stormwater backwater valves
- Ongoing industry discussion on what is better for maintenance (normally closed or normally opened)
- Valves on combined sewers need to be maintained annually or are known to fail
- For installation on lateral, ensure the system has a way to pull the check valve/ flapper mechanism for maintenance

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Questions

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Date: December 5, 2023

Meeting: Council

Submitted by: Carlee Rochon, Director of Financial Services

Subject Matter: Three Year Water Utilities Budget to Actuals

Summary: Below is a summary of the three year budget to actuals enclosed for Windsor Water Utiliy, and West Hants Water Utility.

Windsor Water Budget to Actuals Summary

	2020-2021			2021-2022			2022-2023		
REVENUE	**BUDGET**	**ACTUALS**	**VARIANCE**	**BUDGET**	**ACTUALS**	**VARIANCE**	**BUDGET**	**ACTUALS**	**VARIANCE**
Rate Sales	1,443,720	1,381,329	-4.3%	1,602,400	1,390,591	-13.2%	1,624,900	1,263,514	-22.2%
Fire Protection	478,100	403,054	-15.7%	408,900	474,303	16.0%	476,241	474,303	-0.4%
Sprinkler Services	5,650	5,817	3.0%	7,400	5,689	-23.1%	7,548	5,728	-24.1%
Other Operating Revenue	10,300	11,928	15.8%	12,581	17,360	38.0%	12,833	8,901	-30.6%
Total Operating Revenue	**1,937,770**	**1,802,128**	**-7.0%**	**2,031,281**	**1,887,943**	**-7.1%**	**2,121,522**	**1,752,446**	**-17.4%**
EXPENSES									
Source of Supply	15,000	3,127	-79.2%	15,000	1,317	-91.2%	7,000	12,742	82.0%
Water Treatment	440,850	448,479	1.7%	429,550	403,219	-6.1%	454,700	527,208	15.9%
Transmission & Distribution	519,901	450,044	-13.4%	459,198	432,786	-5.8%	430,350	450,832	4.8%
Administration & General	471,530	387,028	-17.9%	564,157	517,719	-8.2%	557,130	627,385	12.6%
Total Operating Expenditures	**1,447,281**	**1,288,678**	**-11.0%**	**1,467,905**	**1,355,042**	**-7.7%**	**1,449,180**	**1,618,166**	**11.7%**
Total Non-Operating Revenue	**7,698**	**1,341**	**-82.6%**	**7,698**	**3,204**	**-58.4%**	**2,710**	**2,240**	**-17.3%**
Total Non-Operating Expenditures	**248,170**	**250,332**	**0.9%**	**244,170**	**270,091**	**10.6%**	**556,988**	**562,304**	**1.0%**
Operating Surplus/Deficit	**250,017**	**264,459**	**5.8%**	**326,904**	**266,015**	**-18.6%**	**118,063**	**(425,784)**	**-460.6%**

COVER PAGE

West Hants Water Budget to Actuals Summary

	2020-2021			2021-2022			2022-2023		
REVENUE	**BUDGET**	**ACTUALS**	**VARIANCE**	**BUDGET**	**ACTUALS**	**VARIANCE**	**BUDGET**	**ACTUALS**	**VARIANCE**
Rate Sales	1,590,000	1,558,138	-2.0%	1,685,950	1,676,628	-0.6%	1,743,669	1,816,027	4.1%
Fire Protection	605,838	601,250	-0.8%	601,250	597,039	-0.7%	597,039	595,789	-0.2%
Sprinkler Services	1,000	900	-10.0%	900	900	0.0%	918	-	-100.0%
Other Operating Revenue	17,500	24,018	37.2%	24,150	37,311	54.5%	26,553	6,181	-76.7%
Total Operating Revenue	**2,214,338**	**2,184,306**	**-1.4%**	**2,312,250**	**2,311,878**	**0.0%**	**2,368,179**	**2,417,998**	**2.1%**
EXPENSES									
Source of Supply	423,220	495,730	17.1%	423,220	501,058	18.4%	422,220	252,975	-40.1%
Water Treatment	382,550	380,592	-0.5%	390,750	372,062	-4.8%	452,550	443,697	-2.0%
Transmission & Distribution	616,345	520,215	-15.6%	602,295	467,490	-22.4%	751,345	671,964	-10.6%
Administration & General	678,451	603,842	-11.0%	808,217	730,106	-9.7%	796,549	610,830	-23.3%
Total Operating Expenditures	**2,100,566**	**2,000,379**	**-4.8%**	**2,224,482**	**2,070,716**	**-6.9%**	**2,422,664**	**1,979,465**	**-18.3%**
Total Non-Operating Revenue	**3,500**	**1,343**	**-61.6%**	**3,500**	**(232)**	**-106.6%**	**3,500**	**640**	**-81.7%**
Total Non-Operating Expenditures	**141,455**	**108,072**	**-23.6%**	**116,455**	**121,692**	**4.5%**	**136,934**	**98,646**	**-28.0%**
Operating Surplus/Deficit	**(24,183)**	**77,198**	**-419.2%**	**(25,187)**	**119,238**	**-573.4%**	**(187,919)**	**340,526**	**-281.2%**

Windsor Water Utility

	2020-21			2021-22			2022-23		
REVENUE	**ACTUALS**	**BUDGET**	**VARIANCE**	**ACTUALS**	**BUDGET**	**VARIANCE**	**ACTUALS**	**BUDGET**	**VARIANCE**
Residential Metered	$ 564,450	$ 600,000	$ (35,550)	$ 589,466	$ 675,000	$ (85,534)	$ 641,019	$ 688,500	$ (47,481)
Flat Rate Sales	$ 465,915	$ 430,000	$ 35,915	$ 457,455	$ 450,000	$ 7,455	$ 465,140	$ 459,000	$ 6,140
Fire Protection -Town of Windsor	$ 271,255	$ 319,200	$ (47,945)	$ 319,208	$ 275,000	$ 44,208	$ 319,208	$ 319,208	$ -
Fire Protection - West Hants	$ 131,799	$ 155,100	$ (23,301)	$ 155,095	$ 132,000	$ 23,095	$ 155,095	$ 155,095	$ -
Fire Protection- Private Hydrants	$ -	$ 3,800	$ (3,800)	$ -	$ 1,900	$ (1,900)	$ -	$ 1,938	$ (1,938)
Sprinkler Service	$ 5,817	$ 5,650	$ 167	$ 5,689	$ 7,400	$ (1,711)	$ 5,728	$ 7,548	$ (1,820)
Three Mile Plains Water Utility	$ 220,773	$ 180,000	$ 40,773	$ 223,343	$ 294,700	$ (71,357)	$ 28,361	$ 294,700	$ (266,339)
Wentworth Water Utility	$ (5,813)	$ 4,200	$ (10,013)	$ 3,175	$ 5,000	$ (1,825)	$ 2,538	$ 5,000	$ (2,462)
Dill Road Utility	$ 35,491	$ 50,000	$ (14,509)	$ 17,528	$ 52,000	$ (34,472)	$ 25,144	$ 52,000	$ (26,856)
West Hants- Underwood Meter	$ 718	$ 80,000	$ (79,282)	$ 380	$ 1,000	$ (620)	$ 410	$ 1,000	$ (590)
West Hants Service Charge	$ 99,796	$ 99,520	$ 276	$ 99,244	$ 124,700	$ (25,456)	$ 100,902	$ 124,700	$ (23,798)
Interest on Customer Accounts	$ 7,278	$ 6,500	$ 778	$ 3,645	$ 7,200	$ (3,555)	$ 3,501	$ 7,344	$ (3,843)
Other Operating Revenue	$ 4,650	$ 3,800	$ 850	$ 13,715	$ 5,381	$ 8,334	$ 5,400	$ 5,489	$ (89)
TOTAL OPERATING REVENUE	**$ 1,802,128**	**$ 1,937,770**	**$ (135,642)**	**$ 1,887,943**	**$ 2,031,281**	**$ (143,338)**	**$ 1,752,446**	**$ 2,121,522**	**$ (369,075)**

	2020-21			2021-22			2022-23		
EXPENSES	**ACTUALS**	**BUDGET**	**VARIANCE**	**ACTUALS**	**BUDGET**	**VARIANCE**	**ACTUALS**	**BUDGET**	**VARIANCE**
SOURCE OF SUPPLY									
Maintenance - Watershed Roads	$ -	$ 12,000	$ (12,000)	$ -	$ 12,000	$ (12,000)	$ 2,678	$ 5,000	$ (2,322)
Other Supplies & Expenses	$ 1,837	$ 1,500	$ 337	$ 27	$ 1,500	$ (1,473)	$ 10,064	$ 500	$ 9,564
Water Withdrawal Fees	$ 1,289	$ 1,500	$ (211)	$ 1,289	$ 1,500	$ (211)	$ -	$ 1,500	$ (1,500)
TOTAL SOURCE OF SUPPLY	**$ 3,127**	**$ 15,000**	**$ (11,873)**	**$ 1,317**	**$ 15,000**	**$ (13,683)**	**$ 12,742**	**$ 7,000**	**$ 5,742**
WATER TREATMENT									
Operational Labour	$ 202,579	$ 173,500	$ 29,079	$ 136,467	$ 154,200	$ (17,733)	$ 196,688	$ 182,900	$ 13,788
Photocopier	$ 386	$ 1,200	$ (814)	$ 375	$ 1,200	$ (825)	$ 450	$ 500	$ (50)
Office Supplies	$ (1,957)	$ 200	$ (2,157)	$ 31	$ 200	$ (169)	$ -	$ 200	$ (200)
Chemicals	$ 84,046	$ 106,700	$ (22,654)	$ 97,125	$ 111,700	$ (14,575)	$ 139,518	$ 115,600	$ 23,918
Other Supplies & Expenses	$ 1,647	$ 2,000	$ (353)	$ 3,316	$ 2,000	$ 1,316	$ 2,641	$ 3,000	$ (359)
Maintenance - Plant Roadways	$ 5,609	$ 5,000	$ 609	$ 9,056	$ 5,000	$ 4,056	$ 7,584	$ 5,000	$ 2,584
Maintenance - Building	$ 7,539	$ 20,000	$ (12,461)	$ 15,409	$ 20,000	$ (4,591)	$ 17,051	$ 15,000	$ 2,051
Maintenance - Equipment	$ 52,701	$ 37,500	$ 15,201	$ 43,072	$ 37,500	$ 5,572	$ 45,978	$ 37,500	$ 8,478
Maintenance - Waste Water Lagoon	$ 5,149	$ 5,000	$ 149	$ 1,642	$ 5,000	$ (3,358)	$ 3,754	$ 5,000	$ (1,246)
Power	$ 49,603	$ 51,500	$ (1,897)	$ 46,121	$ 51,500	$ (5,379)	$ 58,981	$ 49,000	$ 9,981
Fuel	$ 16,026	$ 23,000	$ (6,974)	$ 33,481	$ 23,000	$ 10,481	$ 38,636	$ 23,000	$ 15,636
Lab Supplies	$ 5,204	$ 4,500	$ 704	$ 5,958	$ 5,500	$ 458	$ 4,201	$ 5,500	$ (1,299)
Outside Testing	$ 19,496	$ 10,000	$ 9,496	$ 11,011	$ 12,000	$ (989)	$ 11,521	$ 12,000	$ (479)
All Terrain Vehicle	$ 451	$ 750	$ (299)	$ 157	$ 750	$ (593)	$ 205	$ 500	$ (295)
TOTAL WATER TREATMENT	**$ 448,479**	**$ 440,850**	**$ 7,629**	**$ 403,219**	**$ 429,550**	**$ (26,331)**	**$ 527,208**	**$ 454,700**	**$ 72,508**
TRANSMISSION & DISTRIBUTION									
Operational Labour	$ 308,055	$ 267,420	$ 40,635	$ 252,915	$ 276,458	$ (23,543)	$ 342,241	$ 319,150	$ 23,091
Small Tools & Equipment	$ 4,003	$ 5,000	$ (997)	$ 6,788	$ 5,000	$ 1,788	$ 8	$ 6,000	$ (5,992)
Maintenance - Mains & Standpipes	$ 65,772	$ 101,500	$ (35,728)	$ 114,050	$ 101,500	$ 12,550	$ 48,490	$ 65,000	$ (16,510)
Maintenance - Services	$ 17,696	$ 15,000	$ 2,696	$ 12,647	$ 15,000	$ (2,353)	$ 25,580	$ 10,000	$ 15,580
Maintenance - Meters	$ 8,611	$ 3,000	$ 5,611	$ 12,880	$ 3,000	$ 9,880	$ 6,015	$ 3,000	$ 3,015
Maintenance - Hydrants	$ 4,171	$ 8,500	$ (4,329)	$ 2,297	$ 8,500	$ (6,203)	$ (5,914)	$ 7,500	$ (13,414)
Power - Isolation Valve Chamber	$ 1,185	$ 1,200	$ (15)	$ 990	$ 1,200	$ (210)	$ 1,383	$ 1,200	$ 183
Other Expenses	$ 212	$ 33,401	$ (33,189)	$ 329	$ 31,540	$ (31,211)	$ 841	$ 1,500	$ (659)
Vehicle Use from PW	$ 40,338	$ 84,880	$ (44,542)	$ 29,891	$ 17,000	$ 12,891	$ 32,188	$ 17,000	$ 15,188
TOTAL TRANSMISSION & DISTRIBUTION	**$ 450,044**	**$ 519,901**	**$ (69,857)**	**$ 432,786**	**$ 459,198**	**$ (26,412)**	**$ 450,832**	**$ 430,350**	**$ 20,482**
ADMINISTRATION									
Advertising	$ 409	$ 1,200	$ (791)	$ 278	$ 1,200	$ (922)	$ 696	$ 700	$ (4)
Auditors	$ 11,100	$ 11,100	$ -	$ 8,838	$ 8,475	$ 363	$ 4,067	$ 8,800	$ (4,733)
UARB	$ 2,124	$ 2,132	$ (8)	$ -	$ 2,132	$ (2,132)	$ 4,083	$ 11,627	$ (7,544)
Professional Services	$ 41,112	$ 50,000	$ (8,888)	$ 23,131	$ 72,000	$ (48,869)	$ 23,069	$ 52,000	$ (28,931)
Computer & Asset Management	$ 2,483	$ 23,207	$ (20,724)	$ 11,997	$ 17,167	$ (5,170)	$ 7,674	$ 10,167	$ (2,493)
Insurance	$ 5,354	$ 7,380	$ (2,026)	$ 8,871	$ 9,963	$ (1,092)	$ 11,205	$ 10,645	$ 560
Uncollectible Accounts	$ -	$ 2,000	$ (2,000)	$ -	$ 1,000	$ (1,000)	$ -	$ 7,500	$ (7,500)
Training & Travel	$ 3,856	$ 15,500	$ (11,644)	$ 13,340	$ 15,500	$ (2,160)	$ 18,687	$ 15,000	$ 3,687
Telephone	$ 3,351	$ 2,500	$ 851	$ 6,070	$ 2,500	$ 3,570	$ 7,790	$ 3,000	$ 4,790
PW Contribution	$ 15,669	$ 56,399	$ (40,730)	$ 29,835	$ 25,000	$ 4,835	$ 35,217	$ 27,000	$ 8,217
Administration Fee	$ 23,390	$ 23,390	$ -	$ 132,498	$ 132,498	$ -	$ 220,242	$ 131,744	$ 88,498
Deprecreation	$ 249,469	$ 247,244	$ 2,225	$ 254,300	$ 247,244	$ 7,056	$ 249,007	$ 249,469	$ (462)
Taxes	$ 28,711	$ 29,478	$ (767)	$ 28,561	$ 29,478	$ (917)	$ 45,648	$ 29,478	$ 16,170
TOTAL ADMINISTRATION EXPENSES	**$ 387,028**	**$ 471,530**	**$ (84,502)**	**$ 517,719**	**$ 564,157**	**$ (46,438)**	**$ 627,385**	**$ 557,130**	**$ 70,255**
TOTAL OPERATING EXPENSES	**$ 1,288,678**	**$ 1,447,281**	**$ (158,603)**	**$ 1,355,042**	**$ 1,467,905**	**$ (112,863)**	**$ 1,618,166**	**$ 1,449,180**	**$ 168,985**
Operating Profit (Loss)	**$ 513,450**	**$ 490,489**	**$ 22,961**	**$ 532,902**	**$ 563,376**	**$ (30,474)**	**$ 134,281**	**$ 672,341**	**$ (538,061)**
NON OPERATING REVENUE									
Interest	$ 810	$ 6,498	$ (5,688)	$ 2,618	$ 6,498	$ (3,880)	$ 2,240	$ 2,010	$ 230
Other Non-Operating Revenue	$ 531	$ 1,200	$ (669)	$ 586	$ 1,200	$ (614)	$ -	$ 700	$ (700)
TOTAL NON OPERATING REVENUE	**$ 1,341**	**$ 7,698**	**$ (6,357)**	**$ 3,204**	**$ 7,698**	**$ (4,494)**	**$ 2,240**	**$ 2,710**	**$ (470)**
NON OPERATING EXPENSES									
Principal on Long Term Debt	$ 195,618	$ 182,520	$ 13,098	$ 197,933	$ 182,520	$ 15,413	$ 512,538	$ 525,143	$ (12,605)
Interest on Long Term Debt	$ 51,700	$ 61,650	$ (9,950)	$ 45,338	$ 61,650	$ (16,312)	$ 31,845	$ 31,845	$ -
CAPITAL EXPENDITURES OUT OF REVENUE	$ 3,014	$ 4,000	$ (986)	$ 26,820	$ -	$ 26,820	$ 17,922	$ -	$ 17,922
Transfer to Sludge Handling Reserve	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL NON OPERATING EXPENSES	**$ 250,332**	**$ 248,170**	**$ 2,162**	**$ 270,091**	**$ 244,170**	**$ 25,921**	**$ 562,304**	**$ 556,988**	**$ 5,317**
Total Surplus/(Deficit)	**$ 264,459**	**$ 250,017**	**$ 14,442**	**$ 266,015**	**$ 326,904**	**$ (60,889)**	**$ (425,784)**	**$ 118,063**	**$ (543,847)**

West Hants Water Utility

REVENUE	2020-21 ACTUALS	2020-21 BUDGET	2020-21 VARIANCE	2021-22 ACTUALS	2021-22 BUDGET	2021-22 VARIANCE	2022-23 ACTUALS	2022-23 BUDGET	2022-23 VARIANCE
Residential - Consumption	$1,003,721	$1,300,000	$ (296,279)	$ 981,822	$1,205,000	$ (223,178)	$ 980,297	$1,229,100	$ (248,803)
Residential - Meter	$ 552,860	$ 290,000	$ 262,860	$ 678,695	$ 479,000	$ 199,695	$ 706,602	$ 488,580	$ 218,022
Commercial (Bulk Sales)	$ 1,558	$ -	$ 1,558	$ 1,949	$ 1,950	$ (1)	$ 1,965	$ 1,989	$ (24)
Public	$ 600,000	$ 604,438	$ (4,438)	$ 595,789	$ 600,000	$ (4,211)	$ 595,789	$ 595,789	$ -
Private	$ 1,250	$ 1,400	$ (150)	$ 1,250	$ 1,250	$ -	$ -	$ 1,250	$ (1,250)
Services	$ 900	$ 1,000	$ (100)	$ 900	$ 900	$ -	$ -	$ 918	$ (918)
Other	$ 4,406	$ -	$ 4,406	$ 10,490	$ 4,000	$ 6,490	$ (12,149)	$ 4,080	$ (16,229)
Special Services	$ 16,050	$ 13,500	$ 2,550	$ 16,705	$ 16,150	$ 555	$ 15,110	$ 16,473	$ (1,363)
Water Sales	$ -	$ -	$ -	$ 14,163	$ -	$ 14,163	$ 127,163	$ 24,000	$ 103,163
Interest Earned Overdue Acc.	$ 3,562	$ 4,000	$ (438)	$ 10,116	$ 4,000	$ 6,116	$ 3,221	$ 6,000	$ (2,779)
TOTAL OPERATING REVENUE	**$2,184,306**	**$2,214,338**	**$ (30,032)**	**$2,311,878**	**$2,312,250**	**$ (372)**	**$2,417,998**	**$2,368,179**	**$ 49,819**

EXPENSES	2020-21 ACTUALS	2020-21 BUDGET	2020-21 VARIANCE	2021-22 ACTUALS	2021-22 BUDGET	2021-22 VARIANCE	2022-23 ACTUALS	2022-23 BUDGET	2022-23 VARIANCE
SOURCE OF SUPPLY									
Maintenance (SOS)	$ 2,115	$ 9,000	$ (6,885)	$ 3,423	$ 9,000	$ (5,577)	$ 6,072	$ 8,000	$ (1,928)
Water Purchased - TMP	$ 492,756	$ 413,720	$ 79,036	$ 497,165	$ 413,720	$ 83,445	$ 241,903	$ 413,720	$ (171,817)
Water/Provincial Permits	$ 859	$ 500	$ 359	$ 470	$ 500	$ (30)	$ 5,000	$ 500	$ 4,500
TOTAL SOURCE OF SUPPLY	**$ 495,730**	**$ 423,220**	**$ 72,510**	**$ 501,058**	**$ 423,220**	**$ 77,838**	**$ 252,975**	**$ 422,220**	**$ (169,246)**
WATER TREATMENT									
Operational Labour	$ 194,762	$ 179,000	$ 15,762	$ 166,045	$ 180,000	$ (13,955)	$ 218,717	$ 220,650	$ (1,933)
Power - 238 Eldridge Rd	$ 36,948	$ 67,000	$ (30,052)	$ 44,031	$ 67,000	$ (22,969)	$ 41,456	$ 30,000	$ 11,456
Power - Hantsport WTP	$ 4,856	$ 6,000	$ (1,144)	$ 32	$ 6,000	$ (5,968)	$ 21,364	$ 43,000	$ (21,636)
Fuel / Propane - Inc. Generator- & Maintainance	$ 7,780	$ 550	$ 7,230	$ 12,817	$ 550	$ 12,267	$ 17,984	$ 13,000	$ 4,984
Chemicals	$ 74,436	$ 62,000	$ 12,436	$ 72,588	$ 70,000	$ 2,588	$ 83,327	$ 78,000	$ 5,327
Alarm	$ 229	$ 1,000	$ (771)	$ 599	$ 1,000	$ (401)	$ 480	$ 700	$ (220)
Structures & Improvements	$ 14,260	$ 7,100	$ 7,160	$ 8,484	$ 7,200	$ 1,284	$ 7,778	$ 7,200	$ 578
Pumping Equipment	$ 598	$ 3,000	$ (2,402)	$ 778	$ 3,000	$ (2,222)	$ 107	$ 2,500	$ (2,393)
Treatment Equipment	$ 39,653	$ 45,000	$ (5,347)	$ 59,506	$ 45,000	$ 14,506	$ 39,925	$ 45,000	$ (5,075)
Supplies & Maintenance	$ 6,632	$ 500	$ 6,132	$ 3,639		$ 3,639	$ 12,225	$ 11,500	$ 725
Other Expenses	$ 438	$ 11,400	$ (10,962)	$ 3,544	$ 11,000	$ (7,456)	$ 333	$ 1,000	$ (667)
TOTAL WATER TREATMENT	**$ 380,592**	**$ 382,550**	**$ (1,958)**	**$ 372,062**	**$ 390,750**	**$ (18,688)**	**$ 443,697**	**$ 452,550**	**$ (8,853)**
TRANSMISSION & DISTRIBUTION									
Supervision	$ 203,215	$ 210,000	$ (6,785)	$ 194,261	$ 216,300	$ (22,039)	$ 249,929	$ 251,900	$ (1,971)
Operational Labour	$ 194,384	$ 190,000	$ 4,384	$ 152,480	$ 172,000	$ (19,520)	$ 243,169	$ 246,700	$ (3,531)
Reservoirs & Standpipes	$ 11,232	$ 17,000	$ (5,768)	$ 15,711	$ 17,000	$ (1,289)	$ 21,871	$ 17,000	$ 4,871
Structures & Improvements	$ 4,787	$ 3,000	$ 1,787	$ 179	$ 3,000	$ (2,821)	$ 167	$ 3,000	$ (2,833)
Mains	$ 110,669	$ 25,000	$ 85,669	$ 79,734	$ 30,000	$ 49,734	$ 89,898	$ 75,000	$ 14,898
Leak Detection	$ 8,353	$ 15,000	$ (6,647)	$ 3,371	$ 10,000	$ (6,629)	$ 10,118	$ 7,500	$ 2,618
Bulk Water Haul Station	$ -		$ -	$ -		$ -	$ -	$ -	$ -
Services	$ (100,323)	$ 34,000	$ (134,323)	$ (100,563)	$ 34,000	$ (134,563)	$ (66,463)	$ 30,000	$ (96,463)
Meters - Supplies & Maintenance	$ 3,281	$ 6,000	$ (2,720)	$ 2,613	$ 6,000	$ (3,387)	$ 5,899	$ 6,000	$ (101)
Hydrants	$ 4,314	$ 10,000	$ (5,686)	$ 16,136	$ 10,000	$ 6,136	$ 4,217	$ 10,000	$ (5,783)
PW Cost Distribution	$ 16,543	$ 20,000	$ (3,457)	$ 18,441	$ 20,000	$ (1,559)	$ 26,810	$ 21,520	$ 5,290
Rents (DMA Radio)	$ 718	$ 1,700	$ (982)	$ 319	$ 850	$ (531)	$ -	$ 850	$ (850)
Fleet Maintenance	$ 9,157	$ 22,805	$ (13,648)	$ 23,921	$ 22,805	$ 1,116	$ 35,651	$ 23,675	$ 11,976
Fleet Fuel	$ 7,943	$ 9,140	$ (1,197)	$ 21,255	$ 9,140	$ 12,115	$ 25,082	$ 12,000	$ 13,082
Other	$ 1,168	$ 3,700	$ (2,532)	$ 159	$ 200	$ (41)	$ 209	$ 200	$ 9
Lab Analysis	$ 16,679	$ 26,000	$ (9,321)	$ 15,478	$ 28,000	$ (12,522)	$ 13,971	$ 20,000	$ (6,029)
Monitoring Services	$ 202	$ 8,500	$ (8,298)	$ 3,286	$ 8,500	$ (5,214)	$ -	$ 4,000	$ (4,000)
Power	$ 27,892	$ 14,500	$ 13,392	$ 20,709	$ 14,500	$ 6,209	$ 11,434	$ 22,000	$ (10,566)
TOTAL TRANSMISSION & DISTRIBUTION	**$ 520,215**	**$ 616,345**	**$ (96,130)**	**$ 467,490**	**$ 602,295**	**$ (134,806)**	**$ 671,964**	**$ 751,345**	**$ (79,381)**
ADMINISTRATION									
Professional Services	$ 3,567	$ 25,000	$ (21,433)	$ 11,062	$ 25,000	$ (13,938)	$ 14,211	$ 32,500	$ (18,289)
Computer & Asset Management	$ 29,749	$ 18,667	$ 11,082	$ 11,120	$ 29,000	$ (17,880)	$ 5,426	$ 6,667	$ (1,241)
Mileage & Expenses	$ 5,344	$ 2,500	$ 2,844	$ 4,896	$ 2,500	$ 2,396	$ 5,947	$ 3,100	$ 2,847
Training & Development	$ 4,495	$ 3,103	$ 1,392	$ 5,263	$ 2,805	$ 2,458	$ 7,730	$ 3,505	$ 4,225
Telephone	$ 11,382	$ 8,500	$ 2,882	$ 7,729	$ 9,500	$ (1,771)	$ 14,795	$ 9,000	$ 5,795
Advertising	$ 388	$ 1,000	$ (612)	$ 278	$ 1,000	$ (722)	$ 1,163	$ 1,000	$ 163
Administration Fee	$ 112,000	$ 112,000	$ -	$ 230,641	$ 230,641	$ -	$ 131,744	$ 220,242	$ (88,498)
General Office Expenses	$ 1,556	$ 4,400	$ (2,844)	$ 1,425	$ 4,900	$ (3,475)	$ 1,765	$ 4,400	$ (2,635)
Auditor	$ 12,000	$ 12,000	$ -	$ 8,838	$ 8,475	$ 363	$ 4,067	$ 8,800	$ (4,733)
UARB	$ 2,316	$ 1,000	$ 1,316	$ -	$ 1,000	$ (1,000)	$ 4,975	$ 9,495	$ (4,520)
Insurance	$ 6,736	$ 9,200	$ (2,464)	$ 6,379	$ 9,200	$ (2,821)	$ 7,074	$ 7,655	$ (581)
Other Expenses	$ 7,419	$ 11,000	$ (3,581)	$ 145	$ 14,115	$ (13,970)	$ 3,384	$ 6,000	$ (2,616)
Depreciation	$ 370,678	$ 430,709	$ (60,031)	$ 406,880	$ 430,709	$ (23,829)	$ 390,304	$ 444,812	$ (54,508)
Taxes	$ 36,211	$ 39,372	$ (3,161)	$ 35,450	$ 39,372	$ (3,922)	$ 18,243	$ 39,372	$ (21,129)
TOTAL ADMINISTRATION EXPENSES	**$ 603,842**	**$ 678,451**	**$ (74,609)**	**$ 730,106**	**$ 808,217**	**$ (78,111)**	**$ 610,830**	**$ 796,549**	**$ (185,719)**
TOTAL OPERATING EXPENSES	**$2,000,379**	**$2,100,566**	**$ (100,187)**	**$2,070,716**	**$2,224,482**	**$ (153,766)**	**$1,979,465**	**$2,422,664**	**$ (443,198)**
Operating Profit (Loss)	**$ 183,927**	**$ 113,772**	**$ 70,155**	**$ 241,162**	**$ 87,768**	**$ 153,394**	**$ 438,532**	**$ (54,485)**	**$ 493,017**
NON OPERATING REVENUE									
Bank Interest	$ 1,343	$ 3,500	$ (2,157)	$ (232)	$ 3,500	$ (3,732)	$ 640	$ 3,500	$ (2,860)
TOTAL NON OPERATING REVENUE	**$ 1,343**	**$ 3,500**	**$ (2,157)**	**$ (232)**	**$ 3,500**	**$ (3,732)**	**$ 640**	**$ 3,500**	**$ (2,860)**
NON OPERATING EXPENSES									
Principal	$ 65,020	$ 60,133	$ 4,887	$ 51,334	$ 60,133	$ (8,799)	$ 60,134	$ 60,134	$ -
Long Term Debt (interest)	$ 30,283	$ 46,322	$ (16,039)	$ 15,691	$ 46,322	$ (30,631)	$ 13,572	$ 16,800	$ (3,228)
Capital Out of Revenue	$ 2,769	$ 25,000	$ (22,231)	$ 44,668	$ -	$ 44,668	$ 24,941	$ 50,000	$ (25,059)
Transfer to Sludge Handling Reserve	$ 10,000	$ 10,000	$ -	$ 10,000	$ 10,000	$ -	$ -	$ 10,000	$ 10,000
TOTAL NON OPERATING EXPENSES	**$ 108,072**	**$ 141,455**	**$ (33,383)**	**$ 121,692**	**$ 116,455**	**$ 5,237**	**$ 98,646**	**$ 136,934**	**$ (18,288)**
Total Surplus/(Deficit)	**$ 77,198**	**$ (24,183)**	**$ 101,381**	**$ 119,238**	**$ (25,187)**	**$ 144,425**	**$ 340,526**	**$ (187,919)**	**$ 508,445**

Committee of the Whole Excerpts
November 14, 2023

WATER AND SEWER CONSOLIDATION EXCERPT

Water and sewer have been the topic of many discussions. In 2022 G. A. Isenor Consulting Limited were engaged to complete rate studies for both water and sewer utilities. The request was to look at impacts on rates if two water and two sewer utilities were to consolidate. In addition, Council requested staff prepare a flat rate model for sewer and staff investigate what a low-income assistance rebate would look like on sewer.
At the November 14, 2023, Committee of the Whole Meeting, Gerry Isenor presented the results of the study. It was identified that the lowest cost option for the average residential customers would be to combine the four utilities into two utilities.

The recommended motion was that Committee of the Whole recommends …

COUNCIL DIRECT THE CAO TO BEGIN THE PROCESS OF CONSOLIDATING THE WINDSOR AND WEST HANTS WATER UTILITIES INTO ONE ORGANIZATION AND HAVE THIS WORK COMPLETED BY JULY 1, 2024.

COUNCIL DIRECT THE CAO TO BEGIN THE PROCESS OF CONSOLIDATING THE WINDSOR AND WEST HANTS SEWER SERVICES INTO ONE ORGANIZATION AND MAKE THE NECESSARY CHANGES TO THE BY-LAWS AND HAVE THIS WORK COMPLETED BY JULY 1, 2024.

Memo Report

Date: November 24, 2023

To: Todd Richard, P.Eng - Director of Public Works
Carlee Rochon, CPA – Director of Financial Services

From: Gerry Isenor, P.Eng.
Blaine Rooney, CPA

Re: Combined of Water & Sewer Rates 2024/25 to 2026/27

Further to the meeting with the West Hants Regional Municipality Committee of the Whole on November 14, 2023 we have revised the Combined Water Rate Study and the Combined Sewer Rate Study to include rates for the years 2024/25 to 2026/27 inclusive. The updated rate studies included revisions to the capital budget for water received from staff for the current year as well as the year-end financial data from 2022/23 from the Audited Financial Statements for the combined water rate study. These adjustments on the rates for the average 5/8" (Residential) customer as well as the rates for the final year, 2026/27, are presented in the following tables.

Table 1 contains the projected 5/8" (Residential) water rates with a combined Utility for the years 2023/24, 2024/25, 2025/26, and 2026/27.

Table 1

Projected Residential Water Rates with Combined Single Utility (Updated 24 Nov 2023)

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2023/24	**2024/25**	**2025/26**	**2026/27**
West Hants	$140.65	$163.41	$178.08	$182.13
Windsor	$125.15	$178.44	$178.08	$182.13

Table 2 contains the projected 5/8" (Residential) sewer rates with a combined Utility for the years 2023/24, 2024/25, 2025/26, and 2026/27.

Table 2

Projected Residential Sewer Rates with Combined Single Sewer System (updated 24 Nov 2023

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2023/24	**2024/25**	**2025/26**	**2026/27**
West Hants	$116.72	$123.06	$153.32	$162.93
Windsor	$132.06	$134.63	$153.32	$162.93

The combined rate studies for water and sewer will be provided separate from this memo report due the size (approximately 80 pages).

Table 3 provides the sum of the projected average water and sewer rates (Table 1 and Table 2 above) for residential customers in each of the existing service areas..

Table 3

Total Projected Residential Water and Sewer Rates - Combined Systems (Updated 24 Nov 2023)

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2023/24	**2024/25**	**2025/26**	**2026/27**
West Hants	$257.37	$286.47	$331.40	$345.06
Windsor	$257.21	$313.07	$331.40	$345.06

Combined Windsor West Hants Water Utility

Water Rate Study

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Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

24-Nov-23

Combined Windsor West Hants Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

			Projection Using Current Rates		
	2022/23 (Actual)	2023/24 (Budget)	2024/25 (Test)	2025/26 (Test)	2026/27 (Test)
OPERATING REVENUES					
Metered Sales	2,837,540	2,882,969	2,882,969	2,882,969	2,882,969
Public Fire Protection - Windsor	319,208	319,208	319,208	319,208	319,208
Public Fire Protection from West Hants	155,095	155,095	155,095	155,095	155,095
Public Fire Protection West Hants	595,789	595,789	595,789	595,789	595,789
Commercial	0	2,033	2,094	2,157	2,222
Sprinkler Service/Private Hydrants	5,728	8,142	8,281	8,349	8,416
Sales to Other Utilities	241,903	250,000			
Bulk Water Sales	0	161,727	166,579	171,576	176,723
Other Income	8,361	9,695	9,828	9,958	12,945
Total	**4,163,624**	**4,384,658**	**4,139,843**	**4,145,101**	**4,153,367**
OPERATING EXPENDITURES					
Source of Supply	309,736	289,800	20,394	21,006	21,636
Power and Pumping	45,465	0	0	0	0
Water Treatment	898,534	1,001,742	1,036,197	1,067,283	1,099,301
Transmission and Distribution	1,122,483	1,339,222	1,379,844	1,421,239	1,463,876
Administration and General	518,114	567,812	587,311	607,766	625,999
Depreciation	639,311	814,831	1,065,450	1,121,887	1,159,042
Taxes	63,891	72,018	74,178	76,404	78,696
Total	**3,597,534**	**4,085,425**	**4,163,373**	**4,315,584**	**4,448,551**
OPERATING PROFIT (LOSS)	**566,090**	**299,233**	**-23,530**	**-170,483**	**-295,184**
		0			
NON-OPERATING REVENUES					
Interest on Customer Accounts	9,602	7,432	7,655	7,655	7,884
Interest	0	2,459	2,533	2,533	2,609
Special Service	0	17,661	18,191	18,191	18,737
Other	0	721	743	743	765
Other- Bank Interest	0	3,500	3,605	3,605	3,713
Total	**9,602**	**31,773**	**32,727**	**32,727**	**33,708**
NON-OPERATING EXPENDITURES					
Debt Charges - Principal	572,672	206,177	107,582	254,162	78,269
Debt Charges - Interest	45,416	33,661	29,448	22,946	17,053
New Debt - Principal	0	148,966	157,904	167,378	177,420
New Debt - Interest	0	328,787	319,849	310,375	300,332
New Debt - Principal	0	0	159,993	169,593	179,768
New Debt - Interest	0	0	353,126	343,527	333,351
New Debt - Principal	0	0		39,786	42,173
New Debt - Interest	0	0		87,813	85,426
New Debt - Principal	0	0	0	0	23,933
New Debt - Interest	0	0	0		87,813
Transfer to Sludge Handling Reserve	0	20,000	10,000	10,000	10,000
Capital out of Revenue	42,862	58,000	78,000	58,000	58,000
Earnings	0	0	0	0	0
Total	660,950	795,591	1,215,902	1,463,579	1,393,540
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-85,258	-464,584	-1,206,705	-1,601,336	-1,655,015
SURPLUS AT BEGINNING OF YEAR	1,459,569	1,374,311	609,727	609,727	-1,046,979
CAPITAL FROM SURPLUS	0	300,000	450,000	0	0
ACCUMULATED SURPLUS (DEFICIT)	1,374,311	609,727	-1,046,979	-991,609	-2,701,994

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Combined Windsor West Hants Water Utility

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Budget)	2023/24 (Budget)	2024/25 (Test)	2025/26 (Test)	2026/27 (Test)
OPERTATING EXPENDITURES					
Source of Supply	309,736	289,800	20,394	21,006	21,636
Water Treatment	898,534	1,001,742	1,036,197	1,067,283	1,099,301
Transmission and Distribution	1,122,483	1,339,222	1,379,844	1,421,239	1,463,876
Administration and General	518,114	567,812	587,311	607,766	625,999
Depreciation	639,311	814,831	1,065,450	1,121,887	1,159,042
Taxes	63,891	72,018	74,178	76,404	78,696
Total	**3,552,069**	**4,085,425**	**4,163,373**	**4,315,584**	**4,448,551**
NON OPERATING EXPENSES					
Debt Charges - Principal	572,672	206,177	107,582	254,162	78,269
Debt Charges - Interest	45,416	33,661	29,448	22,946	17,053
New Debt - Principal	0	148,966	157,904	167,378	177,420
New Debt - Interest	0	328,787	319,849	310,375	300,332
New Debt - Principal	0	0	159,993	169,593	179,768
New Debt - Interest	0	0	353,126	343,527	333,351
New Debt - Principal	0	0	0	39,786	42,173
New Debt - Interest	0	0	0	87,813	85,426
New Debt - Principal				0	23,933
New Debt - Interest				0	87,813
Amortization of Debenture Discount	0	0	0	0	0
Interest Paid on consumer deposits	0	20,000	10,000	10,000	10,000
Capital out of Revenue	42,862	58,000	78,000	58,000	58,000
Earnings	0	0	0	0	0
Total	**660,950**	**795,591**	**1,215,902**	**1,463,579**	**1,393,540**
LESS NON-OPERATING REVENUES					
Interest on Customer Accounts	9,602	7,432	7,655	7,655	7,884
Interest	0	2,459	2,533	2,533	2,609
Special Service	0	17,661	18,191	18,191	18,737
Other	0	721	743	743	765
Bank Interest	0	3,500	3,605	3,605	3,713
Total	**9,602**	**31,773**	**32,727**	**32,727**	**33,708**
LESS OTHER OPERATING REVENUE					
Sundry	8,361	9,695	9,828	9,958	12,945
Sprinkler Service	5,728	8,142	8,281	8,349	8,416
Commercial	0	2,033	2,094	2,157	2,222
Bulk Water Service	0	161,727	166,579	171,576	176,723
Total	**14,089**	**181,597**	**186,782**	**192,040**	**200,306**
REVENUE REQUIRED FROM FIRE PROTECTION AND WATER CUSTOMERS	4,189,328	4,667,645	5,159,766	5,554,397	5,608,076

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Combined Windsor West Hants Water Utility

Statement of Operating Expenditures

	2022/23 (Estimated)	2023/24 (Projected)	2024/25 (Budget)	2025/26 (Budget)	2026/27 (Budget)
SOURCE OF SUPPLY					
Professional Services	0	0	0	0	0
Operational Labour and Benefits	44,001	0	0	0	0
Maintenance - Watershed Roads	5,000	5,000	5,150	5,305	5,464
Maintenance	6,072	8,000	8,240	8,487	8,742
Water Purchased - TMP Excluding Fire Protection Charge	265,554	270,000		0	0
Other Supplies & Expenses	10,082	300	309	318	328
Water Withdrawal Fees	5,000	6,500	6,695	6,896	7,103
Other	0	0	0	0	0
TOTAL SOURCE OF SUPPLY	**335,709**	**289,800**	**20,394**	**21,006**	**21,636**
POWER AND PUMPING					
Operations Labour	43,358	0	0	0	0
Structures and Improvements	1,667	0	0	0	0
Pumping Equipment	107	0	0	0	0
Other	333	0	0	0	0
Power Hantsport WTP	0	0	0	0	0
Fuel/Propane-Generator	0	0	0	0	0
TOTAL POWER AND PUMPING	**45,465**	**0**	**0**	**0**	**0**
WATER TREATMENT					
Engineering					
Operational Labour	328,359	425,192	437,948	451,086	464,619
Telephone Services	7,665	0	0	0	0
Power - Eldridge Rd	41,456	37,100	39,697	40,888	42,115
Power - Hantsport WTP	21,364	18,350	19,635	20,224	20,831
Photocopier Expenses	450	500	515	530	546
Office Supplies	0	200	206	212	219
Computer Expenses	0	0	0	0	0
Engineering Services	1,672	0	0	0	0
Training & Travel	7,560	0	0	0	0
Chemicals	222,845	235,000	242,050	249,312	256,791
Other Supplies & Expenses	2,641	3,000	3,090	3,183	3,278
Maintenance - Plant Roadways	7,584	8,500	8,755	9,018	9,288
Maintenance - Building	23,162	26,600	27,398	28,220	29,067
Maintenance - Equipment	45,978	60,500	62,315	64,184	66,110
Maintenance - Treatment Equipment	39,925	55,000	56,650	58,350	60,100
Maintenance - Waste Water Lagoon	3,754	5,000	5,150	5,305	5,464
Power	58,981	54,600	58,422	60,175	61,980
Fuel	56,620	38,000	39,140	40,314	41,524
Telephone	0	0	0	0	0
Alarm	480	700	721	743	765
Lab Supplies	16,312	18,000	18,540	19,096	19,669
Outside Testing	11,521	14,000	14,420	14,853	15,298
All Terrain Vehicle	205	500	515	530	546
Other	0	1,000	1,030	1,061	1,093
TOTAL WATER TREATMENT	**898,534**	**1,001,742**	**1,036,197**	**1,067,283**	**1,099,301**

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Worksheet B-2a/2b/2c/2d/2e

TRANSMISSION AND DISTRIBUTION					
Computer & Asset Management	0	0	0	0	0
Supervision	249,929	251,777	259,330	267,110	275,124
Operational Labour	585,097	647,398	666,820	686,825	707,429
Engineering Services	0	0	0	0	0
Training,Travel	0	0	0	0	0
Maintenance Standpipe Industrial Park	21,871	20,000	20,600	21,218	21,855
Small Tools & Equipment	8	6,000	6,180	6,365	6,556
Structures and Improvements	167	0	0	0	0
Safety Equipment and Clothing	0	0	0	0	0
Maintenance - Transmission Mains	0	0	0	0	0
Other Distribution Plants (Leak Detection)	10,118	7,500	7,725	7,957	8,195
Maintenance - Mains and Standpipes	138,388	150,000	154,500	159,135	163,909
Bulk Water Haul Station	0	4,500	4,635	4,774	4,917
Maintenance - Services	-40,883	55,000	56,650	58,350	60,100
Maintenance - Meters	11,914	10,500	10,815	11,139	11,474
Maintenance - Hydrants	-1,697	14,500	14,935	15,383	15,845
PW Cost Distribution	26,810	30,150	31,055	31,986	32,946
Power - Isolation Valve Chamber	1,383	1,450	1,552	1,599	1,647
PW Contribution	0	32,000	32,960	33,949	34,967
Rents (DMA Radio)	0	600	618	637	656
Vehicle Use from Public Works	67,839	55,000	56,650	58,350	60,100
Fleet Fuel	25,082	25,000	25,750	26,523	27,318
Lab Analysist	13,971	15,000	15,450	15,914	16,391
Monitoring Services	0	2,000	2,060	2,122	2,185
Power	11,434	9,647	10,323	10,633	10,952
Consumer Billing and Accounting	0	0	0	0	0
Other	1,052	1,200	1,236	1,273	1,311
TOTAL TRANSMISSION AND DISTRIBUTION	**1,122,483**	**1,339,222**	**1,379,844**	**1,421,239**	**1,463,876**
ADMINISTRATION AND GENERAL					
Professional Services	14,211	25,000	25,750	26,523	27,318
Computer & Asset Management	5,426	6,700	6,901	7,108	7,321
Advertising	1,859	1,700	1,751	1,804	1,858
Auditors	8,134	18,000	18,540	19,096	19,669
UARB	9,058	19,500	20,085	20,688	21,308
Professional Services	23,069	45,000	46,350	47,741	49,173
Computer & Asset Management	6,002	10,200	10,506	10,821	11,146
Mileage & Expenses	5,947	4,500	4,635	4,774	4,917
Insurance	18,279	20,545	23,626	27,170	27,985
Uncollectible Accounts	0	5,000	5,150	5,305	5,464
Training & Travel	18,857	17,000	17,510	18,035	18,576
Telephone	14,920	12,800	13,184	13,580	13,987
Administration Fee	387,203	375,867	387,143	398,758	410,721
General Office Expenses	1,765	4,000	4,120	4,244	4,371
General Property	0	0	0	0	0
Other	3,384	2,000	2,060	2,122	2,185
TOTAL ADMINISTRATION AND GENERAL	**518,114**	**567,812**	**587,311**	**607,766**	**625,999**

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24-Nov-23

Combined Windsor West Hants Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2023/24

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
			Depreciation rate as March 31		639,311
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - Water Storage Tank	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures	850,000		850,000	0.0133	11,305
Source of Supply Structures	80,000		80,000	0.04	3,200
Power and Pumping Structures	25,000		25,000	0.04	1,000
Purification	0		0	0	0
Distribution Reservoirs and Standpipes	6,000,000	3,000,000	3,000,000	0.0133	79,800
Water Treatment Plant	40,000		40,000	0.04	1,600
Bulk Water Station	150,000	0	150,000	0.05	7,500
Other- System Assessment Report/Modeling	40,000		40,000	0.1	4,000
Equipment	0		0		0
Electrical Pumping	25,000	0	25,000	0.05	1,250
Purification Equipment	150,000	0	150,000	0.04	6,000
Purification Equipment	105,000		105,000	0.05	5,250
Office Furniture and Equipment	0		0	0.05	0
Transportation Equipment	0	0	0	0.2	0
Tools and Work Equipment	9,000		9,000	0.1	900
Backwash Piping	0		0	0.05	0
Control and Monitoring equipment	105,000		105,000	0.01	1,050
Distribution Mains Equipment	8,000		8,000	0.05	400
Meter Reading System	150,000	0	150,000	0.05	7,500
Mains Service Repairs/ PRV Upgrade	238,000		238,000	0.04	9,520
Other	0	0	0	0.05	0
Mains	0		0		0
Transmission	200,000	0	200,000	0.0133	2,660
Distribution	1,777,787	0	1,777,787	0.0133	23,645
Meters	50,800	40,800	10,000	0.05	2,540
Hydrants	0	0	0	0.02	0
Sprinkler Connections	0	0	0	0.0133	0
Services	320,000	20,000	300,000	0.02	6,400
Other	0	0	0	0.333	0
TOTAL	10,323,587	3,060,800	7,262,787		175,520

Source of Funding			
		Depreciation Fund Balance beginning of year	959,765
Outside Funding	3,060,800	Interest on Fund balance	11,997
Capital out of Revenue	58,000	Fund balance before expenditures	971,762
Depreciation fund	1,425,000	Depreciation Payment in Current Year	814,831
Long Term Debt	5,479,787	Depreciation Expenditure in Current Year	-1,425,000
Capital From Surplus	300,000		
TOTAL	10,323,587	Balance after expenditures	361,593

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Combined Windsor West Hants Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2024/25

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
			Depreciation rate as March 31		814,831
LAND AND LAND RIGHTS					
Source of Supply Land	0	0	0	0	0
Future Reservoir Land	0				0
STRUCTURES AND IMPROVEMENTS					0
Source of Supply Structures-Roads	60,000	0	60,000	0.04	2,400
Power and Pumping Structures	0	0	0	0.02	0
Purification		0	0	0.02	0
Distribution Reservoirs and Standpipes	50,000	25,000	25,000	0.04	2,000
Water Treatment Plant	40,000	0	40,000	0.04	1,600
General Wellfield Development	0	0	0	0.04	0
Other - Future Development Capital Require	0	0	0	0.05	0
Equipment		0	0		0
Electrical Pumping	15,000	0	15,000	0.04	600
Purification Equipment	3,048,000	0	3,048,000	0.04	121,920
Purification Equipment	85,000		85,000	0.05	4,250
Ermergency Generator	0	0	0	0.05	0
Transportation Equipment	170,030	0	170,030	0.1	17,003
Tools and Work Equipment	0	0	0	0.1	0
GIS System		0	0	0.05	0
Distribution Mains Equipment	8,000	0	8,000	0.05	400
Meter Pit	0	0	0	0.05	0
Mains Service Repairs/ PRV Upgrade	198,000	0	198,000	0.04	7,920
Mains		0	0		0
Transmission	4,112,000	2,056,000	2,056,000	0.01333	54,813
Distribution	1,708,410	0	1,708,410	0.01333	22,773
Meters	290,800	40,800	250,000	0.05	14,540
Hydrants		0	0	0.02	0
Sprinkler Connections			0	0.0133	0
Services	20,000	20,000	0	0.02	400
Other	0		0	0.02	0
TOTAL	9,805,240	2,141,800	7,663,440		250,619

Source of Funding			
		Depreciation Fund Balance beginning of year	361,593
Outside Funding	2,141,800	Interest on Fund balance	4,520
Capital out of Revenue	78,000	Fund balance before expenditures	366,113
Depreciation fund	1,250,000	Depreciation Payment in Current Year	1,065,450
Long Term Debt	5,885,440	Depreciation Expenditure in Current Year	-1,250,000
Capital from Surplus	450,000	Balance after expenditures	181,562
TOTAL	9,805,240		

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Combined Windsor West Hants Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	1,065,450
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - General	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures-Roads	10,000		10,000	0.04	400
Power and Pumping Structures			0	0.02	0
Purification			0	0	0
Distribution Reservoirs and Standpipes	0	0	0	0.01333	0
Water Treatment Plant	0		0	0.0133	0
General Test well	0	0	0	0.04	0
Other Water Source Structures			0	0.05	0
Equipment			0		0
Electrical Pumping	10,000		10,000	0.04	400
Purification Equipment	85,000	0	85,000	0.05	4,250
Office Furniture and Equipment			0	0.05	0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.1	0
GIS System			0	0.05	0
Distribution Mains Equipment	8,000		8,000	0.05	400
Geotubes for Biosolids Handling	30,000	0	30,000	0.333	9,990
Mains Service Repairs/ PRV Upgrade	198,000		198,000	0.04	7,920
Mains			0		0
Transmission	0		0	0.0133	0
Distribution	2,303,550	102,225	2,201,325	0.0133	30,637
Meters	40,800	40,800	0	0.05	2,040
Hydrants	0		0	0.02	0
Sprinkler Connections			0	0.0133	0
Services	20,000	20,000	0	0.02	400
Other					0
TOTAL	2,705,350	163,025	2,542,325	1	56,437

Source of Funding		Depreciation Fund Balance beginning of year	181,562
Outside Funding	163,025	Interest on Fund balance	2,270
Capital out of Revenue	58,000	Fund balance before expenditures	183,832
Depreciation fund	1,020,775	Depreciation Payment in Current Year	1,121,887
Long Term Debt	1,463,550	Depreciation Expenditure in Current Year	-1,020,775
Capital from Surplus	0	Balance after expenditures	284,944
TOTAL	2,705,350		

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Combined Windsor West Hants Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2026/27

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	1,121,887
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - General	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures-Roads	10,000		10,000	0.04	400
Power and Pumping Structures			0	0.02	0
Purification			0	0	0
Distribution Reservoirs and Standpipes	0	0	0	0.01333	0
Water Treatment Plant	0		0	0.0133	0
General Test well	0	0	0	0.04	0
Other Water Source Structures			0	0.05	0
Equipment			0		0
Electrical Pumping	0		0	0.04	0
Purification Equipment	55,000	0	55,000	0.05	2,750
Office Furniture and Equipment			0	0.05	0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.1	0
GIS System			0	0.05	0
Distribution Mains Equipment	8,000		8,000	0.05	400
Geotubes for Biosolids Handling	0	0	0	0.333	0
Mains Service Repairs/ PRV Upgrade	198,000		198,000	0.04	7,920
Mains			0		0
Transmission	0		0	0.0133	0
Distribution	1,747,775	0	1,747,775	0.0133	23,245
Meters	40,800	40,800	0	0.05	2,040
Hydrants	0	0	0	0.02	0
Sprinkler Connections		0	0	0.0133	0
Services	20,000	20,000	0	0.02	400
Other					0
TOTAL	2,079,575	60,800	2,018,775	1	37,155

Source of Funding		Depreciation Fund Balance beginning of year	284,944
Outside Funding	60,800	Interest on Fund balance	3,562
Capital out of Revenue	58,000	Fund balance before expenditures	288,505
Depreciation fund	1,080,375	Depreciation Payment in Current Year	1,159,042
Long Term Debt	880,400	Depreciation Expenditure in Current Year	-1,080,375
Capital from Surplus	0	Balance after expenditures	367,173
TOTAL	2,079,575		

1,553,900
525,675
2,079,575

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Worksheet B-4 24-Nov-23

Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2023/24

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.01	0
Power and Pumping Structures	0	0.04	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	25,000	0.04	1,000
Water Treatment Plant	0	0.04	0
General - Watershed Study	0	0.05	0
Other Water Source Structures	0	0.10	0
Equipment		0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.04	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.2000	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.05	0
Mains		0.00	0
Transmission	1,553,000	0.0133	20,701
Distribution	453,263	0.0133	6,028
Meters	0	0.050	0
Hydrants	0	0.0200	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	2,031,263		27,730

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Worksheet B-4

Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2024/25

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.04	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.02	0
Distribution Reservoirs and Standpipes	25,000	0.0400	1,000
Water Treatment Plant	0	0.04	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment		0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.04	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.04	0
Mains		0.00	0
Transmission	503,000	0.0133	6,705
Distribution	651,474	0.0133	8,684
Meters	20,000	0.05	1,000
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.02	0
TOTAL	1,199,474		17,389

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Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2025/26

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.04	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	0	0.01	0
Water Treatment Plant	0	0.01	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment		0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.33	0
Other Equipment	0	0.04	0
Mains		0.00	0
Transmission	0	0.0133	0
Distribution	401,975	0.0133	5,346
Meters	20,000	0.05	1,000
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	421,975		6,346

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Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2026/27

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.04	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	0	0.01	0
Water Treatment Plant	0	0.01	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment		0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.33	0
Other Equipment	0	0.04	0
Mains		0.00	0
Transmission	0	0.0133	0
Distribution	0	0.0133	0
Meters	20,000	0.05	1,000
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	20,000		1,000

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Worksheet B-5 24-Nov-23

Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2023/24

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-	-					
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	-	-	90.0%	0	10.0%	0
Land - General	694,591	-	694,591	90.0%	625,132	10.0%	69,459
STRUCTURES AND IMPROVEMENTS	-	-	-		0		0
Source of Supply Structures	727,151	850,000	1,577,151	90.0%	1,419,436	10.0%	157,715
Structures and Improvements	261,840	80,000	341,840	90.0%	307,656	10.0%	34,184
Power and Pumping Structures	626,059	25,000	651,059	90.0%	585,953	10.0%	65,106
Purification Building	2,172,409		2,172,409	90.0%	1,955,168	10.0%	217,241
Water Treatment Plant	1,904,071	-	1,904,071	80.0%	1,523,257	20.0%	380,814
Distribution Reservoirs and Standpipes	1,467,771	6,000,000	7,467,771	40.0%	2,987,108	60.0%	4,480,663
Water Treatment Plant	-	40,000	40,000	90.0%	36,000	10.0%	4,000
Other Structures and Improvements	463,174		463,174	90.0%	416,857	10.0%	46,317
Lagoon Drying Bed/Sludget Lagoon	204,870		204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Bulk Water Station	88,943	150,000	238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	-		-	90.0%	0	10.0%	0
Other System Assessment Report	-	40,000	40,000	90.0%	36,000	10.0%	4,000
Equipment	-	-	-		0		0
Electrical Pumping	160,471	25,000	185,471	90.0%	166,924	10.0%	18,547
Water Treatment Equipment	-	150,000	150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	4,011,450	105,000	4,116,450	90.0%	3,704,805	10.0%	411,645
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	285,118		285,118	90.0%	256,606	10.0%	28,512
Tools and Work Equipment	21,834	9,000	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	-	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	-	105,000	105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	-	8,000	8,000	40.0%	3,200	60.0%	4,800
Geotubes for Biosolids Handling	7,175						
Meter Reading Equipment	-	150,000	150,000	90.0%	135,000	10.0%	15,000
Mains Service Repairs/ PRV Upgrade	-	238,000	238,000	40.0%	95,200	60.0%	142,800
Other	-	-	-	40.0%	0	60.0%	0
Mains	-	-	-		0		0
Transmission	2,975,134	200,000	3,175,134	40.0%	1,270,054	60.0%	1,905,081
Distribution	7,408,328	1,777,787	9,186,115	40.0%	3,674,446	60.0%	5,511,669
Meters	1,289,833	50,800	1,340,633	100.0%	1,340,633	0.0%	0
Hydrants	513,147	-	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	971,144	320,000	1,291,144	100.0%	1,291,144	0.0%	0
Other	133,925	-	133,925	90.0%	120,533	10.0%	13,393
TOTAL	28,480,167	10,323,587	38,796,579	61.0%	23,655,621	39.0%	15,140,958

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Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2024/25

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-						
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	694,591	0	694,591	90.0%	625,132	10.0%	69,459
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures	1,577,151	60,000	1,637,151	90.0%	1,473,436	10.0%	163,715
Structures and Improvements	341,840		341,840	90.0%	307,656	10.0%	34,184
Power and Pumping Structures	651,059		651,059	90.0%	585,953	10.0%	65,106
Purification Building	2,172,409	0	2,172,409	90.0%	1,955,168	10.0%	217,241
Water Treatment Plant	1,904,071	40,000	1,944,071	80.0%	1,555,257	20.0%	388,814
Distribution Reservoirs and Standpipes	7,467,771	50,000	7,517,771	40.0%	3,007,108	60.0%	4,510,663
Water Treatment Plant	40,000		40,000	90.0%	36,000	10.0%	4,000
Other Structures and Improvements	463,174	0	463,174	90.0%	416,857	10.0%	46,317
Lagoon Drying Bed	204,870		204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Bulk Water Station	238,943		238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	-		-	90.0%	0	10.0%	0
Other System Assessment Report	40,000	0	40,000	90.0%	36,000	10.0%	4,000
Equipment	-	0	-		0		0
Electrical Pumping	185,471	15,000	200,471	90.0%	180,424	10.0%	20,047
Water Treatment Equipment	150,000		150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	4,116,450	3,048,000	7,164,450	90.0%	6,448,005	10.0%	716,445
Purification Equipment		85,000	85,000	90.0%	76,500	10.0%	8,500
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	285,118	170,030	455,148	90.0%	409,633	10.0%	45,515
Tools and Work Equipment	30,834	0	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	0	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	105,000		105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	8,000	8,000	16,000	40.0%	6,400	60.0%	9,600
Meter Shop Equipment	150,000	0	150,000	90.0%	135,000	10.0%	15,000
Mains Service Repairs/ PRV Upgrade	238,000	198,000	436,000	40.0%	174,400	60.0%	261,600
Other	-		-	40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	3,175,134	4,112,000	7,287,134	40.0%	2,914,854	60.0%	4,372,281
Distribution	9,186,115	1,708,410	10,894,525	40.0%	4,357,810	60.0%	6,536,715
Meters	1,340,633	290,800	1,631,433	100.0%	1,631,433	0.0%	0
Hydrants	513,147	0	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,291,144	20,000	1,311,144	100.0%	1,311,144	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	38,796,579	9,805,240	48,601,819	60.6%	29,469,212	39.4%	19,132,607

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Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2025/26

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant							
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	694,591	0	694,591	90.0%	625,132	10.0%	69,459
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures-Roads	1,637,151	10,000	1,647,151	90.0%	1,482,436	10.0%	164,715
Structures and Improvements	341,840		341,840	90.0%	307,656	10.0%	34,184
Power and Pumping Structures	651,059		651,059	90.0%	585,953	10.0%	65,106
Purification Building	2,172,409	0	2,172,409	90.0%	1,955,168	10.0%	217,241
Water Treatment Plant	1,944,071	0	1,944,071	80.0%	1,555,257	20.0%	388,814
Distribution Reservoirs and Standpipes	7,517,771	0	7,517,771	40.0%	3,007,108	60.0%	4,510,663
Water Treatment Plant	40,000		40,000	90.0%	36,000	10.0%	4,000
Other Structures and Improvements	463,174	0	463,174	90.0%	416,857	10.0%	46,317
Lagoon Drying Bed	204,870		204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Bulk Water Station	238,943		238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	-		-	90.0%	0	10.0%	0
Other System Assessment Report	40,000	0	40,000	90.0%	36,000	10.0%	4,000
Equipment	-	0					
Electrical Pumping	200,471	10,000	210,471	90.0%	189,424	10.0%	21,047
Water Treatment Equipment	150,000		150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	7,164,450	85,000	7,249,450	90.0%	6,524,505	10.0%	724,945
Purification Equipment	85,000		85,000	90.0%	76,500	10.0%	8,500
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	455,148	0	455,148	90.0%	409,633	10.0%	45,515
Tools and Work Equipment	30,834	0	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	0	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	105,000		105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	16,000	8,000	24,000	40.0%	9,600	60.0%	14,400
Mains Service Repairs/ PRV Upgrade	436,000	198,000	634,000	40.0%	253,600	60.0%	380,400
Geotubes for Biosolids Handling		30,000	30,000	90.0%	27,000	10.0%	3,000
Meter Shop Equipment	150,000		150,000	90.0%	135,000	10.0%	15,000
Other	-			40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	7,287,134	0	7,287,134	40.0%	2,914,854	60.0%	4,372,281
Distribution	10,894,525	2,303,550	13,198,075	40.0%	5,279,230	60.0%	7,918,845
Meters	1,631,433	40,800	1,672,233	100.0%	1,672,233	0.0%	0
Hydrants	513,147	0	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,311,144	20,000	1,331,144	100.0%	1,331,144	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	48,601,819	2,705,350	51,307,169	59.7%	30,655,332	40.3%	20,651,837

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Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2026/27

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-						
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	694,591	0	694,591	90.0%	625,132	10.0%	69,459
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures-Roads	1,647,151	10,000	1,657,151	90.0%	1,491,436	10.0%	165,715
Structures and Improvements	341,840	0	341,840	90.0%	307,656	10.0%	34,184
Power and Pumping Structures	651,059	0	651,059	90.0%	585,953	10.0%	65,106
Purification Building	2,172,409	0	2,172,409	90.0%	1,955,168	10.0%	217,241
Water Treatment Plant	1,944,071	0	1,944,071	80.0%	1,555,257	20.0%	388,814
Distribution Reservoirs and Standpipes	7,517,771	0	7,517,771	40.0%	3,007,108	60.0%	4,510,663
Water Treatment Plant	40,000	0	40,000	90.0%	36,000	10.0%	4,000
Other Structures and Improvements	463,174	0	463,174	90.0%	416,857	10.0%	46,317
Lagoon Drying Bed	204,870	0	204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-	0	-	90.0%	0	10.0%	0
Bulk Water Station	238,943	0	238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	-	0	-	90.0%	0	10.0%	0
Other System Assessment Report	40,000	0	40,000	90.0%	36,000	10.0%	4,000
Equipment	-	0	-				
Electrical Pumping	210,471	0	210,471	90.0%	189,424	10.0%	21,047
Water Treatment Equipment	150,000	0	150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	7,249,450	55,000	7,304,450	90.0%	6,574,005	10.0%	730,445
Purification Equipment	85,000	0	85,000	90.0%	76,500	10.0%	8,500
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	455,148	0	455,148	90.0%	409,633	10.0%	45,515
Tools and Work Equipment	30,834	0	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	0	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	105,000	0	105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	24,000	8,000	32,000	40.0%	12,800	60.0%	19,200
Mains Service Repairs/ PRV Upgrade	634,000	198,000	832,000	40.0%	332,800	60.0%	499,200
Geotubes for Biosolids Handling	30,000	0	30,000	90.0%	27,000	10.0%	3,000
Meter Shop Equipment	150,000	0	150,000	90.0%	135,000	10.0%	15,000
Other	-	0		40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	7,287,134	0	7,287,134	40.0%	2,914,854	60.0%	4,372,281
Distribution	13,198,075	1,747,775	14,945,850	40.0%	5,978,340	60.0%	8,967,510
Meters	1,672,233	40,800	1,713,033	100.0%	1,713,033	0.0%	0
Hydrants	513,147	0	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143	0	2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,331,144	20,000	1,351,144	100.0%	1,351,144	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	51,307,169	2,079,575	53,386,744	59.1%	31,556,142	40.9%	21,830,602

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Worksheet C-1

24-Nov-23

Combined Windsor West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2024/25

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	20,394	10.0%	2,039
Water Treatment	1,036,197	10.0%	103,620
Transmission and Distribution	1,379,844	39.4%	543,190
Adminstration and General	587,311	10.0%	58,731
Depreciation	1,065,450	39.4%	419,425
Taxes	74,178	39.4%	29,201
Return on Rate Base	996,393	39.4%	392,240
Total	5,159,766	30.0%	1,548,447

Combined Windsor West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2025/26

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	21,006	10.0%	2,101
Water Treatment	1,067,283	10.0%	106,728
Transmission and Distribution	1,421,239	40.3%	572,068
Adminstration and General	607,766	10.0%	60,777
Depreciation	1,121,887	40.3%	451,575
Taxes	76,404	40.3%	30,754
Return on Rate Base	1,238,812	40.3%	498,639
Total	5,554,397	31.0%	1,722,641

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Combined Windsor West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2026/27

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	21,636	10.0%	2,164
Water Treatment	1,099,301	10.0%	109,930
Transmission and Distribution	1,463,876	40.9%	598,600
Adminstration and General	625,999	10.0%	62,600
Depreciation	1,159,042	40.9%	473,949
Taxes	78,696	40.9%	32,180
Return on Rate Base	1,159,525	40.9%	474,146
Total	5,608,076	31.3%	1,753,569

Worksheet C-2

24-Nov-23

Combined Windsor West Hants Water Utility					
Calculation of rate Base and required Return on rate Base					
Years Ending March 31st					
	2022/23	**2023/24**	**2024/25**	**2025/26**	**2026/27**
	(Actual)	**(Estimate)**	**(Estimate)**	**(Estimate)**	**(Estimate)**
RATE BASE					
Utility plant in Service March 31st	#REF!	38,796,579	48,601,819	51,307,169	53,386,744
(Estimated)	(9,353,667)	(10,168,498)	(11,233,947)	(11,290,384)	(12,392,989)
Less unamoritized amount of capital contribution for plant in service	-	(2,003,533)	(3,157,888)	3,528,398	(3,528,398)
Estimated Rate Base at Year End	#REF!	26,624,548	34,209,983	43,545,182	37,465,356
REQUIRED RETURN					
Non-operating Expenditures (B-2)	660,950	795,591	1,215,902	1,463,579	1,393,540
Less Non-operating Revenue	(9,602)	(31,773)	(32,727)	(32,727)	(33,708)
Less Other Non-operating Revenue (B-2)	(14,089)	(181,597)	(186,782)	(192,040)	(200,306)
Return on Rate Base	637,259	582,221	996,393	1,238,812	1,159,525
Required Rate of Return (Req'd Return/Est Rate Base)	#REF!	2.19%	2.91%	2.84%	3.09%

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Combined Windsor West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	20,394	2,039	18,355							100%	18,355
Water Treatment	1,036,197	103,620	932,577							100%	932,577
Transmission and Distribution	1,379,844	543,190	836,654			0%	0	100%	836,654		
Adminstration and General	587,311	58,731	528,580	10%	52,858	90%	475,722				
Depreciation	1,065,450	419,425	646,024			70%	452,217	15%	96,904	15%	96,904
Taxes	74,178	29,201	44,977			100%	44,977				
Return on Rate Base	996,393	392,240	604,153			70%	422,907	15%	90,623	15%	90,623
SUBTOTAL	5,159,766	1,548,447	3,611,320		52,858		1,395,823		1,024,181		1,138,458
TOTAL	5,159,766	1,548,447	3,611,320		52,858		1,395,823		1,024,181		1,138,458

Combined Windsor West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	21,006	2,101	18,905							100%	18,905
Water Treatment	1,067,283	106,728	960,554							100%	960,554
Transmission and Distribution	1,421,239	572,068	849,171			0%	0	100%	849,171		
Adminstration and General	607,766	60,777	546,989	10%	54,699	90%	492,290				
Depreciation	1,121,887	451,575	670,312			70%	469,218	15%	100,547	15%	100,547
Taxes	76,404	30,754	45,650			100%	45,650				
Return on Rate Base	1,238,812	498,639	740,173			70%	518,121	15%	111,026	15%	111,026
SUBTOTAL	5,554,397	1,722,641	3,831,756		54,699		1,525,281		1,060,744		1,191,032
TOTAL	5,554,397	1,722,641	3,831,756		54,699		1,525,281		1,060,744		1,191,032

Combined Windsor West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2026/27

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	21,636	2,164	19,472							100%	19,472
Water Treatment	1,099,301	109,930	989,371							100%	989,371
Transmission and Distribution	1,463,876	598,600	865,276			0%	0	100%	865,276		
Adminstration and General	625,999	62,600	563,399	10%	56,340	90%	507,059				
Depreciation	1,159,042	473,949	685,093			60%	411,056	20%	137,019	20%	137,019
Taxes	78,696	32,180	46,516			100%	46,516				
Return on Rate Base	1,159,525	474,146	685,379			80%	548,303	20%	137,076	20%	137,076
SUBTOTAL	5,608,076	1,753,569	3,854,507		56,340		1,512,934		1,139,371		1,282,938
TOTAL	5,608,076	1,753,569	3,854,507		56,340		1,512,934		1,139,371		1,282,938

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Worksheet C-4

24-Nov-23

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3832	1	3,832
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	3999		4,606

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3847	1	3,847
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	4014		4,621

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3862	1	3,862
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	4029		4,636

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2026/27

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3877	1	3,877
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	4044		4,651

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Worksheet C-5

24-Nov-23

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge Annual	Total Base Charge Quarterly
Unmetered	1	302.09	13.17	315.26	78.82
5/8"	1	302.09	13.17	315.26	78.82
3/4"	1.5	453.14	13.17	466.31	116.58
1"	2.5	755.23	13.17	768.40	192.10
1.5"	5	1,510.47	13.17	1,523.64	380.91
2"	8	2,416.75	13.17	2,429.92	607.48
3"	16	4,833.50	13.17	4,846.66	1,211.67
4"	25	7,552.34	13.17	7,565.51	1,891.38
6"	50	15,104.67	13.17	15,117.84	3,779.46
8"	90	27,188.41	13.17	27,201.58	6,800.40
TOTAL					

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge Annual	Total Base Charge Quarterly
Unmetered	1	329.04	13.58	342.62	85.65
5/8"	1	329.04	13.58	342.62	85.65
3/4"	1.5	493.57	13.58	507.14	126.79
1"	2.5	822.61	13.58	836.18	209.05
1.5"	5	1,645.22	13.58	1,658.79	414.70
2"	8	2,632.35	13.58	2,645.92	661.48
3"	16	5,264.69	13.58	5,278.27	1,319.57
4"	25	8,226.08	13.58	8,239.66	2,059.92
6"	50	16,452.17	13.58	16,465.75	4,116.44
8"	90	29,613.91	13.58	29,627.48	7,406.87
TOTAL					

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Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2026/27

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge Annual	Total Base Charge Quarterly
Unmetered	1	325.33	13.93	339.26	84.81
5/8"	1	325.33	13.93	339.26	84.81
3/4"	1.5	487.99	13.93	501.92	125.48
1"	2.5	813.32	13.93	827.25	206.81
1.5"	5	1,626.64	13.93	1,640.57	410.14
2"	8	2,602.62	13.93	2,616.55	654.14
3"	16	5,205.24	13.93	5,219.17	1,304.79
4"	25	8,133.18	13.93	8,147.11	2,036.78
6"	50	16,266.36	13.93	16,280.30	4,070.07
8"	90	29,279.45	13.93	29,293.39	7,323.35
TOTAL					

Worksheet C-6

24-Nov-23

Combined Windsor West Hants Water Utility
Water Consumption by Block

Meter Size	Actual Current Consumption 1st Block Cubic Meters	2023/24 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	525,812	518,642
3/4"	26,680	26,680
1"	32,694	32,694
1.5"	30,080	30,080
2"	157,997	157,997
3"	27,066	27,066
4"	30,068	30,068
6"	0	0
8"	0	0
TOTAL	830,397	823,227

Combined Windsor West Hants Water Utility
Water Consumption by Block

Meter Size	2024/25 Current Consumption 1st Block Cubic Meters	2025/26 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	513,501	508,449
3/4"	26,680	26,680
1"	32,694	32,694
1.5"	30,080	30,080
2"	157,997	157,997
3"	27,066	27,066
4"	30,068	30,068
6"	0	0
8"	0	0
TOTAL	818,086	813,034

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Combined Windsor West Hants Water Utility
Water Consumption by Block

Meter Size	2026/27 Current Consumption 1st Block Cubic Meters	0 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	503,365	0
3/4"	26,680	0
1"	32,694	0
1.5"	30,080	0
2"	157,997	0
3"	27,066	0
4"	30,068	0
6"	0	0
8"	0	0
TOTAL	807,949	0

Worksheet C-7
24-Nov-23

Combined Windsor West Hants Water Utility
Calculation of Consumption Charge
2024/25

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.39
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.25
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**2.64**

Combined Windsor West Hants Water Utility
Calculation of Consumption Charge
2025/26

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.46
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.30
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**2.77**

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Combined Windsor West Hants Water Utility
Calculation of Consumption Charge
2026/27

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.59
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.41
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**3.00**

Worksheet C-8 24-Nov-23

Combined Windsor West Hants Water Utility
Water Consumption by Block
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	315.26	0
5/8"	3,847	315.26	1,212,813
3/4"	55	466.31	25,647
1"	48	768.40	36,883
1.5"	19	1,523.64	28,949
2"	35	2,429.92	85,047
3"	6	4,846.66	29,080
4"	4	7,565.51	30,262
6"	0	15,117.84	0
8"	0	27,201.58	0
TOTAL BASE REVENUE			1,448,681

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	818,086	2.64	2,162,639
TOTAL CONSUMPTION REVENUE			2,162,639

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 3,611,320

Combined Windsor West Hants Water Utility
Water Consumption by Block
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	342.62	0
5/8"	3,862	342.62	1,323,197
3/4"	55	507.14	27,893
1"	48	836.18	40,137
1.5"	19	1,658.79	31,517
2"	35	2,645.92	92,607
3"	6	5,278.27	31,670
4"	4	8,239.66	32,959
6"	0	16,465.75	0
8"	0	29,627.48	0
TOTAL BASE REVENUE			1,579,980

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	813,034	2.77	2,251,776
TOTAL CONSUMPTION REVENUE			2,251,776

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 3,831,756

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Combined Windsor West Hants Water Utility
Water Consumption by Block
2026/27

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	339.26	0
5/8"	3,877	339.26	1,315,307
3/4"	55	501.92	27,606
1"	48	827.25	39,708
1.5"	19	1,640.57	31,171
2"	35	2,616.55	91,579
3"	6	5,219.17	31,315
4"	4	8,147.11	32,588
6"	0	16,280.30	0
8"	0	29,293.39	0
TOTAL BASE REVENUE			1,569,274

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	807,949	3.00	2,422,309
TOTAL CONSUMPTION REVENUE			2,422,309
TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION)			3,991,583

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Worksheet C-9
24-Nov-23

Combined Windsor West Hants Water Utility
Calculation of Bulk Water Rate
Years Ending March 31st

Cost Base	**2023/24**	**2024/25**	**2025/26**	**2026/27**
Total Operating Expenses (Worksheet B-2)	4,085,425	4,163,373	4,315,584	4,448,551
Total Non Operating Expenses (Worksheet B-2)	795,591	1,215,902	1,463,579	1,393,540
Total Expenses	4,881,015	5,379,275	5,779,164	5,842,090
Water Consumption in Cubic Meters	823,227	818,086	813,034	807,949
Unit Calculations				
Unit cost per cubic metre	5.93	6.58	7.11	7.23
Operating cost and profit mark-up	30%	30%	30%	30%
Bulk rate per cubic metre	**7.71**	**8.55**	**9.24**	**9.40**

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WEST HANTS UTILITY CUSTOMERS

Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2024/25

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	32	62.25	78.82	26.6%	78.40	84.59	7.9%	140.65	163.41	16.2%
3/4"	65	92.42	116.58	26.1%	159.25	171.83	7.9%	251.67	288.41	14.6%
1"	167	152.74	192.10	25.8%	409.15	441.47	7.9%	561.89	633.57	12.8%
1.5"	335	303.56	380.91	25.5%	820.75	885.58	7.9%	1,124.31	1,266.49	12.6%
2"	567	484.53	607.48	25.4%	1,389.15	1,498.88	7.9%	1,873.68	2,106.36	12.4%
3"	2,061	967.14	1,211.67	25.3%	5,049.45	5,448.33	7.9%	6,016.59	6,659.99	10.7%
4"	459	1,510.07	1,891.38	25.3%	1,124.55	1,213.38	7.9%	2,634.62	3,104.76	17.8%
6"	-	3,018.20	3,779.46	0.0%	-	-				0.0%

WINDSOR UTILITY CUSTOMERS

Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2024/25

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	38	69.75	78.82	13.0%	55.40	99.62	79.8%	125.15	178.44	42.6%
3/4"	131	102.00	116.58	14.3%	192.41	346.02	79.8%	294.41	462.60	57.1%
1"	172	166.51	192.10	15.4%	252.58	454.23	79.8%	419.09	646.33	54.2%
1.5"	423	327.78	380.91	16.2%	622.12	1,118.77	79.8%	949.90	1,499.68	57.9%
2"	1,245	521.30	607.48	16.5%	1,829.81	3,290.60	79.8%	2,351.11	3,898.08	65.8%
3"	194	1,037.36	1,211.67	16.8%	285.38	513.21	79.8%	1,322.74	1,724.88	30.4%
4"	3,300	1,617.93	1,891.38	16.9%	4,850.32	8,722.44	79.8%	6,468.25	10,613.81	64.1%
6"	-	3,230.61		0.0%	-	-				0.0%

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Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2025/26

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	33	78.82	85.65	8.7%	99.62	92.42	-7.2%	178.44	178.08	-0.2%
3/4"	121	116.58	126.79	8.8%	346.02	335.88	-2.9%	462.60	462.67	0.0%
1"	170	192.10	209.05	8.8%	454.23	471.61	3.8%	646.33	680.65	5.3%
1.5"	396	380.91	414.70	8.9%	1,118.77	1,096.17	-2.0%	1,499.68	1,510.87	0.7%
2"	1,129	607.48	661.48	8.9%	3,290.60	3,125.64	-5.0%	3,898.08	3,787.12	-2.8%
3"	1,128	1,211.67	1,319.57	8.9%	513.21	3,123.36	508.6%	1,724.88	4,442.93	157.6%
4"	1,879	1,891.38	2,059.92	8.9%	8,722.44	5,204.72	-40.3%	10,613.81	7,264.64	-31.6%
6"	-	-			-					

Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2026/27

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	32	85.65	84.81	-1.0%	92.42	97.31	5.3%	178.08	182.13	2.3%
3/4"	121	126.79	125.48	-1.0%	335.88	363.59	8.3%	462.67	489.07	5.7%
1"	170	209.05	206.81	-1.1%	471.61	510.51	8.3%	680.65	717.33	5.4%
1.5"	396	414.70	410.14	-1.1%	1,096.17	1,186.60	8.3%	1,510.87	1,596.75	5.7%
2"	1,129	661.48	654.14	-1.1%	3,125.64	3,383.51	8.3%	3,787.12	4,037.64	6.6%
3"	1,128	1,319.57	1,304.79	-1.1%	3,123.36	3,381.05	8.3%	4,442.93	4,685.84	5.5%
4"	1,879	2,059.92	2,036.78	-1.1%	5,204.72	5,634.12	8.3%	7,264.64	7,670.90	5.6%
6"										

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Worksheet D-2

24-Nov-23

Combined Windsor West Hants Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2023/24 (Projected)	Projection Using Proposed Rates 2024/25 Test Yr 2	2025/26 Test Yr 3	2026/27 Test Yr 3
OPERATING REVENUES				
Metered Sales	2,882,969	3,611,320	3,831,756	3,991,583
Metered Sales to Other Utilities	250,000			
Public Fire Protection - Windsor	319,208			
Public Fire Protection from West Hants	155,095			
Public Fire Protection-West Hants	595,789	1,548,447	1,722,641	1,753,569
Sundry	9,695	9,828	9,958	12,945
Sprinkler Service	8,142	8,281	8,349	8,416
Commercial	2,033	2,094	2,157	2,222
Bulk Water Service	161,727	166,579	171,576	176,723
Total	**4,384,658**	**5,346,548**	**5,746,437**	**5,945,458**
OPERATING EXPENDITURES				
Source of Supply	289,800	20,394	21,006	21,636
Water Treatment	1,001,742	1,036,197	1,067,283	1,099,301
Transmission and Distribution	1,339,222	1,379,844	1,421,239	1,463,876
Administration and General	567,812	587,311	607,766	625,999
Depreciation	814,831	1,065,450	1,121,887	1,159,042
Taxes	72,018	74,178	76,404	78,696
Total	**4,085,425**	**4,163,373**	**4,315,584**	**4,448,551**
OPERATING PROFIT (LOSS)	299,233	1,183,175	1,430,852	1,496,907
NON-OPERATING REVENUES				
Interest on Customer Accounts	7,432	7,655	7,655	7,884
Interest	2,459	2,533	2,533	2,609
Special Service	17,661	18,191	18,191	18,737
Other	721	743	743	765
Bank Interest	3,500	3,605	3,605	3,713
Total	**31,773**	**32,727**	**32,727**	**33,708**
NON-OPERATING EXPENDITURES				
Debt Charges - Principal	206,177	107,582	254,162	78,269
Debt Charges - Interest	33,661	29,448	22,946	17,053
New Debt - Principal	148,966	157,904	167,378	177,420
New Debt - Interest	328,787	319,849	310,375	300,332
New Debt - Principal	0	159,993	169,593	179,768
New Debt - Interest	0	353,126	343,527	333,351
New Debt - Principal	0	0	39,786	42,173
New Debt - Interest	0	0	87,813	85,426
New Debt - Principal			0	87,813
New Debt - Interest	0	0	0	23,933
Interest Paid on consumer deposits	20,000	10,000	10,000	10,000
Capital out of Revenue	58,000	78,000	58,000	58,000
Earnings	0	0	0	0
Total	**795,591**	**1,215,902**	**1,463,579**	**1,393,540**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-464,584	0	0	137,076
SURPLUS AT BEGINNING OF YEAR	1,419,776	655,192	205,192	205,192
CAPITAL FROM SURPLUS	300,000	450,000	0	0
ACCUMULATED SURPLUS (DEFICIT)	655,192	205,192	205,192	342,267

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Appendix 1

Loan Calculator
Long Term Debt
2023/24

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**5,479,787**

Payment Schedule

	Principal	Interest	Total	Balance
Year				
1	$148,965.58	328,787.22	477,752.80	5,330,821.42
2	$157,903.52	319,849.29	477,752.80	5,172,917.90
3	$167,377.73	310,375.07	477,752.80	5,005,540.17
4	$177,420.39	300,332.41	477,752.80	4,828,119.78
5	$188,065.62	289,687.19	477,752.80	4,640,054.17
6	$199,349.55	278,403.25	477,752.80	4,440,704.61
7	$211,310.53	266,442.28	477,752.80	4,229,394.09
8	$223,989.16	253,763.65	477,752.80	4,005,404.93
9	$237,428.51	240,324.30	477,752.80	3,767,976.43
10	$251,674.22	226,078.59	477,752.80	3,516,302.21
11	$266,774.67	210,978.13	477,752.80	3,249,527.54
12	$282,781.15	194,971.65	477,752.80	2,966,746.39
13	$299,748.02	178,004.78	477,752.80	2,666,998.37
14	$317,732.90	160,019.90	477,752.80	2,349,265.47
15	$336,796.87	140,955.93	477,752.80	2,012,468.60
16	$357,004.69	120,748.12	477,752.80	1,655,463.92
17	$378,424.97	99,327.83	477,752.80	1,277,038.95
18	$401,130.47	76,622.34	477,752.80	875,908.48
19	$425,198.29	52,554.51	477,752.80	450,710.19
20	$450,710.19	27,042.61	477,752.80	(0.00)

Loan Calculator
Long Term Debt
2024/25

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**5,885,440**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$159,993.08	$353,126.40	513,119.48	5,725,446.92
2	$169,592.66	$343,526.82	513,119.48	5,555,854.26
3	$179,768.22	$333,351.26	513,119.48	5,376,086.03
4	$190,554.32	$322,565.16	513,119.48	5,185,531.72
5	$201,987.58	$311,131.90	513,119.48	4,983,544.14
6	$214,106.83	$299,012.65	513,119.48	4,769,437.31
7	$226,953.24	$286,166.24	513,119.48	4,542,484.07
8	$240,570.43	$272,549.04	513,119.48	4,301,913.63
9	$255,004.66	$258,114.82	513,119.48	4,046,908.97
10	$270,304.94	$242,814.54	513,119.48	3,776,604.03
11	$286,523.24	$226,596.24	513,119.48	3,490,080.80
12	$303,714.63	$209,404.85	513,119.48	3,186,366.17
13	$321,937.51	$191,181.97	513,119.48	2,864,428.66
14	$341,253.76	$171,865.72	513,119.48	2,523,174.90
15	$361,728.99	$151,390.49	513,119.48	2,161,445.91
16	$383,432.72	$129,686.75	513,119.48	1,778,013.19
17	$406,438.69	$106,680.79	513,119.48	1,371,574.50
18	$430,825.01	$82,294.47	513,119.48	940,749.49
19	$456,674.51	$56,444.97	513,119.48	484,074.98
20	$484,074.98	$29,044.50	513,119.48	(0.00)

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Loan Calculator
Long Term Debt
2025/26

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**1,463,550**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$39,785.96	$87,813.00	127,598.96	1,423,764.04
2	$42,173.12	$85,425.84	127,598.96	1,381,590.93
3	$44,703.50	$82,895.46	127,598.96	1,336,887.42
4	$47,385.71	$80,213.25	127,598.96	1,289,501.71
5	$50,228.86	$77,370.10	127,598.96	1,239,272.85
6	$53,242.59	$74,356.37	127,598.96	1,186,030.27
7	$56,437.14	$71,161.82	127,598.96	1,129,593.12
8	$59,823.37	$67,775.59	127,598.96	1,069,769.75
9	$63,412.77	$64,186.19	127,598.96	1,006,356.98
10	$67,217.54	$60,381.42	127,598.96	939,139.44
11	$71,250.59	$56,348.37	127,598.96	867,888.85
12	$75,525.63	$52,073.33	127,598.96	792,363.22
13	$80,057.17	$47,541.79	127,598.96	712,306.06
14	$84,860.59	$42,738.36	127,598.96	627,445.46
15	$89,952.23	$37,646.73	127,598.96	537,493.23
16	$95,349.36	$32,249.59	127,598.96	442,143.87
17	$101,070.33	$26,528.63	127,598.96	341,073.54
18	$107,134.55	$20,464.41	127,598.96	233,938.99
19	$113,562.62	$14,036.34	127,598.96	120,376.38
20	$120,376.38	$7,222.58	127,598.96	-

Loan Calculator
Long Term Debt
2026/27

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**880,400**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$23,933.28	$87,813.00	111,746.28	856,466.72
2	$42,173.12	$85,425.84	127,598.96	814,293.60
3	$44,703.50	$82,895.46	127,598.96	769,590.10
4	$47,385.71	$80,213.25	127,598.96	722,204.38
5	$50,228.86	$77,370.10	127,598.96	671,975.53
6	$53,242.59	$74,356.37	127,598.96	618,732.94
7	$56,437.14	$71,161.82	127,598.96	562,295.80
8	$59,823.37	$67,775.59	127,598.96	502,472.43
9	$63,412.77	$64,186.19	127,598.96	439,059.66
10	$67,217.54	$60,381.42	127,598.96	371,842.12
11	$71,250.59	$56,348.37	127,598.96	300,591.52
12	$75,525.63	$52,073.33	127,598.96	225,065.90
13	$80,057.17	$47,541.79	127,598.96	145,008.73
14	$84,860.59	$42,738.36	127,598.96	60,148.14
15	$89,952.23	$37,646.73	127,598.96	(29,804.09)
16	$95,349.36	$32,249.59	127,598.96	(125,153.46)
17	$101,070.33	$26,528.63	127,598.96	(226,223.79)
18	$107,134.55	$20,464.41	127,598.96	(333,358.33)
19	$113,562.62	$14,036.34	127,598.96	(446,920.95)
20	$120,376.38	$7,222.58	127,598.96	(567,297.33)

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WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: WHRM Council

Submitted by: _____
Carlee Rochon, Director, Financial Services

Date: November 14, 2023

Subject: Water and Sewer Consolidation

LEGISLATIVE AUTHORITY

- Municipal Government Act, Part IV, Finance, 81 (1)[a] & [b]; Part XIV, Sewer, 333-343
- Public Utilities Act, 64 (1) & (2)
- Nova Scotia Utility and Review Board Orders M06739, M09013

RECOMMENDATION or DECISION REQUEST

That Council

> …direct the CAO to begin the process of consolidating the Windsor and West Hants water utilities into one organization and have this work completed by July 1, 2024.
>
> …direct the CAO to begin the process of consolidating the Windsor and West Hants sewer services into one organization and make the necessary changes to the by-laws and have this work completed by July 1, 2024.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☐	Economic ☑	Councillor Activity ☐

G. A. Isenor Consulting Limited was engaged by the Municipality in 2022 to do the following:

- Complete rate studies for both water and sewer utilities.
- Look at the impacts on rates if two water and two sewer utilities were to consolidate.

Council also requested the following:

- That staff prepare a flat rate model for sewer.
- That staff investigate what a low-income assistance rebate would look like on sewer.

DISCUSSION

At the November 14, 2023, Committee of the Whole Meeting, Gerry Isenor presented the results of the study, summarized below. It was identified that the lowest cost option for the average residential customers would be to combine the four utilities into two utilities. It is important to note the numbers provided by the study are estimates based on averages of previous years' water usage and used many assumptions. When considering the results presented below, there are two things to keep in mind:

1. The numbers provided by the study are estimates for the average residential customer. There will be differences in many customers' bills as a result of the proposed changes.
2. All water rates are subject to UARB approval, which means there still could be rate adjustments due to UARB rulings.

<u>Water</u>

Unconsolidated:

Table 1

Projected Residential Water Rates with Two Separate Utilities

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$140.62	$165.62	$182.83	$191.41
Windsor	$125.15	$136.36	$172.64	$173.94

Consolidated:

Table 2

Projected Residential Water Rates with Combined Single Utility

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$140.65	$141.26	$169.25	$178.13
Windsor	$125.15	$155.55	$169.25	$178.13

All water utilities are governed by the Utility and Review Board. Currently, each of the two utilities have their own water rates and associated rules. Because they are two unique entities there are differences among the rules. These differences can create confusion for customers and staff. Should the utilities be joined, the difference in rules would be eliminated. A combined water utility would also mean uniform water and base rates for two utilities, which are currently all different.

Based on the initial data presented by G. A. Isenor Consulting Limited, staff are recommending consolidating the water utilities. In the second year of consolidating the utility the average West Hants water customers would see a decrease of $13.58 quarterly, and Windsor sewer customers would see a decrease of $3.39 quarterly.

There are limited anticipated savings to the water utility created by combining services, however it will eliminate in-future billings between the utilities, estimated at $480,000. Additionally, this will save on other administrative costs over time (i.e. auditing services, etc.)

Sewer

Unconsolidated:

Table 3

Projected Residential Sewer Rates with Two Separate Sewer Systems

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$116.70	$111.65	$118.57	$137.96
Windsor	$131.86	$128.67	$154.29	$194.55

Consolidated:

Table 4

Projected Residential Sewer Rates with Combined Single Sewer System

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$116.70	$114.50	$122.99	$149.25
Windsor	$131.86	$119.01	$122.99	$149.25

All sewer utilities are governed by Council. Currently, each of the two utilities have their own sewer rates and associated rules. Because they are two unique entities there are differences among the rules. These differences can create confusion for customers and staff. Should the utilities be joined, the different sets of rules would be eliminated. A combined sewer utility would also mean uniform sewer and base rates for two utilities, which are currently all different.

Based on the initial data presented by G. A. Isenor Consulting Limited, staff are recommending consolidating the sewer utilities. This has successfully worked previously with West Hants' former three utilities, creating a more financially stable single utility while supporting future growth.

In the second year of consolidating the utility the average West Hants sewer customer would see an increase of $4.42 quarterly, and Windsor sewer customer would see a decrease of $31.3 quarterly.

Again, there are limited anticipated savings to the sewer utility created by combining services, however it will eliminate in-future billings between the utilities, estimated at $66,000. Additionally, this will save on other administrative costs over time.

Summary

Based on the studies prepared by G. A. Isenor Consulting Limited, the average customer will see an overall reduction in their total costs for water and sewer if utilities are combined. For example, in the second year of consolidating the utilities, the average West Hants sewer customer would see a decrease of $9.16 quarterly, and Windsor sewer customers would see a decrease of $34.69 quarterly.

The Municipality will also benefit from having common rates and rules and regulations. It will eliminate customer confusion and inequalities between the utilities and reduce administrative costs over time.

Sewer Flat Rate Model

There are various models for charging a flat rate. For the purposes of this report the following data was used to prepare what a flat rate would look like for 2022-23 and 2023-24 based on the number of sewer utility customers:

- Actual expenditures on March 31, 2023
- Number of customers at March 31, 2023
- Estimating 3% increase in expenditures for 2023-24

Location	Existing Annual Average Rate	Estimated Flat Rate	Estimated Annual Average Rate	Estimated Flat Rate
Unconsolidated	2022-23		2023-24	
West Hants	$466.80	$1,096.95	$446.60	$1,115.48
Windsor	$527.44	$1,211.73	$514.68	$1,239.13
Consolidated	2022-23		2023-24	
West Hants	$487.28	$1,138.79	$458.00	$1,160.39
Windsor	$527.44		$476.04	

Advantages of the flat rate model include:

- It is easy to manage on the billing side.
- It is easy to budget for.
- Customers would know exactly what their annual sewer amount would be and this would benefit large users.

The disadvantage of the flat rate method is that it penalizes those who use sewer less often than others. For example, with a flat rate a single person living in a house pays the same sewer charge as a family of four, yet the single person would arguably use the sewer less. In addition,

it decreases the accuracy of the budget preparation, as it does not allow for fluctuations in customers. For example, if sewer customers decreased then we risk falling short to support service delivery and capital work.

After preparing these calculations, the results show that it is beneficial to stay with a quarterly billing amount, as the average customer will pay less than a flat rate. By using the current model of billing sewer, it creates a fairer pay-for-use system and a more stable financial practice.

Sewer Rebates

Staff have been preparing a sewer rebate model, as part of the sewer study. Direction is needed to determine the set up required in the background to establish this program for 2024-25. It is estimated that 46.5% of applications received for the property tax assistance program are from customers on municipal sewer. Using this estimate we have prepared the following scenarios:

Quarterly Rebate Amount	Estimated # of Rebates	Quarterly Expense	Yearly Expense
$ 25.00	150	$ 3,750.00	$ 15,000.00
$ 50.00	150	$ 7,500.00	$ 30,000.00
$ 75.00	150	$ 11,250.00	$ 45,000.00
$ 100.00	150	$ 15,000.00	$ 60,000.00

Next steps for the rebate would be as follows:

- To determine what level of support Council wishes to provide residents.
- To determine where the funding for this rebate program will come from (i.e. funding to come from the general operating or the sewer utility).

NEXT STEPS

Should Council decide to move forward with the combined services several tasks would be required:

- Finalize the rate studies for Council review and approval.
- Prepare the application to the UARB for one or more hearings pending the decision of Council.
- Review and update sewer by-laws.
- Customer communication.
- Internal financial transition.

FINANCIAL IMPLICATIONS

Communication to the public is an important component whether Council decides to consolidate the utilities or not. It is estimated that there would be roughly $10,000 in new costs for communications around the change. In addition, there will be costs of $7,800 to prepare rates to 2026-27 in preparation for UARB and Council's approval, and $16,000 for the UARB.

There may be minimal staff time costs to integrate the financial information of the water and sewer services. These costs would be absorbed by the water utilities and the sewer services.

In total, it is estimated that each water utility would pay roughly $12,450 and each sewer service would pay roughly $4,450.

ALTERNATIVES

- Committee of the Whole could choose to reject the recommendations.
- Committee of the Whole could choose to accept one of the recommendations and not the other.

ATTACHMENTS

- Memo on combined water services

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report and attachments are thorough as it relates to the forecasted rates. Consolidating sewer and water has its' benefits as well as its short-term challenges. We look forward to Council's discussions on this matter.

Staff await Council's opinion on the sewer rebate strategy and will draft policy to accompany Council's position once determined.

I support the recommendations.

Report Prepared by: _____
Carlee Rochon, Director, Financial Services

Report Approved by: _____
Mark Phillips, Chief Administrative Officer

Memo Report

Date: November 3, 2023

To: Todd Richard, P.Eng
Director of Public Works

From: Gerry Isenor, P.Eng.
Blaine Rooney, CPA

Re: Consolidation of Water & Sewer Rates

The West Hants Regional Municipality currently owns and operates the Windsor Water Utility, the West Hants Water Utility, the Windsor Sewer System, and the West Hants Sewer System. The four systems are interconnected and share services between them as well as staff and resources. The Municipality currently maintains four separate accounting systems and charges different rates for each service.

The assignment was divided into three parts as follows:

Part 1 of this report identifies the customer rates for water services based on:

- Water rates for customers served by the Windsor Water Utility;
- Water rates for customers served by the West Hants Water Utility; and,
- Water rates for customers served by a single Windsor West Hants Water Utility.

Part 2 of this report identifies the customer rates for sewer services based on:

- Sewer rates for customers served by the Windsor Sewer System;
- Sewer rates for customers served by the West Hants Sewer System; and,
- Sewer rates for customers served by a single Windsor West Hants Sewer System.

Part 3 of this report identifies the total water and sewer rates for customers served by the Windsor West Hants Water Utility and the Windsor West Hants Sewer System.

Part 1- Water Service Customer Rate Comparison

Background

The West Hants Regional Municipality owns and operates two water utilities within the Municipality, the West Hants Water Utility and the Windsor Water Utility. The West Hants Water Utility was formed in May 27, 2019 after a public hearing. Water rates were set by the UARB

after the hearing and have been in effect since April 1, 2021. The Windsor Water Utility has a long history with a central water being noted as in use in the 1890's which is consistent with many older systems in the Province. The current water rates have been in effect since April 1, 2017.

Methodology – Part 1

The Municipality provided the study team with the most recent data available on customer counts, operating and non-operating revenue, consumption, operating and non-operating costs including debt servicing for each of the Water Utilities. The study team then prepared separate water rate studies for each stand-alone Utility and a rate study for a combined single Windsor West Hants Water Utility.

Discussion – Part 1

Based on the information provided at this time it does not appear that there will be any significant changes in total expenses as a result of the Municipality consolidating the water Utilities. The systems are currently interconnected with the Windsor Water Utility selling water to the West Hants Water Utility in the Three Miles Plains area. Based on the information provided and discussions with staff it appears that any operational savings have already been achieved since the formation of the West Hants Regional Municipality. There could be some administrative savings as presently the records for the two utilities need to be kept and reported separately including separate rate applications and reporting to the Nova Scotia Utility and Review Board (NSUARB). If the two utilities are consolidated into a single amalgamated utility then the accounts for each can be consolidated and reported as a single utility with only the separate accounts needed for management/operational purposes. There would be savings in preparing annual Financial Statements and in setting rates as only one rate study and one rate Hearing would be required.

The benefits of consolidation, in addition to potentially less administration as detailed above, would be that all customers would have a uniform rate with a single common set of Rules and Regulations.

Outcomes – Part 1

The current UARB approved base rates for single family residential customers (5/8" meters) is $69.75 in the Windsor Water Utility and $62.25 in the West Hants Water Utility. The approved consumption charges are $1.47 per cubic meter in the Windsor Water Utility and $2.45 per cubic meter in the West Hants Water Utility. If the decision to consolidate is made and approved by the NSUARB then it is our understanding that the rates will be adjusted to the blended rates on the effective date which will result in a one-time rate adjustment for all customers either up or down depending on which former utility you were serviced by.

If an application to consolidate two Utilities is made effective December 1, 2023 and is approved by the NSUARB then based on the results of the studies the following changes in current rates will be effective. The changes for the other meter sizes are in line with the 5/8" metered customers' percentages but 90% of the customers are ones having 5/8" meters.

Tables 1 provides the projected average water rates for the existing two separate water utilities.

Table 1

Projected Residential Water Rates with Two Separate Utilities

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$140.62	$165.62	$182.83	$191.41
Windsor	$125.15	$136.36	$172.64	$173.94

Table 2 provides the projected average water rates for a single combined Windsor West Hants Water Utility.

Table 2

Projected Residential Water Rates with Combined Single Utility

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$140.62	$141.26	$169.25	$178.13
Windsor	$125.15	$155.55	$169.25	$178.13

Combining the water utilities will result in a one-time adjustment in rates that will see some customers paying more and some less. Once the two utilities are combined the operating and capital budgets and rate adjustments are done based on one utility with one rate structure. If the two utilities remain separate the current rate structures could get further apart as operational and capital requirements for each separate utility will differ with time.

The separate background water rate studies as well as the amalgamated rate study will be provided separate from this memo report due their size (approximately 125 pages).

Part 2 – Sewer Service Customer Rate Comparison

Background – Part 2

The West Hants Regional Municipality owns and operates two separate sewer systems within the Municipality, the West Hants Sewer System serving Falmouth, Hantsport and Three Mile Plains (collection only) and the Windsor Sewer System which provides sewer collection in Windsor and Sewer Treatment for Windsor and Three Mile Plains. Sewer rates are set separately by the Municipality for each system.

Methodology – Part 2

The Municipality provided the study team with the most recent data available on customer counts, operating and non-operating revenue, customer counts, operating and non-operating costs including debt servicing for each of the sewer systems. The study team then prepared separate sewer rate studies for each stand-alone system and sewer rates for a single combined Windsor West Hants Sewer System.

Discussion – Part 2

Based on the information provided at this time it does not appear that there will be any significant changes in total expenses as a result of the Municipality consolidating the sewer systems. The systems are currently interconnected with the Windsor Sewer System selling treatment services to the West Hants Sewer System in the Three Miles Plains area. Based on the information provided and discussions with staff it appears that any operational savings have already been achieved since the formation of the West Hants Regional Municipality. There could be some administrative savings as presently the records for the two utilities need to be kept and reported separately to set separate sewer rates for each system. If the two systems are consolidated into a single amalgamated system only the accounts needed for management/operational purposes need to be maintained separately.

The benefits of consolidation, in addition to potentially less administration as detailed above, would be that all customers would have a uniform rate with a single common set of rates.

Outcomes – Part 2

The current base rates for single family residential customers (5/8” meters) is $69.75 in the Windsor Sewer System and $62.25 in the West Hants Sewer System. The approved consumption charges are $1.47 per cubic meter in the Windsor Sewer System and $2.45 per cubic meter in the West Hants Water Sewer System. If the decision to consolidate is made it will result in a one-time rate adjustment for all customers either up or down depending on which former sewer system the customer was serviced by.

If the Municipality combined the two separate sewer systems into a single Windsor West Hants Sewer System the following rates are projected for the average residential customer based on the sewer rate studies. The changes for the other meter sizes are in line with the 5/8" metered customers' percentages but 90% of the customers are ones having 5/8" meters.

Tables 3 provides the projected average sewer rates for the existing two separate sewer systems

Table 3

Projected Residential Sewer Rates with Two Separate Sewer Systems

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$116.70	$111.65	$118.57	$137.96
Windsor	$131.86	$128.67	$154.29	$194.55

Table 4 provides the projected average sewer rates for a single combined Windsor West Hants Sewer System.

Table 4

Projected Residential Sewer Rates with Combined Single Sewer System

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$116.70	$114.50	$122.99	$149.25
Windsor	$131.86	$119.01	$122.99	$149.25

Combining the sewer systems will result in a one-time adjustment in rates that result is some customers paying more and some less. Once the two current systems are combined the operating and capital budgets and rate adjustments are done based on one system with one rate structure. If the systems remain separate the current rate structures could get further apart as operational and capital requirements for each separate utility will differ with time.

The separate background water rate studies as well as the amalgamated rate study will be provided separate from this memo report due their size (approximately 125 pages).

Part 3 – Combined Water and Sewer Customer Rate Comparison

Table 5 provides the sum of the projected average water and sewer rates (Tables 1 and Table 3 above) for residential customers in each of the service area if the two systems remain separate.

Table 5

Total Projected Residential Water and Sewer Rates - Separate Systems
Based on maintaining separate systems/utilities

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$257.32	$277.27	$301.40	$329.37
Windsor	$257.01	$265.03	$326.93	$368.49

Table 6 provides the sum of the projected average water and sewer rates (Table 2 and Table 4 above) for residential customers in each of the existing service areas if the two systems are combined into a single Windsor West Hants Sewer System.

Table 6

Total Projected Residential Water and Sewer Rates - Single Windsor West Hants Systems

Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$257.35	$255.76	$292.24	$327.38
Windsor	$257.01	$274.56	$292.24	$327.38

Findings

While either option will continue to supply the water and sewer customers with service, the lowest cost option for the average residential customer is provided by:

- combining the two water utilities into a single Utility with common rates for all customers with central water; and,
- combining the two sewer systems into a single operating unit with common rates for all customers with central sewer.

Based on the rate studies prepared at this time all customers will see an overall reduction in their total costs for water and sewer services if they are combined. The Municipality will benefit from having common rates for these services as well as having reduced accounting needs for operating staff and for the supply of repair parts and materials.

CONSOLIDATION OF WATER AND SEWER SYSTEMS

WEST HANTS REGIONAL MUNICIPALITY

14 NOVEMBER 2023

BACKGROUND - WATER

- MUNICIPALITY CURRENTLY HAS TWO WATER UTILITIES, THE WINDSOR WATER UTILITY AND THE WEST HANTS WATER UTILITY;
- THE WINDSOR WATER UTILITY SELLS TREATED WATER TO THE WEST HANTS WATER UTILITY AT UARB APPROVED WHOLESALE RATE;
- RATES SET BY UTILITY AND REVIEW BOARD FOR BOTH UTILITIES AT SEPARATE HEARINGS INCLUDING THE WHOLESALE RATE

BACKGROUND - SEWER

- CURRENTLY HAVE TWO SEPARATE SEWER OPERATING SYSTEMS, THE WINDSOR SEWER SYSTEM AND THE WEST HANTS SEWER SYSTEM;
- WINDSOR SEWER SYSTEM SELLS SEWAGE TREATMENT SERVICES TO THE WEST HANTS SEWER SYSTEM;
- RATES SET BY BOTH SEWER SYSTEMS ARE SET BY THE MUNICIPALITY BASED ON SEPARATELY PREPARED RATE STUDIES FOR EACH SYSTEM

STUDY METHODOLOGY - WATER

- STUDY TEAM PREPARED A WATER RATE STUDY FOR THE WINDSOR WATER UTILITY USING THE UARB APPROVED METHOD;
- STUDY TEAM PREPARED A WATER RATE STUDY FOR THE WEST HANTS WATER UTILITY USING THE UARB APPROVED METHOD;
- STUDY TEAM PREPARED A WATER RATE STUDY FOR A SINGLE COMBINED WINDSOR WEST HANTS WATER UTILITY USING THE UARB APPROVED METHODS;
- THREE RATE STUDIES WERE PREPARED FOR WATER

STUDY METHODOLOGY - SEWER

- STUDY TEAM PREPARED A SEWER RATE STUDY FOR THE WINDSOR SEWER SYSTEM USING A RATE MODEL DEVELOPED BY THE STUDY TEAM;
- STUDY TEAM PREPARED A SEWER RATE STUDY FOR THE WEST HANTS SEWER SYSTEM USING A RATE MODEL DEVELOPED BY THE STUDY TEAM;
- STUDY TEAM PREPARED A SEWER RATE STUDY FOR A SINGLE COMBINED WINDSOR WEST HANTS SEWER SYSTEM USING A RATE MODEL DEVELOPED BY THE STUDY TEAM;
- THREE RATE STUDIES WERE PREPARED FOR SEWER

BASE "AVAILABILITY" CHARGE

- BASE CHARGE IS FOR HAVING THE SERVICE AVAILABLE WHEN THE CUSTOMER NEEDS IT
- BASE CHARGE IS 40 TO 50% OF AVERAGE RESIDENTIAL CUSTOMER BILL
- PROVIDES MUNICIPALITY/UTILITY WITH A LEVEL OF FINANCIAL STABILITY

VOLUME "USAGE" CHARGE

- VOLUME CHARGE IS BASED ON WATER METER RECORDS – VOLUME CHARGE WILL INCREASE WITH INCREASED USAGE
- VOLUME CHARGE IS 50 TO 60% OF AVERAGE CUSTOMER BILL
- ALLOWS CUSTOMER TO INFLUENCE THEIR BILL BY CONSERVING WATER CONSUMPTION AND REPAIRING LEAKY FAUCETS AND TOILETS
- CUSTOMERS WHO USE LESS WATER AND DISCHARGE LESS WASTEWATER PAY LESS

BASE AND VOLUME CHARGES

- SIX SEPARATE RATE STUDIES WERE DEVELOPED USING BASE RATES AND VOLUME RATES;
- PRESENTATION WILL PRESENT THE RESULTS FOR RESIDENTIAL CUSTOMERS (5/8" METER SIZE);
- 90% OF ALL OF THE CUSTOMERS ARE SERVED BY 5/8" METERS

TWO SEPARATE WATER UTILITIES AVERAGE RESIDENTIAL RATES PER QUARTER (STATUS QUO)

Projected Residential Water Rates with Two Separate Utilities				
Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$140.62	$165.62	$182.83	$191.41
Windsor	$125.15	$136.36	$172.64	$173.94

COMBINED WINDSOR WEST HANTS WATER UTILITY
AVERAGE RESIDENTIAL RATES PER QUARTER

Projected Residential Water Rates with Combined Single Utility				
Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$140.62	$141.26	$169.25	$178.13
Windsor	$125.15	$155.55	$169.25	$178.13

TWO SEPARATE SEWER SYSTEMS AVERAGE RESIDENTIAL RATES PER QUARTER (STATUS QUO)

Projected Residential Sewer Rates with Two Separate Sewer Systems				
Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$116.70	$111.65	$118.57	$137.96
Windsor	$131.86	$128.67	$154.29	$194.55

COMBINED WINDSOR WEST HANTS SEWER SYSTEM
AVERAGE RESIDENTIAL RATES PER QUARTER

Projected Residential Sewer Rates with Combined Single Sewer System				
Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$116.70	$114.50	$122.99	$149.25
Windsor	$131.86	$119.01	$122.99	$149.25

SEPARATE SYSTEMS (STATUS QUO) TOTAL WATER AND SEWER RATES PER QUARTER

Total Projected Residential Water and Sewer Rates - Separate Systems				
Based on maintaining separate systems/utilities				
Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$257.32	$277.27	$301.40	$329.37
Windsor	$257.01	$265.03	$326.93	$368.49

COMBINED WATER UTILITIES AND COMBINED SEWER SYSTEM
TOTAL WATER AND SEWER RATES PER QUARTER

Total Projected Residential Water and Sewer Rates - Single Windsor West Hants Systems				
Location	Existing Quarterly Average Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate	Estimated Average Quarterly Rate
	2022/23	**2023/24**	**2024/25**	**2025/26**
West Hants	$257.32	$255.76	$292.24	$327.38
Windsor	$257.01	$274.56	$292.24	$327.38

FINDINGS

- WHILE EITHER OPTION WILL CONTINUE TO SUPPLY THE WATER AND SEWER CUSTOMERS WITH SERVICE, THE LOWEST COST OPTION FOR THE AVERAGE RESIDENTIAL CUSTOMER IS PROVIDED BY:
  - COMBINING THE TWO WATER UTILITIES INTO A SINGLE UTILITY WITH COMMON RATES FOR ALL CUSTOMERS WITH CENTRAL WATER; AND,
  - COMBINING THE TWO SEWER SYSTEMS INTO A SINGLE OPERATING UNIT WITH COMMON RATES FOR ALL CUSTOMERS WITH CENTRAL SEWER.

FINDINGS (CONTINUED)

- BASED ON THE RATE STUDIES PREPARED AT THIS TIME ALL CUSTOMERS WILL SEE AN OVERALL REDUCTION IN THEIR TOTAL COSTS FOR WATER AND SEWER SERVICES IF THEY ARE COMBINED.
- THE MUNICIPALITY WILL BENEFIT FROM HAVING COMMON RATES FOR THESE SERVICES AS WELL AS HAVING REDUCED ACCOUNTING NEEDS FOR OPERATING STAFF AND FOR THE SUPPLY OF REPAIR PARTS AND MATERIALS.

QUESTIONS??

Windsor Water Utility

Water Rate Study

DRAFT

Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

03-Sep-23

Worksheet B-1

03-Sep-23

Windsor Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2021/22 (Actual)	2022/23 (Budget)	Projection Using Current Rates 2023/24 Budget	2024/25 Budget	2025/26 Budget
OPERATING REVENUES					
Metered Sales	1,046,921	1,147,500	1,165,289	1,165,289	1,165,289
Public Fire Protection - Windsor	319,208	319,208	319,208	319,208	319,208
Public Fire Protection from West Hants	155,095	155,095	155,095	155,095	155,095
Sprinkler Service/Private Hydrants	10,504	5,927	5,927	6,000	6,000
Sales to Other Utilities	343,670	477,400	433,178	482,560	494,624
Other Income	8,900	5,489	5,493	5,500	5,500
Total	**1,884,298**	**2,110,619**	**2,084,190**	**2,133,652**	**2,145,716**
OPERATING EXPENDITURES					
Source of Supply	12,487	7,000	6,800	7,004	7,214
Water Treatment	422,094	454,700	532,192	550,342	566,852
Transmission and Distribution	458,432	457,350	516,885	532,450	548,424
Administration and General	199,478	251,183	253,470	262,546	272,116
Depreciation	262,550	268,272	360,099	522,776	534,408
Taxes		29,478	47,018	48,428	49,881
Total	**1,355,041**	**1,467,983**	**1,716,464**	**1,923,546**	**1,978,895**
OPERATING PROFIT (LOSS)	**529,257**	**642,636**	**367,726**	**210,106**	**166,821**
			0		
NON-OPERATING REVENUES					
Interest on Customer Accounts	3,645	7,344	4,096	4,219	4,345
Interest		2,010	2,459	2,533	2,609
Other	3,204	700	721	743	765
Total	6,849	10,054	7,276	7,495	7,719
NON-OPERATING EXPENDITURES					
Debt Charges - Principal	197,933	525,143	146,043	146,043	146,043
Debt Charges - Interest	45,338	31,845	17,751	17,751	17,751
New Debt - Principal			138,394	146,697	155,499
New Debt - Interest			305,453	297,150	288,348
New Debt - Principal			0	99,610	105,587
New Debt - Interest			0	219,854	213,877
New Debt - Principal			0	0	7,638
New Debt - Interest			0	0	16,857
Bank Service Charges	0	0	0	0	0
Transfer to Sludge Handling Reserve	0	0	10,000	0	0
Capital out of Revenue	26,820	0	8,000	28,000	8,000
Earnings			0	0	0
Total	270,091	556,988	625,641	955,105	959,599
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	266,015	95,702	-250,638	-737,503	-785,059
SURPLUS AT BEGINNING OF YEAR	921,198	1,187,213	1,282,915	732,276	-455,227
CAPITAL FROM SURPLUS	0	0	300,000	450,000	0
ACCUMULATED SURPLUS (DEFICIT)	1,187,213	1,282,915	732,276	-455,227	-1,240,286

DRAFT

Worksheet B-2

03-Sep-23

Windsor Water Utility

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Budget)	2023/24 (Budget)	2024/25 (Budget)	2025/26 (Budget)
OPERTATING EXPENDITURES				
Source of Supply	7,000	6,800	7,004	7,214
Water Treatment	454,700	532,192	550,342	566,852
Transmission and Distribution	457,350	516,885	532,450	548,424
Administration and General	251,183	253,470	262,546	272,116
Depreciation	268,272	360,099	522,776	534,408
Taxes	29,478	47,018	48,428	49,881
Total	**1,467,983**	**1,716,464**	**1,923,546**	**1,978,895**
NON OPERATING EXPENSES				
Debt Charges - Principal	525,143	146,043	146,043	146,043
Debt Charges - Interest	31,845	17,751	17,751	17,751
New Debt - Principal	0	138,394	146,697	155,499
New Debt - Interest	0	305,453	297,150	288,348
New Debt - Principal	0	0	99,610	105,587
New Debt - Interest	0	0	219,854	213,877
New Debt - Principal	0	0	0	7,638
New Debt - Interest	0	0	0	16,857
Amortization of Debenture Discount	0	0	0	0
Interest Paid on consumer deposits	0	10,000	0	0
Capital out of Revenue	0	8,000	28,000	8,000
Earnings	0	0	0	0
Total	**556,988**	**625,641**	**955,105**	**959,599**
LESS NON-OPERATING REVENUES				
Interest and other income	7,344	4,096	4,219	4,345
Interest	2,010	2,459	2,533	2,609
Other	700	721	743	765
Total	**10,054**	**7,276**	**7,495**	**7,719**
LESS OTHER OPERATING REVENUE				
Sundry	5,489	5,493	5,500	5,500
Sprinkler Service	5,927	5,927	6,000	6,000
Other Revenue	0	0	0	0
Total	**11,416**	**11,420**	**11,500**	**11,500**
REVENUE REQUIRED FROM FIRE PROTECTION AND WATER CUSTOMERS	2,003,501	2,323,408	2,859,655	2,919,275

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Windsor Water Utility
Statement of Operating Expenditures

	2021/22 Actual	2022/23 (Estimated)	2023/24 (Budget)	2024/25 (Budget)	2025/26 (Budget)
SOURCE OF SUPPLY					
Professional Services	2,630				
Operational Labour and Benefits	8,540	0	0	0	0
Maintenance - Watershed Roads		5,000	5,000	5,150	5,305
Other Supplies & Expenses	28	500	300	309	318
Water Withdrawal Fees	1,289	1,500	1,500	1,545	1,591
Other		0	0	0	0
TOTAL SOURCE OF SUPPLY	**12,487**	**7,000**	**6,800**	**7,004**	**7,214**
WATER TREATMENT					
Operational Labour	136,467	182,900	191,392	197,134	203,048
Telephone Services	4,447	0	0	0	0
Photocopier Expenses	375	500	500	515	530
Office Supplies	31	200	200	206	212
Computer Expenses	2,220	0	0	0	0
Engineering Services	7,961	0	0	0	0
Training & Travel	4,247	0	0	0	0
Chemicals	97,125	115,600	150,000	154,500	159,135
Other Supplies & Expenses	3,316	3,000	3,000	3,090	3,183
Maintenance - Plant Roadways	9,056	5,000	8,500	8,755	9,018
Maintenance - Building	15,409	15,000	15,000	15,450	15,914
Maintenance - Equipment	43,072	37,500	58,000	59,740	61,532
Maintenance - Waste Water Lagoon	33,481	5,000	5,000	5,150	5,305
Power	1,642	49,000	54,600	58,422	60,175
Fuel	46,121	23,000	25,000	25,750	26,523
Lab Supplies	5,958	5,500	6,500	6,695	6,896
Outside Testing	11,011	12,000	14,000	14,420	14,853
All Terrain Vehicle	155	500	500	515	530
Other		0	0	0	0
TOTAL WATER TREATMENT	**422,094**	**454,700**	**532,192**	**550,342**	**566,852**

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Worksheet B-2a/2b/2c/2d/2e

TRANSMISSION AND DISTRIBUTION					
Operational Labour	236,125	319,150	355,935	366,613	377,611
Engineering Services	12,540				
Training,Travel	61				
Maintenance Standpipe Industrial Park	236				
Small Tools & Equipment	6,788	6,000	6,000	6,180	6,365
Safety Equipment and Clothing	6,659				
Maintenance - Transmission Mains	48,974				
Maintenance - Mains and Standpipes	64,840	65,000	65,000	66,950	68,959
Maintenance - Services	12,647	10,000	15,000	15,450	15,914
Maintenance - Meters	12,880	3,000	4,500	4,635	4,774
Maintenance - Hydrants	2,297	7,500	6,000	6,180	6,365
Power - Isolation Valve Chamber	990	1,200	1,450	1,552	1,599
PW Contribution	23,177	27,000	32,000	32,960	33,949
Vehicle Use from Public Works	29,891	17,000	30,000	30,900	31,827
Other	327	1,500	1,000	1,030	1,061
TOTAL TRANSMISSION AND DISTRIBUTION	**458,432**	**457,350**	**516,885**	**532,450**	**548,424**
ADMINISTRATION AND GENERAL					
Advertising	278	700	700	721	743
Auditors	8,838	8,800	9,000	9,270	9,548
UARB		11,627	9,500	9,785	10,079
Professional Services		52,000	45,000	46,350	47,741
Computer & Asset Management	9,777	10,167	10,200	10,506	10,821
Insurance	8,871	10,645	12,268	14,108	16,224
Uncollectible Accounts		7,500	5,000	5,150	5,305
Training & Travel	9,032	15,000	12,000	12,360	12,731
Telephone	1,623	3,000	3,800	3,914	4,031
Administration Fee	132,498	131,744	146,002	150,382	154,894
Other		0	0	0	0
TOTAL ADMINISTRATION AND GENERAL	**170,917**	**251,183**	**253,470**	**262,546**	**272,116**

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03-Sep-23

Windsor Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2022/23

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
			Depreciation rate as March 31		262,550
					0
LAND AND LAND RIGHTS					
Source of Supply Land	0				0
Land - General					0
STRUCTURES AND IMPROVEMENTS					0
Source of Supply Structures	0		0	0.02	0
Power and Pumping Structures	0		0	0.04	0
Electrical Upgrades & Lagoons Workshop	0		0	0.04	0
Storage Reservoir	0	0	0	0.0133	0
Water Treatment Plant	50,000		50,000	0.05	2,500
Treatment Plant Gate and Security	0	0	0	0.04	0
Other	0		0	0.1	0
Equipment			0		0
Electrical Pumping	0	0	0	0.05	0
Purification Equipment	15,000	0	15,000	0.05	750
Office Furniture and Equipment	0		0	0.1	0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.2	0
Backwash Piping	0		0	0.02	0
Distribution Mains Equipment	16,000	0	16,000	0.05	800
Other	0	0	0	0.1	0
Other	0	0	0	0.05	0
Mains			0		0
Transmission	0	0	0	0.0133	0
Distribution	85,125	0	85,125	0.0133	1,132
Meters	10,800	0	10,800	0.05	540
Hydrants	0	0	0	0.0133	0
Sprinkler Connections		0	0		0
Services	0	0	0	0.02	0
Other	0	0	0	0.333	0
TOTAL	176,925	0	176,925		5,722

Source of Funding			
		Depreciation Fund Balance beginning of year	399,687
Outside Funding	0	Interest on Fund balance	4,996
Capital out of Revenue	0	Fund balance before expenditures	404,683
Depreciation fund	176,925	Depreciation Payment in Current Year	268,272
Long Term Debt	0	Depreciation Expenditure in Current Year	-176,925
TOTAL	176,925	Balance after expenditures	496,030

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Windsor Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2023/24

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	268,272
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - Water Storage Tank	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures	850,000		850,000	0.0133	11,305
Power and Pumping Structures	0		0	0.02	0
Purification	0		0	0	0
Distribution Reservoirs and Standpipes	3,200,000	0	3,200,000	0.0133	42,560
Water Treatment Plant	0		0	0.05	0
Water Hauler Station in Windsor	0	0	0	0.04	0
Other All Terrain Vehicle	0		0	0.2	0
Equipment	0		0		0
Electrical Pumping	25,000	0	25,000	0.05	1,250
Purification Equipment	150,000	0	150,000	0.04	6,000
Office Furniture and Equipment	0		0	0.05	0
Transportation Equipment	0	0	0	0.2	0
Tools and Work Equipment	9,000		9,000	0.1	900
Backwash Piping	0		0	0.05	0
Distribution Mains Equipment	8,000		8,000	0.05	400
Meter Reading System	150,000	0	150,000	0.05	7,500
Other	0	0	0	0.05	0
Mains	0		0		0
Transmission	100,000	0	100,000	0.0133	1,330
Distribution	1,506,887	0	1,506,887	0.0133	20,042
Meters	10,800	10,800	0	0.05	540
Hydrants	0	0	0	0.02	0
Sprinkler Connections	0	0	0	0.0133	0
Services	0	0	0	0.02	0
Other	0	0	0	0.333	0
TOTAL	6,009,687	10,800	5,998,887		91,827

Source of Funding		Depreciation Fund Balance beginning of year	496,030
Outside Funding	10,800	Interest on Fund balance	6,200
Capital out of Revenue	8,000	Fund balance before expenditures	502,231
Depreciation fund	600,000	Depreciation Payment in Current Year	360,099
Long Term Debt	5,090,887	Depreciation Expenditure in Current Year	-600,000
Capital From Surplus	300,000		
TOTAL	6,009,687	Balance after expenditures	262,329

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Windsor Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2024/25

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	360,099
LAND AND LAND RIGHTS					
Source of Supply Land	0	0	0	0	0
Future Reservoir Land	0				0
STRUCTURES AND IMPROVEMENTS					0
Source of Supply Structures	0	0	0	0.01333	0
Power and Pumping Structures	0	0	0	0.02	0
Purification		0	0	0.02	0
Distribution Reservoirs and Standpipes	0	0	0	0.02	0
Water Treatment Plant	40,000	0	40,000	0.04	1,600
General Wellfield Development	0	0	0	0.04	0
Other - Future Development Capital Require	0	0	0	0.05	0
Equipment		0	0		0
Electrical Pumping	0	0	0	0.05	0
Purification Equipment	3,048,000	0	3,048,000	0.04	121,920
Ermergency Generator	0	0	0	0.05	0
Transportation Equipment	95,015	0	95,015	0.1	9,502
Tools and Work Equipment	0	0	0	0.1	0
GIS System		0	0	0.05	0
Distribution Mains Equipment	8,000	0	8,000	0.05	400
Meter Pit	0	0	0	0.05	0
Other Equipment	0	0	0	0.2	0
Mains		0	0		0
Transmission	1,006,000	503,000	503,000	0.01333	13,410
Distribution	1,148,210		1,148,210	0.01333	15,306
Meters	10,800	10,800	0	0.05	540
Hydrants		0	0	0.02	0
Sprinkler Connections			0	0.0133	0
Services	0	0	0	0.02	0
Other	0		0	0.02	0
TOTAL	5,356,025	513,800	4,842,225		162,677

Source of Funding		Depreciation Fund Balance beginning of year	262,329
Outside Funding	513,800	Interest on Fund balance	3,279
Capital out of Revenue	28,000	Fund balance before expenditures	265,609
Depreciation fund	700,000	Depreciation Payment in Current Year	522,776
Long Term Debt	3,664,225	Depreciation Expenditure in Current Year	-700,000
Capital from Surplus	450,000	Balance after expenditures	88,384
TOTAL	5,356,025		

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Windsor Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	522,776
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - General	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures			0	0.01333	0
Power and Pumping Structures			0	0.02	0
Purification			0	0	0
Distribution Reservoirs and Standpipes	0	0	0	0.01333	0
Water Treatment Plant	0		0	0.0133	0
General Test well	0	0	0	0.04	0
Other Water Source Structures			0	0.05	0
Equipment			0		0
Electrical Pumping		0	0	0.05	0
Purification Equipment	0	0	0	0.05	0
Office Furniture and Equipment			0	0.05	0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.1	0
GIS System			0	0.05	0
Distribution Mains Equipment	8,000		8,000	0.05	400
Meter Shop Equipment		0	0	0.05	0
Other Equipment			0	0.2	0
Mains			0		0
Transmission	0		0	0.0133	0
Distribution	803,950	102,225	701,725	0.0133	10,693
Meters	10,800	10,800	0	0.05	540
Hydrants	0		0	0.02	0
Sprinkler Connections			0	0.0133	0
Services	0	0	0	0.02	0
Other					0
TOTAL	822,750	113,025	709,725	1	11,633

Source of Funding		Depreciation Fund Balance beginning of year	88,384
Outside Funding	113,025	Interest on Fund balance	1,105
Capital out of Revenue	8,000	Fund balance before expenditures	89,489
Depreciation fund	420,775	Depreciation Payment in Current Year	534,408
Long Term Debt	280,950	Depreciation Expenditure in Current Year	-420,775
Capital from Surplus	0	Balance after expenditures	203,123
TOTAL	822,750		

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Worksheet B-4 03-Sep-23

Windsor Water Utility

Calculation of Amoritization on Capital Contributions (to Plant)

2023/24

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures	0	0.01	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	0	0.01	0
Water Treatment Plant	0	0.05	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.20	0
Equipment	0	0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.04	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.2000	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.05	0
Mains	0	0.00	0
Transmission	0	0.0133	0
Distribution	0	0.0133	0
Meters	10,800	0.050	540
Hydrants	0	0.0200	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	10,800		540

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Windsor Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2024/25

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.01	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.02	0
Distribution Reservoirs and Standpipes	0	0.0200	0
Water Treatment Plant	0	0.04	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment	0	0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.04	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.20	0
Mains	0	0.00	0
Transmission	503,000	0.0133	6,705
Distribution	0	0.0133	0
Meters	10,800	0.05	540
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.02	0
TOTAL	513,800		7,245

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Windsor Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2025/26

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures	0	0.01	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	0	0.01	0
Water Treatment Plant	0	0.01	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment	0	0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.05	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.20	0
Mains	0	0.00	0
Transmission	0	0.0133	0
Distribution	102,225	0.0133	1,360
Meters	10,800	0.05	540
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	113,025		1,900

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Worksheet B-5 03-Sep-23

Windsor Water Utility
Allocation of the Total Cost of Utiliy Plant in Service Between General Service and Fire Protection 2022/23

	Utility Plant in Service Previous Year (from Financial Statements)	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital			-	100.0%	0	0.0%	0
Tangible Plant							
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	-	-	90.0%	0	10.0%	0
Land and land rights	291,679	-	291,679	90.0%	262,511	10.0%	29,168
STRUCTURES AND IMPROVEMENTS		-	-		0		0
Source of Supply Structures	671,771	-	671,771	90.0%	604,594	10.0%	67,177
Purification Building	200,751	-	200,751	90.0%	180,676	10.0%	20,075
Water Treatment Plant	1,825,549	50,000	1,875,549	80.0%	1,500,439	20.0%	375,110
Distribution Reservoirs and Standpipes	525,568	-	525,568	40.0%	210,227	60.0%	315,341
Other Structures and Improvements	501,037	-	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed	141,782		141,782	90.0%	127,604	10.0%	14,178
Treatment Plant Gate and Security		-	-	90.0%	0	10.0%	0
Other System Assessment Report		-	-	90.0%	0	10.0%	0
Equipment			-		0		0
Electrical Equipment		-	-	90.0%	0	10.0%	0
Purification Equipment	1,025,743	15,000	1,040,743	90.0%	936,669	10.0%	104,074
Office Furniture and Equipment			-	90.0%	0	10.0%	0
Transportation Equipment	65,295	-	65,295	90.0%	58,766	10.0%	6,530
Tools and Work Equipment		-	-	90.0%	0	10.0%	0
Computers		-	-	90.0%	0	10.0%	0
Distribution Mains Equipment		16,000	16,000	40.0%	6,400	60.0%	9,600
Meter Reading Equipment		-	-	90.0%	0	10.0%	0
Other - PRV King and Lakview			-	40.0%	0	60.0%	0
Mains		-	-		0		0
Transmission	2,642,611	-	2,642,611	40.0%	1,057,044	60.0%	1,585,567
Distribution	3,939,466	85,125	4,024,591	40.0%	1,609,836	60.0%	2,414,755
Meters	170,009	10,800	180,809	100.0%	180,809	0.0%	0
Hydrants	79,421		79,421	0.0%	0	100.0%	79,421
Services	9,028	-	9,028	100.0%	9,028	0.0%	0
Other	-	-	-	90.0%	0	10.0%	0
TOTAL	12,089,710	176,925	12,266,635	58.7%	7,195,536	41.3%	5,071,099

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Windsor Water Utility
Allocation of the Total Cost of Utiliy Plant in Service Between General Service and Fire Protection
2023/24

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	-		-	100.0%	0	0.0%	0
Tangible Plant	-	-					
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	-	-	90.0%	0	10.0%	0
Land - General	291,679	-	291,679	90.0%	262,511	10.0%	29,168
STRUCTURES AND IMPROVEMENTS	-	-	-		0		0
Source of Supply Structures	671,771	850,000	1,521,771	90.0%	1,369,594	10.0%	152,177
Purification Building	200,751	-	200,751	90.0%	180,676	10.0%	20,075
Water Treatment Plant	1,875,549	-	1,875,549	80.0%	1,500,439	20.0%	375,110
Distribution Reservoirs and Standpipes	525,568	3,200,000	3,725,568	40.0%	1,490,227	60.0%	2,235,341
Other Structures and Improvements	501,037	-	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed	141,782		141,782	90.0%	127,604	10.0%	14,178
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Other System Assessment Report	-		-	90.0%	0	10.0%	0
Equipment	-	-	-		0		0
Water Treatment Equipment	-	25,000	25,000	90.0%	22,500	10.0%	2,500
Purification Equipment	1,040,743	150,000	1,190,743	90.0%	1,071,669	10.0%	119,074
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	65,295	-	65,295	90.0%	58,766	10.0%	6,530
Tools and Work Equipment	-	9,000	9,000	90.0%	8,100	10.0%	900
Computers	-	-	-	90.0%	0	10.0%	0
Distribution Mains Equipment	16,000	8,000	24,000	40.0%	9,600	60.0%	14,400
Meter Reading Equipment	-	150,000	150,000	90.0%	135,000	10.0%	15,000
Other	-	-	-	40.0%	0	60.0%	0
Mains	-	-	-		0		0
Transmission	2,642,611	100,000	2,742,611	40.0%	1,097,044	60.0%	1,645,567
Distribution	4,024,591	1,506,887	5,531,478	40.0%	2,212,591	60.0%	3,318,887
Meters	180,809	10,800	191,609	100.0%	191,609	0.0%	0
Hydrants	79,421	-	79,421	0.0%	0	100.0%	79,421
Services	9,028	-	9,028	100.0%	9,028	0.0%	0
Other	-	-	-	90.0%	0	10.0%	0
TOTAL	12,266,635	6,009,687	18,276,322	55.8%	10,197,891	44.2%	8,078,431

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Windsor Water Utility
Allocation of the Total Cost of Utiliy Plant in Service Between General Service and Fire Protection
2024/25

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	-		-	100.0%	0	0.0%	0
Tangible Plant	-						
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	291,679	0	291,679	90.0%	262,511	10.0%	29,168
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures	1,521,771	0	1,521,771	90.0%	1,369,594	10.0%	152,177
Purification Building	200,751	0	200,751	90.0%	180,676	10.0%	20,075
Water Treatment Plant	1,875,549	40,000	1,915,549	80.0%	1,532,439	20.0%	383,110
Distribution Reservoirs and Standpipes	3,725,568	0	3,725,568	40.0%	1,490,227	60.0%	2,235,341
Other Structures and Improvements	501,037	0	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed	141,782		141,782	90.0%	127,604	10.0%	14,178
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Other System Assessment Report	-	0	-	90.0%	0	10.0%	0
Equipment	-	0	-		0		0
Water Treatment Equipment	25,000	0	25,000	90.0%	22,500	10.0%	2,500
Purification Equipment	1,190,743	3,048,000	4,238,743	90.0%	3,814,869	10.0%	423,874
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	65,295	95,015	160,310	90.0%	144,279	10.0%	16,031
Tools and Work Equipment	9,000	0	9,000	90.0%	8,100	10.0%	900
Computers	-	0	-	90.0%	0	10.0%	0
Distribution Mains Equipment	24,000	8,000	32,000	40.0%	12,800	60.0%	19,200
Meter Shop Equipment	150,000	0	150,000	90.0%	135,000	10.0%	15,000
Other	-	0	-	40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	2,742,611	1,006,000	3,748,611	40.0%	1,499,444	60.0%	2,249,167
Distribution	5,531,478	1,148,210	6,679,688	40.0%	2,671,875	60.0%	4,007,813
Meters	191,609	10,800	202,409	100.0%	202,409	0.0%	0
Hydrants	79,421	0	79,421	0.0%	0	100.0%	79,421
Services	9,028	0	9,028	100.0%	9,028	0.0%	0
Other	-	0	-	90.0%	0	10.0%	0
TOTAL	18,276,322	5,356,025	23,632,347	59.0%	13,934,289	41.0%	9,698,058

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Windsor Water Utility
Allocation of the Total Cost of Utiliy Plant in Service Between General Service and Fire Protection
2025/26

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	-		-	100.0%	0	0.0%	0
Tangible Plant							
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	291,679	0	291,679	90.0%	262,511	10.0%	29,168
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures	1,521,771	0	1,521,771	90.0%	1,369,594	10.0%	152,177
Purification Building	200,751	0	200,751	90.0%	180,676	10.0%	20,075
Water Treatment Plant	1,915,549	0	1,915,549	80.0%	1,532,439	20.0%	383,110
Distribution Reservoirs and Standpipes	3,725,568	0	3,725,568	40.0%	1,490,227	60.0%	2,235,341
Other Structures and Improvements	501,037	0	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed	141,782		141,782	90.0%	127,604	10.0%	14,178
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Other System Assessment Report	-	0	-	90.0%	0	10.0%	0
Equipment	-	0	-				
Water Treatment Equipment	25,000	0	25,000	90.0%	22,500	10.0%	2,500
Purification Equipment	4,238,743	0	4,238,743	90.0%	3,814,869	10.0%	423,874
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	160,310	0	160,310	90.0%	144,279	10.0%	16,031
Tools and Work Equipment	9,000	0	9,000	90.0%	8,100	10.0%	900
Computers	-	0	-	90.0%	0	10.0%	0
Distribution Mains Equipment	32,000	8,000	40,000	40.0%	16,000	60.0%	24,000
Meter Shop Equipment	150,000	0	150,000	90.0%	135,000	10.0%	15,000
Other	-	0	-	40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	3,748,611	0	3,748,611	40.0%	1,499,444	60.0%	2,249,167
Distribution	6,679,688	803,950	7,483,638	40.0%	2,993,455	60.0%	4,490,183
Meters	202,409	10,800	213,209	100.0%	213,209	0.0%	0
Hydrants	79,421	0	79,421	0.0%	0	100.0%	79,421
Services	9,028	0	9,028	100.0%	9,028	0.0%	0
Other	-	0	-	90.0%	0	10.0%	0
TOTAL	23,632,347	822,750	24,455,097	58.4%	14,269,869	41.6%	10,185,228

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Worksheet C-1

03-Sep-23

Windsor Water Utility
Allocation of Fire Protection Charges
Projected Expenses for 2023/24

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	6,800	10.0%	680
Water Treatment	532,192	10.0%	53,219
Transmission and Distribution	516,885	44.2%	228,472
Adminstration and General	253,470	10.0%	25,347
Depreciation	360,099	44.2%	159,169
Taxes	47,018	44.2%	20,783
Return on Rate Base	606,945	44.2%	268,279
Total	2,323,408	32.5%	755,949

Windsor Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2024/25

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	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	7,004	10.0%	700
Water Treatment	550,342	10.0%	55,034
Transmission and Distribution	532,450	41.0%	218,503
Adminstration and General	262,546	10.0%	26,255
Depreciation	522,776	41.0%	214,533
Taxes	48,428	41.0%	19,874
Return on Rate Base	936,110	41.0%	384,153
Total	2,859,655	32.1%	919,051

Windsor Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2025/26

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	7,214	10.0%	721
Water Treatment	566,852	10.0%	56,685
Transmission and Distribution	548,424	41.6%	228,411
Adminstration and General	272,116	10.0%	27,212
Depreciation	534,408	41.6%	222,574
Taxes	49,881	41.6%	20,775
Return on Rate Base	940,380	41.6%	391,656
Total	2,919,275	32.5%	948,034

Worksheet C-2

03-Sep-23

Windsor Water Utility				
Calculation of rate Base and required Return on rate Base				
Years Ending March 31st				
	2022/23	2023/24	2024/25	2025/26
	(Actual)	(Estimate)	(Estimate)	(Estimate)
RATE BASE				
Utility plant in Service March 31st	12,266,635	18,276,322	23,632,347	24,455,097
Less Accumulated Depreciaiton on actual cost of plant in service (Estimated)	(4,302,821)	(4,662,920)	(5,185,696)	(5,720,104)
Less unamoritized amount of capital contribution for plant in service	-	(10,260)	(516,275)	(619,615)
Estimated Rate Base at Year End	7,963,814	13,603,142	17,930,376	18,115,377
REQUIRED RETURN				
Non-operating Expenditures (B-2)	556,988	625,641	955,105	959,599
Less Non-operating Revenue	(10,054)	(7,276)	(7,495)	(7,719)
Less Other Non-operating Revenue (B-2)	(11,416)	(11,420)	(11,500)	(11,500)
Return on Rate Base	535,518	606,945	936,110	940,380
Required Rate of Return (Req'd Return/Est Rate Base)	6.72%	4.46%	5.22%	5.19%

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Windsor Water Utility

Calculation of Revenue Requirements Between the Municipality and the Utility

2023/24

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Joint Use %	Joint Use	County %	Base Charge County	Commodity Charge County	Revenue Required Utility
Source of Supply	6,800	680	6,120	100%	$ 6,120	38.77%		$ 2,373	3,747
Water Treatment	532,192	53,219	478,973	100%	$ 478,973	38.77%		$ 185,713	293,260
Transmission and Distribution	516,885	228,472	288,413	16.95%	$ 48,890	38.77%		$ 18,956	269,457
Adminstration and General	253,470	25,347	228,123	43.10%	$ 98,312	38.77%	$ 38,118		190,005
Depreciation	360,099	159,169	200,929	46.72%	$ 93,882	38.77%	$ 36,401		164,528
Taxes	47,018	20,783	26,235	16.95%	$ 4,447	38.77%	$ 1,724		24,511
Return on Rate Base	606,945	268,279	338,665	17.25%	$ 58,420	38.77%	$ 9,061	$ 13,591	316,014
Sub-Total	2,323,408	755,949	1,567,459		789,043		85,304	220,633	1,261,522
TOTAL	2,323,408	755,949	1,567,459				85,304	220,633	1,261,522

County Base Charge 85,304 / 4 = 21,326 Quarter

County Commodity Charge 220,633 / 439,243 = 0.50 Per cubic metre

Windsor Water Utility

Calculation of Revenue Requirements Between the Municipality and the Utility

2024/25

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Joint Use %	Joint Use	County %	Base Charge County	Commodity Charge County	Revenue Required Utility
Source of Supply	7,004	700	6,304	100%	$ 6,304	38.90%		$ 2,452	3,851
Water Treatment	550,342	55,034	495,308	100%	$ 495,308	38.90%		$ 192,684	302,624
Transmission and Distribution	532,450	218,503	313,947	16.95%	$ 53,219	38.90%		$ 20,703	293,244
Adminstration and General	262,546	26,255	236,291	43.33%	$ 102,396	38.90%	$ 39,834		196,458
Depreciation	522,776	214,533	308,243	37.93%	$ 116,922	38.90%	$ 45,485		262,758
Taxes	48,428	19,874	28,554	16.95%	$ 4,840	38.90%	$ 1,883		26,672
Return on Rate Base	936,110	384,153	551,956	16.79%	$ 92,664	38.90%	$ 14,419	$ 21,629	515,908
Sub-Total	2,859,655	919,051	1,940,604		871,652		101,621	237,468	1,601,515
TOTAL	2,859,655	919,051	1,940,604				101,621	237,468	1,601,515

County Base Charge 101,621 / 4 = 25,405 Quarter

County Commodity Charge 237,468 / 439,243 = 0.54 Per cubic metre

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Windsor Water Utility

Calculation of Revenue Requirements Between the Municipality and the Utility

2025/26

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Joint Use %	Joint Use	County %	Base Charge County	Commodity Charge County	Revenue Required Utility
Source of Supply	7,214	721	6,493	100%	$ 6,493	39.03%		$ 2,534	3,959
Water Treatment	566,852	56,685	510,167	100%	$ 510,167	39.03%		$ 199,112	311,055
Transmission and Distribution	548,424	228,411	320,012	16.95%	$ 54,247	39.03%		$ 21,172	298,840
Adminstration and General	272,116	27,212	244,904	43.57%	$ 106,702	39.03%	$ 41,645		203,260
Depreciation	534,408	222,574	311,834	37.40%	$ 116,612	39.03%	$ 45,512		266,322
Taxes	49,881	20,775	29,106	16.95%	$ 4,934	39.03%	$ 1,925		27,181
Return on Rate Base	940,380	391,656	548,724	17.15%	$ 94,126	39.03%	$ 14,695	$ 22,042	511,988
Sub-Total	2,919,275	948,034	1,971,241		893,280		103,777	244,860	1,622,604
TOTAL	2,919,275	948,034	1,971,241				103,777	244,860	1,622,604

County Base Charge 103,777 / 4 = 25,944 Quarter

County Commodity Charge 244,860 / 439,243 = 0.56 Per cubic metre

Windsor Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2023/24

	Revenue Required from Metered Rates	Charge				Commodity Charge			
		Customer		Base		Delivery		Production	
Source of Supply	3,747							100%	3,747
Water Treatment	293,260							100%	293,260
Transmission and Distribution	269,457			0%	0	100%	269,457		
Adminstration and General	190,005	10%	19,000	90%	171,004				
Depreciation	164,528			80%	131,623	10%	16,453	10%	16,453
Taxes	24,511			100%	24,511				
Return on Rate Base	316,014			40%	126,406	30%	94,804	30%	94,804
SUBTOTAL	1,261,522		19,000		453,543		380,714		408,264
TOTAL	1,261,522		19,000		453,543		380,714		408,264

Windsor Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Revenue Required from Metered Rates	Charge				Commodity Charge			
		Customer		Base		Delivery		Production	
Source of Supply	3,851							100%	3,851
Water Treatment	302,624							100%	302,624
Transmission and Distribution	293,244			0%	0	100%	293,244		
Adminstration and General	196,458	10%	19,646	90%	176,812				
Depreciation	262,758			70%	183,931	15%	39,414	15%	39,414
Taxes	26,672			100%	26,672				
Return on Rate Base	515,908			40%	206,363	30%	154,772	30%	154,772
SUBTOTAL	1,601,515		19,646		593,778		487,431		500,661
TOTAL	1,601,515		19,646		593,778		487,431		500,661

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Windsor Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Revenue Required from Metered Rates	Charge				Commodity Charge			
		Customer		Base		Delivery		Production	
Source of Supply	3,959							100%	3,959
Water Treatment	311,055							100%	311,055
Transmission and Distribution	298,840			0%	0	100%	298,840		
Adminstration and General	203,260	10%	20,326	90%	182,934				
Depreciation	266,322			70%	186,425	15%	39,948	15%	39,948
Taxes	27,181			100%	27,181				
Return on Rate Base	511,988			40%	204,795	30%	153,596	30%	153,596
SUBTOTAL	1,622,604		20,326		601,335		492,385		508,558
TOTAL	1,622,604		20,326		601,335		492,385		508,558

Worksheet C-4

03-Sep-23

Windsor Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	1243	1	1,243
3/4"	47	1.5	71
1"	31	2.5	78
1.5"	13	5	65
2"	29	8	232
3"	3	16	48
4"	2	25	50
6"	0	50	0
8"	0	90	0
TOTAL	1368		1,786

Windsor Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	1243	1	1,243
3/4"	47	1.5	71
1"	31	2.5	78
1.5"	13	5	65
2"	29	8	232
3"	3	16	48
4"	2	25	50
6"	0	50	0
8"	0	90	0
TOTAL	1368		1,786

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Windsor Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	1243	1	1,243
3/4"	47	1.5	71
1"	31	2.5	78
1.5"	13	5	65
2"	29	8	232
3"	3	16	48
4"	2	25	50
6"	0	50	0
8"	0	90	0
TOTAL	1368		1,786

Windsor Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	253.94	13.89	267.83	66.96
5/8"	1	253.94	13.89	267.83	66.96
3/4"	1.5	380.92	13.89	394.80	98.70
1"	2.5	634.86	13.89	648.75	162.19
1.5"	5	1,269.72	13.89	1,283.61	320.90
2"	8	2,031.55	13.89	2,045.44	511.36
3"	16	4,063.10	13.89	4,076.99	1,019.25
4"	25	6,348.59	13.89	6,362.48	1,590.62
6"	50	12,697.19	13.89	12,711.07	3,177.77
8"	90	22,854.93	13.89	22,868.82	5,717.21
TOTAL					

Windsor Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	332.46	14.36	346.82	86.71
5/8"	1	332.46	14.36	346.82	86.71
3/4"	1.5	498.69	14.36	513.05	128.26
1"	2.5	831.16	14.36	845.52	211.38
1.5"	5	1,662.31	14.36	1,676.67	419.17
2"	8	2,659.70	14.36	2,674.06	668.51
3"	16	5,319.40	14.36	5,333.76	1,333.44
4"	25	8,311.56	14.36	8,325.92	2,081.48
6"	50	16,623.11	14.36	16,637.48	4,159.37
8"	90	29,921.61	14.36	29,935.97	7,483.99
TOTAL					

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Windsor Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	336.69	14.86	351.55	87.89
5/8"	1	336.69	14.86	351.55	87.89
3/4"	1.5	505.04	14.86	519.90	129.97
1"	2.5	841.73	14.86	856.59	214.15
1.5"	5	1,683.47	14.86	1,698.33	424.58
2"	8	2,693.55	14.86	2,708.41	677.10
3"	16	5,387.10	14.86	5,401.96	1,350.49
4"	25	8,417.34	14.86	8,432.20	2,108.05
6"	50	16,834.68	14.86	16,849.54	4,212.38
8"	90	30,302.42	14.86	30,317.28	7,579.32
TOTAL					

Worksheet C-6

03-Sep-23

Windsor Water Utility
Water Consumption by Block

Meter Size	Actual Current Consumption 1st Block Cubic Meters	2023/24 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	191,198	187,374
3/4"	24,608	24,608
1"	21,306	21,306
1.5"	22,007	22,007
2"	144,394	144,394
3"	2,330	2,330
4"	26,396	26,396
6"	0	0
8"	0	0
TOTAL	432,238	428,414
	TOTAL BOTH BLOCKS	**TOTAL BOTH BLOCKS**

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Windsor Water Utility
Water Consumption by Block

Meter Size	2024/25 Current Consumption 1st Block Cubic Meters	2025/26 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	183,626	179,954
3/4"	24,608	24,608
1"	21,306	21,306
1.5"	22,007	22,007
2"	144,394	144,394
3"	2,330	2,330
4"	26,396	26,396
6"	0	0
8"	0	0
TOTAL	424,667	420,994
	TOTAL BOTH BLOCKS	**TOTAL BOTH BLOCKS**

Worksheet C-7

03-Sep-23

Windsor Water Utility
Calculation of Consumption Charge
2023/24

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	0.95
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	0.89
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**1.84**

Windsor Water Utility
Calculation of Consumption Charge
2024/25

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.18
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.15
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**2.33**

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Windsor Water Utility
Calculation of Consumption Charge
2025/26

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.21
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.17
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**2.38**

Worksheet C-8 03-Sep-23

Windsor Water Utility
Water Consumption by Block
2023/24

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	267.83	0
5/8"	1,243	267.83	332,916
3/4"	47	394.80	18,556
1"	31	648.75	20,111
1.5"	13	1,283.61	16,687
2"	29	2,045.44	59,318
3"	3	4,076.99	12,231
4"	2	6,362.48	12,725
6"	0	12,711.07	0
8"	0	22,868.82	0
		West Hants Utility	85,304
	TOTAL BASE REVENUE		557,848

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	428,414	1.84	788,978
West Hants	439,243	0.50	220,633
	TOTAL CONSUMPTION REVENUE		1,009,611

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 1,567,459

Windsor Water Utility
Water Consumption by Block
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	346.82	0
5/8"	1,243	346.82	431,101
3/4"	47	513.05	24,114
1"	31	845.52	26,211
1.5"	13	1,676.67	21,797
2"	29	2,674.06	77,548
3"	3	5,333.76	16,001
4"	2	8,325.92	16,652
6"	0	16,637.48	0
8"	0	29,935.97	0
		West Hants Utility	101,621
	TOTAL BASE REVENUE		715,044

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	424,667	2.33	988,092
West Hants	439,243	0.54	237,468
	TOTAL CONSUMPTION REVENUE		1,225,560

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 1,940,604

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Windsor Water Utility
Water Consumption by Block
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	351.55	0
5/8"	1,243	351.55	436,979
3/4"	47	519.90	24,435
1"	31	856.59	26,554
1.5"	13	1,698.33	22,078
2"	29	2,708.41	78,544
3"	3	5,401.96	16,206
4"	2	8,432.20	16,864
6"	0	16,849.54	0
8"	0	30,317.28	0
		West Hants Utility	103,777
	TOTAL BASE REVENUE		725,438

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	420,994	2.38	1,000,943
West Hants	439,243	0.56	244,860
	TOTAL CONSUMPTION REVENUE		1,245,803

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 1,971,241

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Windsor Water Utility
Comparison of Current Water Rates with Proposed New Rates
2023/24

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	38	69.75	66.96	-4.0%	55.40	69.40	25.3%	125.15	136.36	9.0%
3/4"	131	102.00	98.70	-3.2%	192.41	241.05	25.3%	294.41	339.76	15.4%
1"	172	166.51	162.19	-2.6%	252.58	316.44	25.3%	419.09	478.62	14.2%
1.5"	423	327.78	320.90	-2.1%	622.12	779.39	25.3%	949.90	1,100.30	15.8%
2"	1,245	521.30	511.36	-1.9%	1,829.81	2,292.40	25.3%	2,351.11	2,803.76	19.3%
3"	194	1,037.36	1,019.25	-1.7%	285.38	357.53	25.3%	1,322.74	1,376.78	4.1%
4"	3,300	1,617.93	1,590.62	-1.7%	4,850.32	6,076.50	25.3%	6,468.25	7,667.12	18.5%
6"	-	3,230.61		0.0%	-	-				0.0%
West Hants	109,811	24,880.03	21,326.01	-14.3%	60,395.89	55,158.22	-8.7%	85,275.92	76,484.24	-10.3%

Windsor Water Utility
Comparison of Current Water Rates with Proposed New Rates
2024/25

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	37	66.96	86.71	29.5%	69.40	85.93	23.8%	136.36	172.64	26.6%
3/4"	131	98.70	128.26	30.0%	241.05	304.55	26.3%	339.76	432.82	27.4%
1"	172	162.19	211.38	30.3%	316.44	399.79	26.3%	478.62	611.17	27.7%
1.5"	423	320.90	419.17	30.6%	779.39	984.70	26.3%	1,100.30	1,403.87	27.6%
2"	1,245	511.36	668.51	30.7%	2,292.40	2,896.27	26.3%	2,803.76	3,564.78	27.1%
3"	194	1,019.25	1,333.44	30.8%	357.53	451.71	26.3%	1,376.78	1,785.15	29.7%
4"	3,300	1,590.62	2,081.48	30.9%	6,076.50	7,677.18	26.3%	7,667.12	9,758.66	27.3%
6"	-	-			-					
West Hants	109,811	21,326.01	25,405.16	19.1%	55,158.22	59,366.97	7.6%	76,484.24	84,772.13	10.8%

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Windsor Water Utility
Comparison of Current Water Rates with Proposed New Rates
2025/26

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	36	86.71	87.89	1.4%	85.93	86.05	0.1%	172.64	173.94	0.8%
3/4"	131	128.26	129.97	1.3%	304.55	311.21	2.2%	432.82	441.18	1.9%
1"	172	211.38	214.15	1.3%	399.79	408.53	2.2%	611.17	622.67	1.9%
1.5"	423	419.17	424.58	1.3%	984.70	1,006.21	2.2%	1,403.87	1,430.79	1.9%
2"	1,245	668.51	677.10	1.3%	2,896.27	2,959.53	2.2%	3,564.78	3,636.63	2.0%
3"	194	1,333.44	1,350.49	1.3%	451.71	461.58	2.2%	1,785.15	1,812.07	1.5%
4"	3,300	2,081.48	2,108.05	1.3%	7,677.18	7,844.87	2.2%	9,758.66	9,952.92	2.0%
6"										
West Hants	109,811	25,405.16	25,944.24	2.1%	59,366.97	61,214.89	3.1%	84,772.13	87,159.14	2.8%

Worksheet D-2

03-Sep-23

Windsor Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

		Projection Using Proposed Rates		
	2022/23 (Actual)	2023/24 Test Yr 1	2024/25 Test Yr 2	2025/26 Test Yr 3
OPERATING REVENUES				
Metered Sales	1,147,500	1,261,522	1,601,515	1,622,604
Metered Sales to Other Utilities	477,400	305,937	339,089	348,637
Public Fire Protection - Windsor	319,208	508,758	618,526	638,032
Public Fire Protection - West Hants	155,095	247,192	300,525	310,003
Total	**2,099,203**	**2,323,408**	**2,859,655**	**2,919,275**
OPERATING EXPENDITURES				
Source of Supply	7,000	6,800	7,004	7,214
Water Treatment	454,700	532,192	550,342	566,852
Transmission and Distribution	457,350	516,885	532,450	548,424
Administration and General	251,183	253,470	262,546	272,116
Depreciation	268,272	360,099	522,776	534,408
Taxes	29,478	47,018	48,428	49,881
Total	**1,467,983**	**1,716,464**	**1,923,546**	**1,978,895**
OPERATING PROFIT (LOSS)				
NON-OPERATING REVENUES				
Sundry	5,489	5,493	5,500	5,500
Sprinkler Service	5,927	5,927	6,000	6,000
Other Revenue	10,054	7,276	7,495	7,719
Total	**21,470**	**18,696**	**18,995**	**19,219**
NON-OPERATING EXPENDITURES				
Debt Charges - Principal	525,143	146,043	146,043	146,043
Debt Charges - Interest	31,845	17,751	17,751	17,751
New Debt - Principal	0	138,394	146,697	155,499
New Debt - Interest	0	305,453	297,150	288,348
New Debt - Principal	0	0	99,610	105,587
New Debt - Interest	0	0	219,854	213,877
New Debt - Principal	0	0	0	7,638
New Debt - Interest	0	0	0	16,857
Bank Service Charges	0	0	0	0
Interest Paid on consumer deposits	0	10,000	0	0
Capital out of Revenue	0	8,000	28,000	8,000
Earnings	0	0	0	0
Total	**556,988**	**625,641**	**955,105**	**959,599**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	95,702	0	0	0
SURPLUS AT BEGINNING OF YEAR	1,187,213	1,282,915	982,915	532,915
CAPITAL FROM SURPLUS	0	300,000	450,000	0
ACCUMULATED SURPLUS (DEFICIT)	1,282,915	982,915	532,915	532,915

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Appendix 1

Loan Calculator
Long Term Debt
2022/23

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ -**

Payment Schedule

	Principal	Interest	Total	Balance
Year				
1	$0.00	-	-	-
2	$0.00	-	-	-
3	$0.00	-	-	-
4	$0.00	-	-	-
5	$0.00	-	-	-
6	$0.00	-	-	-
7	$0.00	-	-	-
8	$0.00	-	-	-
9	$0.00	-	-	-
10	$0.00	-	-	-
11	$0.00	-	-	-
12	$0.00	-	-	-
13	$0.00	-	-	-
14	$0.00	-	-	-
15	$0.00	-	-	-
16	$0.00	-	-	-
17	$0.00	-	-	-
18	$0.00	-	-	-
19	$0.00	-	-	-
20	$0.00	-	-	-

Loan Calculator
Long Term Debt
2023/24

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ 5,090,887**

Payment Schedule

	Principal	Interest	Total	Balance
Year				
1	$138,393.51	305,453.22	443,846.73	4,952,493.49
2	$146,697.12	297,149.61	443,846.73	4,805,796.37
3	$155,498.95	288,347.78	443,846.73	4,650,297.43
4	$164,828.88	279,017.85	443,846.73	4,485,468.55
5	$174,718.61	269,128.11	443,846.73	4,310,749.93
6	$185,201.73	258,645.00	443,846.73	4,125,548.20
7	$196,313.84	247,532.89	443,846.73	3,929,234.36
8	$208,092.67	235,754.06	443,846.73	3,721,141.70
9	$220,578.23	223,268.50	443,846.73	3,500,563.47
10	$233,812.92	210,033.81	443,846.73	3,266,750.55
11	$247,841.69	196,005.03	443,846.73	3,018,908.86
12	$262,712.20	181,134.53	443,846.73	2,756,196.66
13	$278,474.93	165,371.80	443,846.73	2,477,721.73
14	$295,183.42	148,663.30	443,846.73	2,182,538.31
15	$312,894.43	130,952.30	443,846.73	1,869,643.88
16	$331,668.09	112,178.63	443,846.73	1,537,975.79
17	$351,568.18	92,278.55	443,846.73	1,186,407.61
18	$372,662.27	71,184.46	443,846.73	813,745.34
19	$395,022.01	48,824.72	443,846.73	418,723.33
20	$418,723.33	25,123.40	443,846.73	-

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Loan Calculator
Long Term Debt
2024/25

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**3,664,225**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$99,610.33	$219,853.50	319,463.83	3,564,614.67
2	$105,586.95	$213,876.88	319,463.83	3,459,027.71
3	$111,922.17	$207,541.66	319,463.83	3,347,105.54
4	$118,637.50	$200,826.33	319,463.83	3,228,468.04
5	$125,755.75	$193,708.08	319,463.83	3,102,712.29
6	$133,301.10	$186,162.74	319,463.83	2,969,411.20
7	$141,299.16	$178,164.67	319,463.83	2,828,112.03
8	$149,777.11	$169,686.72	319,463.83	2,678,334.92
9	$158,763.74	$160,700.10	319,463.83	2,519,571.18
10	$168,289.56	$151,174.27	319,463.83	2,351,281.62
11	$178,386.94	$141,076.90	319,463.83	2,172,894.69
12	$189,090.15	$130,373.68	319,463.83	1,983,804.53
13	$200,435.56	$119,028.27	319,463.83	1,783,368.97
14	$212,461.69	$107,002.14	319,463.83	1,570,907.28
15	$225,209.40	$94,254.44	319,463.83	1,345,697.88
16	$238,721.96	$80,741.87	319,463.83	1,106,975.92
17	$253,045.28	$66,418.56	319,463.83	853,930.64
18	$268,227.99	$51,235.84	319,463.83	585,702.65
19	$284,321.67	$35,142.16	319,463.83	301,380.97
20	$301,380.97	$18,082.86	319,463.83	-

Loan Calculator
Long Term Debt
2025/26

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**280,950**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$7,637.50	$16,857.00	24,494.50	273,312.50
2	$8,095.75	$16,398.75	24,494.50	265,216.75
3	$8,581.50	$15,913.00	24,494.50	256,635.25
4	$9,096.39	$15,398.12	24,494.50	247,538.86
5	$9,642.17	$14,852.33	24,494.50	237,896.70
6	$10,220.70	$14,273.80	24,494.50	227,676.00
7	$10,833.94	$13,660.56	24,494.50	216,842.05
8	$11,483.98	$13,010.52	24,494.50	205,358.08
9	$12,173.02	$12,321.48	24,494.50	193,185.06
10	$12,903.40	$11,591.10	24,494.50	180,281.66
11	$13,677.60	$10,816.90	24,494.50	166,604.06
12	$14,498.26	$9,996.24	24,494.50	152,105.80
13	$15,368.15	$9,126.35	24,494.50	136,737.65
14	$16,290.24	$8,204.26	24,494.50	120,447.41
15	$17,267.66	$7,226.84	24,494.50	103,179.75
16	$18,303.72	$6,190.79	24,494.50	84,876.03
17	$19,401.94	$5,092.56	24,494.50	65,474.09
18	$20,566.06	$3,928.45	24,494.50	44,908.04
19	$21,800.02	$2,694.48	24,494.50	23,108.02
20	$23,108.02	$1,386.48	24,494.50	(0.00)

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Appendix 2

Calculation of Joint use expenses

1. Production Percentages

Production from WTP	1,207,608	cubic meters
Water Sold to West Hants Water Utility	439,243	cubic meters
Water sold to Windsor Utility Retail	432,238	cubic meters
Total Non Revenue Water in System	336,127	cubic meters
Estimated Water used for maintenace of Water Quality	16,806	cubic meters
Unaccounted for Water - Leakage	319,321	cubic meters
Percentage of Trans and Dist System used by West Hants	16.95%	
Unaccounted for water included in water sold to West Hants	54,125	cubic meters
Unaccounted for Water Windsor Utility Only	265,196	cubic meters

Windsor Utilty Metered Consumption

Test year	Estimated Consumption	
2023/24	428,414	cubic meters
2024/25	424,667	cubic meters
2025/26	420,994	cubic meters

Windsor Water Utility Unaccounted for Water (Leakage)

Test year	Estimated Windsor	
2023/24	265,196	cubic meters
2024/25	265,196	cubic meters
2025/26	265,196	cubic meters

Windsor Water Utility Total Consumption plus Leakage

Test year	Estimated Windsor	
2023/24	693,610	cubic meters
2024/25	689,863	cubic meters
2025/26	686,190	cubic meters

West Hants Utility Consumption

Test year	West Hants Utility Consumption	
2023/24	439,243	cubic meters
2024/25	439,243	cubic meters
2025/26	439,243	cubic meters

2. Consumption

Test Year #1		
Total Windsor Water Utility Consumption plus leakage	693,610	cubic meters
West Hants Utility Consumption	439,243	cubic meters
Total	1,132,853	cubic meters
Consumption Allocation Percentage	**38.77%**	
Test Year #2		
Total Windsor Water Utility Consumption plus leakage	689,863	cubic meters
West Hants Utility Consumption	439,243	cubic meters
Total	1,129,105	cubic meters
Consumption Allocation Percentage	**38.90%**	
Test Year #3		
Total Windsor Water Utility Consumption plus leakage	686,190	cubic meters
West Hants Utility Consumption	439,243	cubic meters
Total	1,125,433	cubic meters
Consumption Allocation Percentage	**39.03%**	

2. Sourse of Supply Joint Use **Joint Use Percentage** **100%**

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3. Transmission and Distribution

Total length of Trans and Distr. piping in Windsor Water Utility in lineal feet	134,207
Lineal feet of pipe from Treatment plant to Wentworth Road based on a direct line.	22,750
Joint Use Percentage	**16.95%**

4. Administration and General

2023/24

Total Administration and General based on budget (Worksheet B-2a/b/c/d/e)				**253,470**
Less meter reading and collection				(35,000)
Less 1/2 Town salaries	(	146,002)		(73,001)
Less 1/2 all other costs.	(	72,468)		(36,234)
			Total	109,235
			Joint Use Percentage	**43.10%**

2024/25

Total Administration and General based on budget (Worksheet B-2a/b/c/d/e)				**262,546**
Less meter reading and collection				(35,000)
Less 1/2 Town salaries	(	150,382)		(75,191)
Less 1/2 all other costs.	(	77,164)		(38,582)
			Total	113,773
			Joint Use Percentage	**43.33%**

2025/26

Total Administration and General based on budget (Worksheet B-2a/b/c/d/e)				**272,116**
Less meter reading and collection				(35,000)
Less 1/2 Town salaries	(	154,894)		(77,447)
Less 1/2 all other costs.	(	82,222)		(41,111)
			Total	118,558
			Joint Use Percentage	**43.57%**

5. Depreciation **2023/24**

Depreciation			360,099
Less 83.05%of depreciation of demand assets (100% - 16.95% joint use)			
Less 83.05% of Reservoir	3,094,084	0.0133	(41,151)
Less 83.05% of other Purification Equip.	988,912	0.04	(39,556)
Less 83.05% of Trans and Dist mains	6,871,631	0.0133	(91,393)
Less 83.05% of all equipment	89,296	0.1	(8,930)
Less meters	191,609	0.05	(9,580)
Less Hydrants	79,421	0.0133	(1,056)
Less Services	9,028	0.02	(181)
		Total	**168,251**
		Joint Use Percentage	**46.72%**

Depreciation **2024/25**

Depreciation			522,776
Less 83.05%of depreciation of demand assets (100% - 16.95% joint use)			
Less 83.05% of Reservoir	3,094,084	0.0133	(41,151)
Less 83.05% of other Purification Equip.	3,520,276	0.04	(140,811)
Less 83.05% of Trans and Dist mains	8,660,702	0.0133	(115,187)
Less 83.05% of all equipment	159,713	0.1	(15,971)
Less meters	202,409	0.05	(10,120)
Less Hydrants	79,421	0.0133	(1,056)
Less Services	9,028	0.02	(181)
		Total	**198,298**
		Joint Use Percentage	**37.93%**

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Depreciation	**2025/26**		
Depreciation			534,408
Less 83.05%of depreciation of demand assets (100% - 16.95% joint use)			
Less 83.05% of Reservoir	3,094,084	0.0133	(41,151)
Less 83.05% of other Purification Equip.	3,520,276	0.04	(140,811)
Less 83.05% of Trans and Dist mains	9,328,383	0.0133	(124,067)
Less 83.05% of all equipment	166,357	0.1	(16,636)
Less meters	213,209	0.05	(10,660)
Less Hydrants	79,421	0.0133	(1,056)
Less Services	9,028	0.02	(181)
		Total	**199,846**
		Joint Use Percentage	**37.40%**

6. Taxes	**2023/24**		
Total taxes			47,018
Portion for Joint use based on water consumption		16.95%	7,970
Sub total			39,048
		Joint Use Percentage	**16.95%**

	2024/25		
Total taxes			48,428
Portion for Joint use based on water consumption		16.95%	8,209
Sub total			40,219
		Joint Use Percentage	**16.95%**

	2025/26		
Total taxes			49,881
Portion for Joint use based on water consumption		16.95%	8,455
Sub total			41,426
		Joint Use Percentage	**16.95%**

8. Return on rate base

	2023/24		
Treatment Plant Loan	0	100% joint use	0
Remaining loans	617,641	16.95%	104,699
Capital out of revenue	0	0% WTP equip	
Earnings	0	0% joint use	
Water Fund land purchase	0	100% joint use	
		Total	104,699
Rate base from Worksheet C-2	606,945		
		Joint Use Percentage	**17.25%**

	2024/25		
Treatment Plant New Loan	0	100% joint use	0
Remaining loans	927,105	16.95%	157,157
Capital out of revenue	0	0% WTP equip	
Earnings	0	0% joint use	
Water Fund land purchase	0	100% joint use	
		Total	157,157
Rate base from Worksheet C-2	936,110		
		Joint Use Percentage	**16.79%**

	2025/26		
Treatment Plant New Loan	0	100% joint use	0
Remaining loans	951,599	16.95%	161,310
Capital out of revenue	**0**	WT equip	
Earnings	0	0% joint use	
Water Fund land purchase	0	100% joint use	
		Total	161,310
Rate base from Worksheet C-2	940,380		
		Joint Use Percentage	**17.15%**

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Appendix 3

FIRE PROTECTION CHARGES
(All flows in Gallons per Minute)

LOCATION OF METERS	AVAILABLE FLOW AT 20 psi	MAX. HOUR DOMESTIC FLOW (Note 1)	AVAILABLE FLOW FOR FIRE	MAXIMUM FIRE FLOW REQUIRED	PERCENT AVAILABLE
Three Mile Plains	2800	443	2,357	2500	94.3%
Dill Road	1200	152	1,048	900	100.0%
Wentworth Road	2774	12	2,762	2500	100.0%
Total					
			Average Percent Available:		98.1%

Note 1: Calculated on Max. quarterly flow

Three Mile Plains	12,888,830	gallons per quarter
	141,635	gpd
	98.4	gpm
	4.5	Factor for Maximum hour
	443	gpm for maximum hour
Dill Road	4,426,722	gallons per quarter
	48,645	gpd
	33.8	gpm
	4.5	Factor for Maximum hour
	152	gpm for maximum hour
Wentworth Road	361,914	gallons per quarter
	3,977	gpd
	2.8	gpm
	4.5	Factor for Maximum hour
	12	gpm for maximum hour

Required Fire Flow Analysis carried out by C.G. Insurance Business Services on November 25, 2003.

Maximum required Fire Flow Windsor:	5,000	gpm		
Maximum required Fire Flow County:	2,500	gpm		
Total:	7,500	gpm		
Percent of Fire Protection to County:	2,500	or	33.3%	
	7,500			

YEAR	TOTAL FIRE PROTECTION $	% COUNTY	COUNTY FIRE PROTECTION CHARGE	AVAILABLE FIRE FLOW %	NET COUNTY FIRE PROTECTION	NET TOWN FIRE PROTECTION
2023/24	755,949	33.3%	251,983	98.1%	247,192	508,758
2024/25	919,051	33.3%	306,350	98.1%	300,525	618,526
2025/26	948,034	33.3%	316,011	98.1%	310,003	638,032

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West Hants Water Utility

Water Rate Study

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Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

03-Sep-23

Worksheet B-1

03-Sep-23

West Hants Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2021/22 Actual	2022/23 Estimated	Projection Using Current Rates 2023/24 Budget	2024/25 Budget	2025/26 Budget
OPERATING REVENUES					
Metered Sales	1,676,629	1,717,680	1,717,680	1,717,680	1,717,680
Public Fire Protection	595,789	595,789	595,789	595,789	595,789
Commercial		1,989	2,033	2,094	2,157
Sprinklers/Private Hydrants	2,150	2,168	2,215	2,281	2,349
Bulk Water Sales	0	24,000	161,727	166,579	171,576
Other	10,490	4,080	4,202	4,328	4,458
Total	**2,285,058**	**2,345,706**	**2,483,646**	**2,488,751**	**2,494,009**
OPERATING EXPENDITURES					
Source of Supply	539,286	485,900	446,178	495,950	508,416
Power and Pumping	48,370	0	0	0	0
Water Treatment	301,404	452,550	469,550	485,855	500,431
Transmission and Distribution	478,436	751,345	822,337	847,394	872,816
Administration and General	260,892	312,364	314,342	324,765	335,650
Depreciation	406,880	424,150	470,603	558,545	603,395
Taxes	35,450	39,372	25,000	25,750	26,523
Total	**2,070,718**	**2,465,681**	**2,548,010**	**2,738,259**	**2,847,230**
OPERATING PROFIT (LOSS)	**214,340**	**-119,975**	**-64,364**	**-249,508**	**-353,221**
			0		
NON-OPERATING REVENUES					
Interest on Overdue Accounts	10,116	6,000	3,336	3,436	3,539
Special Service	16,705	16,473	17,661	18,191	18,737
Other- Bank Interest	-223	3,500	3,500	3,605	3,713
Total	**26,598**	25,973	24,497	25,232	25,989
NON-OPERATING EXPENDITURES					
Debt Charges - Principal	51,334	60,134	60,134	60,134	60,134
Debt Charges - Interest	15,691	16,800	15,910	14,789	17,000
Principal - New Debt		0	0	0	0
Interest - New Debt		0	0	0	0
Principal - New Debt		0	11,931	12,647	13,406
Interest - New Debt		0	26,334	25,618	24,859
Principal - New Debt		0	0	60,383	64,006
Interest - New Debt		0	0	133,273	129,650
Principal - New Debt		0	0	0	32,148
Interest - New Debt		0	0	0	70,956
Capital out of Revenue	44,668	50,000	50,000	50,000	50,000
Transfer to reserve for sludge handling	10,000	10,000	10,000	10,000	10,000
Earnings		0	0	0	0
COMBINED TOTAL	**121,693**	**136,934**	**174,309**	**366,844**	**472,159**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**119,245**	**-230,936**	**-214,176**	**-591,120**	**-799,392**
SURPLUS AT BEGINNING OF YEAR *	**153,111**	**272,356**	**41,420**	**-172,756**	**-763,876**
ACCUMULATED SURPLUS (DEFICIT)	**272,356**	**41,420**	**-172,756**	**-763,876**	**-1,563,268**

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Worksheet B-2

03-Sep-23

West Hants Water Utility

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Estimated)	2023/24 Budget	2024/25 Budget	2025/26 Budget
OPERTATING EXPENDITURES				
Source of Supply	485,900	446,178	495,950	508,416
Power and Pumping	0	0	0	0
Water Treatment	452,550	469,550	485,855	500,431
Transmission and Distribution	751,345	822,337	847,394	872,816
Administration and General	312,364	314,342	324,765	335,650
Depreciation	424,150	470,603	558,545	603,395
Taxes	39,372	25,000	25,750	26,523
Total	**2,465,681**	**2,548,010**	**2,738,259**	**2,847,230**
NON OPERATING EXPENSES				
Debt Charges - Principal	60,134	60,134	60,134	60,134
Debt Charges - Interest	16,800	15,910	14,789	17,000
Principal - New Debt		11,931	12,647	13,406
Interest - New Debt		26,334	25,618	24,859
Principal - New Debt			60,383	32,148
Interest - New Debt			133,273	70,956
Capital out of Revenue	50,000	50,000	50,000	50,000
Transfer to reserve for sludge handling	10,000	10,000	10,000	10,000
Earnings	0	0	0	0
Combined Total	**136,934**	**174,309**	**366,844**	**472,159**
LESS NON-OPERATING REVENUES				
Interest	6,000	3,336	3,436	3,539
Special Services	16,473	17,661	18,191	18,737
Other- Bank Interest	3,500	3,500	3,605	3,713
Combined Total	25,973	24,497	25,232	25,989
LESS OTHER OPERATING REVENUE				
Bulk Water Sales	24,000	161,727	166,579	171,576
Commercial	1,989	2,033	2,094	2,157
Sprinklers/Private Hydrants	2,168	2,215	2,281	2,349
Sundry	4,080	4,202	4,328	4,458
Total	32,237	170,177	175,282	180,540
REVENUE REQUIRED FROM FIRE PROTECTION AND WATER CUSTOMERS	2,544,405	2,527,645	2,904,589	3,112,861

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West Hants Water Utility

Statement of Operating Expenditures

	2021/22 Actual	2022/23 (Estimated)	2023/24 Budget	2024/25 Budget	2025/26 Budget
SOURCE OF SUPPLY					
Professional Services	3,849				
Operation Labour	31,429	0	0	0	0
Maintenance	3,423	8,000	8,000	8,240	8,487
Water Purchased - TMP Excluding Fire Protection Charge	497,165	477,400	433,178	482,560	494,624
Water Rights	470	500	5,000	5,150	5,305
Other	2,950	0	0	0	0
TOTAL SOURCE OF SUPPLY	**539,286**	**485,900**	**446,178**	**495,950**	**508,416**
POWER AND PUMPING					
Operations Labour	31,429	0	0	0	0
Structures and Improvements	2,719	0	0	0	0
Pumping Equipment	778	0	0	0	0
Other	595	0	0	0	0
Power Hantsport WTP	32	0	0	0	0
Fuel/Propane-Generator	12,817	0	0	0	0
TOTAL POWER AND PUMPING	**48,370**	**0**	**0**	**0**	**0**
WATER TREATMENT					
Engineering	7,213				
Operational Labour	103,187	220,650	233,800	240,814	248,038
Power - Eldridge Rd	44,031	30,000	37,100	39,697	40,888
Power - Hantsport WTP		43,000	18,350	19,635	20,224
Fuel/Propane - Inc Generator & Maintenance		13,000	13,000	13,390	13,792
Chemicals and other	72,588	78,000	85,000	87,550	90,177
Telephone	4,877	0	0	0	0
Alarm	599	700	700	721	743
Structures and Improvements	5,765	7,200	11,600	11,948	12,306
Pumping Equipment	59,506	2,500	2,500	2,575	2,652
Treatment Equipment	59,506	45,000	55,000	56,650	58,350
Supplies and Maintenance	3,638	11,500	11,500	11,845	12,200
Other		1,000	1,000	1,030	1,061
TOTAL WATER TREATMENT	**360,910**	**452,550**	**469,550**	**485,855**	**500,431**

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Worksheet B-2a/2b/2c/2d/2e

TRANSMISSION AND DISTRIBUTION					
Computer & Asset Management	11,120				
Supervision	194,261	251,900	251,777	259,330	267,110
Operational Labour	152,480	246,700	291,463	300,207	309,213
Reservoirs and Standpipes	15,711	17,000	20,000	20,600	21,218
Structures and Improvemens	179	3,000	0	0	0
Mains	79,734	75,000	85,000	87,550	90,177
Other Distribution Plants (Leak Detection)	3,371	7,500	7,500	7,725	7,957
Bulk Water Haul Station	0	0	4,500	4,635	4,774
Services	-100,563	30,000	40,000	41,200	42,436
Meters - Supplies and Maintenance	2,613	6,000	6,000	6,180	6,365
Hydrants	16,136	10,000	8,500	8,755	9,018
PW Cost Distribution	18,441	21,520	30,150	31,055	31,986
Rents (DMA Radio)		850	600	618	637
Fleet Manitenance	23,921	23,675	25,000	25,750	26,523
Fleet Fuel	21,255	12,000	25,000	25,750	26,523
Lab Analysist	15,478	20,000	15,000	15,450	15,914
Monitoring Services	3,286	4,000	2,000	2,060	2,122
Power	20,709	22,000	9,647	10,323	10,633
Consumer Billing and Accounting	145				
Other	159	200	200	206	212
TOTAL TRANSMISSION AND DISTRIBUTION	**478,436**	**751,345**	**822,337**	**847,394**	**872,816**
ADMINISTRATION AND GENERAL					
Professional Services		32,500	25,000	25,750	26,523
Computer & Asset Management		6,667	6,700	6,901	7,108
Mileage & Expenses	4,896	3,100	4,500	4,635	4,774
Training & Development	5,263	3,505	5,000	5,150	5,305
Telephone	2,852	9,000	9,000	9,270	9,548
Advertising	278	1,000	1,000	1,030	1,061
Administration Fee	230,641	220,242	229,865	236,761	243,864
General Office Expenses	1,425	4,400	4,000	4,120	4,244
Auditor	8,838	8,800	9,000	9,270	9,548
UARB		9,495	10,000	10,300	10,609
Insurance	6,379	7,655	8,277	9,518	10,946
General Property	320	0	0	0	0
Other		6,000	2,000	2,060	2,122
TOTAL ADMINISTRATION AND GENERAL	**260,892**	**312,364**	**314,342**	**324,765**	**335,650**

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03-Sep-23

West Hants Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2022/23

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate in previous year	406,880
LAND AND LAND RIGHTS					
Source of Supply Land	0				0
Land - General					0
STRUCTURES AND IMPROVEMENTS					0
Source of Supply Structures - Roads/Gates	40,000		40,000	0.04	1,600
Power and Pumping Structures	0		0	0.04	0
Purification	0		0	0.05	0
Distribution Reservoirs and Standpipes	10,000	0	10,000	0.05	500
Water Treatment Plant	0		0	0.04	0
Sludge Pond	0	0	0	0.04	0
Other- System Assessment Report	15,000		15,000	0.1	1,500
Equipment	0		0		0
Electrical Pumping	10,000	0	10,000	0.04	400
Purification Equipment	85,000	0	85,000	0.05	4,250
Office Furniture and Equipment	0		0		0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.1	0
Software / computers	0		0	0.02	0
Control and Monitoring equipment	0	0	0	0.1	0
Flushing station and Valve replacement	23,000	0	23,000	0.04	920
Mains Service Repairs	155,000	0	155,000	0.04	6,200
Mains			0		0
Transmission	0	0	0	0.0133	0
Distribution	0	0	0	0.0133	0
Meters	30,000	0	30,000	0.05	1,500
Hydrants	0	0	0	0.0133	0
Sprinkler Connections	0	0	0	0.02	0
Services	20,000	0	20,000	0.02	400
Other	0	0	0	0	0
TOTAL	388,000	0	388,000		17,270

Source of Funding			
		Depreciation Fund Balance beginning of year	400,665
Outside Sources	0	Interest on Fund balance	5,008
Depreciation fund	338,000	Fund balance before expenditures	405,673
Long Term Debt	0	Depreciation Contribution for the Year	424,150
Capital out of revenue	50,000	Depreciation Spent During the Year	-338,000
TOTAL	388,000	Balance after expenditures and transfer	491,823

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West Hants Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2023/24

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate in previous year	424,150
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - General	0		0		0
STRUCTURES AND IMPROVEMENTS	0		0		0
Source of Supply Structures	80,000		80,000	0.04	3,200
Power and Pumping Structures	25,000		25,000	0.04	1,000
Purification	0	0	0	0.05	0
Distribution Reservoirs and Standpipes	0	0	0	0.04	0
Water Treatment Plant	40,000	0	40,000	0.04	1,600
Bulk Water Station	150,000	150,000	0	0.05	7,500
Other- System Assessment Report/Modeling	40,000		40,000	0.1	4,000
Equipment	0		0		0
Electrical Pumping	0	0	0	0.04	0
Purification Equipment	105,000	0	105,000	0.05	5,250
Office Furniture and Equipment	0		0		0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.1	0
Software / computers	0	0	0	0.2	0
Control and Monitoring equipment	105,000	0	105,000	0.01	1,050
Geotubes for Biosolids Handling	0	0	0	0.333	0
Mains Service Repairs/ PRV Upgrade	238,000	0	238,000	0.04	9,520
Mains	0	0			
Transmission	100,000	0	100,000	0.0133	1,330
Distribution	270,900	0	270,900	0.0133	3,603
Meters	40,000	30,000	10,000	0.05	2,000
Hydrants	0	0	0	0.0133	0
Sprinkler Connections	0	0	0	0.02	0
Services including replacements	320,000	20,000	300,000	0.02	6,400
Other	0	0	0	0	0
TOTAL	1,513,900	200,000	1,313,900	1	46,453

Source of Funding			
		Depreciation Fund Balance beginning of year	491,823
Outside Sources	200,000	Interest on Fund balance	6,148
Depreciation fund	825,000	Fund balance before expenditures	497,971
Long Term Debt	438,900	Depreciation Contribution for the Year	470,603
Capital out of revenue	50,000	Depreciation Spent During the Year	-825,000
TOTAL	1,513,900	Balance after expenditures and transfer	143,574

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West Hants Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2024/25

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate in previous year	470,603
LAND AND LAND RIGHTS					
Source of Supply Land	0	0	0	0	0
Source Water Protection	0	0			0
STRUCTURES AND IMPROVEMENTS	0	0			0
Source of Supply Structures - Roads	60,000	0	60,000	0.04	2,400
Power and Pumping Structures	0	0	0	0.04	0
Purification	0	0	0	0.05	0
Distribution Reservoirs and Standpipes	50,000	25,000	25,000	0.04	2,000
Water Treatment Plant	0	0	0	0.04	0
Sludge Pond	0	0	0	0.04	0
Other- System Assessment Report/Modeling		0	0	0.1	0
Equipment	0	0	0		0
Electrical Pumping	15,000	0	15,000	0.04	600
Purification Equipment	85,000	0	85,000	0.05	4,250
Office Furniture and Equipment	0	0	0	0.05	0
Transportation Equipment	75,015	0	75,015	0.1	7,502
Tools and Work Equipment	0	0	0	0.1	0
Software / computers	0	0	0	0.1	0
SCADA Upgrades	0	0	0	0.143	0
Geotubes for Biosolids Handling	0	0	0	0.333	0
Mains Service Repairs/ PRV Upgrade	198,000	0	198,000	0.04	7,920
Mains	0	0	0		0
Transmission	3,106,000	1,553,000	1,553,000	0.01333	41,403
Distribution	560,200	0	560,200	0.01333	7,467
Meters	280,000	30,000	250,000	0.05	14,000
Hydrants	0	0	0	0.01333	0
Sprinkler Connections	0		0		0
Services	20,000	20,000	0	0.02	400
Other	0		0	0	0
TOTAL	4,449,215	1,628,000	2,821,215		87,942

Source of Funding		Depreciation Fund Balance beginning of year	143,574
Outside Sources	1,628,000	Interest on Fund balance	1,795
Depreciation fund	550,000	Fund balance before expenditures	145,369
Long Term Debt	2,221,215	Depreciation Contribution for the Year	558,545
Capital out of revenue	50,000	Depreciation Spent During the Year	-550,000
TOTAL	4,449,215	Balance after expenditures and transfer	153,914

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West Hants Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate in previous year	558,545
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - General			0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures - Roads	10,000		10,000	0.04	400
Power and Pumping Structures	0		0		0
Purification	0		0	0.05	0
Distribution Reservoirs and Standpipes	0	0	0	0.1	0
Water Treatment Plant	0		0	0.04	0
Sludge Pond	0	0	0	0.1	0
Other -Watershed dam	0	0	0	0.02	0
Equipment	0	0	0		0
Electrical Pumping	10,000	0	10,000	0.04	400
Purification Equipment	85,000	0	85,000	0.05	4,250
Office Furniture and Equipment	0	0	0		0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0	0	0	0.1	0
Software / computers	0	0	0	0.2	0
Control and Monitoring equipment	0	0	0		0
Geotubes for Biosolids Handling	30,000	0	30,000	0.333	9,990
Mains Service Repairs/ PRV Upgrade	198,000	0	198,000	0.04	7,920
Mains	0	0	0		0
Transmission	0	0	0	0.0133	0
Distribution	1,499,600	0	1,499,600	0.01333	19,990
Meters	30,000	30,000	0	0.05	1,500
Hydrants	0		0	0.01333	0
Sprinkler Connections	0		0		0
Services	20,000	20,000	0	0.02	400
Other	0				0
TOTAL	1,882,600	50,000	1,832,600		44,850

Source of Funding			
		Depreciation Fund Balance beginning of year	153,914
Outside Sources	50,000	Interest on Fund balance	1,924
Depreciation fund	600,000	Fund balance before expenditures	155,838
Long Term Debt	1,182,600	Depreciation Contribution for the Year	603,395
Capital out of revenue	50,000	Depreciation Spent During the Year	-600,000
TOTAL	1,882,600	Balance after expenditures and transfer	159,232

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Worksheet B-4 03-Sep-23

West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2022/23

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures Flood Study	0	0.04	0
Power and Pumping Structures	0	0.04	0
Purification	0	0.05	0
Distribution Reservoirs and Standpipes	0	0.05	0
Water Treatment Plant	0	0.04	0
Test Well	0	0.04	0
Other	0	0.10	0
Equipment	0	0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.00	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
Software / computers	0	0.02	0
Control and Monitoring equipment	0	0.10	0
Digital Mapping	0	0.04	0
Generator	0	0.04	0
Mains	0	0.00	0
Transmission	0	0.01	0
Distribution	0	0.0133	0
Meters	0	0.05	0
Hydrants	0	0.01	0
Sprinkler Connections	0	0.02	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	0		0

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West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2023/24

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures Flood Study	0	0.04	0
Power and Pumping Structures	0	0.04	0
Purification	0	0.05	0
Distribution Reservoirs and Standpipes	0	0.04	0
Water Treatment Plant	0	0.04	0
Test Well	150,000	0.05	7,500
Other	0	0.10	0
Equipment	0	0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.00	0
Transportation Equipment	0	0.1000	0
Tools and Work Equipment	0	0.10	0
Software / computers	0	0.20	0
Control and Monitoring equipment	0	0.20	0
Digital Mapping	0	0.01	0
Generator	0	0.33	0
Mains	0	0.04	0
Transmission	0	0.0133	0
Distribution	0	0.0133	0
Meters	30,000	0.050	1,500
Hydrants	0	0.0133	0
Sprinkler Connections	0	0.02	0
Services	20,000	0.02	400
Other	0	0.00	0
TOTAL	200,000		9,400

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West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2024/25

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures Flood Study	0	0.04	0
Power and Pumping Structures	0	0.04	0
Purification	0	0.05	0
Distribution Reservoirs and Standpipes	25,000	0.0400	1,000
Water Treatment Plant	0	0.04	0
Test Well	0	0.04	0
Other	0	0.10	0
Equipment	0	0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
Software / computers	0	0.10	0
Control and Monitoring equipment	0	0.14	0
Digital Mapping	0	0.33	0
Generator	0	0.04	0
Mains	0	0.00	0
Transmission	1,553,000	0.0133	20,701
Distribution	0	0.0133	0
Meters	30,000	0.05	1,500
Hydrants	0	0.01	0
Sprinkler Connections	0	0.00	0
Services	20,000	0.02	400
Other	0	0.00	0
TOTAL	1,628,000		23,601

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West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2025/26

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures Flood Study	0	0.04	0
Power and Pumping Structures	0	0.00	0
Purification	0	0.05	0
Distribution Reservoirs and Standpipes	0	0.10	0
Water Treatment Plant	0	0.04	0
Test Well	0	0.10	0
Other	0	0.02	0
Equipment	0	0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.00	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
Software / computers	0	0.20	0
Control and Monitoring equipment	0	0.00	0
Digital Mapping	0	0.33	0
Generator	0	0.04	0
Mains	0	0.00	0
Transmission	0	0.0133	0
Distribution	0	0.0133	0
Meters	30,000	0.05	1,500
Hydrants	0	0.01	0
Sprinkler Connections	0	0.00	0
Services	20,000	0.02	400
Other	0	0.00	0
TOTAL	50,000		1,900

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Worksheet B-5 03-Sep-23

West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2022/23

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-						
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-		-	90.0%	0	10.0%	0
Land - General	266,692		266,692	90.0%	240,023	10.0%	26,669
STRUCTURES AND IMPROVEMENTS	-		-		0		0
Structures and Improvements	467,044	40,000	507,044	90.0%	456,340	10.0%	50,704
Power and Pumping Structures	-	-	-	90.0%	0	10.0%	0
Purification	874,209	-	874,209	90.0%	786,788	10.0%	87,421
Distribution Reservoirs and Standpipes	793,013	10,000	803,013	40.0%	321,205	60.0%	481,808
Water Treatment Plant	19,010	-	19,010	90.0%	17,109	10.0%	1,901
Sludge Pond	63,088	-	63,088	90.0%	56,779	10.0%	6,309
Bulk Water Station	88,943	-	88,943	90.0%	80,049	10.0%	8,894
Other- System Assessment Report		15,000	15,000	90.0%	13,500	10.0%	1,500
Equipment	-	-	-		0		0
Electrical Pumping	150,881	10,000	160,881	40.0%	64,352	60.0%	96,529
Purification Equipment	3,755,905	85,000	3,840,905	90.0%	3,456,814	10.0%	384,090
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	183,551	-	183,551	90.0%	165,196	10.0%	18,355
Tools and Work Equipment	21,834	-	21,834	90.0%	19,650	10.0%	2,183
Software / Computers/General	3,293	-	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	-	-	-	90.0%	0	10.0%	0
Flushing Stationand Valve Replacement	-	23,000	23,000	90.0%	20,700	10.0%	2,300
Mains Service Repairs/ PRV Upgrade	-	155,000	155,000	40.0%	62,000	60.0%	93,000
Mains	-	-	-		0		0
Transmission	332,523	-	332,523	40.0%	133,009	60.0%	199,514
Distribution	3,416,166	-	3,416,166	40.0%	1,366,466	60.0%	2,049,700
Meters	1,078,084	30,000	1,108,084	100.0%	1,108,084	0.0%	0
Hydrants	433,726	-	433,726	0.0%	0	100.0%	433,726
Donated Assets?????????	2,087,143	-	2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services including replacements	898,165	20,000	918,165	100.0%	918,165	0.0%	0
Other	133,925	-	133,925	90.0%	120,533	10.0%	13,393
TOTAL	15,068,489	388,000	15,456,489	67.6%	10,454,592	32.4%	5,001,897

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West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2023/24

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-	-					
LAND AND LAND RIGHTS	-	-	-				
Source of Supply Land	-	-	-	90.0%	0	10.0%	0
Land - General	266,692	-	266,692	90.0%	240,023	10.0%	26,669
STRUCTURES AND IMPROVEMENTS	-	-	-		0		0
Structures and Improvements	507,044	80,000	587,044	90.0%	528,340	10.0%	58,704
Power and Pumping Structures	-	25,000	25,000	90.0%	22,500	10.0%	2,500
Purification	874,209	-	874,209	90.0%	786,788	10.0%	87,421
Distribution Reservoirs and Standpipes	803,013	-	803,013	40.0%	321,205	60.0%	481,808
Water Treatment Plant	19,010	40,000	59,010	90.0%	53,109	10.0%	5,901
Sludge Pond	63,088		63,088	90.0%	56,779	10.0%	6,309
Bulk Water Station	88,943	150,000	238,943	90.0%	215,049	10.0%	23,894
Other- System Assessment Report	15,000	40,000	55,000	90.0%	49,500	10.0%	5,500
Equipment	-	-	-		0		0
Electrical Pumping	160,881	-	160,881	40.0%	64,352	60.0%	96,529
Purification Equipment	3,840,905	105,000	3,945,905	90.0%	3,551,314	10.0%	394,590
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	183,551	-	183,551	90.0%	165,196	10.0%	18,355
Tools and Work Equipment	21,834	-	21,834	90.0%	19,650	10.0%	2,183
Software / Computers/General	3,293	-	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	-	105,000	105,000	90.0%	94,500	10.0%	10,500
Geotubes for Biosolids Handling	23,000	-	23,000	90.0%	20,700	10.0%	2,300
Mains Service Repairs/ PRV Upgrade	155,000	238,000	393,000	40.0%	157,200	60.0%	235,800
Mains	-	-	-		0		0
Transmission	332,523	100,000	432,523	40.0%	173,009	60.0%	259,514
Distribution	3,416,166	270,900	3,687,066	40.0%	1,474,826	60.0%	2,212,240
Meters	1,108,084	40,000	1,148,084	100.0%	1,148,084	0.0%	0
Hydrants	433,726	-	433,726	0.0%	0	100.0%	433,726
Donated Assets?????????	2,087,143	-	2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services including replacements	918,165	320,000	1,238,165	100.0%	1,238,165	0.0%	0
Other	133,925	-	133,925	90.0%	120,533	10.0%	13,393
TOTAL	15,456,489	1,513,900	16,970,389	68.1%	11,548,652	31.9%	5,421,737

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West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service Between General Service and Fire Protection
2024/25

	Falmouth						
	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-						
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	266,692	0	266,692	90.0%	240,023	10.0%	26,669
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Structures and Improvements	587,044	60,000	647,044	90.0%	582,340	10.0%	64,704
Power and Pumping Structures	25,000	0	25,000	90.0%	22,500	10.0%	2,500
Purification	874,209	0	874,209	90.0%	786,788	10.0%	87,421
Distribution Reservoirs and Standpipes	803,013	50,000	853,013	40.0%	341,205	60.0%	511,808
Water Treatment Plant	59,010	0	59,010	90.0%	53,109	10.0%	5,901
Sludge Pond	63,088	0	63,088	90.0%	56,779	10.0%	6,309
Bulk Water Station	238,943	0	238,943	90.0%	215,049	10.0%	23,894
Other- System Assessment Report	55,000	0	55,000	90.0%	49,500	10.0%	5,500
Other- Yield Study Davison Lake		0	-	90.0%	0	10.0%	0
Equipment	-	0	-		0		0
Electrical Pumping	160,881	15,000	175,881	40.0%	70,352	60.0%	105,529
Purification Equipment	3,945,905	85,000	4,030,905	90.0%	3,627,814	10.0%	403,090
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	183,551	75,015	258,566	90.0%	232,709	10.0%	25,857
Tools and Work Equipment	21,834	0	21,834	90.0%	19,650	10.0%	2,183
Software / Computers/General	3,293	0	3,293	90.0%	2,963	10.0%	329
SCADA Upgrades	105,000	0	105,000	90.0%	94,500	10.0%	10,500
Geotubes for Biosolids Handling	23,000	0	23,000	90.0%	20,700	10.0%	2,300
Mains Service Repairs/ PRV Upgrade	393,000	198,000	591,000	40.0%	236,400	60.0%	354,600
Mains	-	0	-		0		0
Transmission	432,523	3,106,000	3,538,523	40.0%	1,415,409	60.0%	2,123,114
Distribution	3,687,066	560,200	4,247,266	40.0%	1,698,906	60.0%	2,548,360
Meters	1,148,084	280,000	1,428,084	100.0%	1,428,084	0.0%	0
Hydrants	433,726	0	433,726	0.0%	0	100.0%	433,726
Donated Assets?????????	2,087,143	0	2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,238,165	20,000	1,258,165	100.0%	1,258,165	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	16,970,389	4,449,215	21,419,604	63.6%	13,618,345	36.4%	7,801,259

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West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2025/26

	Falmouth						
	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant							
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	266,692	0	266,692	90.0%	240,023	10.0%	26,669
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Structures and Improvements	647,044	10,000	657,044	90.0%	591,340	10.0%	65,704
Power and Pumping Structures	25,000	0	25,000	90.0%	22,500	10.0%	2,500
Purification	874,209	0	874,209	90.0%	786,788	10.0%	87,421
Distribution Reservoirs and Standpipes	853,013	0	853,013	40.0%	341,205	60.0%	511,808
Water Treatment Plant	59,010	0	59,010	90.0%	53,109	10.0%	5,901
Sludge Pond	63,088	0	63,088	90.0%	56,779	10.0%	6,309
Bulk Water Station	238,943	0	238,943	90.0%	215,049	10.0%	23,894
Other- System Assessment Report	55,000	0	55,000	90.0%	49,500	10.0%	5,500
Other- Yield Study Davison Lake	-	0	-	90.0%	0	10.0%	0
Equipment	-	0	-				
Electrical Pumping	175,881	10,000	185,881	40.0%	74,352	60.0%	111,529
Purification Equipment	4,030,905	85,000	4,115,905	90.0%	3,704,314	10.0%	411,590
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	258,566	0	258,566	90.0%	232,709	10.0%	25,857
Tools and Work Equipment	21,834	0	21,834	90.0%	19,650	10.0%	2,183
Software / Computers/General	3,293	0	3,293	90.0%	2,963	10.0%	329
SCADA Upgrades	105,000	0	105,000	90.0%	94,500	10.0%	10,500
Geotubes for Biosolids Handling	23,000	30,000	53,000	90.0%	47,700	10.0%	5,300
Mains Service Repairs/ PRV Upgrade	591,000	198,000	789,000	40.0%	315,600	60.0%	473,400
Mains	-	0	-		0		0
Transmission	3,538,523	0	3,538,523	40.0%	1,415,409	60.0%	2,123,114
Distribution	4,247,266	1,499,600	5,746,866	40.0%	2,298,746	60.0%	3,448,120
Meters	1,428,084	30,000	1,458,084	100.0%	1,458,084	0.0%	0
Hydrants	433,726	0	433,726	0.0%	0	100.0%	433,726
Donated Assets?????????	2,087,143	0	2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,258,165	20,000	1,278,165	100.0%	1,278,165	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	21,419,604	1,882,600	23,302,204	62.1%	14,463,885	37.9%	8,838,319

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West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for 2023/24

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	446,178	10.0%	44,618
Power and Pumping	0	10.0%	0
Water Treatment	469,550	10.0%	46,955
Transmission and Distribution	822,337	33.1%	272,584
Administration and General	314,342	10.0%	31,434
Depreciation	470,603	33.1%	155,993
Taxes	25,000	33.1%	8,287
Return on Rate Base	(20,365)	33.1%	-6,750
Total	2,527,645	21.9%	553,121

West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2024/25

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	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	495,950	10.0%	49,595
Power and Pumping	0	10.0%	0
Water Treatment	485,855	10.0%	48,586
Transmission and Distribution	847,394	36.4%	308,630
Administration and General	324,765	10.0%	32,476
Depreciation	558,545	36.4%	203,428
Taxes	25,750	36.4%	9,378
Return on Rate Base	166,330	36.4%	60,579
Total	2,904,589	24.5%	712,673

West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2025/26

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	508,416	10.0%	50,842
Power and Pumping	0	10.0%	0
Water Treatment	500,431	10.0%	50,043
Transmission and Distribution	872,816	37.9%	331,051
Administration and General	335,650	10.0%	33,565
Depreciation	603,395	37.9%	228,862
Taxes	26,523	37.9%	10,060
Return on Rate Base	265,630	37.9%	100,751
Total	3,112,861	25.9%	805,174

Worksheet C-2

03-Sep-23

West Hants Water Utility				
Calculation of rate Base and required Return on rate Base				
Years Ending March 31st				
	2022/23	**2023/24**	**2024/25**	**2025/26**
	(Actual)	**(Estimate)**	**(Estimate)**	**(Estimate)**
RATE BASE				
Utility plant in Service March 31st	15,456,489	16,970,389	21,419,604	23,302,204
Less Accumulated Depreciaiton on actual cost of plant in service (Estimated)	(5,103,957)	(5,574,560)	(6,133,105)	(6,736,499)
Less Unamoritized amount of capital contribution for plant in service	(1,095,179)	(1,285,779)	(2,880,778)	(2,895,876)
Estimated Rate Base at Year End	9,257,353	10,110,050	12,405,722	13,669,828
REQUIRED RETURN				
Non-operating Expenditures (B-2)	136,934	174,309	366,844	472,159
Less Non-operating Revenue	(25,973)	(24,497)	(25,232)	(25,989)
Less Other Non-operating Revenue (B-2)	(32,237)	(170,177)	(175,282)	(180,540)
Return on Rate Base	78,724	(20,365)	166,330	265,630
Required Rate of Return (Req'd Return/Est Rate Base)	0.85%	-0.20%	1.34%	1.94%

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West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2023/24

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	446,178	44,618	401,560							100%	401,560
Power and Pumping	0	0	0							100%	0
Water Treatment	469,550	46,955	422,595							100%	422,595
Transmission and Distribution	822,337	272,584	549,753			25%	137,438	75%	412,315		
Administration and General	314,342	31,434	282,908	10%	28,291	90%	254,617	0%	0		
Depreciation	470,603	155,993	314,610			90%	283,149	5%	15,730	5%	15,730
Taxes	25,000	8,287	16,713			100%	16,713				
Return on Rate Base	-20,365	-6,750	-13,614			40%	-5,446	30%	-4,084	30%	-4,084
SUBTOTAL	2,527,645	553,121	1,974,524		28,291		686,471		423,961		835,801
							-				-
TOTAL	2,527,645	553,121	1,974,524		28,291		686,471		423,961		835,801

West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	495,950	49,595	446,355							100%	446,355
Power and Pumping	0	0	0							100%	0
Water Treatment	485,855	48,586	437,270							100%	437,270
Transmission and Distribution	847,394	308,630	538,763			25%	134,691	75%	404,073		
Adminstration and General	324,765	32,476	292,288	10%	29,229	90%	263,060	0%	0		
Depreciation	558,545	203,428	355,117			90%	319,605	5%	17,756	5%	17,756
Taxes	25,750	9,378	16,372			100%	16,372				
Return on Rate Base	166,330	60,579	105,751			40%	42,300	30%	31,725	30%	31,725
SUBTOTAL	2,904,589	712,673	2,191,916		29,229		776,027		453,554		933,106
TOTAL	2,904,589	712,673	2,191,916		29,229		776,027		453,554		933,106

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West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	508,416	50,842	457,574							100%	457,574
Power and Pumping	0	0	0							100%	0
Water Treatment	500,431	50,043	450,388							100%	450,388
Transmission and Distribution	872,816	331,051	541,764			25%	135,441	75%	406,323		
Adminstration and General	335,650	33,565	302,085	10%	30,209	90%	271,877	0%	0		
Depreciation	603,395	228,862	374,532			90%	337,079	5%	18,727	5%	18,727
Taxes	26,523	10,060	16,463			100%	16,463				
Return on Rate Base	265,630	100,751	164,879			40%	65,952	30%	49,464	30%	49,464
SUBTOTAL	3,112,861	805,174	2,307,686		30,209		826,812		474,514		976,152
TOTAL	3,112,861	805,174	2,307,686		30,209		826,812		474,514		976,152

West Hants Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
5/8"	2,589	1	2,589
3/4"	8	1.5	12
1"	17	2.5	43
1.5"	6	5	30
2"	6	8	48
3"	3	16	48
4"	2	25	50
6"	0	50	0
8"	0	90	0
TOTAL	2631		2,820

West Hants Water Utility
Service Connections and Equivalents
2024/25

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Meter Size	Number of Services	Capacity Ratio	System Equivalents
5/8"	2,604	1	2,604
3/4"	8	1.5	12
1"	17	2.5	43
1.5"	6	5	30
2"	6	8	48
3"	3	16	48
4"	2	25	50
6"	0	50	0
8"	0	90	0
TOTAL	2646		2,835

West Hants Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
5/8"	2,619	1	2,619
3/4"	8	1.5	12
1"	17	2.5	43
1.5"	6	5	30
2"	6	8	48
3"	3	16	48
4"	2	25	50
6"	0	50	0
8"	0	90	0
TOTAL	2661		2,850

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West Hants Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
5/8"	1	243.47	10.75	254.23	63.56
3/4"	1.5	365.21	10.75	375.96	93.99
1"	2.5	608.68	10.75	619.43	154.86
1.5"	5	1,217.36	10.75	1,228.12	307.03
2"	8	1,947.78	10.75	1,958.53	489.63
3"	16	3,895.56	10.75	3,906.32	976.58
4"	25	6,086.82	10.75	6,097.57	1,524.39
6"	50	12,173.64	10.75	12,184.39	3,046.10
8"	90	21,912.55	10.75	21,923.30	5,480.83
TOTAL					

West Hants Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
5/8"	1	273.78	11.05	284.83	71.21
3/4"	1.5	410.67	11.05	421.72	105.43
1"	2.5	684.45	11.05	695.49	173.87
1.5"	5	1,368.90	11.05	1,379.94	344.99
2"	8	2,190.23	11.05	2,201.28	550.32
3"	16	4,380.47	11.05	4,391.51	1,097.88
4"	25	6,844.48	11.05	6,855.53	1,713.88
6"	50	13,688.96	11.05	13,700.01	3,425.00
8"	90	24,640.13	11.05	24,651.18	6,162.79
TOTAL					

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West Hants Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
5/8"	1	290.16	11.35	301.51	75.38
3/4"	1.5	435.24	11.35	446.59	111.65
1"	2.5	725.40	11.35	736.75	184.19
1.5"	5	1,450.80	11.35	1,462.15	365.54
2"	8	2,321.28	11.35	2,332.63	583.16
3"	16	4,642.56	11.35	4,653.92	1,163.48
4"	25	7,254.01	11.35	7,265.36	1,816.34
6"	50	14,508.01	11.35	14,519.37	3,629.84
8"	90	26,114.43	11.35	26,125.78	6,531.44
TOTAL					

Worksheet C-6

03-Sep-23

West Hants Water Utility
Water Consumption by Block

Meter Size	2022/23 Total 1st Block Cubic Metres	2023/24 Total 1st Block Cubic Metres
Unmetered		
5/8"	334,614	**331,268**
3/4"	2,073	**2,073**
1"	11,387	**11,387**
1.5"	8,073	**8,073**
2"	13,604	**13,604**
3"	24,736	**24,736**
4"	3,671	**3,671**
6"	0	**0**
8"		
TOTAL	**398,159**	**394,813**

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West Hants Water Utility
Water Consumption by Block

Meter Size	2024/25 Total 1st Block Cubic Metres	2025/26 Total 1st Block Cubic Metres
Unmetered		
5/8"	**329,875**	**328,495**
3/4"	**2,073**	**2,073**
1"	**11,387**	**11,387**
1.5"	**8,073**	**8,073**
2"	**13,604**	**13,604**
3"	**24,736**	**24,736**
4"	**3,671**	**3,671**
6"	**0**	**0**
8"		
TOTAL	**393,419**	**392,040**

Worksheet C-7

03-Sep-23

West Hants Water Utility
Calculation of Consumption Charge
2023/24

NET PRODUCTION EXPENSE	Cubic Metres
Total Charge Worksheet C-3 / Quantity Worksheet C-6	2.12
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.07
TOTAL CONSUMPTION CHARGE	**3.19**

West Hants Water Utility
Calculation of Consumption Charge
2024/25

NET PRODUCTION EXPENSE	Cubic Metres
Total Charge Worksheet C-3 / Quantity Worksheet C-6	2.37
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.15
TOTAL CONSUMPTION CHARGE	**3.52**

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West Hants Water Utility
Calculation of Consumption Charge
2025/26

NET PRODUCTION EXPENSE	Cubic Metres
Total Charge Worksheet C-3 / Quantity Worksheet C-6	2.49
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.21
TOTAL CONSUMPTION CHARGE PER 1000 imp Gallons	**3.70**

Worksheet C-8 03-Sep-23

West Hants Water Utility
Water Consumption by Block
2023/24

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
5/8"	2,589	254.23	658,190
3/4"	8	375.96	3,008
1"	17	619.43	10,530
1.5"	6	1,228.12	7,369
2"	6	1,958.53	11,751
3"	3	3,906.32	11,719
4"	2	6,097.57	12,195
6"	0	12,184.39	0
8"	0	21,923.30	0
	TOTAL BASE REVENUE		714,762

CONSUMPTION CHARGE

	Quantity	per cubic meter	
			-
	394,813	3.19	1,259,762
	TOTAL CONSUMPTION REVENUE		1,259,762

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 1,974,524

West Hants Water Utility
Water Consumption by Block
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
5/8"	2,604	284.83	741,686
3/4"	8	421.72	3,374
1"	17	695.49	11,823
1.5"	6	1,379.94	8,280
2"	6	2,201.28	13,208
3"	3	4,391.51	13,175
4"	2	6,855.53	13,711
6"	0	13,700.01	0
8"	0	24,651.18	0
	TOTAL BASE REVENUE		805,256

CONSUMPTION CHARGE

	Quantity	per cubic meter	
	393,419	3.52	1,386,659
	TOTAL CONSUMPTION REVENUE		1,386,659

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 2,191,916

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West Hants Water Utility
Water Consumption by Block
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
5/8"	2,619	301.51	789,662
3/4"	8	446.59	3,573
1"	17	736.75	12,525
1.5"	6	1,462.15	8,773
2"	6	2,332.63	13,996
3"	3	4,653.92	13,962
4"	2	7,265.36	14,531
6"	0	14,519.37	0
8"	0	26,125.78	0
TOTAL BASE REVENUE			857,020

CONSUMPTION CHARGE

	Quantity	per cubic meter	
	392,040	3.70	1,450,666
TOTAL CONSUMPTION REVENUE			1,450,666

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 2,307,686

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West Hants Water Utility
Calculation of Bulk Water Rate
Years Ending March 31st

Cost Base	**2023/24**	**2024/25**	**2025/26**
Total Operating Expenses (Worksheet B-2)	2,548,010	2,738,259	2,847,230
Total Non Operating Expenses (Worksheet B-2)	174,309	366,844	472,159
Total Expenses	2,722,319	3,105,103	3,319,390
Water Consumption in Cubic Meters	394,813	393,419	392,040
Unit Calculations			
Unit cost per cubic metre	6.90	7.89	8.47
Operating cost and profit mark-up	30%	30%	30%
Bulk rate per cubic metre	**8.96**	**10.26**	**11.01**

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Worksheet D-1

03-Sep-23

West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2023/24

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
5/8"	32	62.25	63.56	2.1%	78.37	102.07	30.2%	140.62	165.62	17.8%
3/4"	65	92.42	93.99	1.7%	158.69	206.67	30.2%	251.11	300.66	19.7%
1"	167	152.74	154.86	1.4%	410.28	534.33	30.2%	563.02	689.19	22.4%
1.5"	336	303.56	307.03	1.1%	824.10	1,073.28	30.2%	1,127.66	1,380.31	22.4%
2"	567	484.53	489.63	1.1%	1,388.72	1,808.62	30.2%	1,873.25	2,298.25	22.7%
3"	2,061	967.14	976.58	1.0%	5,050.25	6,577.25	30.2%	6,017.39	7,553.83	25.5%
4"	459	1,510.07	1,524.39	0.9%	1,124.39	1,464.36				
6"	-	3,018.20	3,046.10	0.9%		-				

West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2024/25

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
5/8"	32	63.56	71.21	12.0%	102.07	111.63	9.4%	165.62	182.83	10.4%
3/4"	65	93.99	105.43	12.2%	206.67	228.30	10.5%	300.66	333.73	11.0%
1"	167	154.86	173.87	12.3%	534.33	590.24	10.5%	689.19	764.12	10.9%
1.5"	336	307.03	344.99	12.4%	1,073.28	1,185.58	10.5%	1,380.31	1,530.57	10.9%
2"	567	489.63	550.32	12.4%	1,808.62	1,997.86	10.5%	2,298.25	2,548.18	10.9%
3"	2,061	976.58	1,097.88	12.4%	6,577.25	7,265.42	10.5%	7,553.83	8,363.30	10.7%
4"	459	1,524.39	1,713.88	12.4%	1,464.36	1,617.58	10.5%	2,988.76	3,331.46	11.5%
6"		3,046.10	3,425.00	12.4%	-	-				

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West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2025/26

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
5/8"	31	71.21	75.38	5.9%	111.63	116.03	3.9%	182.83	191.41	4.7%
3/4"	65	105.43	111.65	5.9%	228.30	239.68	5.0%	333.73	351.32	5.3%
1"	167	173.87	184.19	5.9%	590.24	619.66	5.0%	764.12	803.85	5.2%
1.5"	336	344.99	365.54	6.0%	1,185.58	1,244.67	5.0%	1,530.57	1,610.21	5.2%
2"	567	550.32	583.16	6.0%	1,997.86	2,097.43	5.0%	2,548.18	2,680.59	5.2%
3"	2,061	1,097.88	1,163.48	6.0%	7,265.42	7,627.53	5.0%	8,363.30	8,791.01	5.1%
4"	459	1,713.88	1,816.34	6.0%	1,617.58	1,698.20	5.0%	3,331.46	3,514.54	5.5%
6"		3,425.00	3,629.84	6.0%	-	-				

Worksheet D-2

03-Sep-23

West Hants Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

		Projection Using Proposed Rates		
	2017/18 Year	2023/24 Test Yr 1	2024/25 Test Yr 2	2025/26 Test Yr 3
OPERATING REVENUES				
Metered Sales	1,717,680	1,974,524	2,191,916	2,307,686
Public Fire Protection	595,789	553,121	712,673	805,174
Total	2,313,469	2,527,645	2,904,589	3,112,861
OPERATING EXPENDITURES				
Source of Supply	485,900	446,178	495,950	508,416
Power and Pumping	0	0	0	0
Water Treatment	452,550	469,550	485,855	500,431
Transmission and Distribution	751,345	822,337	847,394	872,816
Administration and General	312,364	314,342	324,765	335,650
Depreciation	424,150	470,603	558,545	603,395
Taxes	39,372	25,000	25,750	26,523
Total	2,465,681	2,548,010	2,738,259	2,847,230
OPERATING PROFIT (LOSS)				
LESS NON-OPERATING REVENUES				
Interest	6,000	3,336	3,436	3,539
Transfer from Reserves	16,473	17,661	18,191	18,737
Other	3,500	3,500	3,605	3,713
Total	25,973	24,497	25,232	25,989
OTHER OPERATING REVENUES				
Bulk Water Sales	24,000	161,727	166,579	171,576
Interest on Overdue Accounts	0	0	0	0
Commercial	1,989	2,033	2,094	2,157
Sprinklers/Private Hydrants	2,168	2,215	2,281	2,349
Other Revenue	4,080	4,202	4,328	4,458
Total	32,237	170,177	175,282	180,540
NON-OPERATING EXPENDITURES				
Debt Charges - Principal	60,134	60,134	60,134	60,134
Debt Charges - Interest	16,800	15,910	14,789	17,000
Capital out of Revenue	50,000	50,000	50,000	50,000
Transfer to reserve for sludge handling	10,000	10,000	10,000	10,000
Earnings	0	0	0	0
Total	136,934	174,309	366,844	472,159
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-230,936	0	0	0

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Appendix 1

Loan Calculator
Long Term Debt
2022/23

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ -**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$0.00	$0.00	-	-
2	$0.00	$0.00	-	-
3	$0.00	$0.00	-	-
4	$0.00	$0.00	-	-
5	$0.00	$0.00	-	-
6	$0.00	$0.00	-	-
7	$0.00	$0.00	-	-
8	$0.00	$0.00	-	-
9	$0.00	$0.00	-	-
10	$0.00	$0.00	-	-
11	$0.00	$0.00	-	-
12	$0.00	$0.00	-	-
13	$0.00	$0.00	-	-
14	$0.00	$0.00	-	-
15	$0.00	$0.00	-	-
16	$0.00	$0.00	-	-
17	$0.00	$0.00	-	-
18	$0.00	$0.00	-	-
19	$0.00	$0.00	-	-
20	$0.00	$0.00	-	-

Loan Calculator
Long Term Debt
2023/24

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ 438,900**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$11,931.30	$26,334.00	38,265.30	426,968.70
2	$12,647.18	$25,618.12	38,265.30	414,321.52
3	$13,406.01	$24,859.29	38,265.30	400,915.51
4	$14,210.37	$24,054.93	38,265.30	386,705.14
5	$15,062.99	$23,202.31	38,265.30	371,642.14
6	$15,966.77	$22,298.53	38,265.30	355,675.37
7	$16,924.78	$21,340.52	38,265.30	338,750.59
8	$17,940.27	$20,325.04	38,265.30	320,810.32
9	$19,016.68	$19,248.62	38,265.30	301,793.64
10	$20,157.68	$18,107.62	38,265.30	281,635.95
11	$21,367.14	$16,898.16	38,265.30	260,268.81
12	$22,649.17	$15,616.13	38,265.30	237,619.64
13	$24,008.12	$14,257.18	38,265.30	213,611.51
14	$25,448.61	$12,816.69	38,265.30	188,162.90
15	$26,975.53	$11,289.77	38,265.30	161,187.37
16	$28,594.06	$9,671.24	38,265.30	132,593.31
17	$30,309.70	$7,955.60	38,265.30	102,283.61
18	$32,128.29	$6,137.02	38,265.30	70,155.32
19	$34,055.98	$4,209.32	38,265.30	36,099.34
20	$36,099.34	$2,165.96	38,265.30	-

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Loan Calculator
Long Term Debt
2024/25

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ 2,221,215**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$60,382.75	$133,272.90	193,655.65	2,160,832.25
2	$64,005.71	$129,649.94	193,655.65	2,096,826.54
3	$67,846.05	$125,809.59	193,655.65	2,028,980.49
4	$71,916.82	$121,738.83	193,655.65	1,957,063.67
5	$76,231.83	$117,423.82	193,655.65	1,880,831.85
6	$80,805.73	$112,849.91	193,655.65	1,800,026.11
7	$85,654.08	$108,001.57	193,655.65	1,714,372.04
8	$90,793.32	$102,862.32	193,655.65	1,623,578.71
9	$96,240.92	$97,414.72	193,655.65	1,527,337.79
10	$102,015.38	$91,640.27	193,655.65	1,425,322.41
11	$108,136.30	$85,519.34	193,655.65	1,317,186.11
12	$114,624.48	$79,031.17	193,655.65	1,202,561.63
13	$121,501.95	$72,153.70	193,655.65	1,081,059.68
14	$128,792.06	$64,863.58	193,655.65	952,267.62
15	$136,519.59	$57,136.06	193,655.65	815,748.03
16	$144,710.76	$48,944.88	193,655.65	671,037.26
17	$153,393.41	$40,262.24	193,655.65	517,643.86
18	$162,597.01	$31,058.63	193,655.65	355,046.84
19	$172,352.84	$21,302.81	193,655.65	182,694.01
20	$182,694.01	$10,961.64	193,655.65	-

Loan Calculator
Long Term Debt
2025/26

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ 1,182,600**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$32,148.46	$70,956.00	103,104.46	1,150,451.54
2	$34,077.36	$69,027.09	103,104.46	1,116,374.18
3	$36,122.01	$66,982.45	103,104.46	1,080,252.17
4	$38,289.33	$64,815.13	103,104.46	1,041,962.85
5	$40,586.69	$62,517.77	103,104.46	1,001,376.16
6	$43,021.89	$60,082.57	103,104.46	958,354.27
7	$45,603.20	$57,501.26	103,104.46	912,751.07
8	$48,339.39	$54,765.06	103,104.46	864,411.68
9	$51,239.76	$51,864.70	103,104.46	813,171.92
10	$54,314.14	$48,790.32	103,104.46	758,857.78
11	$57,572.99	$45,531.47	103,104.46	701,284.79
12	$61,027.37	$42,077.09	103,104.46	640,257.42
13	$64,689.01	$38,415.45	103,104.46	575,568.41
14	$68,570.35	$34,534.10	103,104.46	506,998.05
15	$72,684.57	$30,419.88	103,104.46	434,313.48
16	$77,045.65	$26,058.81	103,104.46	357,267.83
17	$81,668.39	$21,436.07	103,104.46	275,599.45
18	$86,568.49	$16,535.97	103,104.46	189,030.96
19	$91,762.60	$11,341.86	103,104.46	97,268.36
20	$97,268.36	$5,836.10	103,104.46	-

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Combined Windsor West Hants Water Utility

Water Rate Study

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Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

03-Sep-23

Worksheet B-1

03-Sep-23

Combined Windsor West Hants Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2021/22 (Actual)	2022/23 (Budget)	Projection Using Current Rates 2023/24 Budget	2024/25 Budget	2025/26 Budget
OPERATING REVENUES					
Metered Sales	2,723,550	2,865,180	2,882,969	2,882,969	2,882,969
Public Fire Protection - Windsor	319,208	319,208	319,208	319,208	319,208
Public Fire Protection from West Hants	155,095	155,095	155,095	155,095	155,095
Public Fire Protection West Hants	595,789	595,789	595,789	595,789	595,789
Commercial	0	1,989	2,033	2,094	2,157
Sprinkler Service/Private Hydrants	12,654	8,095	8,142	8,281	8,349
Sales to Other Utilities	343,670	477,400			
Bulk Water Sales	0	24,000	161,727	166,579	171,576
Other Income	19,390	9,569	9,695	9,828	9,958
Total	**4,169,356**	**4,456,325**	**4,134,658**	**4,139,843**	**4,145,101**
OPERATING EXPENDITURES					
Source of Supply	551,773	492,900	19,800	20,394	21,006
Power and Pumping	48,370	0	0	0	0
Water Treatment	783,004	907,250	1,001,742	1,036,197	1,067,283
Transmission and Distribution	936,868	1,208,695	1,339,222	1,379,844	1,421,239
Administration and General	431,809	563,547	567,812	587,311	607,766
Depreciation	669,430	692,422	830,702	1,081,321	1,137,758
Taxes	35,450	68,850	72,018	74,178	76,404
Total	**3,456,704**	**3,933,664**	**3,831,296**	**4,179,244**	**4,331,456**
OPERATING PROFIT (LOSS)	**712,652**	**522,661**	**303,362**	**-39,401**	**-186,355**
			0		
NON-OPERATING REVENUES					
Interest on Customer Accounts	13,761	13,344	7,432	7,655	7,884
Interest	0	2,010	2,459	2,533	2,609
Special Service	16,705	16,473	17,661	18,191	18,737
Other	3,204	700	721	743	765
Other- Bank Interest	-223	3,500	3,500	3,605	3,713
Total	**33,447**	**36,027**	**31,773**	**32,727**	**33,708**
NON-OPERATING EXPENDITURES					
Debt Charges - Principal	249,267	585,277	206,177	206,177	206,177
Debt Charges - Interest	61,029	48,645	33,661	32,540	34,751
New Debt - Principal	0	0	150,325	159,344	168,905
New Debt - Interest	0	0	331,787	322,768	313,207
New Debt - Principal	0	0	0	159,993	169,593
New Debt - Interest	0	0	0	353,126	343,527
New Debt - Principal	0	0	0		39,786
New Debt - Interest	0	0	0		132,568
New Debt - Principal	0	0	0	0	87,813
New Debt - Interest	0	0	0	0	
Transfer to Sludge Handling Reserve	10,000	10,000	20,000	10,000	10,000
Capital out of Revenue	71,488	50,000	58,000	78,000	58,000
Earnings	0	0	0	0	0
Total	391,784	693,922	799,950	1,321,949	1,564,326
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	354,315	-135,234	-464,815	-1,328,623	-1,716,973
SURPLUS AT BEGINNING OF YEAR	1,074,309	1,428,624	1,293,390	528,575	-1,250,048
CAPITAL FROM SURPLUS	0	0	300,000	450,000	0
ACCUMULATED SURPLUS (DEFICIT)	1,428,624	1,293,390	528,575	-1,250,048	-2,967,021

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Worksheet B-2

03-Sep-23

Combined Windsor West Hants Water Utility

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Budget)	2023/24 (Budget)	2024/25 (Budget)	2025/26 (Budget)
OPERTATING EXPENDITURES				
Source of Supply	492,900	19,800	20,394	21,006
Water Treatment	907,250	1,001,742	1,036,197	1,067,283
Transmission and Distribution	1,208,695	1,339,222	1,379,844	1,421,239
Administration and General	563,547	567,812	587,311	607,766
Depreciation	692,422	830,702	1,081,321	1,137,758
Taxes	68,850	72,018	74,178	76,404
Total	**3,933,664**	**3,831,296**	**4,179,244**	**4,331,456**
NON OPERATING EXPENSES				
Debt Charges - Principal	585,277	206,177	206,177	206,177
Debt Charges - Interest	48,645	33,661	32,540	34,751
New Debt - Principal	0	150,325	159,344	168,905
New Debt - Interest	0	331,787	322,768	313,207
New Debt - Principal	0	0	159,993	169,593
New Debt - Interest	0	0	353,126	343,527
New Debt - Principal	0	0	0	39,786
New Debt - Interest	0	0	0	132,568
New Debt - Principal				87,813
New Debt - Interest				0
Amortization of Debenture Discount	0	0	0	0
Interest Paid on consumer deposits	10,000	20,000	10,000	10,000
Capital out of Revenue	50,000	58,000	78,000	58,000
Earnings	0	0	0	0
Total	**693,922**	**799,950**	**1,321,949**	**1,564,326**
LESS NON-OPERATING REVENUES				
Interest on Customer Accounts	13,344	7,432	7,655	7,884
Interest	2,010	2,459	2,533	2,609
Special Service	16,473	17,661	18,191	18,737
Other	700	721	743	765
Bank Interest	3,500	3,500	3,605	3,713
Total	**36,027**	**31,773**	**32,727**	**33,708**
LESS OTHER OPERATING REVENUE				
Sundry	9,569	9,695	9,828	9,958
Sprinkler Service	8,095	8,142	8,281	8,349
Commercial	1,989	2,033	2,094	2,157
Bulk Water Service	24,000	161,727	166,579	171,576
Total	**43,653**	**181,597**	**186,782**	**192,040**
REVENUE REQUIRED FROM FIRE PROTECTION AND WATER CUSTOMERS	4,547,906	4,417,876	5,281,684	5,670,034

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Combined Windsor West Hants Water Utility

Statement of Operating Expenditures

	2021/22 Actual	2022/23 (Estimated)	2023/24 (Budget)	2024/25 (Budget)	2025/26 (Budget)
SOURCE OF SUPPLY					
Professional Services	6,479	0	0	0	0
Operational Labour and Benefits	39,969	0	0	0	0
Maintenance - Watershed Roads		5,000	5,000	5,150	5,305
Maintenance	3,423	8,000	8,000	8,240	8,487
Water Purchased - TMP Excluding Fire Protection Charge	497,165	477,400			
Other Supplies & Expenses	28	500	300	309	318
Water Withdrawal Fees	1,759	2,000	6,500	6,695	6,896
Other	2,950	0	0	0	0
TOTAL SOURCE OF SUPPLY	**551,773**	**492,900**	**19,800**	**20,394**	**21,006**
POWER AND PUMPING					
Operations Labour	31,429	0	0	0	0
Structures and Improvements	2,719	0	0	0	0
Pumping Equipment	778	0	0	0	0
Other	595	0	0	0	0
Power Hantsport WTP	32	0	0	0	0
Fuel/Propane-Generator	12,817	0	0	0	0
TOTAL POWER AND PUMPING	**48,370**	**0**	**0**	**0**	**0**
WATER TREATMENT					
Engineering	7,213				
Operational Labour	239,654	403,550	425,192	437,948	451,086
Telephone Services	4,447	0	0	0	0
Power - Eldridge Rd	44,031	30,000	37,100	39,697	40,888
Power - Hantsport WTP	0	43,000	18,350	19,635	20,224
Photocopier Expenses	375	500	500	515	530
Office Supplies	31	200	200	206	212
Computer Expenses	2,220	0	0	0	0
Engineering Services	7,961	0	0	0	0
Training & Travel	4,247	0	0	0	0
Chemicals	169,713	193,600	235,000	242,050	249,312
Other Supplies & Expenses	3,316	3,000	3,000	3,090	3,183
Maintenance - Plant Roadways	9,056	5,000	8,500	8,755	9,018
Maintenance - Building	21,174	22,200	26,600	27,398	28,220
Maintenance - Equipment	102,578	40,000	60,500	62,315	64,184
Maintenance - Treatment Equipment	59,506	45,000	55,000	56,650	58,350
Maintenance - Waste Water Lagoon	33,481	5,000	5,000	5,150	5,305
Power	1,642	49,000	54,600	58,422	60,175
Fuel	46,121	36,000	38,000	39,140	40,314
Telephone	4,877	0	0	0	0
Alarm	599	700	700	721	743
Lab Supplies	9,596	17,000	18,000	18,540	19,096
Outside Testing	11,011	12,000	14,000	14,420	14,853
All Terrain Vehicle	155	500	500	515	530
Other	0	1,000	1,000	1,030	1,061
TOTAL WATER TREATMENT	**783,004**	**907,250**	**1,001,742**	**1,036,197**	**1,067,283**

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Worksheet B-2a/2b/2c/2d/2e

TRANSMISSION AND DISTRIBUTION					
Computer & Asset Management	11,120	0	0	0	0
Supervision	194,261	251,900	251,777	259,330	267,110
Operational Labour	388,605	565,850	647,398	666,820	686,825
Engineering Services	12,540	0	0	0	0
Training,Travel	61	0	0	0	0
Maintenance Standpipe Industrial Park	15,947	17,000	20,000	20,600	21,218
Small Tools & Equipment	6,788	6,000	6,000	6,180	6,365
Structures and Improvements	179	3,000	0	0	0
Safety Equipment and Clothing	6,659	0	0	0	0
Maintenance - Transmission Mains	48,974	0	0	0	0
Other Distribution Plants (Leak Detection)	3,371	7,500	7,500	7,725	7,957
Maintenance - Mains and Standpipes	144,574	140,000	150,000	154,500	159,135
Bulk Water Haul Station	0	0	4,500	4,635	4,774
Maintenance - Services	-87,916	40,000	55,000	56,650	58,350
Maintenance - Meters	15,493	9,000	10,500	10,815	11,139
Maintenance - Hydrants	18,433	17,500	14,500	14,935	15,383
PW Cost Distribution	18,441	21,520	30,150	31,055	31,986
Power - Isolation Valve Chamber	990	1,200	1,450	1,552	1,599
PW Contribution	23,177	27,000	32,000	32,960	33,949
Rents (DMA Radio)	0	850	600	618	637
Vehicle Use from Public Works	53,812	40,675	55,000	56,650	58,350
Fleet Fuel	21,255	12,000	25,000	25,750	26,523
Lab Analysist	15,478	20,000	15,000	15,450	15,914
Monitoring Services	3,286	4,000	2,000	2,060	2,122
Power	20,709	22,000	9,647	10,323	10,633
Consumer Billing and Accounting	145	0	0	0	0
Other	486	1,700	1,200	1,236	1,273
TOTAL TRANSMISSION AND DISTRIBUTION	**936,868**	**1,208,695**	**1,339,222**	**1,379,844**	**1,421,239**
ADMINISTRATION AND GENERAL					
Professional Services	0	32,500	25,000	25,750	26,523
Computer & Asset Management	0	6,667	6,700	6,901	7,108
Advertising	556	1,700	1,700	1,751	1,804
Auditors	17,676	17,600	18,000	18,540	19,096
UARB	0	21,122	19,500	20,085	20,688
Professional Services	0	52,000	45,000	46,350	47,741
Computer & Asset Management	9,777	10,167	10,200	10,506	10,821
Mileage & Expenses	4,896	3,100	4,500	4,635	4,774
Insurance	15,250	18,300	20,545	23,626	27,170
Uncollectible Accounts	0	7,500	5,000	5,150	5,305
Training & Travel	14,295	18,505	17,000	17,510	18,035
Telephone	4,475	12,000	12,800	13,184	13,580
Administration Fee	363,139	351,986	375,867	387,143	398,758
General Office Expenses	1,425	4,400	4,000	4,120	4,244
General Property	320	0	0	0	0
Other	0	6,000	2,000	2,060	2,122
TOTAL ADMINISTRATION AND GENERAL	**431,809**	**563,547**	**567,812**	**587,311**	**607,766**

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03-Sep-23

Combined Windsor West Hants Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2022/23

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	669,430
0					0
LAND AND LAND RIGHTS					
Source of Supply Land	0				0
Land - General					0
STRUCTURES AND IMPROVEMENTS					0
Source of Supply Structures Roads and Gates	40,000		40,000	0.04	1,600
Power and Pumping Structures	0		0	0.04	0
Electrical Upgrades & Lagoons Workshop	0		0	0.04	0
Storage Reservoir	10,000	0	10,000	0.05	500
Water Treatment Plant	50,000		50,000	0.05	2,500
Treatment Plant Gate and Security	0	0	0	0.04	0
Other- System Report	15,000		15,000	0.1	1,500
Equipment			0		0
Electrical Pumping	10,000	0	10,000	0.04	400
Purification Equipment	100,000	0	100,000	0.05	5,000
Office Furniture and Equipment	0		0	0.1	0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.2	0
Backwash Piping	0		0	0.02	0
Distribution Mains Equipment	16,000	0	16,000	0.05	800
Flushing station and Valve replacement	23,000	0	23,000	0.04	920
Mains Service Repairs	155,000	0	155,000	0.04	6,200
Mains			0		0
Transmission	0	0	0	0.0133	0
Distribution	85,125	0	85,125	0.0133	1,132
Meters	40,800	0	40,800	0.05	2,040
Hydrants	0	0	0	0.0133	0
Sprinkler Connections		0	0		0
Services	20,000	0	20,000	0.02	400
Other	0	0	0	0.333	0
TOTAL	564,925	0	564,925		22,992

Source of Funding			
		Depreciation Fund Balance beginning of year	800,352
Outside Funding	0	Interest on Fund balance	10,004
Capital out of Revenue	50,000	Fund balance before expenditures	810,356
Depreciation fund	514,925	Depreciation Payment in Current Year	692,422
Long Term Debt	0	Depreciation Expenditure in Current Year	-514,925
TOTAL	564,925	Balance after expenditures	987,854

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Combined Windsor West Hants Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2023/24

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	692,422
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - Water Storage Tank	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures	850,000		850,000	0.0133	11,305
Source of Supply Structures	80,000		80,000	0.04	3,200
Power and Pumping Structures	25,000		25,000	0.04	1,000
Purification	0		0	0	0
Distribution Reservoirs and Standpipes	3,200,000	0	3,200,000	0.0133	42,560
Water Treatment Plant	40,000		40,000	0.04	1,600
Bulk Water Station	150,000	0	150,000	0.05	7,500
Other- System Assessment Report/Modeling	40,000		40,000	0.1	4,000
Equipment	0		0		0
Electrical Pumping	25,000	0	25,000	0.05	1,250
Purification Equipment	150,000	0	150,000	0.04	6,000
Purification Equipment	105,000		105,000	0.05	5,250
Office Furniture and Equipment	0		0	0.05	0
Transportation Equipment	0	0	0	0.2	0
Tools and Work Equipment	9,000		9,000	0.1	900
Backwash Piping	0		0	0.05	0
Control and Monitoring equipment	105,000		105,000	0.01	1,050
Distribution Mains Equipment	8,000		8,000	0.05	400
Meter Reading System	150,000	0	150,000	0.05	7,500
Mains Service Repairs/ PRV Upgrade	238,000		238,000	0.04	9,520
Other	0	0	0	0.05	0
Mains	0		0		0
Transmission	200,000	0	200,000	0.0133	2,660
Distribution	1,777,787	453,263	1,324,525	0.0133	23,645
Meters	50,800	0	50,800	0.05	2,540
Hydrants	0	0	0	0.02	0
Sprinkler Connections	0	0	0	0.0133	0
Services	320,000	0	320,000	0.02	6,400
Other	0	0	0	0.333	0
TOTAL	7,523,587	453,263	7,070,325		138,280

Source of Funding			
		Depreciation Fund Balance beginning of year	987,854
Outside Funding	210,800	Interest on Fund balance	12,348
Capital out of Revenue	58,000	Fund balance before expenditures	1,000,202
Depreciation fund	1,425,000	Depreciation Payment in Current Year	830,702
Long Term Debt	5,529,787	Depreciation Expenditure in Current Year	-1,425,000
Capital From Surplus	300,000		
TOTAL	7,523,587	Balance after expenditures	405,903

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Combined Windsor West Hants Water Utility

Calculation of Depreciation of Tangible Plant at Total Cost

2024/25

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
			Depreciation rate as March 31		830,702
LAND AND LAND RIGHTS					
Source of Supply Land	0	0	0	0	0
Future Reservoir Land	0				0
STRUCTURES AND IMPROVEMENTS					0
Source of Supply Structures-Roads	60,000	0	60,000	0.04	2,400
Power and Pumping Structures	0	0	0	0.02	0
Purification		0	0	0.02	0
Distribution Reservoirs and Standpipes	50,000	25,000	25,000	0.04	2,000
Water Treatment Plant	40,000	0	40,000	0.04	1,600
General Wellfield Development	0	0	0	0.04	0
Other - Future Development Capital Require	0	0	0	0.05	0
Equipment		0	0		0
Electrical Pumping	15,000	0	15,000	0.04	600
Purification Equipment	3,048,000	0	3,048,000	0.04	121,920
Purification Equipment	85,000		85,000	0.05	4,250
Ermergency Generator	0	0	0	0.05	0
Transportation Equipment	170,030	0	170,030	0.1	17,003
Tools and Work Equipment	0	0	0	0.1	0
GIS System		0	0	0.05	0
Distribution Mains Equipment	8,000	0	8,000	0.05	400
Meter Pit	0	0	0	0.05	0
Mains Service Repairs/ PRV Upgrade	198,000	0	198,000	0.04	7,920
Mains		0	0		0
Transmission	4,112,000	2,056,000	2,056,000	0.01333	54,813
Distribution	1,708,410	0	1,708,410	0.01333	22,773
Meters	290,800	0	290,800	0.05	14,540
Hydrants		0	0	0.02	0
Sprinkler Connections			0	0.0133	0
Services	20,000	0	20,000	0.02	400
Other	0		0	0.02	0
TOTAL	9,805,240	2,081,000	7,724,240		250,619

Source of Funding			
		Depreciation Fund Balance beginning of year	405,903
Outside Funding	2,141,800	Interest on Fund balance	5,074
Capital out of Revenue	78,000	Fund balance before expenditures	410,977
Depreciation fund	1,250,000	Depreciation Payment in Current Year	1,081,321
Long Term Debt	5,885,440	Depreciation Expenditure in Current Year	-1,250,000
Capital from Surplus	450,000	Balance after expenditures	242,298
TOTAL	9,805,240		

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Combined Windsor West Hants Water Utility
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation rate as March 31	1,081,321
LAND AND LAND RIGHTS					
Source of Supply Land	0		0		0
Land - General	0		0		0
STRUCTURES AND IMPROVEMENTS			0		0
Source of Supply Structures-Roads	10,000		10,000	0.04	400
Power and Pumping Structures			0	0.02	0
Purification			0	0	0
Distribution Reservoirs and Standpipes	0	0	0	0.01333	0
Water Treatment Plant	0		0	0.0133	0
General Test well	0	0	0	0.04	0
Other Water Source Structures			0	0.05	0
Equipment			0		0
Electrical Pumping	10,000		10,000	0.04	400
Purification Equipment	85,000	0	85,000	0.05	4,250
Office Furniture and Equipment			0	0.05	0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.1	0
GIS System			0	0.05	0
Distribution Mains Equipment	8,000		8,000	0.05	400
Geotubes for Biosolids Handling	30,000	0	30,000	0.333	9,990
Mains Service Repairs/ PRV Upgrade	198,000		198,000	0.04	7,920
Mains			0		0
Transmission	0		0	0.0133	0
Distribution	2,303,550	102,225	2,201,325	0.0133	30,637
Meters	40,800		40,800	0.05	2,040
Hydrants	0		0	0.02	0
Sprinkler Connections			0	0.0133	0
Services	20,000	0	20,000	0.02	400
Other					0
TOTAL	2,705,350	102,225	2,603,125	1	56,437

Source of Funding		Depreciation Fund Balance beginning of year	242,298
Outside Funding	163,025	Interest on Fund balance	3,029
Capital out of Revenue	58,000	Fund balance before expenditures	245,327
Depreciation fund	1,020,775	Depreciation Payment in Current Year	1,137,758
Long Term Debt	1,463,550	Depreciation Expenditure in Current Year	-1,020,775
Capital from Surplus	0	Balance after expenditures	362,310
TOTAL	2,705,350		

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Worksheet B-4 #REF!

Combined Windsor West Hants Water Utility

Calculation of Amoritization on Capital Contributions (to Plant)

2022/23

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.04	0
Land - General	0	0.10	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.04	0
Power and Pumping Structures	0	0.10	0
Purification	0	0.10	0
Distribution Reservoirs and Standpipes	0	0.20	0
Water Treatment Plant	0	0.02	0
General - Watershed Study	0	0.05	0
Other Water Source Structures	0	0.04	0
Equipment		0.04	0
Electrical Pumping	0	0.00	0
Purification Equipment	0	0.01	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.0133	0
Tools and Work Equipment	0	0.00	0
GIS System	0	0.02	0
Distribution Mains Equipment	0	0.00	0
Meter Shop Equipment	0	0.00	0
Other Equipment	0	0.00	0
Mains		0.00	0
Transmission	0	0.0000	0
Distribution	0	0.0000	0
Meters	0	0.000	0
Hydrants	0	0.0000	0
Sprinkler Connections	0	0.00	0
Services	0	0.00	0
Other	0	0.00	0
TOTAL	0		0

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Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2023/24

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.01	0
Power and Pumping Structures	0	0.04	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	25,000	0.04	1,000
Water Treatment Plant	0	0.04	0
General - Watershed Study	0	0.05	0
Other Water Source Structures	0	0.10	0
Equipment		0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.04	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.2000	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.05	0
Mains		0.00	0
Transmission	1,553,000	0.0133	20,701
Distribution	453,263	0.0133	6,028
Meters	0	0.050	0
Hydrants	0	0.0200	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	2,031,263		27,730

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Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2024/25

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.04	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.02	0
Distribution Reservoirs and Standpipes	0	0.0400	0
Water Treatment Plant	0	0.04	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment		0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.04	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.05	0
Other Equipment	0	0.04	0
Mains		0.00	0
Transmission	503,000	0.0133	6,705
Distribution	651,474	0.0133	8,684
Meters	0	0.05	0
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.02	0
TOTAL	1,154,474		15,389

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Combined Windsor West Hants Water Utility
Calculation of Amoritization on Capital Contributions (to Plant)
2025/26

	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.04	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	0	0.01	0
Water Treatment Plant	0	0.01	0
General - Watershed Study	0	0.04	0
Other Water Source Structures	0	0.05	0
Equipment		0.00	0
Electrical Pumping	0	0.04	0
Purification Equipment	0	0.05	0
Office Fruniture and Equipment	0	0.05	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.10	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.05	0
Meter Shop Equipment	0	0.33	0
Other Equipment	0	0.04	0
Mains		0.00	0
Transmission	0	0.0133	0
Distribution	401,975	0.0133	5,346
Meters	0	0.05	0
Hydrants	0	0.02	0
Sprinkler Connections	0	0.01	0
Services	0	0.02	0
Other	0	0.00	0
TOTAL	401,975		5,346

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Worksheet B-5 03-Sep-23

Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2022/23

	Utility Plant in Service Previous Year (from Financial Statements)	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant							
LAND AND LAND RIGHTS			-				
Source of Supply Land	-	-	-	90.0%	0	10.0%	0
Land and land rights	558,371	-	558,371	90.0%	502,534	10.0%	55,837
STRUCTURES AND IMPROVEMENTS		-	-		0		0
Source of Supply Structures	671,771	40,000	711,771	90.0%	640,594	10.0%	71,177
Structures and Improvements	467,044		467,044	90.0%	420,340	10.0%	46,704
Power and Pumping Structures							
Purification Building	1,074,960	-	1,074,960	90.0%	967,464	10.0%	107,496
Water Treatment Plant	1,825,549	50,000	1,875,549	80.0%	1,500,439	20.0%	375,110
Distribution Reservoirs and Standpipes	1,318,581	10,000	1,328,581	40.0%	531,432	60.0%	797,149
Water Treatment Plant	19,010		19,010	90.0%	17,109	10.0%	1,901
Other Structures and Improvements	501,037	-	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed/Sludge Pond	204,870		204,870	90.0%	184,383	10.0%	20,487
Bulk Water Station	88,943		88,943	90.0%	80,049	10.0%	8,894
Treatment Plant Gate and Security	-	-	-	90.0%	0	10.0%	0
Other System Assessment Report	-	15,000	15,000	90.0%	13,500	10.0%	1,500
Equipment			-		0		0
Electrical Equipment	150,881	10,000	160,881	90.0%	144,793	10.0%	16,088
Purification Equipment	4,781,648	100,000	4,881,648	90.0%	4,393,483	10.0%	488,165
Office Furniture and Equipment	-		-	90.0%	0	10.0%	0
Transportation Equipment	248,846	-	248,846	90.0%	223,961	10.0%	24,885
Tools and Work Equipment	21,834	-	21,834	90.0%	19,650	10.0%	2,183
Software/Computers	3,293	-	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	-						
Distribution Mains Equipment	-	16,000	16,000	40.0%	6,400	60.0%	9,600
Flushing Stationand Valve Replacement	-	23,000	23,000	90.0%	20,700	10.0%	2,300
Meter Reading Equipment	-		-	90.0%	0	10.0%	0
Mains Service Repairs/ PRV Upgrade	-	155,000	155,000	40.0%	62,000	60.0%	93,000
Other - PRV King and Lakview	-		-	40.0%	0	60.0%	0
Mains					0		0
Transmission	2,975,134	-	2,975,134	40.0%	1,190,054	60.0%	1,785,081
Distribution	7,355,632	85,125	7,440,757	40.0%	2,976,303	60.0%	4,464,454
Meters	1,248,093	40,800	1,288,893	100.0%	1,288,893	0.0%	0
Hydrants	513,147		513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	907,193	20,000	927,193	100.0%	927,193	0.0%	0
Other	133,925	-	133,925	90.0%	120,533	10.0%	13,393
TOTAL	27,158,199	564,925	27,723,124	64.0%	17,730,568	36.0%	9,992,555

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Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2023/24

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-	-					
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	-	-	90.0%	0	10.0%	0
Land - General	558,371	-	558,371	90.0%	502,534	10.0%	55,837
STRUCTURES AND IMPROVEMENTS	-	-	-		0		0
Source of Supply Structures	711,771	850,000	1,561,771	90.0%	1,405,594	10.0%	156,177
Structures and Improvements	467,044	80,000	547,044	90.0%	492,340	10.0%	54,704
Power and Pumping Structures	-	25,000	25,000	90.0%	22,500	10.0%	2,500
Purification Building	1,074,960		1,074,960	90.0%	967,464	10.0%	107,496
Water Treatment Plant	1,875,549	-	1,875,549	80.0%	1,500,439	20.0%	375,110
Distribution Reservoirs and Standpipes	1,328,581	3,200,000	4,528,581	40.0%	1,811,432	60.0%	2,717,149
Water Treatment Plant	19,010	40,000	59,010	90.0%	53,109	10.0%	5,901
Other Structures and Improvements	501,037		501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed/Sludget Lagoon	204,870		204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Bulk Water Station	88,943	150,000	238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	23,000		23,000	90.0%	20,700	10.0%	2,300
Other System Assessment Report	15,000	40,000	55,000	90.0%	49,500	10.0%	5,500
Equipment	-	-	-		0		0
Electrical Pumping	160,881	25,000	185,881	90.0%	167,293	10.0%	18,588
Water Treatment Equipment	-	150,000	150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	4,881,648	105,000	4,986,648	90.0%	4,487,983	10.0%	498,665
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	248,846		248,846	90.0%	223,961	10.0%	24,885
Tools and Work Equipment	21,834	9,000	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	-	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	-	105,000	105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	16,000	8,000	24,000	40.0%	9,600	60.0%	14,400
Geotubes for Biosolids Handling	-						
Meter Reading Equipment	-	150,000	150,000	90.0%	135,000	10.0%	15,000
Mains Service Repairs/ PRV Upgrade	155,000	238,000	393,000	40.0%	157,200	60.0%	235,800
Other	-	-	-	40.0%	0	60.0%	0
Mains		-	-		0		0
Transmission	2,975,134	200,000	3,175,134	40.0%	1,270,054	60.0%	1,905,081
Distribution	7,440,757	1,777,787	9,218,544	40.0%	3,687,418	60.0%	5,531,126
Meters	1,288,893	50,800	1,339,693	100.0%	1,339,693	0.0%	0
Hydrants	513,147	-	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	927,193	320,000	1,247,193	100.0%	1,247,193	0.0%	0
Other	133,925	-	133,925	90.0%	120,533	10.0%	13,393
TOTAL	27,723,124	7,523,587	35,246,711	61.9%	21,826,983	38.1%	13,419,728

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Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service
Between General Service and Fire Protection
2024/25

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant	-						
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	558,371	0	558,371	90.0%	502,534	10.0%	55,837
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures	1,561,771	60,000	1,621,771	90.0%	1,459,594	10.0%	162,177
Structures and Improvements	547,044		547,044	90.0%	492,340	10.0%	54,704
Power and Pumping Structures	25,000		25,000	90.0%	22,500	10.0%	2,500
Purification Building	1,074,960	0	1,074,960	90.0%	967,464	10.0%	107,496
Water Treatment Plant	1,875,549	40,000	1,915,549	80.0%	1,532,439	20.0%	383,110
Distribution Reservoirs and Standpipes	4,528,581	50,000	4,578,581	40.0%	1,831,432	60.0%	2,747,149
Water Treatment Plant	59,010		59,010	90.0%	53,109	10.0%	5,901
Other Structures and Improvements	501,037	0	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed	204,870		204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Bulk Water Station	238,943		238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	23,000		23,000	90.0%	20,700	10.0%	2,300
Other System Assessment Report	55,000	0	55,000	90.0%	49,500	10.0%	5,500
Equipment	-	0	-		0		0
Electrical Pumping	185,881	15,000	200,881	90.0%	180,793	10.0%	20,088
Water Treatment Equipment	150,000		150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	4,986,648	3,048,000	8,034,648	90.0%	7,231,183	10.0%	803,465
Purification Equipment		85,000	85,000	90.0%	76,500	10.0%	8,500
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	248,846	170,030	418,876	90.0%	376,988	10.0%	41,888
Tools and Work Equipment	30,834	0	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	0	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	105,000		105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	24,000	8,000	32,000	40.0%	12,800	60.0%	19,200
Meter Shop Equipment	150,000	0	150,000	90.0%	135,000	10.0%	15,000
Mains Service Repairs/ PRV Upgrade	393,000	198,000	591,000	40.0%	236,400	60.0%	354,600
Other	-		-	40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	3,175,134	4,112,000	7,287,134	40.0%	2,914,854	60.0%	4,372,281
Distribution	9,218,544	1,708,410	10,926,954	40.0%	4,370,782	60.0%	6,556,172
Meters	1,339,693	290,800	1,630,493	100.0%	1,630,493	0.0%	0
Hydrants	513,147	0	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,247,193	20,000	1,267,193	100.0%	1,267,193	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	35,246,711	9,805,240	45,051,951	61.4%	27,640,574	38.6%	17,411,377

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Combined Windsor West Hants Water Utility
Allocation of the Total Cost of Utiliy Plant in Service Between General Service and Fire Protection
2025/26

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
Intangible Plant							
Organization and Working Capital	1,293		1,293	100.0%	1,293	0.0%	0
Tangible Plant							
LAND AND LAND RIGHTS	-		-				
Source of Supply Land	-	0	-	90.0%	0	10.0%	0
Land - General	558,371	0	558,371	90.0%	502,534	10.0%	55,837
STRUCTURES AND IMPROVEMENTS	-	0	-		0		0
Source of Supply Structures-Roads	1,621,771	10,000	1,631,771	90.0%	1,468,594	10.0%	163,177
Structures and Improvements	547,044		547,044	90.0%	492,340	10.0%	54,704
Power and Pumping Structures	25,000		25,000	90.0%	22,500	10.0%	2,500
Purification Building	1,074,960	0	1,074,960	90.0%	967,464	10.0%	107,496
Water Treatment Plant	1,915,549	0	1,915,549	80.0%	1,532,439	20.0%	383,110
Distribution Reservoirs and Standpipes	4,578,581	0	4,578,581	40.0%	1,831,432	60.0%	2,747,149
Water Treatment Plant	59,010		59,010	90.0%	53,109	10.0%	5,901
Other Structures and Improvements	501,037	0	501,037	90.0%	450,933	10.0%	50,104
Lagoon Drying Bed	204,870		204,870	90.0%	184,383	10.0%	20,487
Treatment Plant Gate and Security	-		-	90.0%	0	10.0%	0
Bulk Water Station	238,943		238,943	90.0%	215,049	10.0%	23,894
Flushing Stationand Valve Replacement	23,000		23,000	90.0%	20,700	10.0%	2,300
Other System Assessment Report	55,000	0	55,000	90.0%	49,500	10.0%	5,500
Equipment	-	0	-				
Electrical Pumping	200,881	10,000	210,881	90.0%	189,793	10.0%	21,088
Water Treatment Equipment	150,000		150,000	90.0%	135,000	10.0%	15,000
Purification Equipment	8,034,648	85,000	8,119,648	90.0%	7,307,683	10.0%	811,965
Purification Equipment	85,000		85,000	90.0%	76,500	10.0%	8,500
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	418,876	0	418,876	90.0%	376,988	10.0%	41,888
Tools and Work Equipment	30,834	0	30,834	90.0%	27,750	10.0%	3,083
Software/Computers General	3,293	0	3,293	90.0%	2,963	10.0%	329
Control and Monitoring equipment	105,000		105,000	90.0%	94,500	10.0%	10,500
Distribution Mains Equipment	32,000	8,000	40,000	40.0%	16,000	60.0%	24,000
Mains Service Repairs/ PRV Upgrade	591,000	198,000	789,000	40.0%	315,600	60.0%	473,400
Geotubes for Biosolids Handling		30,000	30,000	90.0%	27,000	10.0%	3,000
Meter Shop Equipment	150,000		150,000	90.0%	135,000	10.0%	15,000
Other	-			40.0%	0	60.0%	0
Mains	-	0	-		0		0
Transmission	7,287,134	0	7,287,134	40.0%	2,914,854	60.0%	4,372,281
Distribution	10,926,954	2,303,550	13,230,504	40.0%	5,292,202	60.0%	7,938,302
Meters	1,630,493	40,800	1,671,293	100.0%	1,671,293	0.0%	0
Hydrants	513,147	0	513,147	0.0%	0	100.0%	513,147
Donated Assets	2,087,143		2,087,143	50.0%	1,043,572	50.0%	1,043,572
Services	1,267,193	20,000	1,287,193	100.0%	1,287,193	0.0%	0
Other	133,925	0	133,925	90.0%	120,533	10.0%	13,393
TOTAL	45,051,951	2,705,350	47,757,301	60.4%	28,826,694	39.6%	18,930,607

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Combined Windsor West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for 2023/24

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	19,800	10.0%	1,980
Water Treatment	1,001,742	10.0%	100,174
Transmission and Distribution	1,339,222	38.1%	509,891
Adminstration and General	567,812	10.0%	56,781
Depreciation	830,702	38.1%	316,279
Taxes	72,018	38.1%	27,420
Return on Rate Base	586,580	38.1%	223,333
Total	4,417,876	28.0%	1,235,858

Combined Windsor West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2024/25

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	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	20,394	10.0%	2,039
Water Treatment	1,036,197	10.0%	103,620
Transmission and Distribution	1,379,844	38.6%	533,273
Adminstration and General	587,311	10.0%	58,731
Depreciation	1,081,321	38.6%	417,902
Taxes	74,178	38.6%	28,668
Return on Rate Base	1,102,440	38.6%	426,063
Total	5,281,684	29.7%	1,570,296

Combined Windsor West Hants Water Utility
Allocation of Fire Protection Charges
Projected Expenses for Year 2025/26

	Estimated Expenses	PerCent Allocation to fire Protection	Fire Protection Charge
Source of Supply	21,006	10.0%	2,101
Water Treatment	1,067,283	10.0%	106,728
Transmission and Distribution	1,421,239	39.6%	563,368
Adminstration and General	607,766	10.0%	60,777
Depreciation	1,137,758	39.6%	450,998
Taxes	76,404	39.6%	30,286
Return on Rate Base	1,338,578	39.6%	530,602
Total	5,670,034	30.8%	1,744,859

Worksheet C-2

03-Sep-23

Combined Windsor West Hants Water Utility				
Calculation of rate Base and required Return on rate Base				
Years Ending March 31st				
	2022/23	2023/24	2024/25	2025/26
	(Actual)	(Estimate)	(Estimate)	(Estimate)
RATE BASE				
Utility plant in Service March 31st	27,723,124	35,246,711	45,051,951	47,757,301
Less Accumulated Depreciaiton on actual cost of plant in service (Estimated)	(9,406,778)	(10,237,480)	(11,318,801)	(12,456,559)
Less unamoritized amount of capital contribution for plant in service	-	(2,003,533)	(3,114,888)	(3,468,398)
Estimated Rate Base at Year End	18,316,346	23,005,698	30,618,262	31,832,344
REQUIRED RETURN				
Non-operating Expenditures (B-2)	693,922	799,950	1,321,949	1,564,326
Less Non-operating Revenue	(36,027)	(31,773)	(32,727)	(33,708)
Less Other Non-operating Revenue (B-2)	(43,653)	(181,597)	(186,782)	(192,040)
Return on Rate Base	614,242	586,580	1,102,440	1,338,578
Required Rate of Return (Req'd Return/Est Rate Base)	3.35%	2.55%	3.60%	4.21%

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Combined Windsor West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2023/24

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	19,800	1,980	17,820							100%	17,820
Water Treatment	1,001,742	100,174	901,568							100%	901,568
Transmission and Distribution	1,339,222	509,891	829,331			0%	0	100%	829,331		
Adminstration and General	567,812	56,781	511,031	10%	51,103	90%	459,928				
Depreciation	830,702	316,279	514,423			80%	411,538	10%	51,442	10%	51,442
Taxes	72,018	27,420	44,598			100%	44,598				
Return on Rate Base	586,580	223,333	363,247			40%	145,299	30%	108,974	30%	108,974
SUBTOTAL	4,417,876	1,235,858	3,182,017		51,103		1,061,363		989,747		1,079,804
TOTAL	4,417,876	1,235,858	3,182,017		51,103		1,061,363		989,747		1,079,804

Combined Windsor West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	20,394	2,039	18,355							100%	18,355
Water Treatment	1,036,197	103,620	932,577							100%	932,577
Transmission and Distribution	1,379,844	533,273	846,571			0%	0	100%	846,571		
Adminstration and General	587,311	58,731	528,580	10%	52,858	90%	475,722				
Depreciation	1,081,321	417,902	663,419			70%	464,393	15%	99,513	15%	99,513
Taxes	74,178	28,668	45,510			100%	45,510				
Return on Rate Base	1,102,440	426,063	676,376			40%	270,550	30%	202,913	30%	202,913
SUBTOTAL	5,281,684	1,570,296	3,711,388		52,858		1,256,176		1,148,997		1,253,357
TOTAL	5,281,684	1,570,296	3,711,388		52,858		1,256,176		1,148,997		1,253,357

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Combined Windsor West Hants Water Utility
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge				Commodity Charge			
				Customer		Base		Delivery		Production	
Source of Supply	21,006	2,101	18,905							100%	18,905
Water Treatment	1,067,283	106,728	960,554							100%	960,554
Transmission and Distribution	1,421,239	563,368	857,871			0%	0	100%	857,871		
Adminstration and General	607,766	60,777	546,989	10%	54,699	90%	492,290				
Depreciation	1,137,758	450,998	686,760			70%	480,732	15%	103,014	15%	103,014
Taxes	76,404	30,286	46,118			100%	46,118				
Return on Rate Base	1,338,578	530,602	807,977			40%	323,191	30%	242,393	30%	242,393
SUBTOTAL	5,670,034	1,744,859	3,925,175		54,699		1,342,331		1,203,278		1,324,867
TOTAL	5,670,034	1,744,859	3,925,175		54,699		1,342,331		1,203,278		1,324,867

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3832	1	3,832
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	3999		4,606

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3847	1	3,847
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	4014		4,621

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Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
5/8"	3862	1	3,862
3/4"	55	1.5	83
1"	48	2.5	120
1.5"	19	5	95
2"	35	8	280
3"	6	16	96
4"	4	25	100
6"	0	50	0
8"	0	90	0
TOTAL	4029		4,636

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2023/24

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	230.46	12.78	243.23	60.81
5/8"	1	230.46	12.78	243.23	60.81
3/4"	1.5	345.68	12.78	358.46	89.62
1"	2.5	576.14	12.78	588.92	147.23
1.5"	5	1,152.28	12.78	1,165.06	291.26
2"	8	1,843.64	12.78	1,856.42	464.11
3"	16	3,687.29	12.78	3,700.07	925.02
4"	25	5,761.39	12.78	5,774.17	1,443.54
6"	50	11,522.78	12.78	11,535.56	2,883.89
8"	90	20,741.00	12.78	20,753.78	5,188.44
TOTAL					

Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2024/25

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	271.87	13.17	285.04	71.26
5/8"	1	271.87	13.17	285.04	71.26
3/4"	1.5	407.81	13.17	420.97	105.24
1"	2.5	679.68	13.17	692.84	173.21
1.5"	5	1,359.35	13.17	1,372.52	343.13
2"	8	2,174.96	13.17	2,188.13	547.03
3"	16	4,349.92	13.17	4,363.09	1,090.77
4"	25	6,796.75	13.17	6,809.92	1,702.48
6"	50	13,593.51	13.17	13,606.67	3,401.67
8"	90	24,468.31	13.17	24,481.48	6,120.37
TOTAL					

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Combined Windsor West Hants Water Utility
Service Connections and Equivalents
2025/26

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	289.58	13.58	303.15	75.79
5/8"	1	289.58	13.58	303.15	75.79
3/4"	1.5	434.36	13.58	447.94	111.99
1"	2.5	723.94	13.58	737.52	184.38
1.5"	5	1,447.88	13.58	1,461.46	365.36
2"	8	2,316.61	13.58	2,330.19	582.55
3"	16	4,633.22	13.58	4,646.80	1,161.70
4"	25	7,239.41	13.58	7,252.99	1,813.25
6"	50	14,478.82	13.58	14,492.39	3,623.10
8"	90	26,061.87	13.58	26,075.45	6,518.86
TOTAL					

Worksheet C-6

03-Sep-23

Combined Windsor West Hants Water Utility
Water Consumption by Block

Meter Size	Actual Current Consumption 1st Block Cubic Meters	2023/24 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	525,812	518,642
3/4"	26,680	26,680
1"	32,694	32,694
1.5"	30,080	30,080
2"	157,997	157,997
3"	27,066	27,066
4"	30,068	30,068
6"	0	0
8"	0	0
TOTAL	830,397	823,227
	TOTAL BOTH BLOCKS	**TOTAL BOTH BLOCKS**

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Combined Windsor West Hants Water Utility
Water Consumption by Block

Meter Size	2024/25 Current Consumption 1st Block Cubic Meters	2025/26 Consumption 1st Block Cubic Meters
Unmetered	0	0
5/8"	513,501	508,449
3/4"	26,680	26,680
1"	32,694	32,694
1.5"	30,080	30,080
2"	157,997	157,997
3"	27,066	27,066
4"	30,068	30,068
6"	0	0
8"	0	0
TOTAL	818,086	813,034
	TOTAL BOTH BLOCKS	**TOTAL BOTH BLOCKS**

Worksheet C-7

03-Sep-23

Combined Windsor West Hants Water Utility
Calculation of Consumption Charge
2023/24

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.31
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.20
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**2.51**

Combined Windsor West Hants Water Utility
Calculation of Consumption Charge
2024/25

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.53
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.40
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**2.94**

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Combined Windsor West Hants Water Utility
Calculation of Consumption Charge
2025/26

NET PRODUCTION EXPENSE	BLOCK 1
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.63
NET DELIVERY EXPENSES	
Total Charge Worksheet C-3 / Quantity Worksheet C-6	1.48
TOTAL CONSUMPTION CHARGE PER 1000 Imp.Gallons	**3.11**

Worksheet C-8 03-Sep-23

Combined Windsor West Hants Water Utility
Water Consumption by Block
2023/24

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	243.23	0
5/8"	3,832	243.23	932,075
3/4"	55	358.46	19,715
1"	48	588.92	28,268
1.5"	19	1,165.06	22,136
2"	35	1,856.42	64,975
3"	6	3,700.07	22,200
4"	4	5,774.17	23,097
6"	0	11,535.56	0
8"	0	20,753.78	0
		West Hants Utility	
	TOTAL BASE REVENUE		1,112,466

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	823,227	2.51	2,069,551
	TOTAL CONSUMPTION REVENUE		2,069,551

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 3,182,017

Combined Windsor West Hants Water Utility
Water Consumption by Block
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	285.04	0
5/8"	3,847	285.04	1,096,543
3/4"	55	420.97	23,154
1"	48	692.84	33,256
1.5"	19	1,372.52	26,078
2"	35	2,188.13	76,585
3"	6	4,363.09	26,179
4"	4	6,809.92	27,240
6"	0	13,606.67	0
8"	0	24,481.48	0
		West Hants Utility	
	TOTAL BASE REVENUE		1,309,034

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	818,086	2.94	2,402,354
	TOTAL CONSUMPTION REVENUE		2,402,354

TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION) 3,711,388

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Combined Windsor West Hants Water Utility
Water Consumption by Block
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	303.15	0
5/8"	3,862	303.15	1,170,776
3/4"	55	447.94	24,637
1"	48	737.52	35,401
1.5"	19	1,461.46	27,768
2"	35	2,330.19	81,557
3"	6	4,646.80	27,881
4"	4	7,252.99	29,012
6"	0	14,492.39	0
8"	0	26,075.45	0
		West Hants Utility	
TOTAL BASE REVENUE			1,397,030

CONSUMPTION CHARGE

	Quantity	$/ Cubic Meter	
1st Block	813,034	3.11	2,528,145
TOTAL CONSUMPTION REVENUE			2,528,145
TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION)			3,925,175

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WEST HANTS UTILITY CUSTOMERS

Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2023/24

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	32	62.25	60.81	-2.3%	78.40	80.45	2.6%	140.65	141.26	0.4%
3/4"	65	92.42	89.62	-3.0%	159.25	163.41	2.6%	251.67	253.02	0.5%
1"	167	152.74	147.23	-3.6%	409.15	419.83	2.6%	561.89	567.06	0.9%
1.5"	335	303.56	291.26	-4.1%	820.75	842.17	2.6%	1,124.31	1,133.44	0.8%
2"	567	484.53	464.11	-4.2%	1,389.15	1,425.41	2.6%	1,873.68	1,889.52	0.8%
3"	2,061	967.14	925.02	-4.4%	5,049.45	5,181.25	2.6%	6,016.59	6,106.27	1.5%
4"	459	1,510.07	1,443.54	-4.4%	1,124.55	1,153.90	2.6%	2,634.62	2,597.45	-1.4%
6"	-	3,018.20	2,883.89	0.0%	-	-				0.0%

WINDSOR UTILITY CUSTOMERS

Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2023/24

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	38	69.75	60.81	-12.8%	55.40	94.74	71.0%	125.15	155.55	24.3%
3/4"	131	102.00	89.62	-12.1%	192.41	329.06	71.0%	294.41	418.67	42.2%
1"	172	166.51	147.23	-11.6%	252.58	431.96	71.0%	419.09	579.19	38.2%
1.5"	423	327.78	291.26	-11.1%	622.12	1,063.93	71.0%	949.90	1,355.19	42.7%
2"	1,245	521.30	464.11	-11.0%	1,829.81	3,129.30	71.0%	2,351.11	3,593.40	52.8%
3"	194	1,037.36	925.02	-10.8%	285.38	488.06	71.0%	1,322.74	1,413.07	6.8%
4"	3,300	1,617.93	1,443.54	-10.8%	4,850.32	8,294.87	71.0%	6,468.25	9,738.41	50.6%
6"	-	3,230.61		0.0%	-	-				0.0%

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Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2024/25

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Base Charge Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	33	60.81	71.26	17.2%	94.74	97.99	3.4%	155.55	169.25	8.8%
3/4"	121	89.62	105.24	17.4%	329.06	356.13	8.2%	418.67	461.37	10.2%
1"	170	147.23	173.21	17.6%	431.96	500.04	15.8%	579.19	673.25	16.2%
1.5"	396	291.26	343.13	17.8%	1,063.93	1,162.25	9.2%	1,355.19	1,505.38	11.1%
2"	1,129	464.11	547.03	17.9%	3,129.30	3,314.06	5.9%	3,593.40	3,861.09	7.4%
3"	1,128	925.02	1,090.77	17.9%	488.06	3,311.65	578.5%	1,413.07	4,402.42	211.5%
4"	1,879	1,443.54	1,702.48	17.9%	8,294.87	5,518.48	-33.5%	9,738.41	7,220.96	-25.9%
6"	-	-			-					

Combined Windsor West Hants Water Utility
Comparison of Current Water Rates with Proposed New Rates
2025/26

Meter Size	Average Quarterly Consumption 1st Block	Base Charge Current	Proposed	Percent Change	Commodity Charge Current	Commodity Charge Proposed	Percent Change	Quarterly Water Bill Current	Quarterly Water Bill Proposed	Percent Change
Unmetered										
5/8"	33	71.26	75.79	6.4%	97.99	102.35	4.4%	169.25	178.13	5.2%
3/4"	121	105.24	111.99	6.4%	356.13	377.11	5.9%	461.37	489.09	6.0%
1"	170	173.21	184.38	6.4%	500.04	529.49	5.9%	673.25	713.87	6.0%
1.5"	396	343.13	365.36	6.5%	1,162.25	1,230.71	5.9%	1,505.38	1,596.07	6.0%
2"	1,129	547.03	582.55	6.5%	3,314.06	3,509.26	5.9%	3,861.09	4,091.80	6.0%
3"	1,128	1,090.77	1,161.70	6.5%	3,311.65	3,506.71	5.9%	4,402.42	4,668.41	6.0%
4"	1,879	1,702.48	1,813.25	6.5%	5,518.48	5,843.52	5.9%	7,220.96	7,656.77	6.0%
6"										

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Worksheet D-2

03-Sep-23

Combined Windsor West Hants Water Utility
Comparitive Statement of Operations
Fiscal Years ending March 31st

		Projection Using Proposed Rates		
	2022/23 (Actual)	2023/24 Test Yr 1	2024/25 Test Yr 2	2025/26 Test Yr 3
OPERATING REVENUES				
Metered Sales	2,865,180	3,182,017	3,711,388	3,925,175
Metered Sales to Other Utilities	477,400	0	0	0
Public Fire Protection - Windsor	319,208			
Public Fire Protection from West Hants	155,095			
Public Fire Protection-West Hants	595,789	1,235,858	1,570,296	1,744,859
Sundry	9,569	9,695	9,828	9,958
Sprinkler Service	8,095	8,142	8,281	8,349
Commercial	1,989	2,033	2,094	2,157
Bulk Water Service	24,000	161,727	166,579	171,576
Total	**4,456,325**	**4,599,473**	**5,468,466**	**5,862,074**
OPERATING EXPENDITURES				
Source of Supply	492,900	19,800	20,394	21,006
Water Treatment	907,250	1,001,742	1,036,197	1,067,283
Transmission and Distribution	1,208,695	1,339,222	1,379,844	1,421,239
Administration and General	563,547	567,812	587,311	607,766
Depreciation	692,422	830,702	1,081,321	1,137,758
Taxes	68,850	72,018	74,178	76,404
Total	**3,933,664**	**3,831,296**	**4,179,244**	**4,331,456**
OPERATING PROFIT (LOSS)	522,661	768,177	1,289,222	1,530,618
NON-OPERATING REVENUES				
Interest on Customer Accounts	13,344	7,432	7,655	7,884
Interest	2,010	2,459	2,533	2,609
Special Service	16,473	17,661	18,191	18,737
Other	700	721	743	765
Bank Interest	3,500	3,500	3,605	3,713
Total	**36,027**	**31,773**	**32,727**	**33,708**
NON-OPERATING EXPENDITURES				
Debt Charges - Principal	585,277	206,177	206,177	206,177
Debt Charges - Interest	48,645	33,661	32,540	34,751
New Debt - Principal	0	150,325	159,344	168,905
New Debt - Interest	0	331,787	322,768	313,207
New Debt - Principal	0	0	159,993	169,593
New Debt - Interest	0	0	353,126	343,527
New Debt - Principal	0	0	0	39,786
New Debt - Interest	0	0	0	132,568
New Debt - Principal				0
New Debt - Interest	0	0	0	87,813
Interest Paid on consumer deposits	10,000	20,000	10,000	10,000
Capital out of Revenue	50,000	58,000	78,000	58,000
Earnings	0	0	0	0
Total	**693,922**	**799,950**	**1,321,949**	**1,564,326**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-135,234	0	0	0
SURPLUS AT BEGINNING OF YEAR	1,428,624	1,293,390	993,390	543,390
CAPITAL FROM SURPLUS	0	300,000	450,000	0
ACCUMULATED SURPLUS (DEFICIT)	1,293,390	993,390	543,390	543,390

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Appendix 1

Loan Calculator
Long Term Debt
2022/23

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ -**

Payment Schedule

	Principal	Interest	Total	Balance
Year				
1	$0.00	-	-	-
2	$0.00	-	-	-
3	$0.00	-	-	-
4	$0.00	-	-	-
5	$0.00	-	-	-
6	$0.00	-	-	-
7	$0.00	-	-	-
8	$0.00	-	-	-
9	$0.00	-	-	-
10	$0.00	-	-	-
11	$0.00	-	-	-
12	$0.00	-	-	-
13	$0.00	-	-	-
14	$0.00	-	-	-
15	$0.00	-	-	-
16	$0.00	-	-	-
17	$0.00	-	-	-
18	$0.00	-	-	-
19	$0.00	-	-	-
20	$0.00	-	-	-

Loan Calculator
Long Term Debt
2023/24

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$ 5,529,787**

Payment Schedule

	Principal	Interest	Total	Balance
Year				
1	$150,324.81	331,787.22	482,112.03	5,379,462.19
2	$159,344.30	322,767.73	482,112.03	5,220,117.89
3	$168,904.96	313,207.07	482,112.03	5,051,212.94
4	$179,039.25	303,072.78	482,112.03	4,872,173.68
5	$189,781.61	292,330.42	482,112.03	4,682,392.07
6	$201,168.51	280,943.52	482,112.03	4,481,223.57
7	$213,238.62	268,873.41	482,112.03	4,267,984.95
8	$226,032.93	256,079.10	482,112.03	4,041,952.02
9	$239,594.91	242,517.12	482,112.03	3,802,357.11
10	$253,970.60	228,141.43	482,112.03	3,548,386.51
11	$269,208.84	212,903.19	482,112.03	3,279,177.67
12	$285,361.37	196,750.66	482,112.03	2,993,816.30
13	$302,483.05	179,628.98	482,112.03	2,691,333.25
14	$320,632.03	161,479.99	482,112.03	2,370,701.21
15	$339,869.96	142,242.07	482,112.03	2,030,831.25
16	$360,262.15	121,849.88	482,112.03	1,670,569.10
17	$381,877.88	100,234.15	482,112.03	1,288,691.22
18	$404,790.56	77,321.47	482,112.03	883,900.66
19	$429,077.99	53,034.04	482,112.03	454,822.67
20	$454,822.67	27,289.36	482,112.03	(0.00)

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Loan Calculator
Long Term Debt
2024/25

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**5,885,440**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$159,993.08	$353,126.40	513,119.48	5,725,446.92
2	$169,592.66	$343,526.82	513,119.48	5,555,854.26
3	$179,768.22	$333,351.26	513,119.48	5,376,086.03
4	$190,554.32	$322,565.16	513,119.48	5,185,531.72
5	$201,987.58	$311,131.90	513,119.48	4,983,544.14
6	$214,106.83	$299,012.65	513,119.48	4,769,437.31
7	$226,953.24	$286,166.24	513,119.48	4,542,484.07
8	$240,570.43	$272,549.04	513,119.48	4,301,913.63
9	$255,004.66	$258,114.82	513,119.48	4,046,908.97
10	$270,304.94	$242,814.54	513,119.48	3,776,604.03
11	$286,523.24	$226,596.24	513,119.48	3,490,080.80
12	$303,714.63	$209,404.85	513,119.48	3,186,366.17
13	$321,937.51	$191,181.97	513,119.48	2,864,428.66
14	$341,253.76	$171,865.72	513,119.48	2,523,174.90
15	$361,728.99	$151,390.49	513,119.48	2,161,445.91
16	$383,432.72	$129,686.75	513,119.48	1,778,013.19
17	$406,438.69	$106,680.79	513,119.48	1,371,574.50
18	$430,825.01	$82,294.47	513,119.48	940,749.49
19	$456,674.51	$56,444.97	513,119.48	484,074.98
20	$484,074.98	$29,044.50	513,119.48	(0.00)

Loan Calculator
Long Term Debt
2025/26

Interest Rate		**6.0%**
Term in years		**20**
Capital	**$**	**1,463,550**

Payment Schedule for Capital Works

	Principal	Interest	Total	Balance
Year				
1	$39,785.96	$87,813.00	127,598.96	1,423,764.04
2	$42,173.12	$85,425.84	127,598.96	1,381,590.93
3	$44,703.50	$82,895.46	127,598.96	1,336,887.42
4	$47,385.71	$80,213.25	127,598.96	1,289,501.71
5	$50,228.86	$77,370.10	127,598.96	1,239,272.85
6	$53,242.59	$74,356.37	127,598.96	1,186,030.27
7	$56,437.14	$71,161.82	127,598.96	1,129,593.12
8	$59,823.37	$67,775.59	127,598.96	1,069,769.75
9	$63,412.77	$64,186.19	127,598.96	1,006,356.98
10	$67,217.54	$60,381.42	127,598.96	939,139.44
11	$71,250.59	$56,348.37	127,598.96	867,888.85
12	$75,525.63	$52,073.33	127,598.96	792,363.22
13	$80,057.17	$47,541.79	127,598.96	712,306.06
14	$84,860.59	$42,738.36	127,598.96	627,445.46
15	$89,952.23	$37,646.73	127,598.96	537,493.23
16	$95,349.36	$32,249.59	127,598.96	442,143.87
17	$101,070.33	$26,528.63	127,598.96	341,073.54
18	$107,134.55	$20,464.41	127,598.96	233,938.99
19	$113,562.62	$14,036.34	127,598.96	120,376.38
20	$120,376.38	$7,222.58	127,598.96	-

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Windsor Sewer Rate Study

Sewer Rate Model

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Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

03-Sep-23

INPUTS REQUIRED FOR RATE CALCULATION

The following Inputs are required

Table 1-1

(a)	**Assumed Inflation Rate**	**3%**	Per Year
(b)	**Current Year**	**2022/23**	
	Test Years	**2023/24**	
		2024/25	
		2025/26	
		2026/27	
(c)	**Estimated Annual Growth Rate**	**0.00%**	
(d)	**Estimated Unmetered Production Rate**	**23**	cubic meters per month
(e)	**Number of Customers by Class/Meter Size for Current Year**		
	Unmetered	**0**	
	15mm - 5/8"	**1243**	
	19 mm - 3/4"	**47**	
	25 mm - 1"	**31**	
	37 mm - 1.5"	**13**	
	50 mm - 2"	**29**	
	75 mm - 3 "	**3**	
	100 mm - 4"	**2**	
	150 mm - 6"	**0**	
(f)	Estimated Decrease in Consumption per customer from previous year		
	Year	Decrease (%)	
	2023	**2%**	
	2024	**2%**	
	2025	**2%**	
	2026	**2%**	
	2027	**2%**	
(f)	**Effluent Flow by Customer Class/Meter Size for Current Year** (cubic meters)		
	Unmetered	**0**	
	15mm - 5/8"	**191,198**	
	19 mm - 3/4"	**24,608**	
	25 mm - 1"	**21,306**	
	37 mm - 1.5"	**22,007**	
	50 mm - 2"	**144,394**	
	75 mm - 3 "	**2,330**	
	100 mm - 4"	**26,396**	
	150 mm - 6"	**0**	
	Credit for water that is not sent to Sewer	**-**	
(g)	**Long Term Interest Rate on Borrowing**	**6.00%**	

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Table 2-1 03-Sep-23

Windsor Sewer Rate Study
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2021/22 (Actual)	2022/23 (Projected)	Projection Using Current Rates 2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
OPERATING REVENUES						
Sewer Rate	960,331	959,968	1,030,000	1,030,000	1,030,000	1,030,000
Leachate Treatment Revenue		0	38,000	45,000	56,000	60,000
West Hants Treatment Revenue		0	0	0	0	0
Other Revenue (Does this include WH Revenue?)	3,887	60,000	64,764	66,707	68,708	70,769
Total	**964,218**	**1,019,968**	**1,132,764**	**1,141,707**	**1,154,708**	**1,160,769**
OPERATING EXPENDITURES						
Sewage Collection	9,775	41,000	46,000	47,380	48,801	50,265
Sewage Lift Stations	68,023	57,450	56,650	59,630	61,736	63,976
Sewage Treatment - Lagoon Drive	99,812	84,830	89,160	93,780	96,731	99,633
Sewage Treatment - Wentworth Road	61,229	61,814	78,250	81,796	84,678	87,218
Administration and General	450,250	403,486	407,099	416,455	429,423	442,305
Capital Reserve Contribution	0	180,444	216,687	281,706	354,083	381,951
Taxes		0	0	0	0	0
Total	**689,089**	**829,024**	**893,846**	**980,746**	**1,075,452**	**1,125,349**
OPERATING PROFIT (LOSS)	**275,129**	**190,944**	**238,918**	**160,961**	**79,256**	**35,420**
NON-OPERATING REVENUES						
Interest and other income	0	0	0	0	0	0
Contract Services	0	0	0	0	0	0
Sludge Handling	0	0	0	0	0	0
Transfer from Depreciaiton Fund	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**	**0**
NON-OPERATING EXPENDITURES						
Principal on Existing Debt	241,729	253,648	210,950	260,293	368,293	368,293
Interest on Existing Debt	112,584	104,420	97,264	99,562	104,586	104,586
New Debt - Principal and Interest			35,669	35,669	35,669	35,669
New Debt - Principal and Interest				96,990	96,990	96,990
New Debt - Principal and Interest					185,006	185,006
New Debt - Principal and Interest						94,601
Short Term Borrowing						
Capital out of Revenue	0	0	0	8,500	10,000	9,000
Other	0	0	0	0	0	0
Total	**354,313**	**358,068**	**343,883**	**501,014**	**800,544**	**894,145**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-79,184	-167,124	-104,965	-340,053	-721,288	-858,725

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Table 3-1 03-Sep-23

Windsor Sewer Rate Study

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Projected)	2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
OPERATING EXPENDITURES					
Sewage Lift Stations	57,450	56,650	59,630	61,736	63,976
Sewage Treatment - Existing Lagoon	84,830	89,160	93,780	96,731	99,633
Sewage Treatment - New Plant	61,814	78,250	81,796	84,678	87,218
Sewage Collection	41,000	46,000	47,380	48,801	50,265
Administration and General	403,486	407,099	416,455	429,423	442,305
Capital Reserve Contribution	180,444	216,687	281,706	354,083	381,951
Taxes	0	0	0	0	0
Total	**829,024**	**893,846**	**980,746**	**1,075,452**	**1,125,349**
ADD NON-OPERATING EXPENDITURES					
Debt Charges - Principal	253,648	210,950	260,293	368,293	368,293
Debt Charges - Interest	104,420	97,264	99,562	104,586	104,586
New Debt - Principal and Interest	0	35,669	35,669	35,669	35,669
New Debt - Principal and Interest	0	0	96,990	96,990	96,990
New Debt - Principal and Interest	0	0	0	185,006	185,006
New Debt - Principal and Interest	0	0	0	0	94,601
Short Term Borrowing	0	0	0	0	0
Capital our of Revenue	0	0	8,500	10,000	9,000
Other	0	0	0	0	0
Total	**358,068**	**343,883**	**501,014**	**800,544**	**894,145**
LESS NON-OPERATING REVENUES					
Interest and other income	0	0	0	0	0
Contract Services	0	0	0	0	0
Sludge Handling	0	0	0	0	0
Transfer from Depreciaiton Fund	0	0	0	0	0
Other					
Total	**0**	**0**	**0**	**0**	**0**
LESS OTHER OPERATING REVENUE					
Leachate Treatment Revenue	0	38,000	45,000	56,000	60,000
West Hants Treatment Revenue	0	0	0	0	0
Interest and Other Income	0	0	0	0	0
Other Revenue	60,000	64,764	66,707	68,708	70,769
Total	**60,000**	**102,764**	**111,707**	**124,708**	**130,769**
REVENUE REQUIRED FROM CUSTOMERS	**1,127,092**	**1,134,965**	**1,370,053**	**1,751,288**	**1,888,725**

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Table 4-1 03-Sep-23

Windsor Sewer Rate Study
Statement of Operating Expenditures

	2022/23 (Projected)	2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
SEWAGE COLLECTION SYSTEM					
Pipe Maintenance	6,500	6,500	6,695	6,896	7,103
Operational Expenses	6,000	5,000	5,150	5,305	5,464
Maintenance - Manhole Structure	3,500	4,500	4,635	4,774	4,917
Outside Contract Work	25,000	30,000	30,900	31,827	32,782
Other	0	0	0	0	0
TOTAL COLLECTION SYSTEM	**41,000**	**46,000**	**47,380**	**48,801**	**50,265**
SEWAGE LIFT STATIONS					
Insurance	1,950	2,300	2,645	3,042	3,521
Water Charges	2,500	2,500	2,575	2,652	2,732
Power	31,500	25,100	26,857	27,663	28,493
Maintenance	21,000	26,000	26,780	27,583	28,411
Portable Generator	500	750	773	796	820
Other	0	0	0	0	0
TOTAL PUMPING STATIONS	**57,450**	**56,650**	**59,630**	**61,736**	**63,976**
SEWAGE TREATMENT -LAGOON DRIVE					
Water/Sewer Charges - Lagoon Drive	550	550	567	583	601
Power - Lagoon Drive	56,000	45,610	48,803	50,267	51,775
Chemical Supplies - Lagoon Drive	11,000	25,000	25,750	26,523	27,318
Insurance - Lagoon Drive	780	1,000	1,150	1,323	1,363
Operation Expenses - Lagoon Drive	6,500	7,000	7,210	7,426	7,649
Maintenance - Lagoon Drive	10,000	10,000	10,300	10,609	10,927
Other Costs - Lagoon Drive	0	0	0	0	0
TOTAL TREATMENT LAGOON DRIVE	**84,830**	**89,160**	**93,780**	**96,731**	**99,633**
SEWAGE TREATMENT - WENTWORTH ROAD					
Water/Sewer Charges - Wentworth Road	8,500	8,500	8,755	9,018	9,288
Power - Wentworth Road	8,500	20,650	22,096	22,759	23,442
Insurance - Wentworth Road	2,314	3,100	3,565	4,100	4,223
Operation Expenses - Wentworth Road	7,500	11,000	11,330	11,670	12,020
Equipment Maintenance - Wentworth Road	35,000	35,000	36,050	37,132	38,245
Other Costs - Wentworth Road	0	0	0	0	0
TOTAL TRETMENT WENTWORTH ROAD	**61,814**	**78,250**	**81,796**	**84,678**	**87,218**
ADMINISTRATION AND GENERAL					
Salary	238,300	222,500	229,175	236,050	243,132
Employer Share Benefits	41,100	42,600	43,878	45,194	46,550
Mileage & Expenses	600	600	618	637	656
Training and Development	2,000	3,000	3,090	3,183	3,278
Telephone	500	900	927	955	983
Administration Fee	51,436	61,560	63,407	65,309	67,268
PW Cost Distribution	19,000	19,000	19,570	20,157	20,762
Computer & Asset Management	8,500	6,500	6,695	6,896	7,103
Insurance	3,500	3,439	3,955	4,548	4,684
Equipment Maintenance	7,000	9,000	9,270	9,548	9,835
Equipment	5,000	5,000	5,150	5,305	5,464
Fleet Maintenance	8,500	8,500	8,755	9,018	9,288
Fleet Fuel	8,000	15,000	15,450	15,914	16,391
Other	750	500	515	530	546
Professional Services	9,300	9,000	6,000	6,180	6,365
Capital Out of Revenue					
Industrial Park - Town of Windsor	0	0	0	0	0
TOTAL ADMINISTRATION AND GENERAL	**403,486**	**407,099**	**416,455**	**429,423**	**442,305**

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03-Sep-23

Table 6-1

Windsor Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2022/23

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
	Capital Reserve Rate at the beginning of the Year			921,017
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	0	50	0.02	0
Wastewater Treatment Plant	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Equipment				0
Electrical Pumping	40,000	20	0.05	2,000
Treatment Equipment	23,000	20	0.05	1,150
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	0	5	0.200	0
Lift Station Upgrade	40,000	20	0.05	2,000
Collection Mains & Manholes Equipment	0			0
Other - SCADA	0	10	0.1000	0
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	319,500	75	0.0133	4,260
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	0	50	0.02	0
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	422,500			9,410

Source of Funding			
		Reserve Fund Balance	921,017
External Funding	0	Contribution to Reserve Fund in Current Year	180,444
Capital Reserve	422,500	Reserve Fund Expenditure in Current Year	-422,500
Long Term Debt	0	Reserve Fund Fund Balance	678,961
Capital from Revenue	0		
TOTAL	422,500		

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Table 6-2

Windsor Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2023/24

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			678,961
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	15,000	20	0.05	750
Wastewater Treatment Plant	50,000	25	0.04	2,000
Other Wastewater Structures	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Equipment				0
Electrical Pumping	40,000	20	0.05	2,000
Treatment Equipment	10,000	20	0.05	500
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	12,500	5	0.200	2,500
Lift Station Upgrade	50,000	20	0.05	2,500
Collection Mains & Manholes Equipment	0			0
Other Generator	140,000	10	0.1000	14,000
Other SCADA & Electrical	42,000	10	0.1000	4,200
Collection System				
Forcemain	0	50	0.02	0
Mains	584,460	75	0.0133	7,793
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	0	50	0.02	0
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	943,960			36,243

Source of Funding		Reserve Fund Balance	678,961
External Funding	0	Contribution to Reserve Fund in Current Year	216,687
Capital Reserve	534,838	Reserve Fund Expenditure in Current Year	-534,838
Long Term Debt	409,122	Reserve Fund Fund Balance	360,810
Capital from Revenue	0		
TOTAL	943,960		

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Table 6-3

Windsor Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2024/25

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			360,810
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	40,000	50	0.02	800
Wastewater Treatment Plant	0	25	0.04	0
Other Sledge Drying Bed	336,440	25	0.04	13,458
Other Wastewater Structures		20	0.05	0
Equipment				0
Electrical Pumping	40,000	20	0.05	2,000
Treatment Equipment	8,500	25	0.04	340
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	141,695	5	0.20	28,339
Tools and Work Equipment	15,000	5	0.200	3,000
Lift Station Upgrade	40,000	20	0.05	2,000
Collection Mains & Manholes Equipment	0	10	0.10	0
Other SCADA	30,000	10	0.1000	3,000
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	906,190	75	0.0133	12,083
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	0	50	0.02	0
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	1,557,825			65,019

Source of Funding			
		Reserve Fund Balance	360,810
External Funding	0	Contribution to Reserve Fund in Current Year	281,706
Capital Reserve	436,857	Reserve Fund Expenditure in Current Year	-436,857
Long Term Debt	1,112,468	Reserve Fund Fund Balance	205,659
Capital from Revenue	8,500		
TOTAL	1,557,825		

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Table 6-4

Windsor Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			205,659
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	0	50	0.02	0
Wastewater Treatment Plant	0	40	0.03	0
Other Wastewater Structures	600,000	25	0.04	24,000
Other Wastewater Structures	0	25	0.04	0
Equipment	0			0
Electrical Pumping	40,000	20	0.05	2,000
Treatment Equipment	660,000	20	0.05	33,000
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	0	5	0.200	0
Lift Station Upgrade	35,000	20	0.05	1,750
Collection Mains & Manholes Equipment	0	20	0.05	0
Other SCADA	0	10	0.1000	0
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	872,000	75	0.0133	11,627
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	0	50	0.02	0
Lagoon Drive STP Sludge Removal	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	2,207,000			72,377

Source of Funding			
		Reserve Fund Balance	205,659
External Funding	0	Contribution to Reserve Fund in Current Year	354,083
Capital Reserve	75,000	Reserve Fund Expenditure in Current Year	-75,000
Long Term Debt	2,122,000	Reserve Fund Fund Balance	484,741
Capital from Revenue	10,000		
TOTAL	2,207,000		

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Table 6-5

Windsor Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2026/27

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			484,741
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	0	50	0.02	0
Wastewater Treatment Plant	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Equipment				0
Electrical Pumping	40,000	20	0.05	2,000
Treatment Equipment	9,000	20	0.05	450
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	15,000	5	0.200	3,000
Lift Station Upgrade	35,000	20	0.05	1,750
Collection Mains & Manholes Equipment	0			0
Other Equipment	0	10	0.1000	0
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	1,550,100	75	0.0133	20,668
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	0	50	0.02	0
Lagoon Drive STP Sludge Removal	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	1,649,100			27,868

Source of Funding			
		Reserve Fund Balance	484,741
External Funding	0	Contribution to Reserve Fund in Current Year	381,951
Capital Reserve	555,030	Reserve Fund Expenditure in Current Year	-555,030
Long Term Debt	1,085,070	Reserve Fund Fund Balance	311,662
Capital from Revenue	9,000		
TOTAL	1,649,100		

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Leachate Treatment Charge

03-Sep-23

Effluent into plant from Windsor	381,817	cubic meters	
Effluent into plant - TMP and Wentworth	169,583	cubic meters	
Leachate Flow	38,503	cubic meters	(38,503 tonnes)
Total Effluent flow into STP	589,903	cubic meters	
Percent of Effluent from Leachate	6.5%		

Table 7-1

Windsor Sewer Rate Study
Allocation of Leachate Treatment Charge
2023/24

OPERATING EXPENDITURES	Revenue Required	Service Allocation	Leachate Flow Allocation	Leachate Treatment Charge
Sewage Lift Stations	56,650	50.0%	6.5%	1,841
Sewage Treatment - Lagoon Drive	89,160	100.0%	6.5%	5,795
Sewage Treatment - Wentworth Road	78,250	100.0%	6.5%	5,086
Sewage Collection	46,000	0.0%	0.0%	-
Administration and General	407,099	35.0%	6.5%	9,262
Capital Reserve Contribution	216,687	50.0%	6.5%	7,042
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	343,883	40.0%	6.5%	8,941
TOTAL	**1,237,729**			**37,968**

Table 7-2

Windsor Sewer Rate Study
Allocation of Leachate Treatment Charge
2024/25

OPERATING EXPENDITURES	Revenue Required	Service Allocation	Leachate Flow Allocation	Leachate Treatment Charge
Sewage Lift Stations	59,630	50.0%	6.5%	1,938
Sewage Treatment - Lagoon Drive	93,780	100.0%	6.5%	6,096
Sewage Treatment - Wentworth Road	81,796	100.0%	6.5%	5,317
Sewage Collection	47,380	0.0%	0.0%	-
Administration and General	416,455	35.0%	6.5%	9,474
Capital Reserve Contribution	281,706	50.0%	6.5%	9,155
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	501,014	40.0%	6.5%	13,026
TOTAL	**1,481,760**			**45,007**

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Table 7-3

Windsor Sewer Rate Study
Allocation of Leachate Treatment Charge
2025/26

OPERATING EXPENDITURES	Revenue Required	Service Allocation	Leachate Flow Allocation	Leachate Treatment Charge
Sewage Lift Stations	61,736	50.0%	6.5%	2,006
Sewage Treatment - Lagoon Drive	96,731	100.0%	6.5%	6,288
Sewage Treatment - Wentworth Road	84,678	100.0%	6.5%	5,504
Sewage Collection	48,801	0.0%	0.0%	-
Administration and General	429,423	35.0%	6.5%	9,769
Capital Reserve Contribution	354,083	50.0%	6.5%	11,508
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	800,544	40.0%	6.5%	20,814
TOTAL	**1,875,996**			**55,889**

Table 7-4

Windsor Sewer Rate Study
Allocation of Leachate Treatment Charge
2026/27

OPERATING EXPENDITURES	Revenue Required	Service Allocation	Leachate Flow Allocation	Leachate Treatment Charge
Sewage Lift Stations	63,976	50.0%	6.5%	2,079
Sewage Treatment - Lagoon Drive	99,633	100.0%	6.5%	6,476
Sewage Treatment - Wentworth Road	87,218	100.0%	6.5%	5,669
Sewage Collection	50,265	0.0%	0.0%	-
Administration and General	442,305	35.0%	6.5%	10,062
Capital Reserve Contribution	381,951	50.0%	6.5%	12,413
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	894,145	40.0%	6.5%	23,248
TOTAL	**2,019,494**			**59,948**

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Table 8-1 03-Sep-23

Windsor Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2023/24

	Total Revenue Required	Less Leachate Charge	Net Revenue from Customers	Base		Effluent	
Sewage Lift Stations	56,650	1,841	54,809	0%	0	100%	54,809
Sewage Treatment - Existing Lagoon	89,160	5,795	83,365	0%	0	100%	83,365
Sewage Treatment - New Plant	78,250	5,086	73,164	0%	0	100%	73,164
Sewage Collection	46,000	0	46,000	0%	0	100%	46,000
Administration and General	407,099	9,262	397,837	100%	397,837	0%	0
Capital Reserve Contribution	216,687	7,042	209,644	0%	0	100%	209,644
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	343,883	8,941	334,942	15%	50,241	85%	284,701
SUBTOTAL	1,237,729	37,968	1,199,761		448,079		751,683
TOTAL	1,237,729	37,968			448,079		751,683

Table 8-2

Windsor Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Total Revenue Required	Less Leachate Charge	Net Revenue from Customers	Base		Effluent	
Sewage Lift Stations	59,630	1,938	57,692	0%	0	100%	57,692
Sewage Treatment - Existing Lagoon	93,780	6,096	87,684	0%	0	100%	87,684
Sewage Treatment - New Plant	81,796	5,317	76,479	0%	0	100%	76,479
Sewage Collection	47,380	0	47,380	0%	0	100%	47,380
Administration and General	416,455	9,474	406,980	100%	406,980	0%	0
Capital Reserve Contribution	281,706	9,155	272,550	0%	0	100%	272,550
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	501,014	13,026	487,988	30%	146,396	70%	341,591
SUBTOTAL	1,481,760	45,007	1,436,753		553,377		883,377
TOTAL	1,481,760	45,007			553,377		883,377

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Table 8-3

Windsor Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Total Revenue Required	Less Leachate Charge	Net Revenue from Customers	Base		Effluent	
Sewage Lift Stations	61,736	2,006	59,730	0%	0	100%	59,730
Sewage Treatment - Existing Lagoon	96,731	6,288	90,444	0%	0	100%	90,444
Sewage Treatment - New Plant	84,678	5,504	79,174	0%	0	100%	79,174
Sewage Collection	48,801	0	48,801	0%	0	100%	48,801
Administration and General	429,423	9,769	419,653	100%	419,653	0%	0
Capital Reserve Contribution	354,083	11,508	342,575	15%	51,386	85%	291,189
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	800,544	20,814	779,730	30%	233,919	70%	545,811
SUBTOTAL	1,875,996	55,889	1,820,107		704,959		1,115,148
TOTAL	1,875,996	55,889			704,959		1,115,148

Table 8-4

Windsor Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2026/27

	Total Revenue Required	Less Leachate Charge	Net Revenue from Customers	Base		Effluent	
Sewage Lift Stations	63,976	2,079	61,897	0%	0	100%	61,897
Sewage Treatment - Existing Lagoon	99,633	6,476	93,157	0%	0	100%	93,157
Sewage Treatment - New Plant	87,218	5,669	81,549	0%	0	100%	81,549
Sewage Collection	50,265	0	50,265	0%	0	100%	50,265
Administration and General	442,305	10,062	432,243	100%	432,243	0%	0
Capital Reserve Contribution	381,951	12,413	369,537	30%	110,861	70%	258,676
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	894,145	23,248	870,897	30%	261,269	70%	609,628
SUBTOTAL	2,019,494	59,948	1,959,546		804,373		1,155,173
TOTAL	2,019,494	59,948			804,373		1,155,173

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Table 9-1 03-Sep-23

Windsor Sewer Rate Study
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
15mm - 5/8"	1243	1	1,243
19 mm - 3/4"	47	1.5	71
25 mm - 1"	31	2.5	78
37 mm - 1.5"	13	5	65
50 mm - 2"	29	8	232
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	1368		1,786

Table 9-2

Windsor Sewer Rate Study
Service Connections and Equivalents
2024/25

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
15mm - 5/8"	1243	1	1,243
19 mm - 3/4"	47	1.5	71
25 mm - 1"	31	2.5	78
37 mm - 1.5"	13	5	65
50 mm - 2"	29	8	232
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	1368		1,786

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Table 9-3

Windsor Sewer Rate Study
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
15mm - 5/8"	1243	1	1,243
19 mm - 3/4"	47	1.5	71
25 mm - 1"	31	2.5	78
37 mm - 1.5"	13	5	65
50 mm - 2"	29	8	232
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	1368		1,786

Table 9-4

Windsor Sewer Rate Study
Service Connections and Equivalents
2026/27

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	0	1	0
15mm - 5/8"	1243	1	1,243
19 mm - 3/4"	47	1.5	71
25 mm - 1"	31	2.5	78
37 mm - 1.5"	13	5	65
50 mm - 2"	29	8	232
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	1368		1,786

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Table 10-1 03-Sep-23

Windsor Sewer Rate Study
Wastewater Base Charges
2023/24

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	250.88	250.88	62.72	20.91
15mm - 5/8"	1	250.88	250.88	62.72	20.91
19 mm - 3/4"	1.5	376.33	376.33	94.08	31.36
25 mm - 1"	2.5	627.21	627.21	156.80	52.27
37 mm - 1.5"	5	1,254.42	1,254.42	313.60	104.53
50 mm - 2"	8	2,007.07	2,007.07	501.77	167.26
75 mm - 3 "	16	4,014.14	4,014.14	1,003.54	334.51
100 mm - 4"	25	6,272.10	6,272.10	1,568.02	522.67
150 mm - 6"	50	12,544.20	12,544.20	3,136.05	1,045.35
TOTAL					

Table 10-2

Windsor Sewer Rate Study
Wastewater Base Charges
2024/25

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	309.84	309.84	77.46	25.82
15mm - 5/8"	1	309.84	309.84	77.46	25.82
19 mm - 3/4"	1.5	464.76	464.76	116.19	38.73
25 mm - 1"	2.5	774.60	774.60	193.65	64.55
37 mm - 1.5"	5	1,549.21	1,549.21	387.30	129.10
50 mm - 2"	8	2,478.73	2,478.73	619.68	206.56
75 mm - 3 "	16	4,957.46	4,957.46	1,239.37	413.12
100 mm - 4"	25	7,746.04	7,746.04	1,936.51	645.50
150 mm - 6"	50	15,492.07	15,492.07	3,873.02	1,291.01
TOTAL					

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Table 10-3

Windsor Sewer Rate Study
Wastewater Base Charges
2025/26

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	394.71	394.71	98.68	32.89
15mm - 5/8"	1	394.71	394.71	98.68	32.89
19 mm - 3/4"	1.5	592.07	592.07	148.02	49.34
25 mm - 1"	2.5	986.78	986.78	246.70	82.23
37 mm - 1.5"	5	1,973.57	1,973.57	493.39	164.46
50 mm - 2"	8	3,157.71	3,157.71	789.43	263.14
75 mm - 3 "	16	6,315.42	6,315.42	1,578.85	526.28
100 mm - 4"	25	9,867.84	9,867.84	2,466.96	822.32
150 mm - 6"	50	19,735.68	19,735.68	4,933.92	1,644.64
TOTAL					

Table 10-4

Windsor Sewer Rate Study
Wastewater Base Charges
2026/27

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	450.38	450.38	112.59	37.53
15mm - 5/8"	1	450.38	450.38	112.59	37.53
19 mm - 3/4"	1.5	675.57	675.57	168.89	56.30
25 mm - 1"	2.5	1,125.94	1,125.94	281.49	93.83
37 mm - 1.5"	5	2,251.89	2,251.89	562.97	187.66
50 mm - 2"	8	3,603.02	3,603.02	900.75	300.25
75 mm - 3 "	16	7,206.03	7,206.03	1,801.51	600.50
100 mm - 4"	25	11,259.43	11,259.43	2,814.86	938.29
150 mm - 6"	50	22,518.85	22,518.85	5,629.71	1,876.57
TOTAL					

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Table 11-1 03-Sep-23

Windsor Sewer Rate Study
Estimated Effluent Flow by Block

Meter Size	Actual Current Consumption 1st Block (Cubic meters)	2023/24 Estimated Consumption 1st Block (Cubic Meters)
Unmetered	0	0
15mm - 5/8"	191,198	187,374
19 mm - 3/4"	24,608	24,608
25 mm - 1"	21,306	21,306
37 mm - 1.5"	22,007	22,007
50 mm - 2"	144,394	144,394
75 mm - 3 "	2,330	2,330
100 mm - 4"	26,396	26,396
150 mm - 6"	0	0
Less non-treated flows	0	0
TOTAL	432,239	428,415

Table 11-2

Windsor Sewer Rate Study
Estimated Effluent Flow by Block

Meter Size	2024/25 Estimated Consumption 1st Block (Cubic meters)	2025/26 Estimated Consumption 1st Block (Cubic Meters)
Unmetered	0	0
15mm - 5/8"	183,627	179,954
19 mm - 3/4"	24,608	24,608
25 mm - 1"	21,306	21,306
37 mm - 1.5"	22,007	22,007
50 mm - 2"	144,394	144,394
75 mm - 3 "	2,330	2,330
100 mm - 4"	26,396	26,396
150 mm - 6"	0	0
Less non-treated flows	0	0
TOTAL	424,668	420,995

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Table 11-3

Windsor Sewer Rate Study Estimated Effluent Flow by Block		
Meter Size	2026/27 Current Consumption 1st Block (Cubic meters)	
Unmetered		
15mm - 5/8"		
19 mm - 3/4"		
25 mm - 1"		
37 mm - 1.5"		
50 mm - 2"		
75 mm - 3 "		
100 mm - 4"		
150 mm - 6"	0	
Less non-treated flows	0	
TOTAL	0	

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Effluent Charge

Table 12-1 03-Sep-23

Windsor Sewer Rate Study Calculation of Wastewater Effluent Charge 2023/24	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-1) Quantity from Effluent Flow Worksheet (Table 12-1)	1.755
TOTAL EFFLUENT CHARGE PER Cubic Meter	**1.755**

Table 12-2

Windsor Sewer Rate Study Calculation of Wastewater Effluent Charge 2024/25	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-2) Quantity from Effluent Flow Worksheet (Table 12-2)	2.080
TOTAL EFFLUENT CHARGE PER Cubic Meter	**2.080**

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Table 12-3

Windsor Sewer Rate Study Calculation of Wastewater Effluent Charge 2025/26	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-3) Quantity from Effluent Flow Worksheet (Table 12-3)	2.649
TOTAL EFFLUENT CHARGE PER Cubic Meter	**2.649**

Table 12-4

Windsor Sewer Rate Study
Calculation of Wastewater Effluent Charge
2026/27

	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-4) Quantity from Effluent Flow Worksheet (Table 12-4)	#DIV/0!
TOTAL EFFLUENT CHARGE PER Cubic Meter	**#DIV/0!**

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Table 13-1 03-Sep-23

Windsor Sewer Rate Study
Wastewater Effluent Charge
2023/24

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	250.88	0
15mm - 5/8"	1,243	250.88	311,849
19 mm - 3/4"	47	376.33	17,687
25 mm - 1"	31	627.21	19,444
37 mm - 1.5"	13	1,254.42	16,307
50 mm - 2"	29	2,007.07	58,205
75 mm - 3 "	3	4,014.14	12,042
100 mm - 4"	2	6,272.10	12,544
150 mm - 6"	0	12,544.20	0
TOTAL BASE REVENUE			448,079

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	428,415	1.755	751,683
LEACHATE CHARGE			37,968
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)			1,237,729

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Table 13-2

Windsor Sewer Rate Study
Wastewater Effluent Charge
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	309.84	0
15mm - 5/8"	1,243	309.84	385,133
19 mm - 3/4"	47	464.76	21,844
25 mm - 1"	31	774.60	24,013
37 mm - 1.5"	13	1,549.21	20,140
50 mm - 2"	29	2,478.73	71,883
75 mm - 3 "	3	4,957.46	14,872
100 mm - 4"	2	7,746.04	15,492
150 mm - 6"	0	15,492.07	0
TOTAL BASE REVENUE			553,377

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	424,668	2.080	883,377
TOTAL EFFLUENT REVENUE			883,377
LEACHATE CHARGE			45,007
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)			1,481,760

Windsor Sewer Rate Study Leachate 2023 V14.xlsx

Table 13-3

Windsor Sewer Rate Study
Wastewater Effluent Charge
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	394.71	0
15mm - 5/8"	1,243	394.71	490,629
19 mm - 3/4"	47	592.07	27,827
25 mm - 1"	31	986.78	30,590
37 mm - 1.5"	13	1,973.57	25,656
50 mm - 2"	29	3,157.71	91,574
75 mm - 3 "	3	6,315.42	18,946
100 mm - 4"	2	9,867.84	19,736
150 mm - 6"	0	19,735.68	0
TOTAL BASE REVENUE			704,959

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	420,995	2.649	1,115,148

LEACHATE CHARGE	55,889
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)	1,875,996

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Table 13-4

Windsor Sewer Rate Study
Wastewater Effluent Charge
2026/27

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	0	450.38	0
15mm - 5/8"	1,243	450.38	559,819
19 mm - 3/4"	47	675.57	31,752
25 mm - 1"	31	1,125.94	34,904
37 mm - 1.5"	13	2,251.89	29,275
50 mm - 2"	29	3,603.02	104,487
75 mm - 3 "	3	7,206.03	21,618
100 mm - 4"	2	11,259.43	22,519
150 mm - 6"	0	22,518.85	0
TOTAL BASE REVENUE			804,373

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	0	#DIV/0!	#DIV/0!

LEACHATE CHARGE	59,948
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)	#DIV/0!

Table 14-1 03-Sep-23

Windsor Sewer Rate Study

Wastewater Rates 2023/24

	Annual	Quarterly

(b) Base Charges

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	250.88	62.72	20.91
19 mm - 3/4"	376.33	94.08	31.36
25 mm - 1"	627.21	156.80	52.27
37 mm - 1.5"	1,254.42	313.60	104.53
50 mm - 2"	2,007.07	501.77	167.26
75 mm - 3 "	4,014.14	1,003.54	334.51
100 mm - 4"	6,272.10	1,568.02	522.67
150 mm - 6"	12,544.20	3,136.05	1,045.35

(c) Consumption Rate (per Cubic Meter) **$** **1.75** **per Cubic Meter**

Table 14-2

Windsor Sewer Rate Study

Wastewater Rates 2024/25

	Annual	Quarterly

(b) Base Charges

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	309.84	77.46	25.82
19 mm - 3/4"	464.76	116.19	38.73
25 mm - 1"	774.60	193.65	64.55
37 mm - 1.5"	1,549.21	387.30	129.10
50 mm - 2"	2,478.73	619.68	206.56
75 mm - 3 "	4,957.46	1,239.37	413.12
100 mm - 4"	7,746.04	1,936.51	645.50
150 mm - 6"	15,492.07	3,873.02	1,291.01

(c) Consumption Rate (per Cubic Meter) **$** **2.08** **per Cubic Meter**

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Table 14-3

Windsor Sewer Rate Study

Wastewater Rates 2025/26

	Annual	Quarterly

(b) Base Charges

Size of Meter	Annual	Quarterly	Monthly
Standard	394.71	98.68	32.89
19 mm	592.07	148.02	49.34
25 mm	986.78	246.70	82.23
37 mm	1,973.57	493.39	164.46
50 mm	3,157.71	789.43	263.14
75 mm	6,315.42	1,578.85	526.28
100 mm	9,867.84	2,466.96	822.32
150 mm	19,735.68	4,933.92	1,644.64

(c) Consumption Rate (per Cubic Meter) **$** **2.65** **per Cubic Meter**

Table 14-4

Windsor Sewer Rate Study

Wastewater Rates 2026/27

	Annual	Quarterly

(b) Base Charges

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	450.38	112.59	37.53
19 mm - 3/4"	675.57	168.89	56.30
25 mm - 1"	1,125.94	281.49	93.83
37 mm - 1.5"	2,251.89	562.97	187.66
50 mm - 2"	3,603.02	900.75	300.25
75 mm - 3 "	7,206.03	1,801.51	600.50
100 mm - 4"	11,259.43	2,814.86	938.29
150 mm - 6"	22,518.85	5,629.71	1,876.57

(c) Consumption Rate (per Cubic Meter) **#DIV/0!** **per Cubic Meter**

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Table 15-1 03-Sep-23

Windsor Sewer Rate Study
Comparison of Average Quarterly Rates
2023/24

	Average Flow	Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
15mm - 5/8"	38	55.33	62.72	13.4%	76.53	65.95	-13.8%	131.86	128.67	-2.4%
19 mm - 3/4"	124	82.99	94.08	13.4%	251.87	217.05	-13.8%	334.86	311.13	-7.1%
25 mm - 1"	167	138.32	156.80	13.4%	340.32	293.28	-13.8%	478.64	450.08	-6.0%
37 mm - 1.5"	418	276.63	313.60	13.4%	851.97	734.21	-13.8%	1,128.60	1,047.81	-7.2%
50 mm - 2"	1,082	442.61	501.77	13.4%	2,203.54	1,898.94	-13.8%	2,646.15	2,400.71	-9.3%
75 mm - 3 "	277	885.22	1,003.54	13.4%	562.95	485.14	-13.8%	1,448.17	1,488.67	2.8%
100 mm - 4"	2,975	1,383.16	1,568.02	13.4%	6,056.85	5,219.62	-13.8%	7,440.01	6,787.64	-8.8%
150 mm - 6"	-	2,766.31	3,136.05	13.4%	-	-		-	3,136.05	0.0%

Table 15-2

Windsor Sewer Rate Study
Comparison of Average Rates
2024/25

	Average Flow	Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
15mm - 5/8"	37	62.72	77.46	23.5%	65.95	76.82	16.5%	128.67	154.29	19.9%
19 mm - 3/4"	131	94.08	116.19	23.5%	217.05	272.28	25.4%	311.13	388.47	24.9%
25 mm - 1"	172	156.80	193.65	23.5%	293.28	357.42	21.9%	450.08	551.07	22.4%
37 mm - 1.5"	423	313.60	387.30	23.5%	734.21	880.35	19.9%	1,047.81	1,267.65	21.0%
50 mm - 2"	1,245	501.77	619.68	23.5%	1,898.94	2,589.33	36.4%	2,400.71	3,209.02	33.7%
75 mm - 3 "	194	1,003.54	1,239.37	23.5%	485.14	403.90	-16.7%	1,488.67	1,643.26	10.4%
100 mm - 4"	3,300	1,568.02	1,936.51	23.5%	5,219.62	6,863.49	31.5%	6,787.64	8,800.00	29.6%
150 mm - 6"	-	3,136.05	3,873.02	23.5%	-	-	0.0%	3,136.05	3,873.02	0.0%

Table 15-3

Windsor Sewer Rate Study
Comparison of Average Rates
2025/26

	Average Flow	Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
15mm - 5/8"	36	77.46	98.68	27.4%	76.82	95.87	24.8%	154.29	194.55	26.1%
19 mm - 3/4"	131	116.19	148.02	27.4%	272.28	346.72	27.3%	388.47	494.73	27.4%
25 mm - 1"	172	193.65	246.70	27.4%	357.42	455.13	27.3%	551.07	701.83	27.4%
37 mm - 1.5"	423	387.30	493.39	27.4%	880.35	1,121.02	27.3%	1,267.65	1,614.41	27.4%
50 mm - 2"	1,245	619.68	789.43	27.4%	2,589.33	3,297.21	27.3%	3,209.02	4,086.64	27.3%
75 mm - 3 "	194	1,239.37	1,578.85	27.4%	403.90	514.32	27.3%	1,643.26	2,093.17	27.4%
100 mm - 4"	3,300	1,936.51	2,466.96	27.4%	6,863.49	8,739.85	27.3%	8,800.00	11,206.81	27.4%
150 mm - 6"	-	3,873.02	4,933.92	27.4%	-	-	0.0%	3,873.02	4,933.92	0.0%

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Appendix 1

Loan Calculator
Long Term Debt
2022/23

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$0**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$0.00	0.00	0.00	0.00
2	$0.00	0.00	0.00	0.00
3	$0.00	0.00	0.00	0.00
4	$0.00	0.00	0.00	0.00
5	$0.00	0.00	0.00	0.00
6	$0.00	0.00	0.00	0.00
7	$0.00	0.00	0.00	0.00
8	$0.00	0.00	0.00	0.00
9	$0.00	0.00	0.00	0.00
10	$0.00	0.00	0.00	0.00
11	$0.00	0.00	0.00	0.00
12	$0.00	0.00	0.00	0.00
13	$0.00	0.00	0.00	0.00
14	$0.00	0.00	0.00	0.00
15	$0.00	0.00	0.00	0.00
16	$0.00	0.00	0.00	0.00
17	$0.00	0.00	0.00	0.00
18	$0.00	0.00	0.00	0.00
19	$0.00	0.00	0.00	0.00
20	$0.00	0.00	0.00	0.00

Loan Calculator
Long Term Debt
2023/24

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$409,122**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$11,121.80	24,547.32	35,669.12	398,000.20
2	$11,789.11	23,880.01	35,669.12	386,211.09
3	$12,496.45	23,172.67	35,669.12	373,714.64
4	$13,246.24	22,422.88	35,669.12	360,468.39
5	$14,041.02	21,628.10	35,669.12	346,427.38
6	$14,883.48	20,785.64	35,669.12	331,543.90
7	$15,776.49	19,892.63	35,669.12	315,767.41
8	$16,723.08	18,946.04	35,669.12	299,044.34
9	$17,726.46	17,942.66	35,669.12	281,317.88
10	$18,790.05	16,879.07	35,669.12	262,527.83
11	$19,917.45	15,751.67	35,669.12	242,610.38
12	$21,112.50	14,556.62	35,669.12	221,497.88
13	$22,379.25	13,289.87	35,669.12	199,118.64
14	$23,722.00	11,947.12	35,669.12	175,396.63
15	$25,145.32	10,523.80	35,669.12	150,251.31
16	$26,654.04	9,015.08	35,669.12	123,597.27
17	$28,253.28	7,415.84	35,669.12	95,343.98
18	$29,948.48	5,720.64	35,669.12	65,395.50
19	$31,745.39	3,923.73	35,669.12	33,650.11
20	$33,650.11	2,019.01	35,669.12	0.00

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Loan Calculator
Short Term Debt
2024/25

Interest Rate	**6.0%**
Yearly	**20**
Capital	**$1,112,468**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$30,241.95	66,748.08	96,990.03	1,082,226.05
2	$32,056.47	64,933.56	96,990.03	1,050,169.58
3	$33,979.85	63,010.18	96,990.03	1,016,189.73
4	$36,018.65	60,971.38	96,990.03	980,171.08
5	$38,179.76	58,810.26	96,990.03	941,991.32
6	$40,470.55	56,519.48	96,990.03	901,520.77
7	$42,898.78	54,091.25	96,990.03	858,621.98
8	$45,472.71	51,517.32	96,990.03	813,149.27
9	$48,201.07	48,788.96	96,990.03	764,948.20
10	$51,093.14	45,896.89	96,990.03	713,855.06
11	$54,158.73	42,831.30	96,990.03	659,696.34
12	$57,408.25	39,581.78	96,990.03	602,288.09
13	$60,852.74	36,137.29	96,990.03	541,435.34
14	$64,503.91	32,486.12	96,990.03	476,931.43
15	$68,374.14	28,615.89	96,990.03	408,557.29
16	$72,476.59	24,513.44	96,990.03	336,080.70
17	$76,825.19	20,164.84	96,990.03	259,255.51
18	$81,434.70	15,555.33	96,990.03	177,820.81
19	$86,320.78	10,669.25	96,990.03	91,500.03
20	$91,500.03	5,490.00	96,990.03	0.00

Loan Calculator
Short Term Debt
2025/26

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$2,122,000**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$57,685.63	127,320.00	185,005.63	2,064,314.37
2	$61,146.77	123,858.86	185,005.63	2,003,167.60
3	$64,815.57	120,190.06	185,005.63	1,938,352.03
4	$68,704.51	116,301.12	185,005.63	1,869,647.52
5	$72,826.78	112,178.85	185,005.63	1,796,820.74
6	$77,196.39	107,809.24	185,005.63	1,719,624.36
7	$81,828.17	103,177.46	185,005.63	1,637,796.19
8	$86,737.86	98,267.77	185,005.63	1,551,058.33
9	$91,942.13	93,063.50	185,005.63	1,459,116.20
10	$97,458.66	87,546.97	185,005.63	1,361,657.54
11	$103,306.18	81,699.45	185,005.63	1,258,351.36
12	$109,504.55	75,501.08	185,005.63	1,148,846.82
13	$116,074.82	68,930.81	185,005.63	1,032,771.99
14	$123,039.31	61,966.32	185,005.63	909,732.68
15	$130,421.67	54,583.96	185,005.63	779,311.02
16	$138,246.97	46,758.66	185,005.63	641,064.05
17	$146,541.79	38,463.84	185,005.63	494,522.26
18	$155,334.29	29,671.34	185,005.63	339,187.97
19	$164,654.35	20,351.28	185,005.63	174,533.61
20	$174,533.61	10,472.02	185,005.63	0.00

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West Hants Sewer Rates

Sewer Rate Model

Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

Date

03-Sep-23

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INPUTS REQUIRED FOR RATE CALCULATION

The following Inputs are required - See Manual for details

Table S1-1

(a)	***Assumed Inflation Rate***	**3%**	Per Year
(b)	***Current Year***	**2022/23**	
(c)	***Test Years***	**2023/24**	
		2024/25	
		2025/26	
		2026/27	

(d) ***Number of Customers by Meter Size for Current Year***

		Projected Average Growth per year
Unmetered	**121**	**0**
15mm - 5/8"	**2589**	**15**
19 mm - 3/4"	**8**	**0**
25 mm - 1"	**17**	**0**
37 mm - 1.5"	**6**	**0**
50 mm - 2"	**6**	**0**
75 mm - 3 "	**3**	**0**
100 mm - 4"	**2**	**0**
150 mm - 6"	**0**	**0**

(e) ***Effluent Flow by Customer Meter Size for Current Year***

	(Cubic meters)	***Estimated Change (Increase or Decrease) in Flow per Year (as a percentage) for each Meter Size***
Unmetered	**15,639**	**0.0%**
15mm - 5/8"	**334,614**	**-1.0%**
19 mm - 3/4"	**2,073**	**-1.0%**
25 mm - 1"	**11,387**	**-1.0%**
37 mm - 1.5"	**8,073**	**0.0%**
50 mm - 2"	**13,604**	**0.0%**
75 mm - 3 "	**24,736**	**0.0%**
100 mm - 4"	**3,671**	**0.0%**
150 mm - 6"	**0**	**0.0%**

(f) ***Long Term Interest Rate on Borrowing***

Year	***Projected Interest Rate***	***Estimated Term in Years***
2022/23	**6.00%**	**20**
2023/24	**6.00%**	**20**
2024/25	**6.00%**	**20**
2025/26	**6.00%**	**20**
2026/27	**6.00%**	**20**

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Table S2-1 03-Sep-23

West Hants Sewer Rates
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2021/22 (Actual)	Current Year 2022/23 (Projected)	Projection Using Current Rates 2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
OPERATING REVENUES						
Sewer Rate	1,183,918	1,186,564	1,193,994	1,201,424	1,208,854	1,216,284
Other revenue	3,049	0	3,286	3,385	3,486	3,591
Total	**1,186,967**	**1,186,564**	**1,197,280**	**1,204,808**	**1,212,340**	**1,219,874**
OPERATING EXPENDITURES						
Sewage Collection Systems	10,969	23,500	23,500	24,205	24,931	25,679
Lift Stations	85,175	77,321	98,937	105,058	109,581	114,445
Sewage Treatment and Disposal	109,503	106,000	121,150	127,231	131,048	134,979
General Administration	539,451	603,003	654,604	669,942	690,040	712,582
Capital Reserve Contribution	253,224	340,305	361,945	412,868	484,120	539,691
Deferral of Capital Reserve Contribution	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	**998,322**	**1,150,129**	**1,260,136**	**1,339,305**	**1,439,720**	**1,527,377**
OPERATING PROFIT (LOSS)	**188,645**	**36,435**	**-62,856**	**-134,496**	**-227,380**	**-307,502**
NON-OPERATING REVENUES						
Interest	0	0	0	0	0	0
Sewer Connection Permits	0	0	0	0	0	0
Bad Debts Collected	0	0	0	0	0	0
Transfer from Accumulated Surplus	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	0	**0**	**0**	**0**	**0**	**0**
NON-OPERATING EXPENDITURES						
Principal on Existing Debt	91,667	91,667	108,867	108,867	156,137	156,137
Interest on Existing Debt	19,022	26,290	13,278	13,278	15,479	15,479
New Debt - Principal (Current Year)		0	0	0	0	0
New Debt - Interest (Current Year)		0	0	0	0	0
New Debt - Principal (Test Year 1)			0	0	0	0
New Debt - Interest (Test Year 1)			0	0	0	0
New Debt - Principal (Test Year 2)				7,085	7,085	7,085
New Debt - Interest (Test Year 2)				8502	8077	7,652
New Debt - Principal (Test Year 3)					46,500	46,500
New Debt - Interest (Test Year 3)					55,800	53,010
New Debt - Principal Test Year 4)						15,000
New Debt - Interest (Test Year 4)						18,000
Capital out of Revenue -Sewer Equipment	0	0	0	0	0	0
Capital out of Revenue - Sewer Renewal	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	**110,689**	**117,957**	**122,145**	**137,731**	**289,077**	**318,862**
TOTAL EXPENSES	**1,109,011**	**1,268,086**	**1,382,282**	**1,477,036**	**1,728,798**	**1,846,239**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	77,956	-81,522	-185,002	-272,228	-516,458	-626,365
ESTIMATED CAPITAL RESERVE CONTRIBUTION						
ACCUMULATED SURPLUS (DEFICIT)	**77,956**	**-81,522**	**-185,002**	**-272,228**	**-516,458**	**-626,365**

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Table S3-1 03-Sep-23

West Hants Sewer Rates

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Projected)	2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
OPERATING EXPENDITURES					
General Administration	603,003	654,604	669,942	690,040	712,582
Sewage Collection Systems	23,500	23,500	24,205	24,931	25,679
Lift Stations	77,321	98,937	105,058	109,581	114,445
Sewage Treatment and Disposal	106,000	121,150	127,231	131,048	134,979
Capital Reserve Contribution	340,305	361,945	412,868	484,120	539,691
Deferral of Capital Reserve Contribution	0	0	0	0	0
Other	0	0	0	0	0
Total	**1,150,129**	**1,260,136**	**1,339,305**	**1,439,720**	**1,527,377**
ADD NON-OPERATING EXPENDITURES					
Debt Charges - Principal	91,667	108,867	108,867	156,137	156,137
Debt Charges - Interest	26,290	13,278	13,278	15,479	15,479
New Debt - Principal (Current Year)	0	0	0	0	0
New Debt - Interest (Current Year)	0	0	0	0	0
New Debt - Principal (Test Year 1)	0	0	0	0	0
New Debt - Interest (Test Year 1)	0	0	0	0	0
New Debt - Principal (Test Year 2)	0	0	7,085	7,085	7,085
New Debt - Interest (Test Year 2)	0	0	8,502	8,077	7,652
New Debt - Principal (Test Year 3)	0	0	0	46,500	46,500
New Debt - Interest (Test Year 3)	0	0	0	55,800	53,010
New Debt - Principal Test Year 4)	0	0	0	0	15,000
New Debt - Interest (Test Year 4)	0	0	0	0	18,000
Capital out of Revenue -Sewer Equipment	0	0	0	0	0
Capital out of Revenue - Sewer Renewal	0	0	0	0	0
Other	0	0	0	0	0
Total	**117,957**	**122,145**	**137,731**	**289,077**	**318,862**
LESS NON-OPERATING REVENUES					
Interest	0	0	0	0	0
Sewer Connection Permits	0	0	0	0	0
Bad Debts Collected	0	0	0	0	0
Transfer from Accumulated Surplus	0	0	0	0	0
Other	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**
REVENUE REQUIRED FROM CUSTOMERS	**1,268,086**	**1,382,282**	**1,477,036**	**1,728,798**	**1,846,239**

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Table S4-1 03-Sep-23

West Hants Sewer Rates
Statement of Operating Expenditures

	2022/23 (Projected)	2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
SEWAGE COLLECTION SYSTEMS					
Pipe Maintenance	20,000	20,000	20,600	21,218	21,855
Operational Expense	3,500	3,500	3,605	3,713	3,825
Other	0	0	0	0	0
TOTAL SEWAGE COLLECTION SYSTEMS	**23,500**	**23,500**	**24,205**	**24,931**	**25,679**
LIFT STATIONS					
Insurance	8,321	9,937	11,428	13,142	15,113
Power	28,000	49,000	52,430	54,003	55,623
Maintenance	41,000	40,000	41,200	42,436	43,709
Portable Generator	0	0	0	0	0
Other	0	0	0	0	0
TOTAL LIFT STATIONS	**77,321**	**98,937**	**105,058**	**109,581**	**114,445**
SEWAGE TREATMENT AND DISPOSAL					
Power	50,000	61,150	65,431	67,394	69,416
Sewage Treatment Fee	6,000	10,000	10,300	10,609	10,927
Operational Expense	50,000	50,000	51,500	53,045	54,636
Other	0	0	0	0	0
TOTAL SEWAGE TREATMENT & DISPOSAL	**106,000**	**121,150**	**127,231**	**131,048**	**134,979**
ADMINISTRATION					
Salary	251,700	271,500	279,645	288,034	296,675
Employer share Benefits	41,650	51,500	53,045	54,636	56,275
Mileage and Expenses	750	750	773	796	820
Training and Development	2,500	3,500	3,605	3,713	3,825
Telephone	2,000	2,200	2,266	2,334	2,404
Mandated Communications	500	0	0	0	0
Adminsitration Fee	69,520	81,654	84,104	86,627	89,226
Public Works Cost Distribution	19,000	19,000	19,570	20,157	20,762
Computer & Asset Management	8,500	6,500	6,695	6,896	7,103
Insurance	3,183	4,400	4,532	4,668	6,648
Fleet Maintenance	18,100	19,000	19,570	20,157	20,762
Fleet Fuel	14,200	24,000	24,720	25,462	26,225
Other	5,000	5,000	5,150	5,305	5,464
Professional Services	10,800	10,000	6,000	6,180	6,365
Capital Out of Revenue	0	0	0	0	0
Treatment Plant Kings County	95,600	95,600	98,468	101,422	104,465
Treatment Plant Windsor	60,000	60,000	61,800	63,654	65,564
TOTAL ADMINISTRATION	**603,003**	**654,604**	**669,942**	**690,040**	**712,582**

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03-Sep-23

Table S5-1

West Hants Sewer Rates
Calculation of Depreciation of Tangible Plant at Total Cost
2022/23

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
		Capital Reserve Rate at the beginning of the Year		1,228,019
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				0
Power and Pumping Structures	0	50	0.05	0
Treatment Equipment	0	25	0.05	0
Equipment	0			0
Electrical Pumping	40,000	20	0.05	2,000
Pumping Station Upgrades	40,000	20	0.05	2,000
Office Furniture and Equipment	0	10	0.10	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	0	5	0.20	0
Collection Mains & Manholes Equipment	0	5	0.20	0
SCADA	30,000	7	0.143	4,286
Other	0	5	0.20	0
Collection System	0			0
Forcemain	0	75	0.0133	0
Mains	0	75	0.0133	0
Manholes	0	75	0.0133	0
Meters	0	20	0.05	0
Service Laterals	20,000	75	0.0200	400
Other -Studies	0	20	0.05	0
Other - Inflow studies/Repairs	0	20	0.05	0
TOTAL	130,000			8,686

Source of Funding			
		Capital Reserve fund beginning of year	1,228,019
Grants	0	Capital Reserve Expenditure in Current Year	-110,000
Sewer Renewal Capital Reserve	110,000	Capital Reserve Contribution in Current Year	340,305
Customers (Services)	20,000		
Long Term Debt	0		
Capital from Revenue	0		
TOTAL	130,000	Capital Reserve Balance at end of current Year	1,458,324

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Table S5-2

West Hants Sewer Rates
Calculation of Depreciation of Tangible Plant at Total Cost
2023/24

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
		Capital Reserve Rate at the beginning of the Year		340,305
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				0
Power and Pumping Structures	80,000	30	0.0333	2,667
Treatment Equipment	42,000	20	0.0500	2,100
Equipment	0			0
Electrical Pumping	40,000	20	0.05	2,000
Pumping Station Upgrades	40,000	20	0.05	2,000
Office Furniture and Equipment	0	20	0.05	0
Transportation Equipment	0	5	0.2	0
Tools and Work Equipment	12,500	5	0.2	2,500
Collection Mains & Manholes Equipment	0	10	0.1	0
SCADA	30,000	7	0.143	4,286
Other	0	5	0.2	0
Collection System	0			0
Forcemain	0	75	0.0133	0
Mains	426,600	75	0.0133	5,688
Manholes	0	75	0.0133	0
Meters	0	20	0.05	0
Service Laterals	20,000	75	0.02	400
Other - Studies	0	20	0.05	0
Other - Inflow studies/Repairs	0	20	0.05	0
TOTAL	691,100			21,640

Source of Funding			
		Capital Reserve fund beginning of year	1,458,324
Grants	0	Capital Reserve Expenditure in Current Year	-671,100
Sewer Renewal Capital Reserve	671,100	Capital Reserve Contribution in Current Year	361,945
Customers (Services)	20,000		
Long Term Debt	0		
Capital from Revenue	0		
TOTAL	691,100	Capital Reserve Balance at end of current Year	1,149,170

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Table S5-3

West Hants Sewer Rates
Calculation of Depreciation of Tangible Plant at Total Cost
2024/25

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
		Depreciation Rate at the beginning of the Year		361,945
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				0
Power and Pumping Structures	0	75	0.0133	0
Treatment Equipment	158,500	50	0.0500	7,925
Equipment	0			0
Electrical Pumping	40,000	20	0.05	2,000
Pumping Station Upgrades	40,000	20	0.05	2,000
Office Furniture and Equipment	0	10	0.1	0
Transportation Equipment	141,695	5	0.2	28,339
Tools and Work Equipment	0	5	0.2	0
Collection Mains & Manholes Equipment	0	20	0.05	0
SCADA	30,000	7	0.143	4,286
Other	0	5	0.2	0
Collection System	0			0
Forcemain	0	75	0.0133	0
Mains	448,000	75	0.0133	5,973
Manholes	0	75	0.0133	0
Meters	0	20	0.05	0
Service Laterals	20,000	50	0.0200	400
Other - Studies	0	20	0.05	0
Other - Inflow studies/Repairs	0	20	0.05	0
TOTAL	878,195			50,923

Source of Funding			
		Capital Reserve fund beginning of year	1,149,170
Grants	0	Capital Reserve Expenditure in Current Year	-716,500
Sewer Renewal Capital Reserve	716,500	Capital Reserve Contribution in Current Year	412,868
Customers (Services)	20,000		
Long Term Debt	141,695		
Capital from Revenue	0		
TOTAL	878,195	Capital Reserve Balance at end of current Year	845,538

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Table S5-4

West Hants Sewer Rates
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
		Depreciation Rate at the beginning of the Year		412,868
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				0
Power and Pumping Structures	0	75	0.0133	0
Treatment Equipment	3,100,000	50	0.0200	62,000
Equipment	0			0
Electrical Pumping	40,000	20	0.05	2,000
Pumping Station Upgrades	35,000	20	0.05	1,750
Office Furniture and Equipment	0	20	0.05	0
Transportation Equipment	0	10	0.1	0
Tools and Work Equipment	0	5	0.2	0
Collection Mains & Manholes Equipment	0	5	0.2	0
SCADA	0	7	0.143	0
Other	0	5	0.2	0
Collection System	0			0
Forcemain	0	75	0.0133	0
Mains	382,600	75	0.0133	5,101
Manholes	0	75	0.0133	0
Meters	0	20	0.05	0
Service Laterals	20,000	50	0.0200	400
Other - Studies	0	50	0.02	0
Other - Inflow studies/Repairs	0	20	0.05	0
TOTAL	3,577,600			71,251

Source of Funding			
		Capital Reserve fund beginning of year	845,538
Grants	1,550,000	Capital Reserve Expenditure in Current Year	-1,077,600
Sewer Renewal Capital Reserve	1,077,600	Capital Reserve Contribution in Current Year	484,120
Customers (Services)	20,000		
Long Term Debt	930,000		
Capital from Revenue	0		
TOTAL	3,577,600	Capital Reserve Balance at end of current Year	252,058

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Table S5-5

West Hants Sewer Rates
Calculation of Depreciation of Tangible Plant at Total Cost
2026/27

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
		Depreciation Rate at the beginning of the Year		484,120
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				0
Power and Pumping Structures	0	75	0.0133	0
Treatment Equipment	1,008,500	75	0.0500	50,425
Equipment	0			0
Electrical Pumping	40,000	20	0.05	2,000
Pumping Station Upgrades	35,000	20	0.05	1,750
Office Furniture and Equipment	0	20	0.05	0
Transportation Equipment	0	5	0.2	0
Tools and Work Equipment	0	5	0.2	0
Collection Mains & Manholes Equipment	0	5	0.2	0
SCADA	0	7	0.143	0
Other	0	5	0.2	0
Collection System	0			0
Forcemain	0	75	0.0133	0
Mains	74,750	75	0.0133	997
Manholes	0	75	0.0133	0
Meters	0	20	0.05	0
Service Laterals	20,000	50	0.0200	400
Other - Studies	0	50	0.02	0
Other - Inflow studies/Repairs	0	10	0.1	0
TOTAL	1,178,250			55,572

Source of Funding			
		Capital Reserve fund beginning of year	252,058
Grants	500,000	Capital Reserve Expenditure in Current Year	-358,250
Sewer Renewal Capital Reserve	358,250	Capital Reserve Contribution in Current Year	539,691
Customers (Services)	20,000		
Long Term Debt	300,000		
Capital from Revenue	0		
TOTAL	1,178,250	Capital Reserve Balance at end of current Year	433,499

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Table S6-1 03-Sep-23

West Hants Sewer Rates
Calculation of Revenue Required for Each Billing/Cost Category
2023/24

	Total Revenue Required	Base		Effluent	
General Administration	654,604	55%	360,032	45%	294,572
Sewage Collection Systems	23,500	0%	0	100%	23,500
Lift Stations	98,937	0%	0	100%	98,937
Sewage Treatment and Disposal	121,150	0%	0	100%	121,150
Capital Reserve Contribution	361,945	40%	144,778	60%	217,167
Deferral of Capital Reserve Contribution	0	40%	0	60%	0
Non Operating Expenditures less non Operating Revenue	122,145	40%	48,858	60%	73,287
SUBTOTAL	1,382,282		553,668		828,613
TOTAL	1,382,282		553,668		828,613

Table S6-2

West Hants Sewer Rates
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Total Revenue Required	Base		Effluent	
General Administration	669,942	55%	368,468	45%	301,474
Sewage Collection Systems	24,205	0%	0	100%	24,205
Lift Stations	105,058	0%	0	100%	105,058
Sewage Treatment and Disposal	127,231	0%	0	100%	127,231
Capital Reserve Contribution	412,868	40%	165,147	60%	247,721
Deferral of Capital Reserve Contribution	0	40%	0	60%	0
Non Operating Expenditures less non Operating Revenue	137,731	40%	55,093	60%	82,639
SUBTOTAL	1,477,036		588,708		888,328
TOTAL	1,477,036		588,708		888,328

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Table S6-3

West Hants Sewer Rates
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Total Revenue Required	Base		Effluent	
General Administration	690,040	55%	379,522	45%	310,518
Sewage Collection Systems	24,931	0%	0	100%	24,931
Lift Stations	109,581	0%	0	100%	109,581
Sewage Treatment and Disposal	131,048	0%	0	100%	131,048
Capital Reserve Contribution	484,120	40%	193,648	60%	290,472
Deferral of Capital Reserve Contribution	0	40%	0	60%	0
Non Operating Expenditures less non Operating Revenue	289,077	40%	115,631	60%	173,446
SUBTOTAL	1,728,798		688,801		1,039,996
TOTAL	1,728,798		688,801		1,039,996

Table S6-4

West Hants Sewer Rates
Calculation of Revenue Required for Each Billing/Cost Category
2026/27

	Total Revenue Required	Base		Effluent	
General Administration	712,582	55%	391,920	45%	320,662
Sewage Collection Systems	25,679	0%	0	100%	25,679
Lift Stations	114,445	0%	0	100%	114,445
Sewage Treatment and Disposal	134,979	0%	0	100%	134,979
Capital Reserve Contribution	539,691	40%	215,877	60%	323,815
Deferral of Capital Reserve Contribution	0	40%	0	60%	0
Non Operating Expenditures less non Operating Revenue	318,862	40%	127,545	60%	191,317
SUBTOTAL	1,846,239		735,341		1,110,897
TOTAL	1,846,239		735,341		1,110,897

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Table S7-1

West Hants Sewer Rates
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	2589	1	2,589
19 mm - 3/4"	8	1.5	12
25 mm - 1"	17	2.5	43
37 mm - 1.5"	6	5	30
50 mm - 2"	6	8	48
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	2752		2,941

Table S7-2

West Hants Sewer Rates
Service Connections and Equivalents
2024/25

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	2604	1	2,604
19 mm - 3/4"	8	1.5	12
25 mm - 1"	17	2.5	43
37 mm - 1.5"	6	5	30
50 mm - 2"	6	8	48
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	2767		2,956

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Table S7-3

West Hants Sewer Rates
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	2619	1	2,619
19 mm - 3/4"	8	1.5	12
25 mm - 1"	17	2.5	43
37 mm - 1.5"	6	5	30
50 mm - 2"	6	8	48
75 mm - 3 "	3	16	48
100 mm - 4"	2	25	50
150 mm - 6"	0	50	0
TOTAL	2782		2,971

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Table S8-1 03-Sep-23

West Hants Sewer Rates
Wastewater Base Charges
2023/24

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1.0	188.29	188.29	47.07	15.69
15mm - 5/8"	1.0	188.29	188.29	47.07	15.69
19 mm - 3/4"	1.5	282.44	282.44	70.61	23.54
25 mm - 1"	2.5	470.73	470.73	117.68	39.23
37 mm - 1.5"	5.0	941.45	941.45	235.36	78.45
50 mm - 2"	8.0	1,506.32	1,506.32	376.58	125.53
75 mm - 3 "	16.0	3,012.65	3,012.65	753.16	251.05
100 mm - 4"	25.0	4,707.26	4,707.26	1,176.82	392.27
150 mm - 6"	50.0	9,414.53	9,414.53	2,353.63	784.54
TOTAL					

Table S8-2

West Hants Sewer Rates
Wastewater Base Charges
2024/25

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1.0	199.19	199.19	49.80	16.60
15mm - 5/8"	1.0	199.19	199.19	49.80	16.60
19 mm - 3/4"	1.5	298.79	298.79	74.70	24.90
25 mm - 1"	2.5	497.98	497.98	124.49	41.50
37 mm - 1.5"	5.0	995.95	995.95	248.99	83.00
50 mm - 2"	8.0	1,593.53	1,593.53	398.38	132.79
75 mm - 3 "	16.0	3,187.05	3,187.05	796.76	265.59
100 mm - 4"	25.0	4,979.77	4,979.77	1,244.94	414.98
150 mm - 6"	50.0	9,959.54	9,959.54	2,489.88	829.96
TOTAL					

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Table S8-3

West Hants Sewer Rates
Wastewater Base Charges
2025/26

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1.0	231.88	231.88	57.97	19.32
15mm - 5/8"	1.0	231.88	231.88	57.97	19.32
19 mm - 3/4"	1.5	347.82	347.82	86.96	28.99
25 mm - 1"	2.5	579.70	579.70	144.93	48.31
37 mm - 1.5"	5.0	1,159.40	1,159.40	289.85	96.62
50 mm - 2"	8.0	1,855.04	1,855.04	463.76	154.59
75 mm - 3 "	16.0	3,710.09	3,710.09	927.52	309.17
100 mm - 4"	25.0	5,797.01	5,797.01	1,449.25	483.08
150 mm - 6"	50.0	11,594.03	11,594.03	2,898.51	966.17
TOTAL					

Table S9-1 03-Sep-23

West Hants Sewer Rates
Estimated Effluent Flow by Block

Meter Size	Actual Current Consumption 1st Block (Cubic Meters)	2023/24 Estimated Consumption 1st Block (Cubic Meters)
Unmetered	15,639	15,639
15mm - 5/8"	334,614	331,268
19 mm - 3/4"	2,073	2,073
25 mm - 1"	11,387	11,387
37 mm - 1.5"	8,073	8,073
50 mm - 2"	13,604	13,604
75 mm - 3 "	24,736	24,736
100 mm - 4"	3,671	3,671
150 mm - 6"	0	0
TOTAL	413,797	410,451

Table S9-2

West Hants Sewer Rates
Estimated Effluent Flow by Block

Meter Size	2024/25 Estimated Consumption 1st Block (Cubic Meters)	2025/26 Estimated Consumption 1st Block (Cubic Meters)
Unmetered	15,639	15,639
15mm - 5/8"	329,875	328,495
19 mm - 3/4"	2,073	2,073
25 mm - 1"	11,387	11,387
37 mm - 1.5"	8,073	8,073
50 mm - 2"	13,604	13,604
75 mm - 3 "	24,736	24,736
100 mm - 4"	3,671	3,671
150 mm - 6"	0	0
TOTAL	409,058	407,678

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Table S9-3

West Hants Sewer Rates Estimated Effluent Flow by Block		
Meter Size	2026/27 Current Consumption 1st Block (Cubic Meters)	
Unmetered		
15mm - 5/8"		
19 mm - 3/4"		
25 mm - 1"		
37 mm - 1.5"		
50 mm - 2"		
75 mm - 3 "		
100 mm - 4"		
150 mm - 6"		
TOTAL		

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Effluent Charge

Table S10-1 03-Sep-23

West Hants Sewer Rates Calculation of Wastewater Effluent Charge 2023/24	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-1) Quantity from Effluent Flow Worksheet (Table 12-1)	2.02
TOTAL EFFLUENT CHARGE PER cubic meter	**2.02**

Table S10-2

West Hants Sewer Rates Calculation of Wastewater Effluent Charge 2024/25	BLOCK 1
- Quantity from Effluent Flow Worksheet (Table 12-2)	2.17
TOTAL EFFLUENT CHARGE PER cubic meter	**2.17**

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Table S10-3

West Hants Sewer Rates Calculation of Wastewater Effluent Charge 2025/26	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-3) Quantity from Effluent Flow Worksheet (Table 12-3)	2.55
TOTAL EFFLUENT CHARGE PER cubic meter	**2.55**

Table S10-4

West Hants Sewer Rates
Calculation of Wastewater Effluent Charge
2026/27

	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-4) Quantity from Effluent Flow Worksheet (Table 12-4)	#DIV/0!
TOTAL EFFLUENT CHARGE PER cubic meter	**#DIV/0!**

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Table S11-1 03-Sep-23

West Hants Sewer Rates
Wastewater Effluent Charge
2023/24

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	188.29	22,783
15mm - 5/8"	2,589	188.29	487,484
19 mm - 3/4"	8	282.44	2,259
25 mm - 1"	17	470.73	8,002
37 mm - 1.5"	6	941.45	5,649
50 mm - 2"	6	1,506.32	9,038
75 mm - 3 "	3	3,012.65	9,038
100 mm - 4"	2	4,707.26	9,415
150 mm - 6"	0	9,414.53	0
TOTAL BASE REVENUE			553,668

EFFLUENT CHARGE

	Quantity	$/ cubic meter	
1st Block	410,451	2.02	828,613
TOTAL EFFLUENT REVENUE			828,613
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)			1,382,282

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Table S11-2

West Hants Sewer Rates
Wastewater Effluent Charge
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	199.19	24,102
15mm - 5/8"	2,604	199.19	518,693
19 mm - 3/4"	8	298.79	2,390
25 mm - 1"	17	497.98	8,466
37 mm - 1.5"	6	995.95	5,976
50 mm - 2"	6	1,593.53	9,561
75 mm - 3 "	3	3,187.05	9,561
100 mm - 4"	2	4,979.77	9,960
150 mm - 6"	0	9,959.54	0
TOTAL BASE REVENUE			588,708

EFFLUENT CHARGE

	Quantity	$/ cubic meter	
1st Block	409,058	2.17	888,328
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)			1,477,036

Table S11-3

West Hants Sewer Rates
Wastewater Effluent Charge
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	231.88	28,058
15mm - 5/8"	2,619	231.88	607,295
19 mm - 3/4"	8	347.82	2,783
25 mm - 1"	17	579.70	9,855
37 mm - 1.5"	6	1,159.40	6,956
50 mm - 2"	6	1,855.04	11,130
75 mm - 3 "	3	3,710.09	11,130
100 mm - 4"	2	5,797.01	11,594
150 mm - 6"	0	11,594.03	0
TOTAL BASE REVENUE			688,801

EFFLUENT CHARGE

	Quantity	$/ cubic meter	
1st Block	407,678	2.55	1,039,996
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)			1,728,798

Table S11-4

West Hants Sewer Rates
Wastewater Effluent Charge
2026/27

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	246.30	29,803
15mm - 5/8"	2,634	246.30	648,765
19 mm - 3/4"	8	369.46	2,956
25 mm - 1"	17	615.76	10,468
37 mm - 1.5"	6	1,231.52	7,389
50 mm - 2"	6	1,970.43	11,823
75 mm - 3 "	3	3,940.87	11,823
100 mm - 4"	2	6,157.61	12,315
150 mm - 6"	0	12,315.21	0
TOTAL BASE REVENUE			735,341

EFFLUENT CHARGE

	Quantity	$/ cubic meter	
1st Block	0	#DIV/0!	#DIV/0!
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)			#DIV/0!

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Table S12-1 03-Sep-23

West Hants Sewer Rates

Wastewater Rates 2023/24

(a) Base Charges

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	188.29	47.07	15.69
19 mm - 3/4"	282.44	70.61	23.54
25 mm - 1"	470.73	117.68	39.23
37 mm - 1.5"	941.45	235.36	78.45
50 mm - 2"	1,506.32	376.58	125.53
75 mm - 3 "	3,012.65	753.16	251.05
100 mm - 4"	4,707.26	1,176.82	392.27
150 mm - 6"	9,414.53	2,353.63	784.54

(b) Consumption Rate **$** **2.02** **per cubic meter**

Table S12-2

West Hants Sewer Rates

Wastewater Rates 2024/25

(a) Base Charges

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	199.19	49.80	16.60
19 mm - 3/4"	298.79	74.70	24.90
25 mm - 1"	497.98	124.49	41.50
37 mm - 1.5"	995.95	248.99	83.00
50 mm - 2"	1,593.53	398.38	132.79
75 mm - 3 "	3,187.05	796.76	265.59
100 mm - 4"	4,979.77	1,244.94	414.98
150 mm - 6"	9,959.54	2,489.88	829.96

(b) Consumption Rate **$** **2.17** **per cubic meter**

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Table S12-3

West Hants Sewer Rates

Wastewater Rates 2025/26

(a) Base Charges

Size of Meter	Annual	Quarterly	Monthly
Standard	231.88	57.97	19.32
19 mm	347.82	86.96	28.99
25 mm	579.70	144.93	48.31
37 mm	1,159.40	289.85	96.62
50 mm	1,855.04	463.76	154.59
75 mm	3,710.09	927.52	309.17
100 mm	5,797.01	1,449.25	483.08
150 mm	11,594.03	2,898.51	966.17

(b) Consumption Rate (per cubic metre) **$ 2.55 per cubic meter**

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03-Sep-23

West Hants Sewer Rates
Comparison of Average Rates
2023/24

Meter Size	Average Flow	Quarterly Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	cm/quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
Unmetered	32	62.32	47.07	-24.5%	54.93	65.23	18.8%	117.25	112.30	-4.2%
15mm - 5/8"	32	62.32	47.07	-24.5%	54.38	64.58	18.8%	116.70	111.65	-4.3%
19 mm - 3/4"	65	93.49	70.61	-24.5%	110.13	130.78	18.8%	203.62	201.39	-1.1%
25 mm - 1"	167	155.81	117.68	-24.5%	284.68	338.06	18.8%	440.49	455.74	3.5%
37 mm - 1.5"	336	311.62	235.36	-24.5%	571.84	679.07	18.8%	883.46	914.43	3.5%
50 mm - 2"	567	498.60	376.58	-24.5%	963.62	1,144.32	18.8%	1,462.22	1,520.90	4.0%
75 mm - 3 "	2,061	997.19	753.16	-24.5%	3,504.27	4,161.40	18.8%	4,501.46	4,914.56	9.2%
100 mm - 4"	459	1,558.11	1,176.82	-24.5%	780.09	926.37	18.8%	2,338.20	2,103.19	-10.1%
150 mm - 6"	-	3,116.22	2,353.63	-24.5%	-	-		-		

West Hants Sewer Rates
Comparison of Average Rates
2024/25

Meter Size	Average Flow	Quarterly Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	cubic meters/quarter	Estimated Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
Unmetered	32	47.07	49.80	5.8%	65.23	70.17	7.6%	112.30	119.97	6.8%
15mm - 5/8"	32	47.07	49.80	5.8%	64.58	68.78	6.5%	111.65	118.57	6.2%
19 mm - 3/4"	65	70.61	74.70	5.8%	130.78	140.68	7.6%	201.39	215.38	6.9%
25 mm - 1"	167	117.68	124.49	5.8%	338.06	363.65	7.6%	455.74	488.15	7.1%
37 mm - 1.5"	336	235.36	248.99	5.8%	679.07	730.49	7.6%	914.43	979.48	7.1%
50 mm - 2"	567	376.58	398.38	5.8%	1,144.32	1,230.96	7.6%	1,520.90	1,629.34	7.1%
75 mm - 3 "	2,061	753.16	796.76	5.8%	4,161.40	4,476.48	7.6%	4,914.56	5,273.25	7.3%
100 mm - 4"	459	1,176.82	1,244.94	5.8%	926.37	996.51	7.6%	2,103.19	2,241.46	6.6%
150 mm - 6"	-					-				

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Table S13-3

West Hants Sewer Rates
Comparison of Average Rates
2025/26

Meter Size	Average Flow	Quarterly Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	cubic meters/quarter	Estimated Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
Unmetered	32	49.80	57.97	16.4%	70.17	82.43	17.5%	119.97	140.40	17.0%
15mm - 5/8"	31	49.80	57.97	16.4%	68.78	79.99	16.3%	118.57	137.96	16.4%
19 mm - 3/4"	65	74.70	86.96	16.4%	140.68	165.26	17.5%	215.38	252.21	17.1%
25 mm - 1"	167	124.49	144.93	16.4%	363.65	427.18	17.5%	488.15	572.11	17.2%
37 mm - 1.5"	336	248.99	289.85	16.4%	730.49	858.10	17.5%	979.48	1,147.95	17.2%
50 mm - 2"	567	398.38	463.76	16.4%	1,230.96	1,446.01	17.5%	1,629.34	1,909.77	17.2%
75 mm - 3 "	2,061	796.76	927.52	16.4%	4,476.48	5,258.52	17.5%	5,273.25	6,186.04	17.3%
100 mm - 4"	459	1,244.94	1,449.25	16.4%	996.51	1,170.60	17.5%	2,241.46	2,619.86	16.9%
150 mm - 6"	-									

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Appendix

Table S14-1

Loan Calculator
Long Term Debt
2022/23

Interest Rate		**6.00%**
Term in years		**20**
Capital	**$**	**-**

Payment Schedule Based on Series Debt Payments

	Loan Balance	Principal	Interest	Total
Year				
1	-	-	-	-
2	-	-	-	-
3	-	-	-	-
4	-	-	-	-
5	-	-	-	-
6	-	-	-	-
7	-	-	-	-
8	-	-	-	-
9	-	-	-	-
10	-	-	-	-
11	-	-	-	-
12	-	-	-	-
13	-	-	-	-
14	-	-	-	-
15	-	-	-	-
16	-	-	-	-
17	-	-	-	-
18	-	-	-	-
19	-	-	-	-
20	-	-	-	-

Table S14-2

Loan Calculator
Long Term Debt
2023/24

Interest Rate		**6.00%**
Term in years		**20**
Capital	**$**	**-**

Payment Schedule Based on Series Debt Payments

	Loan Balance	Principal	Interest	Total
Year				
1	-	-	-	-
2	-	-	-	-
3	-	-	-	-
4	-	-	-	-
5	-	-	-	-
6	-	-	-	-
7	-	-	-	-
8	-	-	-	-
9	-	-	-	-
10	-	-	-	-
11	-	-	-	-
12	-	-	-	-
13	-	-	-	-
14	-	-	-	-
15	-	-	-	-
16	-	-	-	-
17	-	-	-	-
18	-	-	-	-
19	-	-	-	-
20	-	-	-	-

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Table S14-3

Loan Calculator
Long Term Debt
2024/25

Interest Rate		**6.00%**
Term in years		**20**
Capital	**$**	**141,695**

Payment Schedule Based on Series Debt Payments

	Loan Balance	Principal	Interest	Total
Year				
1	141,695	7,085	8,502	15,586
2	134,610	7,085	8,077	15,161
3	127,526	7,085	7,652	14,736
4	120,441	7,085	7,226	14,311
5	113,356	7,085	6,801	13,886
6	106,271	7,085	6,376	13,461
7	99,187	7,085	5,951	13,036
8	92,102	7,085	5,526	12,611
9	85,017	7,085	5,101	12,186
10	77,932	7,085	4,676	11,761
11	70,848	7,085	4,251	11,336
12	63,763	7,085	3,826	10,911
13	56,678	7,085	3,401	10,485
14	49,593	7,085	2,976	10,060
15	42,509	7,085	2,551	9,635
16	35,424	7,085	2,125	9,210
17	28,339	7,085	1,700	8,785
18	21,254	7,085	1,275	8,360
19	14,170	7,085	850	7,935
20	7,085	7,085	425	7,510

Table S14-4

Loan Calculator
Long Term Debt
2025/26

Interest Rate		**6.00%**
Term in years		**20**
Capital	**$**	**930,000**

Payment Schedule Based on Series Debt Payments

	Loan Balance	Principal	Interest	Total
Year				
1	930,000	46,500	55,800	102,300
2	883,500	46,500	53,010	99,510
3	837,000	46,500	50,220	96,720
4	790,500	46,500	47,430	93,930
5	744,000	46,500	44,640	91,140
6	697,500	46,500	41,850	88,350
7	651,000	46,500	39,060	85,560
8	604,500	46,500	36,270	82,770
9	558,000	46,500	33,480	79,980
10	511,500	46,500	30,690	77,190
11	465,000	46,500	27,900	74,400
12	418,500	46,500	25,110	71,610
13	372,000	46,500	22,320	68,820
14	325,500	46,500	19,530	66,030
15	279,000	46,500	16,740	63,240
16	232,500	46,500	13,950	60,450
17	186,000	46,500	11,160	57,660
18	139,500	46,500	8,370	54,870
19	93,000	46,500	5,580	52,080
20	46,500	46,500	2,790	49,290

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Combined WWH Sewer Rate Study

Sewer Rate Model

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Prepared By

G. A. Isenor Consulting Limited

in Association with

Blaine S. Rooney Consulting Limited

03-Sep-23

INPUTS REQUIRED FOR RATE CALCULATION

The following Inputs are required

Table 1-1

(a)	**Assumed Inflation Rate**	**3%**	Per Year
(b)	**Current Year**	**2022/23**	
	Test Years	**2023/24**	
		2024/25	
		2025/26	
		2026/27	
(c)	**Estimated Annual Growth Rate**	**0.00%**	
(d)	**Estimated Unmetered Production Rate**	**23**	cubic meters per month
(e)	**Number of Customers by Class/Meter Size for Current Year**		
	Unmetered	**124**	
	15mm - 5/8"	**3832**	15
	19 mm - 3/4"	**55**	
	25 mm - 1"	**48**	
	37 mm - 1.5"	**19**	
	50 mm - 2"	**35**	
	75 mm - 3 "	**6**	
	100 mm - 4"	**4**	
	150 mm - 6"	**0**	
	200 mm - 8"	**0**	
(f)	Estimated Decrease in Consumption per customer from previous year		
	Year	Decrease (%)	
	2023	**1%**	
	2024	**1%**	
	2025	**1%**	
	2026	**1%**	
	2027	**1%**	
(f)	**Effluent Flow by Customer Class/Meter Size for Current Year** (cubic meters)		
	Unmetered	**16,120**	
	15mm - 5/8"	**525,812**	
	19 mm - 3/4"	**26,680**	
	25 mm - 1"	**32,694**	
	37 mm - 1.5"	**30,080**	
	50 mm - 2"	**157,997**	
	75 mm - 3 "	**27,066**	
	100 mm - 4"	**30,068**	
	150 mm - 6"	**0**	
	200 mm - 8"	**0**	
	Credit for water that is not sent to Sewer	**-**	
(g)	**Long Term Interest Rate on Borrowing**	**6.00%**	

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Table 2-1 03-Sep-23

Combined WWH Sewer Rate Study
Comparitive Statement of Operations
Fiscal Years ending March 31st

	2021/22 (Actual)	2022/23 (Projected)	Projection Using Current Rates 2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
OPERATING REVENUES						
WEST HANTS						
Sewer Rate West Hants	1,183,918	**1,186,564**	1,193,994	1,201,424	1,208,854	1,216,284
Other revenue - West Hants	3,049	**0**	3,286	3,385	3,486	3,591
WINDSOR						
Sewer Rate	960,331	959,968	1,030,000	1,030,000	1,030,000	1,030,000
Leachate Treatment Revenue		0	39,500	45,500	56,000	59,000
West Hants Treatment Revenue		0	0	0	0	0
Other Revenue	3,887	4,000	4,000	4,000	4,000	4,000
Total	**2,151,185**	**2,150,532**	**2,270,780**	**2,284,308**	**2,302,340**	**2,312,874**
OPERATING EXPENDITURES						
Sewage Collection	20,744	64,500	69,500	71,585	73,733	75,945
Sewage Lift Stations	153,198	134,771	155,587	164,688	171,317	178,421
Sewage Treatment West Hants	109,503	106,000	121,150	127,231	131,048	134,979
Sewage Treatment - Lagoon Drive	99,812	84,830	89,160	93,780	96,731	99,633
Sewage Treatment - Wentworth Road	61,229	61,814	78,250	81,796	84,678	87,218
Administration and General	989,701	1,006,489	1,001,703	1,024,598	1,055,810	1,089,324
Capital Reserve Contribution Windsor	0	180,444	216,687	281,706	354,083	381,951
Capital Reserve Contribution West Hants	253,224	340,305	361,945	412,868	484,120	539,691
Taxes		0	0	0	0	0
Total	**1,687,411**	**1,979,153**	**2,093,982**	**2,258,251**	**2,451,519**	**2,587,163**
OPERATING PROFIT (LOSS)	**463,774**	**171,379**	**176,798**	**26,057**	**-149,179**	**-274,289**
NON-OPERATING REVENUES						
Interest and other income	0	0	0	0	0	0
Contract Services	0	0	0	0	0	0
Sludge Handling	0	0	0	0	0	0
Transfer from Depreciaiton Fund	0	0	0	0	0	0
Other - Capital Reserve Reduction	0	0	0	0		0
Total	**0**	**0**	**0**	**0**	**0**	**0**
NON-OPERATING EXPENDITURES						
WEST HANTS						
Principal on Existing Debt	91,667	91,667	108,867	108,867	156,137	156,137
Interest on Existing Debt	19,022	26,290	13,278	13,278	15,479	15,479
New Debt - Principal (Current Year)		0	0	0	0	0
New Debt - Interest (Current Year)		0	0	0	0	0
New Debt - Principal (Test Year 1)			0	0	0	0
New Debt - Interest (Test Year 1)			0	0	0	0
New Debt - Principal (Test Year 2)				0	0	0
New Debt - Interest (Test Year 2)				0	0	0
New Debt - Principal (Test Year 3)					-	-
New Debt - Interest (Test Year 3)					-	-
New Debt - Principal Test Year 4)						-
New Debt - Interest (Test Year 4)						-
Capital out of Revenue -Sewer Equipment	0	0	0	0	0	0
Capital out of Revenue - Sewer Renewal	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total West Hants	**110,689**	**117,957**	**122,145**	**122,145**	**171,616**	**171,616**
WINDSOR						
Principal on Existing Debt - Windsor	241,729	253,648	210,950	260,293	368,293	368,293
Interest on Existing Debt - Windsor	112,584	104,420	97,264	99,562	104,586	104,586
New Debt - Principal and Interest			35,669	35,669	35,669	35,669
New Debt - Principal and Interest				109,344	109,344	109,344
New Debt - Principal and Interest					266,087	266,087
New Debt - Principal and Interest						120,757
Short Term Borrowing						
Capital out of Revenue	0	0	0	8,500	10,000	9,000
Other	0	0	0	0	0	0
Total	**465,002**	**476,025**	**466,028**	**635,513**	**1,065,595**	**1,185,352**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-1,228	-304,646	-289,231	-609,456	-1,214,774	-1,459,640

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Table 3-1 03-Sep-23

Combined WWH Sewer Rate Study

Statement of Operating Expenditures and Revenue Requirements

	2022/23 (Projected)	2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
OPERATING EXPENDITURES					
Sewage Collection	64,500	69,500	71,585	73,733	75,945
Sewage Lift Stations	134,771	155,587	164,688	171,317	178,421
Sewage Treatment West Hants	106,000	121,150	127,231	131,048	134,979
Sewage Treatment - Lagoon Drive	84,830	89,160	93,780	96,731	99,633
Sewage Treatment - Wentworth Road	61,814	78,250	81,796	84,678	87,218
Administration and General	1,006,489	1,001,703	1,024,598	1,055,810	1,089,324
Capital Reserve Contribution Windsor	180,444	216,687	281,706	354,083	381,951
Capital Reserve Contribution West Hants	340,305	361,945	412,868	484,120	539,691
Taxes	0	0	0	0	0
Total	**1,979,153**	**2,093,982**	**2,258,251**	**2,451,519**	**2,587,163**
ADD NON-OPERATING EXPENDITURES					
Non-Operating Expenditures - WEST HANTS	**117,957**	**122,145**	**122,145**	**171,616**	**171,616**
Debt Charges - Principal	253,648	210,950	260,293	368,293	368,293
Debt Charges - Interest	104,420	97,264	99,562	104,586	104,586
New Debt - Principal and Interest	0	35,669	35,669	35,669	35,669
New Debt - Principal and Interest	0	0	109,344	109,344	109,344
New Debt - Principal and Interest	0	0	0	266,087	266,087
New Debt - Principal and Interest	0	0	0	0	120,757
Short Term Borrowing	0	0	0	0	0
Capital our of Revenue	0	0	8,500	10,000	9,000
Other	0	0	0	0	0
Total	**476,025**	**466,028**	**635,513**	**1,065,595**	**1,185,352**
LESS NON-OPERATING REVENUES					
Interest and other income	0	0	0	0	0
Contract Services	0	0	0	0	0
Sludge Handling	0	0	0	0	0
Transfer from Depreciaiton Fund	0	0	0	0	0
Other	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**
LESS OTHER OPERATING REVENUE					
Leachate Treatment Revenue	0	39,500	45,500	56,000	59,000
	0	0	0		0
Interest and Other Income	0	0	0	0	0
Other Revenue	4,000	7,286	7,385	7,486	7,591
Total	**4,000**	**46,786**	**52,885**	**63,486**	**66,591**
REVENUE REQUIRED FROM CUSTOMERS	**2,451,178**	**2,513,225**	**2,840,879**	**3,453,628**	**3,705,924**

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Table 4-1 03-Sep-23

Combined WWH Sewer Rate Study
Statement of Operating Expenditures

	2022/23 (Projected)	2023/24 Test	2024/25 Test	2025/26 Test	2026/27 Test
SEWAGE COLLECTION SYSTEM					
WEST HANTS					
Pipe Maintenance	20,000	20,000	20,600	21,218	21,855
Operational Expense	3,500	3,500	3,605	3,713	3,825
Other	0	0	0	0	0
SUB-TOTAL WH SEWAGE COLLECTION	23,500	23,500	24,205	24,931	25,679
WINDSOR					
Pipe Maintenance	6,500	6,500	6,695	6,896	7,103
Operational Expenses	6,000	5,000	5,150	5,305	5,464
Maintenance - Manhole Structure	3,500	4,500	4,635	4,774	4,917
Outside Contract Work	25,000	30,000	30,900	31,827	32,782
Other	0	0	0	0	0
SUB-TOTAL WINDSOR SEWAGE COLLECTION	41,000	46,000	47,380	48,801	50,265
TOTAL WWH COLLECTION SYSTEM	**64,500**	**69,500**	**71,585**	**73,733**	**75,945**
SEWAGE LIFT STATIONS					
WEST HANTS					
Insurance	8,321	9,937	11,428	13,142	15,113
Power	28,000	49,000	52,430	54,003	55,623
Maintenance	41,000	40,000	41,200	42,436	43,709
Portable Generator	0	0	0	0	0
Other	0	0	0	0	0
SUB-TOTAL WEST HANTS SEWAGE LIFT STATIONS	77,321	98,937	105,058	109,581	114,445
WINDSOR					
Insurance	1,950	2,300	2,645	3,042	3,521
Power	2,500	2,500	2,575	2,652	2,732
Maintenance	31,500	25,100	26,857	27,663	28,493
Stock Items	21,000	26,000	26,780	27,583	28,411
Portable Generator	500	750	773	796	820
Other	0	0	0	0	0
SUB-TOTAL WINDSOR SEWAGE LIFT STATIONS	57,450	56,650	59,630	61,736	63,976
TOTAL PUMPING STATIONS	**134,771**	**155,587**	**164,688**	**171,317**	**178,421**
SEWAGE TREATMENT					
WEST HANTS					
Power	**50,000**	61,150	65,431	67,394	69,416
Sewage Treatment Fee	**6,000**	10,000	10,300	10,609	10,927
Operational Expense	**50,000**	50,000	51,500	53,045	54,636
Other	**0**	0	0	0	0
SUB-TOTAL WEST HANTS SEWAGE TREATMENT	106,000	121,150	127,231	131,048	134,979
WINDSOR					
WINDSOR TREATMENT- LAGOON DRIVE					
Water/Sewer Charges - Lagoon Drive	550	550	567	583	601
Power - Lagoon Drive	56,000	45,610	48,803	50,267	51,775
Chemical Supplies - Lagoon Drive	11,000	25,000	25,750	26,523	27,318
Insurance - Lagoon Drive	780	1,000	1,150	1,323	1,363
Operation Expenses - Lagoon Drive	6,500	7,000	7,210	7,426	7,649
Maintenance - Lagoon Drive	10,000	10,000	10,300	10,609	10,927
Other Costs - Lagoon Drive	0	0	0	0	0
SUB-TOTAL WINDSOR TREATNENT LAGOON DRIVE	84,830	89,160	93,780	96,731	99,633
WINDSOR					
SEWAGE TREATMENT - WENTWORTH ROAD					
Water/Sewer Charges - Wentworth Road	8,500	8,500	8,755	9,018	9,288
Power - Wentworth Road	8,500	20,650	22,096	22,759	23,442
Insurance - Wentworth Road	2,314	3,100	3,565	4,100	4,223

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Operation Expenses - Wentworth Road	7,500	11,000	11,330	11,670	12,020
Equipment Maintenance - Wentworth Road	35,000	35,000	36,050	37,132	38,245
Other Costs - Wentworth Road	0	0	0	0	0
SUB-TOTAL TREATMENT WENTWORTH ROAD	**61,814**	**78,250**	**81,796**	**84,678**	**87,218**
ADMINISTRATION AND GENERAL					
WEST HANTS					
Salary	251,700	271,700	279,645	288,034	296,675
Employer share Benefits	41,650	51,500	53,045	54,636	56,275
Mileage and Expenses	750	750	773	796	820
Training and Development	2,500	3,500	3,605	3,713	3,825
Telephone	2,000	2,000	2,266	2,334	2,404
Mandated Communications	500	0	0	0	0
Adminsitration Fee	69,520	81,654	84,104	86,627	89,226
Public Works Cost Distribution	19,000	19,000	19,570	20,157	20,762
Computer & Asset Management	8,500	6,500	6,695	6,896	7,103
Insurance	3,183	4,400	4,532	4,668	6,648
Fleet Maintenance	18,100	19,000	19,570	20,157	20,762
Fleet Fuel	14,200	24,000	24,720	25,462	26,225
Other	5,000	5,000	5,150	5,305	5,464
Professional Services	10,800	10,000	6,000	6,180	6,365
Capital Out of Revenue	0	0		0	0
Treatment Plant Kings County	95,600	95,600	98,468	101,422	104,465
Treatment Plant Windsor	60,000	0	0	0	0
LESS Treatment Plant Windsor	0	0	0	0	0
SUB-TOTAL WEST HANTS ADMIN AND GENERAL	603,003	594,604	608,143	626,387	647,019
WINDSOR					
Salary	238,300	222,500	229,175	236,050	243,132
Employer Share Benefits	41,100	42,600	43,878	45,194	46,550
Mileage & Expenses	600	600	618	637	656
Training and Development	2,000	3,000	3,090	3,183	3,278
Telephone	500	900	927	955	983
Administration Fee	51,436	61,560	63,407	65,309	67,268
PW Cost Distribution	19,000	19,000	19,570	20,157	20,762
Computer & Asset Management	8,500	6,500	6,695	6,896	7,103
Insurance	3,500	3,439	3,955	4,548	4,684
Equipment Maintenance	7,000	9,000	9,270	9,548	9,835
Equipment	5,000	5,000	5,150	5,305	5,464
Fleet Maintenance	8,500	8,500	8,755	9,018	9,288
Fleet Fuel	8,000	15,000	15,450	15,914	16,391
Other	750	500	515	530	546
Professional Services	9,300	9,000	6,000	6,180	6,365
Other	0	0	0	0	0
SUB-TOTAL WINDSOR ADMIN AND GENERAL	403,486	407,099	416,455	429,423	442,305
TOTAL WWH ADMINISTRATION AND GENERAL	**1,006,489**	**1,001,703**	**1,024,598**	**1,055,810**	**1,089,324**

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03-Sep-23

Table 6-1

Combined WWH Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2022/23

	Planned Capital Spending Program	Estimated Average Life in Years	Depreciation Rate	Annual Depreciation
	Capital Reserve Rate at the beginning of the Year			2,149,036
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	0	50	0.02	0
Wastewater Treatment Plant	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Equipment				0
Electrical Pumping	80,000	20	0.05	4,000
Treatment Equipment	63,000	20	0.05	3,150
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	0	5	0.200	0
Lift Station Upgrade	40,000	20	0.05	2,000
Collection Mains & Manholes Equipment	30,000			0
Other - SCADA	0	10	0.1000	0
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	319,500	75	0.0133	4,260
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	20,000	50	0.02	400
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	552,500			13,810

Source of Funding		Reserve Fund Balance	2,149,036
External Funding	0	Contribution to Reserve Fund in Current Year	520,749
Capital Reserve	532,500	Reserve Fund Expenditure in Current Year	-532,500
Customers (services)	20,000		
Long Term Debt	0	Reserve Fund Fund Balance	2,137,285
Capital from Revenue	0		
TOTAL	552,500		

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Table 6-2

Combined WWH Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2023/24

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			520,749
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	15,000	20	0.05	750
Power and Pumping Structures	80,000	30	0.03	2,667
Wastewater Treatment Plant	50,000	25	0.04	2,000
Wastewater Treatment Plant	42,000	20	0.05	2,100
Other Wastewater Structures	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Equipment				0
Electrical Pumping	80,000	20	0.05	4,000
Treatment Equipment	50,000	20	0.05	2,500
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	25,000	5	0.200	5,000
Lift Station Upgrade	50,000	20	0.05	2,500
Collection Mains & Manholes Equipment	0			0
Other Generator	140,000	10	0.1000	14,000
Other SCADA & Electrical	42,000	10	0.1000	4,200
SCADA	30,000	7	0.1429	4,286
Collection System				
Forcemain	0	50	0.02	0
Mains	1,011,060	75	0.0133	13,481
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	20,000	50	0.02	400
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	1,635,060			57,883

Source of Funding			
		Reserve Fund Balance	2,137,285
External Funding	0	Contribution to Reserve Fund in Current Year	578,632
Capital Reserve	1,205,938	Reserve Fund Expenditure in Current Year	-1,205,938
Customers (services)	20,000		
Long Term Debt	409,122	Reserve Fund Fund Balance	1,509,979
Capital from Revenue	0		
TOTAL	1,635,060		

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Table 6-3

Combined WWH Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2024/25

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
		Capital Reserve Rate at the beginning of the Year		578,632
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	40,000	50	0.02	800
Wastewater Treatment Plant	0	25	0.04	0
Other Sludge Drying Bed	336,440	25	0.04	13,458
Other Treatment Equipment	158,500	20	0.05	7,925
Equipment				0
Electrical Pumping	80,000	20	0.05	4,000
Treatment Equipment	8,500	25	0.04	340
Treatment Equipment	40,000	20	0.05	2,000
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	283,390	5	0.20	56,678
Tools and Work Equipment	15,000	5	0.200	3,000
Lift Station Upgrade	40,000	20	0.05	2,000
Collection Mains & Manholes Equipment	0	10	0.10	0
Other SCADA	30,000	10	0.1000	3,000
Other SCADA	30,000	7	0.1429	4,286
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	1,354,190	75	0.0133	18,056
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	20,000	50	0.02	400
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	2,436,020			115,942

Source of Funding			
		Reserve Fund Balance	1,509,979
External Funding	0	Contribution to Reserve Fund in Current Year	694,574
Capital Reserve	1,153,357	Reserve Fund Expenditure in Current Year	-1,153,357
Customers (services)	20,000		
Long Term Debt	1,254,163	Reserve Fund Fund Balance	1,051,196
Capital from Revenue	8,500		
TOTAL	2,436,020		

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Table 6-4

Combined WWH Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2025/26

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			694,574
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	0	50	0.02	0
Wastewater Treatment Plant	0	40	0.03	0
Other Wastewater Structures	600,000	25	0.04	24,000
Other Treatment Equipment	3,100,000	50	0.02	62,000
Equipment	0			0
Electrical Pumping	80,000	20	0.05	4,000
Treatment Equipment	695,000	20	0.05	34,750
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	0	5	0.200	0
Lift Station Upgrade	35,000	20	0.05	1,750
Collection Mains & Manholes Equipment	0	20	0.05	0
Other SCADA	0	10	0.1000	0
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	1,254,600	75	0.0133	16,728
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	20,000	50	0.02	400
Lagoon Drive STP Sludge Removal	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	5,784,600			143,628

Source of Funding		Reserve Fund Balance	1,051,196
External Funding	1,550,000	Contribution to Reserve Fund in Current Year	838,202
Capital Reserve	1,152,600	Reserve Fund Expenditure in Current Year	-1,152,600
Customers (services)	20,000		
Long Term Debt	3,052,000	Reserve Fund Fund Balance	736,799
Capital from Revenue	10,000		
TOTAL	5,784,600		

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Table 6-5

Combined WWH Sewer Rate Study
Calculation of Depreciation of Tangible Plant at Total Cost
2026/27

	Planned Capital Spending Program		Capital Cost Contribution by Others	Net Capital Cost
	Capital Reserve Rate at the beginning of the Year			838,202
LAND AND LAND RIGHTS				
Land - General	0			0
STRUCTURES AND IMPROVEMENTS				
Power and Pumping Structures	0	50	0.02	0
Wastewater Treatment Plant	0	25	0.04	0
Other Wastewater Structures	0	25	0.04	0
Other Treatment Equipment	1,008,500	20	0.05	50,425
Equipment				0
Electrical Pumping	80,000	20	0.05	4,000
Treatment Equipment	44,000	20	0.05	2,200
Office Furniture and Equipment	0	5	0.20	0
Transportation Equipment	0	5	0.20	0
Tools and Work Equipment	15,000	5	0.200	3,000
Lift Station Upgrade	35,000	20	0.05	1,750
Collection Mains & Manholes Equipment	0			0
Other Equipment	0	10	0.1000	0
Other Equipment	0	10	0.1000	0
Collection System				
Forcemain	0	50	0.02	0
Mains	1,624,850	75	0.0133	21,665
Manholes	0	30	0.03	0
Meters	0	20	0.05	0
Services	20,000	50	0.02	400
Other	0	20	0.05	0
Other	0	20	0.05	0
TOTAL	2,827,350			83,440

Source of Funding		Reserve Fund Balance	736,799
External Funding	500,000	Contribution to Reserve Fund in Current Year	921,642
Capital Reserve	913,280	Reserve Fund Expenditure in Current Year	-913,280
Customers (services)	20,000		
Long Term Debt	1,385,070	Reserve Fund Fund Balance	745,161
Capital from Revenue	9,000		
TOTAL	2,827,350		

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Leachate Treatment Charge

03-Sep-23

Total Flow combined System			
Effluent into all Plants	**846,036**	cubic meters	
Effluent into plant from Windsor	0	cubic meters	
Effluent into plant - TMP and Wentworth	-	cubic meters	
Leachate Flow	38,503	cubic meters	(38,503 tonnes)
Total Effluent flow into STP	884,539	cubic meters	
Percent of Effluent from Leachate	4.4%		
Flow to Treatment Plant only			
Effluent into plant from Windsor	381,817	cubic meters	
Effluent into plant - TMP and Wentworth	169,583	cubic meters	
Leachate Flow	38,503	cubic meters	(38,503 tonnes)
Total Effluent flow into STP	589,903	cubic meters	
Percent of Effluent from Leachate	6.5%		

Table 7-1

Combined WWH Sewer Rate Study
Allocation of Leachate Treatment Charge
2023/24

	Revenue	Service	Leachate Flow	Leachate Treatment
OPERATING EXPENDITURES	Required	Allocation	Allocation	Charge
Sewage Collection	69,500	0.0%	4.4%	-
Sewage Lift Stations	155,587	25.0%	4.4%	1,693
Sewage Treatment West Hants	121,150	100.0%	4.4%	5,331
Sewage Treatment - Lagoon Drive	89,160	100.0%	4.4%	3,923
Sewage Treatment - Wentworth Road	78,250	100.0%	4.4%	3,443
Administration and General	1,001,703	25.0%	4.4%	10,901
Capital Reserve Contribution Windsor	216,687	50.0%	6.5%	7,042
Capital Reserve Contribution West Hants	361,945	0.0%	0.0%	-
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	419,242	40.0%	4.4%	7,300
TOTAL	**2,513,225**			**39,633**

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Table 7-2

Combined WWH Sewer Rate Study
Allocation of Leachate Treatment Charge
2024/25

	Revenue	Service	Leachate Flow	Leachate Treatment
OPERATING EXPENDITURES	Required	Allocation	Allocation	Charge
Sewage Collection	71,585	0.0%	4.4%	-
Sewage Lift Stations	164,688	25.0%	4.4%	1,792
Sewage Treatment West Hants	127,231	100.0%	4.4%	5,538
Sewage Treatment - Lagoon Drive	93,780	100.0%	4.4%	4,082
Sewage Treatment - Wentworth Road	81,796	100.0%	4.4%	3,560
Administration and General	1,024,598	25.0%	4.4%	11,150
Capital Reserve Contribution Windsor	281,706	50.0%	6.5%	9,155
Capital Reserve Contribution West Hants	412,868	0.0%	0.0%	-
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	582,628	40.0%	4.4%	10,144
TOTAL	**2,840,879**			**45,423**

Table 7-3

Combined WWH Sewer Rate Study
Allocation of Leachate Treatment Charge
2025/26

	Revenue	Service	Leachate Flow	Leachate Treatment
OPERATING EXPENDITURES	Required	Allocation	Allocation	Charge
Sewage Collection	73,733	0.0%	4.4%	-
Sewage Lift Stations	171,317	25.0%	4.4%	1,864
Sewage Treatment West Hants	131,048	100.0%	4.4%	5,704
Sewage Treatment - Lagoon Drive	96,731	100.0%	4.4%	4,211
Sewage Treatment - Wentworth Road	84,678	100.0%	4.4%	3,686
Administration and General	1,055,810	25.0%	4.4%	11,490
Capital Reserve Contribution Windsor	354,083	50.0%	6.5%	11,508
Capital Reserve Contribution West Hants	484,120	0.0%	0.0%	-
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	1,002,109	40.0%	4.4%	17,448
TOTAL	**3,453,628**			**55,911**

Table 7-4

Combined WWH Sewer Rate Study
Allocation of Leachate Treatment Charge
2026/27

	Revenue	Service	Leachate Flow	Leachate Treatment
OPERATING EXPENDITURES	Required	Allocation	Allocation	Charge
Sewage Collection	75,945	0.0%	4.4%	-
Sewage Lift Stations	178,421	25.0%	4.4%	1,942
Sewage Treatment West Hants	134,979	100.0%	4.4%	5,876
Sewage Treatment - Lagoon Drive	99,633	100.0%	4.4%	4,337
Sewage Treatment - Wentworth Road	87,218	100.0%	4.4%	3,797
Administration and General	1,089,324	25.0%	4.4%	11,854
Capital Reserve Contribution Windsor	381,951	50.0%	6.5%	12,413
Capital Reserve Contribution West Hants	539,691	0.0%	0.0%	-
Taxes	0	0.0%	0.0%	-
Non Opt Expenditures less Non Opt Revenue	1,118,761	40.0%	4.4%	19,479
TOTAL	**3,705,924**			**59,698**

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Table 8-1 03-Sep-23

Combined WWH Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2023/24

	Total Revenue Required	Less Leachate Charge	Net Revenue from Customers	Base		Effluent	
Sewage Collection	69,500	0	69,500	0%	0	100%	69,500
Sewage Lift Stations	155,587	1,693	153,894	0%	0	100%	153,894
Sewage Treatment West Hants	121,150	5,331	115,819	0%	0	100%	115,819
Sewage Treatment - Lagoon Drive	89,160	3,923	85,237	0%	0	100%	85,237
Sewage Treatment - Wentworth Road	78,250	3,443	74,807	0%	0	100%	74,807
Administration and General	1,001,703	10,901	990,802	100%	990,802	0%	0
Capital Reserve Contribution Windsor	216,687	7,042	209,644	0%	0	100%	209,644
Capital Reserve Contribution West Hants	361,945	0	361,945	0%	0	100%	361,945
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	419,242	7,300	411,943	5%	20,597	95%	391,346
SUBTOTAL	2,513,225	39,633	2,473,592		1,011,399		1,462,193
TOTAL	2,513,225	39,633	2,473,592		1,011,399		1,462,193

Table 8-2

Combined WWH Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2024/25

	Total Revenue Required	Less Leachate Charge	Net Revenue from	Base		Effluent	
Sewage Collection	71,585	0	71,585	0%	0	100%	71,585
Sewage Lift Stations	164,688	1,792	162,895	0%	0	100%	162,895
Sewage Treatment West Hants	127,231	5,538	121,693	0%	0	100%	121,693
Sewage Treatment - Lagoon Drive	93,780	4,082	89,697	0%	0	100%	89,697
Sewage Treatment - Wentworth Road	81,796	3,560	78,236	0%	0	100%	78,236
Administration and General	1,024,598	11,150	1,013,448	100%	1,013,448	0%	0
Capital Reserve Contribution Windsor	281,706	9,155	272,550	0%	0	100%	272,550
Capital Reserve Contribution West Hants	412,868	0	412,868	0%	0	100%	412,868
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	582,628	10,144	572,484	15%	85,873	85%	486,611
SUBTOTAL	2,769,294	45,423	2,723,872		1,099,320		1,624,551
TOTAL	2,769,294				1,099,320		1,624,551

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Table 8-3

Combined WWH Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2025/26

	Total Revenue Required			Base		Effluent	
Sewage Collection	73,733	0	73,733	0%	0	100%	73,733
Sewage Lift Stations	171,317	1,864	169,453	0%	0	100%	169,453
Sewage Treatment West Hants	131,048	5,704	125,344	0%	0	100%	125,344
Sewage Treatment - Lagoon Drive	96,731	4,211	92,521	0%	0	100%	92,521
Sewage Treatment - Wentworth Road	84,678	3,686	80,992	0%	0	100%	80,992
Administration and General	1,055,810	11,490	1,044,320	100%	1,044,320	0%	0
Capital Reserve Contribution Windsor	354,083	11,508	342,575	15%	51,386	85%	291,189
Capital Reserve Contribution West Hants	484,120	0	484,120	0%	0	100%	484,120
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	1,002,109	17,448	984,661	25%	246,165	75%	738,495
SUBTOTAL	3,379,895	55,911	3,323,985		1,341,872		1,982,113
TOTAL	3,379,895				1,341,872		1,982,113

Table 8-4

Combined WWH Sewer Rate Study
Calculation of Revenue Required for Each Billing/Cost Category
2026/27

	Total Revenue Required			Base		Effluent	
Sewage Collection	75,945	0	75,945	0%	0	100%	75,945
Sewage Lift Stations	178,421	1,942	176,479	0%	0	100%	176,479
Sewage Treatment West Hants	134,979	5,876	129,104	0%	0	100%	129,104
Sewage Treatment - Lagoon Drive	99,633	4,337	95,296	0%	0	100%	95,296
Sewage Treatment - Wentworth Road	87,218	3,797	83,422	0%	0	100%	83,422
Administration and General	1,089,324	11,854	1,077,470	100%	1,077,470	0%	0
Capital Reserve Contribution Windsor	381,951	12,413	369,537	20%	73,907	80%	295,630
Capital Reserve Contribution West Hants	539,691	0	539,691	0%	0	100%	539,691
Taxes	0	0	0	0%	0	100%	0
Non Opt Expenditures less Non Opt Revenue	1,118,761	19,479	1,099,282	30%	329,785	70%	769,497
SUBTOTAL	3,705,924	59,698	3,646,226		1,481,162		2,165,064
TOTAL	3,705,924				1,481,162		2,165,064

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Table 9-1 03-Sep-23

Combined WWH Sewer Rate Study
Service Connections and Equivalents
2023/24

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	3832	1	3,832
19 mm - 3/4"	55	1.5	83
25 mm - 1"	48	2.5	120
37 mm - 1.5"	19	5	95
50 mm - 2"	35	8	280
75 mm - 3 "	6	16	96
100 mm - 4"	4	25	100
150 mm - 6"	0	50	0
200 mm - 8"	0	90	0
TOTAL	4120		4,727

Table 9-2

Combined WWH Sewer Rate Study
Service Connections and Equivalents
2024/25

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	3847	1	3,847
19 mm - 3/4"	55	1.5	83
25 mm - 1"	48	2.5	120
37 mm - 1.5"	19	5	95
50 mm - 2"	35	8	280
75 mm - 3 "	6	16	96
100 mm - 4"	4	25	100
150 mm - 6"	0	50	0
200 mm - 8"	0	90	0
TOTAL	4135		4,742

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Table 9-3

Combined WWH Sewer Rate Study
Service Connections and Equivalents
2025/26

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	3862	1	3,862
19 mm - 3/4"	55	1.5	83
25 mm - 1"	48	2.5	120
37 mm - 1.5"	19	5	95
50 mm - 2"	35	8	280
75 mm - 3 "	6	16	96
100 mm - 4"	4	25	100
150 mm - 6"	0	50	0
200 mm - 8"	0	90	0
TOTAL	4150		4,757

Table 9-4

Combined WWH Sewer Rate Study
Service Connections and Equivalents
2026/27

Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	121	1	121
15mm - 5/8"	3877	1	3,877
19 mm - 3/4"	55	1.5	83
25 mm - 1"	48	2.5	120
37 mm - 1.5"	19	5	95
50 mm - 2"	35	8	280
75 mm - 3 "	6	16	96
100 mm - 4"	4	25	100
150 mm - 6"	0	50	0
200 mm - 8"	0	90	0
TOTAL	4165		4,772

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Table 10-1 03-Sep-23

Combined WWH Sewer Rate Study
Wastewater Base Charges
2023/24

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	213.98	213.98	53.50	17.83
15mm - 5/8"	1	213.98	213.98	53.50	17.83
19 mm - 3/4"	1.5	320.98	320.98	80.24	26.75
25 mm - 1"	2.5	534.96	534.96	133.74	44.58
37 mm - 1.5"	5	1,069.92	1,069.92	267.48	89.16
50 mm - 2"	8	1,711.88	1,711.88	427.97	142.66
75 mm - 3 "	16	3,423.76	3,423.76	855.94	285.31
100 mm - 4"	25	5,349.62	5,349.62	1,337.41	445.80
150 mm - 6"	50	10,699.24	10,699.24	2,674.81	891.60
200 mm - 8"	90	19,258.64	19,258.64	4,814.66	1,604.89
TOTAL					

Table 10-2

Combined WWH Sewer Rate Study
Wastewater Base Charges
2024/25

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Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	231.85	231.85	57.96	19.32
15mm - 5/8"	1	231.85	231.85	57.96	19.32
19 mm - 3/4"	1.5	347.78	347.78	86.94	28.98
25 mm - 1"	2.5	579.63	579.63	144.91	48.30
37 mm - 1.5"	5	1,159.25	1,159.25	289.81	96.60
50 mm - 2"	8	1,854.81	1,854.81	463.70	154.57
75 mm - 3 "	16	3,709.61	3,709.61	927.40	309.13
100 mm - 4"	25	5,796.27	5,796.27	1,449.07	483.02
150 mm - 6"	50	11,592.54	11,592.54	2,898.13	966.04
200 mm - 8"	90	20,866.57	20,866.57	5,216.64	1,738.88
TOTAL					

Table 10-3

Combined WWH Sewer Rate Study
Wastewater Base Charges
2025/26

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	282.11	282.11	70.53	23.51
15mm - 5/8"	1	282.11	282.11	70.53	23.51
19 mm - 3/4"	1.5	423.17	423.17	105.79	35.26
25 mm - 1"	2.5	705.28	705.28	176.32	58.77
37 mm - 1.5"	5	1,410.57	1,410.57	352.64	117.55
50 mm - 2"	8	2,256.91	2,256.91	564.23	188.08
75 mm - 3 "	16	4,513.81	4,513.81	1,128.45	376.15
100 mm - 4"	25	7,052.83	7,052.83	1,763.21	587.74
150 mm - 6"	50	14,105.66	14,105.66	3,526.42	1,175.47
200 mm - 8"	90	25,390.19	25,390.19	6,347.55	2,115.85
TOTAL					

Table 10-4

Combined WWH Sewer Rate Study
Wastewater Base Charges
2026/27

Meter Size	Capacity Ratio	Base Charge	Total Base Charge		
			Annual	Quarterly	Monthly
Unmetered	1	310.42	310.42	77.60	25.87
15mm - 5/8"	1	310.42	310.42	77.60	25.87
19 mm - 3/4"	1.5	465.63	465.63	116.41	38.80
25 mm - 1"	2.5	776.05	776.05	194.01	64.67
37 mm - 1.5"	5	1,552.09	1,552.09	388.02	129.34
50 mm - 2"	8	2,483.35	2,483.35	620.84	206.95
75 mm - 3 "	16	4,966.70	4,966.70	1,241.67	413.89
100 mm - 4"	25	7,760.46	7,760.46	1,940.12	646.71
150 mm - 6"	50	15,520.93	15,520.93	3,880.23	1,293.41
200 mm - 8"	90	27,937.67	27,937.67	6,984.42	2,328.14
TOTAL					

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Table 11-1 03-Sep-23

Combined WWH Sewer Rate Study
Estimated Effluent Flow by Block

Meter Size	Actual Current Consumption 1st Block (Cubic meters)	2023/24 Estimated Consumption 1st Block (Cubic Meters)
Unmetered	15,639	15,639
15mm - 5/8"	525,812	518,642
19 mm - 3/4"	26,680	26,680
25 mm - 1"	32,694	32,694
37 mm - 1.5"	30,080	30,080
50 mm - 2"	157,997	157,997
75 mm - 3 "	27,066	27,066
100 mm - 4"	30,068	30,068
150 mm - 6"	0	0
200 mm - 8"	0	0
Less non-treated flows	0	0
TOTAL	846,036	838,866

Table 11-2

Combined WWH Sewer Rate Study
Estimated Effluent Flow by Block

Meter Size	2024/25 Estimated Consumption 1st Block (Cubic meters)	2025/26 Estimated Consumption 1st Block (Cubic Meters)
Unmetered	15,639	15,639
15mm - 5/8"	513,501	508,449
19 mm - 3/4"	26,680	26,680
25 mm - 1"	32,694	32,694
37 mm - 1.5"	30,080	30,080
50 mm - 2"	157,997	157,997
75 mm - 3 "	27,066	27,066
100 mm - 4"	30,068	30,068
150 mm - 6"	0	0
200 mm - 8"	0	0
Less non-treated flows	0	0
TOTAL	833,725	828,673

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Effluent Charge

Table 12-1 03-Sep-23

Combined WWH Sewer Rate Study Calculation of Wastewater Effluent Charge 2023/24	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-1) Quantity from Effluent Flow Worksheet (Table 12-1)	1.743
TOTAL EFFLUENT CHARGE PER Cubic Meter	**1.743**

Table 12-2

Combined WWH Sewer Rate Study Calculation of Wastewater Effluent Charge 2024/25	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-2) Quantity from Effluent Flow Worksheet (Table 12-2)	1.949
TOTAL EFFLUENT CHARGE PER Cubic Meter	**1.949**

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Table 12-3

Combined WWH Sewer Rate Study Calculation of Wastewater Effluent Charge 2025/26	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-3) Quantity from Effluent Flow Worksheet (Table 12-3)	2.392
TOTAL EFFLUENT CHARGE PER Cubic Meter	**2.392**

Table 12-4

Combined WWH Sewer Rate Study
Calculation of Wastewater Effluent Charge
2026/27

	BLOCK 1
Total Charge Base and Commodity Worksheet (Table 9-4) Quantity from Effluent Flow Worksheet (Table 12-4)	#DIV/0!
TOTAL EFFLUENT CHARGE PER Cubic Meter	**#DIV/0!**

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Table 13-1 03-Sep-23

Combined WWH Sewer Rate Study
Wastewater Effluent Charge
2023/24

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	213.98	25,892
15mm - 5/8"	3,832	213.98	819,990
19 mm - 3/4"	55	320.98	17,654
25 mm - 1"	48	534.96	25,678
37 mm - 1.5"	19	1,069.92	20,329
50 mm - 2"	35	1,711.88	59,916
75 mm - 3 "	6	3,423.76	20,543
100 mm - 4"	4	5,349.62	21,398
150 mm - 6"	0	10,699.24	0
200 mm - 8"	0	19,258.64	0
TOTAL BASE REVENUE			1,011,399

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	838,866	1.743	1,462,193

LEACHATE CHARGE	39,633
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)	2,513,225

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Table 13-2

Combined WWH Sewer Rate Study
Wastewater Effluent Charge
2024/25

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	231.85	28,054
15mm - 5/8"	3,847	231.85	891,930
19 mm - 3/4"	55	347.78	19,128
25 mm - 1"	48	579.63	27,822
37 mm - 1.5"	19	1,159.25	22,026
50 mm - 2"	35	1,854.81	64,918
75 mm - 3 "	6	3,709.61	22,258
100 mm - 4"	4	5,796.27	23,185
150 mm - 6"	0	11,592.54	0
200 mm - 8"	0	20,866.57	0
TOTAL BASE REVENUE			1,099,320

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	833,725	1.949	1,624,551

LEACHATE CHARGE	45,423
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)	2,769,294

Combined WWH Sewer Rate Study Leachate 2023 V9.xlsx

Table 13-3

Combined WWH Sewer Rate Study
Wastewater Effluent Charge
2025/26

BASE CHARGE

Meter Size	Number	Base Rate	Dollar Revenue
Unmetered	121	282.11	34,136
15mm - 5/8"	3,862	282.11	1,089,521
19 mm - 3/4"	55	423.17	23,274
25 mm - 1"	48	705.28	33,854
37 mm - 1.5"	19	1,410.57	26,801
50 mm - 2"	35	2,256.91	78,992
75 mm - 3 "	6	4,513.81	27,083
100 mm - 4"	4	7,052.83	28,211
150 mm - 6"	0	14,105.66	0
200 mm - 8"	0	25,390.19	0
TOTAL BASE REVENUE			1,341,872

EFFLUENT CHARGE

	Quantity	$/ Cubic Meter	
1st Block	828,673	2.392	1,982,113

LEACHATE CHARGE	55,911
TOTAL OPERATING REVENUES FOR YEAR (BASE + EFFLUENT)	3,379,895

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Table 14-1 03-Sep-23

Combined WWH Sewer Rate Study

Wastewater Rates 2023/24

(b) **Base Charges**

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	213.98	53.50	17.83
19 mm - 3/4"	320.98	80.24	26.75
25 mm - 1"	534.96	133.74	44.58
37 mm - 1.5"	1,069.92	267.48	89.16
50 mm - 2"	1,711.88	427.97	142.66
75 mm - 3 "	3,423.76	855.94	285.31
100 mm - 4"	5,349.62	1,337.41	445.80
150 mm - 6"	10,699.24	2,674.81	891.60
200 mm - 8"	19,258.64	4,814.66	1,604.89

(c) **Consumption Rate (per Cubic Meter)** **$ 1.74 per Cubic Meter**

Table 14-2

Combined WWH Sewer Rate Study

Wastewater Rates 2024/25

(b) **Base Charges**

Size of Meter	Annual	Quarterly	Monthly
15mm - 5/8"	231.85	57.96	19.32
19 mm - 3/4"	347.78	86.94	28.98
25 mm - 1"	579.63	144.91	48.30
37 mm - 1.5"	1,159.25	289.81	96.60
50 mm - 2"	1,854.81	463.70	154.57
75 mm - 3 "	3,709.61	927.40	309.13
100 mm - 4"	5,796.27	1,449.07	483.02
150 mm - 6"	11,592.54	2,898.13	966.04
200 mm - 8"	20,866.57	5,216.64	1,738.88

(c) **Consumption Rate (per Cubic Meter)** **$ 1.95 per Cubic Meter**

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Table 14-3

Combined WWH Sewer Rate Study

Wastewater Rates 2025/26

	Annual	Quarterly

(b) Base Charges

Size of Meter	Annual	Quarterly	Monthly
Standard	282.11	70.53	23.51
19 mm	423.17	105.79	35.26
25 mm	705.28	176.32	58.77
37 mm	1,410.57	352.64	117.55
50 mm	2,256.91	564.23	188.08
75 mm	4,513.81	1,128.45	376.15
100 mm	7,052.83	1,763.21	587.74
150 mm	14,105.66	3,526.42	1,175.47
200 mm	25,390.19	6,347.55	2,115.85

(c) Consumption Rate (per Cubic Meter) $ 2.39 per Cubic Meter

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Table 15-1 03-Sep-23

WEST HANTS

Combined WWH Sewer Rate Study
Comparison of Average Quarterly Rates
2023/24

Meter Size	Average Flow	Base Rate		Change	Effluent Rate		Change	arge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
Unmetered	36	62.32	53.50	-14.2%	61.63	63.19	2.5%	123.95	116.68	-5.9%
15mm - 5/8"	35	62.32	53.50	-14.2%	59.50	61.01	2.5%	121.82	114.50	-6.0%
19 mm - 3/4"	54	93.49	80.24	-14.2%	92.12	94.45	2.5%	185.61	174.70	-5.9%
25 mm - 1"	167	155.81	133.74	-14.2%	284.68	291.89	2.5%	440.49	425.63	-3.4%
37 mm - 1.5"	336	311.62	267.48	-14.2%	571.84	586.32	2.5%	883.46	853.80	-3.4%
50 mm - 2"	567	498.60	427.97	-14.2%	963.62	988.02	2.5%	1,462.22	1,415.99	-3.2%
75 mm - 3 "	2,061	997.19	855.94	-14.2%	3,504.27	3,593.03	2.5%	4,501.46	4,448.97	-1.2%
100 mm - 4"	459	1,558.11	1,337.41	-14.2%	780.09	799.85	2.5%	2,338.20	2,137.25	-8.6%
150 mm - 6"	-	3,116.22	2,674.81	-14.2%	-	-		-	2,674.81	0.0%

WINDSOR

Combined WWH Sewer Rate Study
Comparison of Average Quarterly Rates
2023/24

Meter Size	Average Flow	Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
15mm - 5/8"	38	55.33	53.50	-3.3%	76.53	65.52	-14.4%	131.86	119.01	-9.7%
19 mm - 3/4"	124	82.99	80.24	-3.3%	251.87	215.63	-14.4%	334.86	295.87	-11.6%
25 mm - 1"	167	138.32	133.74	-3.3%	340.32	291.36	-14.4%	478.64	425.10	-11.2%
37 mm - 1.5"	418	276.63	267.48	-3.3%	851.97	729.39	-14.4%	1,128.60	996.87	-11.7%
50 mm - 2"	1,082	442.61	427.97	-3.3%	2,203.54	1,886.49	-14.4%	2,646.15	2,314.46	-12.5%
75 mm - 3 "	277	885.22	855.94	-3.3%	562.95	481.96	-14.4%	1,448.17	1,337.90	-7.6%
100 mm - 4"	2,975	1,383.16	1,337.41	-3.3%	6,056.85	5,185.38	-14.4%	7,440.01	6,522.79	-12.3%
150 mm - 6"	-	2,766.31	2,674.81	-3.3%	-	-		-	2,674.81	0.0%

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Combined WWH

Combined WWH Sewer Rate Study
Comparison of Average Quarterly Rates
2024/25

Meter Size	Average Flow	Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
Unmetered	32	53.50	57.96	8.3%	54.93	62.96	14.6%	108.43	120.92	11.5%
15mm - 5/8"	33	53.50	57.96	8.3%	56.73	65.02	14.6%	110.23	122.99	11.6%
19 mm - 3/4"	121	80.24	86.94	8.3%	206.17	236.31	14.6%	286.41	323.25	12.9%
25 mm - 1"	170	133.74	144.91	8.3%	289.48	331.80	14.6%	423.22	476.70	12.6%
37 mm - 1.5"	396	267.48	289.81	8.3%	672.84	771.21	14.6%	940.32	1,061.02	12.8%
50 mm - 2"	1,129	427.97	463.70	8.3%	1,918.54	2,199.04	14.6%	2,346.51	2,662.74	13.5%
75 mm - 3 "	1,128	855.94	927.40	8.3%	1,917.14	2,197.44	14.6%	2,773.08	3,124.84	12.7%
100 mm - 4"	1,879	1,337.41	1,449.07	8.3%	3,194.70	3,661.78	14.6%	4,532.11	5,110.84	12.8%
150 mm - 6"	-	2,674.81	2,898.13	8.3%	-	-		-	2,898.13	0.0%

Table 15-2

Combined WWH Sewer Rate Study
Comparison of Average Rates
2025/26

Meter Size	Average Flow	Base Rate		Change	Effluent Rate		Change	Charge per Quarter		Change
	c.m./quarter	Existing	Proposed	%	Existing	Proposed	%	Existing	Proposed	%
Unmetered	32	57.96	70.53	21.7%	62.96	77.29	22.8%	120.92	147.82	22.2%
15mm - 5/8"	33	57.96	70.53	21.7%	65.02	78.73	21.1%	122.99	149.25	21.4%
19 mm - 3/4"	121	86.94	105.79	21.7%	236.31	290.08	22.8%	323.25	395.87	22.5%
25 mm - 1"	170	144.91	176.32	21.7%	331.80	407.29	22.8%	476.70	583.61	22.4%
37 mm - 1.5"	396	289.81	352.64	21.7%	771.21	946.69	22.8%	1,061.02	1,299.33	22.5%
50 mm - 2"	1,129	463.70	564.23	21.7%	2,199.04	2,699.40	22.8%	2,662.74	3,263.63	22.6%
75 mm - 3 "	1,128	927.40	1,128.45	21.7%	2,197.44	2,697.44	22.8%	3,124.84	3,825.89	22.4%
100 mm - 4"	1,879	1,449.07	1,763.21	21.7%	3,661.78	4,494.97	22.8%	5,110.84	6,258.17	22.4%
150 mm - 6"	-	2,898.13	3,526.42	21.7%	-	-	0.0%	2,898.13	3,526.42	0.0%

Table 15-3

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Appendix 1

Loan Calculator
Long Term Debt
2022/23

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$0**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$0.00	0.00	0.00	0.00
2	$0.00	0.00	0.00	0.00
3	$0.00	0.00	0.00	0.00
4	$0.00	0.00	0.00	0.00
5	$0.00	0.00	0.00	0.00
6	$0.00	0.00	0.00	0.00
7	$0.00	0.00	0.00	0.00
8	$0.00	0.00	0.00	0.00
9	$0.00	0.00	0.00	0.00
10	$0.00	0.00	0.00	0.00
11	$0.00	0.00	0.00	0.00
12	$0.00	0.00	0.00	0.00
13	$0.00	0.00	0.00	0.00
14	$0.00	0.00	0.00	0.00
15	$0.00	0.00	0.00	0.00
16	$0.00	0.00	0.00	0.00
17	$0.00	0.00	0.00	0.00
18	$0.00	0.00	0.00	0.00
19	$0.00	0.00	0.00	0.00
20	$0.00	0.00	0.00	0.00

Loan Calculator
Long Term Debt
2023/24

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$409,122**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$11,121.80	24,547.32	35,669.12	398,000.20
2	$11,789.11	23,880.01	35,669.12	386,211.09
3	$12,496.45	23,172.67	35,669.12	373,714.64
4	$13,246.24	22,422.88	35,669.12	360,468.39
5	$14,041.02	21,628.10	35,669.12	346,427.38
6	$14,883.48	20,785.64	35,669.12	331,543.90
7	$15,776.49	19,892.63	35,669.12	315,767.41
8	$16,723.08	18,946.04	35,669.12	299,044.34
9	$17,726.46	17,942.66	35,669.12	281,317.88
10	$18,790.05	16,879.07	35,669.12	262,527.83
11	$19,917.45	15,751.67	35,669.12	242,610.38
12	$21,112.50	14,556.62	35,669.12	221,497.88
13	$22,379.25	13,289.87	35,669.12	199,118.64
14	$23,722.00	11,947.12	35,669.12	175,396.63
15	$25,145.32	10,523.80	35,669.12	150,251.31
16	$26,654.04	9,015.08	35,669.12	123,597.27
17	$28,253.28	7,415.84	35,669.12	95,343.98
18	$29,948.48	5,720.64	35,669.12	65,395.50
19	$31,745.39	3,923.73	35,669.12	33,650.11
20	$33,650.11	2,019.01	35,669.12	0.00

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Loan Calculator
Short Term Debt
2024/25

Interest Rate	**6.0%**
Yearly	**20**
Capital	**$1,254,163**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$34,093.87	75,249.78	109,343.65	1,220,069.13
2	$36,139.50	73,204.15	109,343.65	1,183,929.64
3	$38,307.87	71,035.78	109,343.65	1,145,621.77
4	$40,606.34	68,737.31	109,343.65	1,105,015.43
5	$43,042.72	66,300.93	109,343.65	1,061,972.71
6	$45,625.28	63,718.36	109,343.65	1,016,347.43
7	$48,362.80	60,980.85	109,343.65	967,984.63
8	$51,264.57	58,079.08	109,343.65	916,720.06
9	$54,340.44	55,003.20	109,343.65	862,379.62
10	$57,600.87	51,742.78	109,343.65	804,778.75
11	$61,056.92	48,286.72	109,343.65	743,721.83
12	$64,720.34	44,623.31	109,343.65	679,001.49
13	$68,603.56	40,740.09	109,343.65	610,397.94
14	$72,719.77	36,623.88	109,343.65	537,678.17
15	$77,082.96	32,260.69	109,343.65	460,595.21
16	$81,707.93	27,635.71	109,343.65	378,887.28
17	$86,610.41	22,733.24	109,343.65	292,276.87
18	$91,807.03	17,536.61	109,343.65	200,469.84
19	$97,315.46	12,028.19	109,343.65	103,154.38
20	$103,154.38	6,189.26	109,343.65	0.00

Loan Calculator
Short Term Debt
2025/26

Interest Rate	**6.0%**
Term in years	**20**
Capital	**$3,052,000**

Payment Schedule

Year	Principal	Interest	Total	Balance
1	$82,967.27	183,120.00	266,087.27	2,969,032.73
2	$87,945.30	178,141.96	266,087.27	2,881,087.43
3	$93,222.02	172,865.25	266,087.27	2,787,865.41
4	$98,815.34	167,271.92	266,087.27	2,689,050.06
5	$104,744.26	161,343.00	266,087.27	2,584,305.80
6	$111,028.92	155,058.35	266,087.27	2,473,276.88
7	$117,690.66	148,396.61	266,087.27	2,355,586.22
8	$124,752.09	141,335.17	266,087.27	2,230,834.13
9	$132,237.22	133,850.05	266,087.27	2,098,596.91
10	$140,171.45	125,915.81	266,087.27	1,958,425.45
11	$148,581.74	117,505.53	266,087.27	1,809,843.71
12	$157,496.65	108,590.62	266,087.27	1,652,347.07
13	$166,946.44	99,140.82	266,087.27	1,485,400.63
14	$176,963.23	89,124.04	266,087.27	1,308,437.40
15	$187,581.02	78,506.24	266,087.27	1,120,856.37
16	$198,835.89	67,251.38	266,087.27	922,020.49
17	$210,766.04	55,321.23	266,087.27	711,254.45
18	$223,412.00	42,675.27	266,087.27	487,842.45
19	$236,816.72	29,270.55	266,087.27	251,025.72
20	$251,025.72	15,061.54	266,087.27	0.00

DRAFT

West Hants Regional Municipality
December 5, 2023
Chief Administrative Officer Report

The following report captures activities and events between the November 2023 COTW meeting and the date of the report.

Governance

- Meetings and Events
    - COTW – November 14
    - Council – November 28

Administration

- Meetings and Events
    - Municipal Capital Growth Program (MCGP) Information Session – Nov 15
    - Diversity and Inclusive Meeting – Nov 22

- Cellular for Nova Scotia Program - The Province is taking action to make sure all Nova Scotians have access to cellular service, no matter where they live or travel. The Phase 1 "Innovative Solutions for Cellular Coverage Improvement" RFP has been issued and closed on November 30, 2023. Specifically, this RFP is seeking proposals from Proponents to install cellular equipment on existing provincially owned infrastructure and other existing towers and/or infrastructure identified by proponents for the purpose of expanding cellular coverage in underserved areas of the province. In the interest of expediting project rollout, Proponents may include the use of temporary towers to increase coverage.
    - Recently I have received confirmation from a third party cell tower builder that they have a confirmed lease with a private property owner in the Union Corner area. This should assist Develop Nova Scotia and mobility service providers moving forward.
- Municipal Complex RFP – Clerk Snair and I are nearing the completion of the RFP for the Municipal Complex Review. The issuance of this RFP has been challenged by other operational demands.

Finance

- Meetings and Events
  -
- Flash Flood - Disaster Financial Assistance (DFA) and Insurance – staff continue to support contracted engineering services to complete the assessment of the damages areas and recommended repairs or upgrades. The former rail line remains the largest area of damage and without an action plan for repairs. The engineering firm assigned to this area is working on this file.
- WHRMFS23-01 General Insurance and Risk Management Services – The following RFP has been issued:
  - West Hants Regional Municipality (West Hants) is seeking proposals for General Insurance & Risk Management Services for the Municipality and the local Fire Departments located within its boundaries beginning April 1, 2024. The Request for Proposals documents can be accessed by visiting the Nova Scotia Procurement website. Closing date for submitting proposals is December 14, 2023 by 2:00 p.m.

Community Development

- Meetings and Events
  - Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events

Planning and Development

- Meetings and Events
  - Short-term Rental Public Meeting – Nov 21
  - SWITCH West Hants Public Announcement – Dec 1
  - Nova Scotia Department of Natural Resources and Renewables / RE: Wind Farms – Nov 28
  - Nova Scotia Environment / Environmental Assessment Education Meeting – RE: Wind Farms – December 4th
- SWITCH West Hants (PACE Program) – the PACE program has been released and applications are now being received and processed. Details can be found at the following dedicated website: https://switchpace.org/homeowners/switch-west-hants/ WHRM residents interested in the program should reach out to Talk to our team at 902-334-4100 or send an email to: contractors@switchpace.org
- Wind Farms – Director Poirier and I have met with representatives of Natural Resources and Renewables and Environment to gain a better understanding of the capacity within the power grid system for future wind energy projects as well as the components of the environmental assessments. The increased awareness and understanding of provincial jurisdictions and process will assist staff moving forward with information reports and recommendations to Council moving forward. The municipality should expect the opportunity for more wind energy opportunities in the near future.

Economic Development

- Meetings and Events
    - VREN Liaison and Oversight Committee – November 1

Public Works and Infrastructure

- Meetings and Events
    - Windsor Stormwater System Public Presentation Session – Nov 29
    - Hantsport Stormwater System Public Presentation Session – Nov 30

Protective Services

- Meetings and Events
    - WHRM EMO Planning Committee Meeting – Nov 16
    - Minas Energy and Dam System Education and Awareness Session – Nov 23
    - Fire Chiefs and Council Fore Services Workshop – Nov 27
    - Quarterly Alert Ready Review Session – December 5

Sincerely,

Mark Phillips

Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality

2023-24 WEST HANTS REGIONAL OPERATING BUDGET UPDATE
SEVENTH MONTH ENDING OCTOBER 31, 2023

REVENUE	2023-24 BUDGET	% OF THE BUDGET	FORECAST MARCH 31, 2024	VARIANCE % (BASED ON FORECAST)	VARIANCE (BASED ON FORECAST)	ACTUALS OCTOBER 31, 2023	VARIANCE % (BASED ON ACTUALS)
TAXES	$ 21,913,069	70%	$ 21,595,190	-1.5%	$ (317,879)	$ 21,595,190	1.5%
SEWER	$ 2,419,383	8%	$ 2,266,542	-6.3%	$ (152,841)	$ 1,132,644	53.2%
BUSINESS PROPERTY / DEED TRANSFER TAX	$ 2,420,477	8%	$ 2,297,781	-5.1%	$ (122,696)	$ 1,513,571	37.5%
GRANTS	$ 91,600	0%	$ 152,227	66.2%	$ 60,627	$ 102	100.0%
SERVICES PROVIDED TO OTHER GOVERNMENTS [1]	$ 1,159,282	4%	$ 1,272,574	9.8%	$ 113,292	$ 421,705	63.6%
SALES OF SERVICES	$ 1,014,521	3%	$ 866,135	-14.6%	$ (148,386)	$ 516,763	49.1%
OTHER REVENUE [2]	$ 666,961	2%	$ 1,209,148	81.3%	$ 542,187	$ 646,453	3.1%
UNCONDITIONAL TRANSFERS	$ 1,230,201	4%	$ 667,567	-45.7%	$ (562,634)	$ 379,839	69.1%
TRANSFERS FROM FED OR PROV GOVT.	$ 15,000	0%	$ 24,107	60.7%	$ 9,107	$ 24,107	-60.7%
TRANSFERS FROM OTHER LOCAL GOVERNMENTS	$ 230,789	1%	$ 274,252	18.8%	$ 43,463	$ 166,917	27.7%
TOTAL	**$ 31,161,283**	**100%**	**$ 30,625,522**	**-1.7%**	**$ (535,761)**	**$ 26,397,291**	**15.3%**
EXPENSES							
GENERAL GOVERNMENT SERVICES [3]	$ 3,576,930	11%	$ 3,907,516	9.2%	$ 330,586	$ 2,362,706	33.9%
PROTECTIVE SERVICES [4]	$ 9,206,807	30%	$ 9,387,087	2.0%	$ 180,280	$ 3,313,545	64.0%
TRANSPORTATION	$ 1,659,302	5%	$ 1,663,520	0.3%	$ 4,218	$ 889,972	46.4%
ENVIRONMENTAL HEALTH SERVICES [5]	$ 3,589,052	12%	$ 4,012,724	11.8%	$ 423,672	$ 1,847,226	48.5%
PUBLIC HEALTH SERVICES [6]	$ 298,345	1%	$ 292,687	-1.9%	$ (5,658)	$ 209,342	29.8%
PLANNING	$ 1,111,360	4%	$ 1,101,856	-0.9%	$ (9,504)	$ 642,627	42.2%
RECREATION	$ 3,054,574	10%	$ 2,978,851	-2.5%	$ (75,723)	$ 1,824,590	40.3%
EDUCATION	$ 5,000,882	16%	$ 5,028,292	0.5%	$ 27,410	$ 1,951,060	61.0%
PRINCIPAL INSTALLMENTS	$ 2,207,653	7%	$ 2,207,653	0.0%	$ -	$ 736,966	66.6%
NET TRANSFERS	$ 1,456,378	5%	$ 1,441,378	-1.0%	$ (15,000)	$ -	100.0%
TOTAL	**$ 31,161,283**	**100%**	**$ 32,021,564**	**2.8%**	**$ 860,281**	**$ 13,778,034**	**55.8%**
SURPLUS / DEFICIT	***$ -***		***$ (1,396,042)***			***$ 12,619,257***	
		BUDGETTING ERROR	$ (704,406)				
		TOTAL SURPLUS (DEFICIT) OVER THE BU	**$ (691,636)**	**-2.2%**			

Please note that if revenue and expenditures were incurred evenly over the year approximately 58.3% of the budget would be used. This percentage provides a guideline when reviewing the above. However, it is important to keep in mind that account variances (up or down) will occur throughout the fiscal year. For example, seasonal activities such as summer programs and facility maintenance, as well as winter snow removal, will influence the budget in a non-uniform manner throughout the year. Items such as transfers from reserves, will also impact budget to actuals throughout the year as they occur at fiscal year end.

The overall projected deficit based on the variance analysis for the general fund is $1,396,042, of which $704,406 is related to the budgetting error communicated at the September 26, 2023 Council meeting. It is was also communicated potential sources of mitigation of this error. It important to note, that mitigating efforts would only be utilized if the Municipality incurs a deficit. If the Municipality completes the year with a surplus, no mitigation is needed. The unmitigated portion of the deficit has grown by $511,023 since September's Financial Update.

Keynotes:

Revenue:

- Current Deed Transfer Tax actual is at $1.08 million at October 31, 2023, which is 54% of budget. The projection has been updated to reflect the financial results.
- Unconditional Transfers is projecting $562 thousand less, due to Municipal Financial Capacity Grant. It is not expected be doubled in 2023-24.
- Operational grants are coming in, and are projecting higher.
- Sale of services is projecting lower due to recreation revenue, up to $124,405 can be mitigated through safe restart funding.
- Sewer revenues continue to project lower following the second quarter.
- Other revenue is projecting higher than expected due to miscellanous revenue, including permits, licenses, rentals, tax certificates, and return on investment.

Expenses:

- RCMP is projecting higher, with the addition of the provincial rcmp quarterly billing $236,291, the 2022-23 operating RCMP credit will help mitigated this.
- Fire is projecting higher, with the major capital repairs for Hantsport Fire, and Windsor Fire apparatus. Increases assocated to Southwest Hants Fire Operating and Regional Fire Operations.
- General Government is projecting higher, with the increases associated with Office Buildings, Council Chamber furniture, and Dial-A-Ride.
- Enviromental health services is projecting higher due to increase associated to sewer depreciations, increases tipping charges following the flood.
- Education is projecting higher by $27,140, Regional Library is also higher by $7,710

LEGEND:

1 - SERVICES PROVIDED TO OTHER GOVERNMENTS INCLUDES: RECYCLING/ENFORCMENT, HOST COMMUNITY FEES, ADMINISTRATION FEES, COURTHOUSE

2 - OTHER REVENUE INCLUDES: INTEREST & PENALTIES, RETURN ON INVESTMENTS, ADMINISTRATIVE RENTALS AND LEASES, FINES, LICENSES & PERMITS

3 - GENERAL GOVERNMENT SERVICE INCLUDES: LEGISLATIVE, ADMINISTRATION, FINANCIAL SERVICES, FACILITIES, LIBRARIES

4 - PROTECTIVE SERVICES INCLUDES: RCMP, FIRE, REMO, BY-LAW, COURTHOUSE, BUILDING INSPECTION

5 - ENVIRONMENTAL HEALTH SERVICES INCLUDES: SEWER, WASTE COLLECTION, WASTE DIVERSION, LANDFILL

6 - PUBLIC HEALTH SERVICES INCLUDES: CEMENTERIES, PUBLIC HOUSING

Correspondence Received

First Name	Last Name	Correspondence Date	Meeting / logged
Katherine	Mcleod, P.Eng, Dept. Environment and climate change	2021-10-28 (Received)	2022-01-11 COTW
Hants County Legion		2021-11-25	2021-12-07 COTW
Hon. Melissa	Sheehy-Richard	2021-11-30	2021-12-07 COTW
Hon. John	Lohr	2021-11-30	2021-12-07 COTW
Hon. Kim	Masland	2021-12-01	2021-12-16 Council
NSUARB		2021-12-10	2021-12-16 Council
Bennet	Mary Lou	2021-12-13	2021-12-16 Council
Hon. Kim	Masland	2021-12-17	2022-01-11 COTW
Bland	Lisa	2021-01-17	2022-01-11-COTW
Wilson	John	2021-12-21	2022-01-11 COTW
Pineo	Shirley	2021-12-17	2022-01-11 COTW
Nelson	Gary	2022-01-11	2022-01-25 Council
Hon. Kody	Blois	2022-01-13	2022-01-25 Council
Denise	Forrand	2022-01-19	2022-01-25 Council
Dawn	Allen	2022-01-18	2022-01-25 Council
Sarah	Brothers	2022-01-19	2022-01-25 Council
Roland	Newcombe	2022-01-20	2022-01-25 Council
Valerie	Newcombe	2022-01-20	2022-01-25 Council
Andrea	Moore	2022-01-21	2022-01-25 Council
Gary	Nelson	2022-01-26	2022-02-08 COTW
Hon. Minister	Johns	2022-01-27	2022-02-08 COTW
Hon. John	Lohr	2022-02-01	2022-02-08 COTW
Hon. Joyce	Murray	2022-02-02	2022-02-08 COTW
Kim	MacQuarrie	2022-02-06	2022-02-22 Council
Sheldon	Hope	2022-02-08	2022-02-22 Council
Brad	Carrigan	2022-01-24	2022-03-08 COTW
Dr. Gordon	Haliburton	2022-02-14	2022-03-08 COTW
Hon. Kim	Masland	2022-03-01	2022-03-08 COTW
East Hants		2022-03-01	2022-03-08 COTW
Hon. John	Lohr	2022-03-22	2022-04-12 COTW
Andrea	Parker	2022-03-28	2022-04-12 COTW
Bulk Water Haulers		2022-03-30	2022-04-12 COTW
Mark	Wainman	2022-04-04	2022-04-12 COTW
Jeff	Houser	2022-03-23	2022-04-12 COTW
Kathrin	Winkler	2022-04-05	2022-04-12 COTW
Joseph, PVSC	Feeney	2022-04-14	2022-04-26 Council

Darren	Porter	2022-04-21	2022-04-26 Council
Daphnee	de Lamirande	2022-04-29	2022-05-10 COTW
Hon. John	Lohr	2022-05-02	2022-05-10 COTW
Ann- Marie	Mathieu, Annapolis Valley Regional Library	2022-05-05	2022-05-10 COTW
2022-05-11 Yves	Arsenault re Information session for Hosting of 44th annual Final des Jeux de l'Acadie for 2025	2022-05-11	2022-05-26 Council
Anna	Allen	2022-05-22	2022-06-14 COTW
Seamus	Marriott, Community Petition re Zwicker lake	2022-05-31	2022-06-14 COTW
Scott	Carson (Presenting letter in person to Council)	2022-06-03	2022-06-14 COTW
Hon. John	Lohr (DMA)	2022-06-10	2022-06-14 COTW
Nancy	Sherwood	2022-06-14	2022-06-28 Council
Bobby	Best	2022-06-16	2022-06-28 Council
Hon. Kim	Masland	2022-06-21	2022-06-28 Council
Sherri	Bulger	2022-06-28	2022-06-28 Council
Hon. John	Lohr	2022-06-30	2022-07-12 COTW
Domenic	Padula	2022-07-07	2022-07-12 COTW
Hon. Joyce	Murray	2022-07-12	2022-07-26 Council
Diana	Gibson re: RCMP & Fort Edward Information	2022-06-29	2022-07-26 Council
Acute Care	Tanya Penney	2022-07-19	2022-07-26 Council
Darren	Porter	2022-07-27	2022-09-13 COTW
PVSC		2022-08-02	2022-09-13 COTW
DMA		2022-08-04	2022-09-13 COTW
Breaking Barriers Together		2022-08-17	2022-09-13 COTW
Bill	Preston	2022-08-18	2022-09-13 COTW
Alix	Munro (POSSE)	2022-09-01	2022-09-13 COTW
County of Annapolis	Letter to Premier Tim Houston and Hon. Tim Halman re Moratorium on Aerial Herbicide Spraying	2022-09-14	2022-09-27 Council

Correspondence Received

Darren	Porter	2022-09-14	2022-09-27 Council
Darren	Porter	2022-09-16	2022-09-27 Counc
Philip	Hyam	2022-09-17	2022-09-27 Council
Mash Up Lab re: Opportunity for Aspiring Entrepreneurs in West Hants		2022-10-17	2022-10-25 Council
Minister Masland	Re: Potential Mi'kmaq Burial site	2022-10-19	2022-10-25 Council
Heather Hughes,	Executive Director Re: Proposed changes to Weed Control Act	2022-09-13	2022-11-08 COTW
Minister of Finance and Treasury Board	Re: Provincial Non-Resident Deed Transfer Tax	2022-10-21	2022-11-08 COTW
Home Hardware	Re: Security Cameras	2022-10-21	2022-11-08 COTW
Windsor Township	Re: Security Cameras	2022-10-24	2022-11-08 COTW
Dawna MacIvor	Re: November is Crohn's and Colitis Awareness Month	2022-10-28	2022-11-08 COTW
Waye Mason	re Concerns and Information regarding Bill 225 and HRM Noise By-Law	2022-11-02	2022-11-08 COTW
Peter Gregg	Re Information on Bill 212, An Act to Amend Public Utility Act	2022-11-02	2022-11-08 COTW
Andrea Parker	Re Road repair work needed	2022-11-06	2022-11-22 Council
WAEFA Recipient Confirmation - 2022	(Awards sponsored by the West Hants Regional Municipality)	2022-11-07	2022-11-22 Council
CAO Letter	Comfort Centre Designation - Garden of Eden Community Centre	2022-11-10	2022-11-22 Council
David Old,	President Hantsport Seniors and Elders Club re Community Generator Program	2022-11-10	2022-11-22 Council
Juanita Wilcox	re Expression of Thanks	2022-11-12	2022-11-22 Council
Emily McNeil	re Renewal of the Operating Approval for the Avon Hydro System	2022-11-14	2022-11-22 Council
Paul Beazley	re Boundary Review Questions	2022-11-16	2022-11-22 Council
West Hants Historical Society	Re Old Parish Burying Ground Letter	2022-11-16	2022-12-06 COTW
Graham Sanford	Re Road Concerns	2022-11-16	2022-12-06 COTW
Fidelis House	Re financial assistance request	2022-11-30	2022-12-06 COTW
Lawrencetown Education Centre	Re Big Chill Donation request	2022-12-06	2022-12-13 Council
Kate Sircom, Secretary, St. Andrew's Church Council	Re Community Comfort Centre proposal	2022-12-06	2022-12-13 Council
NSFM	Re: Code of Conduct - Summary of content from consultation	2022-12-14	2023-01-10 COTW

Graham Sandford	Re: response to outstanding concerns sent after the presentation to Council on December 13th, 2022.	2023-01-09	2023-01-10 COTW
Graham Sanford	Re: File to Rezone Lots along Bog Road	2023-01-24	2023-01-24 Council
Nova Scotia Department of Public Works Request	Re: Pothier Motors Crosswalk Request	2023-02-03	2023-02-14 COTW
Windsor Township Business Association	Re: Expression of Thanks and Continued Conversations	2023-02-09	2023-02-14 COTW
Hants County Federation of Agricultural and the Great Falmouth Marsh Body	Re: Remaining ACOA funds	2023-02-23	2023-02-28 Council
Seamus Marriot (Zwicker Lake Property Owners)	Re Permit Clarification	2023-02-17	2023-03-14 COTW
Windsor Lions Club	Re Tourist Bureau Park Request	2023-02-23	2023-03-14 COTW
Carrilee Eddy	Re Affordable Housing	2023-02-28	2023-03-14 COTW
Graham Sanford	Re: Don't Be The Dirt Advocacy Presentation	2023-02-28	2023-03-14 COTW
Andrew Hardman	Re 997 Highway 14 Distribution Depot - Trans-World Concerns	2023-03-02	2023-03-14 COTW
Seamus Marriot (Zwicker Lake Property Owners)	Re Permit Clarification	2023-03-02	2023-03-14 COTW
FCM Executive Decision	Re Green Municipal Fund application	2023-03-03	2023-03-14 COTW
Avondale Hall	Re Floor repair and renovation request	2023-03-08	2023-03-14 COTW
Letter From Private Road Development	Re Petition for Waste Collection Services	2023-03-09	2023-03-14 COTW
Hon. Greg Morrow	Response to Expenses incurred due to fencing	2023-03-14	2023-03-28 Council
Sarah Reddington	Re Hantsport Memorial Community Center and Pickleball Facility	2023-03-14	2023-03-28 Council
Core Committee - Zwicker Lake Property Owners	Re Permit Clarification	2023-03-14	2023-03-28 Council
Hantsport Community Rep	Re: Apple Blossom Festival Sponsorship Request	2023-03-15	2023-03-28 Council
MLA Sheehy-Richard	Request for a Nomination for the Order of Nova Scotia	2023-03-15	2023-03-28 Council
VREN I	Re Response to continued partnership and IMSA	2023-03-16	2023-03-28 Council
NS Power	Re Avon Hydro System Relicensing	2023-03-20	2023-03-28 Council
Public Health	Re New alcohol guidance on harms and risks for residents	2023-03-20	2023-03-28 Council

Correspondence Received

Kody Blois	Re: Letter to the Hon. Kim Masland	2023-03-21	2023-03-28 Council
Margot Bureaux	Re Cancellation of ABF Leadership Competition	2023-03-21	2023-03-28 Council
Shawna Nichols	Re: Lego program	2023-03-23	2023-03-28 Council
West Hants Historical Society	Proclamation Request	2023-03-23	2023-03-28 Council
Pisiquid Canoe Club	Re: Funding Request	2023-03-24	2023-03-28 Council
KMK Negotiation Office	Re: Expression of interest to meet and discuss the Avon River and downtown waterfront	2023-03-28	2023-04-11 COTW
Markus Kehoe	Re Expression of appreciation	2023-03-29	2023-04-11 COTW
Chantelle Hill	Re Proclamation of Parental Alienation Bubbles of Love Day April 25 2023 Request	2023-03-30	2023-04-11 COTW
Communities in Bloom	Re Invitation to participate	2023-03-30	2023-04-11 COTW
David Simpson	Re Rails-to-trails to Windsor	2023-03-30	2023-04-11 COTW
Mark Kehoe	Re Permit D2023-019 Pisiquid Canoe Club Day Camps - Not Valid	2023-03-30	2023-04-11 COTW
Minister Lohr DMA	Re Sustainability Services Growth Fund (SSGF)	2023-03-30	2023-04-11 COTW
Hon. Masland	Re Intersection Lighting	2023-04-03	2023-04-11 COTW
Brenda Shiers Chair West Hants Uniacke Community Health Board	Re Request for Funding Support	2023-04-04	2023-04-11 COTW
Windsor Township Business District	Reimagine Lake Pisiquid	2023-04-04	2023-04-11 COTW
Poplar Grove Community Hall	Funding Request	2023-04-06	2023-04-11 COTW
Heather Lake	Re Cogmagun and Beaver Pond Petition	2023-04-11	2023-04-11 COTW
Laurent Breault, General Director	Re International Day Against Homophobia and Transphobia, May 17, 2023	2023-04-09	2023-04-25 Council
Trudy Flynn	Re Light up Municipal office Purple for May 12 Fibromyalgia Awareness Day.	2023-04-10	2023-04-25 Council
Zwicker Lake Core Committee	Re Letter of Complaint - Disrespectful Behaviour	2023-04-10	2023-04-25 Council
Gloria Shanks	Re Old Shanks Road dated March 30, 2023	2023-04-10	2023-04-25 Council
Response to MP Blois	Re Highway 101 Twinning	2023-04-11	2023-04-25 Council
Hants County Federation of Agriculture	Re Expression of Appreciation for meeting	2023-04-11	2023-04-25 Council

Correspondence Received

Trevor Levy	Re Scotch Village Station Road Development	2023-04-14	2023-04-25 Council
Mark Kehoe	Re 2023-24 Tax Exemption Concern - Upper Vaughan	2023-04-16	2023-04-25 Council
Tom Levy	Re 301 Station Road Development	2023-04-16	2023-04-25 Council
Roberto Gueli and Anke Kungl	Re Community feedback for Sustainable Hill proposal	2024-04-17	2023-04-25 Council
Glooscap First Nation	Letter of Intent Re Proposed Addition to Reserve, Glooscap First Nation	2023-04-18	2023-04-25 Council
VREN to WHRM	Re Regional Enterprise Networks Review	2023-04-18	2023-04-25 Council
Mike Smith	Re Support of the Proposal from Sustainable Hill Campground and Yoga Dome	2023-04-20	2023-04-25 Council
Kathy Blois, Chair Hants County Senior Safety Association	Re Letter of Notice	2023-04-20	2023-04-25 Council
Seamus Marriot	Re FOIPOP Follow up	2023-04-20	2023-04-25 Council
Erin Naugler	Re Falmouth Highway Access	2023-04-23	2023-04-25 Council
Jessica and Allan Hill	Re Additional Considerations for Sustainable Hill's Application	2023-04-24	2023-04-25 Council
Karen Bourque-Ward and Art Ward	Re Scotch Village Station Road PID 45166915	2023-04-24	2023-04-25 Council
Wesley Petite	Re MPSA Retroactive Pay	2023-04-24	2023-04-25 Council
Hants County Federation of Agriculture	Re Scotch Village Rezoning Application	2023-04-25	2023-04-25 Council
Andrew Hardman	Re 997 Highway 14 - Zoning Change challenge	2023-04-26	2023-05-09 COTW
Guide Furlani	Re Concerns re 20 deer roaming and eating anything they can	2023-04-26	2023-05-09 COTW
Trevor Levy	Re Scotch Village Station Rd. PID 45166915	2023-04-26	2023-05-09 COTW
Denise Forand	Re Windsor Causeway and my Windsor’s township waterfront vision	2023-04-27	2023-05-09 COTW
Barry Maxner	Re 50% Tax Reduction Request pertaining to Zwicker Lake Property and Pisiquid Canoe Club Concerns	2023-04-29	2023-05-09 COTW
Margot Bureaux	Re Banners	2023-05-02	2023-05-09 COTW
Grant Thomas	Re Theft	2023-05-03	2023-05-09 COTW

Correspondence Received

Aissa Thomas	Re Windsor Textile Development	2023-05-04	2023-05-09 COTW
Art Ward	Re Scotch Village Station Road PID 45166915	2023-05-06	2023-05-09 COTW
Core Committee Zwicker Lake Property Owners	Re CCBF Funding and the Canoe Club	2023-05-08	2023-05-09 COTW
John Fitzgerald	Re Scotch Village yoga retreat	2023-05-10	2023-05-23 Council
Karen Fitzgerald	Re Yoga resort plan	2023-05-10	2023-05-23 Council
Bill Preston	Re Unsightly etc.	2023-05-11	2023-05-23 Council
Garret Johnston	Re Avon Street Erosion Hantsport Nova Scotia	2023-05-11	2023-05-23 Council
Margy Fletcher	Re Expansion to King Street from Payzant Drive	2023-05-11	2023-05-23 Council
Art Ward and Karen Bourque-Ward	Re Scotch Village Station Road PID 45166915 and PID 45148608.	2023-05-15	2023-05-23 Council
Letter to NSFM from the Minister of Municipal Affairs and Housing	Re 12 Month Notice	2023-05-15	2023-05-23 Council
Andrew Hardman	Re Property Tax Exemption List	2023-05-15	2023-05-23 Council
Upper Vaughan Property Owners	Re 997 Highway 14, Permit #C2020-371	2023-05-15	2023-05-23 Council
Denise Forand	Re Waterfront options are ours to design for generations to come. Ebb n Flow.	2023-05-16	2023-05-23 Council
Warden Nickerson	Re RCMP Retroactive Costs - Copy	2023-05-18	2023-05-23 Council
Art Ward	Re Proposed DA for Scotch Village Station Road PID 45166915 and PID 45148608.	2023-05-19	2023-05-23 Council
Shelley Arsenault	Re Rezoning and Development of Agricultural Land	2023-05-19	2023-05-23 Council
Lee and Debbie Watson	Re Old Railway, Collapse in Mt Denson	2023-05-21	2023-05-23 Council
Dave Smith	Re Zwicker Lake Petition	2023-05-22	2023-05-23 Council
Seamus Marriott	Re Petition to Reconsider Canoe Club Tax Exemption	2023-05-22	2023-05-23 Council
Denise Thibault	Re Concerned property owner and taxpayer	2023-05-23	2023-06-13 COTW
Glooscap First Nation	Re Proposed Addition to Reserve, Bishopville Road	2023-05-25	2023-06-13 COTW
Mark Kehoe	Re Property Tax Exemption Community Center	2023-05-26	2023-06-13 COTW
Barry Maxner	Follow up Re Definition of Community Centre and the Pisaquid Canoe Club	2023-05-29	2023-06-13 COTW

Correspondence Received

Will Balser, Coastal Adaptation Coordinator	Re Joint Statement Call to Release the Coastal Protection Act Regulations	2023-06-01	2023-06-13 COTW
Chrystal Fuller on behalf of Mitch Brison	Re connecting Payzant and King Street request to Council	2023-06-02	2023-06-13 COTW
Carrilee Eddy	Re World Ocean Day	2023-06-07	2023-06-13 COTW
Carrilee Eddy	Re Fire Protection	2023-06-07	2023-06-13 COTW
Mark Peck, CEO of Joint Regional Transportation Agency	Re Invite to Municipal Working Group	2023-06-07	2023-06-13 COTW
Wayne and Edith.	Re the Gate and the Crossing.	2023-06-07	2023-06-13 COTW
Steph Sedgwick	Re the Gate and the Crossing.	2023-06-08	2023-06-13 COTW
Debbie Stoddard-Pageau	Re the Gate and the Crossing.	2023-06-08	2023-06-13 COTW
Rachelle Trudel	Re Garlands Crossing - Access Roads	2023-06-09	2023-06-13 COTW
Mike MacDonell	Re Agritourism and Rural Development - Sustainable Hill Resort	2023-06-11	2023-06-13 COTW
Melissa Levy	Re Appeal	2023-06-12	2023-06-13 COTW
Paul and Amy Brown	Re Gate in the crossing	2023-06-13	2023-06-13 COTW
Jason Tucker and Tim Carr	Re Canada Day Events in Hantsport	2023-06-13	2023-06-13 COTW
Kimm Kent, POSSE	Re Addressing housing insecurity and homelessness	2023-06-13	2023-06-27 Council
Paul Pierce	Re Award of Tender	2023-06-15	2023-06-27 Council
Nova Scotia Provincial Housing Agency	Re Priority Access to Housing	2023-06-09	2023-06-27 Council
Core Committee Zwicker Lake Property Owners	Re CCBF Funding	2023-06-14	2023-06-27 Council
Adriane Salah	Re Request for letter of support Re Tremaine Crescent	2023-06-20	2023-06-27 Council
Barry Maxner	Re No replies - Concerns with the Pisiquid Canoe Club.pdf	2023-06-23	2023-06-27 Council
Honourable Timothy Halman	Response Re Coastal Protection Act	2023-06-25	2023-06-27 Council
Core Committee Zwicker Lake Property Owners	Re Seeking clarity	2023-06-27	2023-06-27 Council
Core Committee Zwicker Lake Property Owners (Seamus Marriott)	Re Seeking clarity	2023-06-29	2023-07-11 COTW
Lisa Bland	Re Safety Measures during this Emergency (Request)	2023-06-30	2023-07-11 COTW

Correspondence Received

Nancy Sheehy	Re State of Emergency (Request)	2023-06-30	2023-07-11 COTW
Pat Miller	Re Fireworks and Calming your dog	2023-06-30	2023-07-11 COTW
Carrilee Eddy	Re Avon River Fish Passage (Request)	2023-07-03	2023-07-11 COTW
Maria DeNicola	Re clarification on health and safety issue	2023-07-05	2023-07-11 COTW
Nova International	Re Letter to West Hants	2023-07-05	2023-07-11 COTW
NSEMO - Emergency Management Preparedness Office	Re Region 3 Resignation	2023-07-06	2023-07-11 COTW
Chris Shields	Re Construction on the 101 and Lake Pisiquid	2023-07-07	2023-07-11 COTW
Carrilee Eddy	Re Declining to meet with Nikki-Marie Lloyd	(WHRM copied) 2023-07-12	2023-07-25 Council
East Hants Letter	Re Bill 236 - Railways Act - Windsor Hantsport Rail	(WHRM copied) 2023-07-19	2023-07-25 Council
Matt Dunfield	Re Question Re Falmouth Family Park	2023-07-20	2023-07-25 Council
Laura de Boer	Re St. Croix Dam Evacuation - Flood Mapping Request	2023-07-23	2023-07-25 Council
Benjamin Dykeman	Re Municipal Funding to Community Crisis Response	2023-07-24	2023-07-25 Council
Louis Coutinho	Re EMO and Torrential Rain & Flooding	2023-07-24	2023-07-25 Council
Peter Moore	Re Where's the pump X 4	2023-07-24 and July 25, 2023	2023-07-25 Council
Denise Forand	Re Questions re Cunnable Creek and overflow	2023-07-24 and 2023-08-14	2023-09-12 COTW
CCBF	Re Confirmation of Funding Re Pisiquid Canoe Club	2023-08-01	2023-09-12 COTW
Municipality of Kings County	Re Flood Event	2023-07-28	2023-09-12 COTW
Hants County Condominium Corp.	Re Damages to Critical infrastructure	2023-08-09	2023-09-12 COTW
UARB	Re 2023 Municipal Boundary Notice of Approval	2023-08-10	2023-09-12 COTW
Virginia Deering	Re Flooding on Chittick Ave.	2023-08-09 and 2023-08-11	2023-09-12 COTW
Hon. Greg Morrow response to Correspondence Re Fresh water resource for the Agricultural Community	Re Fresh water resource for the Agricultural Community	2023-08-14	2023-09-12 COTW
Jacqueline and Ryan Heffler	Re Bus transportation needed	2023-08-25	2023-09-12 COTW

Correspondence Received

MP Kody Blois	Re Letter to Minister Morrow re Dyke Land (WHRM copied)	2023-08-31	2023-09-12 COTW
Darren Porter	Re Water Testing and follow up emails	2023-08-14 and 2023-09-05	2023-09-12 COTW
Pamela DeNicola	Re Agricultural land preservation and protection	2023-09-06	2023-09-12 COTW
Jean Sanford	Re chairs	2023-09-12	2023-09-26 Council
Keith Aucoin	Re Impact of Hurricane Lee	2023-09-12	2023-09-26 Council
Luke Garagan	Re Transportation for West Hants	2023-09-12	2023-09-26 Council
Maria Medioli	Re Response to Blaise Fraser and Jackie Doucet Re Kings Meadows (WHRM copied)	2023-09-13	2023-09-26 Council
Peter Moore	Re Unprecedented weather event and Preparedness	2023-09-13 and 2023-09-14	2023-09-26 Council
Jennifer Moore	Re Preparedness	2023-09-14 x 2	2023-09-26 Council
Steve Turner	Re Windsor Hantsport Railway (WHRM copied)	2023-09-14	2023-09-26 Council
Laura Moore	Re Abuse of Emergency Management Act	2023-09-16	2023-09-26 Council
Daniel Steeves	Re Short Term Rental	2023-09-21	2023-09-26 Council
Kings County	Re Notice of Public Hearing	2023-09-21	2023-09-26 Council
Colleen Rogers	Re Transportation in West Hants	2023-09-23	2023-09-26 Council
Selling Scotia	Re Discussions around banning STRs	2023-09-25	2023-09-26 Council
Hants Health and Wellness Team	Re Transportation Options and Municipal Staff to undertake a Feasibility Study	2023-09-28	2023-10-10 COTW
Sherry Williams	Re Concern for Kings Meadows Closing (WHRM copied)	2023-09-29	2023-10-10 COTW
Peter Moore	Re CBC, below sea-level	2023-09-30	2023-10-10 COTW
Denise Forand x2	Re CBCL	2023-10-04	2023-10-10 COTW
Peter Moore	Re Weather	2023-10-05	2023-10-10 COTW
Peter Moore	Re A Study or Plan and why it matters	2023-10	2023-10-24 Council
NS Public Works	Response to Reimagine the Windsor and Falmouth Waterfront area	2023-10-11	2023-10-24 Council
Shelburne Counties	To NSFM Re Cellular Coverage (WHRM copied)	2023-10-11	2023-10-24 Council
Glen LeBlanc	Re Poor Cellular Service	2023-10-13	2023-10-24 Council
Letter mailed to WHRM	Re 35 William Street Developer	2023-10-16	2023-10-24 Council
Response from Maria Medioli	Re King's Meadows (WHRM copied)	2023-10-17	2023-10-24 Council

Correspondence Received

King's Meadows Residence	Re Non Profit Options	2023-10-25	2023-11-14 COTW
Premier Tim Houston	Re Future Energy Security for NS letter to Councillor	2023-10-25	2023-11-14 COTW
Premier Tim Houston	Re YourHealthNS app	2023-11-02	2023-11-14 COTW
Sheldon Hebb	Re Curbside Waste Collection	2023-10-25	2023-11-14 COTW
VREN	Re Land and Asset Database Update and User Integration	2023-11-06	2023-11-14 COTW
Kelsey MacNeil	Re Wind Strength Update	2023-11-08	2023-11-14 COTW
Steven Hart (Protect Vaughans Community)	Re Amendment to Policy 4.22.4 (3 emails)	2023-11-02	2023-11-14 COTW
Mandy Singleton	Re Riverview Drive Rezoning Brooklyn	2023-11-09	2023-11-14 COTW
Ian Daniels	Re Windsor Elementary School	2023-11-13	2023-11-14 COTW
Sandra Watson	Re Rezoning PID 45215290 Riverview Drive Brooklyn	2023-11-15	2023-11-28 Council
Steven Hart	Re Follow-up to Policy Amendment 4.22.4 (4 emails)	2023-11-16	2023-11-28 Council
Amanda Dunfield	Re Windsor Stormwater: CSO Outfall Signage	2023-11-20	2023-11-28 Council
Hon. Kim Masland	Re Provincial Intersection Street lighting	Sent 2023-04-03 and resent 2023-11-21	2023-11-28 Council
Amanda Dunfield	Re Minas Basin Sessions/Requests Recording of Community Events	2023-11-23	2023-11-28 Council
Kelsea MacNeil, Director, Public Relations & Business Development Membertou Development Corporation	Re Bear Lake Wind Project Information Session	2023-11-23	2023-11-28 Council
Residents of the Concerned Citizens	Call to Action	2023-11-24	2023-11-28 Council
MADD Annapolis Valley	Re Red Ribbon Request	2023-11-16	2023-11-28 Council
Dykeland Lodge	Re Request for a Secondary Exit from College Road	2023-11-21	2023-11-28 Council
Protect Vaughans Community (Steven Hart)	Re Follow-Up To Wind Farm	2023-11-21	2023-11-28 Council

Kelsey McNeil	Re Bear Lake Wind Information - Tax Memo & Community Benefits	2023-11-30	2023-12-05 COTW
Lubna Jamshaid	Re Support Ceasefire in Gaza!	2023-11-28	2023-12-05 COTW
Jill Pasquet	Re Cease Fire	2023-11-28	2023-12-05 COTW
Shawkat Ali	Re Support for Ceasefire in Palestine	2023-11-28	2023-12-05 COTW
Youseff Rafih	Re Ceasefire Now! Not Pause	2023-11-30	2023-12-05 COTW
Ahmed Nassrat	Re Motion for Peace	2023-11-29	2023-12-05 COTW
Andrew Zebian	Re Call For Ceasefire	2023-11-30	2023-12-05 COTW
Jennifer Crawford	Re West Hants call for ceasefire in Gaza	2023-11-30	2023-12-05 COTW
Kody Blois to the Premier	Re Marshlands (WHRM copied)	2023-12-01	2023-12-05 COTW
Amanda Dunfield	Re 2023.11.30 Stormwater Discussions Formal Request for Presentation Materials	2023-11-30	2023-12-05 COTW
Elizabeth Tuck	Re In Support of a Ceasefire	2023-12-03	2023-12-05 COTW
Frank Bezanson	Re A call for a permanent ceasefire	2023-12-03	2023-12-05 COTW
Mohammed Barrah	Re Urgent Letter to Mayor Zebian and WHRM Council	2023-12-04	2023-12-05 COTW
Dr. AK. Kirumira	Re Resolution Calling for a Ceasefire in Gaza.pdf	2023-12-05	2023-12-05 COTW

From: Kelsea MacNeil
To: PublicOnlyCouncilEmail
Subject: Bear Lake Wind Information - Tax Memo & Community Benefits
Date: Thursday, November 30, 2023 2:44:50 PM
Attachments: Wind Farm Property Tax Memo (BL).PDF
Community Benefits Agreement - Bear Lake.docx

Caution [External Email]
This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

Hi Councillors,

Ahead of our open house / information sessions next week and based on questions we have received from the public, we also wanted to provide additional commentary and materials on the significant **local** benefits of our wind farm project (in addition to the decarbonization and grid benefits we've previously shared).

1. **Wind Property Tax Memo**
   - Based on the existing municipal turbine tax act, we wanted to quantify the benefits that your municipality (based on the turbines within the municipality) will be allocated
   - Bear Lake Wind Farm will generate **$730,000 million per annum (escalating)** in municipal tax revenue **($31 million** over time)
2. **Draft Community Benefits Agreement (CBA)**
   - One of the concerns we heard was around assurance that we will deliver on the community benefits we've committed
   - We've drafted the attached community benefits agreement, which represents a **legally binding commitment to deliver on what we've committed**, which we are happy to negotiate
   - A summary of the **significant LOCAL benefits** are below; we have put together what we view to be the most comprehensive benefits program in the Province for wind power projects
     - **$70k annually** between Colchester wind farms in proximity payments
     - **$20k annually** between Colchester wind farms in community vibrancy fund
     - **$50,000 bursary** (10x $5,000 scholarship) program for renewables education
     - **Jobs Benefits:** focus on hiring and bringing jobs locally (detailed in CBA)
     - **Business Development:** Residents will see more than a turbine
   - Commitment to establishing project office, holding site progress meetings,

holding site visits
- Presentations to high schools and education institutions
- Working with various business chambers and partnerships for jobs & training

We have also reached out separately to schedule time for a presentation on Bear Lake Wind project with your respective CAOs.

Please let us know if you have any questions and look forward to seeing you at our open houses!

Open House (Windsor)

December 7th 3 - 7 pm

@ The West Hants Fire Station

1884 NS-14, Windsor

Business Info Session

December 8th 10 am - 1 pm

@ The Windsor Legion

35 Empire Lane, Windsor

Open House (Chester)

December 8th, 3 - 7 pm

@ The Saint Stephen's Community Centre

54 Regent St, Chester

Thank you - Wela'lin,

Kelsea MacNeil

Director, Public Relations & Business Development

Membertou Development Corporation

THIS **COMMUNITY BENEFITS AGREEMENT** made this [ ] day of [ ], 2023 (the "Effective Date")

BETWEEN:

WEST HANTS REGIONAL MUNICIPALITY, a municipal body corporate (hereinafter referred to as "**West Hants**")

AND: **HALIFAX REGIONAL MUNICIPALITY**, a municipal body corporate (hereinafter referred to as "**Halifax**")

AND: **THE MUNICIPALITY OF THE DISTRICT OF CHESTER,** a municipal body corporate (hereinafter referred to as "**Chester**" and together with **West Hants** and **Halifax**, collectively the "**Municipalities**")

AND:

BEAR LAKE WIND LTD., a company limited by shares incorporated under the laws of the Province of Nova Scotia (hereinafter referred to as "**Bear Lake Wind**")

WHEREAS:

Bear Lake Wind is developing a wind power project in the Municipalities known as the Bear Lake Wind Project (the "**Project**") in connection with EverWind's green hydrogen and green ammonia project development in Nova Scotia;

AND WHEREAS:

Bear Lake Wind wish to enter into this Community Benefits Agreement with the Municipalities, to benefit the Municipalities' residents and communities;

Now this agreement witnesses that in consideration of the covenants and conditions set out below, the sum of $1.00 and other good and valuable consideration, the receipt and sufficiency of which is acknowledged and agreed to by the parties, the Municipalities and Bear Lake Wind now agree as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 Capitalized terms used in this Agreement shall have the meaning ascribed to such terms in the recitals above or in this Section 1.1, unless the context of their use requires otherwise:

(a) "**Agreement**" means this Community Benefits Agreement;

(b) "**Arbitration**" has the meaning set out in Section 10.2;

(c) "**Arbitrator**" has the meaning set out in Section 10.2;

(d) "**Bear Lake Commercial Operation Date**" means the date on which Bear Lake Wind commences delivering scheduled energy to its offtaker;

(e) "**Business Day**" means a weekday (Monday to Friday) this is not a "holiday" as defined in the *Interpretation Act* (Nova Scotia);

(f) "**Chair**" has the meaning set out in Section 8.3;

(g) "**Contractor"** means any general contractor or subcontractor entering into a contract with Bear Lake Wind to undertake work on, and/or provide goods, products, equipment or services for, the development of the Project;

(h) "**Dispute**" has the meaning set out in Section 10.1;

(i) "**Dispute Notice**" has the meaning set out in Section 10.2;

(j) "**Effective Date**" means the date set out on page 1;

(k) "**Laws and Regulations**" means any and all applicable laws, statutes, bylaws, rules, regulations, ordinances, codes and orders of any and all governmental authorities (including regulatory bodies) and courts having jurisdiction;

(l) "**Members**" has the meaning set out in Section 8.2;

(m) "**Municipal Representatives"** has the meaning set out in Section 8.2(a);

(n) "**Parties**" means the Municipalities and Bear Lake Wind, and "**Party**" means any one of them, as applicable;

(o) "**Person**" or any word or expression descriptive of a person, includes any body corporate and politic, association, society, corporation, individual, joint stock company, joint venture, partnership, trust, or unincorporated organization, and their heirs, executors or administrators, or other legal representatives of such person;

(p) "**Residents**" means all individuals residing in the Municipalities; and

(q) "**Supplier**" means any business entity that supplies goods, products, equipment or services to Bear Lake Wind or its Contractors for the Project.

2. EMPLOYMENT OPPORTUNITIES - CONSTRUCTION

2.1 Bear Lake Wind shall insert language in its contracts with its Contractors engaged in the construction of the Project or obtain letters of undertaking from its Contractors engaged in the construction of the Project, which will require the Contractors to:

(a) take reasonable steps to publicize, in the Municipalities, employment opportunities in connection with the construction of the Project and give full and fair consideration to Residents who apply for such employment opportunities;

(b) provide advanced notification of employment opportunities in connection with the construction of the Project to Residents, through advertisements in media active in the Municipalities;

(c) provide for training and hiring programs for Residents of the Municipalities in respect of skills required in connection with the construction of the Project; and

(d) work cooperatively with the Municipalities to remove or reduce barriers to employment for Residents by examining all qualifying criteria for jobs identified by the Municipalities to ensure that such criteria do not create unwarranted barriers to employment opportunities for Residents in connection with the construction of the Project.

2.2 Bear Lake Wind shall obtain an undertaking from its Contractors to ensure that all Residents hired by such Contractors in accordance with this section 2, shall have the same pay rate and terms and conditions of employment as the other comparable employees of the Contractors hired for similar positions in respect of the construction of the Project.

2.3 Bear Lake Wind shall insert the following language in its contracts, purchase orders, request for bids, or other procurement documents with its Suppliers for the construction of the Project:

> "Bear Lake Wind Ltd. is a company that continually tries to achieve the highest standards of social, ethical, environmental, and business practices in all facets of our work. We believe that our strong commitment to corporate social responsibility will not only help our company to prosper but will also help to bring sustainable social and economic benefits to the communities in which we do business. Bear Lake Wind Ltd. seeks out and builds relationships with suppliers who also support and practice corporate social responsibility. In particular, Bear Lake Wind Ltd. wishes to do business with suppliers whose actions and business principles will contribute to the development of West Hants, Chester and Halifax (the "Municipalities"). To this end Bear Lake Wind Ltd. is working collaboratively with the Municipalities and is committed to creating development opportunities for

the Municipalities in connection with the Bear Lake Wind Project. Bear Lake Wind Ltd. encourages its suppliers to register and work with the Municipalities, and challenges its suppliers to engage employees, supplies and contractors from the Municipalities and to otherwise seek to generate social and economic benefits for the Municipalities as a result of their work on the Bear Lake Wind Project."

2.4 On a bi-annual basis, Bear Lake Wind shall inform the Municipalities of the names of the material Suppliers and Contractors it has engaged for the Project, their addresses, and any other information that would help the Municipalities to encourage Suppliers to register with the Municipalities.

3. EMPLOYMENT OPPORTUNITIES - OPERATIONAL

3.1 Bear Lake Wind agrees to work with the Municipalities to publicize, in the Municipalities, employment opportunities in connection with the operation of the Project and give full and fair consideration to Residents who apply for such employment opportunities.

3.2 Bear Lake Wind shall make commercially reasonable efforts to locate training programs for permanent operational Project employees at locations in the Municipalities.

4. PROXIMITY PAYMENTS WITHIN THE MUNICIPALITIES

4.1 Bear Lake Wind shall, as of the Bear Lake Commercial Operation Date, and while the Bear Lake Wind Project is operating, provide a minimum of $70,000.00 annually (the "**Bear Lake Annual Proximity Payment**") to residents with civic addresses located within [**] kilometers of [access road or turbine location for the Bear Lake Wind Project] (the "**Bear Lake Proximity Eligibility Area**"). The Bear Lake Annual Proximity Payment will be distributed pro rata among residents within the Bear Lake Proximity Eligibility Area annually and delivered to civic addresses via cheque.

5. COMMUNITY VIBRANCY FUND WITHIN THE MUNICIPALITIES

5.1 Bear Lake Wind shall, commencing on the Bear Lake Commercial Operation Date and while the Bear Lake Wind Project is operating, provide a minimum of $25,000.00 in annual financial support (the "**Bear Lake Community Vibrancy Fund**") for community development organizations within the Municipalities, which, by way of example, may include, but may not be limited to, organizations focused on the following:

- Low-income housing
- Hospital auxiliaries
- Non-profit community groups
- Sport & recreation
- Education

5.2 Allocations of the Bear Lake Community Vibrancy Fund will be determined by

committee(s) consisting of representatives of the Municipalities' residents, the Municipalities' Councilors, and Bear Lake Wind. It is the intention of Bear Lake Wind that the Bear Lake Community Vibrancy Fund be allocated to organizations active in the Municipalities, over the long run, in accordance with the proportion of Project wind turbines located in each Municipality.

6. BURSARY PROGRAM

6.1 Bear Lake Wind shall establish, upon environmental assessment approval for the Project, 10 one-time bursaries for graduating high school students from high schools located within the Municipalities who are pursuing post-secondary education in fields relevant to the future personnel needs of Bear Lake Wind (the "**Bear Lake Bursary Program**"). Each bursary will be in the one-time amount of $5,000.00 and will be awarded based on merit.

6.2 To quality for the Bear Lake Bursary Program, interested students must submit a short (500 words or less) essay identifying their awareness of, and interest in, the future health of our environment and planet. Students are encouraged to provide their personal perspective regarding what a 'Green Future' means to them, and how they may play a role in achieving a 'Green Future'. The students will be required to submit proof of acceptance or enrollment at a qualified post-secondary institution.

7. BUSINESS AND DEVELOPMENT OPPORTUNITIES

7.1 Bear Lake Wind shall commit to work with the [**] to assess local labour market training and employment opportunities relevant to the skills required in connection with the Project.

7.2 Bear Lake Wind shall commit to work with the [**] to assess local labour market training and employment opportunities relevant to the skills required in connection with the Project.

7.3 Bear Lake Wind shall commit to work with the [**] to assess pathways to support initiatives relevant to the skills required in connection with the Project.

7.4 Bear Lake Wind shall establish a Local Information / Project Office located in one of the Municipalities prior to construction of the Project. This office shall be maintained during construction of the Project.

7.5 Bear Lake Wind agrees that it will use commercially reasonable efforts to hold site progress meetings that are to be held in-person in the Municipalities related to the development of the Project, its construction and operation, within the Municipalities.

7.6 Bear Lake Wind agree that it will use commercially reasonable efforts to conduct site visits and provide progress updates in respect of the Project for residents and Municipal Councillors of the Municipalities during Project construction and operations.

7.7 Bear Lake Wind agrees that it will present to high schools and education institutions within

the Municipalities on wind energy and green fuels production.

7.8 Bear Lake Wind shall ensure that all notices and advertisements by Bear Lake Wind related to the Project that are required by any governmental or regulatory body shall be made in media active in the Municipalities.

7.9 Bear Lake Wind (or an affiliate thereof) will maintain membership in the [**].

7.10 Bear Lake Wind acknowledges and agrees that the municipal tax revenues from the development of the Project, which are anticipated to be in excess of **$30,939,672.40** over the life of the Project (the calculation of this estimate is set out in Schedule "A" hereto), are part of the benefit to the Municipalities and to the community as contemplated in this Agreement. Bear Lake Wind agrees to pay all municipal property taxes in accordance with the assessments as determined by the Property Valuation Services Corporation of Nova Scotia, subject to all rights of appeal thereto, and will not seek any legislation by the Province of Nova Scotia capping or reducing the amount of municipal property tax payable with respect to the Project or any part thereof.

8. MONITORING

8.1 The Parties shall establish a "Community Benefits Agreement Oversight Committee" (the "**Committee**") to:

(a) advise Bear Lake Wind with respect to the implementation of this Agreement;

(b) advise Bear Lake Wind with respect to the provision of the community financial support contemplated in Section 4, 5, and 6 of this Agreement;

(c) facilitate ongoing dialogue and cooperation between the Municipalities and Bear Lake Wind in respect of this Agreement and the Project; and

(d) develop such practices, procedures, and policies as are needed to fulfill its mandate.

8.2 The Committee shall be comprised of only the following members ("**Members**"):

(a) one representatives from each of the Municipalities' Councils (collectively, the "**Municipal Representatives**"); and

(b) two representatives from Bear Lake Wind.

8.3 One of the Municipal Representatives, as chosen by the Municipalities, will chair all meetings (the "**Chair**").

8.4 The Chair, in consultation with other Members, shall establish the meeting times. Except with the consent of all the Members a minimum of 48 hours of notice will provided for all meetings.

8.5 Bear Lake Wind agrees to provide to the Municipalities, quarterly written reports during the construction phase of the Project, outlining the steps taken to comply with its employment, supplier and training commitments set out in this Agreement.

8.6 Commencing on the Commercial Operation Date, Bear Lake Wind shall provide annual reports to the Municipalities outlining the steps taken to comply with its commitments set out in this Agreement.

9. NOTICES

9.1 All notices and other communications under this Agreement shall be sufficiently given if sent by e-mail, courier or registered mail to the following addresses:

To West Hants:

Chief Administrative Officer of West Hants
76 Morison Dr.
Windsor, NS B0N 2T0
Attention: Mark Phillips
e-mail: mphillips@westhants.ca

To Chester:

Chief Administrative Officer of Chester
151 King Street
Chester, NS B0J 1J0
Attention: Tara Maguire
email: tmaguire@chester.ca

To Halifax:

Chief Administrative Officer
1841 Argyle St.
P.O. Box 1749
Halifax, NS, B3J 3A5
Attention: Chief Administrative Officer
email: [**]

To Bear Lake Wind:

1969 Upper Water Street, Suite 2101
Halifax, Nova Scotia
B3J 3Y5
Attention: Trent Vichie
e-mail: trent.vichie@everwindfuels.com

Or at such other addresses in Nova Scotia as any Party may, in writing, advise the others.

Any notice or other communication shall be deemed to have been given and received, if delivered or sent by e-mail, courier or registered mail, on the Business Day on which it is received if received prior to 4:00 p.m. (Atlantic Time) and, if received after 4:00 p.m. on such Business Day, shall be deemed to have been received on the next Business Day.

10. DISPUTE RESOLUTION

10.1 This Article 10 will apply to any dispute arising out of or relating to this Agreement (a "**Dispute**")

10.2 In the event of a Dispute, within ten (10) days following the delivery of a written request by a Party (a "**Dispute Notice**"), each Party to the Dispute shall nominate a senior officer with authority to irrevocably bind such Party to a resolution of the Dispute. Within ten (10) Business Days after delivery of a Dispute Notice, the senior officers for the Parties to the Dispute shall negotiate in good faith to resolve the Dispute. If the Parties to the Dispute are unable to resolve the Dispute in accordance with this Section 10.2 within fifteen (15) Business Days following delivery of the Dispute Notice, the Parties to the Dispute shall submit the Dispute to binding arbitration and shall otherwise conform to the requirements set forth below.

(a) The Dispute shall be submitted to arbitration by one arbitrator pursuant to the Arbitration Rules of the procedure set forth in this Section 10.2 and pursuant to the ADRIC Arbitration Rules of the ADR Institute of Canada ("**Arbitration**"). If the provisions of this Section 10.2 are inconsistent with the ADRIC Arbitration Rules, the provisions of this Section 10.2 shall prevail to the extent of such inconsistency.

(b) A Party may make a demand for Arbitration by sending a notice in writing to the other Party or Parties to the Dispute, setting forth the nature of the Dispute, the amount involved and the name of the arbitrator it proposes to be appointed.

(c) Within fifteen (15) Business Days after any demand for Arbitration under Subsection 10.2(b), the Parties shall agree on the designation of the arbitrator and should the Parties fail to do so, the arbitrator shall be

appointed by a judge of competent jurisdiction upon motion of any Party to the Dispute (the "**Arbitrator**").

(d) Arbitration hearings shall be held in Halifax, Nova Scotia or as otherwise agreed by the Parties, and shall commence no later than thirty (30) days after the appointment of the Arbitrator. The decision of the Arbitrator shall be made not later than sixty (60) days after the Arbitrator's appointment. The decision of the Arbitrator shall be final, without appeal, and be binding on the Parties to the Dispute.

(e) Unless otherwise provided by the Arbitrator in his or her award, each Party shall bear the costs and expenses of all lawyers, consultants, advisors, witnesses and employees retained by it in any Arbitration, and the expenses and fees of the Arbitrator shall be paid equally by the Parties to the Dispute.

10.3 Notwithstanding the existence of a Dispute, and until the Arbitrator renders a decision, each Party shall be obligated to fulfill its obligations and continue its performance in accordance with the terms hereof. No Party shall make any public statements with respect to any Dispute hereunder without the prior consent of the other Party unless compelled to do so in connection with the Arbitration, or by applicable laws or the rules of any stock exchange applicable to it.

11. GENERAL PROVISIONS

11.1 The Parties covenant and agree that, notwithstanding any other provisions of this Agreement to the contrary, they shall each, in performing their obligations under this Agreement, comply with all applicable laws and regulations.

11.2 This Agreement may not be modified or amended except by an instrument in writing of equal formality as this Agreement executed by the Parties or by their successors or assigns.

11.3 All obligations under this Agreement, which by their nature require fulfillment or performance following the expiry or earlier termination of this Agreement, shall survive such expiry or earlier termination.

11.4 Nothing in this Agreement shall derogate from the obligations of Bear Lake Wind under any other agreement(s) with the Municipalities or prejudice or affect the Municipalities' powers, duties or obligations in the exercise of their functions pursuant to the *Municipal Government Act*, as amended from time to time and the rights, powers, duties and obligations of the Municipalities under all public and private statutes, bylaws, orders and regulations which may be, if the Municipalities so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered.

11.5 This Agreement and the rights and duties of the Parties hereunder shall be interpreted,

performed, and enforced in accordance with the laws of the Province of Nova Scotia, without regard to the principles of conflicts of law and, Subject to Article 8, any suit, action or proceeding relating to or arising out of this Agreement shall be brought solely in the courts of the Province of Nova Scotia.

11.6 No Party shall assign its interest under this Agreement without the prior written consent of the other parties, which shall not be unreasonably withheld, delayed or conditioned.

11.7 The Parties acknowledge that this Agreement shall extend to, be binding upon, and enure to the benefit of the Parties and their successors and permitted assigns.

11.8 The Parties agree that nothing in this Agreement shall serve to create any agency, employment or other master and servant relationship, partnership or joint venture relationship, or fiduciary relationship amongst the Municipalities and Bear Lake Wind and accordingly, none of the Parties is or will be deemed to be, partners, appointees, employees or agents of any other Party. No Party shall represent to anyone that:

(a) it has any authority to bind any other Party to this Agreement in any way; or

(b) it is an agent of any Party to this Agreement.

11.9 No failure by a Party to enforce any right under this Agreement at any time or times shall operate as a waiver of such Party's rights in respect of any continuing or subsequent breach of this Agreement or so as to defeat or affect in any way the rights of such Party in respect of a continuing or subsequent breach by the other Party(ies) and no waiver shall be inferred from or implied by anything done or omitted by such Party unless expressed clearly as a waiver in writing of such a right.

11.10 If any provision of this Agreement is held to be invalid, illegal, or unenforceable, then such provision shall be deleted from this Agreement and the remaining provisions shall continue in full force and effect. The Parties shall in good faith negotiate a mutually acceptable and enforceable substitute for the invalid, illegal, or unenforceable provision, which substitute shall be as consistent as possible with the original intent of the Parties.

11.11 Wherever the singular or masculine is used in this Agreement, the same is deemed to include the plural or the feminine or the body politic or corporate wherever the context or the parties so require.

11.12 This is the entire Agreement among the Parties in respect of the subject matter hereof. No prior statement or correspondence shall modify or affect the terms and conditions hereof. Prior representations, promises, warranties or statements by a Party, or by any agent or employee of a Party, that differ in any way from the terms and conditions hereof shall be given no effect.

11.13 This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which shall constitute one instrument.

IN WITNESS WHEREOF the Parties have executed this Agreement as of the Effective Date:

WEST HANTS REGIONAL MUNICIPALITY, by its authorized signatories:

per: _____

per: _____

THE MUNICIPALITY OF THE DISTRICT OF CHESTER, by its authorized signatories:

per: _____

per: _____

HALIFAX REGIONAL MUNICIPALITY, by its authorized signatories:

per: _____

per: _____

BEAR LAKE WIND LTD., by its authorized signatories:

per: _____
CEO, Trent Vichie

per: _____
CFO, Matthew Tinari

SCHEDULE "A"
CALCULATION OF MUNICIPAL TAX PAYMENTS

The following is an estimate of the property taxes anticipated to be payable to the municipalities in which the Project is located, based on the assumptions set out below, and the provisions of the *Wind Turbine Facilities Municipal Taxation Act* (the "**Act**") as they currently stand. These amounts are estimates only.

Assumptions

- The aggregate nameplate capacity of the Project will be 89 MW
- The first year the Project will be commissioned for at least six months will be 2025
- The useful life of the Project will be 35 years
- The Consumer Price Index to be applied is the Consumer Price Index, annual average, not seasonally adjusted (Statistics Canada table 18-10-0005-01) ("**CPI**")
- CPI will increase by 3% in 2023 and 2024, such that CPI will be 160.41 as of the end of 2024

Analysis

The wind turbine facilities and related equipment, devices and structures comprising the Wind Farms are not subject to municipal property tax under the *Assessment Act*, but rather, they are taxed pursuant to the Act.

Sections 5(5) to 5(7) of the Act set out the municipal tax obligation for new wind turbine facilities. Section 5(5)(b) specifies the tax obligation for the first municipal taxation year:

> where it is the 2007-08 or a subsequent municipal taxation year, the wind turbine facility tax rate is $5,500.00 per megawatt plus a percentage of $5,500.00 equal to the percentage increase in the Consumer Price Index for Canada at the end of the calendar year ending in the immediately preceding municipal taxation year relative to the Consumer Price Index for Canada at the end of the 2005 calendar year.

Under the above section, a wind turbine facility that is first taxed in 2025 would be taxed at the base $5,500.00 per megawatt, plus the percentage change in the CPI since 2005. CPI at the end of 2005 was 107.0, and is assumed to be 160.41 at the end of 2024. This represents a 49.92% increase in the CPI, thus an additional $2,745.60 would be added on top of the base rate of $5,500.00 for a total tax of **$8,245.60 per megawatt** for that year.

The first municipal taxation year in which a wind turbine facility is taxed will be the municipal taxation year in which the wind turbine facility has been commissioned for at least six months, as set out in s. 5(6) of the Act:

> (6) Where in the first municipal taxation year in which a wind turbine facility is taxed the taxes on the initial nameplate capacity are for only part of the municipal taxation year, the tax is the same for the second municipal taxation year.

If the first municipal taxation year is less than a full year, taxes are prorated based on the number of days remaining in such municipal taxation year after commissioning, and are the same in the

first full municipal tax year thereafter. After the first full municipal taxation year, the rate increases by one percent of per year, pursuant to section 5(7) of the Act.

The Act does not provide for any sharing of the municipal taxes payable thereunder with the Province – all such taxes accrue to the relevant municipality.

Pursuant to Section 8 of the Act, where a wind turbine facility crosses municipal boundaries such that it is located in two or more municipalities, the taxes payable pursuant to the Act are to be shared by the municipalities based on the proportion of the construction costs of the portion of the facility that is in each municipality.

It is important to note that the land on which the wind turbine facility is located, and any roads and buildings on the lands are taxed separately, in accordance with the regular municipal property tax requirements in the Province, as set out in section 4(2) of the Act. Such taxes are in addition to the taxes paid pursuant to the Act.

Calculation

$8,245.60 per MW x 89 MW = $733,858.40 in municipal taxes for first full year of operation.

Stub	$366,929.20
1	$733,858.40
2	$741,196.98
3	$748,608.95
4	$756,095.04
5	$763,655.99
6	$771,292.55
7	$779,005.48
8	$786,795.53
9	$794,663.49
10	$802,610.12
11	$810,636.23
12	$818,742.59
13	$826,930.01
14	$835,199.31
15	$843,551.31
16	$851,986.82
17	$860,506.69
18	$869,111.76

19	$877,802.87
20	$886,580.90
21	$895,446.71
22	$904,401.18
23	$913,445.19
24	$922,579.64
25	$931,805.44
26	$941,123.49
27	$950,534.73
28	$960,040.07
29	$969,640.47
30	$979,336.88
31	$989,130.25
32	$999,021.55
33	$1,009,011.77
34	$1,019,101.88
35	$1,029,292.90
Total	**$30,939,672.40**

MCINNES COOPER

MEMORANDUM

TO: EverWind Fuels Company

FROM: McInnes Cooper

DATE: October 16, 2023 File No.: 213709

RE: **Bear Lake Wind Farm Property Tax**

You have requested that we provide an estimate of the property taxes anticipated to be payable to West Hants Regional Municipality, Municipality of the District of Chester, Halifax Regional Municipality in respect of the Bear Lake wind farm (the "**Wind Farms**"), based on the assumptions set out below, and the provisions of the *Wind Turbine Facilities Municipal Taxation Act* (the "**Act**") as they currently stand. We note that these amounts are estimates only.

Assumptions

- The aggregate nameplate capacity of the Wind Farms will be 89 MW
- The turbines will all be located West Hants Regional Municipality, Municipality of the District of Chester, Halifax Regional Municipality
- The first year the Wind Farms will be commissioned for at least six months will be 2025
- The useful life of the Wind Farms will be 35 years
- The Consumer Price Index to be applied is the Consumer Price Index, annual average, not seasonally adjusted (Statistics Canada table 18-10-0005-01) ("**CPI**")
- CPI will increase by 3% in 2023 and 2024, such that CPI will be 160.41 as of the end of 2024

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increase in the CPI, thus an additional $2,745.60 would be added on top of the base rate of $5,500.00 for a total tax of **$8,245.60 per megawatt** for that year.

The first municipal taxation year in which a wind turbine facility is taxed will be the municipal taxation year in which the wind turbine facility has been commissioned for at least six months, as set out in s. 5(6) of the Act:

> (6) Where in the first municipal taxation year in which a wind turbine facility is taxed the taxes on the initial nameplate capacity are for only part of the municipal taxation year, the tax is the same for the second municipal taxation year.

If the first municipal taxation year is less than a full year, taxes are prorated based on the number of days remaining in such municipal taxation year after commissioning, and are the same in the first full municipal tax year thereafter. After the first full municipal taxation year, the rate increases by one percent of per year, pursuant to section 5(7) of the Act.

The Act does not provide for any sharing of the municipal taxes payable thereunder with the Province – all such taxes accrue to the relevant municipality.

Pursuant to Section 8 of the Act, where a wind turbine facility crosses municipal boundaries such that it is located in two or more municipalities, the taxes payable pursuant to the Act are to be shared by the municipalities based on the proportion of the construction costs of the portion of the facility that is in each municipality.

Finally, it is important to note that the land on which the wind turbine facility is located, and any roads and buildings on the lands are taxed separately, in accordance with the regular municipal property tax requirements in the Province, as set out in section 4(2) of the Act.

Calculation
$8,245.60 per MW x 89 MW = $733,858.40 in municipal taxes for first full year of operation.

Stub	$366,929.20
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9	$794,663.49
10	$802,610.12
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12	$818,742.59
13	$826,930.01
14	$835,199.31
15	$843,551.31
16	$851,986.82
17	$860,506.69
18	$869,111.76

19	$877,802.87
20	$886,580.90
21	$895,446.71
22	$904,401.18
23	$913,445.19
24	$922,579.64
25	$931,805.44
26	$941,123.49
27	$950,534.73
28	$960,040.07
29	$969,640.47
30	$979,336.88
31	$989,130.25
32	$999,021.55
33	$1,009,011.77
34	$1,019,101.88
35	$1,029,292.90
Total	$30,939,672.40

KODY BLOIS, M.P.
KINGS–HANTS

Premier Tim Houston
Office of the Premier
7th Floor, One Government Place
1700 Granville Street
Halifax, NS B3J 1X5

December 1, 2023

Dear Premier Houston,

I am writing to you today in relation to an important agricultural issue in Hants County that requires the attention of your government. Nova Scotia has a longstanding history of marshlands. Dykes originally built by the Acadians that have since been maintained by generations of Nova Scotia farm families - in partnership with government - have created some of the most fertile soil in the province crucial for our food security. Recent decisions made by the Nova Scotia Department of Agriculture ("NSDA") are putting these agricultural lands at risk and creating significant uncertainty for farmers in Hants County.

I was first approached by several Hants County farmers this summer who shared their concerns about reports of the NSDA buying up marshland from farmers nearing retirement and in the communities which were impacted by the catastrophic flash floods in July. Not only was the timing of the purchases concerning for farmers, but also the fact that the NSDA was offering to buy land at double the current market price per acre. When local farmers met with Minister Morrow in August, they were advised that the initiative to buy land was brought forward by the provincial government to buy marshland to reclaim tidal estuaries.

All of this was done without consulting either the local Hants County Federation of Agriculture or any local marsh bodies. While I appreciate there may be some merit to allowing agricultural land to revert to tidal marshes in a very limited circumstance, none of this should have been done without consulting local stakeholders. I personally wrote to Minister Morrow in August asking for clarity, but two months later I have yet to receive a response. Local farmers have their first substantive information session on this initiative December 5th, months after this was originally promised. Quite frankly, this is unacceptable. Minister Morrow promised at the Nova Scotia Federation of Agriculture AGM that no more purchases would take place until farmers and landowners were adequately consulted. This initiative in its entirety should paused until proper consultation can occur.

The *Agricultural Marshland Conservation Act, SNS 2000, c22* is the legislative framework for the Agriculture Marshland Conservative Commission, an appointed body which is responsible for the governance of local marsh bodies through the province. It has also served as an important independent advisory group to help inform the government on policy as it related to marsh bodies. It has been nearly four years since the Commission had a chairperson, despite multiple qualified locals applying for the role. This has meant that the Commission has not been able to

101-24 Harbourside Dr, Wolfville, NS B4P 2C1 • House of Commons, Ottawa, ON K1A 0A6
Telephone (Kings–Hants): +1 (902) 542-4010 • Telephone (Ottawa): +1 (613) 995-8231
Email: kody.blois@parl.gc.ca

hold formal meetings, and if your government does not intervene, the remaining three appointed commissioners' terms will expire on July 24, 2024, meaning the Commission will not be able to function at all.

Your government has a stated goal of increasing the amount of food Nova Scotians consume from their own producers to 20%. Losing important marshlands that are some of the best growing soils in the province seems counterintuitive to achieving that goal. We should be working to protect and expand productive farming lands in Nova Scotia rather than taking them away. While I appreciate the broad goal of re-establishing wetlands and tidal estuaries has merit, it should not be done at the expense of our agriculture lands. I recognize your government has leveraged federal funding under DFO and ECCC, however this initiative is being spearheaded by NSDA and the Nova Scotia Government, and not the Government of Canada. Therefore, I am asking that you personally intervene to ensure the following:

- That the initiative to reduce marshlands in Hants County be stopped until deep consultation has taken place with local stakeholders.
- That you appoint a Chair of the Agricultural Marshland Conversation Commission and renew the Commissioners to ensure that the organization is functional and able to perform its duties under the provincial legislation.
- That the Legislature consider reform and amendments to the Agricultural Marshland Conservation Act, to reflect the current realities of the stakeholders involved in maintaining this important infrastructure.

Premier, agriculture is the backbone of our economy in Kings-Hants. Our farmers help put food on our table and are the important lifeblood of the economy in rural Nova Scotia. I am happy to speak directly with you on this issue, and I hope you will understand the importance of changing course on where this initiative has headed to date.

Thank you for your consideration,

Best Regards,



Kody Blois, M.P. Kings-Hants

cc:
Hon. Greg Morrow, NS Minister of Agriculture
Hon. Zach Churchill, Leader of the Nova Scotia Liberal Party, MLA for Yarmouth
Claudia Chender, Leader of the Nova Scotia NDP, MLA for Dartmouth South
Melissa Sheehy-Richard, MLA for Hants West
Nick Juurlink, President of the Hants County Federation of Agriculture
Abe Zebian, Mayor of the Regional Municipality of West Hants

From: Lubna Jamshaid
To: PublicOnlyCouncilEmail
Subject: support ceasefire in Gaza!
Date: Tuesday, November 28, 2023 10:23:13 AM

Caution [External Email]
This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

_____

>> Dear Mayor, and councillors of West hants,
>>
>> Canada is home to many diverse people including many Palestinians, Christian and Muslim. As the civilian death toll rises to more than 14000 Palestinians, over 6000 of which have been children, we need town of West Hants to be a voice for peace and justice.
>>
>> Far too many families in Nova Scotia have lost loved ones in Gaza. There are far too many Canadians with connections in Nova Scotia who are still stuck in Gaza.
>>
>> The Israeli government appears to be committed to an unrelenting siege and unlawful blockade of the Gaza strip. There is no end in sight. Their threats of violence are only escalating.
>>
>> Cities across Canada, and mayors across Canada, in British Columbia, Toronto, Saskatoon, and everywhere in between are rising up, given how much their constituents have suffered, to urge the federal government to call for a ceasefire.
>>
>> While it has taken longer than it should have, we need town of West hants today to pass a motion in calling for a ceasefire. I encourage all city councillors to support the passage of a motion for peace.
>>
>> Thanks,
>> Lubna
>> Sent from my iPhone

November 28, 2023

Mr. Ed Sherman, Councillor
Polling District 7, Upper Falmouth

Dear Mr. Sherman,

Hello, I'm a resident of Upper Falmouth and I'm writing to you regarding Israel's ongoing attack on Gaza and the Palestinians families who live there. This might seem like a surprising issue for one of your constituents to be contacting you about. I, along with many other Canadian citizens, have been speaking out to federal and provincial governments through emails, letters, faxes, phone calls, and taking to the streets.

I am speaking out against this horrific violence because of the devastating impact on civilians, families, and especially children. The civilian death toll has risen to almost 15 000 Palestinians, two thirds of whom have been women and children. There have also been 1,200 Israeli deaths, and hostages still held by both Israel and Hamas, despite the temporary truce. The death tolls are growing as bodies continue to be pulled from the rubble, with scores more injured and traumatized for life. I work in Windsor as a trauma therapist and have seen the harm that violence and trauma inflicts on people here, as the people in Gaza are suffering.

There are now calls for municipal governments to take a position on the atrocities being carried out in Gaza and to support the many members of their communities calling for an end to the violence and suffering. Many cities and towns including Toronto, ON; Burnaby, BC; Saskatoon, SK; Brampton, ON; and others have now listened to their constituents and passed motions calling for an immediate ceasefire. https://www.nccm.ca/municipalceasefire/ Wolfville town and council has recently called for an "immediate cessation of war" and are drafting a letter to the federal government communicating this. The town of Kentville has also now called for a ceasefire and will be communicating this motion to the federal government.

I am urging you to take steps to pass a motion calling for a ceasefire by Israel in Gaza. I hope for and encourage all councilors and municipal representatives to support the passage of a motion calling for an immediate ceasefire. My understanding is that there will not be a council meeting until the New Year and so I would suggest and ask you to share your call for a ceasefire via any channels available to you immediately.

Thank you very much for considering. Please feel free to contact me to discuss this further.

Sincerely,



Jill Pasquet

From: Shawkat Ali
To: PublicOnlyCouncilEmail
Subject: Support for Ceasefire in Palestine
Date: Tuesday, November 28, 2023 6:48:47 PM

Caution [External Email]
This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

Dear Mayor, and councillors of West Hants,

Canada is home to many diverse people including many Palestinians, Christian and Muslim. As the civilian death toll rises to more than 14.000 Palestinians, over 6,000 of which have been children, we need the town of West Hants to be a voice for peace and justice.

Far too many families in Nova Scotia have lost loved ones in Gaza. There are far too many Canadians with connections in Nova Scotia who are still stuck in Gaza.

The Israeli government appears to be committed to an unrelenting siege and unlawful blockade of the Gaza strip. There is no end in sight. Their threats of violence are only escalating.

Cities across Canada, and mayors across Canada, in British Columbia, Toronto, Saskatoon, Nova Scotia and everywhere in between are rising up, given how much their constituents have suffered, to urge the federal government to call for a ceasefire.

While it has taken longer than it should have, we need the town of West Hants today to pass a motion calling for a ceasefire. I encourage all city councillors to support the passage of a motion for peace.

Shawkat Ali

Caution [External Email]
This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

From: youseff rafih
Sent: November29th 2023 10:59 AM
To: Council and Mayor.,West Hants
Subject: Ceasefire now

Mayor ,Council,

This did not Start OCT 7th this started 1948 , with the occupation off a Nation of Palestine , not empty land! like the said empty land for people with no land . "WHAT A BIG LIE!" occupation has certain responsible under international law, one is not harm the people they occupy , Please see for your selves what was Happening days prior to Oct 7th." to
Palestinians in Gaza and The Westbank, Jerusalem! its a Sad state off Occupation, Apparttied ,Genocide , which clearly against human rights off a people that are clearly occupied by Force!
I m appealing to your Humanity !The madness that's going on in Gaza , Westbank and Isreal has to be stopped,! Revenge is easy
Statemen Ship is much Harder. , Hate is Evil!
I'm asking for your collective humanity to call for a immediate Ceasefire , and write to our P M, AND PRIEMIER !
Collective punishment is against international law ! not to mention No food , water, medicine. Shelter , people with open Wounds living n open weather with out medicine and the above, its winter! the people have the same needs we Do!
As you may Know or Not our Politician's are being Brainwashed by a Very Power full Lobby call CIJA , being Treated to Vacation's at our Expense .Ask ! I will you show proof!
Which makes there objectivity much harder for our elected leaders. Ask
Poor ,Poor people that Don not have a Power full Lobby! like CIJA < lots $$$

Your truly

Joe Rafih
Taxpayer

Best regards
Joe Rafih
Get Outlook for iOS,

From: Ahmed Nassrat
To: PublicOnlyCouncilEmail
Subject: Motion for Peace
Date: Wednesday, November 29, 2023 9:19:18 PM

Caution [External Email]
This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

Dear Mayor Zebian and Council,

My name is Ahmed Nassrat and I am on the Executive Committee of our local mosque here in Wolfville representing many families who live in West Hants in addition to many who work in Windsor.

Canada has always been the voice for peace and sets an example for others to follow. Recently our federal government has failed to become that voice for peace in the Israel-Hamas war and we need your help to represent us in calling for an immediate ceasefire in Gaza.

Currently there is a truce that will end any day now and we need to protect the innocent men, women and children. So far this war has led to the killing of almost 20,000 people with the majority being children. On average each day 160 kids are being killed. Far too many families in Nova Scotia have lost loved ones in Gaza. There are far too many Canadians with connections in Nova Scotia who are still stuck in Gaza.

Cities across Canada, and mayors across Canada are rising up, given how much their constituents have suffered, to urge the federal government to call for a ceasefire. Burnaby city council was the first local government in Canada to pass a motion urging the federal government to call for a ceasefire. Following this the Regional Municipality of Wood Buffalo (RMWB) in Alberta and Toronto Mayor Olivia Chow have passed similar motions. At a local level, over the past week, the Towns' of Wolfville and Kentville both passed a motion calling for a ceasefire. We need our government to change its position as soon as possible to protect innocent lives.

An immediate ceasefire would give hospitals an opportunity to receive life-saving medicines, water, and equipment as well as to repair damaged wards they need to treat the wounded. An immediate ceasefire is the most effective way to protect civilians and prevent further civilian deaths by safely delivering necessities.We have started to see hostages released only after a short truce was made.

While it has taken longer than it should have, we need West Hants today to pass a motion in calling for a ceasefire. I encourage all city councillors to support the passage of a motion for peace. Your voice could save the lives of the innocent men, women, children and help release the hostages. Humanity must prevail.

--

Ahmed Nassrat

"Everybody can be great...because everybody can serve." (Martin Luther King Jr)

From: Andrew Zebian
To: PublicOnlyCouncilEmail
Subject: Call For Ceasefire
Date: Thursday, November 30, 2023 10:10:52 AM
Attachments: image463684.png
image226858.png
image619284.png
image165362.png
image410859.png

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Good Morning Mayor & Council,

I am a Councillor in Kentville as well as a property owner in the region of West Hants. We recently had a large group of citizens come to Council and request Kentville Council to send a letter to our Prime Minister, calling for a ceasefire for what is happening in Palestine right now. I understand that some Citizens have sent you similar requests and I thought I tell you how we handled it in Kentville. It was added an agenda item and discussion took place. Feel free to refer back to our November 27th, Council meeting. It was well attended and very emotional. I would estimate that around 45 people were in the gallery and most were prepared to speak on the matter if given the opportunity. I decided to take the initiative and ask Council if they would permit members of the public to speak on this matter before Council voted. Our Council was receptive to this idea and two Citizens were granted the opportunity to speak. When the meeting ended, more folks came forward to speak on the matter during our public comments. I encourage you to watch this particular part of our meeting when the agenda item was brought forward (at approximately the 1 hour and 40 minute mark into the meeting). The link is below;

(https://www.youtube.com/live/32AbeNK7Q2M?si=_FbmYIQdu2IdHem9)

I realize this is a delicate subject and certainly not something you would typically see come forward to Council. I can only speak for myself, but I am unable to look at dead babies in body bags anymore and remain silent on the matter. I cannot look at the destruction of the Gaza strip and sit back silently while more of the same continues and more bodies are bagged. As someone

who has been stuck in a Country during a war, I can tell you that war is never the answer. The loss of life and destruction is unbelievable and so painful to witness.

Calling for an IMMEDIATE CEASEFIRE in the region is not taking sides. It is simply making the decision to value life and stop the innocent killing and what many have termed a genocide on the Palestinian population. I value all life and I encourage your Council to follow suit on the resolutions passed by not only the Town of Kentville, but the Town of Wolfville as well. A ceasefire will save both Israeli and Palestinian lives.

I understand folks may show up at your next meeting on December 5th and it would be kind of you to let a member or two speak on the matter. Calling for peace is always the right answer. Nobody wins with war.

Thank you for your time.

Kentville
A BREATH OF FRESH AIR

Andrew Zebian
Councilor

m: 902-698-1802
e: azebian@kentville.ca | w: www.kentville.ca

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From: Abraham Zebian
To: Deanna Snair
Subject: Fwd: West Hants call for ceasefire in Gaza
Date: Thursday, November 30, 2023 9:56:31 AM

From: "Jennifer E. Crawford"
Date: November 30, 2023 at 6:53:19 AM AST
To: Abraham Zebian <AZebian@westhants.ca>
Cc: Ed Sherman <esherman@westhants.ca>
Subject: West Hants call for ceasefire in Gaza

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Hello Abraham,

For the last 56 days, observing Shabbat has felt more like sitting Shiva for the thousands of Palestinian martyrs. There is a principle in Halakha (Jewish law) called *Pikuach nefesh* -- that the saving of a human life overrides virtually all else. It's considered so vital to our beliefs that it's even an exception to the rules of Shabbat -- when human life is endangered, we're not just permitted, but *required by our faith* to violate any Sabbath law that might stand in the way of saving that person. It is not a suggestion, but an obligation, and an honour.

I will not let Zionists speak on my behalf so that they may continue Israel's genocidal slaughter in my name. This genocide did not begin on October 7th, but 75 long years ago.

Writing you this letter is part of my own fulfillment of the Jewish principle of *tikkun olam* -- to repair the world. In Judaism, the most holy thing is human life -- the talmud teaches us that to save a life is to save the entire world.

More than 20,000 entire divine worlds have been lost -- generations of wisdom and connection, of love and laughter between friends and sweethearts, family recipes lost & never to be made quite the same way again, tiny pigtails that would have been lovingly pulled together for the very last time. It is our nation's shame to carry, that Canada failed to do everything in it's power to save these 20,000 precious human universes.

Please, call for a permanent ceasefire immediately, and an end to the occupation. There are still so many remaining sacred worlds that we could -- no, we must -- fight with every tool at our disposal to protect and liberate. The divine resides in us all -- to save even one life is to save the entire world.
It's not too late for us to save entire worlds.

Warmly,
Jennifer Crawford

From: Elizabeth Tuck
To:
Subject: Fwd: In Support of a Ceasefire
Date: Sunday, December 3, 2023 4:12:54 AM

From: Elizabeth Tuck
Date: December 3, 2023 at 3:30:48 AM AST
To: Abraham Zebian <AZebian@westhants.ca>
Subject: In Support of a Ceasefire

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Hello,

I'm emailing to express my support of the municipality of West Hants calling for a ceasefire in Gaza. The English language lacks the ability to describe the horror of what is being done to Palestines in occupied Palestine. I'm sure I need not outline the statistics of how almost 70% of those killed in Palestine are children, or that Israel has committed war crimes, or that this occupation started in 1948.

Criticizing Israel is not anti-semitic, no more than criticizing Pakistan is Islamophobic (it's not) nor is criticizing India anti-Hindu (again, it's not).

I will be watching the council meeting on Tuesday to see how the council chooses to move forward with this. I dearly hope you will vote to be on the right and compassionate side of history.

Best,
Elizabeth Tuck

From: Frank Bezanson Harris
To: PublicOnlyCouncilEmail
Subject: A call for a permanent ceasefire
Date: Sunday, December 3, 2023 9:10:46 PM
Attachments: Outlook-wec4cmko.png

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To all members of this council,

I write this email to you as a humble plea. I ask that your council see it fit to write a letter to the Prime Minister requesting that he call for a permanent ceasefire in Israel.

Most meetings I attend start with a land acknowledgement. As a person whose ancestry is that of colonialism I see these land acknowledgements as a small way of recognizing the work we must do on the path of reconciliation. For me part of addressing our past is also addressing the present. The conditions that persist in Israel have a great deal in common with our own history. Calling for a permanent ceasefire demonstrates there is truth to our own wishes for reconciliation here.

Remembrance Day was less than a month ago. On that day we say things like, Least we forget." and , "never again." These statements need to be more than hollow words. The Holocaust was a tragedy that, for years was ignored by many of us. The pleas for help were spoken but went unanswered until it was too late for many. Right now a genocide is happening. War crimes are being committed.

The State of Israel has been condemned in 45 resolutions by the United Nations Human Rights Council . Israel has also violated 28 resolutions of the United Nations Security Council. I mention these simply to put into context the fact that October 7th did not happen in a vacuum. As recently as 2018, during the peaceful protest now known as the Great March of Return 214 Palestinians were killed. 46 were children. These were not Hamas. These were unarmed citizens, children, and journalists.

Solutions are not easy but our words need to be clearly stated. We must call for a permanent ceasefire. From there we can work towards a better future for all.

Thank you for your time,

Frank Bezanson Harris (He/Him)
Just Us! Coffee Roasters Co-op
Delivery Driver & Sales Representative
Worker Member

Phone: 902-599-0903
frank@justuscoffee.com

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From: Mohammed Fitori
To: PublicOnlyCouncilEmail
Subject: Re: Urgent Letter to Mayor Zebian and West Hants Regional Municipality Councillors
Date: Monday, December 4, 2023 6:54:09 PM

Caution [External Email]
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To: allcouncil@westhants.ca

Dear Mayor Zebian and West Hants Regional Municipality Councillors:

As a Canadian citizen who has been witnessing the unimaginable suffering of the Palestinian people in Gaza and the West Bank over almost two months this Fall, I have am horrified to see that over 15,000 Palestinian civilians have been killed by Israel's war. Approximately 40 per cent of those killed by Israel are infants, children and youth. Over 35,000 people have been wounded and many victims remain buried under the rubble. Over two million Gazans have been displaced, left without shelter, food, water, medicine and other necessities of life while the bombs continue to fall mercilessly.

On our television and smart phone screens we are witnessing these atrocities almost live, for the first time in history, and on a vast horrific scale. Hospitals have been bombed to the point that the medical system has collapsed. Schools and universities and cultural centres and places of worship, both Christian and Muslim alike, have been targeted and destroyed. Even bakeries across Gaza were targeted and obliterated. UN Refugee Camps were targeted and destroyed leaving no safe place for Palestinians to seek shelter.

Physicians and their families have been targeted and killed. Members of the press, clearly identifiable by wearing their PRESS vests and helmets, were targeted by Israel, resulting in over 60 journalists killed by Israel in 58 days.

As my local representatives, I would like you to urge the Government of Canada to call for an immediate, sustained ceasefire for Palestinians in the name of humanity.

Please don't hesitate to call or text me if you have any questions:

Sincerely,

Mohammed Barrah

From: drkirumira@gmail.com
To: PublicOnlyCouncilEmail
Cc: Abraham Zebian
Subject: RESOLUTION CALLING FOR A CEASEFIRE IN GAZA
Date: Tuesday, December 5, 2023 2:06:26 PM

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5th. DECEMBER 2023.

Good Afternoon, Council Members

May I please add my voice as a long-term resident of this municipality on asking council members to support a special resolution calling for an immediate ceasefire in Gaza. Many innocent men, women, and children continue to die in massive numbers each day because of this violent and indiscriminate war.

The whole world has already come together calling for an end to the unprecedented loss of life in Gaza. Many municipalities and organizations in Canada are adding their voices, calling for a permanent ceasefire and an end of this inhumane war.

The municipality of West Hants has an opportunity to be on the right side of history by passing a motion, on behalf of your constituents calling for a ceasefire in Gaza, and the continuing loss of innocent lives. The motion should also urge the Federal Government to take a decisive and positive stand towards restoration of peace in Gaza, that many Canadians are praying for.

Sincerely

Dr. AK. Kirumira
Founding Executive Chairman
TheraPBios PHARMA LTD
Windsor West Hants Industrial Park

From: Amanda Dunfield
To: Abraham Zebian
Cc: Rupert Jannasch; Scott McLean; Mark McLean; Jeff Hartt; Debbie Francis; Bob Morton; Ed Sherman; Paul Morton; John Smith; Jim Ivey; Laurie Murley; Mark Phillips; WHRM General; Deanna Snair; Shelleena Thornton; Todd Richard
Subject: Re: 2023.11.30 Stormwater Discussions - Formal Request for Presentation Materials
Date: Thursday, November 30, 2023 11:19:53 AM

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On Nov 30, 2023, at 10:03 AM, Amanda Dunfield wrote:

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_____

Good morning,

Further to last night's gathering, I'd ask you consider this correspondence a formal request to receive November 2023 Windsor and Hantsport Stormwater Management Meeting presentations by way of email.

I am aware, in the absence of the ability to provide an official WHRM audio or video recording the presentation materials form only a small part of these meetings, however for the time being this will be what it is. I believe it important for members of the community at large to be fully aware of and better understand what needs to occur, as well as to get as much of this information in a first hand format as quickly as possible. An elevated level of transparency and timely dialogue may serve the best interests of all parties involved in or impacted by these most necessary undertakings.

Thank you.
Best Regards,
Amanda Dunfield

Correspondence Sent

First Name	Last Name	Correspondence Date	Meeting / logged
Katherine MacLeod	MacLeod, Dept. Envir. and Climate Change	2021-10-27	2022-01-11 COTW
Robyn	Homans	2021-11-23	2021-12-07 COTW
Hon. Kim	Masland	2022-01-20	2022-01-25 Council
Hon. Kim	Masland re: clarity on correspondence sent 2022-02-20	2022-02-16	2022-02-08 COTW
Hon. Joyce	Murray	2022-02-02	2022-02-08 COTW
Hon. Greg	Morrow	2022-02-04	2022-02-08 COTW
VREN		2022-03-10	2022-03-22 Council
Station Food Hub		2022-04-28	2022-05-10 COTW
MLA Melissa	Sheehy-Richard re: Avon River Eco/Tourism	2022-05-02	2022-05-02 COTW
MLA Melissa	Sheehy-Richard re: exit 6	2022-05-02	2022-05-02 COTW
Hon. Joyce	Murray	2022-05-06	2022-05-10 COTW
KMK Assembly Mi'kmaw Chiefs		2022-05-06	2022-05-10 COTW
The Premier	The Hon. Tim Houston	2022-06-27, sent 2022-06-30	2022-07-09 COTW
The Premier	The Hon. Tim Houston	2022-06-30	2022-07-09 COTW
Hon. Kim	Masland	2022-08-23	2022-09-13 COTW
POSSE		2022-09-14	2022-09-27 Council
Minister Murray	re Pumpkin Regatta	2022-10-20	2022-10-25 Council
VREN	Re: IMSA and request for a presentation to Council	2022-12-20	2023-01-10 COTW
MLA Sheehy-Richard	Re: Invitation to meet with Council re: Highway 101 Twinning project	2022-12-21	2023-01-10 COTW
MP Kody Blois	Re: Invitation to meet with Council re: Highway 101 Twinning project	2022-12-21	2023-01-10 COTW
Deputy Minister of Environment and Climate Change	Re: Costs incurred for fencing at 417 Wentworth Road	2023-02-15	2023-02-24 Council
VREN	Re Continued Partnership and lntermunicipal Service Agreement (IMSA}	2023-03-03	2023-03-14 COTW
Minister Masland	Re Provincial Intersection Street Lighting	2023-03-10	2023-03-14 COTW
Hockey Hall of Fame	Re Letter of Support John Paris Jr	2023-03-14	2023-03-28 Council
Premier Tim Houston	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
Hon. Joyce Murray	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council

Correspondence Sent

First Name	Last Name	Correspondence Date	Meeting / logged
Hon. Steve Craig	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
Hon. Tim Halman	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
Hon. Susan Corkum-Greek	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
Hon. Kim Masland	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
MP Blois	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
MLA Sheehy-Richard	Re Reimagine Lake Pisiquid, Windsor, Nova Scotia	2023-03-24	2023-03-28 Council
MLA Sheehy-Richard, Premier, NS Public Works Minister(Kim Masland), District Area Manager (Robyn Homans)	Re Support to pave Cogmagun and Beaverpond Roads	2023-05-17	2023-05-23 Council
Hon. Tim Halman, Premier, MLA Sheehy-Richard	Re Coastal Protection Act Regulations	2023-05-23	2023-05-23 Council
Indigenous Services Canada	Re Response to the Proposed Addition to Reserve, Glooscap First Nation	2023-06-27 Sent 2023-06-30	2023-07-11 COTW
Premier Tim Houston, Hon. Joyce Murray, Hon. Steve Craig, Hon. Tim Halman, Hon. Susan Corkum-Greek, Hon. Kim Masland, MP Blois, MLA Sheehy-Richard	Re Follow up to correspondence sent on March 23, 2023 Re Reimagination Strategy Exercise	2023-06-29	2023-07-11 COTW
Hon. Kim Masland	Re The Railways Act- Bill 236	2023-07-05	2023-07-11 COTW
NS Minister of Agriculture, Premier of NS, Minister of Fisheries, Oceans and the Canadian Coast Guard, Minister of Fisheries and Aquaculture, Minister of Public Works, MP Blois, MLA Sheehy-Richard, Nic Juurlick, President of the Hants County Federation of Agriculture	Re Permanent Freshwater Resource for Agricultural Communities	2023-07-20	2023-07-25 Council

Correspondence Sent

Federal and NS Ministers of Environment and Climate Change, Premier of NS, Minister of Fisheries, Oceans and the Canadian Coast Guard, Minister of Public Works, MP Blois, MLA Sheehy-Richard, Municipality of Kings County	WHRM Letter of Support for the Residents of Avon Street, Hantsport Re Erosion	Sent 2023-07-21	2023-07-25 Council
CRTC and Innovation Science and Economic Development Canada Re Poor Cellular Service	Re Poor Cellular Service Connectivity	Sent via mail August 9, 2023	2023-09-12 COTW
MLA Sheehy-Richard	Re Additional Carpool Parking Lot	2023-11-27	2023-11-28 Council
Minister Masland	Re Smileys Provincial Park	2023-11-30	2023-12-05 COTW

West Hants
something inspiring awaits

November 28, 2023

Minister of the Nova Scotia Department of Public Works
Department of Public Works
2nd Floor, Johnston Building
1672 Granville Street
P.O. Box 186
Halifax, NS
B3J 2N2

Delivered electronically to: publicworksminister@novascotia.ca

RE: Smileys Provincial Park

Dear Honourable Minister Masland,

Please accept this letter on behalf of the West Hants Regional Municipal Council to address concerns related to Smiley's Provincial Park.

At the November 28th, 2023, meeting the West Hants Regional Council discussed Smileys Provincial Park and the unprecedented flooding event on July 22, 2023 that caused significant and vital infrastructure damages to the park resulting in the need to close the park to ensure public safety.

Smileys Provincial Park is a year-round destination for many in and around our region. Residents come from away to visit the park and enjoy activities such as picnicking, hiking, walking trails with their dogs, snowshoeing, cross country skiing or even enjoying the quiet scenery which provides amazing backdrops for photographs.

Although The Province recently announced the park was reopened with limited access, residents continue to be left with unanswered questions surrounding a restoration plan and timeline that would see the park fully reopened and accessible to all. Our hopes are that The Province is able to provide a plan and timeline that can be communicated and shared with our residents.

To formally express the current position of the West Hants Regional Municipal Council who met on November 28, 2023 to further discuss this matter the following motion was ratified.

"Staff be directed to write a letter to province requesting a timeline as to when Smileys Provincial Park will be restored/reopened for public access and further a plan be considered/ implemented where the

public have limited access to the park until all necessary repairs have been completed".

West Hants Regional Municipality appreciates your attention to this matter, and we look forward to collectively working with you to communicate a timeline and strategy to residents.

Respectfully,

Abraham Zebian
Mayor

az/ds
CC: Premier Nova Scotia, The Honourable Tim Houston
Member of Parliament for Kings-Hants, Kody Blois
MLA Hants West, Melissa Sheehy-Richard
WHRM Council
Chief Administrative Officer, Mark Phillips

Town Hall

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ✓	Decision Request	Councillor Activity ✓

To: Committee of the Whole – West Hants Regional Municipality

Submitted by: **Jim Ivey, Councillor, Windsor South, District 11**

Date: December 5, 2023

Subject: Performance Review Committee – Next Steps

LEGISLATIVE AUTHORITY

MGA 30 (1) (2) (3) (4)
Meeting and Committee Procedural Policy Section 17 Committees

RECOMMENDATION or DECISION REQUEST
TBD

BACKGROUND
At the November 28 2023, Council Meeting it was decided by Council to establish a Review Committee to be made up of 4 members of Council.

The motion of Council was: "That a committee of four (4) is formed for a committee of review."

Property	Public Opinion ✓	Environment ☐	Social ☐	Economic ☐	Councillor Activity ✓

DISCUSSION
At the November 28th Council meeting council agreed to form a new committee.
Per the Meeting and Committee Procedural Policy, committees are defined within section 17.

While Council agreed to form the committee, it made no decisions and provided no direction for the terms of reference which serve as the foundation for the establishment of committees. Terms of reference in existing committees typically include Purpose, Scope, Definitions, Committee Composition, Duties and Responsibilities and Administration.

It should be noted that goals and objectives of performance will need to be established by the Committee for the current fiscal year which is nearly 75% over.

Appointment of members to Committees is also defined in the Meeting and Committee Procedural Policy Section 17.8

Council may wish to discuss if or how it wishes to proceed with its review committee for the current fiscal year.

NEXT STEPS
To Be determined

FINANCIAL IMPLICATIONS

To be determined

ALTERNATIVES
To be determined

ATTACHMENTS:
Meeting and Committee Procedural Policy

CHIEF ADMINISTRATIVE OFFICER REVIEW

Pending Comments

Report Prepared by: **Jim Ivey, Councillor Windsor South, District 11**

Report Reviewed by: _____
(Name and Title)

Report Approved by: _____
(Name and Title)

Table of Contents

1. General 2
2. Mandate of Council and Committee of the Whole 3
3. Time, Place, Date and Notice of Meetings 4
4. Communications 6
5. Meeting Attendance and Quorum 7
6. Election Process for Deputy Mayor, Chair or Vice-Chair 9
7. Meeting Agendas and Packages 10
8. Council and Committee Chair Duties 12
10. Meeting Decorum and Rules of Debate 15
11. Conflict of Interest 17
12. Motions and Voting 18
13. Points of Order (also refer to Code of Conduct Policy) 22
14. In-Camera Meetings 24
15. Setting Direction 25
16. Receiving Public Input 26
17. Committees 27
19. Repeal 30
20. Related Legislation, Policies, Procedures 30

APPENDIX A Report Form 31
APPENDIX B Rules of Common Motions 33
APPENDIX C Decision Making by Council and Committee of Council 34
APPENDIX D Accessibility Advisory Committee 35
APPENDIX E Audit Committee 37
APPENDIX F Davidson Lake Watershed Advisory Committee 39
APPENDIX G French Mill Brook Watershed Advisory Committee 41
APPENDIX H Fences Arbitration Committee 43

APPENDIX I Repealed 45

APPENDIX J Mill Lakes Watershed Advisory Committee 46

APPENDIX K Planning Advisory/Heritage Advisory Committee 48

APPENDIX L Municipal Climate Change Action Plan Committee 49

APPENDIX M Diverse and Inclusive Communities Committee 50

APPENDIX N Police Advisory Board Committee 52

1. General

1.1. This Policy will be known and cited as the "Meeting and Committee Procedural Policy".

1.2. The purpose of this Procedural Policy is to:

a) provide direction to Council and Staff members on conducting Council and Committees of Council meetings. This Policy does not apply to boards, commissions and committees of which the Municipality may be a member, but which was not established solely by the Municipality;

b) establish the Committee of the Whole as a Committee of Council; and

c) establish various other Committees of Council.

1.3. In this Policy:

a) "Act" means the Municipal Government Act, Stats. N.S. 1998, C. 18
b) "Business day(s)" means a day which the administrative offices of the Municipality are open for business;
c) "Chair" means the presiding officer of Council or a Committee of Council;
d) "Chief Administrative Officer" or "CAO" means the Chief Administrative Officer of the Municipality;
e) "Clerk" means the Clerk of the Municipality;
f) "Closed Meeting" means a meeting which is not open to the public and may be known as in-camera.
g) "Committee of Council" means a committee formed pursuant to a resolution or policy of Council;
h) "Council" means all Council members of the Municipality;
i) "Councillor" means a Council member and includes the Mayor and Deputy Mayor unless the context indicates otherwise;
j) "Electronic means" the use of any technology that enables the public and all meeting participants to see and hear each other as the meeting is occurring.
k) "Majority" means more than one-half of those present

l) "Meeting Package" means the package prepared for a meeting consisting of the agenda and associated agenda item material;

m) "Motion" means the formal mode in which a Council member submits a proposed measure or resolve for the consideration and action of Council or Committee of Council;

n) "Municipal or Municipality" means the West Hants Regional Municipality;

o) "Pecuniary interest "means a situation where there is a reasonable likelihood or expectation of appreciable financial loss or gain to the person, or to other persons;

p) "Planning document" means a Municipal Planning Strategy, Land Use By-law, or Subdivision By-law;

q) "Question" means the subject matter of a motion; when the question is called, the motion is put to a vote without further debate;

r) "Quorum" means the majority of members required to hold a meeting.

s) "Resolution" means a formal expression of the opinion or the will of the Council or a Committee of Council adopted by vote, and is a result of an approved motion;

t) "Staff" means a person employed by the Municipality;

u) "Two-thirds vote" means a vote where at least two-thirds of the members present and entitled to vote at the meeting vote in favor of the motion.

2. Mandate of Council and Committee of the Whole

2.1. The mandate of Council is:

a) to exercise the powers of the Municipality as set out in the *Act* through the approval of motions, policies and by-laws;

b) to provide strategic planning for the Municipality with the goals:

i. to provide good government;

ii. to provide services, facilities and other things that in the opinion of Council are necessary or desirable for all parts of the Municipality;

iii. to develop and maintain safe and viable communities;

iv. to work with other municipal units for the best interests of the Municipality within the province;

v. to provide active programs of training and upgrading of staff and Council; and

vi. such other goals as from time to time are determined;

c) to conduct the official business of the Municipality;
d) to carry out any statutory public hearings as required by the *Act* and other legislation;
e) to provide strategic direction to the CAO through resolutions, policies and by-laws.

2.2. The mandate of the Committee of the Whole is:

a) to discuss, consider, advise and make recommendation to Council for approval concerning the affairs of the Municipality in advance of Council making decisions or taking actions on such matters, except where Council has determined that consideration by Committee of the Whole is unnecessary or inadvisable, and except that the following matters will normally be dealt with by Council without having to be forwarded to the Committee of the Whole for its recommendations:
   i. first and second readings of a by-law enactment, amendment or repeal; and
   ii. matters which are the subject of statutory hearing of Council;
b) to carry out the duties and responsibilities of Council set forth in Part XV Dangerous and Unsightly Premises of the *Act*;
c) to carry out the duties of the Regional Emergency Management Advisory Committee as set forth the Regional Emergency Management By-law of the Municipality;
d) to take such steps not inconsistent with this Policy that the Committee of the Whole reasonably deems necessary to carry out this mandate;
e) except for an Order under the Act for Dangerous and Unsightly Premises and specific tasks or matters assigned by Council from time to time to the Committee, all resolutions of the Committee of the Whole will be recommendations to Council for Council's approval.

3. <u>Time, Place, Date and Notice of Meetings</u>

3.1. All meetings of Council and Committees of Council will be public meetings, except as provided for under Sections 22 (2) and 203(1) of the Act and Section 14 of this Policy.

3.2. Unless otherwise specified pursuant to Section 3.5 of this Policy a regular meeting of the Committee of the Whole will be held:

a) at the location set by the Committee of the Whole,
b) on the second Tuesday of each month, except for August,
c) commencing at 6:00 p.m. unless otherwise directed by Council.

3.3. Unless otherwise specified pursuant to Section 3.5 of this Policy, a regular meeting of Council will be held:

a) at the location set by Council,

b) on the fourth Tuesday of each month except for August,
c) commencing at 6:00 p.m. unless otherwise directed by Council.

3.4. Unless otherwise specified pursuant to Section 3.5 of this Policy, regular meetings of other Committees of Council will be determined in the Administrative Terms of Reference for the Committee.

3.5. Meetings may be rescheduled, relocated or cancelled:
a) by resolution or consensus, including a contingent resolution or consensus of Council or a Committee of Council at a previous meeting three (3) or more business days in advance of the meeting;
b) at the request of majority of the members of Council or Committee of Council;
c) by the CAO or designate on behalf of the Mayor, Deputy Mayor or Chair, due to inclement weather or unforeseen circumstances provided the Mayor, Deputy Mayor, or Chair believes the majority of members would support such a step.

3.6. Additional or special meetings of Council or a Committee of Council may be convened:
a) by resolution or consensus, including contingent resolution or consensus of Council or Committee of Council at a meeting three (3) or more business days in advance of the additional or special meeting;
b) at the request of the Chair;
c) at the request of the majority of members;
d) by the CAO or designate on behalf of the Mayor, Deputy Mayor or Chair, due to unforeseen circumstances, provided the Mayor, Deputy Mayor or Chair believes that the majority of members would support such a step; or
e) where the Mayor determines there is an emergency, Council may meet without notice or with such notice as is possible in the circumstances.

3.7. Notice to Councillors and the Public of meetings:
a) subject to any statutory relaxation of the notice requirements, at least three (3) business days' notice to Councillors will be provided for additional or special meetings by telephone, the email address provided by the Municipality or other email address, fax number or messaging service;
b) subject to any statutory relaxation of the notice requirements, at least two (2) business days' notice to the public will be provided for additional or special meetings by posting a notice of the meeting on the Municipal website and social media pages;
c) Councillors and the public will be deemed to have received any notice within one (1) day of being notified pursuant to this section;
d) meeting notice need not be provided of:
   i. regular meetings held pursuant to Sections 3.2 and 3.3 of this Policy;

ii. regular meetings of a Committee of Council whose regular meeting date is contained in a policy or by-law of Council or posted on the Municipal website; or

iii. meetings held pursuant to Sections 3.5 (a) and Section 3.6 (a) of this Policy;

e) notice of meeting cancellations will be provided to Council and the public as soon as possible in the same manner;

3.8. In accordance with Section 19 (7)(a)(b) of the Act no meeting of Council or Committee of Council is illegal or invalid by failure to give notice or by meeting elsewhere than provided in this Policy or the notice of meeting.

3.9. Within thirty (30) days following the first meeting of Council after an election or by-election each Councillor will provide the Clerk the following:

a) a telephone number with answering machine/voicemail which the Councillor has and will maintain and will check at least once per day;

b) the unique email address provided by the Municipality, where all municipal notices and correspondence will be forwarded and which the Councillor will check at least once per day;

c) any other email address, fax number, or messaging service which the Councillor has and will maintain and will check at least once per day.

4. Communications

4.1. The Mayor is the official spokesperson of Council and the CAO is the official spokesperson of staff.

4.2. Council communication to the public is:

a) through the Mayor, as the official spokesperson for the Municipality regarding decisions approved by Council unless another Councillor is designated;

b) through Councillors as chief spokespersons for explaining policies, priorities and decisions; and

c) through Committee Chairs as chief spokesperson for matters dealt with under the authority of their committee, unless another Councillor is designated;

d) media interview requests will be referred to the Mayor or the CAO to determine who is the most appropriate spokesperson for the interview.

4.3. Council communication to staff is:

a) through a resolution of Council or Committee of Council for advice, information or recommendations on matters which require thoughtful research and review. Staff will normally provide their response through a written information or recommendation report like that in Appendix A;

b) through resolutions from Council to the CAO.

4.4. Committees will communicate to Council:

a) through a written information or recommendation report by Chairs to Committee of the Whole like that found in Appendix A.

b) where all Councillors are members; may communicate using excerpts sheets of the motions being recommended to go straight to Council with the previous committee report (referred to in the excerpt), attached as a supporting document.

4.5. All Councillors are expected to provide a monthly report to Council stating the Municipal business they were involved in over the previous month, using the report form in Appendix A.

4.6. The CAO or designate may, on behalf of Council or Committee of Council, receive correspondence from the public and deliver a copy of the correspondence to all Councillors within a reasonable time provided:

a) the correspondence is directed to a Councillor or Committee of Council member;
b) is in writing and received by mail or email;
c) is legible;
d) is not libelous, irrelevant, offensive or improper; and
e) is signed by the writer's name.

5. Meeting Attendance and Quorum

5.1. Councillors are expected to attend all meetings of Council and Committees of Council to which they are appointed.

5.2. Subject to changes of the Act Section 17 (4), Councillors who without leave of Council are absent from three (3) consecutive regular meetings of Council ceases to be qualified to serve as a Councillor.

5.3. Councillors who without leave of a Committee of Council and are absent from three (3) consecutive regular meetings of a Committee of Council to which they are appointed, may be removed from the Committee. This also applies to resident members appointed to a Committee of Council.

5.4. Council or a Committee of Council will not refuse the leave of a Councillor if such leave is due to employment issues, illness, other Municipal business, or an unforeseen event needing immediate attention.

5.5. Sections 5.1, 5.2 and 5.3 do not apply to Councillors on a parental accommodation leave of absence in accordance with Section 17 (4A) of the Act.

5.6. Quorum for meetings of Council and Committee of the Whole will be the majority of elected Councillors, or seven (7) Councillors.

5.7. Quorum of other Committees of Council will be the majority of the voting members unless otherwise stated in a policy or by-law of Council or administrative terms of reference.

5.8. A Council meeting or Committee meeting may be conducted by electronic means pursuant to Section 19A (1) of the MGA.

a) One or more Council or Committee members participating in a meeting by electronic means is deemed to be present at the meeting for purposes of quorum and voting.

b) Except as provided in section 5.8, all attempts will be made for Council or Committee members to attend Meetings in-person.

c) Council or Committee member will provide sufficient notice to the Chair or Clerk (prior to the meeting) of the circumstances that prevent them from attending the meeting in person. This notice should clearly indicate that the circumstances are beyond the control of the Council or Committee member, and that all reasonable efforts have been made to resolve the situation so that they are able to attend the meeting in-person.

d) It is the responsibility of the Councillor or resident member to ensure provision of electronic means at their location;

e) If used during a closed meeting, the member will ensure confidentiality is maintained at all times;

f) Every intention will be made that no Councillor or resident member participates by electronic means in no more than four (4) regularly scheduled meetings per year; with the awareness that emergencies occur.

g) The Councillor, resident member or members of the public does not interfere and/or disrupt the meeting, and if such occurs the Chair has the right to end the electronic participation;

5.9. All Councillors or resident members of Committees of Council may participate by electronic means as described in 5.8 during a local and/or world-wide crisis, or when determined by the Mayor or designate that a meeting occur to tend to an emergency or time sensitive matter. This would not count towards the four (4) electronic meetings per year as identified in 5.8(g).

5.10. If a quorum is not present fifteen (15) minutes following the scheduled start time of a meeting and it is not reasonable that quorum will be present within a reasonable time, the meeting will be deemed cancelled and a record of the cancellation along with the names of the members present will be recorded in the minutes.

5.11. Where there is a permanent vacancy on Council or a Committee of Council, Councillors may make a decision if a quorum is present at the meeting.

5.12. If the number of Council members is reduced to below the number required for a quorum due to vacancies in Council, Council may not pass a by-law or policy, borrow money, set a tax rate, acquire or sell property, for make any other decision that has an effect after or for a term extending beyond the date of the election to fill a vacancy on Council

6. Election Process for Deputy Mayor, Chair or Vice-Chair

6.1. At the first meeting of Council after an ordinary election, all Councillors will be sworn in and the Deputy Mayor will be elected as follows:

a) the Mayor will call the meeting to order and call for nominations for the position of Deputy Mayor three times;
b) Councillors may nominate a fellow Councillor for the position of Deputy Mayor, but may not nominate themselves; nominations do not have to be seconded;
c) after the third and final call for nominations, the Mayor will declare nominations closed;
d) the Mayor will ask each nominee if they accept the nomination for Deputy Mayor;
e) if only one Councillor was nominated and accepted the nomination, that Councillor is declared the Deputy Mayor;
f) if there is more than one nominee, the Mayor will provide each of the nominees an opportunity to speak and Councillors will elect the Deputy Mayor by secret ballot;
g) two volunteers are asked to be scrutineers, one of which must be a staff member. Ballots are distributed to Councillors, votes will be cast, then the scrutineers will collect and count the ballots;
h) the scrutineers announce the overall result of the election (not the number of votes for each Councillor). The Deputy Mayor is determined by majority of the number of Councillors present;
i) if there is not a winner by majority and there are three (3) or more nominees, another vote will occur by dropping the nominee with the lowest votes and voting again until only two (2) nominees remain. If there is not a winner by majority and there are only two (2) nominees, the Deputy Mayor will be determined by a draw by the Clerk or designated staff member.
j) once the Deputy Mayor has been declared elected, a motion will be made to destroy the ballots.

6.2. The term of office for the Deputy Mayor will be two (2) years; the very first term being April 1, 2020 - October 31, 2022 and the nomination process be held again for a term of November 2022 – October 2024, at which time it will re-align with municipal elections in Nova Scotia

6.3. The election of a Chair for a Committee of Council will be completed in a similar manner to the election of the Deputy Mayor except that a staff member will perform the duties of the Chair until the Chair of the Committee of Council is elected. Nominees for Chair will be given an opportunity to speak to the members of the Committee of Council before the vote is held.

6.4. Once a Chair of a Committee of Council is elected, they may perform the election in the same manner for a Vice-Chair.

6.5. The term of office for a Chair or Vice Chair will be two years unless otherwise stated in a policy of Council or administrative terms of reference.

7. Meeting Agendas and Packages

7.1. At Council meetings, unless a majority consents to a different order for that meeting, business will be conducted in the following order:

a) Call to Order
b) Attendance
c) Approval of Agenda, including additions or deletions
d) Declaration(s) of Conflict of Interest
e) Announcements
f) Approval of previous meeting's minutes
g) Public Hearings
h) Unfinished Business/Postponed Motions
i) Mayor's Report
j) Committees of Council Recommendations
k) Councillor Municipal Business Reports
l) Correspondence
m) New Business
n) In-Camera
o) Next Meeting Date / Adjournment

7.2. At Committee of the Whole, unless a majority consents to a different order for that meeting, business will be conducted in the following order:

a) Call to Order
b) Attendance
c) Approval of Agenda, including additions and deletions
d) Declaration(s) of Conflict of Interest
e) Announcements
f) Approval of the Minutes
g) Presentations

h) Unfinished Business/Postponed Motions
i) Reports
j) Correspondence
k) New Business
l) Public Participation Period
m) In-Camera
n) Next Meeting Date / Adjournment

7.3. Agendas of other Committees of Council and Public Hearings will be determined as needed or detailed in the Committee's Administrative terms of reference.

7.4. All topics and supporting material for an agenda will be submitted to the staff member preparing the agenda by 12:00 noon three (3) business days before a regular scheduled meeting. Councillors will be required to submit a "Report Form" (Appendix A) to be included in the agenda package.

7.5. All agendas will be approved by the Mayor or Chair of the Committee of Council and the CAO or designate.

7.6. All agenda items should have an associated report, excerpt sheet, and/or other material outlining the purpose and background of the agenda item put together in one PDF document.

7.7. Meeting packages will be provided to Councillors and resident members of Committees of Council by 5:00 p.m. at least three (3) business days before the meeting by internal communication systems or email.

7.8. Meeting packages will be provided to the public by 5:00 pm two (2) business days before a meeting by posting the meeting package to the Municipal website.

7.9. Meeting packages for a special meeting of Council or a Committee of Council will be provided to Councillors, resident members and the public in accordance with Sections 7.7 and 7.8 should time permit, or by 12:00 noon one (1) business day before the special meeting.

7.10. If an agenda item's associated material is not distributed in the meeting package and the majority of Council accept the report it will be distributed electronically or by hard copy during or after the meeting.

7.11. Late additions to the agenda will be accepted if approved by the majority of Council at the meeting. No late additions will be accepted for special meetings.

7.12. Agenda items may also be added at the meeting if it is time sensitive or concerning a matter where life, property or the environment is at immediate risk and cannot be dealt with at a later meeting once approved by the majority of Council. All meeting package material for these items will be distributed electronically or by hard copy during or after the meeting.

7.13. For instances when a requested agenda item may be outside the jurisdiction of the Municipality, require more research, or should be dealt with in a different forum or meeting, the Mayor or Chair will have the authority to delete, defer, or refer the agenda item. The Mayor or Chair will advise the person requesting the agenda item of the action taken.

7.14. All material in a meeting package which is posted on the Municipal website will be deemed received at the time of agenda approval during the meeting. All material not publicly posted that is read or visually presented during the meeting will be deemed received and amended to the posted meeting package posted on the Municipal website.

7.15. Once an agenda item has been dealt with it should not be put on the agenda again for at least six (6) months unless there is a follow up report on actions taken, or a proper motion is made to reconsider, rescind or amend something previously adopted.

8. Council and Committee Chair Duties

8.1. The Chair of Council will be the Mayor and the Chair of Committee of the Whole will be the Deputy Mayor except:

a) in the absence of the Mayor, the Deputy Mayor will be the Chair
b) in the temporary absence of both the Mayor and Deputy Mayor, a Chair will be appointed from the Councillors present at the meeting.

8.2. The Chair of a Committee of Council will be the Councillor or resident member elected and, in their absence, the Vice-Chair elected.

8.3. It will be the duty of the Chair to:

a) open the meeting by taking the chair and calling the members to order and announcing the business before Council or the Committee of Council;
b) ask members to declare any Conflicts of Interest;
c) receive and put to a vote all motions presented and announce the results;
d) decline to put to a vote a motion which infringes upon rules of procedure established by this Policy;

e) restrain Councillors when engaged in debate, within the rules of conduct established by this Policy or Robert's Rules of Order;
f) protect the rights of those attending the meeting and enforce the rules of order; preserve order, and decide on point of order;
g) call by name any Councillor or resident member persisting in a breach of this Policy, and thereby ordering them to vacate the meeting room;
h) permit the CAO to speak on any point upon request;
i) permit staff and invited guests to speak when appropriate on the agenda and at the request of Councillors and/or CAO;
j) permit proper questions to be asked through the Chair of any Councillor, CAO, staff member, or invited guest in attendance relevant to the issue under discussion in order to provide information to assist debate;
k) declare a meeting dissolved if no quorum has been achieved;
l) adjourn to another place and/or time without ending the meeting with the consent of Council;
m) adjourn the meeting when the business is concluded and a motion to adjourn has been approved by the majority vote; or
   i. adjourn the meeting when an adjournment time has been set and approved by majority vote or consensus, when the time has been reached except when it is extended by unanimous consent; or
   ii. adjourn the meeting at the Chair's sole discretion due to inclement weather conditions to a time and date set by the Chair.

9. Minutes and Recordings

9.1. Written minutes of Council and all Committee of Council meetings, including in-camera meetings, will be kept providing a permanent and historical record of the Municipality's business. When required, these minutes may be recognized in court as evidence of decisions made and actions taken.

9.2. Written minutes kept will:
a) record the names of the members or participants and the time when any member joins or leaves a meeting which is in progress;
b) contain all motions and decisions by consensus and will record the outcome of each vote;
c) record the names of all Councillors or resident members who voted "Nay" to a motion put to a vote;
d) summarize key points of a discussion and mention reports, petitions, correspondence, presentations and other papers submitted only by their respective title, or a brief description of the content;

e) contain presentation points and timestamps of when the reports were discussed during the meeting.
f) be clear, accurate, concise, and formatted to be readable;
g) be written in past-tense;
h) flow logically in accordance with the agenda, even if the meeting itself had been fragmented and confusing.

9.3. To assist with accurate composition of draft minutes, public meetings of Council or Committees of Council (including In-Camera sessions) will be recorded using audio recording equipment. Once minutes are approved, the audio recording will be kept for at least seven (7) years after which it may be destroyed in accordance with the Records Management Policy of the Municipality.

9.4. Draft minutes of Council and Committee of the Whole will be reviewed by the Clerk and CAO.

9.5. Draft minutes of other Committees of Council will be reviewed in accordance with the Committee of Council's Administrative Terms of Reference.

9.6. Minutes of all meetings will be posted in draft electronic form on the Municipality's website for the public and to the internal communication system for Councillors and staff for information.

9.7. The minutes of the last preceding regular meeting and subsequent special meetings will be reviewed at the next meeting of Council or Committee of Council and after all necessary corrections and amendments have been noted, be approved and signed by the Mayor or Chair.

9.8. To correct the minutes at the time of approval, the word or words will be crossed out and the corrections written in and initialed before being signed by the Chair. The digital form of the minutes posted to the Municipality's website and internal communication system will be changed accordingly in red font and a footnote of the changes will be added to the electronic minutes stating "Amended".

9.9. The press will be allowed to only use audio recording equipment during public meetings.

9.10. A request for copies of the audio recordings of public meetings may be submitted in writing or electronic mail to the Clerk of the Municipality and will be provided, if available, for a prescribed fee

9.11. Council and Committees of Council may choose to live-stream video on the internet of any or all meetings, with no obligation to live-stream video of a meeting. There will be no audience participation using the live-streamed video, but residents may leave messages; however, staff will be unable to address said messages.

9.12. Except for Section 9.3, 9.9 and 9.11 of this Policy, electronic means recordings and the taking of photos by any device will not be allowed during meetings except by permission of the Chair.

10. Meeting Decorum and Rules of Debate

10.1. Robert's Rules of Order will govern the proceedings of Council and Committees of Council in all cases not provided for in this Policy or an Administrative Terms of Reference.

10.2. Members of the public present in the meeting room will maintain order and quiet and will not address the Council or Committee of Council except with permission of the Chair.

10.3. All cellular phones and electronic devices which emits a sound will be set to silent or turned off during a meeting, with the exception of equipment required for specific use related to the matter (i.e., issued tablets that would contain the agenda and related documents).

10.4. No one may bring any sign, poster, placard, banner or other like device into a meeting place without the prior permission of the Chair, subject to an objection by a majority of the members of Council or Committee of Council present

10.5. All Councillors, resident members, or other persons presenting to Council or a Committee of Council will not:

a) speak disrespectfully of any person;
b) use offensive language
c) speak on any subject other than the subject for which they received approval to speak;
d) disobey any decision of the Chair;
e) enter a cross debate with another member; or
f) willfully distract the member speaking, unless it is regarding a point of order or to raise a question of privilege.

10.6. A Council or a Committee of Council member or other persons may speak to a subject or motion at a meeting only if that member first addresses the Chair.

10.7. The Chair may ask questions and speak on a matter in the same manner as all Council or Committee of Council members without leaving the seat of the Chair.

10.8. Every Council or Committee of Council member or other person, prior to speaking on any question or motion, will signal their desire to speak by raising their hand or other acceptable manner and wait to be recognized by the Chair. When two or more members signal to speak, the Chair will designate who has the floor based on the opinion of the Chair as to who signaled first.

10.9. No Council or Committee of Council member or other person will speak more than twice (and the second time only to raise new information), for a maximum of five (5) minutes each time, without permission of Council on any motion except to explain misconception of his remarks. When a member wishes to explain a misconception, the member will signal to the Chair and ask permission of the Chair, without further comment, and if permitted by the Chair, will explain only an actual misunderstanding of language.

10.10. A Council or Committee of Council member may request the motion under consideration be read at any time during debate but may not interrupt while another member is speaking.

10.11. The mover of a motion will have the right to reply and sum up in closing the debate.

10.12. The Chair, after having called attention of Council or Committee of Council to the conduct of a member who persists in irrelevant or repetition of an argument during debate, may direct a member to discontinue speaking.

10.13. A Council or Committee of Council member, member of the public or other person willfully disregarding the meeting decorum or rules of debate or obstructing the business of the Council or Committee of Council meeting, may be ordered by majority vote of the members present, to leave the meeting, which for clarity means leaving the property of the meeting location.

10.14. Formal presentations will be made at any meeting of Council or Committee of Council meeting, with no individual presentation exceeding fifteen (15) minutes plus a period for questions. For purposes of efficiency and time management it will be the goal when setting an agenda to limit a maximum of two (2) formal presentations at any Committee of the Whole meeting, it will be at the discretion of Council to request presentations at Council meetings.

10.15. When a report, by-law, petition or other document is read or received, including those deemed received upon approval of the agenda, the Clerk or appropriate staff member will endorse upon it:

a) a note of the reading;
b) the date;
c) the way it was dealt with.

10.16. A meeting of Council or a Committee of Council will adjourn at 10:00 pm unless otherwise determined by a majority vote of the members present. If the meeting agenda is not completed as of 10:00 pm, the meeting will resume the next business day at 6:00 pm to complete the work from the previous day's approved agenda.

11. Conflict of Interest

11.1. In accordance with the Municipal Conflict of Interest Act each Councillor and resident member must self-identify and disclose any pecuniary interest in any item before Council, Committee of Council or external committee or board.

11.2. Where a Councillor or resident member, either on their own behalf or while acting for, by or with and/or through, another person has any pecuniary interest, direct or indirect on a subject they will:

a) prior to any consideration of the matter at the meeting, disclose the interest and the general nature there of;
b) leave their seat and sit in the gallery or exit the meeting room for the duration of the discussions pertaining to the matter;
c) not take part in the discussion of or vote on any question with respect to the matter;
d) not in any way before, during and/or after the meeting influence the voting on any question pertaining to the matter.

11.3. If the meeting is a closed meeting, in addition to complying with the requirements in Section 11.2, the Councillor or resident member will leave the meeting place for the part of the meeting during which the matter is under consideration.

11.4. Where the interest of a member has not been disclosed by reason of their absence from the particular meeting, the member will disclose the interest and otherwise comply at the next meeting they attend of Council, Committee of Council or external committee or board where the matter was discussed.

11.5. The Clerk or responsible staff member will record the name of the member, the meeting, the time they left their seat and returned, and the nature of the conflict of interest in the minutes of the meeting and a central registry of disclosure.

12. Motions and Voting

12.1. The types of motions which may be made at a Council or Committee of Council meeting are:

a) Main motions – reflects the proposed decision or action to be taken regarding a subject;
b) Subsidiary motions – facilitates or modifies the main motion;
c) Incidental motions – relates to a question of procedure regarding a main motion;
d) Privileged Motions – a motion which does not relate to the main motion but takes immediate priority.

12.2. The following are common but not all Subsidiary motions:

a) Postpone indefinitely – if approved this motion stops the main motion without a vote;
b) Amend – changes something within the main motion;
c) Postpone definitely – sets the main motion aside until a specified time;
d) Refer – sends the main motion to a specific committee or staff for further investigation and report back;
e) Limit or extend debate – shortens or lengthens the time for debate;
f) Previous Question – closes debate and brings the main motion to a vote;
g) Lay on the Table – puts the main motion aside temporarily for more urgent business and is taken up after the urgent business is dealt with.

12.3. The following are common but not all incidental motions:

a) Point of Order – asked the Chair to enforce the rules; more details in Section 13;
b) Appeal – takes the decision of the Chair away and gives it to members of Council or Committee of Council;
c) Suspend the rules – allow Council or Committee of Council to do something it normally cannot do without breaking the rules;
d) Objection to consideration of the question – avoids the main motion if Council or Committee of Council thinks the motion should never have been made or is outside the its mandate;
e) Division of a question – separate parts of a main motion into separate motions that can stand on their own for consideration.

12.4. The following are common but not all privilege motions:

a) Raising a question of privilege – is an emergency motion which deals with the rights and privileges of members;
b) Recess – provides a short break in the meeting;
c) Fix the time to adjourn – sets a time to adjourn the meeting;
d) Adjourn – closes the meeting.

12.5. All business before Council or Committee of Council for consideration will be made in the form of main motions which proposes specific action be taken.

12.6. All main motions will be provided to the Chair or Clerk in writing before being debated.

12.7. A motion must be seconded, and when requested read by the Chair or Clerk, before it is debated; except a motion raising a question of privilege or point of order.

12.8. Council or a Committee of Council may have informal discussions on a subject prior to making a main motion for consideration.

12.9. A motion may at any time after it is seconded and before the Council or Committee of Council has voted on it, be withdrawn or modified by the mover with consent of Council or Committee of Council.

12.10. When any main motion is being considered, the only motions in order will be:

a) to amend;
b) to refer;
c) to postpone either definitely or indefinitely; or
d) to limit or extend debate;
e) the previous question.

12.11. Amendments will be put in the reverse order of which they are made. Only one amendment will be allowed at a time and one sub-amendment will be allowed to an amendment. Every amendment submitted will be decided on or withdrawn before the main question is put to a vote.

12.12. A motion to adjourn will always be in order except in the following cases:

a) when a Council or Committee of Council member is in possession of the floor;
b) when the "yeas" and "nays" are being called;
c) while the Council or Committee of Council members are voting; or
d) when the motion to adjourn was the last preceding motion.

12.13. The following motions will be decided without debate:

a) a motion to reconsider;
b) all motions as to priority of business or as the suspension of the order of the day;
c) applications to speak more than the prescribed number of times;
d) a motion to allow any person other than a Council member to address the Council;
e) a motion to postpone definitely;
f) a motion to lay on the table when claiming a privilege over another person; and
g) a motion to adjourn.

12.14. Before putting the motion to a vote, the Chair will ask "Are you ready for the question" and if no member offers to speak on the motion or they make a motion for the Previous Question, the Chair will put the question, after which no member will be permitted to speak upon it.

12.15. The usual form of voting on any motion will be by the Chair calling for "yeas" and "nays", and members indicating their choice by show of hands or, if provided, by electronic means; but any Council or Committee of Council member, before or after the vote can call for, a recorded vote with each members vote entered into the minutes.

12.16. No motion committing the Municipality to the expenditure of funds will be accepted by the Chair for the consideration of Council, unless there is unanimous consent of Council members present, except for matters arising from correspondence, Committee of Council or other reports, agenda items, notices of motions or other material circulated to Council members on or before the day before the meeting, and except for matters arising from a closed meeting.

12.17. A majority vote of those present will determine all questions arising in Council and a Committee of Council, except motions to approve a planning document and those requiring a two-thirds (2/3) vote.

12.18. The adoption of planning documents or amendment thereof by Council at Second Reading requires a majority vote of number of Council members elected, regardless of number present to achieve quorum. And only those members present during a public hearing are permitted to vote on the matter at which a public hearing was held.

12.19. The following motions require a two-thirds vote:

a) to suspend the rules;
b) to limit or extend debate;
c) to amend or rescind something previously adopted;

d) to object to the consideration of the question; or
e) to close nominations.

12.20. Subject to the *Municipal Conflict of Interest Act*, all Council or Committee of Council members present including the Chair will vote on a motion and may not abstain.

12.21. A member of Council or Committee of Council who fails or refuses to vote on a motion is deemed to have voted in the positive.

12.22. In the event of a tie in a vote on a motion, the motion is determined in the negative.

12.23. Any notice of motion given by a Council or Committee of Council member for a subsequent meeting may, in the absence of the member giving such notice, be taken up by another member.

12.24. The following motions may bring a motion for consideration again:

a) Take from the table – takes up the motion previously laid on the table;
b) Rescind – takes back a motion or policy; for a by-law this is called a repeal, a notice to rescind must be given at a previous meeting;
c) Amend something previously adopted – modifies a motion previously presented and adopted;
d) Discharge a committee – takes a matter sent to a committee back before a report has been presented;
e) Reconsider – allows reconsideration due to new information or situation so the true will of the members is acted on.

12.25. No motion can be reconsidered if the actions cannot be undone.

12.26. After any main motion has been decided, any Council or Committee of Council member who voted on the winning side may, after the decision has been announced from the Chair, but before adjournment of the meeting may give notice of an intention to move reconsideration at the next meeting. The giving of such a notice operates as a stay or suspension of the decision.

12.27. In the event that Council or a Committee of Council member fails to give notice of reconsideration at the same meeting, the member will give notice in writing to the Clerk least 14 days prior to the next meeting but not thereafter, of Notice of Motion to reconsider the motion of a previous meeting, stating the reasons therefore, and if the motion for reconsideration is seconded, the same will be put to a vote after debate (unless it is an undebatable motion) and if carried, the question for reconsideration will then be read and disposed of.

12.28. No discussion of the main question will be allowed during the motion for reconsideration.

12.29. The following matters are not eligible for reconsideration:

a) a motion approving the first or second reading of a by-law enactment, amendment or repeal;
b) a motion to decide on a matter which was the subject of a statutory hearing by Council;
c) a motion which is or was considered by the Committee of the Whole or the Planning Advisory Committee in substantially the same form in which it is being or will be considered by Council, irrespective of whether Council has adopted or rejected or may adopt or reject, the recommendation;
d) a matter which has already been reconsidered once;
e) a vote to reconsider; and
f) a motion to reconsider or rescind a motion approving the annual budget of the Municipality or a motion authorizing any legal proceedings.

12.30. Any rule concerning motions and voting may be suspended for a specific matter with a motion, passed by two-thirds (2/3) vote of Council or Committee of Council members present, stating the specific rule to suspend and the matter for which it is suspended.

12.31. A summary of the rules for common motions can be found in Appendix B.

13. Points of Order (also refer to Code of Conduct Policy)

13.1. A point of order asks the Chair to rule on or enforce the rules if a Council or Committee of Council member thinks the rules of this Policy have been broken.

13.2. A point of order does not need to be seconded but must specify which rule is being broken and must be decided upon before the subject under consideration is proceeded with.

13.3. When a Council or Committee of Council member is called to order, the member will be seated and remain silent until the point is determined or until called upon by the Chair to be heard on the point of order.

13.4. A point of order is not debatable amongst other Council or Committee of Council members, unless the Chair invites discussion to assist in making a ruling. Where the Chair permits discussion on a point of order, no member will speak more than once.

13.5. Decisions of the Chair on points of order or procedure, including an order expelling and excluding a person from the meeting room pursuant to Sections 13.6 and 13.8, are not debatable but are appealable to Council or Committee of Council by any member. When an appeal is made of the decision of the Chair, the Chair will simply put the question, "Will the decision of the Chair be sustained?

13.6. If a Council or Committee of Council member resists:

a) the rules contained in this Policy;
b) willfully obstructs the business of Council or the Committee of Council;
c) disobeys the decision of the Chair, or of Council or Committee of Council on appeal, on any question of order or practice or upon the interpretation of the rules after being called to order by the Chair; or otherwise disrupts the meeting proceedings;

the member may be ordered by the Chair to leave their seat.

13.7. If the Council or Committee of Council member refuses to leave the Council members seat, the Chair may, after majority vote is made to support the expulsion, order the member to be expelled and removed from the meeting room.

13.8. Such Council or Committee of Council member may, by vote of the members, later in the meeting or at a subsequent meeting be permitted to re-enter the meeting room and to resume participation in Council or Committee of Council business with or without conditions.

13.9. Persons who are not Council or Committee of Council members, staff, or invited guests of the Municipality will observe silence and order in the meeting room, unless given permission to speak. Any such persons disturbing the proceedings of Council or Committee of Council will be called to order by the Chair and, if they fail to comply, will be expelled and excluded from the meeting room by the Chair, provided that a majority vote will be required to sustain the expulsion.

13.10. Such members of the public, by vote of the members, later in the meeting or at a subsequent meeting, may be permitted to re-enter the Council Chambers with or without conditions.

13.11. An order of the Chair to expel a person from the meeting room pursuant to Sections 13.6 and 13.8 of this Policy constitutes a direction from the Municipality to leave the premises for the purpose of the Protection of Property Act and other applicable laws.

14. In-Camera Meetings

14.1. Notwithstanding Section 3.1, Council or a Committee of Council may meet in-camera as per Section 22(2) of the Act, for the following reasons:

a) acquisitions, sale, lease and security of municipal property;
b) setting minimum price to be accepted by the municipality at a tax sale;
c) personnel matters;
d) labour relations;
e) contract negotiations;
f) litigation or potential litigation;
g) legal advice eligible for solicitor-client privilege;
h) public security.

14.2. No decision will be made while in-camera except decisions on matters of procedure or to give direction to the CAO or Solicitor. All other decisions will be made during a public meeting.

14.3. The meeting decorum and rules of debate of Section 10 apply during an in-camera meeting.

14.4. A record which is open to the public will be made, noting the fact that Council or Committee of Council had met in-camera, the type of matter as set out in Section 22(2) of the Act, and the date, but no other information.

14.5. Discussions held by those in attendance of an in-camera meeting are confidential unless required for Municipal, legal purposes pursuant to other regulatory requirements or released by motion of Council or the Committee of Council. These meetings will be recorded electronically for accuracy in the minute taking process.

14.6. An agenda and documentation for the in-camera meeting will be provided to Council or Committee of Council members only, in a manner similar to Section 7 of this Policy or may be handed out during the in-camera meeting. Such material will be deleted from the internal communication system or collected after the meeting.

14.7. Minutes of the in-camera meeting will be taken by the Clerk, or other responsible staff member, and approved at the next in-camera meeting of Council or Committee of Council. Such minutes and meeting packages will be securely kept and will not be subject to mandatory public disclosure unless required for Municipal, legal purposes pursuant to other regulatory requirements, or released by motion of Council or the Committee of Council.

14.8. The Mayor, Deputy Mayor, Chair, Solicitor, CAO or designate, or Clerk will have authority to brief one another or any member of Council or Committee of Council who is absent from the closed session.

15. Setting Direction

15.1. To practice good governance and ensure that decisions are made in the best interest of the Municipality, businesses and residents; decisions should be assessed through the lenses of property, environment, economics, social and public opinion before recommending an action or making a decision. Appendix C has further details on the decision-making lenses.

15.2. Council may set direction and make decisions through resolutions, policies and by-laws. Committees of Council may make motions recommending a direction, policy, or by-law to Council.

15.3. The process to approve a resolution at a Council meeting does not require notice or public consultation. A motion becomes a resolution upon approval.

15.4. Approval of Policies:

a) The process for Council to approve a policy requires seven (7) days notice to all Council members but does not require public consultation. Notice may be given in one of the following manners:

i. Through a notice of motion regarding the policy at a Council meeting for approval at the next Council meeting, provided there are at least seven (7) days between meetings;

ii. Through a recommendation from Committee of the Whole to Council, provided there is at least seven (7) days between the meetings;

iii. Through a recommendation from Planning Advisory /Heritage Advisory Committee to Council, where such notice will be emailed to Councillors at least seven (7) days before the meeting.

15.5. Approval of By-laws and Planning Documents:

a) The process for Council to approve a by-law, other than a planning document, requires a First Reading at a Council meeting, a Public Hearing and a Second Reading at a subsequent Council meeting. A notice regarding the Public Hearing must be published in accordance with Section 168 (2) of the Act.

b) The process for Council to approve a planning document or amendment there of, after the requirements of the public participation program for planning documents have been met, requires a First Reading at a Council meeting, a Public Hearing and

a Second Reading at a subsequent Council meeting. A notice regarding the Public Hearing must be published in accordance with Section 206 of the Act.

c) Council will receive no new information regarding the by-law or planning matter once a public hearing is complete.

d) Only the Council members present at the Public Hearing may vote on the Second Reading of the by-law and planning document.

15.6. Public Hearings are separate meetings which are held immediately before the Council meeting at which the Second Reading of the by-law or planning document is held. The agenda for the Public Hearing will be similar to the following:

a) Overview of by-law or planning document to be approved – by staff
b) Owner or Developer Presentations (if applicable)
c) Written Submissions in Favour or Against
d) Questions or Comments from the Public in Favour or Against
e) Concluding Remarks

15.7. Council may reverse a resolution or policy through a motion to rescind or repeal in the same manner it was created. The process to reverse a by-law is to create a new by-law stating the repeal.

15.8. The resolution, policy or by-law to be rescinded or repealed:

a) will have been approved at a previous Council meeting, and
b) will not have been carried out to the extend that it is too late to undo for the future.

16. Receiving Public Input

16.1. Council and Committees of Council members may obtain public input and opinions from residents in the following manner:

a) speaking with a resident directly;
b) at public consultation and information meetings;
c) during Public Hearings;
d) through formal presentation during meetings, requests which have been received by staff may be placed on the meeting agenda and approved by the Chair, prior to the meeting;
e) during the allotted twenty (20) minutes of Public Participation on the Committee of the Whole Agenda. A member of the public may speak for a maximum of five (5) minutes each during this period;
f) through formal petitions and written applications to Council.

16.2. Petitions and applications to Council will be:

a) legibly written or printed on paper;

b) will have endorsed upon it the name, address and signature of one or more petitioners, applicants or required persons, and the substance of the matter contained in it.

c) be presented by a Council member or staff member who will inform Council of the contents and ask permission of Council for it to be read on behalf of petitioners;

d) Council may decide to hear a summary of a petition or written application in lieu of hearing the reading of the entire petition or written application.

17. Committees

17.1. The Council of the Municipality may establish Committees of Council for various matters.

17.2. Committees of Council are advisory in purpose and may only make recommendations to Council for final approval and action, unless otherwise enabled under this Policy or by Provincial Legislation.

17.3. In addition to the Committee of the Whole, the following Committees of Council are here by established and details of the establishment can be found in the respective appendix to this Policy:

a) Accessibility Advisory Committee – Appendix D
b) Audit Committee – Appendix E
c) Davidson Lake Watershed Committee - F
d) French Mill Brook Watershed Advisory Committee – Appendix G
e) Fences Arbitration Committee – Appendix H
f) Repealed
g) Repealed
h) Mill Lakes Watershed Advisory Committee – Appendix J
i) Planning Advisory/Heritage Advisory Committee – Appendix K
j) Municipal Climate Change Action Plan Committee – Appendix L
k) Diverse and Inclusive Communities Committee – Appendix M
l) Police Advisory Board – Appendix N

17.4. Council may also form Committees of Council as required under a by-law or agreement approved by Council.

17.5. Council may agree to participate in external boards and committees which are established by the Province, legal agreement or is of significant interest to the Municipality.

17.6. Council will not be bound by the by-laws or articles of incorporation adopted by an external committee or board providing for the appointment of a member to the committee or board.

17.7. Council agrees to participate in the following external boards and committees:

a) Annapolis Valley Regional Library Board
b) Hants County Residence for Senior Citizens Board
c) Landfill Liaison Committee
d) Region 6 Solid Waste Management Board
e) Valley Communication Fibre Network
f) Valley Regional Enterprise Network
g) Highway 101 Twinning Community Liaison Committee

17.8. Councillors are elected to various committees and boards every two (2) years, or as required by other legislation, policies or agreement, at the November Council meeting to ensure there are no interruptions in the November committee meeting dates. These appointments will take effect November 1st, unless otherwise stated within the Terms of Reference outlined within a committee. For clarification, the first appointment after April 1, 2020 will be in November 2022. The number of Councillors to be elected:

a) for Committees of Council one (1) or more Councillors may be elected in accordance with the Committee structure set by Council;
b) for external boards and committees, one (1) Councillor and one (1) alternate Councillor may be elected.

17.9. The election of Councillors to various committees and boards will be conducted in similar manner as the election of Deputy Mayor in Section 6.

17.10. Councillors not elected to a Committee of Council or external committee or board will not be permitted to participate in the committee debate or the vote; but are authorized to make comments, presentations, and participate in the committee meeting, to the extent authorized by the Chair.

17.11. A Councillor ceases to be a member of a Committee of Council or external committee or board when they cease to be a Councillor or as per poor conduct as per the Code of Conduct Policy.

17.12. Council may appoint residents to serve on Committees of Council or to represent the Municipality on external board and committees.

17.13. All resident appointments will be advertised publicly with a request for those interested to submit a letter of interest and application for a committee. The letter of interest will be reviewed by the CAO or designate and staff who will then submit a recommendation to Council for appointment.

17.14. Committees of Council will be governed in accordance with this Policy, unless this Policy states that an alternate arrangement may be provided in the Administrative Terms of Reference of the Committee of Council.

17.15. Each member of a Committee of Council is to receive a copy of this Policy and the Committee of Council's Administrative Terms of Reference at the first duly called meeting of the Committee of Council after the regular election or appointment of members.

17.16. The Clerk will keep a record of all Councillor and resident appointments to Committees of Council and external committees and boards.

17.17. Councillors and resident members who sit on an external committee and board that has not been a result of an appointment by Council, will disclose the name of the external committee or board to the Clerk. The Clerk will keep a public record and will update the information in November of each year.

17.18. Council may by majority vote remove any Councillor or resident member of a Committee of Council or external committee or board who was elected or appointed by Council.

17.19. Council will fill any vacancy on a Committee of Council or external committee or board as soon as practicable after the vacancy occurs.

18. Conferences and Training

18.1. Up to six (6) Council members plus Mayor (and their spouses), and the CAO (or delegate) may attend the Spring conference held by the Nova Scotia Federation of Municipalities (NSFM). And, up to six (6) Council members plus Mayor (and their spouses), and the CAO (or delegate) may attend the Fall conference held by the NSFM; however, will be based on opportunity. The schedule of attendance will be revisited annually to promote fairness.

18.2. Annually, Council will approve participation in a conference held by the Federation of Canadian Municipalities (FCM), including the number of Council and staff members to participate through the provision of funding during budget deliberations.

18.3. Councillors may attend and be reimbursed for other related training opportunities with prior approval of Council.

18.4. Remuneration for conferences and training will be in accordance with the Remuneration Policy.

18.5. There will be an annual budgeted amount for Committees of Council members to attend conferences relevant to the committee in which they are appointed. This may include up to one resident member per Committee of Council.

18.6. The CAO will be responsible for promoting conference and professional development opportunities and for devising a system ensuring overall fairness for the opportunity to attend.

19. Repeal

19.1. The following policies of the former Municipality of the District of West Hants are hereby repealed effective April 1, 2020:

a) The Council Procedural Policy, COGE-003.00, dated February 14, 2017 as amended to September 10, 2019;
b) Audit Committee Policy, COFN-007.00, dated May 8, 2018;
c) Policy Establishing Davidson Lake Watershed Advisory Committee, COPW-003.00, dated December 8, 2015 as amended to June 12, 2018;
d) Establishment of the Falmouth Watershed Advisory Committee Policy COPW-002.00, dated February 13, 2018 as amended to June 12, 2018;
e) Policy to Establish the Fences Arbitration Committee, COGE-008.00, dated June 12, 2018;
f) Policy Establishing West Hants Planning Advisory Committee, COPL-006.00, dated December 11, 2018; and
g) Policy Establishing the Hantsport Area Advisory Committee, COPL-005.00.

19.2. The following policies of the former Town of Windsor are hereby repealed effective April 1, 2020:

a) Meeting Attendance via Video/Virtual Policy dated September 26, 2017;
b) Appointment of Deputy Mayor Policy dated November 25, 2014; and
c) Audit Committee Policy dated November 28, 2017.

20. Related Legislation, Policies, Procedures

20.1. The following is a list of related legislation, policies and procedures:

a) Municipal Government Act

b) Municipal Conflict of Interest Act
c) Freedom of Information and Protection of Privacy Act
d) Protection of Property Act
e) Robert's Rules of Order

APPENDIX A
Report Form

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

To: (Name of Committee)

Submitted by: _____
(Name and Title)

Date: (Date)

Subject: (Title or Subject of Report)

LEGISLATIVE AUTHORITY

(State where ability for consideration comes from if applicable)

RECOMMENDATION or DECISION REQUEST

(State the recommendation or decision request in the form of a motion, if not applicable because it is an Information Report or Councillor Activity Report, state so)

BACKGROUND

Property☐	Public Opinion☐	Environment☐	Social☐	Economic☐	Councillor Activity ☐

(Provide the Who, What, When, Where and Why. If a Councillor Activity Report check "Councillor Activity" and provide your update/info below in the "Discussion" section.)

DISCUSSION

(Provide new information about the subject, Councillor activity, strategic implications, desired outcome.)

NEXT STEPS

(State what will be done next if anything.)

FINANCIAL IMPLICATIONS

(Inform of any financial implications it may have on current or future budgets of the Municipality, or to residents, if anything.)

ALTERNATIVES

(State any option to the recommendation and implication of the options, if anything)

ATTACHMENTS

(List any attachment to the report, if anything.)

CHIEF ADMINISTRATIVE OFFICER REVIEW

(For use if report is from a Councillor. CAO to provide additional comments on background, department/staff responsible and workload, budget, options, preferred strategy. State "Not Applicable" if report is from staff which already incorporates CAO review.)

Report Prepared by: _____
(Name and Title)

Report Reviewed by: _____
(Name and Title)

Report Approved by: _____
(Name and Title)

APPENDIX B

Rules of Common Motions

Privilege and Subsidiary motions are listed in the order of their precedence, with the highest ranking at the top. After the Chair states a motion, higher ranking motions are in order but not lower ranking motions, except to Amend and Previous Question can be applied to amendable and debateable motions of higher rank than themselves. Incidental Motions have no ranking order. These are the general rules relating to motions, special rules may apply in accordance with Roberts Rules of Order.

Type Of Motion	Motion in Order of Precedence	Seconded Needed?	Amendable?	Debatable?	Decided by?	Reconsider?	Interrupt?
Incidental Motions	Point of Order	No	No	No (unless Chair Permits)	Chair	No	Yes
	Appeal	Yes	No	Yes	Majority (Nays)	Yes	Yes (at time of ruling)
	Suspend the Rules	Yes	No	No	2/3	No	No
	Objection to the Consideration of the Question	No	No	No	2/3 (Nays)	Yes (Nays Only)	Yes (unless debate has begun)
	Division of the Question	Yes	Yes	No	Majority	No	No
Privilege Motions	Fixing the Time to Adjourn	Yes	Yes	No	Majority	Yes	No
	Adjourn	Yes	No	No	Majority	No	No
	Recess	Yes	Yes	No	Majority	No	No
	Raise a question of Privilege	No	No	No	Chair	No	Yes
Subsidiary Motion	Lay on the Table	Yes	No	No	Majority	No	No
	Previous Question	Yes	No	No	2/3	Yes	No
	Limit or Extend Debate	Yes	Yes	No	2/3	Yes	No
	Postpone to a Definite Time	Yes	Yes	Yes	Majority	Yes	No
	Refer	Yes	Yes	Yes	Majority	Yes	No

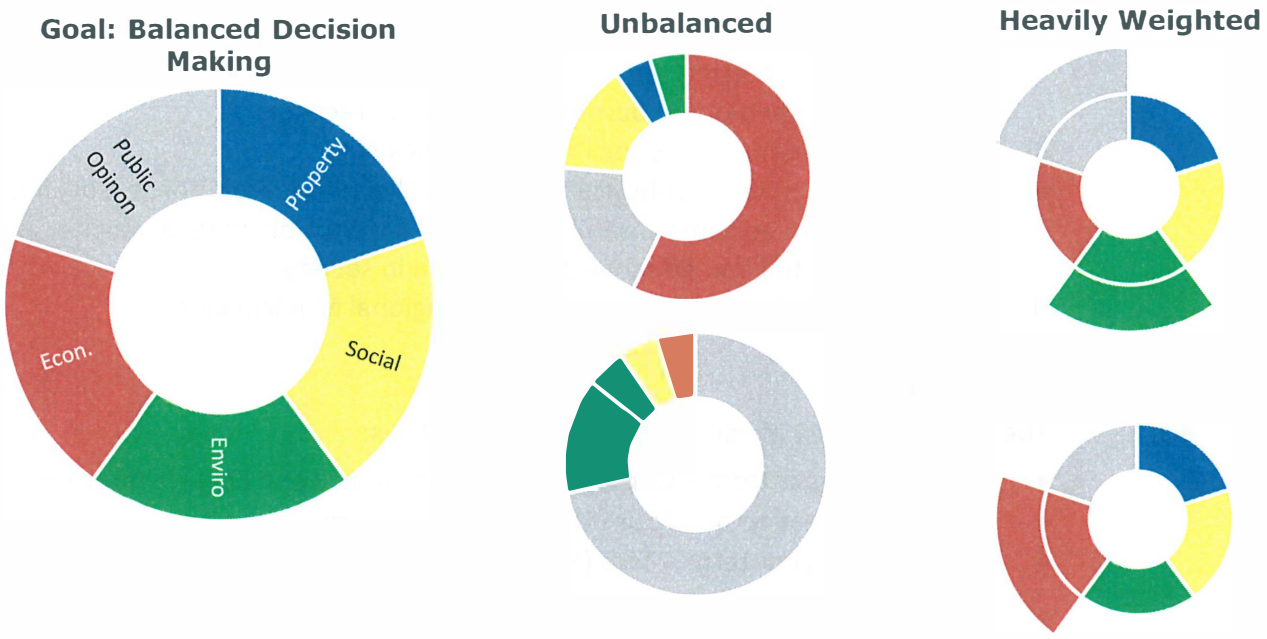
	Amend	Yes	Yes	Yes	Majority	Yes	No
	Postpone Indefinitely	Yes	No	Yes	Majority	Yes	No
Main	Original Motion	Yes	Yes	Yes	Majority	Yes	No

APPENDIX C

Decision Making by Council and Committee of Council

Council and resident members should assess every issue presented through the lenses of property, environment, economics, social, and public opinion before making a decision or recommendation for action. Council and residents have the responsibility to research all lenses in order to make a balanced and respectful decision. Information on an issue can become heavily weighted around a single lens, leaving out other factors that will influence the community as a whole. Council and resident members strive to make recommendations that are balanced and unbiased, without emotion, which reflect all lenses, to protect the best interests of the Municipality and the people it serves.

- **Property:** "something at the disposal of a person, a group of persons, or the community or public". Examples: single use, shared use, noise, beautification, traffic, zoning, regulations
- **Environment:** "the air, water, minerals, organisms, and all other external factors surrounding and affecting a given organism at any time". Examples include regulatory requirements and land use.
- **Economic:** "pertaining to the production, distribution, and use of income, wealth, and commodities". Examples: cost savings or expense with decision, property taxation, spending in community, tourism, assessments, market impacts
- **Social:** "of or relating to human society". Examples: Acceptance, limited available or benefit, values
- **Public Opinion:** "the collective opinion of many people on some issue, problem, etc., especially as a guide to action, decision, or the like". Examples: feedback, communication, media, other municipal units
- **Other:** In some cases, other lenses may be required to fully understand an issue. Examples: chance of success, innovation.



APPENDIX D
Accessibility Advisory Committee

1. PURPOSE

1.1. The Accessibility Advisory Committee provides advice to Council on identifying, preventing and eliminating barriers to people with disabilities in municipal programs, services, initiatives and facilities. The Committee plays a pivotal role in helping the West Regional Hants Municipality become a barrier-free community and ensuring obligations under "An Act Respecting Accessibility in Nova Scotia (2017)" are met.

2. SCOPE

2.1. This Policy is applicable to all members appointed to the Municipality's Accessibility Advisory Committee.

3. DEFINITIONS

3.1. In Appendix D,

a) "AAC" means the Accessibility Advisory Committee of the Municipality;

b) "Act" means the *Accessibility Act*;

c) "Barrier" means anything that hinders or challenges the full and effective participation in society of persons with disabilities including a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice;

d) "Council" means the Council for the Municipality;

e) "Disability" includes a physical, mental, intellectual, learning or sensory impairment, including an episodic disability; that, in interaction with a barrier, hinders an individual's full and effective participation in society;

f) "Municipality" means the West Hants Regional Municipality.

4. COMMITTEE COMPOSITION

4.1. The AAC will consist of seven (7) members as follows:

- To a two-year term – One (1) members of Council and One (1) Alternate
- To a two-year term – Four (4) Resident members
- To a three-year term – Two (2) Resident members.

4.2. Resident members will not be members of Council or employees of the Municipality.

4.3. At least one half of the members of the AAC must be persons with disabilities or representatives from organizations representing persons with disabilities.

4.4. If a member vacates AAC for any reason at any time before that member's term would normally expire, Council will promptly appoint a new member to the Committee to hold office for the unexpired term.

4.5. The Chair and Vice-Chair will be appointed annually by the members of AAC.

5. MANDATE AND RESPONSIBILITIES

5.1. AAC has the following responsibilities:

a) Advise Council in the preparation, implementation and effectiveness of its accessibility plan. In accordance with the Act, the plan must include:

- A report on measures the Municipality has taken and intends to take to identify, remove and prevent barriers;
- Information on procedures the Municipality has in place to assess the following for their effect on accessibility for persons with disabilities:

i. Any of its proposed policies, programs, practices and services, and

ii. Any proposed enactments or bylaws it will be administering; and

- Any other prescribed information.

b) Advise Council on the impact of the Municipality's policies, programs and services on

persons with disabilities;

c) Review and monitor existing and proposed Municipal by-laws to promote full participation of persons with disabilities, in accordance with the Act;

d) Identify and advise on the accessibility of existing and proposed municipal services and facilities;

e) Advise and make recommendations about strategies designed to achieve the objectives of the Municipality's Accessibility Plan;

f) Receive and review information directed to it by Council and its committees, and to make recommendations as requested;

g) Monitor Federal and Provincial government directives and regulations; and,

h) Host community consultations related to accessibility in the Municipality.

6. ADMINISTRATION

6.1. AAC will meet no less than six times per year, or otherwise as required to fulfill the duties as outlined.

6.2. A quorum for AAC will be a majority, four (4) members.

6.3. The AAC may receive presentations from the public upon approval of the Chair.

6.4. The AAC may establish Working Groups to explore specific issues related to the accessibility plan and/or to other responsibilities. Members of the Working Group may consist of additional members of the community. A member of the AAC shall chair the Working Group.

APPENDIX E

Audit Committee

1. PURPOSE

1.1. The primary purpose of the Audit Committee (the "Committee") is to provide advice to Council on all matters relating to audit and finance. The objective of the Committee is to:

a) fulfil the requirements outlined in Section 44 of the *Municipal Government Act*; and

b) assist Council in meeting its oversight responsibilities by ensuring the adequacy and effectiveness of financial report, risk management and internal controls.

2. SCOPE

2.1. This Policy is applicable to all serving members Audit Committee.

3. DEFINITIONS

3.1. In Appendix E,

a) "Auditor" means the External Auditor conducting the audit of the Municipality;
b) "CAO" means the Chief Administrative Officer for the Municipality;
c) "Director of Finance" means the Director of Financial Services for the Municipality;
d) "Municipality" means the West Hants Regional Municipality.

4. COMMITTEE COMPOSITION

4.1. Council will annually appoint members to an Audit Committee.

4.2. The Audit Committee will consist of five (5) members: the Mayor, two Council members, and two resident members who are not members of Council or Municipal Staff.

a) Resident members should be sufficiently versed in financial matters to understand the Municipality's account practices and policies and the major judgements involved in preparing the financial statements.
b) Where an audit committee does not include any resident members, the audit committee will continue to meet and perform its duties and may exercise its powers. The Municipality will advertise to recruit resident members at least once every six months until the requirement is met.
c) The Mayor will chair the Audit Committee meetings, and in their absence, another appointed Council member will chair.
d) The CAO and/or Director of Financial Services will provide staff support to the Committee. They are not voting members of the Committee.
e) The Council Renumeration Policy will be followed regarding any remuneration for the two resident members.
f) All members must abide by the Administrative Terms of Reference set out by the Committee and reviewed the by CAO.

5. DUTIES AND RESPONSIBILITIES

5.1. Audit:

a) Review the qualifications, independence, quality of service, performance, and fees of the auditors and recommend the appointment of an auditor to Council.
b) Carry out the responsibilities of the Audit Committee contained in Section 44 of the *Municipal Government Act*, in consultation with Management.

5.2. Finance and Risk Management

a) Review with Management the quarterly financial updates and recommend to Council to be received.
b) Management will give a presentation on all financial policies used in the preparation of the external financial statements; at the first annually meeting of the year.

c) Review with Management the adequacy of internal controls.
d) Review with Management annually risk management practices including insurance coverage.

6. ADMINISTRATION

6.1. Meetings of the Audit Committee will be held at least quarterly. Additional meetings may be necessary to review items relating to the audit and will be called by the Chair.

APPENDIX F

Davidson Lake Watershed Advisory Committee

1. PREAMBLE

1.1. The Davidson Lake Watershed Advisory Committee was established in 2007 in response to the requirement of Nova Scotia Environment (NSE) to develop and prescribe regulations for the Protected Water Area, as well as a Source Water Protection Plan (SWPP). The SWPP was adopted by the former Hantsport Town Council on July 4, 2013. The draft Regulations were submitted to Nova Scotia Environment and at this time awaits Provincial review and approval.

2. DEFINITIONS

2.1. In Appendix F,
a) "Committee" means the Davidson Lake Watershed Advisory Committee;
b) "Councillor" means an elected member of the Council of the Municipality;
c) "Municipality" means the West Hants Regional Municipality.

3. PURPOSE

3.1. The primary objective of the Davidson Lake Watershed Advisory Committee is to provide a forum for the Landowners, the Municipality and other stakeholders to work cooperatively to maintain the water quality and quantity in the Davidson Lake Watershed.

3.2. The Committee acts to protect source water as the first step to clean, safe drinking water.

3.3. The mandate of the Davidson Lake Watershed Advisory Committee is to advise and make recommendations to Council concerning issues of the management and protection of the Davidson Lake Watershed.

4. ROLE OF THE DAVIDSON WATERSHED ADVISOTY COMMITTEE

4.1. The Committee advises the Municipality and Director of Public Works on issues pertaining to the Davidson Lake Watershed.

4.2. In addition, the Committee will:

a) assist in the development and implementation of a Source Water Protection Plan, which will be reviewed periodically;
b) assist with revisions of the regulations for the Protected Water Area as required;
c) review the details of the establishment of the Committee and make recommendation of changes to the Council of the Municipality;
d) provide a forum for the involvement of landowners and exchange of information in matters regarding the watershed and water resources;
e) provide a forum to deal with issues and concerns in the watershed and address problems and solutions on matters of concern, as they arise;
f) advise on forest matters and other land use issues;
g) develop Best Management Practices (BMP) for activities in the Davidson Watershed. These Best Management Practices will also be used to guide any approval processes for activities;
h) review and make recommendations on activities affecting the Protected Water Area, as requested by the Municipality;
i) provide and develop information and education about the Protected Water Area for residents, landowners, and users of the Davidson Watershed;
j) liaise with government agencies and other resources not represented on the committee on matters affecting the Protected Water Area, such as the Provincial Department of Agriculture and Fisheries (DAF) and the Federal Department of Fisheries and Oceans (DFO).
k) provide information on the Committee's activities to landowners in the Protected Water Area.

5. COMMITTEE COMPOSITION

5.1. The Committee members will be comprised of:

- One (1) Landowner Representative
- One (1) Councillor and one alternate

- One (1) Nova Scotia Department of Lands and Forestry Representative
- One (1) Water Utility Representative
- One (1) Planning and Development Department Representative
- One (1) Nova Scotia Environment Representative

5.2. The Landowner Representative must own land in the Davidson Lake Watershed and will not include the Municipality.

6. ADMINISTRATION

6.1. A quorum for the Committee will be four (4) members; of which one (1) must be a Councillor.

6.2. The Chair of the Committee will be elected by and from the Committee. The Chair will be responsible for reporting the activities of the Davidson Lake Watershed Advisory Committee to Committee of the Whole.

6.3. The Committee will meet semi-annually. The Chair may call additional meetings as required.

6.4. Administrative services for the Committee will be provided by the Municipality.

6.5. All members must abide by the Administrative Terms of Reference set out by the Committee and reviewed the by Chief Administrative Officer.

APPENDIX G

French Mill Brook Watershed Advisory Committee

1. PREAMBLE

1.1. In 1983, the area surrounding French Mill Brook, Hants County was designated as a Protected Water Area at the request of the former Municipality of the District of West Hants. Regulations were also enacted for the designated area to protect the water supply. The French Mill Brook Watershed Protected Area supplies potable water to the community of Falmouth and covers approximately 2814 acres of land (1139 hectares), according to the plan prepared in 1974.

1.2. The former Falmouth Watershed Advisory Committee was established in 1992 to manage the French Mill Brook Watershed through the involvement of all stakeholders, including landowners, municipal staff and government representatives.

2. DEFINITIONS

2.1. In Appendix G,
- a) "Committee" means the Falmouth Watershed Advisory Committee;
- b) "Councillor" means an elected member of the Council of the Municipality;
- c) "Municipality" means the West Hants Regional Municipality.

3. PURPOSE

3.1. The primary objective of the French Mill Brook Watershed Committee is to provide a forum for the Landowners, the Municipality, and other stakeholders to work cooperatively to maintain the water quality and quantity in the French Mill Brook Watershed. The Committee acts to protect source water as the first step to clean, safe drinking water.

3.2. The mandate of the Committee is to advise and make recommendations to Council concerning issues of the management and protection of the French Mill Brook Watershed.

4. ROLE OF THE FRENCH MILL BROOK WATERSHED ADVISORY COMMITTEE

4.1. The Committee advises the Municipality and Director of Public Works on issues pertaining to the French Mill Brook Watershed.

4.2. In addition, the Committee will:
- a) assist in the development and implementation of a Source Water Protection Plan, which will be reviewed periodically;
- b) assist with revisions of the regulations for the Protected Water Area as required;
- c) review the details of the establishment of the Committee and make recommendation of changes to the Council of the Municipality;
- d) provide a forum for the involvement of landowners and exchange of information in matters regarding the watershed and water resources;
- e) provide a forum to deal with issues and concerns in the watershed and address problems and solutions on matters of concern, as they arise;
- f) advise on forest matters and other land use issues;
- g) develop Best Management Practices (BMP) for activities in the French Mill Brook Watershed. These Best Management Practices will also be used to guide any approval processes for activities;
- h) review and make recommendations on activities affecting the Protected Water Area, as requested by the Municipality;
- i) provide and develop information and education about the Protected Water Area for residents, landowners, and users of the French Mill Brook Watershed;
- j) liaise with government agencies and other resources not represented on the committee on matters affecting the Protected Water Area, such as the

Provincial Department of Agriculture and Fisheries (DAF) and the Federal Department of Fisheries and Oceans (DFO).

k) provide information on the Committee's activities to landowners in the Protected Water Area.

5. COMMITTEE COMPOSITION

5.1. The Committee members will be comprised of:

- Three (3) Landowners Representatives
- One (1) Councillor and one (1) alternate
- One (1) Water Utility Representative
- One (1) Planning and Development Department Representative
- One (1) Nova Scotia Department of Lands and Forestry Representative
- One (1) Nova Scotia Transportation and Infrastructure Renewal Representative
- One (1) Nova Scotia Environment Representative

5.2. The Landowner Representatives must own land in the French Mill Brook Watershed and will not include the Municipality.

6. ADMINISTRATION

6.1. A quorum for the Committee will be six (6) members; of which one (1) must be Councillor and two (2) Landowner Representatives.

6.2. The Chair of the Committee will be elected by and from the Committee. The Chair will be responsible for reporting the activities of the Falmouth Watershed Advisory Committee to the Committee of the Whole.

6.3. The Committee will meet semi-annually. The Chair may call for additional meetings as required.

6.4. Administrative services for the Committee will be provided by the Municipality.

6.5. All members must abide by the Administrative Terms of Reference, set out by the Committee and reviewed the by Chief Administrative Officer

APPENDIX H

Fences Arbitration Committee

1. PURPOSE

1.1. The purpose is to establish the Fences Arbitration Committee in accordance with the Fences and Detention of Stray Livestock Act.

2. DEFINITIONS

2.1. In Appendix H,

a) "Act" means the Fences and Detention of Stray Livestock Act, as amended from time to time;
b) "Clerk" means the Municipal Clerk of the Municipality;
c) "Committee" means the Fences Arbitration Committee of the Municipality;
d) "Council" means the Council of the Municipality;
e) "Livestock" means cattle, sheep, swine, goats, horses, ponies, mules, ratites, farmed deer and game farm animals and other livestock designated by the Minister;
f) "Minister" means the Minister of Agriculture;
g) "Municipality" means the West Hants Regional Municipality;
h) "Non-livestock farm" means land upon which no livestock is maintained.
i) "Owner" includes
   i. With respect to livestock, any person who has lawful custody of the livestock
   ii. With respect to a farm, the person occupying or operating a farm.

3. FORMATION OF THE FENCES ARBITRATION COMMITTEE

3.1. The Committee will consist of two (2) members, of which one member is appointed by Council and one member of the Municipality appointed by the Nova Scotia Federation of Agriculture.

3.2. The member appointed by Council will be the Chair of the Committee and may be an employee of the Municipality.

3.3. Alternate members of the Committee may be appointed at the request of the member appointed by the Municipality or the Nova Scotia Federation of Agriculture.

3.4. All members or alternates will be residents of the Municipality.

3.5. Non-Council members will be paid remuneration in accordance with the Council Remuneration Policy.

3.6. The Committee will meet on an as needed basis.

3.7. Two (2) members of the Committee will form a quorum.

3.8. All members must abide by the Administrative Terms of Reference, set out by the Committee and reviewed the by Chief Administrative Officer.

4. DUTIES

4.1. The Committee will perform the duties as required by and in accordance with the Act, which include but not limited to:

a) Hearing fencing disputes between the owners of a livestock farm(s) or between the owner of a livestock farm and a non-livestock farm; who have notified the Clerk in writing and paid the accompanied fee. With respect to the matter referred to the Committee, the Committee may, by written order,

i. Determine the location, height and material of construction of any fence;

ii. Determine the manner of maintenance of a fence;

iii. Direct the owner of a farm to construct or maintain any fence in accordance with the Act;

iv. Determine the proportion of costs of building and maintaining any fences and common boundaries to be borne by each of the adjoining livestock farm owners pursuant to the Act;

v. Take any immediate action necessary including, but not limited to, the removal and boarding of livestock if it is determined there is a risk to the public, the livestock or property.

b) Directing a sale or other disposition of stray livestock, provided subsections (2), (3), and (4) of Section 9 of the Act have been complied with.

c) Disposing of stray livestock in such as manner as it deems fit, should no offer or reasonable offer be made at sale.

d) Distributing the proceeds of the sale or disposal of stray livestock in accordance with the Act.

e) Settling disputes regarding ownership and expenses of stray livestock that arise between the owner of the livestock, the person detaining it or the Municipality.

5. CONFLICT

5.1. Where there is a conflict between this Policy and the Act, the Act will prevail.

APPENDIX I
Repealed

APPENDIX J

Mill Lakes Watershed Advisory Committee

1. PREAMBLE

1.1. The Mill Lakes Watershed supplies the reservoir from which the Windsor Water Utility, operated by the Municipality, withdraws water. The Windsor Water Utility currently supplies water to the community of Windsor and the Three Mill Plains Water Utility. The Three Mile Plains Water Utility services communities of Three Mile Plains, Currys Corner, Garlands Crossing, and Wentworth Creek.

In 1964, the area surrounding Mill Lakes, Hants County, was designated a Protected Water Area. Regulations were also enacted for the designated area to protect the water supply. The regulations were updated in 1986 under the Water Act. The Mill Lakes Watershed Protected Water Area contains four thousand three hundred ninety-four and a half (4394.5) acres of land (1778.4ha).

The Mill Lakes Watershed Committee was first established in 2005 by the former Town of Windsor in response to the need to develop a Source Water Protection Plan.

2. DEFINITIONS

2.1. In Appendix J,

a) "Committee" means the Mills Lakes Watershed Advisory Committee;
b) "Councillor" means an elected member the Council of the Municipality;
c) "Municipality" means the West Hants Regional Municipality;
d) "Staff" means a person employed by the Municipality.

3. PURPOSE

3.1. The primary objective of the Mill Lakes Watershed Advisory Committee is to provide a forum for the Landowners, the Municipality and other Stakeholders to work cooperatively to maintain the water quality and quantity in the Mill Lakes Watershed. The Committee recognizes that the protection of source water is the first step in the multi-barrier approach to clean, safe drinking water.

4. ROLE OF THE MILL LAKES WATERSHED ADVISORY COMMITTEE

4.1. The Committee advises the Municipality and Director of Public Works on issues pertaining to the Mill Lakes Watershed.

4.2. In addition, the Committee will:

a) assist in the development and implementation of a Source Water Protection Plan, which will be reviewed periodically;

b) assist with revisions of the regulations for the Protected Water Area as required;
c) review the details of the establishment of the Committee and make recommendation of changes to the Council of the Municipality;
d) provide a forum for the involvement of landowners and exchange of information in matters regarding the watershed and water resources;
e) provide a forum to deal with issues and concerns in the watershed and address problems and solutions on matters of concern, as they arise;
f) advise on forest matters and other land use issues;
g) develop Best Management Practices (BMP) for activities in the Mill Lakes Watershed. These Best Management Practices will also be used to guide any approval processes for activities;
h) review and make recommendations on activities affecting the Protected Water Area, as requested by the Municipality;
i) provide and develop information and education about the Protected Water Area for residents, landowners, and users of the Mill Lakes Watershed;
j) liaise with government agencies and other resources not represented on the committee on matters affecting the Protected Water Area, such as the Provincial Department of Agriculture and Fisheries (DAF) and the Federal Department of Fisheries and Oceans (DFO).
k) provide information on the Committee's activities to landowners in the Protected Water Area.

5. COMMITTEE COMPOSITION

5.1. The Committee members will be comprised of:

- Four (4) Landowner Representatives
- One (1) Councillor and one (1) alternate
- One (1) Nova Scotia Department of Lands and Forestry Representative
- One (1) Water Utility Representative
- One (1) Planning and Development Department Representative
- One (1) Nova Scotia Environment Representative (voting)

5.2. The Landowner Representatives must own land in the Mill Lakes Watershed and will not include the Municipality.

6. ADMINISTRATION

6.1. A quorum for the Committee will be five (5) members; of which two (2) must be a Landowner Representatives and one (1) must be a Councillor.

6.2. The Chair of the Committee will be elected by and from the Committee. The Chair will be responsible for reporting the activities of the Committee to the Committee of the Whole. The Committee Chair will be elected every two years on even numbered years by the Committee.

6.3. The Committee will meet semi-annually. The Chair may call for additional meetings as required.

6.4. All Landowners are welcome to attend Committee meetings as observers.

6.5. A General Meeting of landowners may be called every two (2) years at the discretion of the Committee.

6.6. Administrative services for the Committee will be provided by the Municipality.

6.7. All members must abide by the Administrative Terms of Reference set out by the Committee and reviewed the by Chief Administrative Officer.

APPENDIX K

Planning Advisory/Heritage Advisory Committee

1. PURPOSE

1.1. To establish an advisory committee in accordance with Sections 200 and 202 of the Municipal Government Act.

The Planning Advisory/Heritage Advisory Committee will advise the Council of the Municipality on planning and heritage matters requiring a decision of Council affecting the Municipality, including the preparation and amendment of planning documents.

2. DEFINITIONS

2.1. In Appendix K,

a) Repealed.
b) "Municipality" means the West Hants Regional Municipality;
c) "PAC/HAC" means the Planning Advisory/Heritage Advisory Committee of the Municipality;
d) Repealed.

3. COMMITTEE COMPOSITION

3.1. The PAC/HAC will be established under the following terms:

a) The Committee will consist of ten (10) members as follows:

- Three (3) resident members from the former Municipality of West Hants area (excluding Hantsport) who are not Council members or Municipal Employees, two (2) resident members from the community of Hantsport who are not Council members or Municipal Employees, two (2) resident members from the community of Windsor who are not Council members or Municipal Employees and three (3) members of Council.

4. ADMINISTRATION

4.1. The PAC/HAC will appoint a Chair and Vice-Chair annually from among its members at the November meeting.

4.2. All non-Council members of the Committee will be remunerated for attendance at meetings of the Committee in accordance with the Remuneration Policy.

4.3. The PAC/HAC will present recommendations directly to the Council of the Municipality.

4.4. Resident Committee Members may be reappointed for a maximum of three (3) terms.

APPENDIX L
Municipal Climate Change Action Plan Committee

1. PURPOSE

1.1. The Municipal Climate Change Action Plan Committee provides a forum for all municipal departments and Council representatives to work co-operatively on implementing and evaluating the adaptation and mitigation actions outlined in the Municipal Climate Change Action Plans of the Municipality hereafter referred to as "the MCCAP". These policy and adaptation procedures help protect people, properties, special places, and municipal infrastructure from the negative impact of climate change.

2. DEFINITIONS

2.1. In Appendix L,

a) "MCCAP Committee" means the Municipal Climate Change Action Plan Committee;
b) "Municipality" means the West Hants Regional Municipality.

3. COMMITTEE COMPOSITION

3.1. The Committee consists of ten (10) members:

- Three (3) Councillors;
- Two (2) resident members, who are not members of Council
- Chief Administrative Officer or designate;

- Director of Public Works or designate;
- Director of Planning and Development or designate;
- Director of Community Development or designate;
- Protective Services Manager or designate.

3.2. Each Councillor, appointed by Council, serves on the Committee for a designated term. Members are eligible for reappointment.

3.3. Designates and alternates are at the discretion of the Chief Administrative Officer.

4. ADMINISTRATION

4.1. The Chair and the Vice-Chair are elected by a majority of the members. Those persons elected hold office for a one-year term.

4.2. The Chair of the Committee acts as the liaison in providing recommendations to Council, as required from time to time.

4.3. The duties and procedures of the MCCAP Committee will be as set out in the relevant Terms of Reference for the MCCAP Committee as approved by motion of the Committee and reviewed by the Chief Administrative Officer.

APPENDIX M

Diversity and Inclusive Communities Committee

1. MANDATE

1.1 Through the establishment of this committee, we are committed to strengthening existing partnerships while collaborating with individuals, groups, and organizations to reduce systemic racism and discrimination while strengthening the ability of individuals and community to address issues of diversity, justice, and inequality while providing opportunities for inclusiveness and belonging to improve the lives of all.

2. PURPOSE

2.1 The purpose of the Diverse and Inclusive Communities Committee is to serve in an advisory capacity and make recommendations to Council which will formulate strategic action plans achieve the following:

a) Advocate, educate, celebrate, address, and advise on issues concerning social marginalization, equity, racism, and discrimination within the Municipality and its workplaces.

b) Break down barriers and implement programs, policies, and practices that promote diversity and inclusion and create opportunities which are inclusive and welcoming to all.

3. DEFINITIONS

3.1. In Appendix M

a) "Municipality" means the West Hants Regional Municipality

4. COMPOSITION

4.1 The Committee will consist of seven (7) voting members to ensure all perspectives are represented and side in a tie breaking scenario that promotes progression without uncertainty and ten (10) non-voting supporting members as follows: Seven (7) citizen members of diverse race and ethnicity (including, but not limited to those from the African Descent, Acadian, Glooscap First Nation, LGBTQ+, Indigenous, 2LGBTQIA+, Senior, Youth, and Newcomers' communities) (voting)

- One (1) Supporting and Promoting Equality in our Communities (spec) Community Group Representative (non-voting)
- One (1) RCMP Representative (non-voting)
- One (1) Community Health Board Representative (non-voting)
- Six (6) non-voting staff members appointed by the Chief Administrative Officer (non-voting)
- One (1) Councillor and one (1) Alternate (non-voting)

5. ADMINISTRATION

5.1. A Chair and Vice-Chair will be elected bi-annually based upon the date of the Committee establishment.

5.2. Citizen committee members will serve a two (2) year term.

5.3. Citizen Committee members will be provided remuneration in accordance with the Council Remuneration Policy.

5.4. Administrative services for the Committee will be provided by the Municipality.

5.5. All members must abide by the Administrative Terms of Reference set out by the Committee and reviewed the by Chief Administrative Officer.

APPENDIX N

Police Advisory Board Committee

1. PURPOSE

1.1 The purpose of the Police Advisory Board Committee is to provide advice to Council in relation to the enforcement of law, the maintenance of law and order and the prevention of crime in the Municipality. The Advisory Board does not, however, exercise jurisdiction relating to the complaints, discipline, personnel conduct or the internal management of the Royal Canadian Mounted Police.

2. DEFINITIONS

2.1. In Appendix N

a) "Municipality" means the West Hants Regional Municipality
b) "PAB" means the Police Advisory Board

3. COMPOSITION

3.1 The Police Act of NS – Section 57 - Establishment and composition of Police Advisory Boards, and Section 68(1) – Function of Advisory Board

The Committee will consist of five members:
(a) two members of council appointed by resolution of the council;
(b) two members appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
(c) one member appointed by the Minister.

4. ADMINISTRATION

4.1. Each Councillor, appointed by Council, serves on the Committee for a designated term (2 years). Members are eligible for reappointment.

4.2. A Chair will be elected bi-annually, with the next appointment commencing November 2024.

4.3. Citizen and Council committee members will serve a two (2) year term.

4.4. Citizen Committee members will be provided remuneration in accordance with the Council Remuneration Policy.

4.5. Administrative services for the Committee will be provided by the Municipality.

4.6. All members must abide by the Administrative Terms of Reference set out by the Committee and reviewed the by Chief Administrative Officer.

4.7. Meetings will be held at least quarterly.

I, Deanna Snair, Municipal Clerk of the West Hants Regional Municipality, the Province of Nova Scotia, do hereby certify that this is a true copy of the policy as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the **24th** day of **January 2023.**

Deanna Snair
Municipal Clerk

Adoption	
Notice to Council:	March 9, 2020
Approval:	March 23, 2020
Description: Initial approval of the Meeting and Committee Procedural Policy, RCOGE-003.00. Approved by the Co-ordinating Committee of the Region of Windsor and West Hants Municipality.	
First Amendment	
Notice to Council:	October 13, 2020
Approval:	October 27, 2020
Description: Amended Policy to add the Diversity and Inclusion Committee, changed the report form, terminology changes and amend agenda package procedures.	
Second Amendment	
Notice to Council:	February 9, 2021
Approval:	February 23, 2021
Description: Amended Policy to delete the words "and December" from Sections 3.2(b) and 3.3 (b), to enable meetings in December.	
Third Amendment	

Notice to Council:	March 9, 2021
Approval:	March 23, 2021
Description: Amended Policy to remove the Hantsport and Windsor Area Advisory Committee, change the membership of Planning Advisory / Heritage Advisory Committee, and change the definition of "Municipality" within the Appendices.	

Fourth Amendment	
Notice to Council:	April 12, 2022
Approval:	April 26, 2022
Description: Amend Policy (Section 9.3) to add that In-Camera meeting sessions be recorded to ensure accuracy which results in all meetings are recorded.	

Fifth Amendment	
Notice to Council:	*June 14, 2022*
Approval:	*June 28, 2022*

Description:

- Amend Appendix K, Section 3.1 to read that the committee will consist of ten (10) members as follows: seven (7) resident members from the region of West Hants who are not council members or municipal employees or immediate family members (defined as children, brother, sister, spouse, mother, father) of either Council or municipal employees and three (3) members of Council and further that this will take effect at the November PAC/HAC meeting.
- Amend Appendix K to remove section 3.1 B that reads "council members will be appointed to the committee in November for a term of one (1) year and the term will expire following the October meeting the next year. the appointments made as of April 2021 will expire October 2022", as per section 17.8 it automatically makes it a 2 yr. term.
- Amend Appendix K to add a Section 4.1 to read resident members may be reappointed for a maximum of three (3) terms.
- Amend Appendix M to reflect the changes noted in Attachment B; and further direct staff to advertise for interested parties who will become the voice and support of the diverse and inclusive communities committee.
- Amend Section 8.1 to read "the chair of council will be the Mayor and the Chair of Committee of the Whole will be the Deputy Mayor except: a) in the absence of the Mayor at Council, the Deputy Mayor will be the Chair and b) in the temporary absence of both the Mayor and Deputy Mayor, a Chair will be appointed from the Councillors present at the meeting.

Sixth Amendment	
Notice to Council:	*July 12, 2022*
Approval:	*July 26, 2022*
Description: • Amend the Policy to make the necessary changes to the minute taking process to add presentation points and timestamps to the reports in the official minutes. • Amend the Policy such that "all topics and supporting material for an agenda will be submitted to the staff member preparing the agenda by 12:00 noon three (3) business days before a regular scheduled meeting.	
Seventh Amendment	
Notice to Council:	*September 13, 2022*
Approval:	*September 27 ,2022*
Description: Amend Appendix K, section 3.1 to read " the committee will consist of 10 members as follows: 3 resident members from the former Municipality of West Hants area (excluding Hantsport) who are not council members or municipal employees, 2 residents from the community of Hantsport who are not council members or municipal employees, 2 resident members from the community of Windsor who are not council members or municipal employees and 3 members of Council.	
Eighth Amendment	
Notice to Council:	*October 11, 2022*
Approval:	*October 25, 2022*

Description:

- Amend Appendix M to reflect the changes noted in Attachment B (Section 4.1 to reflect that the committee will consist of seven (7) voting members (to ensure all perspectives are represented and side in a tie breaking scenario that promotes progression without uncertainty, and ten (10) non-voting supporting members as follows: Seven (7) resident members of diverse race and ethnicity (including, but not limited to, those from the African Descent, Acadian, Glooscap First Nation, LGBTQ+, Indigenous, 2SLGBTQIA+, Senior, Youth, and Newcomers' communities) (One (1) Supporting and Promoting Equality in our Communities (SPEC) Community Group Representative (non-voting), One (1) RCMP Representative (non-voting), One (1) Community Health Board Representative (non-voting), Six (6) non-voting staff members appointed by the Chief Administrative Officer and One (1) Councillor and 1 Alternate (non-voting)
- Amend Section 10.16 of the Policy to read: "a meeting of Council or Committee of Council will adjourn at 10:00 pm unless otherwise determined by a majority vote of the members present. if the meeting agenda is not complete as of 10:00 p.m., the meeting will resume the next business day at 6:00pm to complete the work from the previous day's approved agenda.

Ninth Amendment	
Notice to Council:	*January 10, 2023*
Approval:	*January 24, 2023*

Description:

- Amend Section 1.3 (j) to include the definition of "Electronic means". The use of any technology that enables the public and all meeting participants to see and hear each other as the meeting is occurring."
- Amend Section 5.8 to read "A Council meeting or Committee meeting may be conducted by electronic means pursuant to Section 19A (1) of the MGA."
  a) One or more Council or Committee members participating in a meeting by electronic means is deemed to be present at the meeting for purposes of quorum and voting.
  b) Except as provided in section 5.8, all attempts will me made for Council or Committee members to attend Meetings in-person.
  c) Council or Committee member will provide sufficient notice to the Chair or Clerk (prior to the meeting) of the circumstances that prevent them from attending the meeting in person. This notice should clearly indicate that the circumstances are beyond the control of the Council or Committee member, and that all reasonable efforts have been

made to resolve the situation so that they are able to attend the meeting in-person.

d) It is the responsibility of the Councillor or resident member to ensure provision of electronic means at their location;

e) If used during a closed meeting, the member will ensure confidentiality is maintained at all times;

f) Every intention will be made that no Councillor or resident member participates by electronic means in no more than four (4) regularly scheduled meetings per year; with the awareness that emergencies occur.

g) The Councillor, resident member or members of the public does not interfere and/or disrupt the meeting, and if such occurs the Chair has the right to end the electronic participation;

- Amend Section 7.7 and 7.8 to read as 5:00 p.m.
- Amend Section 7.10 to add "and the majority of Council accept the report"
- Amend Section 7.11 to read as "Late additions to the agenda will be accepted if approved by the majority of Council at the meeting."
- Amend Section 7.12 to include "once approved by the majority of Council."
- Amend Section 9.12 to read as "electronic means" and remove audio and video.
- Amend Section 10.14 to read as "For purposes of efficiency and time management it will be the goal when setting an agenda to limit a maximum of two (2) formal presentations at any Committee of the Whole meeting, it will be at the discretion of Council to approve presentations at Council meetings."
- Amend Section 14.5 to include "These meetings will be recorded electronically for accuracy in the minute taking process."
- Amend Appendix D, Section 4.1 to include "and One (1) Alternate"
- Amend Section 17.3 to include the Police Advisory Board (PAB).
- Amend the Policy to include an Appendix N, for the Police Advisory Board.
- Amend Section 17.7 to include the Highway 101 Twinning Community Liaison Committee (CLC)

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: _____
Shelleena Thornton, Municipal Operations Supervisor

Date: December 05, 2023

Subject: Consulting Services and Writing of Request for Proposals for Fire Apparatus Quote for WFD's Rescue Engine 4 and Engine 4 - Recommendation Report

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LEGISLATIVE AUTHORITY

Municipal Government Act, R.S.N.S. 1998, c. 18 - Section 65 – Adoption of Budgets

RECOMMENDATION or DECISION REQUEST

… Council approves Goudreault Associates reviewing and developing the Request for Proposals for Windsor Fire Department's Rescue Engine 4 and Engine 4 at the quoted price of $14,794.16 plus tax.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒	Councillor Activity ☐

At the January 24, 2023 Council meeting, much discussion was held around fire apparatus (replacement schedule, apparatus specifications (wants versus needs), who prepares the Request for Proposals (RFP), levels of expertise and experience in identifying apparatus specifications within an RFP, and ensuring that RFPs are broad enough to receive as many proposals from manufacturers/suppliers as possible, etc.

During this meeting, Council expressed the need to have a third-party consultant to assist WHRM fire departments and staff in creating fire apparatus needs, specifications, and recommendations for Request for Proposals.

At the January 24, 2023 Council meeting, the following motion was made re. RFP# WHRMAD22-03A to replace WFD's Rescue Engine 4:

Moved and seconded that Council defer the awarding of the tender, to reissue a new tender for the apparatus as proposed. Motion Carried

Further to Council discussion, a Request for Proposals for a consultant to assist with fire apparatus RFP preparation was posted on the Nova Scotia Procurement Website on May 10, 2023, and closed June 5, 2023. One proposal was received for this two-envelope process.

At the October 24, 2023 Council meeting, the following two motions were made:

Moved and seconded that council approves the award to standing offer contract Tender WHRMRF23-01 for consulting services and writing of Request for Proposals for fire apparatus to Goudreault Associates for the two (2) year term, ending March 31, 2025. Motion Carried.

Moved and seconded that Council approves pre-approving the issuance of a Request for Proposal for the supply of an apparatus to replace Windsor Fire Department's Engine 4. Motion Carried.

DISCUSSION

In an effort to provide a quote for the Rescue Engine 4, Goudreault Associates did a quick review of the already drafted RFP# WHRMAD22-03A.

A number of preliminary factors were identified, some including (not inclusive):

- Not broad enough; therefore, unlikely to attract serious proposals from other sources/builders.
- Drafted in a way that might be perceived as sole sourced.
- Fundamental fire apparatus features can be extracted in consult with the fire truck committee; however, due to the number of required specifications, a re-write would be in order versus editing (would be quicker and more thorough).
- Ensure NFPA 1900 standard compliance (new standards effective Jan. 2024)
- To post an RFP for both the Rescue Engine 4 and Engine 4 together, should result in some cost-savings.

FINANCIAL IMPLICATIONS

The total cost including applicable taxes for the proposed consulting services is $15,428.83. Fire consulting fees were not included during the 2023-24 Budget process. It is recommended this amount be funded through the regional fire service reserve. The fire reserve has a projected balance of $73,702, at March 31, 2024

NEXT STEPS

Pending approval of Council, staff will engage both the Windsor Fire Department Truck Committee and Goudreault Associates to draft an RFP for the Rescue Engine 4 and Engine 4.

ALTERNATIVES

- Council may choose to not approve this project.

ATTACHMENTS

- Fire Apparatus Consultant Tender Award Excerpt and Rec Report 2023-10
- Fire Apparatus Pre-approval Excerpt and Rec Report 2023-10

CHIEF ADMINISTRATIVE OFFICER REVIEW

The recommendation is in alignment with past discussions with Council and the fire service.

A reminder to Council that the recommendation includes an RFP for two trucks. They are noted as follows:

1. Rescue 4 replacement, scheduled and budgeted in 2023 /24 Capital Budget
   - Budget: $1,632,365
2. Engine 4 replacement, scheduled for the 2025/26 Capital Budget.

> Replacement year 2025-26 (WFD) - $1.8 Million to replace Engine 4 – The current apparatus is a 2000 Pumper (E-One Cyclone) – It will be 26 years old when it is physically replaced and the concern for maintenance on an apparatus of this age is high and can be costly. As per fire underwriting, apparatus should be put on reserve at age 20 years and retired at 25 years. Engine 4 is a first response apparatus for anything fire related (not medical or accidents). Engine 4 is WFD's main engine.

- *Shelleena Thornton, Municipal Operations Supervisor, October 2023 COTW Report*

I support the recommendation.

Report Prepared by: _____
Shelleena Thornton, Municipal Operations Supervisor

Report Reviewed by: _____
Jamie Harvey, Interim Fire Chief, WFD

Report Reviewed by: _____
Randell Davidson, Incoming Fire Chief, WFD

Report Reviewed by: _____
Carlee Rochon, Director of Financial Services

Report Approved by: _____
Mark Phillips, CAO

Committee of the Whole Excerpts
October 10, 2023

FIRE APPARATUS CONSULTANT TENDER AWARD EXCERPT

Council identified the need to have a third-party consultant to assist WHRM fire departments and staff in creating fire apparatus needs, specifications and recommendations for Request for Proposals (RFP's). An RFP was posted on the Nova Scotia Procurement Website on May 10, 2023 and closed on June 5, 2023 resulting in one (1) proposal was received.

The recommended motion was that Committee of the Whole recommends …

COUNCIL APPROVES THE AWARD OF STANDING OFFER CONTRACT TENDER WHRMRF23-01 FOR CONSULTING SERVICES AND WRITING OF REQUEST FOR PROPOSALS FOR FIRE APPARATUS SERVICES TO GOUDREAULT ASSOCIATES, FOR THE TWO (2) YEAR TERM, ENDING MARCH 31ST, 2025.

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: _____

Shelleena Thornton, Municipal Operations Supervisor

Date: October 10, 2023

Subject: Consulting Services and Writing of Request for Proposals for Fire Apparatus Tender Award (WHRMRF23-01) - Recommendation Report

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LEGISLATIVE AUTHORITY

Municipal Government Act, R.S.N.S. 1998, c. 18 - Section 65 – Adoption of Budgets

RECOMMENDATION or DECISION REQUEST

… Council approves the award of standing offer contract Tender WHRMRF23-01 for Consulting Services and Writing of Request for Proposals for Fire Apparatus services to Goudreault Associates, for the two (2) year term, ending March 31st, 2025.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒	Councillor Activity ☐

At the January 24, 2023 Council meeting, much discussion was held around fire apparatus (replacement schedule, apparatus specifications (wants versus needs), who prepares the Request for Proposals (RFP), levels of expertise and experience in identifying apparatus specifications within an RFP, ensuring that RFPs are broad enough to receive as many proposals from manufacturers/suppliers as possible, etc.

During this meeting, Council expressed the need to have a third-party consultant to assist WHRM fire departments and staff in creating fire apparatus needs, specifications and recommendations for Request for Proposals.

DISCUSSION

A Request for Proposals was posted on the Nova Scotia Procurement Website on May 10, 2023 and closed on June 5, 2023. One proposal was received for this two-envelope process.

Envelope #1 – Supplier responds to the criteria and technical component of the RFP.

Envelope #2 – Supplier provides their bid (financial component) to the RFP.

Envelope #1 – The Fire Chiefs and Fire Coordinator reviewed and evaluated the tender submission based on the specifications outlined in the Request for Proposals. Each were scored independently before meeting collectively for an overall assessment. Only suppliers' whose proposals met a minimum score of 80% had their financial envelope (#2) opened. If they do not pass with at least 80%, their financial envelope is returned to them un-opened. The bidder was:

Proposal Submission	**Technical Score**	**Financial Bid before taxes**
Goudreault Associates	80.0%	Estimate RFQ cost per project range from $18,140 to $43,099. Consulting costs range from $25 to $85 per hour depending on the task plus daily rates for expenses.

RFP Posted to Procurement	May 10, 2023
RFP Closing Date	June 5, 2023
60 Calendar Days - Expiry of Pricing	August 3, 2023
Days Remaining Before Expiry	Zero; however, Goudreault Associates have confirmed that the pricing is held

The Request for Proposals would be a two-year standing offer with a 90-day exit clause for either party.

RFP specifications included:

- Consultant is to represent the needs and interests of West Hants Regional Municipality when developing and recommending a piece of apparatus for purchase and to promote standardization of apparatus selection when possible, and support and justify customization of apparatus only when required.
- Consultant is to comment on the overall rationale for the need to replace the apparatus based on need versus want due to lifecycle, expiration, cost benefit, safety for service, standards, compliance, etc.

- Consultant is to work with and support fire service representatives with the drafting, posting, evaluating, and recommendation of apparatus to council.
- Proponents were asked to identify:
    - Education level
    - Experience as it relates to mechanical engineering (although not a requirement, it would identify skill set)
    - Experience in designing fire apparatus and associated equipment
    - Conceiving and developing detailed fire apparatus technical specifications meeting applicable NFPA 1901 standards and specific needs.
    - Analyzing and developing an understanding of community fire protection needs, using recognized methods.
    - Capital equipment and project estimating.
    - Capital project management from inception through to sign-off.
    - The Municipal capital purchasing process.
    - Report writing in Municipal Government (template will be provided).
    - Working with volunteer firefighter committees.
    - Development of fire apparatus commissioning process.
    - The ability and accessibility to travel for meetings, inspections, etc.
    - Any and all affiliation and/or relationships they have, perceived or otherwise, with manufacturers and/or suppliers.
    - Experience with, in particular, the following types of fire service apparatus:
        - Pumper Fire Apparatus
        - Initial Attack Fire Apparatus
        - Mobile Water Supply Apparatus
        - Aerial Fire Apparatus
        - Quint Fire Apparatus
        - Special Service Fire Apparatus
        - Mobile Foam Fire Apparatus

Goudreault Associates proposal met all the needs as requested.

It is important to recognize that fire apparatus is very complex and limited to those with the expertise and experience in creating the specifications for design. Which validates the limited proposals received for this RFP.

The bid proposal – Apparatus specifications and fire department assistance can vary significantly, the bid proposal reflected many variables and the time, expenses and resources required for each. They included:

- Standards review
- Needs analysis (as that would vary dept to dept)
- Drafting apparatus specifications
- Specifications validation
- Drafting, finalizing, and issuing the RFP

- Reviewing and evaluating proposals
- Reporting to the Municipality
- Develop and managing the contract between the Municipality and the supplier
- Participating in pre-build meetings
- Inspection of the chassis
- Pre-delivery review and Inspection
- Post-delivery acceptance
- Commissioning
- (other variables include: additional travel related expenses, vehicle rental costs, meals, etc., as the inspections can be anywhere in the United States or Canada).

An important note is that the variables reflected above are not new and part of the natural process. To-date they have been done by the Fire Departments due to them being the ones that have created the Request for Proposals.

FINANCIAL IMPLICATIONS

The standing offer agreement has no direct financial implications, with awarding this contract. Individual projects will be quoted and follow the Procurement and Tendering Policy for approval.

See Action CAO's note below.

NEXT STEPS

Pending approval of Council, staff will award the formal two-year standing offer contract to Goudreault Associates and proceed to seek their expertise with respect to fire apparatus.

ALTERNATIVES

- Council may choose to not award this tender.
- Council may choose to re-tender this project.
    - If this is the preferred option, substantial changes would need to be made to the RFP in order to re-issue.
    - If there are no substantial changes to be made to the RFP, it would not be permitted to be re-tendered for at least 9-12 months following its closing date, as per NS Procurement Operations (which would delay in the acquisition of apparatus)

Neither of these alternatives are recommended to council.

ATTACHMENTS

No attachments.

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report and recommendations are in-line with the direction from council for the need of a Third party review and assistance in the RFP / specification process. It is unfortunate only one bid was received however as stated in the report this is most likely due to the skill set required along with current availability of consultants to do this type of work. There is a financial component to proceeding with the standing offer as it will add a cost for services that was previously done in-house by each independent local fire service. For example, any pre-approved fire apparatus in the capital budget will essentially add the cost for consultant services for RFP and specifications preparation and tendering.

I support the recommendation.

Report Prepared by: _____
Shelleena Thornton, Municipal Operations Supervisor

Report Reviewed by: _____
Diana Gibson, Manager, Accounting & Financial Reporting

Report Approved by: _____
Todd Richard, Acting CAO

Committee of the Whole Excerpts
October 10, 2023

FIRE APPARATUS PRE-APPROVAL EXCERPT

Windsor Fire is looking to replace one of their apparatus (2000 Pumper (E-One Cyclone). Engine 4 is WFD'S main engine and a first response apparatus for anything fire related (not medical or accidents). Engine 4 will be 26 years old when it is replaced. Due to the age of the apparatus maintenance can be costly.
As per fire underwriting, apparatus should be put on reserve at age 20 years and retired at 25 years.

The recommended motion was that Committee of the Whole recommends …

COUNCIL APPROVES PRE-APPROVING THE ISSUANCE OF A REQUEST FOR PROPOSAL FOR THE SUPPLY OF AN APPARATUS TO REPLACE WINDSOR FIRE DEPARTMENT'S ENGINE 4.

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: _____

Shelleena Thornton, Municipal Operations Supervisor

Date: October 10, 2023

Subject: Fire Apparatus Pre-approval Recommendation Report

LEGISLATIVE AUTHORITY

Municipal Government Act, R.S.N.S. 1998, c. 18 - Section 65 – Adoption of Budgets

WHRM Procurement & Tendering Policy, Section 4 – Purchasing Authority

RECOMMENDATION or DECISION REQUEST

… that Council approves pre-approving the issuance of a Request for Proposal for the supply of an apparatus to replace Windsor Fire Department's Engine 4.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒	Councillor Activity ☐

Fire apparatuses are taking approximately 2-3 years to manufacture, resulting in the need to tender in advance.

Pre-approvals are to approve tendering the apparatus only; not expending the funds to procure them. No money is expensed during this fiscal year and Council will have another opportunity to review the reports that come before council regarding any tender proposals received. At that time, council will have another opportunity to support or deny any recommendation for procurement.

DISCUSSION

The fire apparatus slated for replacement in the next couple of years and reflected in the projected five-year capital budget includes:

Replacement year 2025-26 (WFD) - $1.8 Million to replace Engine 4 – The current apparatus is a 2000 Pumper (E-One Cyclone) – It will be 26 years old when it is physically replaced and the concern for maintenance on an apparatus of this age is high and can be costly. As per fire underwriting, apparatus should be put on reserve at age 20 years and retired at 25 years. Engine 4 is a first response apparatus for anything fire related (not medical or accidents). Engine 4 is WFD's main engine.

FINANCIAL IMPLICATIONS

As this is a request to go to tender only, there are no financial implications. Should Council approve the request, the Procurement and Tendering Policy will be followed and the recommendation to move forward with a contract will come back to Council for review and approval. Once a price is determined and Council approves the future Capital Budget will be updated to that pricing.

NEXT STEPS

Pending approval of Council, staff will work with either the Fire Dept Truck Committee and/or the Consultant (if one is approved) to issue an RFP for the apparatus.

ALTERNATIVES

- Council may choose to not approve this pre-approval to draft and post an RFP.

This is not recommended to council.

ATTACHMENTS

No attachments.

CHIEF ADMINISTRATIVE OFFICER REVIEW

If the standing offer for consultants services for fire apparatus is approved there would be a operational expense for tendering and specifications review and writing. There expenses have not been forecasted in the 2023/24 budget.

I support the recommendation.

Report Prepared by: _____

Shelleena Thornton, Municipal Operations Supervisor

Report Reviewed by: _____

Diana Gibson

Report Approved by: _____

Todd Richard, Acting CAO