WEST HANTS REGIONAL MUNICIPALITY
Committee of the Whole - Meeting Agenda Amended April 11, 2024
April 9th, 2024 - 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) 2024-03-14 Committee of the Whole Minutes

7. Presentations
   a) Dykeland Lodge Update – Nycum and Associates with support from Grey Cardinal and the Dykeland Team

8. Unfinished Business/Postponed Motions
   a) Home Flood Protection Pilot Program Information Report - Coordinator Ogilvie

9. Reports
   a. CAO Activity Update - Information Report
   b. Dangerous or Unsightly Information Report – CAO Phillips
   c. Financial Update Ending February 29, 2024 (will be provided at the April 23, 2024 Council meeting)

10. Correspondence
    a. Information
       1. Avon River Causeway Information Log as of April 9, 2024 – None
       2. Protect Vaughan – Wind Farms as of April 9th, 2024
          a) Karen Prince
          b) Andrea Lynn
          c) Elizabeth Skelhorn
          d) Anne Jodrey

e) Duane and Shirley Walker
f) Shirley Walker

3. Correspondence Received Ledger as of April 9th, 2024
   a) Memo to Council Re voting, specifically as it relates to planning matters
   b) Gail Stone Re: The Crossing
   c) Krista Beeler Re Dykeland Lodge - Secondary Emergency Road
   d) Peter Moore Re 2024-03-26 Peter Moore Re Suggestions for Windsor Flood Zone crisis includes proposed Emergency Plan Solutions
   e) Letter from Hon John Lohr - Emergency Management
   f) Letter from Minister Lohr - Service Exchange
   g) Merve Ferguson Re March 26th Council Meeting Concerns
   h) Richard Murphy Re Speeding
   i) David & Carolyn Borden Re PID 45218658, Armstrong Lake East, Vaughan
   j) MLA Response to Kim Lake Re Newport Landing Flooding (WHRM copied)
   k) Greg Hazel Re ATV proposal
   l) Alva Construction Limited Re Hartville Quarry Expansion, 783 Ellershouse Road, Windsor West Hants

b. Request(s)
   i. Steve Hart Re Official correspondence to counsel requesting URGENT funding

c. Out-going Correspondence Ledger as of April 9th, 2024
   i. 2024-04-02 WHRM letter to NS Department of Public Works and MLA Sheehy-Richard Re Roadwork from Windsor to St. Croix
   ii. 2024-04-02 WHRM letter to Premier Tim Houston and Minister John Lohr Re Disaster Financial Assistance Program and Canyon Point Resort

11. New Business
   a) PACHAC Terms of Reference Information Report – Councillor Francis
   b) Railway trail parking streetlight – Councillor M. McLean
   c) Dykes Request for Decision Report – Councillor S. McLean
   d) Deer Population Information Report – Councillor Smith
   e) 2024 Provincial Representative Volunteer Recommendation Report - Director Kehoe
   f) MFC 2024 Spring Debenture Recommendation Report – Director Rochon
   g) Water Storage Tank Construction Recommendation Report – Director Richard
   h) Payzant to King Connection Recommendation Report – Director Richard
   i) Payzant/Wentworth Tender award for Construction Recommendation Report – Director Richard
   j) Windsor Flood Water Study Phase 2 Recommendation Report – Director Richard
   k) Tremain Cresent Storm Water System Request for Direction Report – Director Richard

l) 2024 Municipal and CSAP Election Polling Districts and Locations Recommendation Report – Clerk Snair
m) Planning and Heritage Advisory Committee Citizen Member Appointment Recommendation Report – Clerk Snair

12. Public Participation Period

13. In-Camera

14. Next Meeting Date / Adjournment – April 23rd Council Meeting at 6 p.m.

M - Motion
D - Direction/Discussion

West Hants Regional Municipality
Dashboard (Action List)
April 9, 2024

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

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
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 - RFQ posted on the NS Procurement website	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, Item remains on the Dashboard, Awaiting mtg dates from Glooscap	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	Item remains on the Dashboard, Mayor will follow up.	Mayor/CAO
Subdivision Street Lighting - Create a policy to come back to Council for review.	2023-01-10	**2024**	Report at October COTW, More information will be presentented to Council for discussion/decisison.	PW
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**	Approved, stafff are gathering information, a report will follow.	PW

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
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	**2024**	Approved, Report to follow	PW
Noise By-Law/Peace and Good Order - staff revisist the Noise By-Law/Peace and Good Order.	2023-09-12	**2024**	Item to remain on the Dashboard, Work in progress. Staff will provide regular updates/reports for consideration.	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**	Approved, Report to follow	PW
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**	Verbal update provided. Will remain on the agenda until follow up completed.	PW/PLAN/CAO
Dykeland Lodge Request - staff review possible options for an alternate route in and out of College Road.	2023-11-28	2024	Approved, Pending a report	PW
Bulk Water and Sewer Rebate - 1. Staff create a regional sewer rebate in the same manner as the low income residential tax rebate that includes a $50/quater rebate with funding avenues to be presented by staff. 2. Staff create a regional bulk water rebate that would be similar to the low income residential tax rebate that includes a $200/yr/residential property owner to be funded through avenues presented by staff.	2023-12-12	2024	Approved, Pending report	Finance

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Stormwater Management - Staff come back with more information including a suggested RFP for Council to review utilizing the CBCL report and that the RFP identifies developing a stormwater mitigation plan identifying both short and longer term phased in solutions.	2023-12-19	2024	Approved, See updated motion to reflect alternate procurement being used for CBCL to complete the work. **Motion rescinded at the March 26 Council Meeting**	PW
Floodzones - staff create a "Home Flood Protection Program" to present to Council by the March COTW meeting for viewing and or approval for budgetary implications.	2024-01-09	2024	Approved, report to follow. Initial report presented at March COTW. See updated motion	PW
Floodzones - develop an Emergency plan for Windsor and Hantsport Floodzones and could encompass all areas that flood (intended to be a Regional program) and may include diverting of waters from residences and present it to Council by the March COTW meeting.	2024-01-09	2024	Approved, Motion was amended. Report presented at March COTW.	PW
Windsor Stormwater Management - staff meet with CBCL to expand on the initial work completed to expand the project into a phase 2 stage in the interest of accelerating the process to determine next steps and analysis of work needing to be done for a broader Windsor Storm Water Management plan.	2024-01-09	2024	Approved, Pending a report	PW
Windsor and WH Water Utilities Detailed Audit - CAO to secure an independent firm to undertake a detailed operational and financial audit of WH and Windsor water utilities.	2024-01-23	2024	Approved, Pending an audit report	CAO/Fin

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Zwicker Lake - Decision Permit D2023-019 - CAO be directed to engage staff to provide Council with a summary outline of the total cost of legal services incurred by WHRM relating to the Zwicker Lake property land use issue for permit D2023-019.	2024-02-13	2024-03-12	Approved, Initial report presented at March COTW. Supplementry report to follow	CAO/Fin/Plan
WHMPS and WHLUB Amendment Request: Wind Farm Policies - direct staff to follow the planning process to amend the planning documents to include a 4 km setback for wind turbines from residential dwellings.	2024-02-27	2024	Approved, Report to follow	Plan
Parks & Grounds Equipment Pre-approval - an allocation of $14,400 be pre-approved for the 2024/25 Operating budget to support the procurement and lease of an articulating mower and further recommends that an allocation of $60,000 be pre-approved for the 2024/25 Capital Budget to support the procurement and purchase of three sub compact mowers (tractors) to be taken from the Operating Reserve.	2024-03-12	2024-03-26	Approved	CD
Procurement Policy - approves the updated Procurement Policy RCOFN-003.00 as presented at COTW on March 12, 2024.	2024-03-12	2024-03-26	Approved	Finance

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Temporary Borrowing Resolutions - **1.** approves the TBR in the amount of $57,467 for the purchase of fire equipment. **2.** approves the TBR in the amount of $564,068, for the roof at Brooklyn Fire Department Stn 1. **3.** approves the TBR in the amount of $65,252, for the rear parking lots at the Hantsport Fire Department. **4.** approves the TBR in the amount of $285,062, for the purchase of the Dump truck-salt plow. **5.** approves the TBR in the amount of $232,656, for the purchase of sidewalk machine with flail mower.	2024-03-12	2024-03-26	Approved	Finance
Third (3rd) Process Train Windsor WTP Detailed Design - approve awarding the detailed design Phase 1 of the Third Process Train Windsor WTP project, as identified in the 2023/24 Capital Budget to CBCL, for the over budget cost of $208,707.00 plus applicable taxes.	2024-03-12	2024-03-26	Approved	PW
Two (2) 5500 Series Truck Purchases - authorizes staff to purchase two new one ton trucks and have then upfitted to the budgeted amount of $260,000 inclusive of hst, less any trade in value of trucks being replaced.	2024-03-12	2024-03-26	Approved	PW
Mill Lakes Watershed Advisory Committee Landowner Appt - approves the following landowner be appointed to the Mills Lake Watershed Advisory Committee for the term April 1, 2024 - October 31, 2026: Greg O'Leary	2024-03-12	2024-03-26	Approved	CAO

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Canyon Point Resort (HCC#1) - **1.** CAO write a letter to the province and EMO Minister, John Lohr advocating that full payment of the $200,000 in Disaster Financial Assistance be issued to assit Canyon Point Resort with bridge repairs. **2**. CAO waive all building/development fess associated with constructing a new bridge **3.** CAO contact GFL and request any fess assocaited with the debris and removal of the Canyon Point Resort bridge remnants be waived.	2024-03-12	2024-04-09	Approved, Letter sent April 3, 2024	CAO
Home Flood Resilience Program - Staff develop a home flood resiliency program offering both flood risk assessments and grants for eligable upgrades.	2024-03-12	2024	Approved	Plan/Fin
Ardoise Community Recreation Centre Funding - investigate any grants available and whether the project could be funded through CCBF.	2024-03-26	2024-06	Approved, pending confirmation and response	Finance
One (1) 5500 Series Truck Purchase for Summerville Fire Department Supplementary Report - 1. approves the purchase of the 2024 5500 Ram chassis Tradesman 4X4 crew cab from Kentville Chrysler Dodge Jeep (2005 INC) at the total quoted price of $97,932.72. 2. approves Rocky Mountain Phoenix doing the build for this chaisse at a total quoted price of $146,799.00 plus applicable taxes.	2024-03-26	2024-03-26	Approved	CAO/Fin
Poplar Grove Hall Heat Pumps - approve a 2024-25 grant to the Poplar Grove Hall in the amount of $7,023.49, providing that all grant submisson requiremnets are met under teh grants and contributions policy RCOFN-012.00.	2024-03-26	2024-03-26	Approved	Fin

Matter	Start Date	Deadline / Update	Status/Progess Updates	Resp.
Avon River Heritage Museum Flooding - 1. CAO to direct staff to repair/raiase berms at the Avon River Heritage Society property. 2. CAO to direct staff to write a letter of concern about flooding issues of the Belmont and New Town Road infrastructure to the Department of Public Works area manager, West Hants MLA, Minister of Public Works and the Premier of NS.	2024-03-26	2024-04-23	Approved, Pending completion	CAO/PW
Industrial/Commercial Lands - Staff report back on potential future industrial/commercial lands for future discussion.direction.	2024-03-26	2024-06	Approved, Pending report	Plan
Letter to Provincial Public Works and MLA Re Roadwork from Windsor to St. Croix - Staff write a letter within the next week to NS Department of Public Works & MLA Sheehy-Richard expressing the concerns and desire to have an opportunity to discuss the work at a town hall style meeting of property and business owners within WHRM along the route of the planned provincial work, in regards to changes being proposed with the planned road upgrades this spring/summer.	2024-03-26	2024-04-09	Approved, Letter sent April 3, 2024	CAO

West Hants Regional Municipality
In-Camera Dashboard (Action List)
April 9, 2024

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

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



Dykeland Lodge - Presentation to Council

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Nycum & Associates

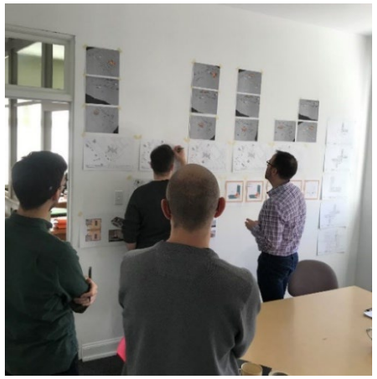
- *Established 1982*
- *Office in North End Halifax, 100% locally owned*
- *~20 staff*
- *Special focus in Healthcare; special sub-focus in Long Term Care*
- *First Long-Term Care Facility designed in 1988*
- *Responsible for design of more than half LTC beds built 2007-2012*
- *Engaged by NSSLTC to support development of LTC Space & Design Standard*
- *Presently 576 LTC beds in design or construction phase*

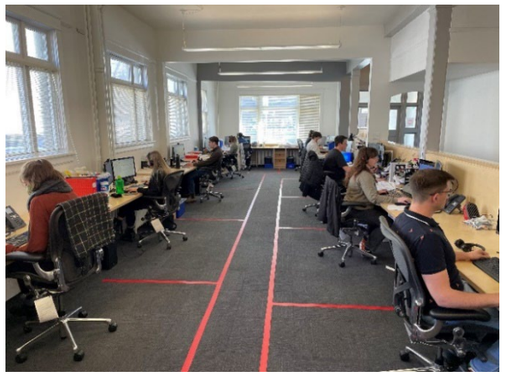
Building together
with respect for others

Meaningful work
& thoughtful collaboration

Listening carefully,
planning together

Working for People
Who Care for People

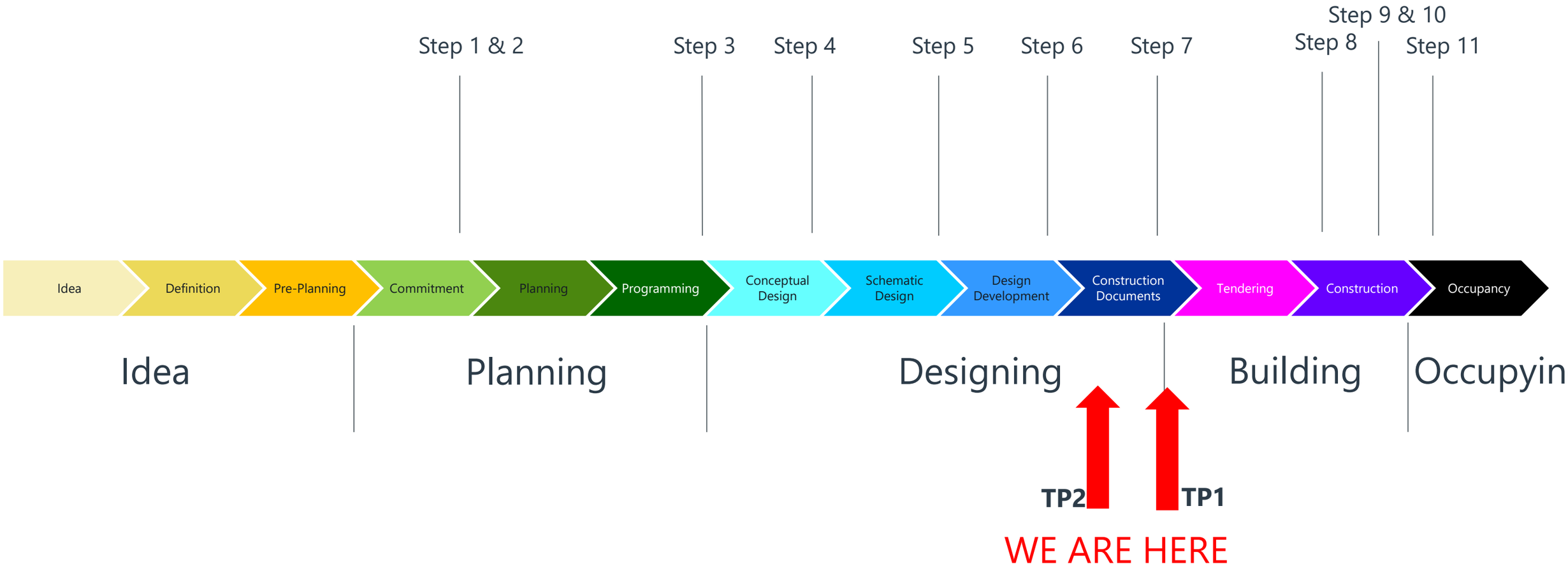



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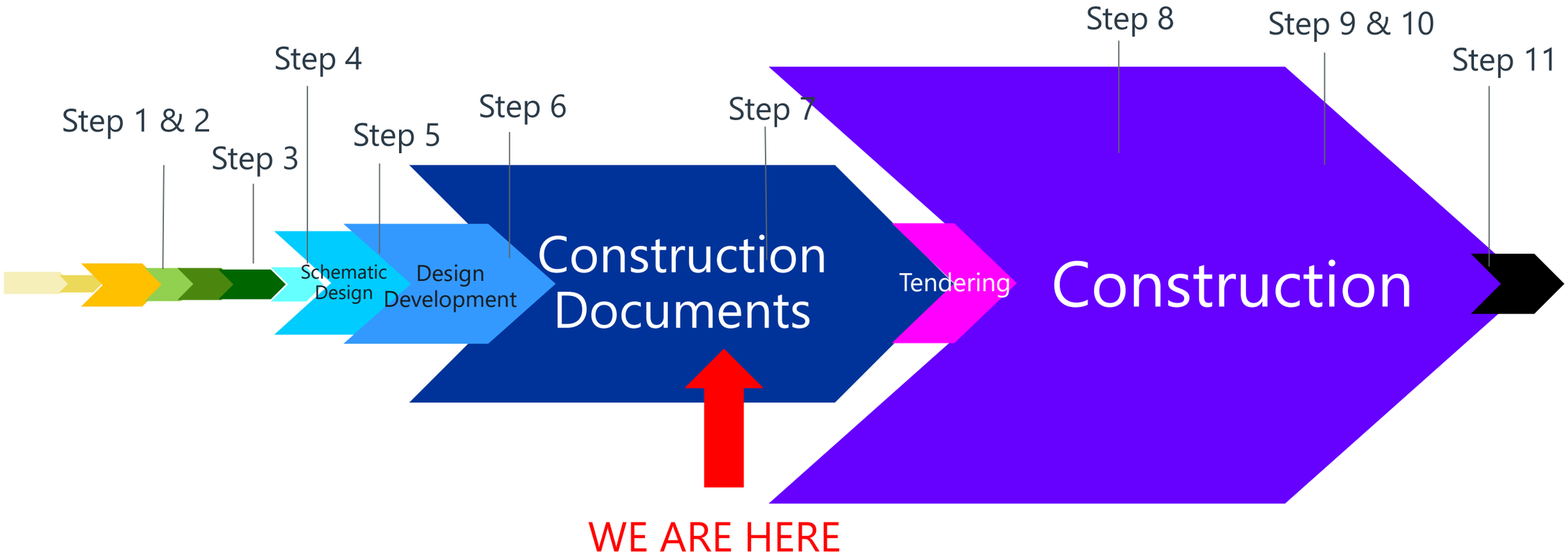
Design & Construction Project Process Sequence



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Design & Construction Project Process



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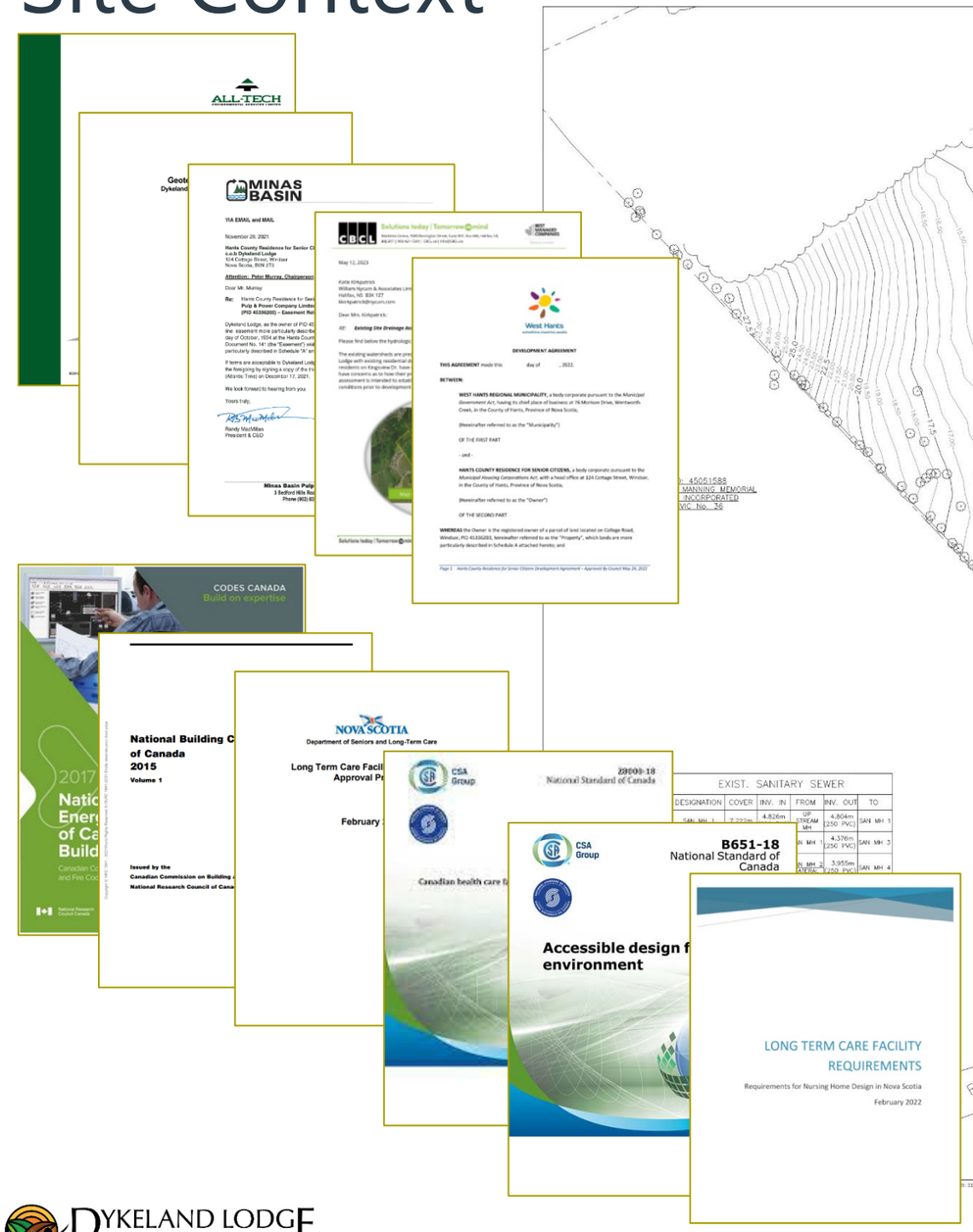
Site Map

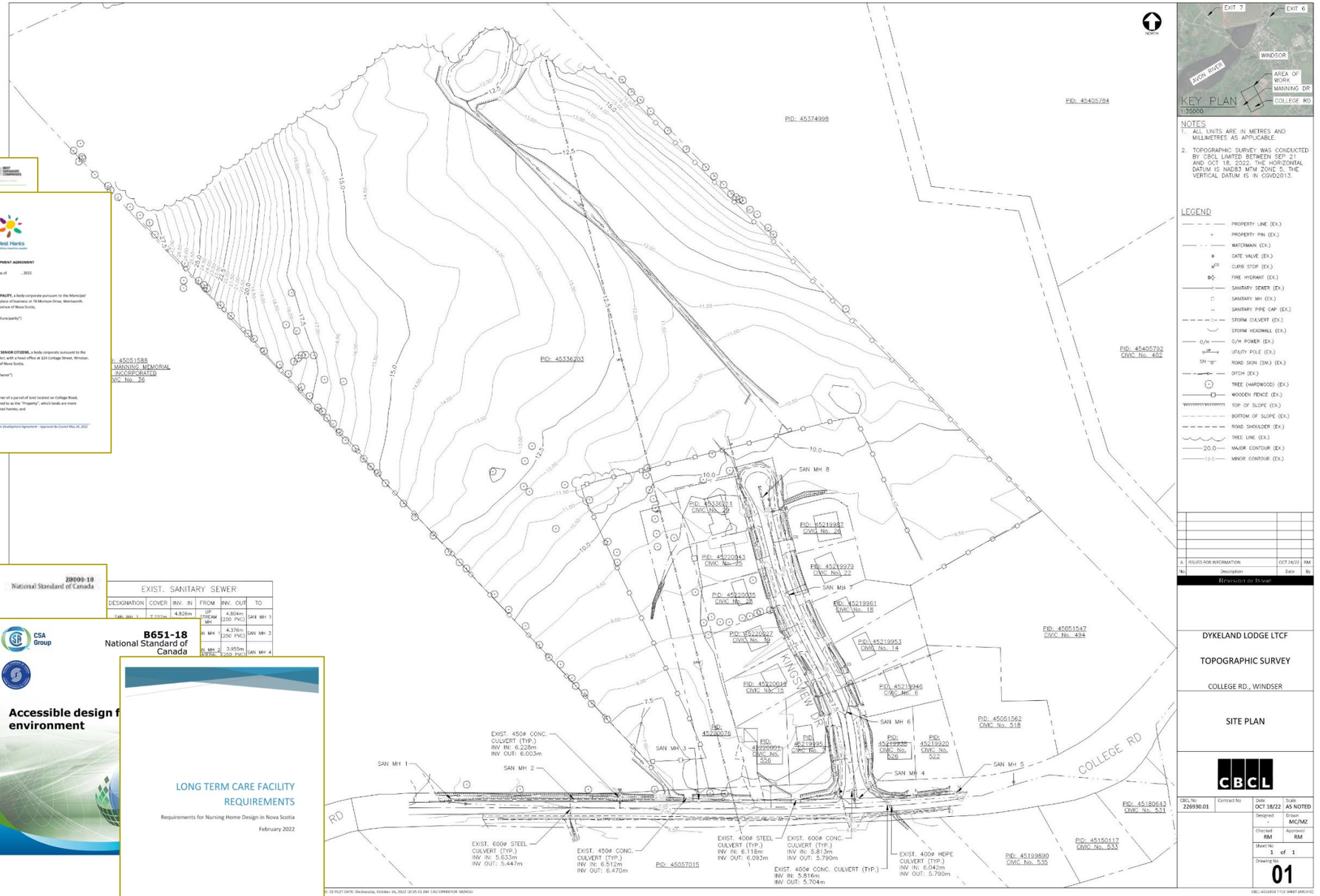


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Site Context





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Site Map



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Building a Community



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Site Plan



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Site Plan



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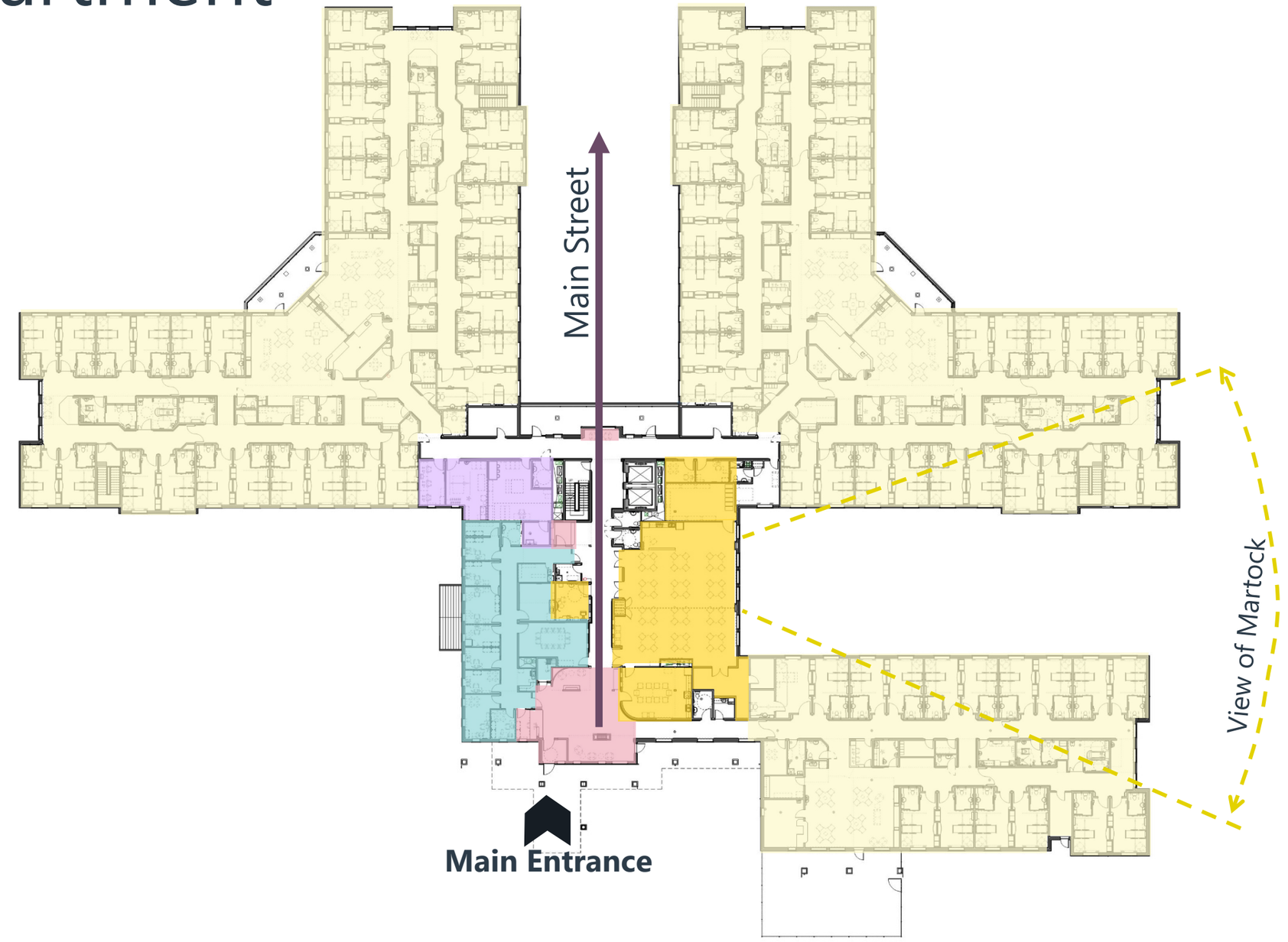
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Building 3D View



Building by Department

Upper Level



- RESIDENT LIVING
- ADMINISTRATION
- NUTRITION
- LEISURE AND RECREATION
- PUBLIC AND RESIDENT AMENITIES
- THERAPEUTIC & MOBILITY SERVICES
- STAFF FACILITIES
- MECHANICAL & ELECTRICAL
- ENVIRONMENTAL & SUPPORT SERVICES
- FACILITY SERVICES

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Main Street

historical references

community mailbox

Victorian-era architecture

turrets and verandas

vibrant town

textile mill

nostalgic barbershop

garden benches

traditional barns

bus stop

familiarity

brick buildings

ship building tradition

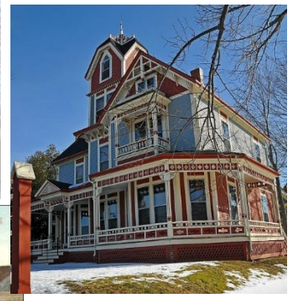
public gardens

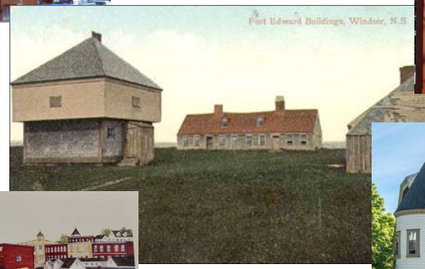


















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Building by Department

Lower Level



- RESIDENT LIVING
- ADMINISTRATION
- NUTRITION
- LEISURE AND RECREATION
- PUBLIC AND RESIDENT AMENITIES
- THERAPEUTIC & MOBILITY SERVICES
- STAFF FACILITIES
- MECHANICAL & ELECTRICAL
- ENVIRONMENTAL & SUPPORT SERVICES
- FACILITY SERVICES

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Resident Neighborhood

Neighbourhood:

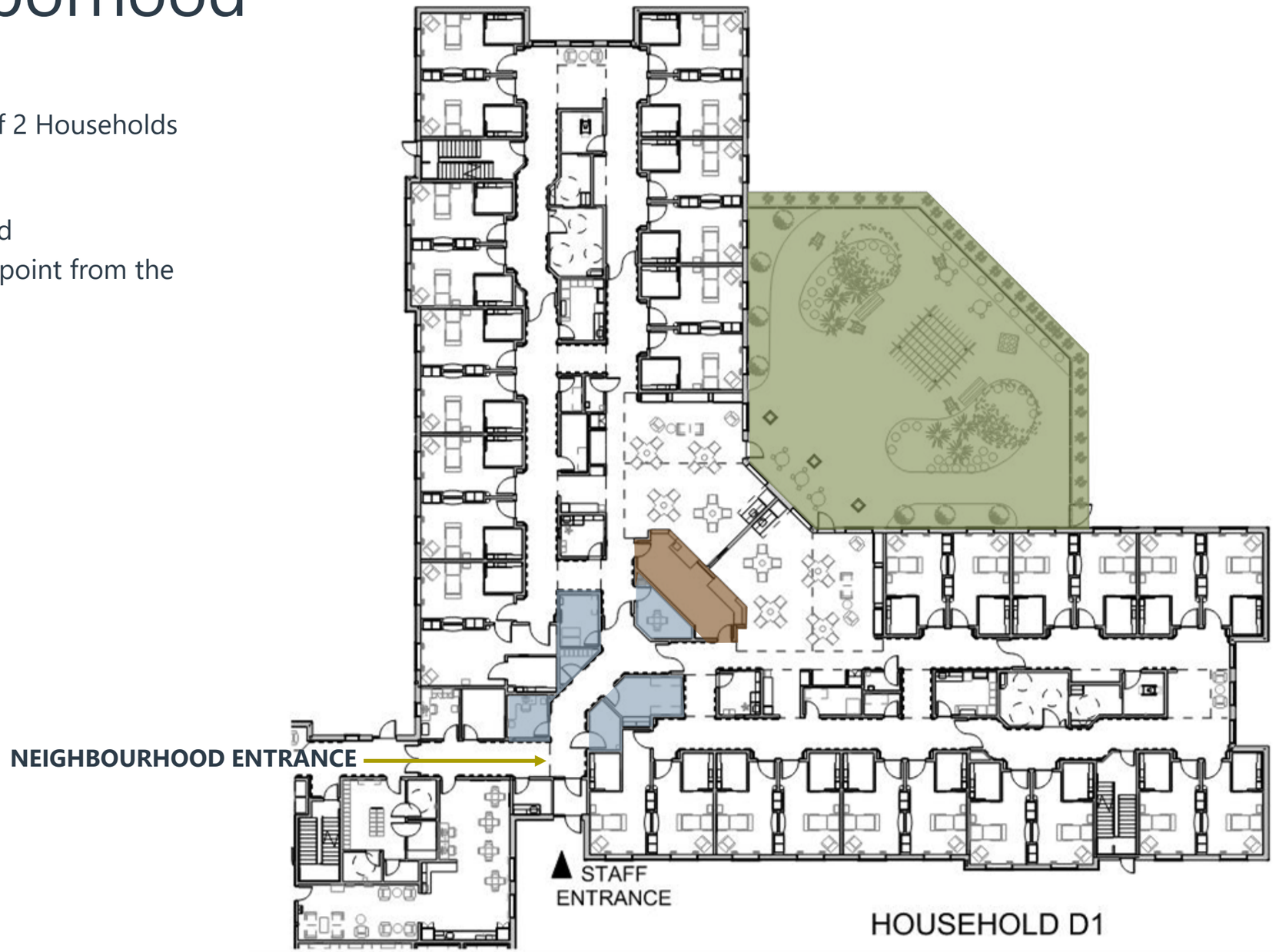
- Unit of 32 Residents made of 2 Households

Neighbourhood Amenities:

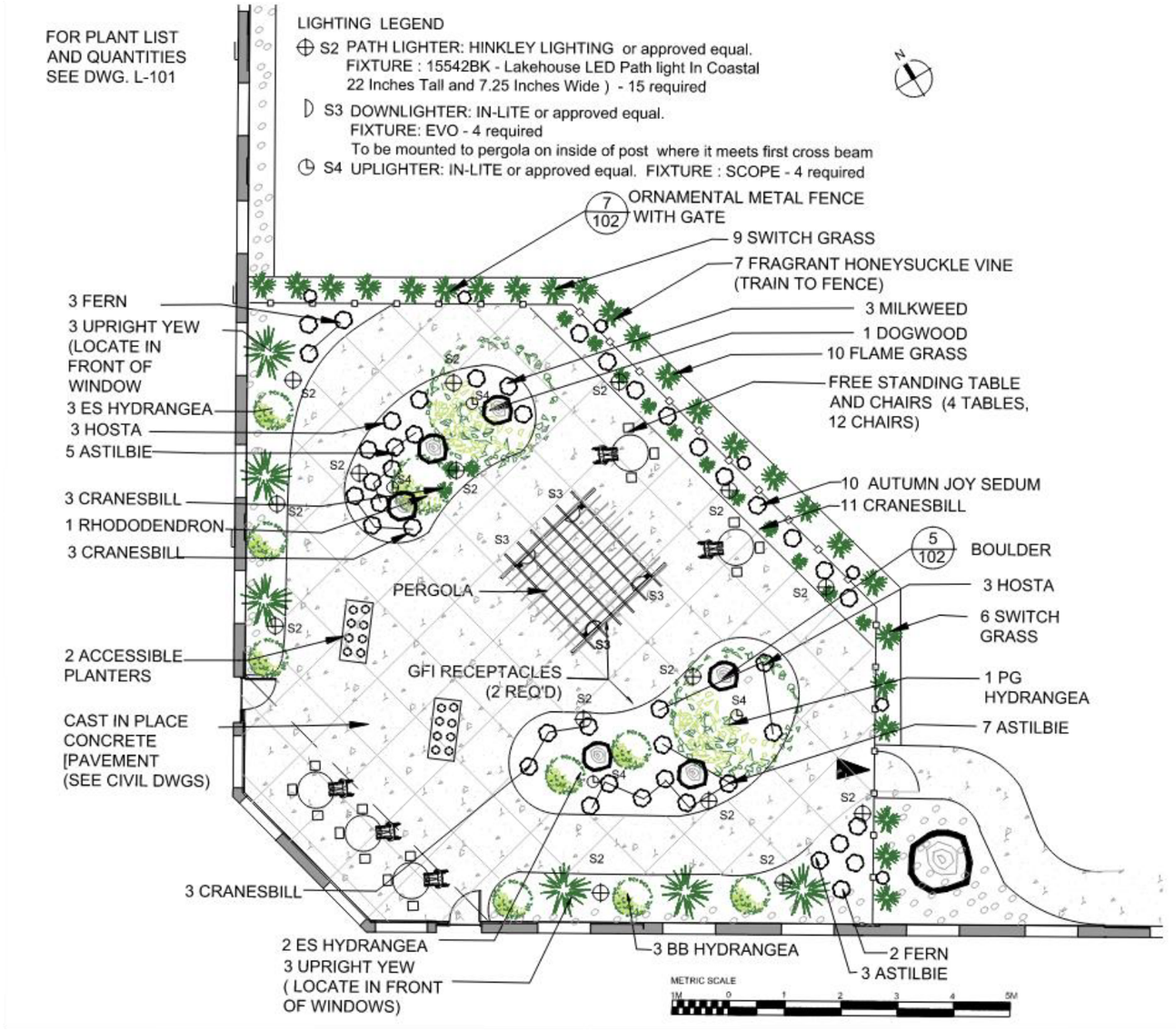
- Outdoor access via Courtyard
- Servery as food distribution point from the Central Kitchen

Household:

- Unit of 16 Residents



Resident Courtyard



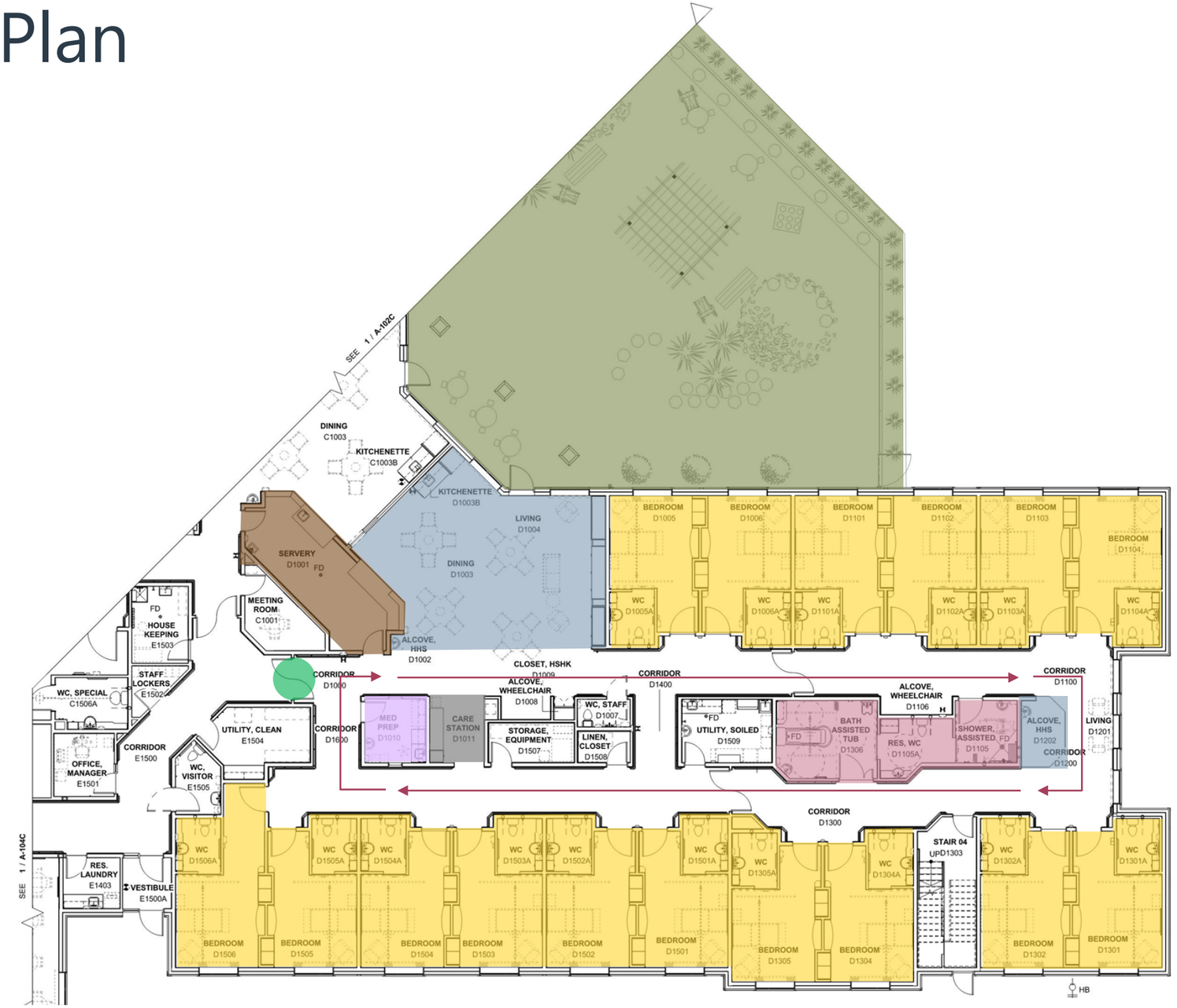
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Household Floor Plan

Amenities per 16 Residents:

- Household Entrance
- Household Loop
- Resident Rooms
- Living & Dining
- Servery
- Outdoor space
- Bathing Suite
- Med Prep Room
- Care Station



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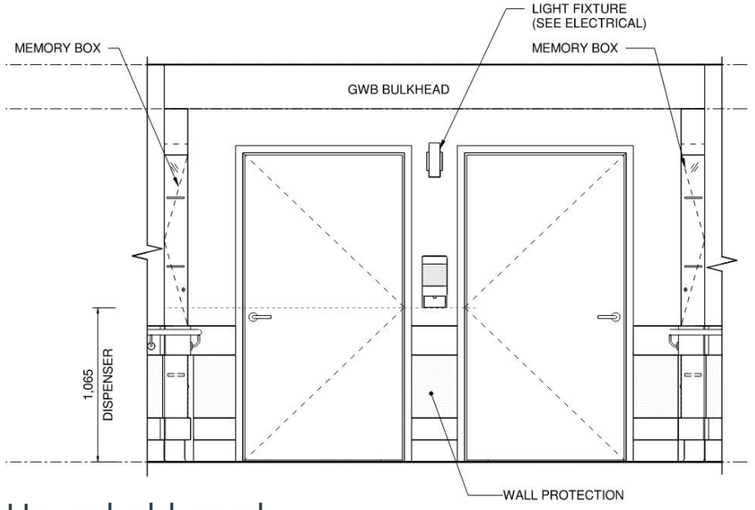
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Resident Household

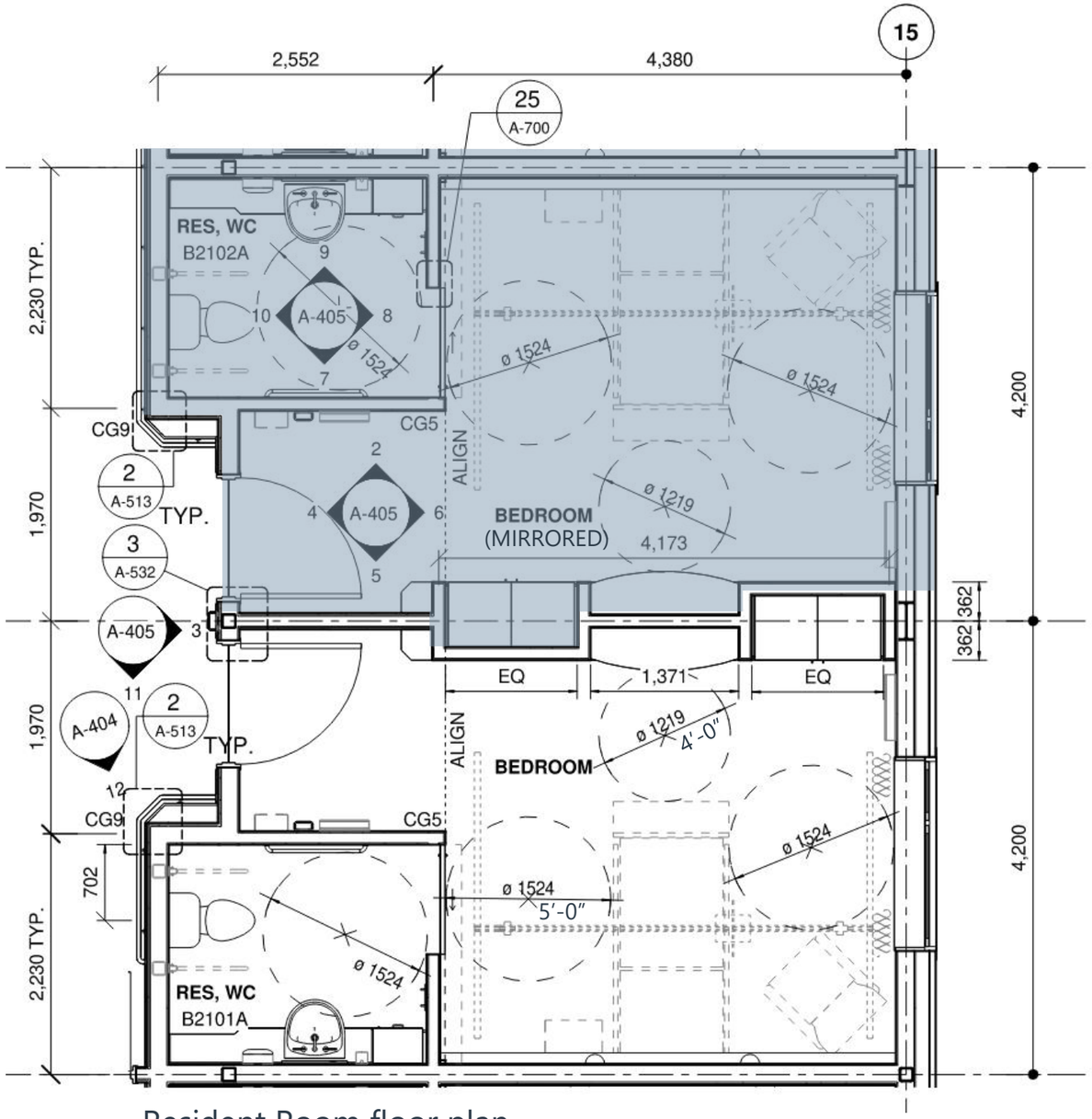




Resident Room



Household porch



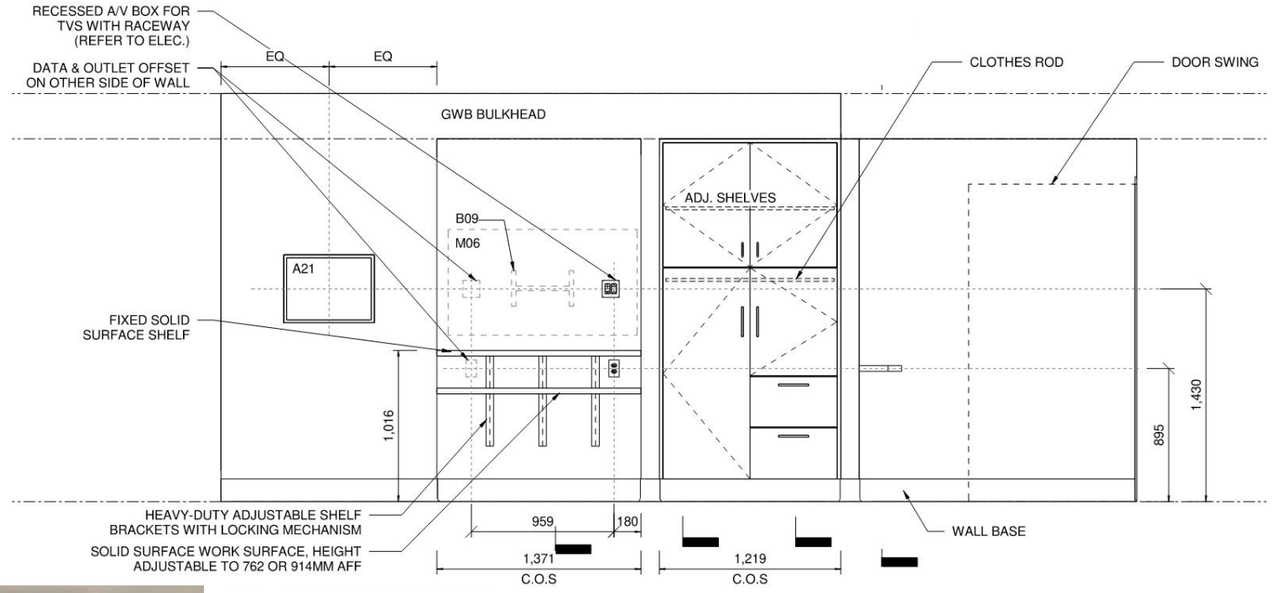
Resident Room floor plan

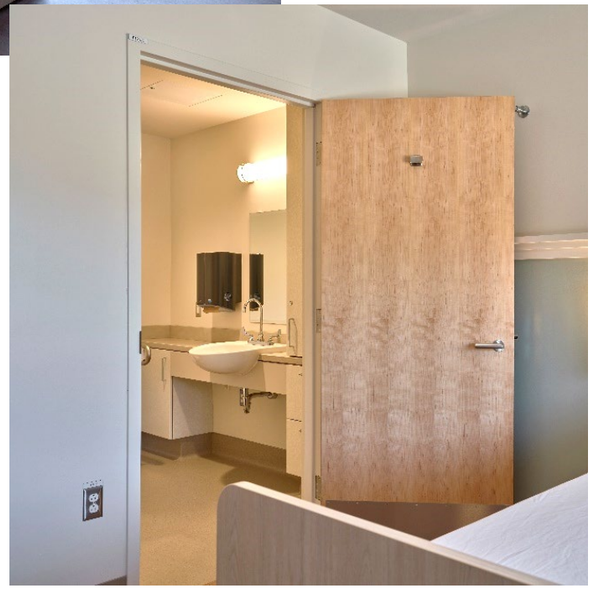
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Resident Room







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Thank you!

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WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

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

Submitted by: _____
John Ogilvie, Climate Action Coordinator

Date: 2024-04-09

Subject: Information: Home Flood Protection Pilot Program

LEGISLATIVE AUTHORITY

NS *Municipal Government Act, Section 65C*

BACKGROUND

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

At the March 26, 2024, Council meeting, Council passed the following motion.

> "Council direct staff to create a home flood protection program offering both flood risk assessments and grants for eligible upgrades".

Based on feedback from Council, staff have drafted a policy to govern the Home Flood Protection Pilot Program.

DISCUSSION

The Home Flood Protection Pilot Program Policy is pending legal review by the Municipality's legal advisors, so the attached draft policy is presented to Committee of the Whole for information purposes. This will give the Committee some insight into the eligibility and scoring criteria that staff are proposing. The policy specifies criteria for applicant eligibility, funding limits, and the approval process. The listed upgrades in the policy are intended to reduce the

risk of flooding to individual properties and reduce the impacts of flooding if it does occur on the property. The upgrades range from small-scale to large-scale, allowing for applicants who experience various flooding issues throughout the Municipality to apply for the program. The draft policy will be brought back to Committee of the Whole at a future meeting following legal review.

The recommended individual grant limit of $20,000 encompasses a Home Flood Protection Assessment and recommended upgrades for the home and/or property. It would provide ample fiscal capacity to perform multiple upgrades on a property, while allowing the Municipality to fund multiple projects. An allocation of $400,000, pending Council's approval of the policy, in the 2024-25 budget would fund up to 20 projects, depending on the overall cost of administering assessments and the project sizes for individual applicants.

Approving the policy and potential budget allocation will enable staff to have more detailed discussions with the Clean Foundation about administering Home Flood Protection Assessments. If funding were made available, the Clean Foundation has indicated a potential ability to provide expertise and staff to perform assessments; this may involve signing agreements or a memorandum of understanding with the Clean Foundation. Further discussion with the Clean Foundation will give staff more clarity on this subject. Following the budget allocation and enabling policy, the Municipality could launch the program.

NEXT STEPS

Pending Council's discussion regarding the Home Flood Protection Pilot Program, staff will:

- bring the program policy to Committee of the Whole and Council for approval, following legal review;
- further discuss working with the Clean Foundation to administer home flood protection assessments;
- prepare the Climate Action Committee to review and recommend program applications; and
- discuss 2024-25 financial support from the program estimated to be in the $400,000 range.

FINANCIAL IMPLICATIONS

Staff are suggesting a potential 2024-25 budget allocation of $400,000 for the Home Flood Protection program, to be funded through the Regional Operating Reserve. This funding will be disbursed as grants to applicants, up to a maximum of $20,000 per approved application.

This would be represented in the Climate Action Committee 2024-25 budget and any transfers from the operating reserve would only match what has been utilized at the fiscal year end.

Staff are not aware of any external funding sources to assist with funding such a program, however, will continue investigating any external funding opportunities available to help the Municipal contribution for the Home Flood Resilience Program.

ALTERNATIVES

Council may:

- approve a different budget allocation than the recommendation from staff; or
- request further information on a specific topic.

ATTACHMENTS

Attachment A	Draft Home Flood Protection Program Policy
Attachment B	2024-03-12 Staff Report: Home Flood Protection Program

CHIEF ADMINISTRATIVE OFFICER REVIEW

The current policy and report reflect direction from Council at the March 26th Council meeting. Specifically, the policy is drafted to reflect a grant approach vs a loan program. Ultimately fiscal support is determined by Council and staff await legal review of the policy to ensure our ability to provide a direct grant to a private property vs. a loan program which could be similar to the West Hants SWITCH PACE Program.

Additionally, Council may still consider a hybrid including a grant for the assessment portion of the program and a loan (perhaps interest free) for the home improvement portion of the program. Funding scenarios are at the discretion of Council. Pending further review, should a loan portion be incorporated into the policy and revision of the policy may be required.

Staff are seeking the direction from Council on the continued direction of the policy to ensure staff are continuing to approach the program as Council desires.

Report Prepared by: _____

John Ogilvie, Climate Action Coordinator

Report Reviewed by: _____

Sara Poirier, Director of Planning and Development

Report Reviewed by: _____

Carlee Rochon, Director of Financial Services

Report Approved by: _____

Mark Phillips, Chief Administrative Officer

WEST HANTS REGIONAL MUNICIPALITY **RCOXX-###.00**
HOME FLOOD PROTECTION PILOT PROGRAM POLICY

1. TITLE

This policy shall be known, and cited, as the Home Flood Protection Pilot Program Policy.

2. SCOPE AND PURPOSE

2.1. This policy is applicable to the Home Flood Protection Pilot Program for West Hants Regional Municipality and all qualifying residential properties. This policy shall only apply to upgrades installed using the Home Flood Protection Pilot Program. The program may evolve in the future to expand eligibility and funding criteria.

2.2. The purpose of this policy is to define the operational parameters of the Home Flood Protection Pilot Program, including the eligible home upgrades, qualifying properties, and details regarding funding amounts.

2.3. The intent of the Home Flood Protection Pilot Program is to offer financial assistance to homeowners to:

2.3.1. Assess the risk of flooding to their homes and available upgrades to protect their home from that risk; and

2.3.2. Implement eligible upgrades that will reduce the risk of flooding or reduce the impacts of flooding to their home.

3. REFERENCES

3.1. Nova Scotia *Municipal Government Act, Section 65C.*

4. DEFINITIONS

4.1. “CAC” or “Committee” means the Climate Action Committee of the Municipality.

4.2. “CAO” means the Chief Administrative Officer of the Municipality.

4.3. “Home Flood Protection Assessment" means an assessment in the form of a written report performed by a qualified individual, as determined by the Municipality, to assess the risk of flooding of a Qualifying Property, and to offer suggested upgrades that may protect the home from the impacts of flooding.

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4.4. "Municipality" means West Hants Regional Municipality.

4.5. "Qualifying Property" is an existing property that meets all the eligibility requirements in this Policy.

5. QUALIFICATION

5.1. To qualify for financial assistance through the Home Flood Protection Pilot Program, the following conditions must be met:

5.1.1. The property must be an existing single unit dwelling and not a new construction, located within the boundaries of the Municipality;

5.1.2. The property must be a single unit dwelling, privately owned by an individual or non-profit. The property cannot be owned by the Federal, Provincial or Municipal government;

5.1.3. The owner of the property cannot be in arrears of any Municipal taxes, including penalties and interest;

5.1.4. The proposed upgrade(s) must be suggested as part of a Home Flood Protection Assessment.

6. APPLICATION AND APPROVAL

6.1. The Climate Action Committee will evaluate all applications based on *Section 5* and *Section 6.6* of this policy and recommend specific applications for approval to Council. Applications are subject to written approval by Council or its designate.

6.2. Applications will be accepted once per year, to be submitted on or before the third Wednesday of March, for the Committee to review.

6.2.1. Public notification will be provided of the submission date and application requirements.

6.2.2. Applications must be accompanied by applicable supporting documentation, as noted in Section 6.7.

6.3. Applicants will be awarded individually no more than $20,000 as a grant.

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6.3.1. This funding limit includes the cost of a Home Flood Protection Assessment, with the remainder of awarded funds to be used toward upgrade installation costs.

6.3.2. This funding limit in no way excludes the homeowner from performing additional upgrades from their own sources or using applicable Provincial or Federal funding.

6.4. Per the *Municipal Government Act, Section 65*, as amended, successful applicant information will be published on the Municipal website. This includes the applicant's name and the amount of grant funding approved.

6.5. Notwithstanding the *Residential Property Tax Assistance Policy*, successful applicants receiving a grant under the *Home Flood Protection Pilot Program Policy* will not be eligible for grants or contributions in the same fiscal year, under any other grant program established by Council.

6.6. The following scoring criteria will be used by the Committee to prioritize applications and assist in the approval process.

Scoring Criteria for Home Flood Protection Program

Residence	
The dwelling is the owner's primary residence	10 points
Desired Upgrade(s)	
Upgrades are desired for the main dwelling or area immediately surrounding the main dwelling	5 points
Upgrades are desired to protect property access i.e. driveway	3 points
Upgrades are desired for detached outbuildings such as a garage or shed	1 point
Upgrades are desired to the property/lawn, that does not mitigate flooding of the main dwelling	0 points
Maximum Flooding Severity	
Floodwater depth of 2' (feet) or more	3 points
Floodwater depth greater than 3" (inches) and less than 2' (feet).	2 points
Floodwater depth of less than 3' (inches).	1 point
Frequency of Flooding	
Annually, or more frequently.	6 points
Every 2 years.	4 points

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Regularly between every 3-10 years.	2 points
Every 10 years or less frequently.	1 point
Further Consideration	
The applicant applied to the program in the previous year but did not receive funding.	3 additional point.

6.7. Supporting documentation will be required to attest to the severity and frequency of flooding, such as photos with a timestamp and/or documents that supported past insurance claims.

6.8. In addition, the CAC may consider the availability of funds for the Municipality to provide financial assistance with the Home Flood Protection Program.

7. ELIGIBLE UPGRADES AND INSTALLATIONS

The following is a list of eligible upgrades and installations under the program. Eligible upgrades must be recommended as part of a Home Flood Protection Assessment.

7.1. Back-flow prevention valve

7.2. Sump pump.

7.3. Window well covers.

7.4. Flood alarms.

7.5. Sealing the building envelope.

7.6. Repairing foundation cracks.

7.7. Drainage improvements, including for property access.

7.8. Eavestrough improvements/repositioning.

7.9. French drains.

7.10. Bioswales and rain gardens.

DRAFT

I, Deanna Snair, Municipal Clerk of the West Hants Regional Municipality, in 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 ____day of _____(month), _____(year).

Deanna Snair

Adoption	
Notice to Council	Date
Approval	Date
Description	

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Attachment B

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

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

Submitted by: _____
John Ogilvie, Climate Action Coordinator

Date: 2024-03-12

Subject: Information Report: Home Flood Protection Program

LEGISLATIVE AUTHORITY

Municipal Government Act (*MGA*) Sections 81A (1) and 65A, C

DECISION REQUEST

Staff require Council direction on program intent and funding commitment.

BACKGROUND

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

At the January 23, 2024, Council meeting, Council passed the following motion:

> "Council direct staff to create a home flood protection program and present it to Council by the March Committee of the Whole meeting for viewing and/or approval for budgetary implications".

Based on this motion, staff gathered information and prepared this report to provide Council additional information on a home flood protection program and to gather further feedback from Council such as program intent and funding commitment, to create a complete program for recommendation.

DISCUSSION

Legislative Authority

Upon review of the *MGA*, staff have determined two avenues for a home flood protection program for residents. The first would be to use Section 81A of the *MGA* to allow the Municipality to provide a loan to property owners for specific items mentioned in Sections 81 (1) (c, d). The second option is to create the program as a grant to property owners that meet specific criteria, as determined by Council.

Section 81A (1) of the *MGA* states the following:

> "The council may make by-laws imposing, fixing, and providing methods of enforcing payment of charges for the financing and installation of any of the following on private property with the consent of the property owner:
>
> a) energy-efficiency equipment;
> b) renewable energy equipment;
> c) equipment for the supply, use, storage, or conservation of water; and
> d) on-site sewage disposal equipment".

This section of the Act provides the legislative authority for the Property Assessed Clean Energy (PACE) program, Switch West Hants. Switch West Hants pays for residential home upgrades directly and enables homeowners to repay the cost of the upgrades over 10-year terms, with an interest rate to cover the cost of financing. Specifically using subsection (c), the same mechanism could be used to finance a specific subset of upgrades that store water and encourage infiltration/absorption, such as rain gardens and bioswales. Subsection (d) may be applicable to items such as backflow prevention valves, which would be beneficial for areas with municipal sewer collection. Borrowing for a home flood protection program will impact the Municipality's borrowing ratios and debt servicing, depending on program uptake.

Section 65A of the *MGA* gives Council the authority to spend money on items that are included in the Operating or Capital Budgets. Section 65C of the *MGA* states the following regarding grant disclosure policies:

"1) The council shall adopt a policy that requires the municipality to disclose to the public a list of recipients of grants made by the municipality and the amounts of those grants.

2) A policy adopted under subsection (1) must include the
    a) frequency and timing of disclosure;
    b) content to be included in a disclosure; and
    c) form in which the disclosure must be made.
3) A policy adopted under subsection (1) may include any other matter that the council considers necessary or advisable to carry out effectively the intent and purpose of the policy."

This section of the Act requires the Municipality to publicly disclose the recipients of grants, and the amount of the grants. Grants could be used to provide home flood risk assessments to residents, which would be the first step in determining potential upgrades to make homes more resilient to flooding.

Programs in Other Jurisdictions

There are various programs other municipalities created to address flooding and erosion damage on private properties, some within Nova Scotia and others across the country.

Colchester County Small Flood Damage Reduction

- Guided by a municipal policy (Attachment A) and overseen by the Flood Advisory Committee.
- Provides cost-sharing on projects based on the property type i.e. residential, commercial, farmland, etc. The percentage of municipal contribution is 75% for residential projects and decreases to a low of 10% for projects that protect vacant land.
- Property owner's contribution constitutes a first lien on the property and is collectible like taxes.
- One-year repayment plan is offered for the participants' contribution.
- Annual municipal budget of ~$100,000.

Resilient Home Retrofits

- A pilot program offered in the Town of New Glasgow and Spryfield and Upper Hammonds Plains of Halifax Regional Municipality in partnership with Clean Foundation.
- Offers free home flood risk assessments along with home energy assessments for up to 20 households.
- Provides free upgrades to selected homeowners such as repairing foundation cracks, bioswales, rain gardens, gutter alignment, and more.
- Funded by the Province with ~$400,000.

City of Windsor, Ontario, Home Flood Protection Program

- A pilot program offering subsidized home flood protection assessments to up to 100 households.
- Resident applicants must provide a $200 refundable security deposit, which is returned following implementation of some recommended upgrades/actions.
- Provided in partnership with AET, an environmental consulting firm.
- Offers a detailed report to homeowners of actions that can be taken.

City of Burlington, Ontario, Home Flood Protection

- Offers subsidized in-person or virtual home flood protection assessments.
- The City provides up to 50% of the cost of the assessment, making homeowner contributions $212.50 for virtual assessments and $237.50 for in-person assessments.
- Provided in partnership with AET, an environmental consulting firm.
- Maximum of 20 applicants for the subsidy.

- The City also offers a plumbing permit fee grant program to waive building permit fees associated with installing sump pumps, backwater valves, and repair/replacement of a sanitary line when including installation of a backwater valve. WHRM does not require permits for sump pumps or backwater valves, and so this type of support is not needed.

The Province also has various programs to assist homeowners who meet specific income thresholds. The programs include Homeowner Residential Rehabilitation Assistance, Emergency Repair Program (for rural households), Provincial Housing Emergency Repair Program, and the Small Loans Assistance Program. These programs offer grants or low-interest loans for home repairs related to health and safety, which can include basement foundation and roofing repairs to mitigate water infiltration. Other possible repairs are numerous, and a municipal home flood protection program should complement these existing programs.

Governance and Administration

The establishment of a holistic residential home flood protection program may require an enabling by-law and policy to govern participant eligibility, eligible upgrades, and an outline of the program process. Administering a home flood protection program would require dedicated staff or third-party resources to inspect homes and provide recommendations. As noted above, both the City of Windsor and the City of Burlington have partnered with environmental consulting firm AET to perform home inspections and draft recommendations for homeowners. This process is very similar to home energy assessments performed for the PACE program, which qualify participants for federal and provincial grants/rebates.

Absent a by-law and policy, WHRM is well-placed to amplify messaging about actions homeowners can take to become more resilient to flooding. This could include using the extensive reach of the municipal Facebook page, monthly email updates, quarterly newsletters, and water utility bills. This is currently done but a more dedicated focus on communication would be an immediate action to improve homeowner awareness of flood resiliency, before launching a holistic municipal program.

Homeowner Eligibility

A home flood protection program for the Municipality should include homeowner and property eligibility. These eligibility requirements could consider:

1) That the home is located within WHRM;
2) Eligibility for existing residential construction (dated as of program launch);
3) That the homeowner is in good standing with respect to all municipal taxes, rates, or charges;
4) The flood history of a specific area/community;
5) The flood history of the applicants' home; and
6) That the flooding is specifically impacting homes, not land such as fields, lawns, etc.

These eligibility criteria would help make best use of limited municipal resources and ensure that residents who are the most affected by flooding can get assistance as needed. By excluding new construction, WHRM will not be incentivizing construction that is at risk of flooding; this

will complement any upcoming changes during the Plan Review that discuss coastal protection and potential development restrictions in at-risk areas.

Home Flood Risk Assessment

A municipal home flood protection program should prioritize offering grants to residents for a free home flood protection assessment, as a pilot project. An assessment would review the homeowner's property for opportunities to reduce the risk of flooding and provide a list of suggested upgrades. The report for the homeowner presents projects the homeowner can undertake to reduce flooding risk, the homeowner will select the upgrades they want to undertake, and then get quotes from qualified contractors for the projects. The pilot program could operate for a specific period as determined by Council. If Council opts to provide grants for upgrades that reduce the impacts of flooding to a homeowner, the eligibility should be based on recommendations of the home flood protection assessment.

Offering a pilot project to a specific number of residential properties will allow Council and staff to assess the feasibility of continuing and/or growing the program.

Home Upgrades and Impacts

Possible home upgrades range from low cost with minimal intervention to high cost with greater intervention (Table 1).

Table 1: Home Upgrades to Enhance Flood Resiliency

Low Cost, Potentially Small Intervention	High Cost, Potentially Large Intervention
	Eavestrough improvements/repositioning
Backwater valve	French drains
Window well covers	Bioswales and rain gardens
Flood alarms	Repairing foundation cracks
	Sump Pump
Sealing building envelope	

Many upgrades will have small individual impacts, but when implemented on a community-level scale they can create measurable differences. Upgrades such as sealing the building envelope, backwater valves, sump pumps, and window well covers will help keep water out of homes during rain and flooding events. Larger upgrades such as bioswales and rain gardens are considered green infrastructure that can improve absorption of rain and flood water; these upgrades are generally more feasible on residential properties with enough vacant space to construct these improvements. None of these improvements listed above are mutually exclusive, and they will complement each other.

Funding

As noted elsewhere, home flood protection assessments in Ontario cost approximately $500. Detailed discussions with qualified home flood risk assessors within Nova Scotia would provide a better cost estimate locally. Starting with a program to provide free home flood protection assessments would give Council and staff an indication of budgetary requirements and program interest, as well as provide recommendations for homeowners to make their own changes. As an example, if Council allocated $25,000 for a pilot project, WHRM could provide up to 50 home flood protection assessments as long as the cost remains similar to Ontario. Lower-cost upgrades such as a sump pump can range from approximately $100 to more than $700, depending on the pump capacity. High-cost upgrades such as drainage improvements would depend on excavation and labour costs but would likely be thousands of dollars.

External funding opportunities may exist for this type of program, such as the Nova Scotia Sustainable Communities Challenge Fund. This fund has a stream for adaptation projects, and I expect it to open for another round of applications this spring. This would require detailed discussions with fund staff to confirm WHRM's project eligibility.

NEXT STEPS

Council needs to provide direction to staff on program intent and funding commitment for staff to continue the development of a municipal home flood protection program.

If Council directs staff to continue exploring a home flood protection pilot program, beginning with home flood risk assessments, staff anticipate:

- Discussing with potential program partners to perform home flood protection assessments, including determining the cost of assessments;
- Drafting an enabling by-law and policy as needed for approval by Council; and
- Exploring external funding opportunities to offset or enhance the Municipal contribution to such a program.

Staff will continue to amplify messaging from other sources about flood risk and resilience.

FINANCIAL IMPLICATIONS

As noted above, based on the examples from Ontario, providing home flood risk assessments may cost $500 each. A pilot project could be to provide free assessments to up to 50 homes within the Municipality, which would cost approximately $25,000. These flood risk assessments will provide an indication of the options for residents to mitigate the impacts of flooding and quotes would indicate the costs involved for each project. This information will help Council and staff develop a home flood risk assessment program budget and potential cost-sharing framework.

Staff need to investigate if there are any external funding opportunities available to help pay for a home flood resilience program, which could significantly reduce the impacts on municipal finances.

Depending on Council's direction, any potential costs associated with this program and potential funding sources will need to be added to the operating budget during the 2024-25

budget deliberations. Borrowing for a home flood protection program will impact the Municipality's borrowing ratios, debt servicing, and may limit future borrowing capacity depending on program uptake.

ALTERNATIVES

Council may:

- direct staff to develop a home flood resilience program for approval, beginning with a pilot project offering home flood risk assessments;
- direct staff to continue exploring a home flood resilience program, offering both home flood risk assessments and grants for eligible upgrades;
- request further information on a specific topic; or
- maintain the status quo of staff sharing information from various sources such as Environment and Climate Change Canada.

ATTACHMENTS

Attachment A	Colchester County Small Flood Damage Reduction Projects Policy
Attachment B	Sample Home Flood Protection Assessment Package

CHIEF ADMINISTRATIVE OFFICER REVIEW

The coordinator's report has been well researched and provides plenty of considerations for Council to review. Loans vs grants or a hybrid, resources required to deliver the program, and applicant eligibility are some of the key topics for discussion. Staff are requesting specific direction or a comment from Council that we are on the right track with this proposed program.

I support the suggestion that a home risk assessment be the foundation for assessing the need for a more encompassing program (a place to start) or as the mandatory requirement as part of a wider scale program (something bigger). The eligibility section highlights six (6) criteria as preliminary considerations. This section and any additional criteria ensure that those having a greater need for assistance are addressed more immediately.

We look forward to Council's comments on the coordinator's work to-date.

Report Prepared by: _____
John Ogilvie, Climate Action Coordinator

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

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

Report Approved by: 

Mark Phillips, Chief Administrative Officer

Attachment A

Municipality of the County of Colchester

Small Flood Damage Reduction Projects Policy

1. Introduction

The Flood Advisory Committee approves and manages small flood damage reduction projects in the County on an annual basis. The Committee has limited resources and as such feels it is important for property owners who benefit from this Policy to cost share in projects. This will allow for the completion of more projects per year. The following Policy outlines the process for applying for a small flood damage reduction project as well as the available cost reduction options available to the various landowners.

2. Definitions

In this Policy:

a. "Active Farmland" is property which is identified as farmland on the Assessment Roll and is currently being farmed.

b. "Commercial Property" is property which is identified as commercial on the Assessment Roll and has a business located on the property.

c. "Flood Advisory Committee" is a Committee of Council (the "Committee").

d. "Non-Municipal Infrastructure" is infrastructure that is privately owned or publicly owned (by the Province or Federal Government) and which serves the general public, including but not limited to, railway infrastructure and properties, bridges, electric power supply grids, and cable-TV service infrastructure.

e. "Owner" includes:

(i) the person assessed for the property;

(ii) a person who holds title to the property including a part owner, joint owner, tenant in common, or joint tenant of the property;

(iii) a person having the care or control of the property through adverse possession; and

(iv) a person with a life interest in the property.

f. "Principal Residence" is a family home ordinarily inhabited by owner and which owner has designated as principal residence for legal and tax purposes.

g. "Residential Property" is property which is identified as residential on the Assessment Roll and is occupied by the owner as the owner's principal residence.

h. "Shoreline" is any area which is exposed to the influence of saltwater, including the downstream areas of watercourses which are influenced by the tide.

i. "Small Flood Damage Reduction Project" is a project which will mitigate or eliminate the negative effects of flooding and erosion on a property and which takes place:

(i) Along a watercourse, or
(ii) Along a defined stormwater drainage course which carries water from a public road right of way.

j. "Stormwater" is defined as the runoff generated from precipitation events such as rain and snow melt which flows over land or impervious surfaces and does not soak into the ground.

k. "Vacant Land" is property which may be identified as residential, commercial or farmland on the Assessment Roll, but which has no principal residence or business located on the property and is not actively being used for farming.

l. "Watercourse" is the bed and shore of every river, stream, lake, creek, pond, spring, lagoon or any other natural body of water and the water therein, whether it contains water or not. When the presence of a watercourse is unclear, the matter shall be referred to Nova Scotia Environment for a final decision.

3. Budget Amount

On an annual basis, the Municipality will identify an amount to be allocated for Committee projects.

4. Application Process

'Request for Work' forms are available from the Municipal Office, 1 Church Street, Truro, or from the Mayor or Councillors. Completed forms must be returned to the Municipality c/o the Committee, for consideration. Applications received after April 30 may not be considered for inclusion in the list of projects for that year and the applicants may be required to re-apply for consideration in subsequent or future year(s).

a. Members of the Committee and Municipality staff shall carry out site visits to assess the work to be carried out under each proposed project for valid applications received under this Policy.

b. Following site visits, staff shall process the applications received and prepare a priority list of all proposed projects for applications received under this Policy and present them to the Committee for approval, and for inclusion in an invitation for bids for the work required for the approved projects. Bids for work for the projects shall be invited in accordance with the Municipality's Policy on Purchasing and Tendering for Goods, Services and Construction Projects and announced through the Municipality's website and/or local print media. Depending upon budgetary constraints, the Committee may or may not include all projects listed in the priority list in the information package for bidders of work for the calendar year. Any projects that could not be included in the tender announcement shall be carried over to the priority list for the succeeding year and re-prioritized with the project applications received in that year. The Committee may also elect to seek

competitive bids on an hourly rate basis, to be applied to all approved projects within a given fiscal year.

c. Applicants whose applications have been shortlisted for inclusion in the priority list of projects that will be carried out in the current year shall be advised in writing of the total cost of the project and the applicant's share of the cost of the project determined in accordance with Section 7 of this Policy. Applicants will have two weeks from the date of the letter advising of the approval and cost of the project to:

   (i) Withdraw their application in writing; or

   (ii) Confirm their acceptance of the project costs in writing, and to execute the "Agreement for Cost Sharing Expenses" and the "License to Enter upon Land and Release from Liability." If the project is not accepted in writing and if the Agreement and the Liability Release documents are not executed by the date stipulated in this Section, the project will be considered to have been withdrawn by the applicant and will be removed from the priority list of projects to be carried out.

d. Following response from applicants as required by Section 4(c), staff will present the final priority list of projects for the year to the Committee for approval. Construction work will be awarded to successful bidders based on the final approved priority list of projects under the Policy.

5. Criteria

a. The Committee will not consider, except in emergency situations, the following:

   (i) Projects on resource or forest land;

   (ii) Projects that threaten non-municipal infrastructure;

   (iii) Projects on property owned by another level of government;

   (iv) Projects whose purpose is to alter a naturally changing watercourse in which no flooding is threatened; or

   (v) Projects necessitated due to shoreline erosion.

b. The Committee will have the authority to pay:

   (i) The full cost of any approved project(s) submitted by not-for-profit organizations for work on their property; and

   (ii) The full cost of any approved project the Committee deems appropriate.

6. Prioritizing Projects

a. In order to assist the Committee in the recommendation process, applications will be prioritized as follows:

Type of Property Threatened	Priority
residential property	1
commercial property	2
active farmland	3
vacant land	4

7. Project Cost Reduction

a. Once projects have been approved by the Committee, the following reductions will be applied to the final project cost, reducing the portion of the cost payable by the applicant:

Property Type Threatened	Available Reduction in Applicant's Costs
residential property	75%
commercial property	50%
active farmland	25%
vacant residential land	10%
vacant commercial land	10%
vacant farmland	10%

b. Other public funding:

(i) It is the intent of this Policy that the Municipality will provide funding up to the maximum reduction in costs as set out in this Policy. The Applicant's costs will be those costs not covered by the Municipality's funding ("Applicant's Costs"). Should the Applicant receive funding for the approved work from another public agency(ies), the Applicant may apply that funding to the Applicant's Costs provided the amount of funding does not exceed the total of the Applicant's Costs. If the funding available to the Applicant from another public agency(ies) exceeds the Applicant's Costs, then the Municipality's costs shall be reduced by the full amount of excess funding or if the costs have already been paid the Applicant shall reimburse the Municipality the full amount of excess funding.

(ii) The Applicant shall immediately advise the Municipality of other sources of public funding available for the approved work, whether the funding is received before or after signing the Cost Sharing Agreement.

(iii) In all cases, and regardless of the total cost of the project, if the structure being threatened is a principal residence, the property owners will not be required to pay more than $2,500 for the project.

c. Applicants will be required to execute an "Agreement for Cost Sharing Expenses" to receive a reduction in accordance with this section.

8. Payment of Costs by Property Owners

a. Property owners will be notified, in writing, of their actual cost of the project, based on staff estimates or bids received and as calculated in Section 7. Should the property owners accept the costs and agree to sign the "Agreement for Cost Sharing Expenses" and the "License to Enter upon Land and Release from Liability" as per Section 4(c) of the Policy, property owners shall be required to:

   (i) Pay 50% of their share before any work is carried out on their property,

   (ii) Pay the remaining 50% of their share of the project cost in a lump-sum amount if they have opted for the single lump-sum payment plan in the "Agreement for Cost Sharing Expenses", or

   (iii) Pay the first installment of the remaining 50% of their share of the project cost if they have opted for the one-year repayment plan in the "Agreement for Cost Sharing Expenses."

   (iv) If the Applicant(s) receive funding from another public agency(ies) in advance of the approved work being carried out, they will be required to deposit the entire amount of public funding received in lump sum from the third party at the time of signing of the "Agreement for Cost Sharing Expenses." The applicant(s) will have the option to pay the balance amount of their share of the project cost either in a lump sum amount or in installments as specified in (ii) and (iii) above. The amount deposited against third-party assistance received by the applicant(s) shall not count towards the first installment if the applicant(s) decide to exercise their option as per (iii) above.

b. Property owners shall be required to pay their share of the costs of the project as per Section 8(a) by March 1 in the fiscal year the project is completed. Should property owners fail to meet this deadline, the outstanding amounts shall be placed as a lien on the property.

9. First Lien

a. The property owner's outstanding cost for a project shall constitute a first lien against the property from the time the cost is due on March 1 in the fiscal year the project is completed, and is collectible in the same manner as other taxes, and, at the option of the Municipal Treasurer may be collected at the same time and in the same proceedings as other taxes. The lien remains in effect until the costs, and any interest thereon, has been paid in full.

b. In the event of subdivision after a first lien comes into being, the lien shall attach to the lot or parcel bearing the same Property Identification Number as the original property, or to such other property as may be determined or deemed by the Municipality to be the successor property.

10. Payment of Costs over Time and Interest

a. If the property owner(s) opt to pay their remaining 50% share of the total project costs in installments as permitted by Section 8, the costs may be paid in 1 to 12 monthly installments together with interest on the unpaid balance at 7% per annum or such other interest rate determined by Council by resolution, compounded annually, computed from March 1 in the fiscal year the project is completed, subject to the provisos that:

(i) In the event of default of payment of any installment, the entire unpaid balance, including interest, becomes due and payable;

(ii) In the event of default of payment of any installment, the interest on the amount of the default shall be computed at the same rate prescribed for the late payment of other real property taxes payable to the Municipality; and

(iii) A property owner may pay off their cost of the project and extinguish the lien at any time by paying the entire balance, including interest.

Clerk's Annotation For Official Policy Book

~~Date of Notice to Council Members of Intent~~ to ~~Consider (7 days minimum):~~ ~~January 10, 2022~~

Date of Passage of Current Policy: January 27, 2022

I certify that this Policy was adopted by Council as indicated above.

Rob Simonds — Municipal Clerk

February 15, 2022 — Dated

amended January 27, 2022
amended November 28, 2019
amended January 31, 2019
amended January 29, 2015
amended November 24, 2011
originally approved September 24, 2009

Attachment B

HOME FLOOD PROTECTION PROGRAM

UNIVERSITY OF WATERLOO

Prepared for
Sally Homeowner
113 Lucky Lane, Kitchener, ON



Date Completed: November 15, 2018
Assessor Name: Sample Assessor
Assessor Email: sample@aetgroup.ca
1-519-123-4567

Prepared on behalf of AET Group
www.aet98.com
1-877-876-9235

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INTRODUCTION TO REPORT

What Does This Report Include?

This report includes an easy to read summary of top ranked items for priority action that have received a "poor/ needs further investigation" score or require specific mention based on questions asked by the homeowner. It also provides a record of all gathered information and provides additional helpful resources to help homeowners take action to reduce flood risk.

How Are Assessed Features Scored?

Assessors use the standardized assessment tool provided to guide them through a visual assessment of the property and to ask a list of preventative maintenance questions to homeowners. The information gathered is then compared to the tool's scoring definitions, developed by the University in Waterloo in concert with a wide variety of national experts in the area of basement flood risk reduction. Assessed Features are assigned scores of "Good- Best Practice", "Intermediate" or "Poor/ Needs Further Investigation" based on where they fall within these definitions. Any Assessed Features not accessible for observation and any preventative maintenance questions that are not completed by the homeowner are marked "Not Recorded."

What Does This Report Not Include?

Beyond summarizing the report findings related to assessed items that received a score of "poor/needs further investigation" or require specific mention based on questions asked by the homeowner the report does not formally state a prioritized approach for addressing deficiencies. It is up to Homeowner to decide which actions they will take and in what order.

To ensure program impartiality the report does not recommend specific contractors, suppliers or products. The report also does not provide in-depth drawings or tailored step-by-step instructions to complete projects at the home to address deficiencies.

How Was Information for this Report Gathered?

The contents of this report have been gathered by examining the physical condition of a variety of features inside and outside the home using simple tools such as a moisture meter, humidity gauge, flashlight and measuring tape. A verbal preventative maintenance questionnaire has also been completed with the homeowner or their designate.

Reporting Time Frame

This report documents the observed condition of physical features of the home and the preventative maintenance information gathered from the Homeowner on the day of the Assessment only.

Follow-Up Support Provided

Your assessment fee includes the equivalent of a 15 minute email follow-up conversation with your Assessor. Our customer service team can also answer your basic questions at 1-877-876-9235. For ongoing support, visit homefloodprotect.ca to register for our e-newsletter that includes important preventative maintenance reminders. For do-it-yourself tips and Homeowner Success stories, like us on Facebook@HomeFloodProtect.

What is Included in the Additional Resources Section?

A list of easy to read, highly practical, online links is provided to help Homeowners take action to reduce flood risk. These include how-to fact sheets and videos, local subsidy information, questions to ask your insurance provider and tips about hiring contractors.

DEFINITION OF TERMS

Scoring of Assessment

Each assessed item is assigned a score based on the standardized criteria laid out in the Home Flood Protection Assessment ranking system.

Score	Description
Good – Best practice	Observed or reported in good condition or reported maintenance practice
Intermediate	Observed or reported in intermediate condition or reported maintenance practice
Poor / Needs Further Investigation	Observed or reported in poor condition or reported maintenance practice or needs further investigation
Not Reported	Unobserved or unreported observed condition or reported maintenance practice
Out of Scope	Out of scope for this assessment but worthy of further consideration

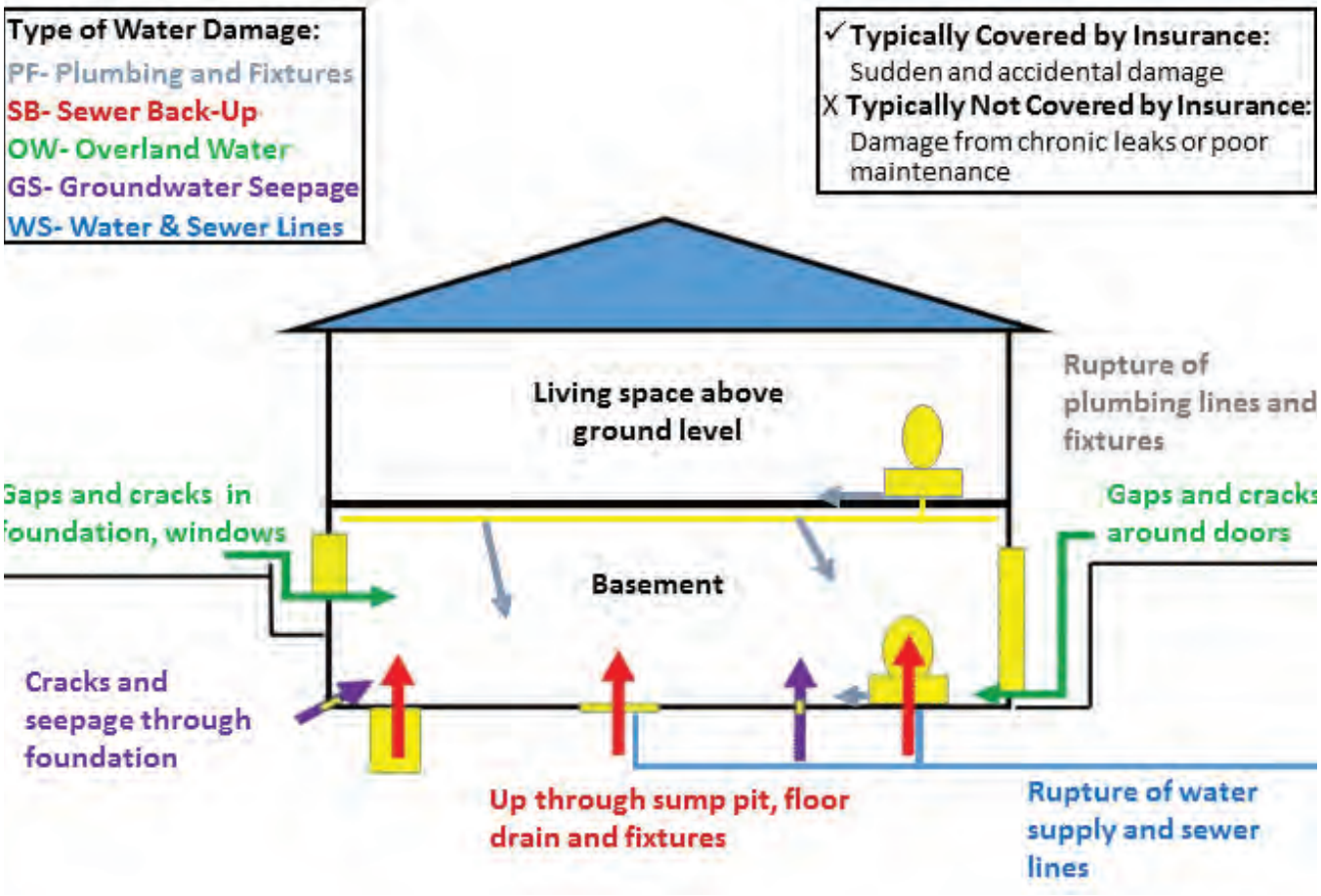
UNDERSTANDING DIFFERENT TYPES OF WATER DAMAGE RISKS AT YOUR HOME

The diagram and the definitions below are provided to help you understand the types of water damage that may affect any home due to deterioration of physical features, lack of preventative maintenance or water backup from municipal sewer systems during extreme weather events.

These water damage types are referenced in your Home Flood Protection Assessment Report to help you understand the types of water damage risks that have been identified at your home and your opportunities to reduce risk. Please see the customized list of maintenance best practices listed in your report to help you develop your preventative maintenance routine.

Insurance Coverage Considerations:

Sudden and accidental water damage is typically covered by insurers, however damage due to slow leaks or lack of preventative maintenance is typically not covered. Since there is no industry-wide, standard language used to define water damage types you may find using the terms and descriptions in this document helpful when working with your insurer to determine which coverage is best for you. Please note that not all insurance companies provide all types of coverages for all homes. See the "Questions for Your Insurance Provider" document in the Additional Resources section of the report for additional information.

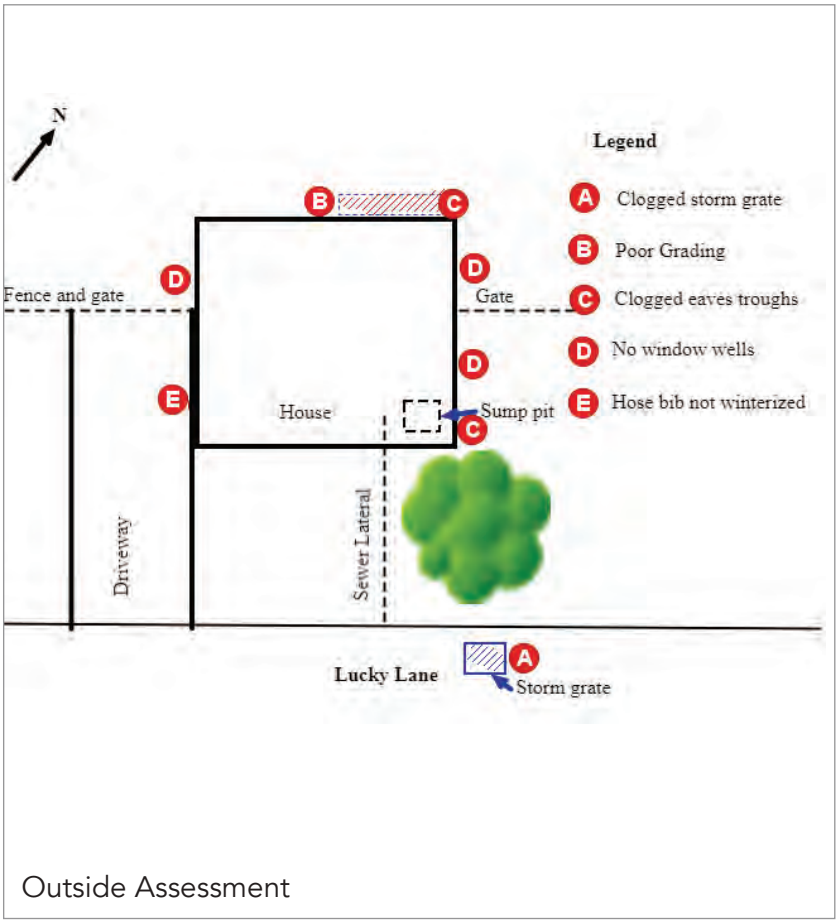


Typical Insurance Policy Coverage for Sudden and Accidental Damage	Code	Type of Water Damage	Simple Definition
Included	PF	Plumbing and Fixtures	Water that enters your home from a tear or rupture of plumbing pipes or fixtures (e.g. toilets, hot water heaters, dish washers)
Optional	SB	Sewer Back-Up	Water that flows from the sanitary or storm sewer or your home's foundation drains and backs up into your home through the sump pit, toilets and drains
Optional	OW	Overland Water	Water that flows from a lake or river, heavy rain or rapid snow melt and enters through cracks and gaps in your home's exterior from a point at or above ground level
Optional	GS	Ground Water	Water that has saturated the ground and enters your home below ground level through gaps, cracks and seepage through your home's foundation
Optional	WS	Water and Sewer Lines	Water that enters your home due a tear or rupture of a water supply and/or sewer lines

4

OUTSIDE ASSESSMENT SUMMARY
TOP-RANKED OPPORTUNITIES TO REDUCE FLOOD RISK

All features and maintenance practices that were assessed as "poor/ needs further investigation", require specific mention based on questions asked by the homeowner or are marked as "out of scope" but deserve further consideration, have been compiled into this summary.



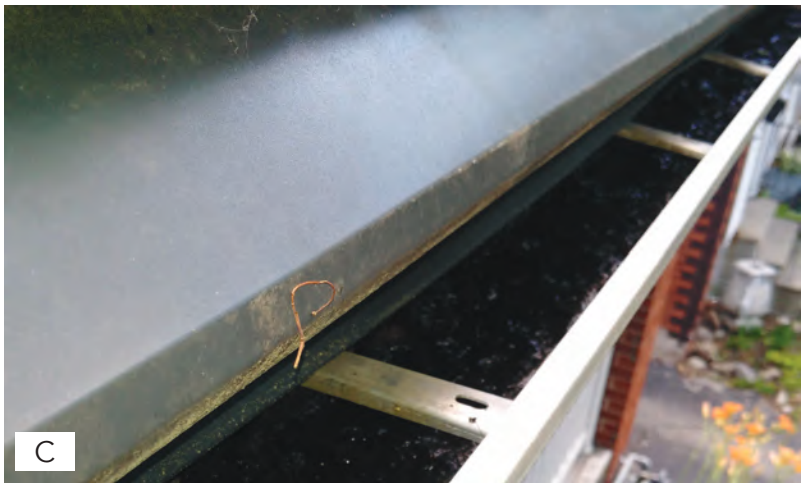
Outside Assessment



A



B



C



D

ASSESSED FEATURES

Fig	Assessed Feature and Best Practice	Type of Water Damage	Assessment	Opportunity to Reduce Risk
B	**Grading at foundation- After a heavy rain, does the grading within 1.8m (6') of your foundation walls direct water away or do you see water pooling?** The grading within 1.8 m (6') of the foundation walls slopes a minimum of 5% to direct water away from the foundation. The foundation surface does not easily soak up water.	OW, GS	The grading is flat or slopes toward the foundation OR The foundation surface is highly water absorbent OR Needs further investigation.	See B on **Outside Assessment** diagram. The grading beside your home directs water toward the foundation. The line in the soil indicates eaves troughs are overflowing and adding additional risk. Correct grading to achieve at least a 5% slope away from the foundation. Consider replacing the surface with non-water absorbent material. See comments related to eaves trough maintenance.
D	**Window wells - Are window wells installed in such a way that they reduce flood risk?** For each window that is less than 10-15cm (4-6") above the ground surface, a window well is present and sits at least 10-15cm (4-6") above grade. The window well is sealed at the foundation and the grading adjacent to wells slopes away from the home at a minimum of 5%. Consider installing window wells covers to further reduce risk.	OW	For each window that is less than 10-15cm (4-6") above the ground surface, a window well is not present. OR Window wells sit less than 10-15cm (4-6") above grade or are not sealed at foundation or grading at the window wells does not slope away from home at a minimum of 5%. Window well covers are not present OR Requires further investigation.	See D on **Outside Assessment** diagram. The windows are only 2.5 cm above grade and there is no formal window well, placing windows at higher risk of water inflow during heavy rains and spring melts. Work with a qualified professional to install a window well with adequate drainage. Correct grading adjacent to the window wells to slope 5% away from home. Consider installing window well covers to further reduce risk.

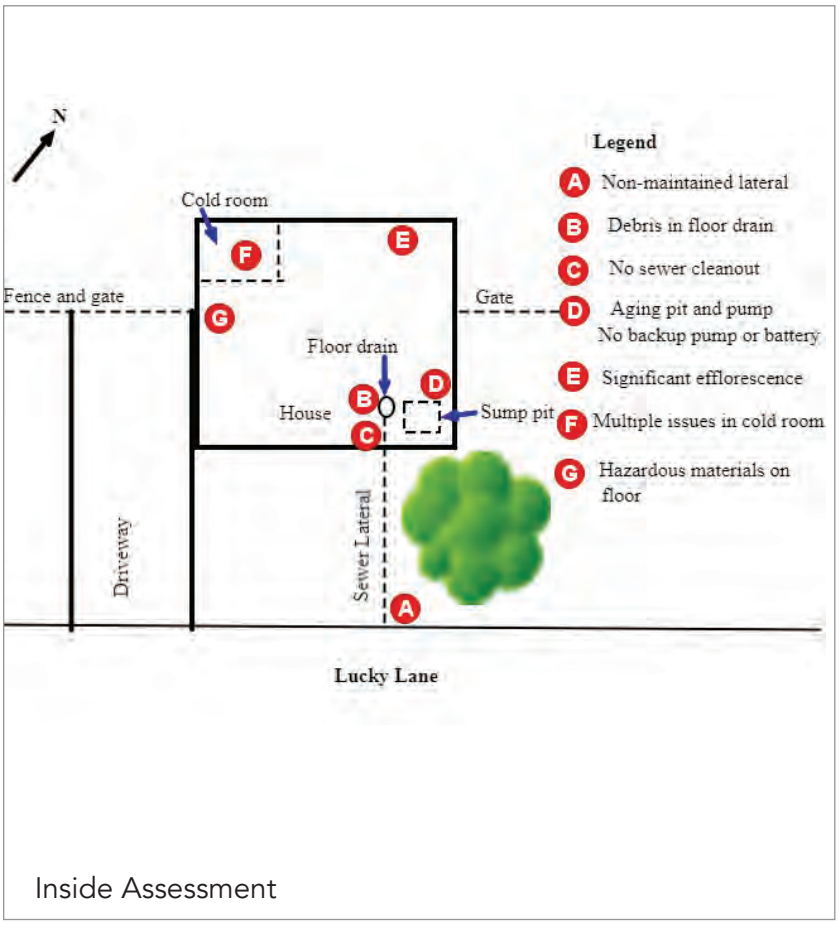
ASSESSED MAINTENANCE

Fig	Maintenance Feature and Best Practice	Type of Water Damage	Assessment	Opportunity to Reduce Risk
A	**Overland drainage maintenance –** Once per season or when major storm events are predicted, the homeowner checks for and removes debris and obstructions from the water flow paths including swales, nearby storm drains, culverts and drainage ditches.	OW	The homeowner never checks for or removes debris and obstructions from the water flow paths including swales, nearby storm drains, culverts and drainage ditches.	See **A** on **Outside Assessment** diagram. Once per season or when major storm events are predicted, check for and remove debris and obstructions from the water flow paths including swales and nearby storm drains. If nearby storm drains are free of debris but are still not draining within 24 hours, contact the government department with jurisdictional authority.
	Grading at foundation maintenance – Each season the homeowner checks for signs of water pooling or ice formation and corrects grading to achieve at least 5% slope away from the foundation	OW, GS	The homeowner never checks for signs of water pooling or ice formation nor corrects grading to achieve at least 5% slope away from the foundation.	Each season, check for signs of water pooling or ice formation at foundation. Correct grading to achieve at least 5% slope away from foundation.

C	**Eaves trough maintenance** – Each season during heavy rainfalls, the homeowner checks the eaves troughs for leaks, debris and blockage. Repairs and debris removal are completed as needed.	GS	The homeowner never checks the eaves troughs for leaks, debris and blockage. Repairs and debris removals are not completed as needed.	See **C** on **Outside Assessment** diagram. Each season during heavy rainfalls, check for leaks, debris and blockage. Repair, replace and clean out as needed.
	Downspout maintenance – Once per season the homeowner checks to make sure the downspout extensions are secured, free of leaks, depositing water at least 1.8m (6') from the foundation or to a drainage swale and that water is not flowing onto adjacent properties	GS	The homeowner never checks to make sure the downspout extensions are secure, free of leaks, depositing water at least 1.8m (6') from the foundation or to a drainage swale and that water is not flowing onto adjacent properties.	Once per season check to make sure the downspout extensions are secure, free of leaks, deposit water at least 1.8m (6') from the foundation or to a drainage swale and that water is not flowing onto adjacent properties.
	Window maintenance – Once per season the homeowner checks the condition of the frames, glass and seals, and completes repairs as necessary.	OW	The homeowner never checks the condition of the frames, glass and seals, or completes repairs as necessary.	Once per season check the condition of the frames, glass and seals. Repair as necessary.
	Hose bib maintenance – Spring, summer and fall the homeowner checks for leaks and completes repairs as necessary. Before winter, the outdoor water supply is shut off and the water line is drained. The hose is drained and removed.	OW, GS	The homeowner never checks for leaks or completes repairs as necessary. They never shut off the exterior water supply, drains the line or remove the hose.	See **E** on **Outside Assessment** diagram. Spring, summer and fall check for leaks and complete repairs as needed. Before winter freeze up shut off the outdoor water supply and drain the water line. Drain and remove the hose.

INSIDE ASSESSMENT SUMMARY
TOP-RANKED OPPORTUNITIES TO REDUCE FLOOD RISK

All features and maintenance practices that were assessed as "poor/ needs further investigation", require specific mention based on questions asked by the homeowner or are marked as "out of scope" but deserve further consideration, have been compiled into this summary.



Inside Assessment



B



D



E



F



G

ASSESSED FEATURES

Fig	Assessed Feature and Best Practice	Type of Water Damage	Assessment	Opportunity to Reduce Risk
	Sanitary sewer lateral- Is your sanitary sewer lateral in good condition and is it free of blockages? Inspection of sanitary sewer lateral with a closed circuit television (CCTV) is best practice if a home is over 25 years old, if the home has experienced sewer backup or if the home experiences chronic drain backup. Note: Determining the condition of the sewer lateral is outside the scope of this assessment. Consult a qualified professional.	SB, WS	Note: Only a qualified professional can formally identify the condition and the connection status of this item. Note: Work with a qualified professional and check with the government department having jurisdictional authority to determine the availability and your eligibility for any subsidies.	You have noted that you sometimes get drain backups when you do laundry. This indicates restricted flow through your lateral. Consider a closed circuit television (CCTV) inspection by a qualified professional for assessment and repair or replacement to address this issue.
	Basement sanitary sewer lateral cleanout – A basement sanitary sewer lateral cleanout is present and easily accessible.	SB	A basement sanitary sewer lateral cleanout is not accessible OR not present OR Needs further investigation.	See **C** on **Inside Assessment** diagram. Consider working with a plumber to install an easily accessible hatch to improve inspection and maintenance access. This will make it more cost-effective for regular inspection, maintenance and repair.
	Backwater valve- Is a backwater valve appropriate for use in your home or if it is in place, is it in good condition? Consider working with a qualified professional to determine if a backwater valve is suitable for your home or to evaluate the condition of your backwater valve. **If you have a backwater valve or install one, consider installing an alarm to let you know when the valve is closed to prevent flooding from in-home sources. Note: This item is outside of scope of this assessment. Consult a qualified professional.**	SB	**Note: Only a qualified professional can formally identify if a backwater valve would be right for your home and the condition of an existing unit. Note: Check with the government department having jurisdictional authority to determine the availability of a subsidy for installation and your eligibility.**	Consider working with a qualified professional to determine if a backwater valve is suitable for your home. If you install a backwater valve remember to complete seasonal maintenance and consider installing a backwater valve alarm to let you know when the valve is closed to prevent flooding from in-home sources. Check with your insurance provider regarding eligibility for premium discounts for installing a backwater valve and/or an alarm.

	Foundation drain- Is a foundation drain (weepers) present? Is foundation drain functioning properly to drain water away from your foundation? Note: Foundation drains are not common before 1960. Depending on the age of your house it may or may not have a foundation drain or it may have a drain that is old and in poor condition. Missing or clogged drains increase the risk of basement infiltration flooding. Foundation drains that are connected to sanitary or storm sewers increase the risk of sewer backup related flooding. Note: Determining the condition and the plumbing connection of the foundation drain is outside the scope of this assessment. Consult a qualified professional	GS, OW, SB	Note: Only a qualified professional can formally identify the condition of this item or recommend if one would be right for your home. Note: Check with the check with the government department having jurisdictional authority to determine the availability of a subsidy and your eligibility.	The foundation weepers that enter your sump pit are made of clay. It is likely that these are over 50 years old. Symptoms such as dampness where the basement wall meets the floor are common when these are in poor condition so please monitor these areas regularly. Consider working with a qualified professional to inspect and/or repair your foundation drains to improve the rate of removal of water from your foundation. Check with the government department having jurisdictional authority to determine the availability of subsidy and your eligibility.
D	Sump pit- Does your sump pit have a sealed cover and is it in good repair? The sump pit has a sealed cap, is in good condition (free of cracks and holes) and is free of debris.	SB	The sump pit is in poor condition (cracks, holes greater than 6mm (1/4”) present), there is no sealed cap, a large amount of debris is evident OR Needs further investigation.	See D on Inside Assessment diagram. You have an older sump pit without plastic walls and without a sealed plastic lid. Consider upgrading your sump pit to improve storage capacity and to decrease humidity levels in the basement by installing a unit with a sealable lid. Work with a qualified professional to complete this work.
	Sump pump- Is your sump pump in good condition and does it run infrequently? A sump pump is present and the homeowner reports it is functioning well and runs a maximum of 5 times per year. Consider installing an alarm to reduce flood risk.	SB	A sump pump is present and the homeowner reports it is not functioning well. AND/ OR The sump pump runs more than 10 times per year OR Needs further investigation.	Your sump pump is over 20 years old and you report that it does not always function well. Consider replacing your sump pump. Consider installing a ground fault interrupter (GFI) outlet to reduce the risk of electric shock. Hire a qualified professional for installation. Consider installing and maintaining alarms to reduce flood risk. Note: Check with the government department with jurisdictional authority regarding availability and eligibility for subsidy. Also check regarding plumbing permits requirements. Check with your insurance provider about discounts for installing alarm systems.

	Back-up sump pump- Is there a backup sump pump and is it in good condition? A back-up sump pump is present and the homeowner reports it is functioning well.	SB	A back-up sump pump is NOT present OR Back-up sump pump is present but the homeowner reports it is not functioning well OR Needs further investigation.	Purchase a back-up sump pump. Consider hiring a qualified professional for installation.
	Back-up power source – A back-up battery or generator is present, can generate electricity for a minimum of 72 hours and is reported by the homeowner to be functioning properly. A backup power source is elevated above anticipated flood levels. **Consider installing an alarm to further reduce risk.**	SB	There is no back-up power supply. OR A back-up battery or generator is present and is reported by homeowner to be functioning poorly AND/OR it is not elevated above the anticipated flood level OR Needs further investigation.	Purchase and install a 72 hour back-up power supply and maintain it each season. Raise the power source above the anticipated flood level. Consider installing and maintaining an alarm to reduce flood risk. Check with your insurance professional about discounts for installing sump pump backup batteries and alarm systems.
E	**Unfinished wall efflorescence- Is there evidence of efflorescence on your walls, indicating water movement through the foundation?** Foundation walls are free of efflorescence.	GS	There is significant evidence of efflorescence (large areas of solid coverage of white flakes) OR Needs further investigation.	See **E on Inside Assessment** diagram. Significant evidence of efflorescence was noted at the rear of the house where the grading is poor. Correct drainage, clean out eaves troughs and remove snow in winter. Remove efflorescence and seal the surface with masonry waterproofing paint.
F	**Cold Rooms- Are cold rooms properly ventilated, with all surfaces maintaining consistent temperature to reduce mold and mildew risk?** The door, frame and seals are all in good condition and there is no evidence of water entry. The door is adequately insulated. The air circulation level is good with adequate venting and all items are off the floor and away from walls by at least 15cm (6”). Space is unheated.	OW	Door, frame and seals are in poor condition, evidence of significant water entry and/or door is not insulated, air circulation is poor with restricted venting and items are stored against the walls or on the floor OR Needs further investigation.	See **F** on **Inside Assessment** diagram. Seal cracks in the door, frame and repair/replace seals. Improve insulation of the door or consider replacing them. Improve ventilation and raise items off of floor and away from walls by a minimum 15cm (6”). Consider working with a qualified contractor to remove plywood from the walls, to examine and address sources of water infiltration.

	Finished walls- Are water stains or high moisture levels indicating source of water infiltration? Walls are free of water stains. There is no evidence of mold (smell or visual evidence). The audible moisture meter indicates no concerns	GS	Walls show major evidence of water entry, clear evidence of mold (smell or visual evidence), moisture meter indicates higher concern OR Needs further investigation.	Major evidence of moisture has been noted on plywood walls inside cold room. Remove the source of water buildup at the foundation as needed (correct drainage, repair eaves troughs and/or remove snow in winter, seal foundation from outside in extreme cases). Remove and replace damaged materials. Consult a professional if you are concerned about mold. If you are considering refinishing your basement, refer to Water-Resistant Building Materials fact sheet.
	Furniture and electronics- Are furniture and electronics at risk of damage in the event of a flood? Furniture items have non-absorbent surfaces up to 30cm (12") and electronics are stored at least 30cm (12") off the floor (or to exceed anticipated flood levels).	N/A	Furniture items have absorbent surfaces in contact with the floor and electronics are stored on the floor OR Needs further investigation.	Carpet on floors, couches with absorbent legs and electronics on the floor are at risk of damage in the event of a flood. Select furniture items that have non-absorbent surfaces up to 30cm (12") and store electronics at least 30cm (12") off the floor (or to exceed anticipated flood levels).
	Relative humidity, air movement and temperature - Are the moisture, humidity and temperature levels in your basement optimum to reduce mold and mildew risk? A 30-50% relative humidity reading is taken in the basement. Air circulation is good. A minimum regular temperature above 15C (60F) is maintained.	N/A	Over 60% relative humidity reading is taken in basement OR Air movement is highly restricted OR The temperature is kept below 10C (50F) OR Needs further investigation.	The relative humidity reading is 65. This exceeds the recommended maximum of 50%. Reduce sources of moisture and run one or more dehumidifiers to maintain 30-50% relative humidity. Improve air circulation. Maintain minimum temperature of 15C (60F).
G	**Hazardous materials- Are hazardous materials stored in a way that represents a contamination risk during a flood?** No hazardous materials are stored in the basement and/or materials are stored in waterproof containers at least 30 cm (12") off the floor (or to exceed anticipated flood levels). Heating fuel tanks are secured to the floor.	N/A	Hazardous materials are not sealed in waterproof containers and/or are stored on the floor and/or heating fuel tanks are not secured to the floor OR Needs further investigation.	See **G** on **Inside Assessment** diagram. Remove paint, chemicals and other hazardous material from basement or seal hazardous materials in waterproof containers and store at least 30 cm (12") off the floor (or to exceed anticipated flood levels).

ASSESSED MAINTENANCE

Fig	Maintenance Feature and Best Practice	Type of Water Damage	Assessment	Opportunity to Reduce Risk
	Sanitary sewer lateral maintenance – If the home is over 25 years of age, has experienced sewer backup or has experienced chronic drainage issues, the homeowner has completed closed circuit television (CCTV) inspection of the sanitary sewer lateral. Based on recommendations of a qualified professional, the homeowner has cleaned out, lined or replaced damaged lateral as needed. The homeowner prevents clogging by preventing fats, oils, flushable wipes and grease from going down the drain.	SB, WS	Homeowner has a sanitary sewer lateral that is over 25 years old AND/ OR has experienced sewer lateral backup but has not completed a camera inspection or related repairs and upgrades. OR Needs further investigation. The homeowner regularly puts fats, oils, flushable wipes and grease down the drain.	See **A** on **Inside Assessment** diagram. Once a home has reached 25 years of age, a camera inspection of the sanitary sewer lateral is recommended every 5-10 years as a preventative measure. Based on the recommendations of a qualified professional, clean out, line or replace a damaged lateral as needed. Prevent clogging by preventing fats, oils, flushable wipes and grease from going down the drain.
B	**Floor drain maintenance** – Each season the homeowner removes obstacles to water flowing freely to the drain, tops up standing water in the trap and removes any debris from the drain. In case of blockage, strange smell, lack of water in trap, the homeowner contacts a licensed plumber.	SB	The homeowner never removes obstacles to water flowing freely to the drain, tops up standing water in trap or removes any debris from the drain. In case of blockage, strange smell, lack of water in trap, they do not contact a licensed plumber.	See **B** on **Inside Assessment** diagram. Each season remove obstacles that prevent water from flowing freely to the drain, top up standing water in the trap and remove any debris from the drain. In case of blockage, strange smell and/or lack of water in trap, contact a licensed plumber.
	Sump pit maintenance – Each season the homeowner checks the sump pit, repairs cracks or damage, and removes debris.	SB	The homeowner never checks the sump pit, repairs cracks or damage or removes debris.	Each season check the sump pit, repair cracks or damage and remove debris.

	Sump pump(s) maintenance – Each season, before vacation and when an extreme rain or melt event predicted, sump pump(s) and alarms are tested, repaired or replaced as required.	SB	Sump pump(s) are never tested, repaired or replaced as required.	Each season, before vacation and when an extreme rain or melt event is predicted, test the sump pump(s). Clean, repair or replace these items as required. Consider installing and maintaining an alarm each season to further reduce risk.
	Unfinished wall efflorescence maintenance –- Once per season the homeowner checks for evidence of efflorescence, addresses sources of water buildup at foundation, and cleans and repaints with masonry waterproofing paint as required.	GS	The homeowner never checks for evidence of efflorescence, addresses the sources of water buildup at the foundation, cleans and repaints the surface with masonry waterproofing paint as required.	Once per season check for evidence of efflorescence. Address sources of water buildup at the foundation. Clean and repaint the surface with masonry waterproofing paint as required.
	Finished wall maintenance – Each season homeowner checks for high levels of moisture and water stains. If high levels of moisture or water damage and/or mold is evident, consults a professional for remediation. Monitor during heavy downpours and spring melts for signs of dampness.	GS	The homeowner never checks for high levels of moisture and water stains. If high levels of moisture or water damage and/or mold is evident, they do not consult a professional for remediation. The homeowner does not monitor for signs of dampness during heavy downpours and spring melts.	Each season check for high levels of moisture and water stains. If high levels of moisture or water damage and/or mold is evident, consult a professional for remediation. Monitor for signs of dampness during heavy downpours and spring melts.
	Indoor plumbing and fixtures maintenance – Each season toilets, taps, pipes and water heaters are inspected by the homeowner and are repaired by a plumber as needed. Consider installing and maintaining flood alarms.	PF	Toilets, taps, pipes and water heaters are not inspected by the homeowner or repaired by a plumber as needed.	Each season inspect toilets, taps, pipes and water heaters for leaks and signs of wear. Repair or replace items with the assistance of a plumber as needed. Consider installing and maintaining flood alarms to reduce flood risk. Check with your insurance professional about discounts for installing alarm systems.

ADDITIONAL FLOOD PROTECTION RESOURCES

Regional Resources

Saskatoon Key Flood Protection Resources

Saskatoon Contractor List

Burlington Key Flood Protection Resources

Burlington Contractor List

Toronto Key Flood Protection Resources

Get Emergency Ready Guide- City of Toronto

Toronto Contractor List

Oakville Key Flood Protection Resources

Hamilton Key Flood Protection Resources

Waterloo Region Flood Protection Resources

National Resources

Self-Help Resources for Outside and Inside the Home

Seasonal Maintenance Checklist

Infographic- Top Tips For Reducing Flood Risk

Infographic- Understanding Flood Insurance Coverage

Questions to Ask Your Insurance Providers

Estimated Cost Ranges for Completing Flood Protection Projects

Water Resistant Building Materials for Your Basement

Temporary Flood Barriers for Your Home

CMHC Guide for Understanding and Fixing Interior Moisture Problems

Emergency Preparedness Resources

APPENDICES

Appendix A. Client Information Summary

Type of Home	Single Detached
Ownership	Owner
Type of Ownership	Freehold
Consents To Study	No
Length of Time in Home	0-5 years
Plan to Stay in Home	Over 10 years
Year Home Was Built	1950
Era of Neighbourhood development	Between 1940 and 1970
Home Layout	1.5 Storey
Home Size	Between 1000 to 2000 sq ft
Lot Size	Between 1/4 acre and 1/2 acre
Basement Type	Partly finished
Foundation Type	Rubble
Soil Type	Sand
Property within CA Regulated Area	No
Water Supply	Municipal
Sewage Service	Municipal
Weather Conditions	Clear and 5C

Appendix B. Reported Past Water Damage Summary

Past Water Damage to Your Lot and Exterior Structures	
Have you experienced any type of water damage to your lot and/or exterior structures (decks, garages, sheds) in the past?	No
What was the cause of the water damage?	
What category would the water damage fit into (total damage to structures or content)	$0
What actions did you take to reduce your risk of future water damage outside your home?	
What is your level of concern about experiencing water damage to your lot or exterior structures in the future?	Low
Please list your top 2 water damage-related questions you have about your lot or exterior structures	Is there anything I should do to protect my windows from leaking? How often should I clean out my eaves troughs?
Past Water Damage To Your Home	
Have you experienced water in your basement or any type of water damage inside your home in the past?	Yes
What was the cause of the water damage?	Leaking pipes or appliances, Sewer backup through toilet or drains, Sump pump failure, High humidity causing mould or mildew growth.
What category would the water damage fit into (Total damage to structures or content)	Under $5,000
What actions did you take to reduce your future risk of indoor water damage?	Completing maintenance activities.
What is your level of concern about experiencing water damage to your home is in the future?	Medium
Please list top 2 water-damage related questions you have about your home	How do I keep water from backing up through my floor drain? How do I make sure my sump pump will work when I need it in the spring?

Appendix C. Outside Assessment Form

Assessed Feature and Best Practice	Type of Water Damage	Assessment	Opportunity to Reduce Risk
Overland Drainage of Property			
Overland drainage of property – Twenty four hours after a heavy rain do you see ponding or pooling on your property or in nearby storm drains or drainage ditches? Twenty four hours after a heavy rain, water does not pool on the subject property or in nearby storm drains or drainage ditches. If drainage swales are present on the property they are unblocked and are at least 15cm (6") deep.	OW	Twenty four hours after a heavy rain, some water pooling is seen on the subject property or in nearby storm drains or drainage ditches. If drainage swales are present on the property, they are unblocked and are at least 15cm (6") deep.	Homeowner reports water pooling near the storm drain for several hours after a heavy rain. Contact the government department with jurisdictional authority if storm drain is not emptying within 24 hours. Please see preventative maintenance comment below.
Overland drainage maintenance – Once per season or when major storm events are predicted, the homeowner checks for and removes debris and obstructions from the water flow paths including swales, nearby storm drains, culverts and drainage ditches.	OW	The homeowner never checks for or removes debris and obstructions from the water flow paths including swales, nearby storm drains, culverts and drainage ditches.	See **A** on **Outside Assessment** diagram. Once per season or when major storm events are predicted, check for and remove debris and obstructions from the water flow paths including swales and nearby storm drains. If nearby storm drains are free of debris but are still not draining within 24 hours, contact the government department with jurisdictional authority.

Landscaping			
Condition and location of trees – Would falling limbs due to strong winds or ice accumulation pose any risk of property damage to the home or hydro lines? Does their location pose potential risk to the home's foundation or sewer lateral? Trees appear to be in good condition. Their limbs do not hang over the home, driveway or hydro lines. Trees are in a position where the risk of root damage to the home's foundation or sewer lateral is unlikely.	SB, WS, GS	Trees appear to be in good condition. Their limbs do not hang over the home, driveway or hydro lines. Trees are in a position where they likely do not pose a root damage risk to the home's foundation or sewer lateral.	No action is required.
Tree maintenance – Once per season, the homeowner checks the condition of trees, prunes as required and waters during drought periods.	SB, WS, GS	Once per season the homeowner checks the condition of trees, prunes as required and waters during drought periods.	Once per season, check the condition of trees and prune as required. Water during drought periods. If concerned about a tree on public property, contact the government department with jurisdictional authority for assistance. If concerned about a tree on your property, contact a certified arborist for help.
Garden beds adjacent to home – Do garden beds leave a minimum of 20 cm (8") of your foundation exposed? Do foundation plantings provide adequate light exposure and air movement to foundation? Foundation plantings provide good light and air circulation between the plantings and the foundation. A minimum 20 cm (8") of foundation remains exposed. Trees that will reach a height of 10m (30') or more are a minimum of 5m (15') from the foundation and shrubs are a minimum of 1.8m (6') from the foundation. Water drains freely away from the foundation.	GS	Foundation plantings allow for good light and air circulation between the plantings and the foundation. A minimum 20cm (8") of foundation remains exposed. Trees that will reach a height of 10m (30') or more are minimum of 5m (15') from the foundation and shrubs are minimum of 1.8m (6') from the foundation. Water drains freely away from the foundation.	No action required

Landscaping maintenance – Once per year the homeowner removes barriers which impede water flowing away from the foundation. **Consider applying mulch to garden beds and aerating the lawn to improve the ability of the soil to soak up water.**	GS	Once per year homeowner removes barriers which impede water flowing away from foundation.	Once per year remove barriers which impede water from flowing away from the foundation. Consider applying mulch to garden beds and aerating lawns to improve the ability of the soil to soak up water.
Driveways, Walkways and Patios			
Impermeable (waterproof surface such as asphalt and interlocking pavers) driveway – Is your driveway free of cracks and does it slope away from your home at a minimum of 1-2%? The driveway is sloped away from the foundation walls at a slope of 1-2% and is free of cracks and gaps.	GS	The impermeable driveway directs water away from the foundation (1-2% slope) and is free of cracks and gaps.	No action is required.
Impermeable (waterproof) driveway maintenance – Once per season the homeowner checks for evidence of pooling and ice buildup, repairs grading, seals cracks, fills gaps and removes weeds.	GS	Once per season the homeowner checks for evidence of pooling and ice buildup, repairs grading, seals cracks, fills gaps, and removes weeds.	Once per season check for evidence of pooling and/or ice buildup. Repair grading, seal cracks, fill gaps and remove weeds.
Walkways and patios – Do your walkways and patios slope a minimum of 1-2% away from foundation walls? Are they free of cracks and gaps? The walkway slopes a minimum of 1-2% to direct water away from foundation and is free of cracks and gaps.	OW, GS	Walkway slopes a minimum 1-2% to direct water away from the foundation and is free of cracks and gaps.	No action is required.
Walkways and patios maintenance – Once per season the homeowner checks for evidence of pooling and ice buildup. Grading is repaired, cracks and gaps are sealed, and weeds are removed.	OW, GS	Once per season the homeowner checks for evidence of pooling and ice buildup. They repair grading, seal cracks, fill gaps and remove weeds.	Once per season check for evidence of pooling and/or ice buildup. Repair grading, seal cracks, fill gaps and remove weeds. Replace if the surface is in very poor condition.

Grading at Foundation			
Grading at foundation – After a heavy rain, does the grading within 1.8m (6') of your foundation walls direct water away or do you see water pooling? The grading within 1.8 m (6') of the foundation walls slopes a minimum of 5% to direct water away from the foundation. The foundation surface does not easily soak up water.	OW, GS	The grading is flat or slopes toward the foundation OR The foundation surface is highly water absorbent OR Needs further investigation.	See **B** on **Outside Assessment** diagram. The grading beside your home directs water toward the foundation. The line in the soil indicates eaves troughs are overflowing and adding additional risk. Correct grading to achieve at least a 5% slope away from the foundation. Consider replacing the surface with non-water absorbent material. See comments related to eaves trough maintenance.
Grading at foundation maintenance – Each season the homeowner checks for signs of water pooling or ice formation and corrects grading to achieve at least 5% slope away from the foundation.	OW, GS	The homeowner never checks for signs of water pooling or ice formation nor corrects grading to achieve at least 5% slope away from the foundation.	Each season, check for signs of water pooling or ice formation at foundation. Correct grading to achieve at least 5% slope away from foundation.
Eaves Troughs and Downspouts			
Eaves troughs – Are eaves troughs adequately sized and in adequate condition to reduce flood risk? Eaves troughs wrap around the entire building, are in good repair and have downspouts placed a minimum of 9-12m (30-40'). Eaves trough of 13cm (5") are present for asphalt shingles or 15cm (6") for a metal roof.	GS	Eaves troughs wrap around the entire building, are in good repair, and have downspouts placed a minimum of every 9-12m (30-40'). Eaves trough of 13cm (5") is present for asphalt shingles or 15cm (6") for metal roof.	No action is required.
Eaves trough maintenance – Each season during heavy rainfalls, the homeowner checks the eaves troughs for leaks, debris and blockage. Repairs and debris removal are completed as needed.	GS	The homeowner never checks the eaves troughs for leaks, debris and blockage. Repairs and debris removals are not completed as needed.	See **C** on **Outside Assessment** diagram. Each season during heavy rainfalls, check for leaks, debris and blockage. Repair, replace and clean out as needed.

Disconnected downspouts – Are downspouts (that are not presently connected into underground pipes) directing water at least 1.8m (6') away from your home or the nearest drainage swale? For downspouts that have been disconnected, caps are securely in place to block the movement of water into underground pipes. The downspouts extend at least 1.8m (6') away from the foundation or to a drainage swale. Water is not directed onto hard surfaces or adjacent properties.	GS	For downspouts that have been disconnected, caps are securely in place to block the movement of water into underground pipes. Downspouts extend at least 1.8m (6') away from the foundation or to a drainage swale. Water is not directed onto hard surfaces or adjacent properties.	Consider connecting downspouts to a French drain, rain garden, bioswales or infiltration gallery to soak up water at least 5m (15') away from foundation. Check with government department with jurisdictional authority about drainage by-laws if any significant change to grading or drainage of property is being considered.
Downspout maintenance – Once per season the homeowner checks to make sure the downspout extensions are secured, free of leaks, depositing water at least 1.8m (6') from the foundation or to a drainage swale and that water is not flowing onto adjacent properties.	GS	The homeowner never checks to make sure the downspout extensions are secure, free of leaks, depositing water at least 1.8m (6') from the foundation or to a drainage swale and that water is not flowing onto adjacent properties.	Once per season check to make sure the downspout extensions are secure, free of leaks, deposit water at least 1.8m (6') from the foundation or to a drainage swale and that water is not flowing onto adjacent properties.
Foundation			
Foundation structure – Is your foundation free of cracks and gaps? The foundation appears to be in good condition and is free of cracks and finishing gaps (e.g. missing parging). Foundation penetrations are well sealed and sit above anticipated flood levels.	GS	The foundation appears to be in good condition and is free of cracks and finishing gaps (e.g. no missing parging). The foundation penetrations are well sealed and sit above anticipated flood levels.	No action is required.
Foundation structure maintenance – Once per season the homeowner checks for cracks and gaps, and completes repairs as required.	GS	Once per season the homeowner checks for cracks and gaps, and completes repairs as required.	Once per season check for cracks and gaps, complete repairs as required. Contact a qualified foundation repair contractor to repair cracks greater than 6mm (1/4").

Foundation clearance maintenance – Stored items are kept at least 15cm (6") from the foundation. As dictated by snow storm events, the homeowner clears snow 1m (3'6") away from the foundation, keeps window openings clear of snow and ensures that vents are clear.	GS	Stored items are kept at least 15cm (6") from the foundation. As dictated by snow storm events, the homeowner clears snow 1m (3'6") away from the foundation, keeps window openings clear of snow piles and ensures that vents are clear.	Store item at least 6" from foundation. At intervals dictated by snow storms, regularly keep snow piles 3' (1m) away from foundation and keep window openings clear of snow piles. Ensure vents are clear.
Foundation efflorescence – Are there signs of efflorescence on the foundation that could indicate moisture problems? Efflorescence (mineral deposits) indicate water moving through masonry, evaporating and leaving minerals behind. The presence of efflorescence can indicate water issues that can lead to spalling or structural damage.	GS	There is minor evidence of efflorescence.	Reduce the flow of water to the masonry by correcting the grading, maintaining eaves troughs, repairing foundation drains, sealing cracks on driveway, shoveling snow away from the walls in the winter, and minimizing salt use.
Efflorescence maintenance – Once per season the homeowner checks for evidence of efflorescence, addresses the sources of water buildup at foundation, and cleans and repaints the surface with masonry waterproofing paint as required.	GS	Once per year the homeowner checks for evidence of efflorescence, addresses the sources of water buildup at the foundation, and cleans and repaints the surface with masonry waterproofing paint as required.	Once per season check for evidence of efflorescence. Address the sources of water buildup at the foundation. Clean and repaint the surface with masonry waterproofing paint as required.
Foundation moisture content – Is your foundation showing high levels of water retention? Low levels of moisture at the surface are indicated.	GS	Moderate levels of moisture at the surface are indicated.	Reduce the flow of water to masonry by correcting the grading, maintaining eaves troughs, repairing foundation drains, sealing cracks on driveway, and shoveling snow away from walls in the winter. Improve drying of the foundation by referring to the landscaping best practices. Contact a qualified foundation repair contractor if the problem persists.
Windows			
Condition of windows – Are windows in adequate condition to help reduce risk of basement flooding? Frames, glass and seals are all in good condition.	OW	Frames, glass and seals are all in good condition.	No action is required.

Window maintenance – Once per season the homeowner checks the condition of the frames, glass and seals, and completes repairs as necessary.	OW	The homeowner never checks the condition of the frames, glass and seals, or completes repairs as necessary.	Once per season check the condition of the frames, glass and seals. Repair as necessary.
Window wells – Are window wells installed in such a way that they reduce flood risk? For each window that is less than 10-15cm (4-6”) above the ground surface, a window well is present and sits at least 10-15cm (4-6”) above grade. The window well is sealed at the foundation and the grading adjacent to wells slopes away from the home at a minimum of 5%. Consider installing window wells covers to further reduce risk.	OW	For each window that is less than 10-15cm (4-6”) above the ground surface, a window well is not present. OR Window wells sit less than 10-15cm (4-6”) above grade or are not sealed at foundation or grading at the window wells does not slope away from home at a minimum of 5%. Window well covers are not present OR Requires further investigation.	See **D** on **Outside Assessment** diagram. The windows are only 2.5 cm above grade and there is no formal window well, placing windows at higher risk of water inflow during heavy rains and spring melts. Work with a qualified professional to install a window well with adequate drainage. Correct grading adjacent to the window wells to slope 5% away from home. Consider installing window well covers to further reduce risk.
Exterior Water Sources			
Hose bib maintenance – Spring, summer and fall the homeowner checks for leaks and completes repairs as necessary. Before winter, the outdoor water supply is shut off and the water line is drained. The hose is drained and removed.	OW, GS	The homeowner never checks for leaks or completes repairs as necessary. They never shut off the exterior water supply, drains the line or remove the hose.	See **E** on **Outside Assessment** diagram. Spring, summer and fall check for leaks and complete repairs as needed. Before winter freeze up shut off the outdoor water supply and drain the water line. Drain and remove the hose.
Sump pump discharge – Does your sump pump drain pipe deposit water at least 1.8m (6’) from foundation or to the nearest drainage swale? Does pipe exit the home’s exterior above anticipated flood levels? Sump pump drain pipe is present and deposits water at least 1.8m (6’) from foundation or to drainage swale. It does not direct water onto a hard surface or onto adjacent property. The discharge pipe’s exit point through the home’s exterior is above anticipated flood levels.	OW, GS	Sump pump drain pipe is present and deposits water at least 1.8m (6’) from foundation or to drainage swale and is not directing water onto a hard surface or adjacent property. The discharge pipe’s exit point through the home’s exterior is above anticipated flood levels.	No action is required.

Appendix D. Inside Assessment Form

Assessed Feature and Best Practice	Type of Water Damage	Assessment	Opportunity to Reduce Risk
Sewer and Storm Lateral			
Sanitary sewer lateral – Is your sanitary sewer lateral in good condition and is it free of blockages? Inspection of sanitary sewer lateral with a closed circuit television (CCTV) is best practice if a home is over 25 years old, if the home has experienced sewer backup or if the home experiences chronic drain backup. **Note: Determining the condition of the sewer lateral is outside the scope of this assessment. Consult a qualified professional.**	SB, WS	**Note: Only a qualified professional can formally identify the condition and the connection status of this item. Note: Work with a qualified professional and check with the government department having jurisdictional authority to determine the availability and your eligibility for any subsidies.**	You have noted that you sometimes get drain backups when you do laundry. This indicates restricted flow through your lateral. Consider a closed circuit television (CCTV) inspection by a qualified professional for assessment and repair or replacement to address this issue.
Sanitary sewer lateral maintenance – If the home is over 25 years of age, has experienced sewer backup or has experienced chronic drainage issues, the homeowner has completed closed circuit television (CCTV) inspection of the sanitary sewer lateral. Based on recommendations of a qualified professional, the homeowner has cleaned out, lined or replaced damaged lateral as needed. The homeowner prevents clogging by preventing fats, oils, flushable wipes and grease from going down the drain.	SB, WS	Homeowner has a sanitary sewer lateral that is over 25 years old AND/OR has experienced sewer lateral backup but has not completed a camera inspection or related repairs and upgrades. OR Needs further investigation. The homeowner regularly puts fats, oils, flushable wipes and grease down the drain.	See **A** on **Inside Assessment** diagram. Once a home has reached 25 years of age, a camera inspection of the sanitary sewer lateral is recommended every 5-10 years as a preventative measure. Based on the recommendations of a qualified professional, clean out, line or replace a damaged lateral as needed. Prevent clogging by preventing fats, oils, flushable wipes and grease from going down the drain.

Floor Drain			
Floor drain – Is your floor drain clear of physical barriers to water flow and in adequate condition to reduce flood risk? Note: Some homes built before 1950 do not have a floor drain. A floor drain is present and demonstrates a clear flow path of water to the drain. The drain is in good condition, free of debris and standing water is present in trap.	SB	A floor drain is present but demonstrates a partly blocked water flow path to the drain. The drain appears to be in moderate condition, minor debris is evident, and standing water is present in the trap.	Some minor debris was seen in the floor drain and an oily film water noted on the surface of the water. Remove stored boxes blocking path of water flow to drain, clean out debris in trap. Repair the drain as needed.
Floor drain maintenance – Each season the homeowner removes obstacles to water flowing freely to the drain, tops up standing water in the trap and removes any debris from the drain. In case of blockage, strange smell, lack of water in trap, the homeowner contacts a licensed plumber.	SB	The homeowner never removes obstacles to water flowing freely to the drain, tops up standing water in trap or removes any debris from the drain. In case of blockage, strange smell, lack of water in trap, they do not contact a licensed plumber.	See B on **Inside Assessment** diagram. Each season remove obstacles that prevent water from flowing freely to the drain, top up standing water in the trap and remove any debris from the drain. In case of blockage, strange smell and/or lack of water in trap, contact a licensed plumber.
Basement sanitary sewer lateral cleanout – A basement sanitary sewer lateral cleanout is present and easily accessible.	SB	A basement sanitary sewer lateral cleanout is not accessible OR not present OR Needs further investigation.	See **C** on **Inside Assessment** diagram. Consider working with a plumber to install an easily accessible hatch to improve inspection and maintenance access. This will make it more cost-effective for regular inspection, maintenance and repair.
Backwater Valve			
Backwater valve – Is a backwater valve appropriate for use in your home or if it is in place, is it in good condition? Consider working with a qualified professional to determine if a backwater valve is suitable for your home or to evaluate the condition of your backwater valve. **If you have a backwater valve or install one, consider installing an alarm to let you know when the valve is closed to prevent flooding from in-home sources. Note: This item is outside of scope of this assessment. Consult a qualified professional.**	SB	**Note: Only a qualified professional can formally identify if a backwater valve would be right for your home and the condition of an existing unit. Note: Check with the government department having jurisdictional authority to determine the availability of a subsidy for installation and your eligibility.**	Consider working with a qualified professional to determine if a backwater valve is suitable for your home. If you install a backwater valve remember to complete seasonal maintenance and consider installing a backwater valve alarm to let you know when the valve is closed to prevent flooding from in-home sources. Check with your insurance provider regarding eligibility for premium discounts for installing a backwater valve and/or an alarm.

Foundation Drain (Weepers)			
Foundation drain – Is a foundation drain (weepers) present? Is foundation drain functioning properly to drain water away from your foundation? Note: Foundation drains are not common before 1960. Depending on the age of your house it may or may not have a foundation drain or it may have a drain that is old and in poor condition. Missing or clogged drains increase the risk of basement infiltration flooding. Foundation drains that are connected to sanitary or storm sewers increase the risk of sewer backup related flooding. **Note: Determining the condition and the plumbing connection of the foundation drain is outside the scope of this assessment. Consult a qualified professional.**	GS, OW, SB	**Note: Only a qualified professional can formally identify the condition of this item or recommend if one would be right for your home. Note: Check with the check with the government department having jurisdictional authority to determine the availability of a subsidy and your eligibility.**	The foundation weepers that enter your sump pit are made of clay. It is likely that these are over 50 years old. Symptoms such as dampness where the basement wall meets the floor are common when these are in poor condition so please monitor these areas regularly. Consider working with a qualified professional to inspect and/or repair your foundation drains to improve the rate of removal of water from your foundation. Check with the government department having jurisdictional authority to determine the availability of subsidy and your eligibility.
Sump Pit and Pump			
Sump pit – Does your sump pit have a sealed cover and is it in good repair? The sump pit has a sealed cap, is in good condition (free of cracks and holes) and is free of debris.	SB	The sump pit is in poor condition (cracks, holes greater than 6mm (1/4") present), there is no sealed cap, a large amount of debris is evident OR Needs further investigation.	See **D** on **Inside Assessment** diagram. You have an older sump pit without plastic walls and without a sealed plastic lid. Consider upgrading your sump pit to improve storage capacity and to decrease humidity levels in the basement by installing a unit with a sealable lid. Work with a qualified professional to complete this work.
Sump pit maintenance – Each season the homeowner checks the sump pit, repairs cracks or damage, and removes debris.	SB	The homeowner never checks the sump pit, repairs cracks or damage or removes debris.	Each season check the sump pit, repair cracks or damage and remove debris.
Sump pump connection – Does your sump pump discharge water to the surface of your property and does it have a backflow valve? The sump pump discharges water to the lot surface and has a backflow preventer installed.	OW, GS	The sump pump discharges water to the lot surface and has a backflow preventer installed.	No action required.

Sump pump – Is your sump pump in good condition and does it run infrequently? A sump pump is present and the homeowner reports it is functioning well and runs a maximum of 5 times per year. **Consider installing an alarm to reduce flood risk.**	SB	A sump pump is present and the homeowner reports it is not functioning well. AND/ OR The sump pump runs more than 10 times per year OR Needs further investigation.	Your sump pump is over 20 years old and you report that it does not always function well. Consider replacing your sump pump. Consider installing a ground fault interrupter (GFI) outlet to reduce the risk of electric shock. Hire a qualified professional for installation. Consider installing and maintaining alarms to reduce flood risk. Note: Check with the government department with jurisdictional authority regarding availability and eligibility for subsidy. Also check regarding plumbing permits requirements. Check with your insurance provider about discounts for installing alarm systems.
Back-up sump pump – Is there a backup sump pump and is it in good condition? A back-up sump pump is present and the homeowner reports it is functioning well.	SB	A back-up sump pump is NOT present OR Back-up sump pump is present but the homeowner reports it is not functioning well OR Needs further investigation.	Purchase a back-up sump pump. Consider hiring a qualified professional for installation.
Sump pump(s) maintenance – Each season, before vacation and when an extreme rain or melt event predicted, sump pump(s) and alarms are tested, repaired or replaced as required.	SB	Sump pump(s) are never tested, repaired or replaced as required.	Each season, before vacation and when an extreme rain or melt event is predicted, test the sump pump(s). Clean, repair or replace these items as required. Consider installing and maintaining an alarm each season to further reduce risk.
Back-up power source – A back-up battery or generator is present, can generate electricity for a minimum of 72 hours and is reported by the homeowner to be functioning properly. A backup power source is elevated above anticipated flood levels. Consider installing an alarm to further reduce risk.	SB	There is no back-up power supply. OR A back-up battery or generator is present and is reported by homeowner to be functioning poorly AND/OR it is not elevated above the anticipated flood level OR Needs further investigation.	Purchase and install a 72 hour back-up power supply and maintain it each season. Raise the power source above the anticipated flood level. Consider installing and maintaining an alarm to reduce flood risk. Check with your insurance professional about discounts for installing sump pump backup batteries and alarm systems.
Exposed Foundation Walls, Floors and Cold Rooms			
Unfinished wall cracks – Are your foundation walls free of cracks and stains? Foundation walls are free of cracks and water stains.	GS	The foundation walls are free of cracks and water stains.	No action is required.

Unfinished wall crack maintenance – The homeowner checks for cracks once per season, fills cracks and removes sources of water buildup at the foundation as needed (corrects drainage, repairs eaves troughs and/or removes snow in winter, seals foundation from outside in extreme cases). The homeowner consults with a qualified professional in case of major problems.	GS	Once per year the homeowner checks for cracks, fills cracks and removes the sources of water buildup at the foundation as needed (corrects drainage, repairs eaves troughs and/or removes snow in winter, seals foundation from outside in extreme cases). The homeowner consults with a professional in case of major problems.	Once per season, check for cracks, fill cracks and remove sources of water buildup at the foundation as needed (correct drainage, repair eaves troughs and/or remove snow in winter, seal foundation from outside in extreme cases). Consult with a qualified professional in case of major problems.
Unfinished wall efflorescence – Is there evidence of efflorescence on your walls, indicating water movement through the foundation? Foundation walls are free of efflorescence.	GS	There is significant evidence of efflorescence (large areas of solid coverage of white flakes) OR Needs further investigation.	See **E** on **Inside Assessment** diagram. Significant evidence of efflorescence was noted at the rear of the house where the grading is poor. Correct drainage, clean out eaves troughs and remove snow in winter. Remove efflorescence and seal the surface with masonry waterproofing paint.
Unfinished wall efflorescence maintenance – Once per season the homeowner checks for evidence of efflorescence, addresses sources of water buildup at foundation, and cleans and repaints with masonry waterproofing paint as required.	GS	The homeowner never checks for evidence of efflorescence, addresses the sources of water buildup at the foundation, cleans and repaints the surface with masonry waterproofing paint as required.	Once per season check for evidence of efflorescence. Address sources of water buildup at the foundation. Clean and repaint the surface with masonry waterproofing paint as required.
Unfinished wall moisture – Are there high levels of moisture on the surface of your walls below windows, near cracks and where walls meet floor? Low moisture levels are indicated on all tested areas of the wall surface. Monitor for signs of dampness during heavy downpours and spring melts.	GS	Moderate moisture levels are present on noted areas of the wall surface.	Moderate moisture levels were noted where the wall meets the floor at the rear of the home. Examine sources of moisture from inside and outside the home. Hire a qualified professional as needed to diagnose and repair moisture or mold problems. Monitor for signs of dampness during heavy downpours or spring melts.
Unfinished floor cracks – Are there cracks in your floor that provide potential water entry sites to your basement? Unfinished floors are free of cracks and water stains.	GS	Unfinished floors are free of cracks and water stains.	No action is required.

Unfinished floor crack maintenance – Once per season homeowner checks for cracks, fills cracks, removes source of water buildup at foundation as needed (corrects drainage, repairs eaves troughs and/or removes snow in winter, seals foundation from outside in extreme cases). Homeowner consults with professional regarding major concerns.	GS	The homeowner checks for cracks once per season, fills cracks and removes source of water buildup at the foundation as needed (corrects drainage, repairs eaves troughs and/or removes snow in winter, seals foundation from outside in extreme cases). The homeowner consults with a qualified professional regarding major concerns.	Check for cracks once per season, fill cracks, and remove the source of water buildup at the foundation as needed (correct drainage, repair eaves troughs and/or remove snow in winter, seal foundation from outside in extreme cases). Check with a qualified professional regarding major concerns.
Unfinished floor efflorescence – Is there evidence of efflorescence on floors, indicating water movement through the foundation? Floors are free of efflorescence.	GS	Floors are free of efflorescence.	No action is required.
Unfinished floor efflorescence maintenance – Once per season the homeowner checks for evidence of efflorescence, addresses sources of water buildup at foundation, and cleans and repaints with masonry waterproofing paint as required.	GS	Once per year the homeowner checks for evidence of efflorescence, addresses sources of water buildup at foundation, cleans and repaints with masonry waterproofing paint as required.	Once per season check for evidence of efflorescence. Address sources of water buildup at the foundation. Clean and repaint with masonry waterproofing paint as required.
Unfinished floor moisture – Are there high levels of moisture, indicating water entry into the basement? Low moisture levels are present on the floor surface. Monitor for signs of dampness during heavy downpours and spring melts.	GS	Low moisture levels are present on the floor surface.	Monitor for signs of dampness during heavy downpours and spring melts.
Cold Rooms – Are cold rooms properly ventilated, with all surfaces maintaining consistent temperature to reduce mold and mildew risk? The door, frame and seals are all in good condition and there is no evidence of water entry. The door is adequately insulated. The air circulation level is good with adequate venting and all items are off the floor and away from walls by at least 15cm (6”). Space is unheated.	OW	Door, frame and seals are in poor condition, evidence of significant water entry and/or door is not insulated, air circulation is poor with restricted venting and items are stored against the walls or on the floor OR Needs further investigation.	See **F** on **Inside Assessment** diagram. Seal cracks in the door, frame and repair/replace seals. Improve insulation of the door or consider replacing them. Improve ventilation and raise items off of floor and away from walls by a minimum 15cm (6”). Consider working with a qualified contractor to remove plywood from the walls, to examine and address sources of water infiltration.

Finished Walls and Floors			
Finished walls – Are water stains or high moisture levels indicating source of water infiltration? Walls are free of water stains. There is no evidence of mold (smell or visual evidence). The audible moisture meter indicates no concerns.	GS	Walls show major evidence of water entry, clear evidence of mold (smell or visual evidence), moisture meter indicates higher concern OR Needs further investigation.	Major evidence of moisture has been noted on plywood walls inside cold room. Remove the source of water buildup at the foundation as needed (correct drainage, repair eaves troughs and/or remove snow in winter, seal foundation from outside in extreme cases). Remove and replace damaged materials. Consult a professional if you are concerned about mold. If you are considering refinishing your basement, refer to Water-Resistant Building Materials fact sheet.
Finished wall maintenance – Each season homeowner checks for high levels of moisture and water stains. If high levels of moisture or water damage and/or mold is evident, consults a professional for remediation. Monitor during heavy downpours and spring melts for signs of dampness.	GS	The homeowner never checks for high levels of moisture and water stains. If high levels of moisture or water damage and/or mold is evident, they do not consult a professional for remediation. The homeowner does not monitor for signs of dampness during heavy downpours and spring melts.	Each season check for high levels of moisture and water stains. If high levels of moisture or water damage and/or mold is evident, consult a professional for remediation. Monitor for signs of dampness during heavy downpours and spring melts.
Finished floors – Are there high levels of moisture, indicating water entry into basement? Low levels of moisture are present, there is no evidence of mold or mildew and no musty smell is present.	GS	Low levels of moisture are present on floors, no evidence of mold or mildew I present and no musty smell is present.	No action is required. If you are considering refinishing your basement, refer to Water-Resistant Building Materials fact sheet.
Finished floor maintenance – Each season homeowner the checks for water damage and signs of mold growth. If water damage and/or mold is evident, the homeowner consults with a professional for remediation.	GS	Each season the homeowner checks for water damage and signs of mold growth. If water damage and/or mold is evident, they consult a professional for remediation.	Each season check for water damage and signs of mold growth. If water damage and/or mold are evident, consult a professional for remediation.
Windows			
Basement windows – Are windows in adequate condition to reduce risk of overland flooding? Glass, frames and seals are all in good condition and there is no evidence of water entry.	OW	Glass, frames and seals are all in good condition. There is no evidence of water entry.	No action is required.

Basement window maintenance – The homeowner checks once per season for cracked glass, broken seals and rotting frames. They repairs and/or replaces these as required.	OW	The homeowner checks once per year for cracked glass, broken seals and rotting frames, repairs AND/OR replaces these as required.	Once per season check for cracked glass, broken seals and rotting frames. Repair AND/OR replace these as required.
Plumbing Fixtures			
Indoor plumbing and fixtures maintenance – Each season toilets, taps, pipes and water heaters are inspected by the homeowner and are repaired by a plumber as needed. **Consider installing and maintaining flood alarms.**	PF	Toilets, taps, pipes and water heaters are not inspected by the homeowner or repaired by a plumber as needed.	Each season inspect toilets, taps, pipes and water heaters for leaks and signs of wear. Repair or replace items with the assistance of a plumber as needed. Consider installing and maintaining flood alarms to reduce flood risk. Check with your insurance professional about discounts for installing alarm systems.
Additional Considerations for Limiting Risk of Water Damage, Mold and Mildew Growth			
Furniture and electronics – Are furniture and electronics at risk of damage in the event of a flood? Furniture items have non-absorbent surfaces up to 30cm (12") and electronics are stored at least 30cm (12") off the floor (or to exceed anticipated flood levels).	N/A	Furniture items have absorbent surfaces in contact with the floor and electronics are stored on the floor OR Needs further investigation.	Carpet on floors, couches with absorbent legs and electronics on the floor are at risk of damage in the event of a flood. Select furniture items that have non-absorbent surfaces up to 30cm (12") and store electronics at least 30cm (12") off the floor (or to exceed anticipated flood levels).
Stored valuables – Are your valuables at risk of damage during a flood or at risk of mold and mildew growth? Valuables are stored in sealed, non-absorbent containers at least 30cm (12") off the floor (or to exceed anticipated flood levels), at least 15cm (6") away from walls to provide good air circulation OR no valuables are stored in the basement.	N/A	Valuables are stored in sealed, non-absorbent containers at least 15cm (6") off the floor, at least 10cm (3") away from walls that provide moderate air circulation.	Store items in sealed, non-absorbent containers at least 30 cm (12") off the floor (or to exceed anticipated flood levels) and 15 cm (6") away from walls. Consider moving most valuable items above the basement.
Relative humidity, air movement and temperature – Are the moisture, humidity and temperature levels in your basement optimum to reduce mold and mildew risk? A 30-50% relative humidity reading is taken in the basement. Air circulation is good. A minimum regular temperature above 15C (60F) is maintained.	N/A	Over 60% relative humidity reading is taken in basement OR Air movement is highly restricted OR The temperature is kept below 10C (50F) OR Needs further investigation.	The relative humidity reading is 65. This exceeds the recommended maximum of 50%. Reduce sources of moisture and run one or more dehumidifiers to maintain 30-50% relative humidity. Improve air circulation. Maintain minimum temperature of 15C (60F).

Indoor Sources of Moisture–Are indoor sources of moisture limited to reduce mold and mildew risk? If a bathroom with a shower is present, a fan is present and when it is running it is strong enough to hold a piece of tissue. Fan is run for 30-60 minutes after a bath or shower. Furnace humidifiers do not operate in the summer. Wood is not stored, laundry is not hung, boots are not dried etc. in the basement.	N/A	If a bathroom with a shower is present, a fan is present and when running it is strong enough to hold a piece of tissue. The fan is run for 30-60 minutes after bath or shower use. Furnace humidifiers do not operate in the summer. Wood is not stored, laundry is not hung, boots are not dried etc. in the basement.	No action required.
Hazardous Materials			
Hazardous materials – Are hazardous materials stored in a way that represents a contamination risk during a flood? No hazardous materials are stored in the basement and/or materials are stored in waterproof containers at least 30 cm (12") off the floor (or to exceed anticipated flood levels). Heating fuel tanks are secured to the floor.	N/A	Hazardous materials are not sealed in waterproof containers and/ or are stored on the floor and/or heating fuel tanks are not secured to the floor OR Needs further investigation.	See **G** on **Inside Assessment** diagram. Remove paint, chemicals and other hazardous material from basement or seal hazardous materials in waterproof containers and store at least 30 cm (12") off the floor (or to exceed anticipated flood levels).

West Hants Regional Municipality
April 9, 2024
Chief Administrative Officer Report

The following report captures activities and events between the March 2024 COTW meeting and the date of the report.

Governance

- Meetings and Events
  - COTW Meeting – March 12th
  - Council Meeting – March 26th
  - District 4 Community Meeting – March 28th
  - District 5 Community Meeting – April 2nd
  - District 7 Community Meeting – April 3rd
- District Community Meetings – Council members and the Mayor continue to conduct district community meetings throughout the municipality. The meetings are well attended, and council members have made themselves available to answer a wide range of questions that come from those in the audience. I feel they've been very productive and a good platform to share what matters are important to residence living in each of the districts.

Administration

- Meetings and Events
  - VREN Cultural Diversity Training – March 15th
  - Workshop on Inclusion, Diversity, Equity and Accessibility (IDEA) – March 21st
  - Diversity and Inclusion Meeting – March 25th
  - WCB Gradual Onset Psychological Injury Information Session – March 27th
  - WHRM Pension Advisory Committee Meeting – March 12th
- Diversity and Inclusion - not only has the committee continue to meet to create a strategy and action plan for the up and coming year but there have been multiple training opportunities that staff and I have been attending. Employee training and community outreach will be a priority in 2024 to support this work and needed change.

Finance

- Meetings and Events

- Departmental Budget Meetings (February, March and April to-date)

- 2024 /25 Budget Deliberations -The leadership team continues to meet to iron out the final details of the operating in capital budget presentations for this up and coming year. We anticipate meeting with Council in late April and May to review the budget. When the budgets are completed, they will be released to Council two to three weeks in advance of the meeting dates.

Community Development

- Meetings and Events
  - West Hants Trails Association Meeting – March 12th
  - Windsor Canoe Club Site Meeting / Repairs – March 25th and 27th
  - POSSE / WH Caremongers / WHRM Comfort and Out of the Cold Support – the warming centre at the Windsor community centre has ended, effective March 31st.

Planning and Development

- Meetings and Events
  - Federal Housing Accelerator Funding Announcement – March 12th
  - PAC /HAC Meeting – March 14th
  - WSP Regional Planning Workshop – March 18th
  - Regional Planning Workshop (Falmouth) – March 27th
- WHRM Regional Planning Review - The municipality continues to emphasize the importance of community engagement for the regional planning review. There have been a series of workshops for committee members, Council and the general public. We are promoting the online survey which can be found on our website. We encourage all residents to fill out the survey and participate. https://www.surveymonkey.com/r/WHRM-planreview

Economic Development

- Meetings and Events
  - VREN 2024/24 Business Plan and Budget Discussion with CAOs
  - VREN Site Selector Launch – March 27th

Public Works and Infrastructure

- Meetings and Events
  - Tremain Crescent Resident Storm Water Management Meeting

Protective Services

- Meetings and Events
  - RCMP – Municipal Police Service Agreement (MPSA) Meeting – March 21st

Sincerely,

Mark Phillips

Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

To: West Hants Regional Municipality, Committee of the Whole

Submitted by: Ryan Parker, By-Law Enforcement Officer

Date: April 9, 2024

Subject: Dangerous or Unsightly Premise Report

LEGISLATIVE AUTHORITY

MGA Section 345 (3)

RECOMMENDATION or DECISION REQUEST

Information report.

BACKGROUND

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

DISCUSSION

This update will cover Dangerous or Unsightly Premises complaints from September 01, 2023, through March 31, 2024. During the reporting period 11 complaints were received in writing. Of the 11 complaints, 5 were remedied by the owner, 6 are in progress and have yet to require an order at this point.

The previous report had 7 files in progress. Six of those files have closed and one remains open due to the complexity of the file.

Number of orders issued for property clean up by the Administrator: 0

NEXT STEPS

The next reporting period will cover April 01, 2024 - August 31, 2024

FINANCIAL IMPLICATIONS

N/A

ALTERNATIVES

N/A

ATTACHMENTS

N/A

CHIEF ADMINISTRATIVE OFFICER REVIEW

No further comments.

Report Prepared by: _____
Ryan Parker, By-Law Enforcement Officer

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

Report Approved by: _____
Mark Phillips, Chief Administrative Officer

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Danny	Dill	2020-06-30	2020-07-14 COTW
Quentin	Davison	2020-07-06	2020-07-14 COTW
Alyson	Bremner	2020-07-07	2020-07-14 COTW
Cecil	Rolfe	2020-07-13	2020-07-14 COTW
Pat	Porter	2020-07-13	2020-07-14 COTW
Nikki-Marie	Lloyd	2020-08-02	2020-09-08 COTW
Heather	Boylan (Martock)	2020-09-01	2020-09-08 COTW
Greg	O'Leary	2020-09-03	2020-09-08 COTW
Dr. Abby	Kirumira	2020-09-02	2020-09-08 COTW
Dean	Manning	2020-09-08	2020-09-08 COTW
David & Michelle	Rideout	2020-09-08	2020-09-08 COTW
Colleen	Walsh-Bouman	2020-09-08	2020-09-08 COTW
Nicholas & Alyson	Juurlink/Bremner (Linked Farms)	2020-09-08	2020-09-22 Council
Tasha	Rogers	2020-09-08	2020-09-22 Council
Brad	Carrigan	2020-09-23	2020-10-13 COTW
Karen	Carrigan	2020-09-23	2020-10-13 COTW
Elaine	Morehouse	2020-09-24	2020-10-13 COTW
Gary	Morehouse	2020-09-24	2020-10-13 COTW
Dr. A	Kirumira	2020-09-24	2020-10-13 COTW
Blake	Sarsfield	undated	2020-10-13 COTW
Greg	Webster	2020-10-01	2020-10-13 COTW
Bobby	Kidston	2020-10-02	2020-10-13 COTW
NSTIR	(Province of NS)	2021-01-13	2021-01-26 Council
Darren	Porter	2021-03-19	2021-03-23 Council
Rylan	Carrigan	2021-03-29	2021-04-13 COTW
Robin	Bremner-Popma (Hants Co Fed of Agri)	2021-03-29	2021-04-13 COTW
Roslyn	MacDuff	2021-03-29	2021-04-13 COTW
Darlene	Taylor	2021-03-23	2021-04-13 COTW
Daniel	Oulton	2021-03-26	2021-04-13 COTW
Karen	Carrigan	2021-03-26	2021-04-13 COTW
Marie & Andrew	Connolly	2021-03-26	2021-04-13 COTW
Robin	Thomson (Atlantic Division Canoe Kayak Canada)	2021-03-30	2021-04-13 COTW
Barbara	Hughes	2021-03-29	2021-04-13 COTW
Laura	Fisher	2021-04-01	2021-04-13 COTW

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Nikki-Marie	Lloyd	2021-04-06	2021-04-13 COTW
Ken	Donnelly (Hwy 101 Twinning CLC)	2021-04-01	2021-04-13 COTW
Darren	Porter	2021-04-06	2021-04-13 COTW
Karen	Lynch	2021-04-09	2021-04-13 COTW
Carilee	Eddy	2021-04-15	2021-04-27 Council
Nikki-Marie	Lloyd	2021-04-19	2021-04-27 Council
Sheldon	Hope	2021-04-19	2021-04-27 Council
Adrienne	Wood	2021-04-22	2021-04-27 Council
Magda	Montgomery	2021-04-22	2021-04-27 Council
Sheldon	Hope	2021-04-26	2021-04-27 Council
Andrew	Smiley	2021-05-02	2021-05-11 COTW
Carrilee	Eddy	2021-05-03	2021-05-11 COTW
Denise	Forand	2021-04-27	2021-05-11 COTW
Erin	Naugler	2021-05-02	2021-05-11 COTW
Janet	Comeau	2021-05-02	2021-05-11 COTW
Kristyn	Anderson	2021-05-02	2021-05-11 COTW
Laura	Fisher	2021-04-01	2021-05-11 COTW
Nick	Rafuse	2021-05-03	2021-05-11 COTW
Nicole	McLeod	2021-05-02	2021-05-11 COTW
Robyn	Cook	2021-05-02	2021-05-11 COTW
Sheldon	Hope	2021-05-02	2021-05-11 COTW
Tammy	Hilden	2021-05-02	2021-05-11 COTW
Tracey	Sexton	2021-05-03	2021-05-11 COTW
Ginette	Pitcher	2021-05-03	2021-05-11 COTW
Greg	Miller	2021-05-05	2021-05-11 COTW
David & Michelle	Rideout	2021-05-05	2021-05-11 COTW
Sylvia & Vince	Burgess	2021-05-05	2021-05-11 COTW
Scott (Adrienne)	Miniou (Wood)	2021-05-03	2021-05-11 COTW
Barbara	Sullivan	2021-05-06	2021-05-11 COTW
Sandra & Skip	Hogan	2021-05-06	2021-05-11 COTW
Marie & Andrew	Connolly	2021-05-06	2021-05-11 COTW
Karen	Carrigan	2021-05-07	2021-05-11 COTW
Adrienne	Wood (Petition)	2021-05-07	2021-05-11 COTW
Lisa	Hines	2021-05-07	2021-05-11 COTW

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Cam	Hartley	2021-05-07	2021-05-11 COTW
Troy & Vicki	Harvie	2021-05-07	2021-05-11 COTW
Jenn	McDermott	2021-05-08	2021-05-11 COTW
Jennifer	Daniels	2021-05-09	2021-05-11 COTW
Krista & Colin	Duncan	2021-05-09	2021-05-11 COTW
Robin	Bremner-Popma	2021-05-07	2021-05-11 COTW
Roslyn (Darlene) [Barb]	MacDuff (Taylor) [Hughes]	2021-05-08	2021-05-11 COTW
Wayne & Dianne	Hines	2021-05-09	2021-05-11 COTW
Bob & Sandra	Langdon	2021-05-10	2021-05-11 COTW
Brad	Hood	2021-05-10	2021-05-11 COTW
Ed & Cathy	Kerr	2021-05-10	2021-05-11 COTW
Ann	MacArthur	2021-05-10	2021-05-11 COTW
Carole Anne	Casey	2021-05-10	2021-05-11 COTW
Sarah	MacDonald	2021-05-10	2021-05-11 COTW
Andre & Donna	Arsenault	2021-05-11	2021-05-11 COTW
Aaron	Leblanc	2021-05-12	2021-05-25 Council
Adrian	Rooney	2021-05-19	2021-05-25 Council
Adrienne	Wood	2021-05-12	2021-05-25 Council
Barb	Sullivan	2021-05-16	2021-05-25 Council
Barbara	Beck	2021-05-15	2021-05-25 Council
Bethany	Rozee	2021-05-12	2021-05-25 Council
Carl	Siler	2021-05-12	2021-05-25 Council
Carol	Bradley	2021-05-16	2021-05-25 Council
Carol	McKinley	2021-05-12	2021-05-25 Council
Chad	Pothier	2021-05-18	2021-05-25 Council
Chris	Cann	2021-05-21	2021-05-25 Council
Connie	Shay	2021-05-15	2021-05-25 Council
Conrad	Mullins	2021-05-18	2021-05-25 Council
Darlene	Taylor	2021-05-15	2021-05-25 Council
Darren	Porter	2021-05-12	2021-05-25 Council
Darren	Woods	2021-05-13	2021-05-25 Council
Dawson	Sheehy	2021-05-16	2021-05-25 Council
Deanna	Hamilton	2021-05-15	2021-05-25 Council
Debbie	Porter-Wood	2021-05-13	2021-05-25 Council
Debbie	Siler	2021-05-15	2021-05-25 Council
Denise	Forand	2021-05-13	2021-05-25 Council

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Devan	Archibald	2021-05-18	2021-05-25 Council
Diane	Ogilvie	2021-05-13	2021-05-25 Council
Erin	Naugler	2021-05-13	2021-05-25 Council
Ernest	Eddy	2021-05-15	2021-05-25 Council
Gerry	Young	2021-05-15	2021-05-25 Council
Gina	Cochrane	2021-05-12	2021-05-25 Council
Harry	Ullock	2021-05-15	2021-05-25 Council
Hope	Moon	2021-05-12	2021-05-25 Council
Ian	Shaw	2021-05-16	2021-05-25 Council
J	Davis (and J Griffith)	2021-05-17	2021-05-25 Council
Jacqueline	Farvacque	2021-05-12	2021-05-25 Council
Jayne	Murray	2021-05-16	2021-05-25 Council
Jeff	Redden	2021-05-17	2021-05-25 Council
Jennifer	Shaw	2021-05-16	2021-05-25 Council
Jocelyne	Marchand	2021-05-12	2021-05-25 Council
John & Sarah	Monette	2021-05-19	2021-05-25 Council
Jordan	Macumber	2021-05-12	2021-05-25 Council
Josette	Dugue	2021-05-12	2021-05-25 Council
Judy	Lynch	2021-05-13	2021-05-25 Council
June	Pedersen-LaPierre	2021-05-15	2021-05-25 Council
Justin	Cochrane	2021-05-12	2021-05-25 Council
Karen	Lynch	2021-05-18	2021-05-25 Council
Kathryn	Bergeron	2021-05-16	2021-05-25 Council
Kathy	Veinot	2021-05-15	2021-05-25 Council
Kyle	Pellegrini	2021-05-12	2021-05-25 Council
Lachlan	Riehl	2021-05-12	2021-05-25 Council
Laura	Stewart	2021-05-19	2021-05-25 Council
Lee	Billington	2021-05-12	2021-05-25 Council
Lee	Millett	2021-05-12	2021-05-25 Council
Lexie	Barkhouse	2021-05-12	2021-05-25 Council
Linda	Card	2021-05-11	2021-05-25 Council
Monique	Wood	2021-05-16	2021-05-25 Council
Nancy	Sheehy	2021-05-16	2021-05-25 Council
Nancy	Sheehy	2021-05-18	2021-05-25 Council
Nikki-Marie	Lloyd	2021-05-12	2021-05-25 Council
Nikki-Marie	Lloyd	2021-05-17	2021-05-25 Council

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Olena	Kharytonova	2021-05-15	2021-05-25 Council
Pat	Porter	2021-05-12	2021-05-25 Council
Paula	Lake	2021-05-12	2021-05-25 Council
Robert	Bowkett	2021-05-18	2021-05-25 Council
Roslyn	MacDuff	2021-05-15	2021-05-25 Council
Ruth	Angevine	2021-05-13	2021-05-25 Council
Scotch Village	Farm	2021-05-19	2021-05-25 Council
Shirley	Pineo	2021-05-12	2021-05-25 Council
Stephen	Brooks	2021-05-12	2021-05-25 Council
Trudy	Sheehy	2021-05-17	2021-05-25 Council
Steven	Bouman	2021-05-17	2021-05-25 Council
Sue	Sheehy	2021-05-14	2021-05-25 Council
Susie	Smith	2021-05-12	2021-05-25 Council
Tasha	Rogers	2021-05-12	2021-05-25 Council
Tera	Brommit	2021-05-17	2021-05-25 Council
Toni-Lee	Burns	2021-05-12	2021-05-25 Council
Tony	Wood	2021-05-18	2021-05-25 Council
Tracey	Sexton	2021-05-16	2021-05-25 Council
Trevor	Levy	2021-05-12	2021-05-25 Council
Tricia	Brommit	2021-05-17	2021-05-25 Council
Vince & Sylvia	Burgess	2021-05-16	2021-05-25 Council
Loretta	MacEachern	2021-05-20	2021-05-25 Council
Tim & Jennifer	Bayers	2021-05-21	2021-05-25 Council
Darlene	Taylor	2021-05-25	2021-06-08 COTW
Darlene	Taylor	2021-05-25	2021-06-08 COTW
Darren	Porter (forwarded email from/to another source)	2021-05-27	2021-06-08 COTW
Dawn	Allen	2021-05-25	2021-06-08 COTW
John	Monette	2021-05-25	2021-06-08 COTW
Richard	Dunham	2021-05-25	2021-06-08 COTW
Carrilee	Eddy	2021-06-06	2021-06-22 Council
Darlene	Taylor	2021-06-09	2021-06-22 Council
Darren	Porter	2021-06-06	2021-06-22 Council
Lisa	Bland	2021-06-08	2021-06-22 Council
Krista & Scott	Lloy	2021-06-07	2021-06-22 Council
Nancy	Sheehy	2021-06-06	2021-06-22 Council
Karen	Beazley	2021-07-06	2021-07-13 COTW

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Quentin	Davison	2021-07-13	2021-07-13 COTW
Iain (Hon.)	Rankin	2021-07-16	2021-07-27 Council
Karen	Beazley	2021-07-15	2021-07-27 Council
G.E.	Morehouse	2021-07-22	2021-07-27 Council
Darlene	Taylor	2021-07-26	2021-09-14 COTW
Heather	MacLean	2021-08-13	2021-09-14 COTW
Kim (Hon)	Masland	2021-09-22	2021-10-12 COTW
Darren	Porter	2022-02-01	2022-02-08 Council
Hon. Steve	Craig	2022-03-02	2022-03-08 COTW
Hon. Greg	Morrow	2022-03-08	2022-03-22 Council
Sheldon	Hope	2022-03-10	2022-03-22 Council
Darren	Porter	2022-06-02	2022-06-14 COTW
Darren	Porter	2022-06-27	2022-06-28 Council
Hon. Joyce	Murray	2022-07-12	2022-07-26 Council
Jennifer	Allen	2022-08-30	2022-09-13 COTW
Hon. Kody	Blois	2022-10-07	2022-10-11 COTW
K Salter	Salter	2022-10-28	2022-11-08 COTW
Hon. Kody	Blois	2023-06-02	2023-06-13 COTW
Andre	Arsenault	2023-06-02	2023-06-13 COTW
Darlene	Taylor	2023-06-02	2023-06-13 COTW
Kevin	Walsh	2023-06-03	2023-06-13 COTW
Alyson and Nicholas	Bremner/Juurlink	2023-06-03	2023-06-13 COTW
Hants County Federation of Agriculture		2023-06-03	2023-06-13 COTW
Al	Mailman	2023-06-03	2023-06-13 COTW
Greg	O'Leary	2023-06-03	2023-06-13 COTW
Lisa	Bland	2023-06-04	2023-06-13 COTW
Karen	Lynch	2023-06-04	2023-06-13 COTW
Judy	Lynch	2023-06-04	2023-06-13 COTW
Greg	Miller	2023-06-04	2023-06-13 COTW
Darren	Porter	2023-06-04	2023-06-13 COTW
Monique	Wood	2023-06-04	2023-06-13 COTW
Lana	Patterson	2023-06-04	2023-06-13 COTW
Dr. AK.	Kirumira	2023-06-04	2023-06-13 COTW

Bonnie	O'Leary	2023-06-04	2023-06-13 COTW
Robyn	Bremner-Popma	2023-06-04	2023-06-13 COTW
Traci and Elizabeth	Curry	2023-06-04	2023-06-13 COTW
Sheldon	Hope	2023-06-05	2023-06-13 COTW
Wilf and Diane	Ogilvie	2023-06-05	2023-06-13 COTW
Aaron	Ewing	2023-06-05	2023-06-13 COTW
Cara	Pfeffer	2023-06-05	2023-06-13 COTW
Maxine	Chandler	2023-06-05	2023-06-13 COTW
Pat	Porter	2023-06-05	2023-06-13 COTW
Shannon	Cunningham	2023-06-05	2023-06-13 COTW
Anna	DeNicola	2023-06-06	2023-06-13 COTW
Jen	Murphy	2023-06-06	2023-06-13 COTW
Karen	Beazley	2023-06-06	2023-06-13 COTW
Linda	Card	2023-06-06	2023-06-13 COTW
Richard	Dunham	2023-06-06	2023-06-13 COTW
Doug	Symonds	2023-06-06	2023-06-13 COTW
Krista	Lunn	2023-06-06	2023-06-13 COTW
Barbara	Hughes	2023-06-06	2023-06-13 COTW
Andrew	Smiley	2023-06-06	2023-06-13 COTW
Nikki	Lloyd	2023-06-06	2023-06-13 COTW
Aaron	Ewing	2023-06-07	2023-06-13 COTW
Jim	White	2023-06-07	2023-06-13 COTW
Sasha	Stevens	2023-06-07	2023-06-13 COTW
Chris	Phillips	2023-06-07	2023-06-13 COTW
Chad	Pothier	2023-06-07	2023-06-13 COTW
Darlene	Taylor	2023-06-07	2023-06-13 COTW
Nancy and Bruce	Cameron	2023-06-07	2023-06-13 COTW
James	Pothier	2023-06-07	2023-06-13 COTW
Abe	Zebian	2023-06-07	2023-06-13 COTW
Judith	Kazmirski	2023-06-08	2023-06-13 COTW
Nikki Lloyd	Lloyd	2023-06-08	2023-06-13 COTW
Darren	Porter	2023-06-09	2023-06-13 COTW
Ashley Imlay	Imlay	2023-06-09	2023-06-13 COTW
Valerie	Wilcox	2023-06-11	2023-06-13 COTW

Colleen	Walsh-Bouman	2023-06-12	2023-06-13 COTW
G. Wayne	Hines	2023-06-12	2023-06-13 COTW
Sharon	Johnson	2023-06-12	2023-06-13 COTW
Nicholas	Juurlick	2023-06-11	2023-06-13 COTW
Ed and Cathy	Kerr	2023-06-12	2023-06-13 COTW
Tracey	Sexton	2023-06-12	2023-06-13 COTW
Peter	Nicol	2023-06-12	2023-06-13 COTW
Jennifer	Shaw	2023-06-13	2023-06-13 COTW
Jayne	Murray	2023-06-13	2023-06-13 COTW
Reid & Roslyn	MacDuff	2023-06-13	2023-06-13 COTW
Monique	Wood	2023-06-13	2023-06-13 COTW
Dean	Manning	2023-06-13	2023-06-13 COTW
Karen	Beazley	2023-06-14	2023-06-27 Council
Carrilee	Eddy	2023-06-15	2023-06-27 Council
Maria DeNicola	DeNicola	2023-06-15	2023-06-27 Council
Anna	DeNicola	2023-06-16	2023-06-27 Council
Karen F.	Beazley	2023-06-16	2023-06-27 Council
Lisa	Bland	2023-06-16	2023-06-27 Council
Duncan	Armour	2023-06-19	2023-06-27 Council
Gwendolyn	Aker	2023-06-19	2023-06-27 Council
Laura	Fisher	2023-06-19	2023-06-27 Council
Barbara	Hughes	2023-06-21	2023-06-27 Council
Reid & Roslyn	MacDuff	2023-06-21	2023-06-27 Council
Kim	Jansen	2023-06-22	2023-06-27 Council
Brian and Sandra	Hogan	2023-06-22	2023-06-27 Council
Maria	DeNicola Re Concerns of Racism, Bullying and Slander	2023-06-22	2023-06-27 Council
Karen	Langille	2023-06-22	2023-06-27 Council
Anne	Desneiges	2023-06-22	2023-06-27 Council
Darren	Porter	2023-06-25	2023-06-27 Council
Barbara	Hughes	2023-06-27	2023-07-11 COTW
Louis	Coutinho	2023-06-28	2023-07-11 COTW
Darlene	Taylor	2023-06-29	2023-07-11 COTW
Eric	D-Entremont	2023-07-10	2023-07-11 COTW
Canadian Wildlife Federation Letter		2023-07-10	2023-07-11 COTW

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

Beth	McBrine	2023-07-14	2023-07-25 Council
Judi	Wilson	2023-07-19	2023-07-25 Council
Dr. AK. Kirumira (WHRM copied)		2023-07-21	2023-07-25 Council
Dawn	Allen (WHRM copied)	2023-07-23	2023-07-25 Council
Denise	Forand	2024-03-10	2024-03-12 COTW

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	Forand	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
Darren	Porter	2022-09-14	2022-09-27 Council
Darren	Porter	2022-09-16	2022-09-27 Cour

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

Correspondence Received

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
Kody Blois	Re: Letter to the Hon. Kim Masland	2023-03-21	2023-03-28 Council

Correspondence Received

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
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

Correspondence Received

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
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

Correspondence Received

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
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
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

Correspondence Received

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
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

Correspondence Received

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
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	2023-11-06	2023-11-14 COTW

	Integration		
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
Lubna Jamshaid	Re: Support Ceasefire in Gaza	2023-12-05	2023-12-12 Council
Andrea Parker	Re Health Plan Survey Opportunity	2023-12-06	2023-12-12 Council
MLA Sheehy-Richard	Re: Response Re Additional Carpool Parking Lot	2023-12-12	2023-12-12 Council
Myra Stephen	Re: When you know better, do better	2023-12-13	2024-01-09 COTW
Katherine Wadden	Re: PID 45215290 Riverview Drive Brooklyn	2023-12-13	2024-01-09 COTW
Jeff Dunfield	Re: Council Meeting Called for Next Week (Dec. 19, 2023)	2023-12-15	2024-01-09 COTW
Peter Moore	Re December 19th Special Council Meeting	2023-12-18	2024-01-09 COTW
NSFM	Re: Letter To Minister Morrow Re Dyke System (WHRM copied)	2023-12-20	2024-01-09 COTW
Peter Moore	Re: COTW - October 12, 2021	2023-12-20	2024-01-09 COTW
Minister Rushton	Re: Response to WHRM Re Smiley's Park	2023-12-21	2024-01-09 COTW
Robert Crow	Re: Lot 13 Rezoning Milliard Crt	2024-01-03	2024-01-09 COTW
Annapolis Valley Regional Library	Re: Letter to Minister MacMaster (WHRM copied)	2023-12-05, Received 2024-01-04	2024-01-09 COTW
Emily Seaboyer	Re: Application for Rezone of OS lot, Millard Court, Union Corner	2024-01-04	2024-01-09 COTW
Denise Forand	Re: The rezoning of gifted lands for subdivisions and our Historic Architectural zone	2024-01-06	COTW2024-01-09
Elizabeth Rondhuis	Re: Land Rezoning PID45236601	2024-01-07	2024-01-09 COTW
Karl Coutino	Re Request for Postponement of Commercial Wine Support Program Announcement	2024-01-08	2024-01-09 COTW

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Peter Moore	Re Rainfall Warning	2024-01-09	2024-01-09 COTW
Christina Hudgins	Re Millard Court	2024-01-09	2024-01-23 Council
Emily Seaboyer, Shawn Seaboyer & Family	Re Application for Rezone of OS lot, Millard Court, Union Corner	2024-01-09	2024-01-23 Council
Phil Pidgeon	Re Rezoning of PID 45236601 Millard Court, Union Corner	2024-01-12	2024-01-23 Council
Haley Brown	Re Urgent Request for Postponement of Commercial Wine Support Program Announcement	2024-01-12	2024-01-23 Council
Wine Growers Nova Scotia (WGNS)	Re Important Update on Nova Scotia Farm Wine Industry Developments with attached letters	2024-01-16	2024-01-23 Council
Mary Penner	Re Thank You to Citizens of Windsor	2024-01-18	2024-01-23 Council
West Hants Historical Society Letter to WHRM	Re Paris Name	2024-01-17	2024-01-23 Council
Andrew Hardman	Re Supreme Court Decision re Permit D2023-019	2024-01-23	2024-01-23 Council
2024 Update	Re Regional Chairs Coordinators activities at the Provincial level for Waste Management.	2024-01-18	2024-02-13 COTW
Avon Street Erosion Society	Re Registered as a Not-for-Profit Society	2024-01-18	2024-02-13 COTW
Cathy Illsley	Re Discontinuing Aquafit Classes	2024-01-25	2024-02-13 COTW
Denise Forand	Re Opposed to Rezoning PID 45215290 Riverview Drive Brooklyn	2024-01-25	2024-02-13 COTW
Debbie Spears	Re Aqua fitness	2024-01-26	2024-02-13 COTW
HCCC #1 Letter to WHRM Re Request for Financial Support	Re Request for Financial Support	2024-02-01	2024-02-13 COTW
Jennifer Enright	Proclamation Request Re Amyloidosis Awareness Month	2024	2024-02-13 COTW
Denise Forand Re	Re Snow removal from the causeway highway	2024-02-08	2024-02-13 COTW
Birthplace of Hockey Tournament Costs		2024-02-09	2024-02-13 COTW
Amanda Dunfield	Re Windsor Stormwater Municipal Snow Storage	2024-02-09	2024-02-13 COTW
Response from Minister Lohr	Re WHRM Affordable Housing Letter	2024-02-09	2024-02-13 COTW
Carrilee Eddy	Re Assembly of NS Mi'kmaw Chiefs	2024-02-13	2024-02-13 COTW
Kjeld Mizpah Conyers-Steede	Re Valley REN Board Member Connection	2024-02-14	2024-02-27 Council
Andrew Hardman	Re Ken No. 522430 - Hardman et al v. West Hants Regional Municipality	2024-02-15	2024-02-27 Council
Mike Murphy	Re 2-hour parking on Stannus Street	2024-02-15	2024-02-27 Council

Correspondence Received

Keith Aucoin	Re Excessive Property Evaluation	2024-02-17	2024-02-27 Council
Wine Growers NS	Re Letter to the Premier Re Consequences of the Government of Nova Scotia's Commercial Wine Support Program	2024-02-22	2024-02-27 Council
Mimi O'Handley	Re Coastal Announcement from the Province	2024-02-26	2024-02-27 Council
Letter from the Province to Mayors, Wardens, Councillors	Re Coastal Protection	2024-02-26	2024-02-27 Council
Letter from Chief Paul	Letter to West Hants Council Re Bear Lake Wind Farm	2024-02-27	2024-02-27 Council
Lloyd Blagdon	Re Windmill project Vaughan	2024-02-27	2024-02-27 Council
From HCCC#1 Board of Directors	Re Canyon Point Road Community Temporary Laneway Flooded	2024-02-29	2024-03-12 COTW
Peter Moore	Re Capped Property Assessment (WHRM copied)	2024-02-29	2024-03-12 COTW
Randy Hussey	Re Underwood Road Traffic Safety Issue	2024-03-07	2024-03-12 COTW
Jennifer Moore	Re Home Flood Protection Program Information Report	2024-03-12	2024-03-12 COTW
Avon River Heritage Society	Re Flooding March 11th, 2024	2024-03-12	2024-03-26 Council
Jennifer Moore	Re Information Report Home Flood Protection program	2024-03-12 and 13th	2024-03-26 Council
Maryann Norbury	Re Payzant Drive Extension	2024-03-12	2024-03-26 Council
Dorothy Read	Re Opposition to Willow Street rezoning application	2024-03-14	2024-03-26 Council
Royal Canadian Legion, Hants County Branch No. 9	Re Grant for Veteran Banner Program	2024-03-14	2024-03-26 Council
Joe Alcorn and Donna Smith	Re Payzant Road - Roundabout or Extension	2024-03-18	2024-03-26 Council
Judi Wilson	Re Payzant Connector Road	2024-03-19	2024-03-26 Council
Response to Mr. Hussey from MLA Sheehy-Richard	Re Underwood Road Traffic (WHRM copied)	2024-03-19	2024-03-26 Council
Cathy and Dave Pemberton	Re New builds - roads	2024-03-20	2024-03-26 Council
Jamie Leopold	Re Safety Concern at the West Hants Sportsplex	2024-03-21	2024-03-26 Council
Emme Manuel	Re Open Arms New Outreach Program	2024-03-21	2024-03-26 Council
Petition from Hantsport Residents	Re: Request to defeat Williow Street Application	2024-03-21	2024-03-26 Council
Kim and John Olejnik	Re Payzant Drive extension over to Hwy 1, (sometimes referred to Hwy 14)	2024-03-25	2024-03-26 Council
Jeanette Poirier	Re Payzant Drive Extension	2024-03-25	2024-03-26 Council
Avon River Heritage Society Newport Landing	Re Flooding	2024-03-25	2024-03-26 Council

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Memo to Council	Re voting and Planning matters	2024-03-25	2024-04-09 COTW
Gail Stone	Re The Crossing	2024-03-26	2024-04-09 COTW
Krista Beeler	Re Dykeland Lodge - Correspondence Request - Secondary Emergency Road	2024-03-26	2024-04-09 COTW
Peter Moore	Re Suggestions for Windsor Flood Zone crisis.	2024-03-26	2024-04-09 COTW
Steve Hart	Re Official correspondence to counsel requesting URGENT funding	2024-03-26	2024-04-09 COTW
Hon. Minister John Lohr	Re Emergency Management	2024-03-28	2024-04-09 COTW
Hon. Minister John Lohr	Re Service Exchange	2024-03-28	2024-04-09 COTW
Merve Ferguson	Re March 26th Council Meeting Concerns	2024-03-28	2024-04-09 COTW
Karen Prince	Re Wind farms	2024-03-30	2024-04-09 COTW
Anne Jodrey	Re Protect Vaughan	2024-04-02	2024-04-09 COTW
Elizabeth Skelhorn	Re Protect Vaughan	2024-04-02	2024-04-09 COTW
Andrea Lynn	Re Vaughans Windfarms	2024-04-03	2024-04-09 COTW
Richard Murphy Re Speeding	Re Speeding	2024-04-03	2024-04-09 COTW
David & Carolyn Borden	Re PID 45218658, Armstrong Lake East, Vaughan	2024-04-04	2024-04-09 COTW
Duane and Shirley Walker	Re Bear Lake Windfarm	2024-04-04	2024-04-09 COTW
MLA Response to Kim Lake	Re Newport Landing Flooding (WHRM copied)	2024-04-05	2024-04-09 COTW
Shirley Walker	Re Further Point on the Bear Lake Windfarm	2024-04-07	2024-04-09 COTW
Greg Hazel	Re ATV proposal	2024-04-07	2024-04-09 COTW
Alva Construction Limited	Re Hartville Quarry Expansion, 783 Ellershouse Road, Windsor West Hants	2024-04-03	2024-04-09 COTW

From: Abraham Zebian
To: Karen Prince
Cc: Ed Sherman; Deanna Snair
Subject: Re: Wind farms
Date: Saturday, March 30, 2024 7:30:06 PM

> On Mar 30, 2024, at 5:52 PM, Karen Prince wrote:

Caution [External Email]

> This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

> Why are you choosing to destroy this beautiful wooded lake abundant community with Wind Farms?
> You are allowing them to be too close to properties and will forever change the wild life habitat of this area.
> Enough is enough!
>
> Karen Prince

> Sent from my iPhone

From: Abraham Zebian
To: Andrea Lynn
Cc: Ed Sherman; Mark Phillips; West Hants Planning; Deanna Snair
Subject: Re: Vaughans Windfarms
Date: Wednesday, April 3, 2024 5:08:36 AM

On Apr 3, 2024, at 2:43 AM, Andrea Lynn wrote:

Caution [External Email]
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Councillor Sherman,

I am writing as a 68-year-long, seasonal, tax-paying resident of your district of West Hants. Your area, during the second half of the 20th century, mineral prospecting aside, generally developed at a slower, more carefully planned rate. However, the last quarter century has witnessed a disturbing lack of "stewardship" for the ecology of this beautiful and sensitive area.

1)Forestry in Vaughan accelerated, and crown land , once maintained by humans with chainsaws practicing silviculture, was turned over to large forestry companies who availed themselves of impactful equipment like fellerbunchers. The drive was on for forestry products like biomass and toilet paper…….

2) Massive clear-cutting on the crests of the local mountains mostly laid earth bare to granite, eliminating the trees and mosses essential for our mountaintop reservoirs on both sides of the watershed. This impacted the streams and tributaries of the Avon river and the farmlands depending on them. In addition, the aquatic species were already suffering from early 20th century hydro damming of the Avon and St Croix Rivers and the redirection of the Avon West branch. The 1970 causeway structure at Windsor closed the ebb & flow, and mixing of salt & fresh water destroying fish passage. Ecological disasters.

3)Who would think it could get worse. In the last decade, the respect for life has all but been abandoned to glutting outside enterprises possessing and seeking more wealth. I am enraged to see that we now have a County council permitting global corporate forces to destroy life in this way, by accepting their subsidies and grants through our, now fascist, Federal and Provincial governments.

4) If this council continues to facilitate and foster these PPP relationships which lay waste our Appalachian mountains for fake windmill schemes and mining atrocities you should expect nothing less than a revoking of your right to govern the people of this district.

Sincerely,
Andrea Lynn

From:	Abraham Zebian
To:	Elizabeth Skelhorn
Cc:	Laurie Murley; Bob morton; Debbie Francis; Ed Sherman; Jeff Hartt; Jim Ivey; Mark Fredericks; Mark McLean; Paul Morton; Rupert Jannasch; Scott McLean; Shelleena Thornton; John Smith; Alexander Dunphy; Mark Phillips; Deanna Snair
Subject:	Re: Setbacks for wind turbines
Date:	Wednesday, April 3, 2024 5:10:39 AM

> On Apr 2, 2024, at 7:06 PM, Elizabeth Skelhorn wrote: >

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Hello

> Mayor Zebian
> and West Hants Councillors
>

> In view of the Bear Lake Wind Farm and concerns of nearby communities, it is most important that residents be taken seriously.
>
The request for the by-law for adjusting windmill setbacks to 4kms may seem like it shuts out future wind opportunities in West Hants . However that should not be the basis for making a decision for set back of only 2 km . You are making a decision that can affect property values of your residents and impact their wellbeing. Money cannot be the only factor to consider.

> Our world has changed and hopefully we have learned lessons from the past.

Please take great care to listen to your residents. I live in Windsor but have also lived in Windsor Forks and family in Mill Section. Not all councillors are as familiar with the area. It is important to those who have lived there for their lifetime and their families.
>

> Thank you for your service and attention to this area.

> Regards
> Elizabeth Skelhorn

From: Abraham Zebian
To: Deanna Snair
Subject: Fwd: Protect Vaughan
Date: Wednesday, April 3, 2024 5:11:49 AM

From: Anne Jodrey
Date: April 2, 2024 at 6:07:38 PM ADT
To: Abraham Zebian <AZebian@westhants.ca>
Subject: Protect Vaughan

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It's a small request but turbine blades that have the ends and leading edges painted don't kill birds. Also, a 4 km setback would be better. It may eliminate a lot of the area for wind farms but it is better for citizens and wildlife. Without a good place to live, who cares if there's money for projects

Anne Jodrey

From:	Abraham Zebian
To:	Duane and Shirley Walker
Cc:	Mark Phillips; Alexander Dunphy; Jim Ivey; Mark Fredericks; Vanessa Lake; Shelleena Thornton; Rupert Jannasch; Mark McLean; Scott McLean; Jeff Hartt; Debbie Francis; Bob Morton; Ed Sherman; Paul Morton; John Smith; Laurie Murley; West Hants Planning; duanehntr@hotmail.com; Deanna Snair
Subject:	Re: Bear Lake Windfarm
Date:	Thursday, April 4, 2024 7:48:48 PM

On Apr 4, 2024, at 6:36 PM, Duane and Shirley Walker wrote:

Caution [External Email]
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Good evening,

I would like to take this opportunity to express our concerns regarding the proposed Bear Lake Windfarm in Upper Vaughan. We have lived in Upper Vaughan for 11 years now and enjoy the community and environment immensely. All of my neighbors are very concerned about this project, and the negative effects it will have on our community, and in fact our lives. We have seen the total disregard that EverWind has for the environment as they have built roads through wetlands, a cranberry bog, destroying habitat for turtles and many aquatic animals, as well as building bridges where they should not have been built. If any of us had done any of this activity on our property, there would be consequences and no doubt fines to pay. Clearly this is in violation of the conditions of any permits issued, and is a clear example of what can be expected should this project be allowed to proceed.

The woodland that the project will decimate, is vital to the wildlife in this area, and includes a designated over-wintering area for deer which is supposed to be protected and is a flyway for migrating birds, who will have no defense against the blades, and the vortex created by them, which sends them crashing to their death. This is particularly true due to the numerous other wind turbines in the area (and a great many more that will be built), which they have to navigate through to get to the lakes to nest, and to the woods to search for food to feed their young. It is also very important to residence for recreation which is vital to our health. Owls hunt at night, making them even more vulnerable to turbines, and there are several nesting pair in the area. It would be a sad evening indeed, if we could not hear their calls cutting through the dark night.

It is important to note that the application that Bear Lake will present to you, is only PHASE 1 of this project. In order for it to operate sufficiently to provide enough power for the sale of their goods to Germany, many more turbines will be required. This is only the tip of the iceberg.

It is a well-known fact that living this close to a windfarm can have severe physical and mental consequences to residence, including headaches, ringing in the ears, insomnia, depression and an increased rate of suicides. Given the number of turbines already in the area, the cumulative effect could be horrific. Our community is a valley, with high hills on either side, with a watercourse down the middle which amplifies sound. We can hear someone across the lake talking normally as if they were sitting beside us. I doubt that any studies that EverWind will present to you will take this into account.

This is a private venture, and will put a substantial amount of money in the pockets of the private owners, and it is not owned by Nova Scotians. Yes there will be tax benefits, however how far does that take us? I understand that the Municipality received less than $150,000.00 from tax revenue in 2023 from the operations of the existing windfarms in our area. That is a very small amount considering the mess that South Canoe is in, with turbines leaking oil and other toxic fluids.

Regarding the proposed setback amendments, the fact that EverWind stated they are not prepared to accept anything more than 1km from residences is simply arrogant. 2km from the boundaries of existing properties (not residences), would be more acceptable, given that landowners who have not yet built on their land, but would want to do so in the future, should also be taken into consideration.

I would ask that you take these matters into consideration and help us preserve the beautiful community that we live in, for us to enjoy the rest of our lives, and hopefully for the lives of our children. This project is one project too many for this area. Thank you for your kind consideration.

Best regards,

Duane and Shirley Walker
[redacted]
Upper Vaughan

beautiful community that we live in, for us to enjoy the rest of our lives, and hopefully for the lives of our children. This project is one project too many for this area. Thank you for your kind consideration.

Best regards,

Duane and Shirley Walker

1039 Highway 14,

Upper Vaughan

From: Abraham Zebian
To: Deanna Snair
Subject: Fwd: Bear Lake Windfarm
Date: Sunday, April 7, 2024 9:33:43 AM

From: Shirley Walker
Date: April 7, 2024 at 7:50:34 AM ADT
To: Abraham Zebian <AZebian@westhants.ca>
Subject: Re: Bear Lake Windfarm

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Good morning. I would like to add a further point. The contract between EverWind and Germans has NOT yet been secured. They have a Memorandum of Understanding with them and that is all. Bear Lake site is actually number 5 on their list of projects to purchase this product from. That is pretty shaky grounds on which to ask Council to approve an Application that will have such profound ramifications to our community! Please keep this in mind.

Kindly share this with all. Thank you.

Shirley Walker

MEMORANDUM

To: Mayor Zebian and members of Council
From: Deanna Snair, Executive Assistant/Municipal Clerk

This memorandum is to provide an update on concerns brought forward at the February 24th, 2024 Council meeting pertaining to voting, specifically as it relates to planning matters.

During the February 27, 2024, a Point of Order was called regarding the Council vote that occurred related to item 12 (b)(ii) Payzant Drive Development Agreement – First Reading. Concern was raised that a Development Agreement (DA) was a Planning Document and Planning Documents require a 2/3rds vote in order to be approved.

Since that time staff have been working diligently to seek confirmation of a legal opinion on what is defined as a Planning document as per the Municipal Government Act (MGA) and legal opinion as it pertains to **Section 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) as written in the WHRM Meeting and Committee Procedural Policy RCOGE-003.00 and **Section 298 of the MGA** (Planning Documents means a municipal planning strategy, land-use by-law, development agreement and subdivision by-law).

Staff contacted the Municipal Advisor from the Department of Municipal Affairs and Housing (DMAH). Upon review, staff were advised that based on subsections 21(1) and 230(3) of the MGA, a development agreement would require a simple majority vote by those who:

A) Attended the public hearing; and,
B) Are in attendance for the vote (assuming quorum is reached).

In an effort to provide Council with a level of confidence staff contacted the Municipal Solicitor to seek a legal opinion on the subject matter.
Upon legal review of both the MGA and WHRM's Meeting and Committee Procedural Policy RCOGE-00.300 staff have been advised ***that a development agreement is not considered a planning document under the MGA and by extension is also not a planning document under the WHRM Policy.*** The following points supports the opinion:

- The definition of planning documents in Section 191(n) of the MGA is clear that the terms extends only to a MPS, LUB or subdivision bylaw or an amendment of these three classes of documents;

- Section 205 of the MGA sets out the requirements for adopting a planning document. Subsection (1) requires that a planning document be adopted by bylaw.
- Section 230(1) of the MGA requires that a development agreement be adopted by policy. The fact that the MGA creates two separate and mandatory means of adopting planning documents and development agreements re-affirms that they are not the same thing and that development agreements are not planning documents.
- The WHRM Meeting and Committee Procedural Policy does not have a specific definition for the term planning documents. It is reasonable to conclude that absent a specific definition this term will have the same meaning as found in the MGA (or at least not a meaning inconsistent with its meaning under that legislation).
- The WHRM Meeting and Committee Procedural Policy at Section 15.5 confirms that planning documents and bylaws follow the same adoption process (consistent with Section 205 of the MGA). The Policy does not contain any language to alter the requirements that development agreements be adopted by policy, as set out in the MGA. Such language would not be permissible as the Policy could not contradict the MGA.
- Section 12.18 and 12.19 of the Policy do not include any language that would alter the voting requirements for adopting or amending development agreements. As noted above, development agreements are not planning documents and thus not captured by Section 12.18. Further Section 12.19 does not include development agreements or policies generally in the 2/3 vote requirements.

The MGA was also reviewed in detail to determine if there was another relevant section dealing with development agreements and planning documents. Page 296 of the MGA speaks to Schedule B" Statements of Provincial Interest" and page 298 speaks to a planning document definition and includes a development agreement. This might be accurate within the confines of this schedule but not relevant as a part of the MGA, resulting in the conclusion that planning documents do not include development agreements and thus these agreements do not require a 2/3 vote, or a vote of the majority of all elected councilors to be adopted. Instead, normal voting procedures as set out at s. 12.17 of the Policy apply to the adoption of a development agreement.

With the understanding that the wording within WHRM's Meeting and Committee Procedural Policy RCOGE-003.00 has the ability to be clearer and more concise, staff are recommending that a section be added to the Meeting and Committee Procedural Policy RCOGE-003.00 defining what a Planning document is and amend Section 12.17 be amended to state "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 (as defined in the appendix) and those motions requiring a two-thirds (2/3) vote as identified in Section 12.19.

Should you have further questions or concerns please feel free to contact me.
Thank you.

Respectfully,

Deanna Snair

Deanna Snair
Executive Assistant/ Municipal Clerk

From: Gail Sloane
To: PublicOnlyCouncilEmail
Subject: The Crossing
Date: Wednesday, March 27, 2024 10:03:21 AM

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To Whom It May Concern,

I am co-owner of a property at [redacted] in The Crossing Community in Garlands Crossing. My elderly parents live there with their dog and currently enjoy walking and being active in the community. I am gravely concerned that there maybe a delay in extending Payzant Drive out to Garland's Crossing.

The increased traffic into the community will put the older residents at risk as there are no sidewalks to guard them from the traffic. My understanding is the potential delay is into 2030. This could prove disastrous as if community members are fearful to walk their ability to stay healthy will suffer and it will create a less healthy population. This would impact healthcare and demand for services in West Hants. The promise of a safe and active community was why we purchased the property for my parents.

I urge you to open the connection on Payzant to protect the residents of The Crossing and fulfil the commitment made when we purchased our property.

Regards, Gail

From: Krista Beeler
To: Abraham Zebian; Todd Richard; Todd Richard
Cc: Deanna Snair; Peter Murray; Charlotte Schofield
Subject: Dykeland Lodge - Correspondence Request - Secondary Emergency Road
Date: Tuesday, March 26, 2024 1:17:55 PM
Attachments: SKM_C454e24032613130.pdf

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Hello Mayor Ab Zabien,

I would like to ask the attached letter to be added to this evening's correspondence. I do understand this is a late request and you must have an incredibly full agenda for this evening, but would appreciate your consideration in this matter.

Kind regards,

Krista Beeler

Administrator
Dykeland Lodge

DYKELAND LODGE
ENRICHING LIVES
WINDSOR • NOVA SCOTIA

March 26, 2024

Dear Mayor Abe Zabien and Council members for the Municipality of West Hants:

Re: Secondary Access Road for College Road

I want to emphasize the critical importance of having a secondary road for evacuations in case of emergencies. Ensuring the safety and well-being of all residents living on this street is paramount, and having redundant evacuation options is essential in emergency situations.

Having two egress routes on College Road provides a crucial backup plan in the event that one route becomes inaccessible due to various reasons such as natural disasters, road closures, or accidents. It significantly enhances the residents ability to evacuate efficiently and ensures that everyone can evacuate safely and swiftly.

Moreover, regulatory authorities and accreditation agencies increasingly emphasize the importance of having multiple egress routes in place for Long-Term Care Facilities, Senior Living, and schools all of which are located on this road. Compliance with these standards not only ensures the safety of residents living on College Road but also demonstrates the Municipalities' commitment to maintaining high standards of preparedness.

I urge you to review your Municipality emergency evacuation plans and assess the adequacy of your egress routes. If necessary, take proactive measures to establish a secondary route or enhance existing routes to meet regulatory requirements and enhance safety protocols.

Please feel free to reach out if you require any assistance or guidance in this matter. Ensuring the safety and security of all those residents that live on College Road should always be our top priority, and I am committed to supporting you in achieving this goal.

Thank you for your attention to this matter.

Krista Beeler, BSc.
Administrator
Dykeland Lodge
(902) 478-2042

CC: Peter Murray,
Chairman of the Board

From:	Peter Moore
To:	Mark Phillips
Cc:	Abraham Zebian; PublicOnlyCouncilEmail; Minister, Env; melissa.mlaoffice@gmail.com; John Lohr; kody.blois@parl.gc.ca
Subject:	Suggested by Mayor Abe...
Date:	Wednesday, March 27, 2024 7:27:01 AM
Attachments:	Emergency Plan Solutions.pdf

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In a communique with Jennifer, the Mayor suggested residents could put forth their ideas regarding the Windsor Flood Zone crisis.

Logically, it stands to reason, for those of us suffering the full and repeated effects of this ongoing crisis, that we are significantly more in tune with the issues than the Municipality; we have no choice. We are governed by common sense, not fears of setting precedence, liability, or driven by cost factors, or public perception or an unwavering resolve to maintain the status quo; you know, all the things that traditionally keep elected officials and public servants from doing the right thing. Without question, most of us living in the Windsor Flood Zone have been discussing our crisis every day for the past 30+ months [let that sink in]; what to do, what we have to do, what can be done, what 'they' should do... all with a tone of expressing deep frustration as to, 'why aren't they doing anything?'.

As no infrastructure solution is coming for the foreseeable future, an emergency plan is required to protect citizens from the emotional and financial impact of repeated flooding and environmental exposure to CSO's in surrounding areas, properties and homes.

For 30+ months Municipal Operations has been repeatedly directed by Governance to address the emergency and storm-sewer structural issues in the Windsor Flood Zone. To watch Council meetings of late, where the topic of the Windsor Flood Zone is to [finally] have decisions made regarding a] storm-system upgrades, and b] an actionable resident Emergency Plan, it is abundantly clear... it's not that Operations doesn't care, it that Operations couldn't care less. It also seems, more and more Councilors are expressing their frustration with the information, documentation and lack of 'motionable' recommendations they are receiving from Operations, from which they can debate and make decisions. Mainly, this speaks volumes to the lack of designated leadership, or perhaps intentional collaboration, in not stopping the proceedings to address 'the elephant in the room', specifically, the lack of leadership from Operations, and in presenting any meaningful effort regarding this crisis; no point is made of demanding accountability.

With regards to the long-standing knowledge of the undersized/ combined storm-sewer infrastructure issue, in the Windsor Flood Zone, Municipal Operations has yet to gain a quantifiable/ qualifiable understanding. And though reems of both types of information exist in this regard, their inability to analyze the data for the purpose of presenting clear 'solution oriented' recommendations to Governance, has not materialized. And, recently communicated to Council by Operations, any solution [structure] is not likely to start for another 18 months, or for an emergency plan, "nothing new here".

The attached document is presented to Council for their immediate and serious actionable

consideration. Notwithstanding the Infrastructure Upgrade section [more common sense], the other ideas represent the most immediate, cost effective, actionable SOLUTIONS. These will suffice as the basis for a permanent and 'per event' Emergency Plan, to address the CSO flood crisis in the immediate area, on our properties and in homes.

Peter J Moore

'Conscience; truth's greatest witness.'

Who Qualifies

Any program[s] which have the potential to set 'precedent' must be clearly defined in terms of eligibility:

- Residential homes located in the Windsor area,
- are in close proximity or directly located in areas prone to repeated flooding, and/ or flood plains,
- where the storm system infrastructure is a 'combined' system, designed to carry both storm water and sewer water,
- where there is a constant threat of CSO's due to an undersized storm-sewer system in the immediate area,
- are subject to having 'standing CSO water' in these areas and on residential properties, days after the weather event has ended,
- as directed by the Municipality, have undertaken all measures to mitigate flooding of their properties, specific to defined home-owner responsibilities.

Emergency Plan

The Emergency Plan has a two-fold purpose. Firstly, to 'permanently' protect citizens from the repeated and potential overflow of the Municipality's *water* from a] an undersized storm system and b] CSO's onto their properties and into homes. Secondly, to safeguard citizens and properties from potential overflows during and after flood prone weather events.

Offered to qualified residents, either individually or as a collective, financed solely by the Municipality, undertaken by homeowners:

Option 1

Permanent

1. Property perimeter - berm properties and/ or multiple properties, designed to be ascetically appealing and structurally functional,
2. Driveway entrance – install permanent or detachable flood barriers, a water flood control shield.

Temporary

'Red Triangle' weather alerts, 'on-call, on-site'; in anticipation of storm system CSO overflow:

1. Close 'flood zone' street sections to prevent traffic from creating 'waves' of CSO's,
2. Minimal 3" gas powered pump with 50-100' of hose, gas cans; operated by residents and utilized should overflows breach berms,
3. During event, septic suction truck[s], on call/ on site in preparation for storm-sewer system overflow,
4. Following event, septic suction truck[s] remove free-standing storm-sewer water from immediate and surrounding areas.

Option 2

Residential Buyout

Amount to replace, 'same for same' in value, size, rooms, etc., factoring in the cost associated for decimating the property's value due to increased/ ongoing public-market awareness, and all moving, mortgage, legal, etc., costs.

Infrastructure Upgrade – Immediate

As per Wastewater Systems Effluent Regulations, 2017 Status Report, specific to CSO legislation, "Owners or operators of a wastewater system subject to the WSER and not designed to achieve the national effluent quality limits had until June 30, 2014 to apply for a transitional authorization (TA). A TA establishes the conditions under which such systems may continue to operate and sets the deadline (end of 2020, 2030 or 2040) to meet the mandatory national effluent quality limits.[1]" There are no applications for transitional authorization in Nova Scotia.[2] It is interesting to note, under section 4.2 179 Systems with Combined Sewers, the then, Town of Windsor was not listed as having combined sewers… even though the Stannus Steet upgrade occurred prior to this report.

Admittedly this writer did a quick search and quicker perusal of the document, gaining but a vague understanding of the report. However, the specific point of this search was simply to confirm there is legislation in place to eliminate combined storm-sewer systems in Canada, by specific dates.

There is little doubt or ability to argue, documented both in recent and ancient history, the Windsor Flood Zone is a long-standing issue, prone to repeated flooding, and on Stannus Street, repeated combined sewer overflows. Similarly, the absolute [known] fact is, the Stannus Street storm-sewer system is undersized for the volumes of water entering it, from more frequent-extreme volume occurrences due to climate change.

There exist two definitive statements of truth. 1] water always finds its own level, 2] all water runs to the sea. It is an observable fact, particularly with south Stannus Street, that it is located at the bottom of a bowl. During red triangle weather events, considerable amounts of 'additional' water runs over streets, down hills, through yards and also into the storm-sewer system, to Stannus Street… to get to the sea.

Therefore, logically, given CSO legislation, nature's chosen avenue to the sea, and this ongoing emergency/crisis, Governance need only redirect committed capital project budget[s], aka delay them, and direct Operations to immediately remove the combined sewer system on Stannus Street.

Further, regardless of who, when, how someone finally has the capacity to determine the overall system [re]structural plan for downtown Windsor, given this crisis, little argument can be made to not immediately a] separate the storm sewer line on Stannus Street, and given the logic of 'all water flows to the sea, via Stannus Street, at the same time, drop in an oversized [size?] pipe. Therefore, having one foundational piece in place for the design of any future system-infrastructure projects required for the Windsor Flood Zone.

[1] https://publications.gc.ca/collections/collection_2021/eccc/En11-19-2017-eng.pdf; Section 3.1 p22.
[2] Ditto, Table 9 p22-24.

NOVA SCOTIA

Municipal Affairs and Housing
Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

March 28, 2024

Dear Mayors and Wardens:

This has been a tremendously difficult 18 months for Nova Scotia as it relates to extreme weather events. We've endured generational hurricanes, wildfires and floods that have had a devastating impact on our communities and the residents we serve.

Municipalities play a significant and key role in emergency preparedness, response and recovery. I want to acknowledge your leadership during these difficult events and thank you for your commitment to the response. We know that climate change is causing more frequent and severe weather events, and as governments, we share a responsibility to work in collaboration to protect our communities.

Historically, our emergency response has been very effective. But, with the increased intensity and frequency of events, we need to increase our capacity and strengthen our overall preparedness, response, and recovery.

That is why today, our government tabled legislation that will establish a new provincial Department of Emergency Management https://news.novascotia.ca/en/2024/03/28/nova-scotia-guard-new-department-will-improve-emergency-readiness.

Once established, it is the intention that this new Department will have a mandate to lead, direct and support a coordinated, whole-of-government response to emergencies and transition to a culture of preparedness across the province.

Within this new Department, we will work to strengthen our collaboration with communities and our partners across the province, like municipalities, so we are better prepared for the future.

We are also launching the Nova Scotian Guard, which will be a group of individuals and organizations from across the province who will help communities during and after emergencies. The Nova Scotia Guard will include volunteers with speciality skills (such as firefighters), as well as other members of the public to fill a variety of roles depending on the emergency needs.

Those interested in volunteering to help Nova Scotia be ready in the event of an emergency can let the Province know by completing the early registration form at: https://ns.211.ca/early-registration-for-the-ns-volunteer-portal/.

The legislation introduced today also requires the support of our municipal partners. In the months ahead, we look forward to working with you and speaking with you about regulations respecting the relationships between municipalities and regional emergency management offices; the provision of fire dispatch services through regional emergency management offices; the creation of vulnerable person registries and their implementation, as well as the development of a regional emergency alert system and the participation of municipalities in the system.

This direction is built on significant engagement with Nova Scotians over the past year and focuses on three key areas: communication, coordination and volunteer management.

Combined, these efforts will result in greater preparedness, impact and efficiency before, during and after any emergency.

Sincerely,



Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c: Municipal Chief Administrative Officers
Juanita Spencer, Nova Scotia Federation of Municipalities

NOVA SCOTIA

Municipal Affairs and Housing
Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

March 28, 2024

Dear Mayors and Wardens:

I am pleased to inform you that a significant milestone has been reached for our province and all municipalities. As of today, March 28, the new Service Exchange Agreement has been signed. Historic Investment in Municipalities | Government of Nova Scotia News Releases

Under this agreement, which comes into effect on April 1, 2024, the Province will be making a historical annual investment of $82 million. This is a $52-million increase from the $30 million in funding through the annual Municipal Financial Capacity Grant.

The collaborative spirit and dedication exhibited by both the Province and municipalities over nearly two years of discussions have culminated in this agreement. It truly represents a comprehensive understanding of the evolving needs and aspirations of Nova Scotians, furthering the prosperity of our communities. As we move forward, I encourage you to review the details of the Service Exchange Agreement attached.

Thank you for your continued dedication to serving your communities. Together, we will continue to make meaningful strides towards growth and well-being for all Nova Scotians.

Sincerely,



Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers

Attached: Memorandum of Understanding

Memorandum of Understanding

Between

The Province of Nova Scotia

and

Nova Scotia Federation of Municipalities
("the Parties")

This Memorandum of Understanding (MOU) will establish a clear understanding of roles and responsibilities between the provincial and municipal levels of government with respect to service delivery and will provide the details that will form the relationship between the Parties.

The Parties understand the value of working collaboratively for the betterment of Nova Scotians and commit to working together to address the challenges and opportunities that face our province.

The Parties recognize that many of the services provided to Nova Scotians are shared responsibilities, which only emphasises the necessity for evidence-based decision making, meaningful collaboration, and a modern lens to be used when addressing challenges and opportunities as they arise.

Guiding Principles:

The two parties agree to the following guiding principles when approaching the work of this Memorandum:

Respect: the two parties recognize the deep commitment each has to the citizens of Nova Scotia and agree to adhere to the tenants of respectful dialogue and meaningful engagement during negotiations and ongoing work.

Accountability: the two parties agree to take responsibility for the work outlined within this agreement and to comply with the principles and agreements therein.

Transparency: the two parties agree, where feasible, greater transparency should be sought in the joint work of this memorandum.

Communication: the two parties agree, where feasible, to update NSFM members when points of progress or impasse are reached.

Modern and forward thinking: the two parties agree to use a forward thinking and evidence-based approach when approaching current and future challenges.

Pertinent connections: the two parties agree to focus on identifying pertinent connections, such as changes to the *Municipal Government Act*, that would support changes to this memorandum, or vice versa.

Holistic Approach: the two parties agree to use a holistic approach when outlining recommendations and services associated with funding.

Progress and Review:

The two parties agree to review and amend this agreement, if necessary, every 5 years.

The two parties agree to review and amend the attached Schedule A, as necessary.

The two parties agree to provide a progress update on the agreement and attached Schedule A, on a biannual basis.

The two parties agree that an advisory body will continue to support this work with new members being added as determined by the NSFM and municipal election cycle.

Communications:

With regard to the content of this agreement, the two parties agree to only communicate publicly in a joint release format. No independent releases shall be distributed.

Consultation and 12 months' notice:

The two parties agree to adhere to the following sections of the *Municipal Government Act*:

> ***Requirement to consult with Union***
> *518 The Minister shall consult with the executive of the Union of Nova Scotia Municipalities respecting any proposed amendment to this Act. 1998, c. 18, s. 518.*
>
> ***Requirement to notify Union***
> *519 (1) The Minister shall notify the Union of Nova Scotia Municipalities at least one year prior to the effective date of any legislation, regulation or administrative action undertaken by or on behalf of the Government of the Province that would have the effect of decreasing the revenue received by municipalities in Nova Scotia or increasing the required expenditures of municipalities in Nova Scotia.*
> *(2) Subsection (1) does not apply with respect to any legislation, regulation or administrative action applying to the Province generally and not mainly to municipalities. 1998, c. 18, s. 519.*

Other Agreements:

The service exchange terms of this MOU will operate in addition to the service exchange terms of 1995 Service Exchange Agreement between the parties, except where this agreement expressly indicates that it is a replacement of the 1995 service exchange term for that matter.

Meetings:

The two parties agree to meet biannually in the Spring and Fall to discuss current and shared priorities.

The two parties agree that the NSFM and Province of Nova Scotia must each agree that an issue be adopted before it is formally added to this memorandum.

Background:

The 1995 Service Exchange Agreement was created to define the scope of services delivered by provincial and municipal governments. The intent of the agreement was to develop a provincial-municipal partnership that allocated services in a fair, clear, and financially viable manner. The landscape of provincial and municipal responsibilities has drastically changed over the last twenty-seven years and concerns have been expressed regarding whether the Service Exchange Agreement was still meeting its intended targets.

In 1997, pressure to change and review the Service Exchange Agreement was sought by NSFM (then the Union of Nova Scotia Municipalities). This triggered the Municipal-Provincial Roles & Responsibilities Review in 1998. With the review ongoing, an MOU between the Province and NSFM initiated short and long-term changes to the Service Exchange Agreement. Immediately following the signing of the MOU, the Province assumed the maintenance of bridges, and municipal contributions to social services became phased out over a 5-year period.

As the Province and municipalities continued to work under the Service Exchange, reports including the Towns Task Force Report (2012), the Fiscal Review (2013), and the Nova Scotia Commission on Building a New Economy (2014), identified gaps related to provincial/municipal services and a need for structural reform.

In 2021, the Government of Nova Scotia prioritized the Service Exchange Agreement and mandated that it be renegotiated with specific focus on the Municipal Financial Capacity Grant and Roads. As a result, the NSFM has established an advisory committee to collaborate with DMAH in the renegotiation of the Service Exchange Agreement. The NSFM advisory committee is composed of representatives from NSFM, the Association of Municipal Administrators of Nova Scotia (AMANS) and 10 government representatives made up of rural, urban, and regional municipalities.

The vision of the advisory committee is to collaborate with the DMAH using a modern, forward-thinking approach. The focus will be on current priorities as well as priorities from past negotiations and reviews. The advisory committee has the capacity to provide direction to the DMAH based on feedback from a membership-wide survey—and to advance the general interest of all municipalities. That said, the advisory committee is not a decision-making body. Following the committees' discussions with the DMAH, proposals will go for consultation to the NSFM membership. The Provincial government maintains the final decision.

The objective for both parties is multifold: work toward goals of fiscal sustainability; rationalized expenditure responsibilities; and municipal modernization. NSFM and DMAH both recognize the need for greater cooperation in working together.

Whereas the Parties are committed to achieving healthy, sustainable, and vibrant communities in Nova Scotia.

And whereas the Parties to this MOU share a commitment to working in partnership to efficiently deliver services to Nova Scotians.

And whereas there is a commitment to working together to review all provincial, municipal, and shared services.

And whereas the parties recognize, for the betterment of the province, that there are shared responsibilities as well as individual responsibilities.

And whereas the two parties agree components of the Memorandum need to be reviewed and updated in a current day context.

And whereas the Department of Municipal Affairs and Housing (DMAH) has been directed by mandate letter to negotiate a new, comprehensive Memorandum of Understanding (MOU) between the Province and NSFM.

Therefore, the Parties agree to enter into this MOU as outlined below by provincial department:

Municipal Affairs and Housing

1. Municipal Financial Capacity Grant:

The MFCG, formally known as the Equalization Grant, is an unconditional grant calculated by a formula set out under the *Municipal Grants Act* which attempts to measure a municipality's cost to deliver a set of municipal services against its ability to pay for those services. The formula generates a per dwelling unit grant based on a calculation of need relative to ability to pay.

Up to, and including fiscal 2020-21, grant allocations have been frozen at the 2014-15 levels. The Ministerial Mandate letter included the following item "Double the equalization payment for the first year, until a new Memorandum of Understanding can be reached." In accordance with that Mandate, additional funding, based on current allocations, was provided in 2021-22 while efforts to renegotiate a Memorandum of Understanding between the Province and the municipalities began.

Main components of the Modernized MFCG

There are four main components to MFCG – need, ability to pay, entitlement and capping entitlement.

Need is calculated for each municipality by multiplying the prior year's estimated operating expenditure per prior year's dwelling unit (DU) for its class (the unitized expenditure rate) by the current number of dwelling units in a municipality to arrive at the derived standardized expenditure for a municipality (or calculated "need"). In this instance, the unitized expenditure rate is defined as the average estimated operating cost per dwelling unit to provide a set of services as per the *Municipal Grants Act regulations*. There are two classes of municipalities for the purposes of calculating MFCG. Class I is comprised of regional municipalities and towns and Class II is comprised of counties and district municipalities.

Ability to pay is determined by taking the class residential standard rate and multiplying by the residential uniform assessment for the municipality and adding to the product of the class commercial standard rate multiplied by the commercial uniform assessment for the municipality.

Entitlement is related to the municipality receiving the grant. If the calculation of the municipality's need exceeds their ability to pay, then they are entitled to a grant.

Capping the entitlement may be required to prorate funding if the total entitlement for all municipal units is greater than the funds available – budget.

Highlight of updates to the MFCG

The MOU negotiations identified that there were a number of issues with the existing MFCG formula – the need to modernize the standard expenditures (now unitized expenditures) and the need to reflect the differences in residential and commercial tax rates. As a result of the issues identified, the below updates are proposed to the MFCG:

- Modernizing the unitized expenditures in the MFCG to be more reflective of the increasing pressures on municipalities to adhere to evolving regulations and standards and meet the evolving needs of the residents they serve. The below table highlights the changes to the unitized expenditures in the MFCG formula:

Expenditure	Current Model	Proposed Revision
General Government Services	Excluded	Include 50% of expenditures under this category, but exclude valuation allowances
Protective Services	Includes all but interest charges on long-term and short-term debt	Include 100%
Transportation Services	Excludes Public Transit and interest charges on long- and short-term debt	Include 100%
Environmental Health Services	Includes 50% of total but excludes interest charges on long- and short-term debt	Include 100%
Recreation & Cultural Services	Excluded	Include 50%
Public Health Services	Excluded	Continue to exclude
Environmental Development Services	Excluded	Include 100%

- It is recommended by the SERMGAR committee that the expenditures are reviewed on an ongoing basis to be continuously reflective of the existing needs for a municipality.

- As a result of the revised definition in unitized expenditures, the cost per DU increases for each class. The increase in unitized expenditure rate from the existing MFCG model to the updated MFCG model, for Class I and Class II, are $1,610 to $2,718 and $725 to $1,273, respectively.

- The SERMGAR committee agreed the current funding model is not reflective of the differences between residential and commercial tax rates and the ability to raise taxes from these different groups. The modernized formula has been updated to derive a class standard residential and standard commercial rate. The standard residential rates for Class I and Class II are 1.255% and 0.822%, respectively; the standard commercial rates for Class I and Class II are 1.5% and 0.9301%, respectively.

- The current and updated funding model has two categories for municipalities – Class I (Regional and Towns) and Class II (Rural municipalities). For initial implementation of the updated model, there is no intent to change these classifications. However, through discussions with the SERMGAR committee, it was determined that a review would be required for those municipalities engaging in municipal modernization to determine if changes in class structure would be required. These discussions will be part of Schedule A.

- References to the calculation of the MFCG will be removed from the *Municipal Grants Act* and placed in regulations. Per the *Municipal Government Act*, any changes to the MFCG program impacting the calculation would require 12 months' notice.

An evaluation of the updated funding model will begin after five fiscal years. This evaluation will take place to determine the effectiveness of the model. Over this five-year implementation period, there is no intention to change the funding amount to be allocated through the new model. As a result, once the updated funding model is implemented, the funding distribution would be frozen for a period of five fiscal years. Freezing this amount will allow municipalities to make long-term plans around this predetermined amount.

2. **Towns Foundation Grant:**

The Towns Foundation Grant of $1.5 million will continue for the next five years, at which time it will be reviewed and potentially reallocated pursuant to the outcome of the review.

3. **Corrections:**

This service exchange term replaces the service exchange term for corrections in the 1995 Service Exchange Agreement.

The Province agrees to be responsible for the costs associated with corrections, with no contributions from municipalities.

4. **Obsolete Schools:**

The Province agrees to assume ownership of the pre-1981 obsolete schools. Municipalities will be given the first right of offer to purchase schools from the Province at a negotiated price.

5. **Housing Handover Agreements:**

The Province agrees to be responsible for the annual costs associated with public housing, with no contributions from municipalities.

6. **HST Offset Grant:**

The HST Offset Grant will continue for the next five years, at which time it will be reviewed and potentially reallocated pursuant to the outcome of the review.

7. **Application-based Infrastructure Program:**

The Department of Municipal Affairs and Housing agrees to the development of a $15,000,000 application-based infrastructure program. This funding can be leveraged by municipalities as their portion of any cost shared infrastructure program. The program will focus on projects supporting provincial priorities. Funding will be comprised of $15 million provincial funding.

Department of Public Works

1. **Roads**

Roads throughout the province, both municipally and provincially-owned, are deteriorating at a greater rate in which they can be maintained. The intention behind the below Roads aspect, is to create options for the Province and municipalities to work collaboratively together to help address road conditions and benefiting motorists in the movement of people and goods throughout Nova Scotia.

It is recognized that the provincial trunks and routes primarily run through many town boundaries and are the responsibility of the towns and former towns to maintain. It is also recognized that there are a number of provincially-owned roads that municipalities are interested in upkeeping and maintaining for the purposes of their communities. The intention behind the Roads negotiation at the MOU table is to recognize the vital role towns play in managing and upkeeping provincial routes.

The purpose of this Roads Program is to recognize that Towns and former towns currently have a responsibility for trunks and routes, which run through their municipal unit, that are a part of the provincial network system. It is recommended that a program be developed that would apply to all trunks, routes and collectors within towns and former towns that can be eligible for a 50-50 cost shared for repaving only. Towns and former towns with trunks, routes and collectors running through their boundaries would submit roads to Public Works (PW) wishing to be repaved in a prioritized manner. PW would then select which towns and former towns from a prioritized list using a scoring system, which includes condition, traffic volumes and how it

supports the provincial network. No town or former town could be approved for more than one project, per fiscal, unless there are an insufficient number of submissions.

There are 387.1 kilometers (km) eligible for the program. There is an assumption made that it would cost $475,000 per km to repave the trunks, routes, and collectors. It is suggested that the lifecycle is for 15 years, leaving $12,258,000 to be allocated annually towards repaving trunks, routes and collectors at a 50-50 cost share with municipalities – $6,129,000. If the entire funds were used, it is estimated that 25 kms could be repaved in one year.

2. **Provincially Owned Buildings**

The Department of Public Works agrees to seek municipal input on the location of schools, hospitals, and any new provincial builds/leases.

Duration:

This MOU is at-will and may be modified by mutual consent of authorized officials from the Province of Nova Scotia and the Nova Scotia Federation of Municipalities. This MOU shall become effective on April 1, 2024, upon signature by the authorized officials from the Province of Nova Scotia and the Nova Scotia Federation of Municipalities and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from the Province of Nova Scotia and the Nova Scotia Federation of Municipalities this MOU shall remain in force.

Dispute Resolution:

If a dispute arises out of, or in connection with this Contract, the parties agree to meet to pursue resolution through negotiation or other appropriate dispute resolution processes.

Contact Information:

Province of Nova Scotia
Minister of Municipal Affairs and Housing
1505 Barrington St, Halifax NS,
902-424-4036
DMAMIN@novascotia.ca

Nova Scotia Federation of Municipalities
President
1809 Barrington St, Halifax, NS
902-423-8331

Date: March 28/2024

Honourable John Lohr
Minister of Municipal Affairs and Housing

Date: March 28/2024

Mayor Carolyn Boliver-Getson
President of the Nova Scotia Federation of Municipalities

Schedule A – Long Term Discussions:

The parties commit to reviewing and modernizing the below listed items with the review process beginning after the 2024 municipal election.

Department of Justice

The Province agrees to engage in good-faith discussions with the Nova Scotia Federation of Municipalities respecting policing governance and structure in Nova Scotia to identify common concerns and examine the existing policing model(s) and its impact on municipalities.

Department of Municipal Affairs and Housing

The Department of Municipal Affairs and Housing agrees to engage in good-faith discussions with the advisory body respecting:

- Exploration of Classes (Class I and Class II) under the MFCG formula to determine if an updated definition is required to capture the impacts of municipal modernization. (e.g., If municipal modernization creates a situation where 15% or more of the Uniform Assessment is derived from "urban" communities, the modernized municipality would be deemed Class I.) Municipal Financial Capacity Grant continued review based on class work. Fire and Emergency services governance and structure
- Municipal Contributions
- Grants in lieu
- Increased tax tools
- The creation of a program for municipal regionalization
- Roads Program for G, H, I and J class roads

Department of Public Works

The Department of Public Works agrees to engage in good-faith discussions with the advisory body respecting:

- Municipal speed limits
- Public Transit (i.e. electrification, rapid transit, depots etc.)
- Community Transit Boundaries

Department of Education and Early Childhood Development

The Department of Education and Early Childhood Development agrees to engage in good-faith discussions with advisory body respecting:

- The Municipal Education Tax Rate

From: Abraham Zebian
To: Deanna Snair
Subject: Fwd: Council meet Mar 26th
Date: Thursday, March 28, 2024 9:20:05 AM

From: Mervin Ferguson
Date: March 28, 2024 at 9:01:08 AM ADT
To: Abraham Zebian <AZebian@westhants.ca>
Cc: Bob Morton <bmorton@westhants.ca>
Subject: Council meet Mar 26th

Caution [External Email]
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Gentlemen.
I am writing to you to first say thank you for the shout out recognizing Margo's & my efforts on trash pickup, much appreciated.

The second part of this email is to offer my observations on the meet in general.
This is meant as constructive criticism.

The audio system "Sucks" we the audience could not hear 80% of what was being said by the elected members.
I realize that there are a couple of things to keep in mind why this happened.

First I feel that most of the elected officials are out there trying their best, however their public speaking efforts for the most part are dismal.

There were three individuals who were barely audible while mumbling into the mic. after they were told a couple of times to speakup.
Where we sat we felt the frustration from the audience straining to hear what was being said.

An example of a well spoken and well prepared speaker is the lady who represented the community hall at Ardois. She gave a first class presentation that was loud, clear and concise to the point.

Further to this Margo & I listened to the online version of the meeting today.

I wanted to try and get a better understanding of what we missed due to the poor quality of the audio and last minute changes.
Which by the way the audio came through crystal clear on the Zoom edition.

So your audio system needs to be fixed to project out to the attendees in the audience.

As for the discussion on the postponement application for the "Extended Payzant street or Connection street", what ever legalize you folks are trying to attach to a new road.

Well what can I say except after all of this time and calling for it to be up for vote and public discussion was a last minute notification that there was more questions and information to be had ?
Why weren't all of these questions previously identified and dealt with by the consultants??????What in the "H" are they getting paid for?
And why OH why was the final wording questioned at this point in time!?

From a tax payers perspective this is totally unacceptable!

You had invited the general public, I believe that the developer and his lawyer where there.
Then in the eleventh hour you bring forward a motion to postpone this matter by yet another month.

I can tell you from my experience as a senior manager in industry that if a delay like this was brought forward at a final meeting on the subject without warning, heads would roll.

In summary there were a lot of your disappointed voters there and this is not a good look for your council.

Regards
Merv. Ferguson.
[redacted]
Garlands Crossings.

From: Abraham Zebian
To: richard Murphy
Cc: Deanna Snair
Subject: Re: Speeding
Date: Wednesday, April 3, 2024 11:00:53 AM

On Apr 3, 2024, at 9:38 AM, Richard Murphy wrote:

Caution [External Email]
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April 3rd, 2024

Mayor Zabian

Dear Abe,

I am writing my yearly letter of complaint about speeding in Falmouth. With all the talk of active transportation, cutting CO2 and the importance of physical activity, a simple first step would be to make the roads safe for walking, biking and running. Unfortunately most people in Falmouth are terrified to walk on most of the roads due to speeding.

I have lived in Falmouth for 25 years now and I do run on the roads almost every day. I have had to jump into the ditch on more than one occasion and take my life into my own hands every day. My wife refuses to ride her bike in Falmouth and when we want to go for a bike ride we go up to Kings County.

In the last 25 years I have seen one car pulled over by the RCMP and I am not sure if it was for speeding, and I have never seen a speed check. Not once in 25 years. Maybe I am just missing them, but I don't think so.

Recently I have been building some homes on the Falmouth Back Road and have sold one so far. The new residents have said to me that they did not realize when they purchased the home how much speeding goes on. They will not walk their dog on the main roads. I am worried the excessive speed will prevent me from getting a fair price for the homes.

When I applied for the driveway permits, for the 5 lots, the inspector told me that they are being approved based on the posted speed limit, but they should not be approved based on the speed of the traffic and that it is a dangerous situation all along that section of the Falmouth Back Road.

I would love to see the community become a place where people could bike to the grocery store and kids can walk to school.

Yours truly
Richard Murphy

From:	Abraham Zebian
To:	BORDEN Real Estate
Cc:	Rupert Jannasch; Scott McLean; Mark McLean; Jeff Hartt; Debbie Francis; Bob Morton; Ed Sherman; Paul Morton; John Smith; Laurie Murley; Jim Ivey; Mark Fredericks; Mark Phillips; Deanna Snair
Subject:	Re: PID 45218658, Armstrong Lake East, Vaughan
Date:	Thursday, April 4, 2024 11:27:34 AM

On Apr 4, 2024, at 11:20 AM, BORDEN Real Estate wrote:

Caution [External Email]
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Greetings to all council members and others on this email,

Re: Parcel of land at Armstrong Lake East Rd, Vaughan PID 45218658 being rezoned and being considered to be sold, presently known as parkland.

Our family is the owner of the adjoinging lot 127 PID 45221728 , civic 1029 Armstrong Lake East since 2014.

Our lot abuts this parcel on the left, and rear of our property. When we purchased our property in 2014 we understood the 16 acre parcel was desingnated as parkland.
Knowing that most municipalities were not financially building parks any more due to costs and liabilities, and there was already a park along Armstrong Lake East road with lake frontage and maintained by the municipality, we were satisfied that there would probably never be a park on this parcel. Then when we walked the land and seen the roughness and huge rocks and the general lay of the land we were convinced it would never be developed into a park.

In 2016 we decided to build a seasonal home with the possibility or a place to retire to, sometime. We went through all required channels with permits for septic, and building permits and followed all protocols required and received our occupancy permit in 2017.

In 2018 our adult autistic son went down to stay for a couple days. He is diagnosed with Aspergers and Autisum, although high functioning.
My wife and I always thought he would always live with us at home, however he liked the solitude of our property we had built, and stayed the summer. Then he stayed the winter. To this day he is still there. A win win not only for him, but my wife and I also. He has come so far mentally and his self esteem, and independance since living here.

Now the municipality wants to take a pracel of land designated as parkland, and sell it which will severly impact our lives and that of our autisic son, as well as other land owners whose properties back on this parcel. We find this very unfair. We note two councilers voted against this.
This parcel is way larger than normal lots in Chalet Hamlet, although the lay of the land is very rough. Should someone purchase this property, Lord knows what will go on there.
In my personal opinion, it is not a good development piece of land, hence the reason, the developer gave it to the municipality in the first place.
There is also a ski trail easement across this property, you may not be aware of.
I walked the land with planner Mark Fredricks on December 13th to show him the ruggedness of the parcel to get an idea of the true value.
I attended both public hearings on this parcel for rezoning, one in person, the other by zoom as a concern to see what was happining.

It is our understanding the Municipality has withdrawn the idea of selling some of their other parcels deemed excess due to neighberhood pushback.

We are asking the Municipality to also scratch this parcel from the list of excess lots to be sold as well.

We as the adjoining land owner might be willing to purchase it for privacy protection if you would consider selling it to us at a reasonable price.

We welcome any comments and feedback responses to this email.

David & Carolyn Borden



From:	MLA Office
To:	Kim Lake
Cc:	PublicOnlyCouncilEmail; Kody Blois; Abraham Zebian; Scott McLean; Todd Richard; Patrick Lemal
Subject:	Re: Newport Landing Flooding
Date:	Friday, April 5, 2024 1:17:44 PM
Attachments:	ARHS Winter Flooding Photos.pdf ARHS Newport Landing Flooding Letter.pdf

Caution [External Email]
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Hi Kim,

Thank you for taking the time to send this along. I have been in contact with the team at public works and stressed the importance of advancing this project. It is extremely important to help mitigate the effects of climate change and flooding in this area. I know our design team has been working closely with CBCL consultants on how to best address the situation.

I look forward to meeting in the coming weeks with all stakeholders to discuss the future of this project and hopefully securing a realistic timeline for work to commence.

In kindness,

Melissa Sheehy-Richard, MLA
Hants West

58 Gerrish Street
Windsor, Nova Scotia
melissa.mlaoffice@gmail.com
902.798.0121

On Mar 25, 2024, at 5:02 PM, Kim Lake wrote:

Greetings all,

Forwarding a letter on behalf of the Avon River Heritage Society.

Thank you for your attention to this matter.

Best,
Kim

Avon River Heritage Society
17 Belmont Rd
Avondale, NS
B0N 2A0

March 25, 2024

To: Kody Blois, Melissa Sheehy, Mark Phillips, Abraham Zebian and all Council

We are writing to urgently request action on the persistent flooding issues affecting several key areas in Newport Landing, specifically the Avon River Heritage Society site, Avondale Wharf/Boat Launch, Municipal Park and adjacent Belmont and New Town Roads. Recent high tide events on February 11th and March 11th (please refer to attached photos) have exacerbated the situation, prompting our **plea for immediate, interim measures to prevent further damage to our facility until a comprehensive, long-term solution can be implemented through collaboration between the municipality, province, and adjacent landowners.**

We acknowledge the complexity of this situation, with the Museum and Shipyard under our management situated on municipally owned land adjacent to a municipal park, wharf, and public boat launch, while the provincial government oversees the Belmont and New Town Roads. This area serves as a focal point for numerous visitors drawn to events, festivals, weddings, scenic views, recreational activities, local businesses (including the Avondale Sky Winery), and more. Moreover, our museum serves as a vital educational resource on local history and has evolved into an essential arts and cultural hub in the region.

Recently, our staff participated in a meeting with CBCL consultants and Provincial Staff regarding the Belmont Road and New Town Road intersection adjacent to the museum. While we understand the necessity for careful design and planning, it is imperative to address the immediate challenges we face. We hope to engage in further discussions with both the Municipality and the consulting team to ensure that our concerns are adequately addressed.

The Municipality has previously conducted a flood risk study for the area, including the wharf, park, and museum site, which involved CBCL. **While we appreciate the complexities involving studies, engineering, and budget allocations, we are currently experiencing immediate impacts that demand swift action.** It was after local volunteers filled sandbags to protect the museum in 2021 that the berm was topped with material by the municipality. We would appreciate similar intervention again **to prevent unnecessary flood damage during anticipated high tides, such as the upcoming event on April 8th, which is expected to reach a height of 14.9m.**

The Avon River Hertiage Society comprises a dedicated group of volunteers with one paid staff member. We are deeply committed to fostering community connections, promoting arts and culture, and preserving history for future generations. Our ongoing efforts include launching a capital campaign to address necessary repairs and upgrades to our facility. Its success hinges upon investments in the existing infrastructure, surrounding berm, roads, culverts, and other vital components.

We envision a collaborative endeavor that not only addresses immediate concerns but also enhances the entire area. Imagine improved road and drainage infrastructure, an enhanced boat launch and parking area, a boardwalk atop a fortified berm, a revitalized community events space, and essential repairs to our museum. Through a unified approach, this site can evolve into a premier arts and culture destination within the region.

We express our sincere gratitude in advance for any support you can offer in your respective capacities to improve our region. We eagerly anticipate the opportunity to collaborate with you towards realizing this vision.

Thank you for your attention to this matter.

Warm regards,

Sincerely,



Kim Lake, Chair of the Board
Avon River Heritage Society

Attached: ARHS Winter Flooding photos



Flooding at Avon River Heritage Centre, Newport Landing Park, and Belmont Rd / New Town Rd (Feb 11 and March 11, 2024)


GMC
SHUTTLE CRAFT
SPORT DECK



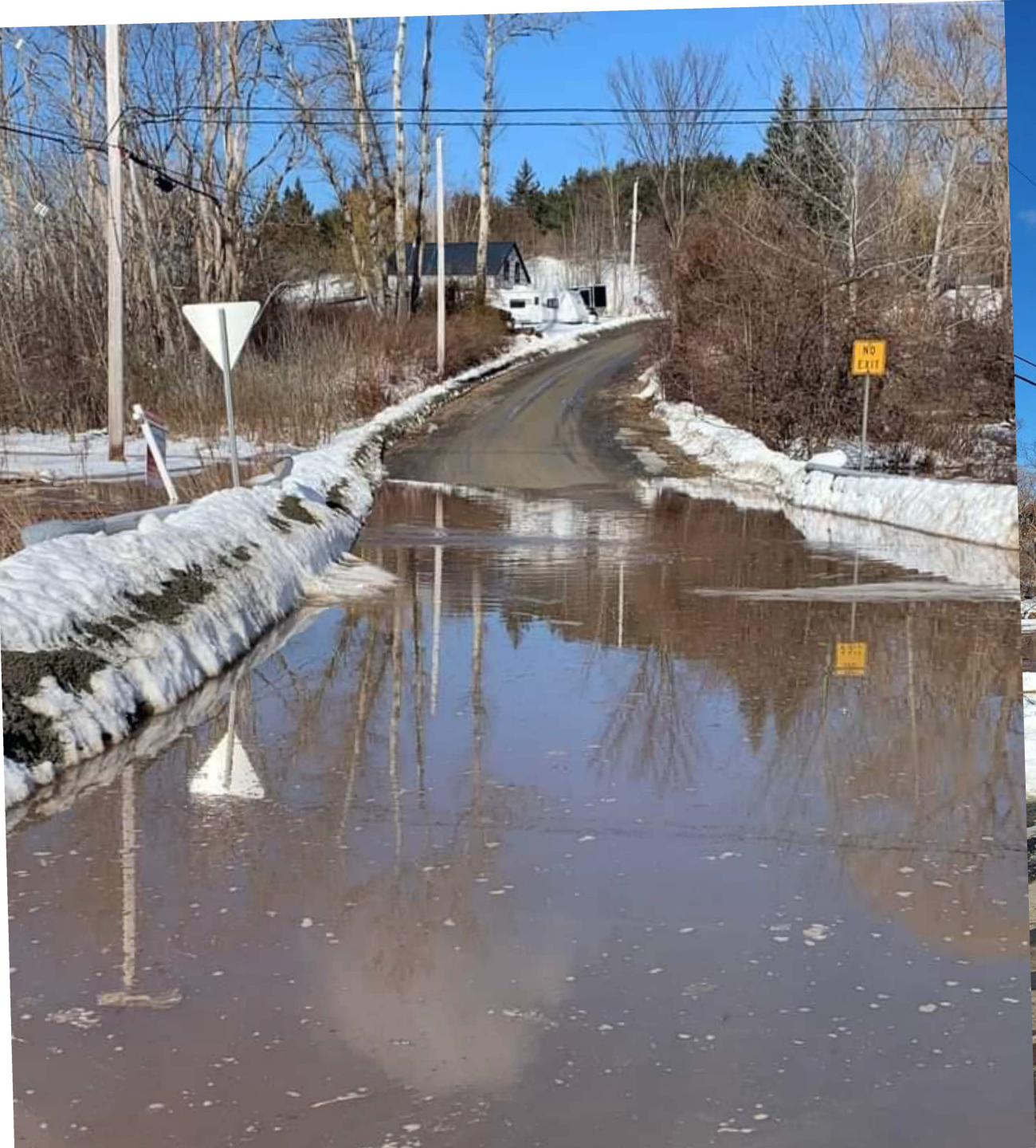











NO
EXIT





From: Bob Morton
To: Greg Hazel; WWH Council
Subject: Re: ATV proposal
Date: Sunday, April 7, 2024 12:34:41 PM

From: Greg Hazel
Sent: Sunday, April 7, 2024 11:37:37 AM
To: Bob Morton <bmorton@westhants.ca>
Subject: ATV proposal

Caution [External Email]
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To whom it may concern

I am writing a request to have the municipality to write a road law for ATV in the area.Letting the public travel 2-3km from their homes on the shoulder to the Trails.
This would benefit businesses in the area for food and gas,by giving UTV/Atv from other parts of the province the right to come out of trails and make their way to business.
Saying that,there would have to be rules.20/30km on the road side. Bikes would still have to be licensed registered insured and safety courses. like the rules they have in Nova Scotia as they are.You could also make a law where we would need a trail pass to use the road to access the trails.But not to expensive like maybe $10-$15 dollars.
The next paragraph was posted by the minister back in 2023.Riders will be required to have a valid driver's licence, insurance, registration and a licence plate. The vehicles may not go faster than 25 km/h on selected highways where speeds are 80 km/h or less.
Public Works Minister Kim Masland called the pilot project a tremendous success.
She said the new act will also allow municipalities to permit off-highway vehicle use in locations they choose as long as they follow the safety criteria developed by the province.

Sent from my iPhone

Connor MacDonald, B.B.A
Alva Construction Ltd.
5600 Trunk 7
Antigonish, Nova Scotia | B2G 2J4

3 April 2024

Mayor Abraham Zebian
76 Morrison Dr.,
P.O. Box 3000
Windsor, Nova Scotia
B0N 2T0

Re: Alva Construction Limited, Hartville Quarry Expansion, 783 Ellershouse Road, Windsor West Hants Regional Municipality (WWHRM). Class 1 Undertaking – Environmental Assessment, Under Section 9(1) of the Nova Scotia Environmental Assessment Regulations.

Dear Mayor Zebian,

I'm writing to let you know that Alva Construction Ltd. intends to register the proposed expansion of its Hartville aggregate quarry as a Class 1 undertaking under Section 9(1) of the Environmental Assessment Regulations under the *Environment Act.* As part of the process, we have contacted Mi'Kmaq organizations with interests in the general vicinity of the quarry, and plan to meet with them to discuss the project.

Alva Construction Ltd. (Alva) is a construction company which operates aggregate quarries in Nova Scotia, which are an important source of aggregate material for many local and regional projects in Nova Scotia and the Maritimes. The Hartville site is in the community of Ellershuouse, Windsor West Hants Regional Municipality, approximately 13 km southeast of Windsor, and has been an important source of material for many local and regional projects. The company wishes to continue operating the quarry, which will require its footprint to be expanded in upcoming years, requiring an approval from the Province of Nova Scotia. We have conducted the necessary studies for an Environmental Assessment and prepared associated documentation to register the quarry for expansion, as required under Part IV of the Nova Scotia Environment Act. The current approved quarry is located at 783 Ellershouse Road, Windsor West Hants Regional Municipality, Nova Scotia (PIDs 45407111, 45407905, and 45007903). The scope of operations for the expansion is not expected to change from previous activities.

In support of the application for expansion, Alva Construction Ltd., in consultation with Envirosphere Consultants Ltd. of Windsor, Nova Scotia, are preparing an Environmental Assessment Registration Document that includes information regarding the environmental and socio-economic implications of the Hartville Quarry, with an anticipated submission to Nova Scotia Environment and Climate Change

(NSECC) for registration on April 30th, 2024. At this time, the document will become available online and at two publicly accessible locations (e.g. Windsor Library and the Windsor Municipal office) for review and comment for a 30-day period. A public notification will also appear in the Chronicle Herald and the Valley Journal Advertiser on the registration date with details of the quarry expansion project and availability of the registration document.

The Hartville Quarry is located approximately 31 km southeast of the Glooscap First Nation located in Kings County, and approximately 65 km southeast from Annapolis Valley First Nation located in Kings County. Davis MacIntyre & Associates completed an Archeological Resource Impact Assessment (Heritage Research Permit A2023N5212) in February 2024, which included a request for information directed to the KMKNO regarding traditional land use for the area. The assessment concluded that no archaeological sites or features were encountered within the study area boundaries. First Nation stakeholders can review the entire contents of the Archeological Resource Impact Assessment report, which will be included in the Environmental Assessment Registration Document.

Alva Construction Ltd. extends an invitation to meet and discuss details of the Hartville Quarry expansion project in the coming weeks. Envirosphere will be setting up a meeting date and time on my behalf, and will be reaching out shortly to see about your interest and availability. Please contact me at your convenience if you have any further questions in the meantime.

Sincerely,

Connor Macdonald, B.B.A
Alva Construction Limited

902 870 6340
connor@alva.ns.ca

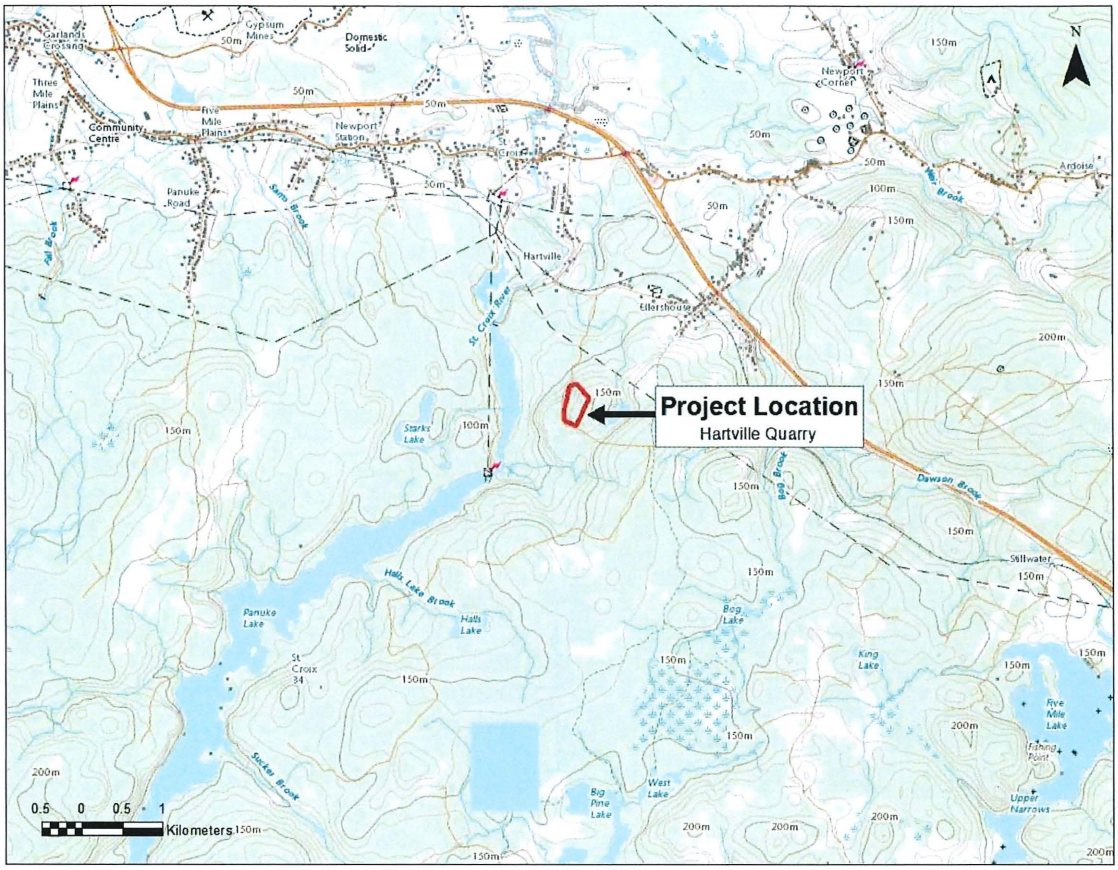


Figure 1. Project location shown on NTS 1:50,000.

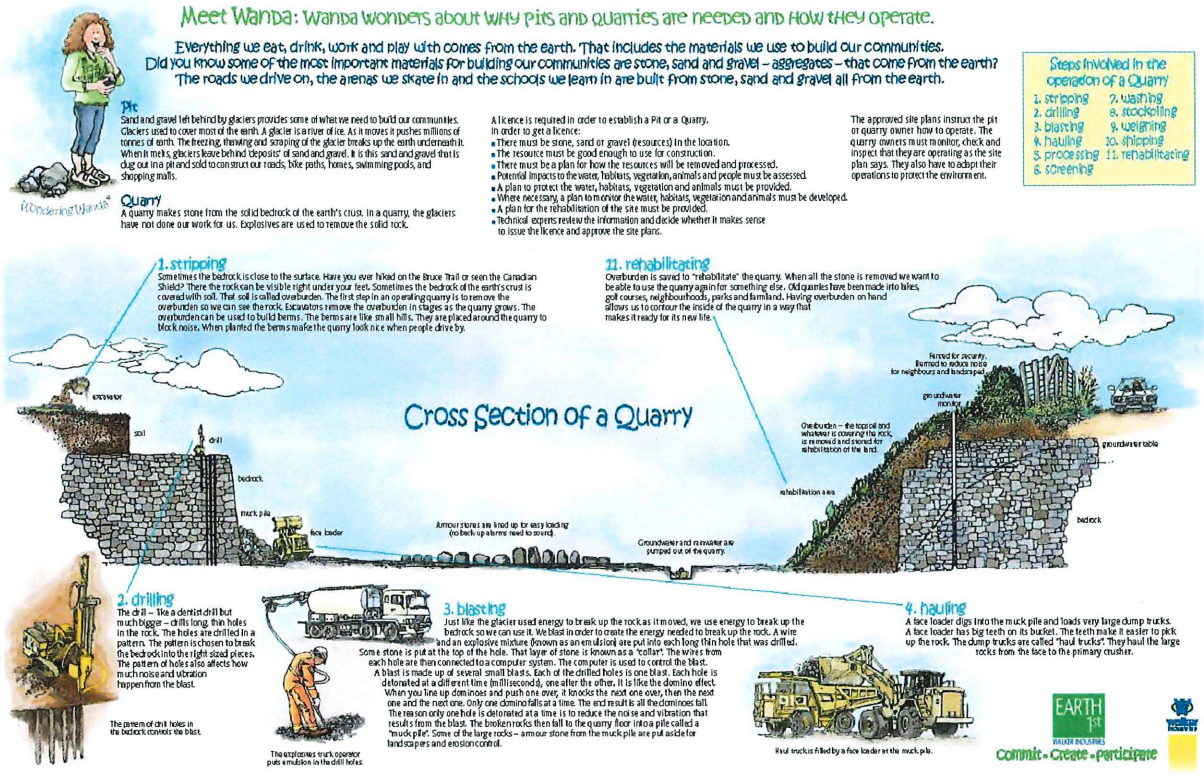


Figure 2. Cross section of quarry operations.

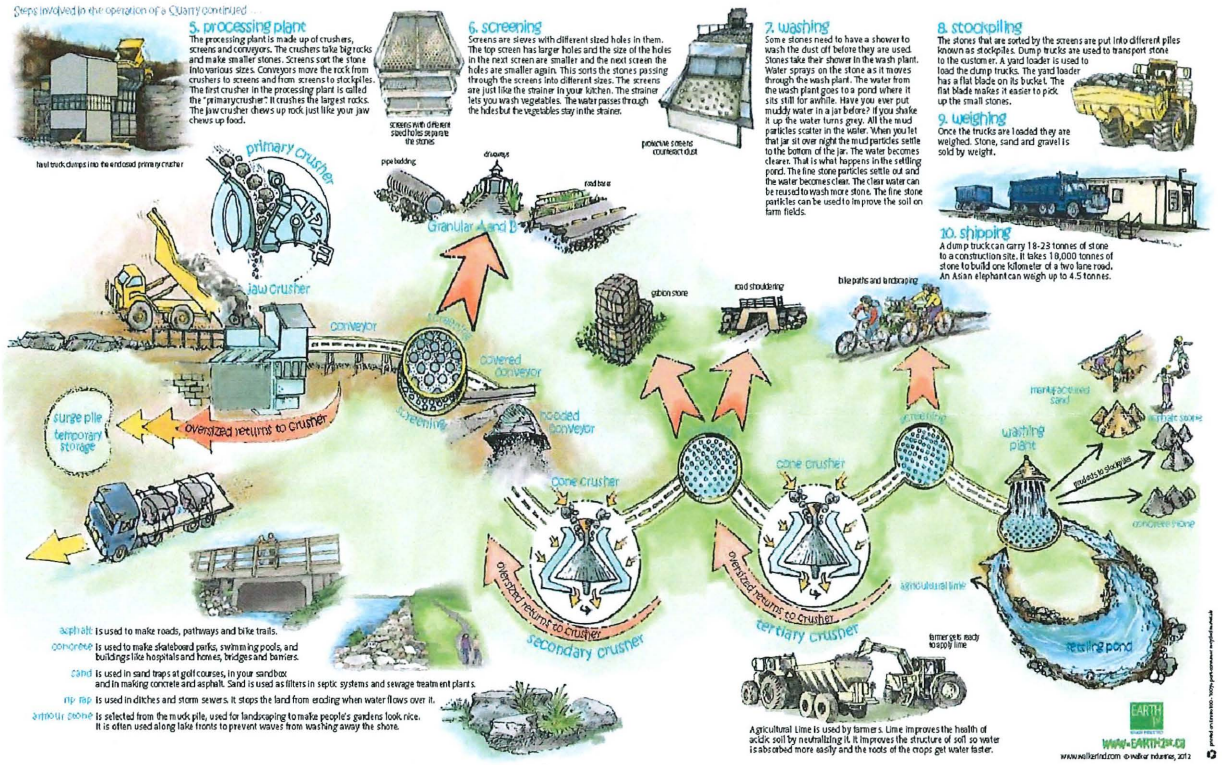


Figure 3. Cross section of quarry operations.

Dear Council Members, CAO and Planning Staff,

The community of Upper Vaughan, Lower Vaughan and Mill Section are writing this formal request to council for funding to retain legal counsel for assisting the community in negotiations with the proponent of Bear Lake Wind Farm. As you know this proponent has submitted an application for a development agreement to build and operate a wind farm near Upper Vaughan. The proponent has stated they have a generous community benefits package. However, the dollar amount per year to affected residents has changed repeatedly. This payment has been described to our community in various forms such as; a proximity payment, a power bill rebate, a profit sharing plan and compensation for the affected residents. The residents have been advised that the proponent cannot offer tax advice when asked if this payment is taxable and still cannot get an exact figure. The affected residents cannot be measured, nor can they speak to the legalities and tax burdens with each of the proposed payment schemes. The residents cannot seem to get an answer from the proponent, West Hants council or staff with regards to monetary value, or how the payment will be accounted for, therefore the only possible solution is legal advice.

With that being said, the injured party should be the one to determine the settlement amount. The residents need legal advice in this aspect as well. The issues we require legal advice on would be, but not limited to; Loss of enjoyment, property value decrease, adverse health effects, future costs incurred by residents from the wind farm such as, increased insurance premiums rising due to fire risk, and environmental contaminants. These are just some of the issues the legal council will be required for. However, it will likely be more, should the legal counsel identify more concerns that need to be addressed to get to the proper compensation amount.

The Project owner visited Upper Vaughan on the day of the communities own meeting (Oct 14th 2023). Mr Trent Vichie addressed the community at great length, and to say the least the community's concerns grew. Community comments included, "what is he doing to us if he’s offering money right out of the gate?" " How bad will this be if they have to pay us?" "The other wind farms didn’t offer money, why are these guys?"

In closing the community of Upper Vaughan neither needs, nor wants Bear Lake Wind Farm. The social license has NOT been granted, the decision to allow it will be WHRM counsels, solely. Should council vote in favour of Bear Lake Wind Farm, they will be forcing the residents into this position and for that reason, the residents feel the cost of legal advice should be the burden of West Hants and not ours. As you know time will be of the essence, since the proponent has already made the request. We believe first reading should include a clause to allow residents time to seek legal counsel at the cost of the WHRM. The appropriate amount of time we believe will be advised by our legal council once retained.

I look forward to everyone's response,

Yours truly,
Steve Hart

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
Prime Minister of Canada	Re Call for an immediate ceasefire by all parties in the occupied Gaza Strip and Israel	2023-12-18	2024-01-09 COTW
Annapolis Valley Regional Centre for Education	Re School Bus Cancellation Concerns	2023-12-18	2024-01-09 COTW
Premier, Minister Lohr, MP Blois and MLA Sheehy-Richard	Re Affordable Housing	2024-01-18	2024-01-23 Council
WHRM Letter to NS Public Works and MLA Sheehey-Richard	Re Roadwork from Windsor to St. Croix	2024-04-02	2024-04-09 COTW
WHRM Letter to the Province and Minister Lohr	Re Canyon Point Resort and DFA Funding	2024-04-02	2024-04-09 COTW

West Hants
something inspiring awaits

April 2, 2024

The Honourable Kim Masland
Nova Scotia Minister of Public Works
P.O Box 186
Halifax Nova Scotia
B3J 2N2

Melissa Sheehy-Richard
58 Gerrish Street
P.O. Box 3201
Windsor, NS
BON 2TO

Sent electronically to: publicworksminister@novascotia.ca and melissa.mlaoffice@gmail.com

Dear Honourable Kim Masland and MLA Sheehy-Richard

Re: Roadwork from Windsor to St. Croix, West Hants Regional Municipality

Please accept this letter on behalf of the West Hants Regional Municipal Council regarding the proposed/planned roadway upgrades scheduled along the 7.9 km stretch of Trunk 1 (from St. Croix River Bridge to Windsor town line).

Recent conversations and District / Town hall meetings have provided a platform for residents and businesses within the community to express their concerns with the proposed and planned upgrades along Trunk 1 this coming spring/summer; more specifically the lack of information shared and the need for public consultation.

The proposed upgrades including paving, creating bike/pedestrian lanes for Blue Routes, and new curbs being installed along certain properties that border the roadway, will impact property owners along this section of roadway. Residents and property owners have expressed their frustrations with the lack of an opportunity to consult on the project and a desire to meet to discuss the matter and provide feedback.

As a municipality we understand and appreciate the Province's initiative to take strategic steps in addressing the region's road infrastructure needs for improved safety and road conditions. However, we respectfully request the Province facilitate a community meeting with all stakeholders that supports a

collaborative process that will benefit all parties and minimize impacts to residents and businesses in the area as well as the Province.

To formally express the current position of the Council who met on March 26th, 2024 to discuss this matter the following motion was ratified.

"COUNCIL DIRECT STAFF TO WRITE A LETTER WITHIN THE NEXT WEEK TO THE PROVINCIAL DEPARTMENT OF PUBLIC WORKS AND MLA SHEEHY RICHARD EXPRESSING THE CONCERNS, AS WELL THE DESIRE TO HAVE AN OPPORTUNITY TO DISCUSS THE WORK AT A TOWN HALL STYLE MEETING, OF PROPERTY AND BUSINESSES OWNERS WITHIN WEST HANTS REGIONAL MUNICIPALITY, ALONG THE ROUTE OF THE PLANNED PROVINCIAL WORK, IN REGARDS TO CHANGES BEING PROPOSED WITH PLANNED ROAD UPGRADES THIS SPRING/SUMMER".

West Hants Regional Municipality appreciates your attention to this matter, and we look forward to facilitating an approach and supporting a solution that will be beneficial and minimize the impacts to all involved.

Sincerely,

Mayor Abraham Zebian
Mayor of West Hants Regional Municipality

CC: West Hants Regional Municipality Council
Chief Administrative Officer, Mark Phillips

West Hants
something inspiring awaits

April 2, 2024

Sent electronically to: premier@novascotia.ca and emo@novascotia.ca

Dear Honourable Premier Tim Houston and Honourable Minister John Lohr, Minister Responsible for the Office of Emergency Management

RE: Disaster Financial Assistance Program and Canyon Point Resort

Please accept the following letter on behalf of the Council for the West Hants Regional Municipality (WHRM) regarding Canyon Point Resort and the Disaster Financial Assistance (DFA) Program.

During the March 12, 2024 meeting, Council received a presentation from the Canyon Point Resort Board wishing to bring awareness to their situation in hopes of addressing concerns arising from bridge damages resulting from the July 22, 2023 severe storm and flooding that occurred in West Hants, Nova Scotia.

The July 22, 2023 floods resulted in critical damage to the Canyon Point Bridge leaving many residents stranded in their community, with no way in or out of Canyon Point Resort. Following July 22, 2023 a temporary laneway was constructed in an effort to provide residents and emergency crews with an alternate route to homes as the original bridge was deemed unsalvageable.

It is our understanding that Canyon Point Resort made an application to the Disaster Financial Assistance (DFA) program for financial assistance to facilitate critical repairs and were successful in receiving $77,966. High-level replacement costs of this bridge are projected to be in the $650,000.00 range, leaving residents responsible to finance the balance of repairs themselves. Without financial assistance, residents could be forced to pay in excess of $9,000 or more per residence, causing significant financial hardship to many of the homeowners in the community.

With the presentation in hand, the West Hants Regional Council wishes to extend it to you for your review and urge you to reflect and reconsider Canyon Point Resorts' application to the Disaster Financial Assistance (DFA) program that would see Canyon Point Resort receive the full $200,000 payment from the DFA program to assist with the replacement of the bridge for the residents of Canyon Point.

To formally express the current position of the Council who met on March 26, 2024, to discuss this matter the following motion was ratified.

"COUNCIL DIRECT THE CAO TO WRITE A LETTER TO THE PROVINCE AND EMO MINISTER JOHN LOHR ADVOCATING THAT FULL PAYMENT OF THE $200,000 IN DISASTER FINANCIAL ASSISTANCE BE ISSUED TO ASSIST CANYON POINT RESORT WITH BRIDGE REPAIRS".

West Hants Regional Municipality thanks you for your attention to this matter and we look forward to hearing from you.

Respectfully,

Abraham Zebian, Mayor

ds/az

CC: Member of Parliament for Kings-Hants, Kody Blois
Melissa Sheehy-Richard, MLA Hants West
WHRM Council
Chief Administrative Officer, Mark Phillips

Presentation to West Hants Municipal Council
March 12, 2024



History of Canyon Point Resort

- HCCC#1 commonly referred to as Canyon Point Resort is a bare land condominium property located in Vaughan, NS and has been in effect since 2005.
- It has 59 homes half of which are full time residences. There are also residents who are long term renters.
- Condo fees paid by the owners go towards the upkeep of Canyon Point Resort including the bridge at the entrance to the property which links the residents to Pioneer Drive. In addition to condo fees, each homeowner contributes road fees to FLWOA for the maintenance of Pioneer Drive.
- The former bridge was a single lane roadway, with a 20 feet span with a galvanized steel primary structure, bridge railings, approach railings and reinforced concrete abutments. The bridge has a wood deck and asphalt wearing surface which is covered by gravel.

Canyon Point Resort Bridge



2023 Assessment of Canyon Point Bridge

- In the spring of 2023, the former Canyon Point Bridge was examined and assessed by an engineering firm.
- The assessment report stated that all concrete, steel and timber elements were in good condition.
- That with proper maintenance of the bridge deck (every 15 years) the bridge was assessed to have an indefinite service life.

Timeline of Events

- On July 22, 2023, an intense rain and thunderstorm resulted in massive flooding in West Hants, NS.
- A result of this flooding was critical damage to the Canyon Point Bridge leaving residents stranded in their community and other residents unable to access their properties.
- On July 24 & 25, 2023 a temporary laneway was constructed allowing residents to access Pioneer Drive. It also allowed emergency services, NSP and various other agencies access to Canyon Point Resort.
- On August 1, 2023, a structural engineer deemed the bridge to be unsalvageable and therefore a total loss.
- On August 2, 2023, we engaged with a qualified licensed person to create a water diversion plan and erosion control measures. An application for in-stream structure removal was submitted to the Department of Environment and the Department of Fisheries.

Timeline of Events Continued

- On August 9, 2023, we submitted permit applications to the Department of Environment & the Department of Fisheries and Oceans.
- On August 14, 2023, an application for funding was made to EMO for the Disaster Financial Assistance program.
- On August 25, 2023, a permit was granted from the Department of Environment for removal of the existing in-stream structure (collapsed bridge) as well as the eventual removal of the temporary laneway.
- On September 8, 2023, the asphalt topping, timber decking and steel substructure of the bridge were removed.
- On September 11, 2023, a permit was granted from Department of Fisheries & Oceans for the removal of existing in-stream components (concrete foundations) as well as the eventual removal of the temporary laneway.
- On September 12, 2023, a consultant was engaged to perform all required regulatory surveys, studies, preliminary & detailed design drawings, cost estimate and Engineer of record services.

Bridge Damage



Bridge Damage



Bridge Damage



Bridge Damage



Temporary Laneway



Bridge Deconstruction



Bridge Deconstruction



Bridge Deconstruction



Financial Impact from Bridge Destruction

- To date, Canyon Point Resort has spent and /or committed to approximately $130,000.00 to costs associated with the bridge replacement.
- The current high-level budget for the replacement of this bridge is approximately $650,000.00. This budget was prepared by the HCCC#1 board in consultation with an engineering firm and estimates from local vendors and includes costs for geotechnical surveys, hydrological studies, and design costs, along with the costs to have the temporary laneway removed, footings installed for the new bridge replacement.
- Canyon Point Resort has received $77,966 through the Disaster Financial Assistance Fund and has also spent $48,000 of our own resources after having the reserve fund study redone to free up those additional funds.
- Without financial assistance, additional owner cost could be $9,000 or more per residence, causing significant financial hardship to many homeowners in the community.

How Can the Municipality of West Hants Assist Us

- Advocate on our behalf to EMO for full payment of the $200,000 in Disaster Financial Assistance (this would result in an additional $122,000 to the community for use in the bridge replacement).
- A financial contribution towards the cost of the replacement of the bridge.
- Defer property taxes paid by residents of Canyon Point Resort into a special fund and allow those funds to be used towards the cost of the bridge replacement.
- Finance the bridge replacement and recoup the costs through direct taxation of Canyon Point Resort community members over a period of 5-7 years.
- Waive all building/development fees.
- Help by providing equipment/resources for the bridge project and waive tipping fees for construction material removed when the temporary laneway is dismantled.

Urgency- Time is of the Essence

- On Thursday, February 29, 2024, the temporary laneway currently in place in lieu of the bridge flooded again, effectively making it impossible to leave the community of Canyon Point Resort. Approximately 30 people were trapped with no way out, and conditions were very dangerous until the water subsided enough to allow repair work to be completed so that the laneway could be used again.
- DFO has issued a permit requiring the bridge replacement and all associated work to be completed by the end of 2025. Per the Department of the Environment guidelines, work being done in/on/around any waterway in Nova Scotia can only take place between June 1st and September 30th, so we have limited time to complete this project, and the temporary laneway cannot be a long-term solution without significant risk of failure. Bridge components must also be ordered before starting construction, and a minimum 30% payment of the costs of these components will have to be paid up front, with the balance of 70% owing once construction begins.

February 29, 2024, Laneway Flooding



February 29, 2024, Laneway Flooding



February 29, 2024, Laneway Flooding



February 29, 2024, Laneway Flooding



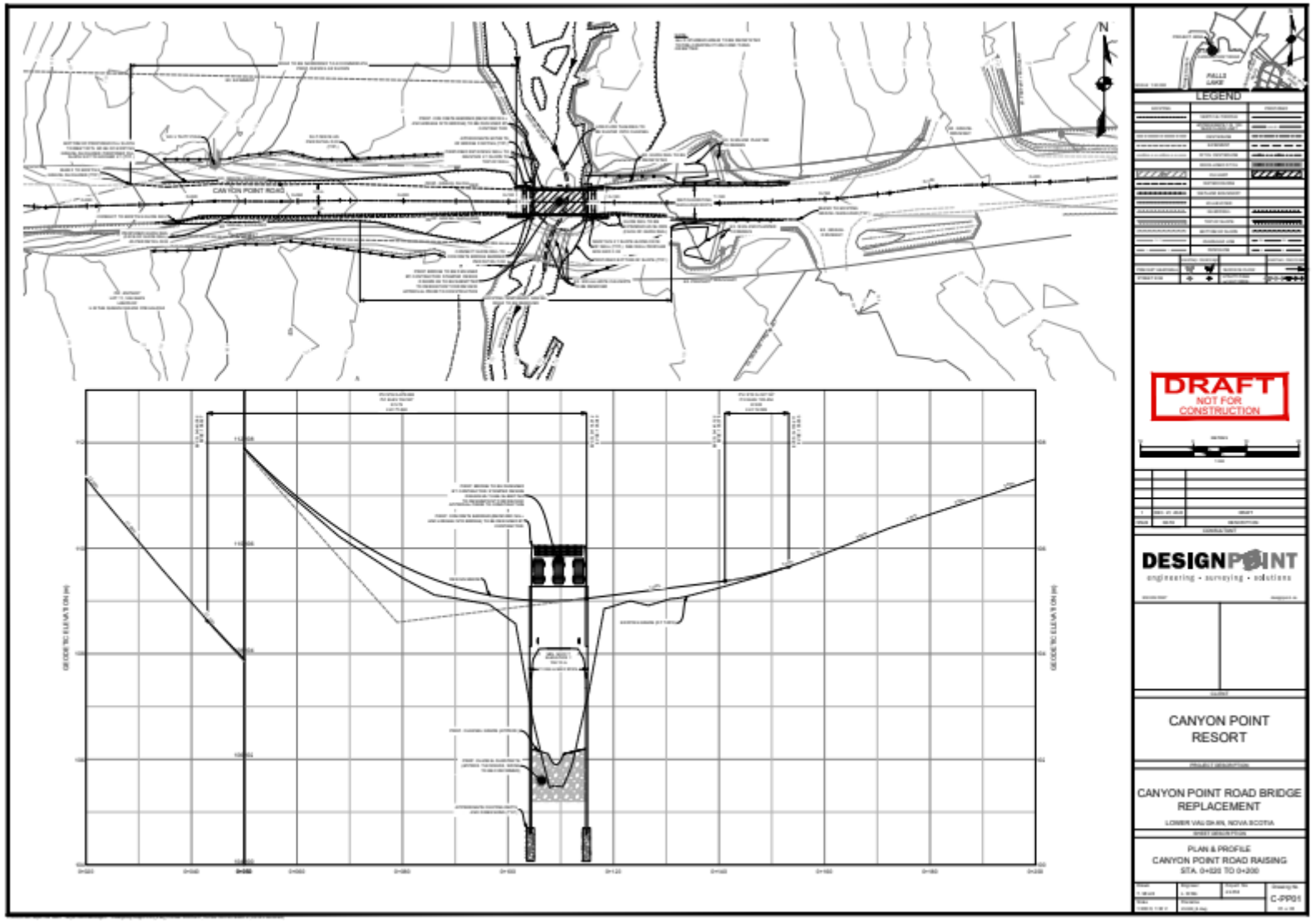
February 29, 2024, Laneway Flooding



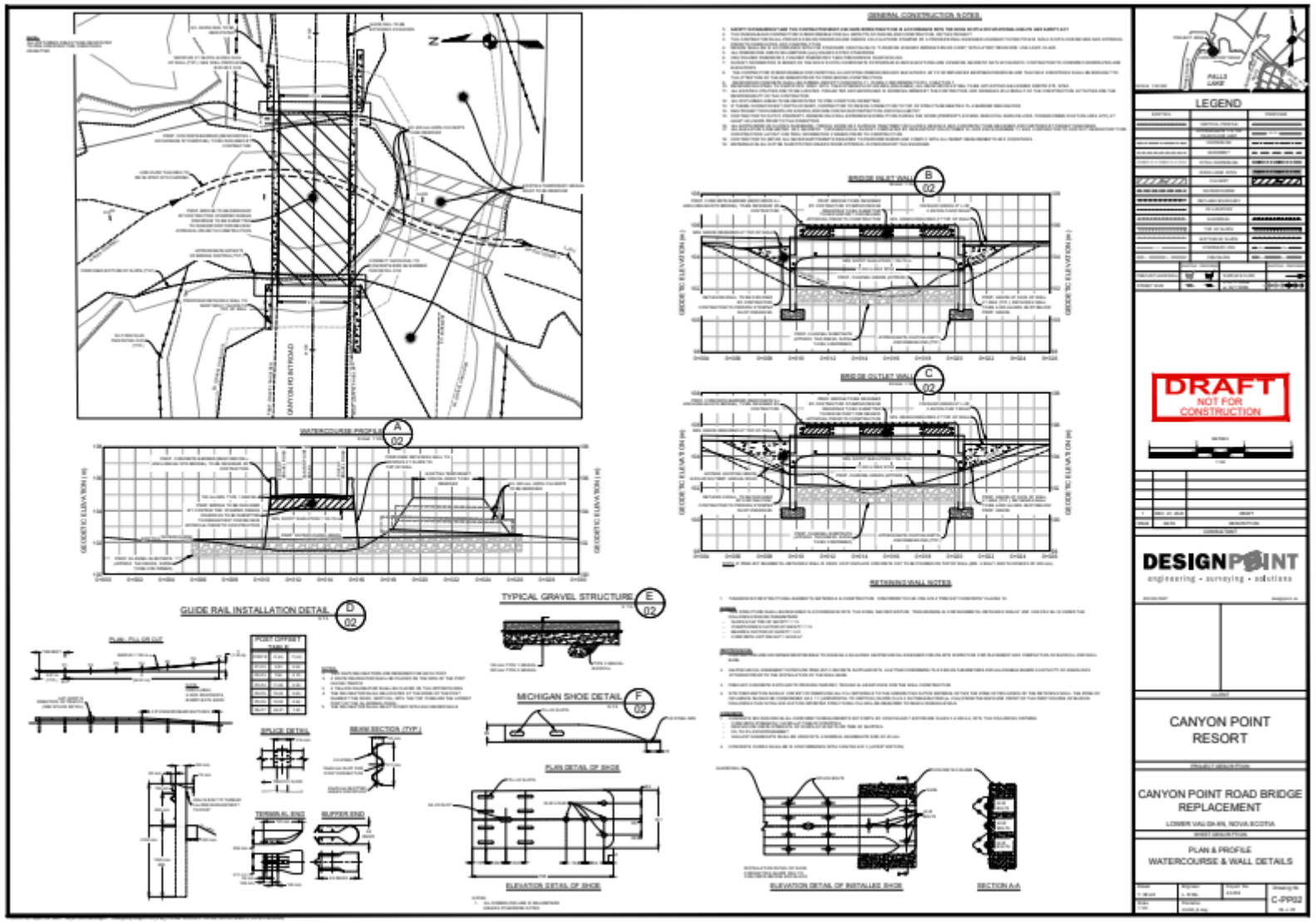
Impact & Necessity

- The bridge allows access into the community of Canyon Point and its necessity cannot be stressed enough. Allowing residents access to assistance in the event of a medical emergency, fire, police, NSP and employment as well as providing them with a safe exit in the event of wildfire is of extreme importance.
- The residents of Canyon Point Resort support the Municipality of West Hants not only with their tax dollars, but also local businesses and contractors. Anything from groceries, clothing, hardware, furniture, restaurants and gasoline are more than likely purchased within the municipality.
- The construction work that will be done to replace the bridge is being contracted primarily through local contractors, and all bridge components will be manufactured in Nova Scotia as well.

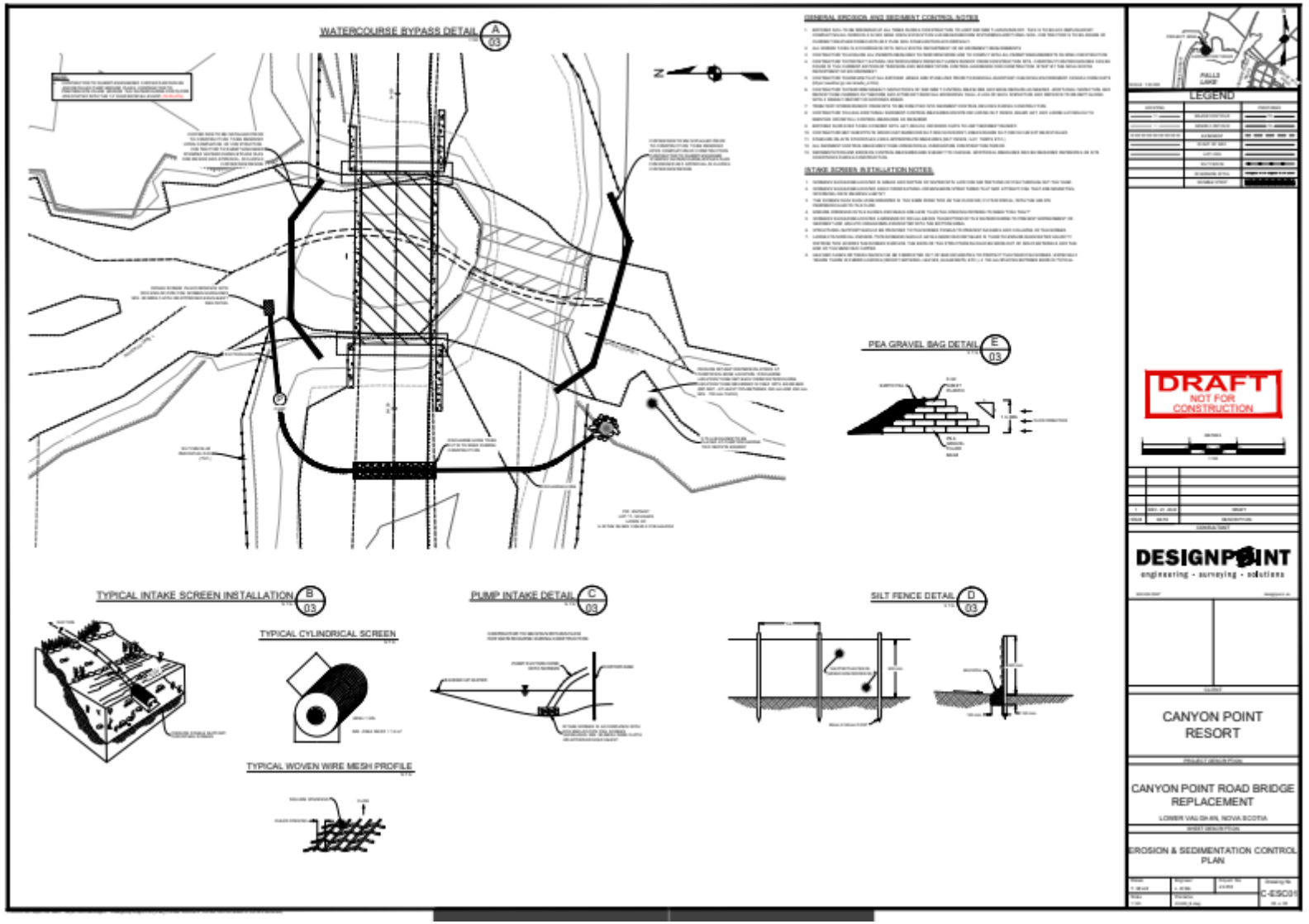
Plans for New Canyon Point Bridge



Plans for New Canyon Point Bridge



Plans for New Canyon Point Bridge



Thank you for your time.
The HCCC1 Board of Directors and the residents of Canyon Point Resort.

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information x	Recommendation ☐	Decision Request	Councillor Activity ☐

To: COTW

Submitted by: **Councillor Francis, District 5**

Date: Tuesday April 9, 2024

Subject: PAC/HAC

LEGISLATIVE AUTHORITY

Council Approval

RECOMMENDATION or DECISION REQUEST

Conversation regarding the PAC/HAC committee terms of reference.

BACKGROUND

Property	Public Opinion x	Environment ☐	Social ☐	Economic	Councilor Activity x

DISCUSSION

With the amount of development that is happening in the West Hants Regional Municipality there has been many Land Use By Law changes and Development agreements that are coming to Council and I often think if it would be best to have all Councillors sit on the advisory committee to be included in these conversations from the start. In previous Council terms all Councillors set on the PAC/HAC, it was when we consolidated the composition of the committee changed to two-year terms to include four councillors and resident members from each of the previous Windsor, West Hants and Hantsport Advisory Committees. Our resident members are valuable members of PAC/HAC and I would not want to see that change.

However, it may benefit to have a discussion with staff and Council to have all Councillors return to that committee. I realize our number of Council members is higher than previous Council size and with our resident members added in it would be a large committee, but I watch our PAC/HAC meetings and there are great conversations at the table with resident members and having Councillors engage in that conversation may benefit when the recommendations come to COTW and Council. It is one meeting a month and all Councillors will have the opportunity to sit at the table for conversation from start to finish. The decision to move the PIM (Public Information Meetings) to separate meetings has helped with the length of PAC/HAC meetings and an opportunity for conversations before the next PAC/HAC meetings. With all Council involved in the process may also help with the discussions at COTW and Council when these recommendations advance forward.

NEXT STEPS

Conversation for discussion among Council and staff input.

FINANCIAL IMPLICATIONS

No budget implications

ALTERNATIVES

Council could decide they are not interested in participating in the PAC/HAC committee and leave as is.

ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

The PAC/HAC member composition has been reviewed and changed in the past, each time trying to strike the right membership balance. I have provided a few options to assist council with their discussions. I would recommend that the committee not exceed 12 members.

Options for PAC/HAC Composition

1. Option 1 - Status Quo (9 members)
    - 3 council members
    - 6 citizen representatives (2 H / 2 W / 2 WH)
2. Option 2 – 50/50 Council and Citizen Members (12 members)
    - 6 council members (2 from Growth Centers and 4 from Non-Growth Centers)

- 6 citizen representatives (2 H / 2 W / 2 WH)

3. Option 3 – 75/25 Council with Citizen Members (12 members)
   - 9 council members (3 from Growth Centers and 6 from Non-Growth Centers)
   - 3 citizen representatives (1 H / 1 W / 1 WH)
4. Option 4 – Council Members ONLY (12 members)
5. Option 5 – Council with Citizen Members (15 members)
   - 12 council members (all council members)
   - 3 citizen representatives (1H/ 1W/1WH)
6. Option 6 – REMOVE the PAC/HAC Committee
   - PAC/HAC Committees are not required under the MGA.

Report Prepared by: Debbie Francis,
Councillor District 5

Report Reviewed by: _____
Mark Phillips, Chief Administrative Officer

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X	Recommendation ☐	Decision Request X	Councillor Activity X

To:

Submitted by: Scott McLean, Councillor District 2 _____

Date: **April 4, 2024**

Subject: Dyke infrastructure in West Hants

LEGISLATIVE AUTHORITY

RECOMMENDATION or DECISION REQUEST

For discussion – to be determined

BACKGROUND

During high tides on March 11, 2024, water breached over dyke infrastructure on the St. Croix and Herbert Rivers

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

DISCUSSION

I have had many discussions with residents who have never witnessed the St. Croix river dyke breach like it did on March 11, 2024 flooding the land below up to highway 14. Some of these residents are life-long residents who are in there 70's and 80's

My concern is if the dyke was to fail completely, than critical infrastructure would flood, roads like Highway 14 and Route 236 would be under water causing extensive damage and possible road closure similar to the floods of July 22, 2023. It would also cause extensive damage to agriculture lands. Our river system is unique as tides flow twice in 24 hours and extensive flooding would reoccur until the dyke infrastructure was repaired. These tides could make repairing dykes difficult as heavy equipment and materials would have to be transported to the site and if the

area is continuously flooded by reoccurring tides, this could make dyke repairs difficult. I would like to see dykes in these areas of concern raised to combat these rising tides.

NEXT STEPS

Write a letter with support of council to the MLA, Department or Agriculture, Department of Public Works and the Premier of Nova Scotia addressing these concerns

FINANCIAL IMPLICATIONS

Unknown at this time

TBD

ALTERNATIVES

TBD

ATTACHMENTS

Pictures attached

CHIEF ADMINISTRATIVE OFFICER REVIEW

Writing a letter will ensure the concerns are recorded with the Province as dykes are within their jurisdiction. The web extension below is an update on priorities of DOE in relation to dykes.

https://storymaps.arcgis.com/stories/e043dd1df6504f1791eb53ae1e0896ff

Report Prepared by: _____Councillor S.McLean_____
(Name and Title)

Report Reviewed by: _____
Mark Phillips, Chief Administrative Officer

From: Scott McLean
To: Deanna Snair
Subject: Dykes
Date: Thursday, April 4, 2024 10:35:55 AM

Hi Deanna,

I am sending a report to follow for Tuesday's COTW, I am sending picures first





Scott McLean
Councillor District 2
West Hants Regional Municipality
902-790-3100

From: Scott McLean
To: Deanna Snair
Date: Thursday, April 4, 2024 10:51:14 AM





St. Croix River dyke beside bridge on Hwy 14



Scotch Village Dyke on Kennetcook River



Scott McLean
Councillor District 2
West Hants Regional Municipality
902-790-3100

From: Scott McLean
To: Deanna Snair
Date: Thursday, April 4, 2024 10:52:35 AM



Scott McLean
Councillor District 2
West Hants Regional Municipality
902-790-3100

From: Scott McLean
To: Deanna Snair
Date: Thursday, April 4, 2024 10:47:33 AM







Scott McLean
Councillor District 2
West Hants Regional Municipality
902-790-3100

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X☐	Recommendation ☐	Decision Request ☐	Councillor Activity ☐

To: **CoTW**

Submitted by: John Smith Councilor District 9

Date: April 4,2024

Subject: **Deer Population**

LEGISLATIVE AUTHORITY

(State where ability for consideration comes from if applicable)

RECOMMENDATION or DECISION REQUEST

Information Report

BACKGROUND

Property ☐	Public Opinion X☐	Environment X☐	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

I bring this discussion because it affects many of the residents and there seems to be misinformation about the situation so it would be desirable to have accurate information recorded in the minutes.

There is a large and growing deer population living in District 9. Fifteen years ago it was common to see one or two deer every now and then but the population has grown and it is common to see deer roaming the neighborhoods in large numbers, sometimes as many as 30

deer in one residential area. Falmouth is an ideal habitat for deer, they are protected from hunting because of the houses, they have plenty of woodland and fields to rest in and many shrubs to flowers to eat. In addition to eating peoples gardens the deer are a road hazard, many have been struck by vehicles causing hardship to both the drivers and the deer. I realize this type of wildlife situation is a Provincial jurisdiction but I'm wondering if other areas of our municipality have the same problem? Does the municipality have any means to help with this situation? Does the bylaw enforcement officer have any responsibility?

NEXT STEPS

FINANCIAL IMPLICATIONS

ALTERNATIVES

ATTACHMENTS

(List any attachment to the report, if anything.)

CHIEF ADMINISTRATIVE OFFICER REVIEW

Staff will discuss the matter prior to the COTW meeting for an understanding of Provincial jurisdiction, educational programs and any control measures available under the Provincial Departments. Additionally, communities such as Truro have experienced deer population increases. We'll do a quick search to see if there are "best practices" that can be considered.

Report Prepared by: John Smith_Councilor District 9

Report Reviewed by: _____

Mark Phillips, Chief Administrative Officer

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐

To: West Hants Regional Municipal Council

Submitted by: Kathy Kehoe, Director, Community Development

Date: April 3, 2024

Subject: Provincial Representative Volunteer

LEGISLATIVE AUTHORITY

n/a

RECOMMENDATION or DECISION REQUEST

Committee of the Whole, recommends that Council approves the nomination of Betty Cox for the 2024 Provincial Representative Volunteer Award for the West Hants Regional Municipality.

BACKGROUND

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

Annually municipal units are invited to nominate a volunteer to receive provincial recognition as a representative volunteer for their community.

The Community Development Department received nominations of deserving volunteers from community groups/councillors and the public.

DISCUSSION

Individuals not selected as the West Hants Regional Municipality Provincial Representative Volunteer will be recognized for their service during the West Hants Regional Municipality annual recognition event.

NEXT STEPS

Should this recommendation be approved staff will prepare the information required to submit the nomination to the province.

FINANCIAL IMPLICATIONS

There are no additional implications as this recognition award is included in the Community Development 2024-25 proposed operating budget as part of the volunteer award banquet.

ALTERNATIVES

Council can choose not to accept the recommendation and can recommend a different nominee from the nominations list previously circulated via email.

Council can choose not to recognize a volunteer to the Provincial Volunteer event.

ATTACHMENTS

n/a

CHIEF ADMINISTRATIVE OFFICER REVIEW

It's wonderful to have such a great representative of the West Hants Regional Municipality.

I support the recommendation. Congratulations. Betty.

Report Prepared by: _____
Kathy Johnston-Isenor,
Manager, Recreation and Community Engagement

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

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

Report Approved by: _____
Mark Phillips, CAO

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: WHRM Council

Submitted by: _____
Carlee Rochon, Director, Financial Services

Date: April 9, 2024

Subject: Municipal Finance – Spring 2024 Debenture

LEGISLATIVE AUTHORITY

Municipal Government Act, Part VI, Power to Spend Money 65 (A) & Power to Borrow Money 66.

RECOMMENDATION or DECISION REQUEST

Council approves . . .

… the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 6.5% to enable West Hants Regional Municipality to issue a 5-year debenture of $33,605, for the purchase of fire equipment.

… the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 6.5% to enable West Hants Regional Municipality to issue a 15-year debenture of $789,586, for the roof at Brooklyn Fire Department Station 1 and the purchase of a dump truck with salt and plow.

… the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 6.5% to enable West Hants Regional Municipality to issue a 10-year debenture of $228,240, for the paving of the rear parking lot at Hantsport Fire Department and the purchase of sidewalk machine with a flail mower.

BACKGROUND

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

Announced February 26th, the 2024 Spring Debenture call has been scheduled for April 25th.

West Hants Regional Council approved the following capital projects to be funded through long-term borrowing:

Item		Budget Amount	Budget Approval	Total Cost
BFD 2 - Boiler Replacement	TBR 1	$ 20,000	2022-23 Budget	$ 16,050
HFD - SCBA		$ 25,000	2022-23 Budget	$ 21,050
HFD - Thermal Imaging Cameras		$ 15,018	2023-24 Budget	$ 13,197
HFD - Master Intake Valve Repair		$ 6,500	2023-24 Budget	$ 7,170
Total Fire Equipment		$ 66,518		$ 57,467
BFD 1 - Roof Replacement	TBR 2	$ 568,804	2023-24 Budget	$ 564,068
HFD - Rear Parking Lot	TBR 3	$ 120,000	2023-24 Budget	$ 65,252
Replace 2011 Salt/Plow - Dump Truck*	TBR 4	$ 250,000	2023-24 Budget	$ 285,062
Replace 2006 Sidewalk Machine with Flail Mower	TBR 5	$ 280,000	2022-23 Budget	$ 232,656

*An increase in value was approved during the procurement process, bringing the total approved to $350,000.

Council approved the temporary borrowing resolutions at the March 26th, 2024, council meeting. They have been sent to Department of Municipal Affairs and Housing for review and ministerial approval.

Once approved and received from the Department of Municipal Affairs and Housing these temporary borrowing resolutions will be submitted to the Municipal Finance Division for the Spring Debenture deadline of April 25, 2024.

DISCUSSION

Municipal Finance offers favorable fixed lending rates for municipal capital purchases. To meet the necessary lending requirements a Temporary Borrowing Resolution (TBR) is required, which needs Council and Minister approval. As well the project must be complete.

To be able to participate in the upcoming Municipal Finance semi-annual debenture call, a 'Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate' must be approved by Council. Approving this now would qualify the Municipality to take part in the Spring debenture call.

It should be noted that the Minister approval date of the TBR in the resolution document has been left blank. The resolution document is a Municipal Finance's procedural step and should be left blank for Municipal Finance Division staff to complete.

NEXT STEPS

Should Council approve the Resolution for Pre-Approval of Debenture Issuance, a time will be scheduled for the Mayor and Municipal Clerk to sign the documents. The package will be prepared for submission to the Municipal Finance Division by 4:30pm on April 25, 2024.

FINANCIAL IMPLICATIONS

The full financing charges for these items already make up part of the current fiscal year's budget, so they will have no impact on the 2023-24 operating budget.

Item		Total Cost	Debt Servicing	Total Borrowing	Borrowing Term	Completion Date
BFD 2 - Boiler Replacement	Pre-Res 1	$ 16,050	$ 8,557	$ 7,493		Nov. 21, 2022
HFD - SCBA		$ 21,050	$ 10,697	$ 10,353		Mar. 15, 2023
HFD - Thermal Imaging Cameras		$ 13,197	$ 3,216	$ 9,981		Aug. 21, 2023
HFD - Master Intake Valve Repair		$ 7,170	$ 1,392	$ 5,778		Jul. 30, 2023
Total 5 Years		$ 57,467	$ 23,862	$ 33,605	5 years	
BFD 1 - Roof Replacement	Pre-Res 2	$ 564,068	$ 43,771	$ 520,297		Nov. 1, 2023
Replace 2011 Salt/Plow - Dump Truck*	Pre-Res 2	$ 285,062	$ 15,773	$ 269,289		Jan. 31, 2024
Total 15 Years		$ 849,130	$ 59,544	$ 789,586	15 Years	
HFD - Rear Parking Lot	Pre-Res 3	$ 65,252	$ 6,383	$ 58,869		Jan. 22, 2024
Replace 2006 Sidewalk Machine with Flail Mower	Pre-Res 3	$ 232,656	$ 63,285	$ 169,371		Mar. 30, 2023
Total 10 Years		$ 297,908	$ 69,668	$ 228,240	10 Years	

Participating in the Municipal Finance debenture will allow the Municipality to clear its internal loan between the General Operating fund and the Capital fund.

ALTERNATIVES

- Council could reject moving forward with the MFC spring debenture and direct staff as to how the item is to be funded. This is not the recommended approach.

ATTACHMENTS

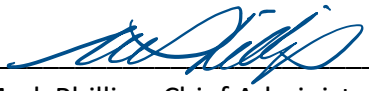
- Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate – 5 Years
- Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate – 15 Years
- Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate – 10 Years
- Temporary Borrowing Resolution – Spring 2024

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____

Carlee Rochon, Director, Financial Services

Report Approved by: 

Mark Phillips, Chief Administrative Officer

Name of Unit: __Fire Equipment_____

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND **WHEREAS** clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on_____March 26, 2024_____.
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

West Hants Regional Municipality
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding $___33,605___ , for a period not to exceed ____5____ years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

West Hants Regional Municipality
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 6.5%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the

West Hants Regional Municipality
(Name of Unit)

held on the 23 day of April 2024

GIVEN under the hands of the Mayor/Warden and the Clerk of the

West Hants Regional Municipality
(Name of Unit)

this day of April 2024

Mayor/Warden

Clerk

Name of Unit: __HFD Rear Parking Lot Paving & Sidewalk Machine w/ Flail Mower_____

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND **WHEREAS** clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on_____March 26, 2024_____.
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

West Hants Regional Municipality
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding $___228,240___ , for a period not to exceed ____10____ years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

West Hants Regional Municipality
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 6.5%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the

West Hants Regional Municipality
(Name of Unit)

held on the 23 day of April 2024

GIVEN under the hands of the Mayor/Warden and the Clerk of the

West Hants Regional Municipality
(Name of Unit)

this day of April 2024

Mayor/Warden

Clerk

Name of Unit: __BFD Station 1 Roof & Dump Truck _____

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND **WHEREAS** clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on_____March 26, 2024_____.
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

West Hants Regional Municipality
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding $___789,586___ , for a period not to exceed ____15____ years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

West Hants Regional Municipality
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 6.5%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the

West Hants Regional Municipality
(Name of Unit)

held on the 23 day of April 2024

GIVEN under the hands of the Mayor/Warden and the Clerk of the

West Hants Regional Municipality
(Name of Unit)

this day of April 2024

_____
Mayor/Warden

_____
Clerk

MUNICIPAL COUNCIL OF THE

West Hants Regional Municipality

TEMPORARY BORROWING RESOLUTION

Amount: $ 57,467 Purpose: Fire Equipment (Bulk)

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the West Hants Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the West Hants Regional Municipality has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHERAS the Council of the West Hants Regional Municipality has determined to borrow for the purposes of Fire Equipment (Bulk);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the West Hants Regional Municipality borrow a sum or sums not exceeding Fifty-seven four hundred sixty-seven Dollars ($ 57,467) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the West Hants Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding Fifty-seven four hundred sixty-seven Dollars ($ 57,467) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the West Hants Regional Municipality held on the 26th day of March, 2024.

GIVEN under the hands of the Clerk and under the seal of the West Hants Regional Municipality this 26th day of March, 2024.

Deanna Smart

Clerk

WEST HANTS REGIONAL MUNICIPALITY

MUNICIPAL COUNCIL OF THE

West Hants Regional Municipality

TEMPORARY BORROWING RESOLUTION

Amount: $ 285,062 Purpose: Dump Truck - Salt/Plow

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the West Hants Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the West Hants Regional Municipality has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHERAS the Council of the West Hants Regional Municipality has determined to borrow for the purposes of Dump Truck - Salt/Plow;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the West Hants Regional Municipality borrow a sum or sums not exceeding two hundred eighty-five thousand and sixty-two Dollars ($ 285,062) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the West Hants Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding two hundred eighty-five thousand and sixty-two Dollars ($ 285,062) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the West Hants Regional Municipality held on the 26th day of March, 2024.

GIVEN under the hands of the Clerk and under the seal of the West Hants Regional Municipality this 26th day of March, 2024.

Diana Snair
Clerk

WEST HANTS REGIONAL MUNICIPALITY

MUNICIPAL COUNCIL OF THE

West Hants Regional Municipality

TEMPORARY BORROWING RESOLUTION

Amount: $ 65,252 Purpose: HFD - Rear Parking Lot

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the West Hants Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the West Hants Regional Municipality has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHERAS the Council of the West Hants Regional Municipality has determined to borrow for the purposes of HFD - Rear Parking Lot;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the West Hants Regional Municipality borrow a sum or sums not exceeding sixty-five thousand two hundred fifty-two Dollars ($ 65,252) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the West Hants Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding sixty-five thousand two hundred fifty-two Dollars ($ 65,252) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the West Hants Regional Municipality held on the 26th day of March, 2024.

GIVEN under the hands of the Clerk and under the seal of the West Hants Regional Municipality this 26th day of March, 2024.

Diana Shaw
Clerk

WEST HANTS REGIONAL MUNICIPALITY

MUNICIPAL COUNCIL OF THE

West Hants Regional Municipality

TEMPORARY BORROWING RESOLUTION

Amount: $ 564,068 Purpose: BFD 1 Roof Replacement

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the West Hants Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the West Hants Regional Municipality has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHERAS the Council of the West Hants Regional Municipality has determined to borrow for the purposes of BFD 1 Roof Replacement;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the West Hants Regional Municipality borrow a sum or sums not exceeding Five hundred sixty-four thousand and sixty-eight Dollars ($ 564,068) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the West Hants Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding Five hundred sixty-four thousand and sixty-eight Dollars ($ 564,068) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the West Hants Regional Municipality held on the 26th day of March, 2024.

GIVEN under the hands of the Clerk and under the seal of the West Hants Regional Municipality this 26th day of March, 2024.

Diana Snair

Clerk

WEST HANTS REGIONAL MUNICIPALITY

MUNICIPAL COUNCIL OF THE

West Hants Regional Municipality

TEMPORARY BORROWING RESOLUTION

Amount: $ 232,656 Purpose: Sidewalk Machine with Flail Mower

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the West Hants Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the West Hants Regional Municipality has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for a capital purpose as identified in their capital budget; and

WHERAS the Council of the West Hants Regional Municipality has determined to borrow for the purposes of Sidewalk Machine with Flail Mower;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the West Hants Regional Municipality borrow a sum or sums not exceeding two hundred thirty-two thousand six hundred fifty-six Dollars ($ 232,656) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the West Hants Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Council borrow from time to time a sum or sums not exceeding two hundred thirty-two thousand six hundred fifty-six Dollars ($ 232,656) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the West Hants Regional Municipality held on the 26th day of March, 2024.

GIVEN under the hands of the Clerk and under the seal of the West Hants Regional Municipality this 26th day of March, 2024.

Ilana Anair

Clerk

WEST HANTS REGIONAL MUNICIPALITY

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: J. Richard

Todd Richard, Director of Public Works

Date: April 9, 2024

Subject: Construction of Windsor Water Storage Tank

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 23 authorizes Council to make policies for municipal purposes.

RECOMMENDATION or DECISION REQUEST

It is recommended for Committee of the Whole to recommend to Council that:

Council approve awarding the Construction Tender for the Windsor Water Storage Tank as identified in the 2023-24 capital budget to Dexter Construction for the tendered cost of $4,886,100 plus applicable taxes.

Council also approve, a 10% contingency of $488,610; Contract Administration & Management and Geotechnical & Concrete testing for an estimated cost of $165,000 for a total projected project cost of $5,539,710.00 plus applicable taxes.

BACKGROUND

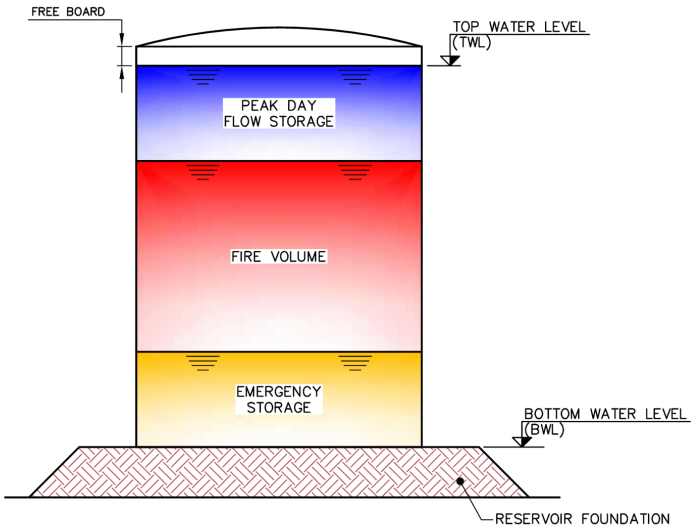
Property ☑	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐

In April 2021, the additional water storage capacity project was deemed necessary through consultation with CBCL consulting engineers as part of a future needs assessment for the Windsor Water Utility. As directed by Council in October 2021, CBCL was awarded the Engineering and Design work for the Windsor Water Storage Expansion Tank.

Design to date has been an iterative process and included Reservoir Siting Analysis, Topographic Survey, Geotechnical Investigation, Preliminary & Detailed Design and preparation of Tender Documents. The Construction of the Tank was issued for Tender on the Nova Scotia Procurement Site on February 2, 2024. The Tender closed on March 14, 2024.

Storage Requirement

5,472 m3 or 5,472,000 liters



RESERVOIR STORAGE SCHEMATIC

DISCUSSION

The storage tank is the first main step in helping to bring the entire system up to current regulations. The storage tank offers additional storage and capacity within the system that will be required in the future for population growth. Most importantly, this integral expansion to the water distribution system allows the flexibility and downtime that is required in order to properly maintain our current water treatment plant. The additional storage tank will lower operational risks in the event of a breakdown to help reduce and lower severity of service interruptions to customers. The additional storage will benefit the Windsor and West Hants Water Utilities, along with servicing Falmouth when the interconnection is complete.

Additional costs for contact administration / management are estimated to be approximately $165,000 +HST. Provincial funding has been approved under the Municipal Capital Growth Program (MNGP) in the amount of $3,074,208 (up to 50% of the total project cost to maximum approved amount).

There were a total of four Tender Submissions:

List of Bidders	Price (HST not included)
Dexter Construction Company Limited	**$ 4,886,100.00**
Gary Parker Excavating Limited	$ 5,686,385.40
ITS Construction Inc.	$ 5,231,648.00
Lindsay Construction	$ 5,102,261.00

Public Works Staff and CBCL staff have reviewed all the submissions and determined that all satisfy requirements set out in the Tender with Dexter Construction having the lowest cost bid. Dexter Construction is very experienced and well equipped to handle a project of this size and complexity and have worked closely with WHRM on multiple projects in the past. They are very familiar with WHRM's standards, Health & Safety expectations and the overall scope of work involved in this project.

NEXT STEPS

Upon approval by Council, staff will award the Construction of the Windsor Storage Tank to Dexter Construction so they can proceed with finalized planning of the Construction Phase. It is expected that construction will start in May 2024 and finish in February 2024.

FINANCIAL IMPLICATIONS

Tendering Timeline:

Posted to Procurement	February 2, 2024
Closing Date	March 14, 2024
Price Expiry Date	May 13, 2024
Days Remaining	35 Days

2023-24 Capital Budget – Water Storage Tank Facility

Tender Pricing	$5,539,710.00
Non-Recoverable Tax *(4.29%)*	$237,653.56
Tender Total	**$5,777,363.56**
2023-24 Budget Value	$3,200,000.00
Variance (over budget)	($2,577,363.56)

Within the 2023-24 Capital Budget, the water storage tank facility was scheduled to be funded through long-term debt. And while the project itself is overbudget, we have received notification that we have received a grant up to 50% of the project costs to a maximum of $3,074,208, through the Municipal Capital Growth Program.

ALTERNATIVES

1. Council may choose not to proceed with this planned project.

ATTACHMENTS

N/A

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report hits the highlights of the history of this project, it's importance to the system and community, and its characteristics and costs.

The report and its recommendation are in alignment with past direction from Council. The cost is significantly higher than originally forecasted when the project was first considered. External funding will mitigate any unanticipated cost of the project to the water utility and its customers as previously forecasted.

I support the recommendation.

Report Prepared by: _____
Erin Amirault, P.Eng. Project Engineer Public Works

Report Reviewed by: _____

Report Approved by: _____
Mark Phillips, Chief Administrative Officer

West Hants
something inspiring awaits

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: _____
Todd Richard, Director of Public Works

Date: April 9, 2024

Subject: Payzant to King Street Connection

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 23 authorizes Council to make policies for municipal purposes.

RECOMMENDATION or DECISION REQUEST

Committee of the Whole to recommends to Council that:

Council approves giving direction to Design Point to move forward with Detailed Design and Competition documents and specifications for the Payzant Extension to King Street Connection, Phase 2, at an estimated cost of $80,000 plus applicable taxes.

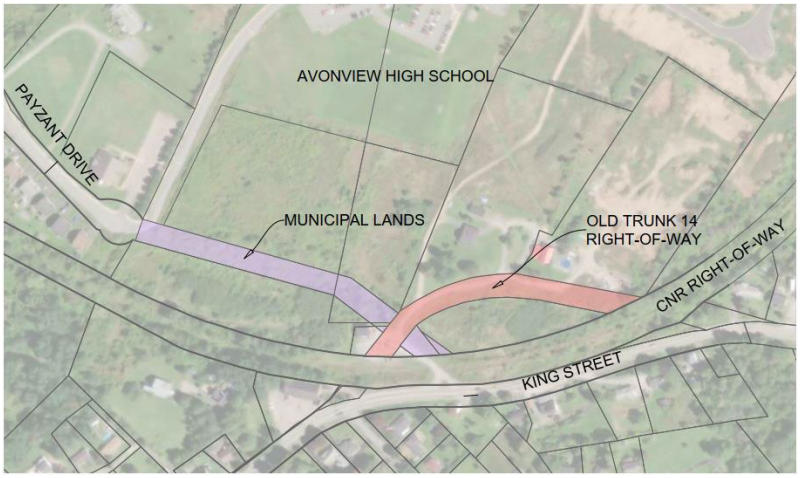
BACKGROUND

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

The Windsor Intersection Infrastructure Needs Assessment Study (WSP 2020) recommended extending Payant Drive and making a connection to King Street. Design Point submitted a Proposal in August 2023 to do the engineering and surveying services for the Functional design of the extension and connection.

DISCUSSION

The original objective was for Design Point to provide options for the proposed Alignment. Design Point completed preliminary work to determine the design constraints and obstacles. A topographic survey was completed to locate existing infrastructure and topography in the vicinity of the proposed alignment. It was determined there would be multiple obstacles to design around including a watercourse, wetlands, property acquisition and the railway line. Preliminary options needed to also consider vertical and horizontal alignment of Payzant Drive and King Street, intersection spacing, sight distances and environmental impacts.



Layout of Existing Land

In November 20203, McCallum Environmental completed a Wetland Delineation to aid in the development of options.



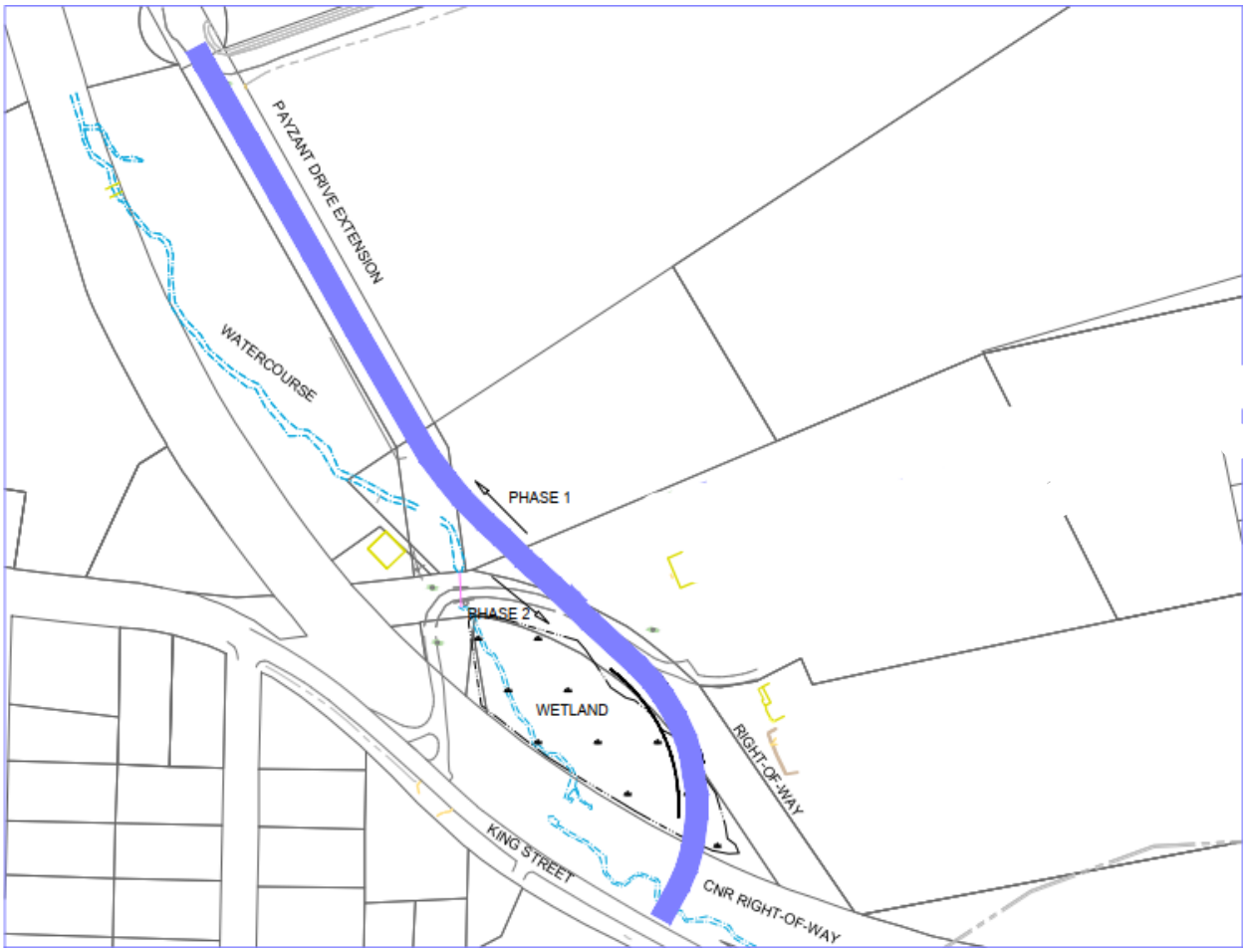
Mapped Wetland and Water Course

Design Point assumed the project will be two phases. The first phase "The Extension" would extend Payzant Drive from the Avon View High School driveway by approximately 255 meters, and the second phase, "The Connection" would extend to connect with King Street,

approximately 230 meters. Phase one has a relatively easy alignment and so options were required for Phase 2.

Currently there is a Development Agreement in progress for PID 45053030 and PID 45343894, which would be Phase 1, and the developer is responsible for this portion of the road construction.

Three options were developed over a period of a few months and presented to the Municipality in December for review and discussions. Upon review, the municipality asked for a hybrid of those options and after multiple design iterations, Option 4 was established. This option appears to be the most efficient alignment to overcome the numerous challenges in such a small area. It also includes an Urban Cross Section to allow for sidewalks.



Proposed Alignment by Design Point

The original proposal was to develop options for a Functional design and now that an option has been decided on, it is necessary to complete detailed design so the project can be tendered for construction.

High Level Class D Estimates for Construction (including Engineering & Contingency):

Phase 1: Responsibility of Developer

Phase 2: $1,269,000 plus applicable taxes

NEXT STEPS

Upon approval by Council, staff will direct Design Point to move forward with the detailed design for Option 4 and potentially be ready to tender for construction by Spring of 2025 (ideal schedule) or a 2026 construction. The design will be for an urban street, c/w curb and gutter, concrete sidewalk, sanitary sewer, storm system and new water main.

FINANCIAL IMPLICATIONS

Pending Councils decision, the amount of $83,432 for the detailed design including applicable taxes will be captured in the 2024-25 capital budget, to be funded through the operating reserve.

ALTERNATIVES

1. Council may choose not to proceed with this planned project.
2. Council may direct staff to put the detailed design out for public bidding (RFP).
3. Council may direct staff to put the detailed design out to our current engineering consultants that we have standing offers with.

Option 2 and 3 would most likely delay the process and not meet a potential 2025 construction schedule.

ATTACHMENTS

n/a

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report and recommendation align with past direction from Council. It's important to continue to highlight that the connector or Phase 2, as described in the report, is not required for the Development Agreement with Parsons Green currently being reviewed but will most certainly compliment the proposed development along with other neighboring developments

and general traffic flow in this very busy area of the municipality. It is a much needed connector that's been discussed over the Town and former municipality's long history.

I support the recommendation.

Report Prepared by: _____

Erin Amirault, P.Eng. Project Engineer Public Works

Report Reviewed by: _____

Report Approved by: _____

Mark Phillips, Chief Administrative Officer

West Hants
something inspiring awaits

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: _____
Todd Richard

Date: April 9, 2024

Subject: Payzant Drive / Wentworth Road Roundabout Design

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

It is recommended for Committee of the Whole to recommend to Council that:

Council approve the award of tender WHRMPW24-03 for Construction of the Payzant Drive/Wentworth Road Roundabout to the low compliant bidder, Dexter Construction, for the tendered price of $4,274,980.00 plus applicable taxes. And, council also approves a construction contingency of 15% ($641,247) and the cost for overhead utility relocation, for a total construction estimated cost of $5,116,227 plus applicable taxes.

BACKGROUND

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

The intersection of Payzant Drive and Wentworth Road has proven to be extremely busy over the years, especially during peak times. Solutions have been researched, studied, and discussed extensively and experts agree the best solution needs to provide efficiency, longevity, sustainability and be most suitable for the area.

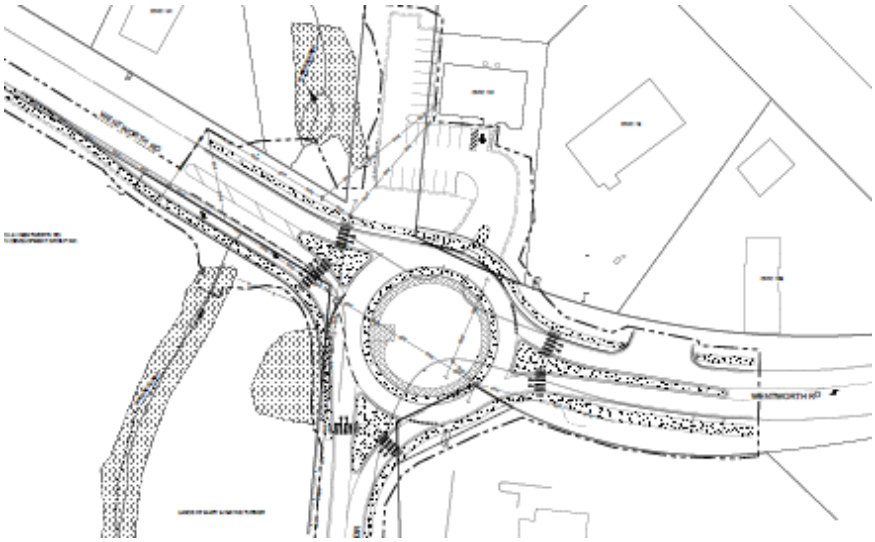
In August 2021 an Intersection Infrastructure Needs Assessment for this proposed project was completed by WSP. Based on findings from this study, in conjunction with the Hants County Exhibition Expansion Traffic Impact Study (WSP, May 2021), it was recommended that plans be prepared to upgrade this intersection to a roundabout.

In September 2021, Public Works requested proposals from pre-qualified engineering consultants to support this project from design through final construction. In October 2021, Public Works recommended Design Point, the low compliant bidder, be awarded the Engineering and Design work.

In January of 2023, Design Point presented at Committee of the Whole – "Proposed Traffic Circle Presentation".

The Municipality is focused on providing optimal long-term solutions for the residents of West Hants Regional Municipality. A Roundabout at The Payzant/Wentworth Intersection will provide this solution with many benefits including:

- Improved Safety – lower speeds and simplified Decision Making. Reduced right angle and head on collisions and fewer conflict points.
- Reduced Delay
- Reduced Environmental Impact – Keeping traffic moving at consistent lower speeds reduces idling, emissions and fuel consumption
- Improved Aesthetics for visual appeal at prominent locations
- Network considerations – allow for safer and more efficient traffic management strategies for surrounding area
- Ability to function during power outages



Proposed Payant/Wentworth Roundabout

DISCUSSION



The Construction tender was issued on the Nova Scotia Procurement website on March 8, 2024. There was a non-mandatory site meeting on March 21, 2024 and the only attendee was Dexter Construction. The tender closed on April 4, 2024 at 2pm. Results were reviewed by Public Works Staff and Design Point Engineering.

Tender Results:

Dexter Construction ***$4,274,980.00 plus applicable taxes.***

There was a water main component of this tender. It should be noted that this will need to be replaced at some time in the future, regardless of the work performed at the intersection of Payzant Drive and Wentworth Road. The Dexter amount for this portion was $620,855.00 and was over the amount originally budgeted was $430,425.00.

Dexter Construction would be an excellent contractor to complete a project of this complexity. Their experience and expertise in road work, services, knowledge of the area, construction scheduling and ability to coordinate simultaneous activities will help limit traffic interruptions and delays.

It is expected that a portion of the work will be in this construction season. There is a lot of NS Power and Bell work to be completed and Dexter is well versed to coordinate with them to provide the best schedule and coordination for the project. It is anticipated that Dexter will be able to complete portions of the work while allowing the utilities to complete their work in an effort to move construction along efficiently. For this reason, we are expecting the work to be carried out over two seasons and be completed by Fall of 2025.

NEXT STEPS

Pending approval of Council; staff will award formal contract to Dexter to proceed with engineering and design work in accordance with their proposal.

FINANCIAL IMPLICATIONS

Tendering Timeline:

Posted to Procurement	March 21, 2024
Closing Date	April 4, 2024
Price Expiry Date	June 3, 2024
Days Remaining	56 Days

2023-24 Capital Budget – Traffic Control Wentworth Road @ Payzant Drive

Tender Pricing	$5,116,227.00
Non-Recoverable Tax *(4.29%)*	$219,486.14
Tender Total	**$5,335,713.14**
2023-24 Budget Value	$2,725,000.00
Variance (over budget)	($2,610,713.14)

Within the 2023-24 Capital Budget, the traffic control project on Wentworth Road at Payzant Drive was scheduled to be funded primarily through long-term debt, with $500,000 to be funded evenly between the former Windsor Infrastructure Reserve and the WHRM Road Infrastructure Reserve. In addition, $100,000 in 2023-24 budgeted for the water main replacement.

The water main accounts for $774,613.13 of the total tender costs. To be funded through long-term borrowing for the water utility. The debt servicing for this will not show up in the water utility budget till the project is completed.

The estimated debt servicing in 2023-24 was $113,040. With the new project total, less the 2023-24 budgeted debt servicing and water utility portion, the estimated debt servicing will increase to $242,168.58. Pending Council decision, the updated figures will be captured in the 2024-25 Capital and Operating Budget.

ALTERNATIVES

1. Council may choose to award this project to an alternative proponent.
2. Council may choose to not to proceed with this capital project.

ATTACHMENTS

Tender Documents and Drawings. Addendum Number one and addendum Number two.

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report provides highlights to the history of the project, it's forecasted benefits and past budget projections (2023/24 $2,610,713.14). It is unfortunate to have one bidder on the project despite the tender being in the public forum. With the forecasted price and not having the debt to service ratio impacts for 2024/25, when considering such a large project, or the overall 2024/25 capital budget reviewed or approved by Council it is advisable that the project be forwarded to budget deliberations for a more thorough review by Council.

It is noted in the report that the tender price will be held until June 3,2024. With date in mind budget deliberations will have started well in advance of that date.

Report Prepared by: _____

Erin Amirault P.Eng. Project Engineer

Report Reviewed by: _____

Todd Richard, Director of Public Works

Report Approved by: _____

Mark Phillips, Chief Administrative Officer



Tender #WHRMPW24-03

Construction

Payzant Drive Roundabout

Issued: March 8, 2024
Closing: March 28, 2024

Contact:
Erin Amirault, P.Eng.
Project Engineer
EAmirault@westhants.ca
902-798-8391 Ext.126

SECTION	TITLE	Pages
00 20 00	Overview	1
00 21 00	Information to Tenderers	3
00 41 43	Tender Form	7
00 43 00	Supplementary Tender Information	7
00 53 43	Form of Agreement	5
00 74 00	Supplementary Specifications	16

Appendices

- Geotechnical Report prepared by DesignPoint Engineering & Surveying Ltd., dated March 7, 2022.
- Drawings: Payzant Drive Roundabout / Feb. 22, 2024 / Issued for Tender

END OF SECTION

This document is a Supplementary Specification to *The Standard Specifications for Municipal Services* as published by the Joint Committee on Contract Documents in association with Nova Scotia Road Builders Association, Consulting Engineers of Nova Scotia and Landscape Nova Scotia.

The West Hants Regional Municipality has decided to use the Standard Specifications in an effort to regulate their specification practices, simplify the review and approval process, and standardize the specifications written by their consultants.

These project documents have been prepared for use with and require being read in conjunction with *The Standard Specifications for Municipal Services* as published by the Joint Committee on Contract Documents. Copies of The Standard Specification are available from the Joint Committee on Contract Documents, c/o Spectech Limited, 18 Laurier Street, Dartmouth, NS, B3A 2G7; telephone: (902) 233-9362; e-mail: nsmunicipalservices@gmail.com; or visit: www.standardspec.ca.

END OF SECTION

Payzant Drive Roundabout
Windsor, Nova Scotia

Owner: West Hants Regional Municipality, 100 King Street, Windsor, NS, B0N 2T0
Engineer: DesignPoint Engineering & Surveying Ltd., 90 Western Parkway, Suite 500, Bedford, NS, B4B 2J3

1.1 Tender Submission

.1 Submit completed tender documents for above project in sealed envelope marked as follows:

TENDER

Payzant Drive Roundabout
Tender #WHRMPW24-03

Closing up to 2:00 p.m., local time, on March 28, 2024 and delivered to:

West Hants Regional Municipality
Public Works Department
100 King St.
PO Box 3000
Windsor, NS, B0N 2T0

.2 Electronic (email) submissions will only be accepted if all the following criteria are met:

- .1 The entire bid document is presented and issued in Adobe PDF format.
- .2 The PDF documents are emailed to WHRM Document Control (documentcontrol@westhants.ca) by no later than 2:00 p.m. Atlantic Daylight Time, of the stated closing date.
- .3 Emails must contain both of the following:
  - .1 A subject line which reads "Electronic Bid #WHRMPW24-03: Payzant Drive Roundabout" and
  - .2 The "Read Receipt" must be turned on, which will be acknowledged by staff upon opening of the email submission.

All PDF documents received will remain unopened until 2:15 p.m. on the stated closing date. At which time, they will be opened by municipal staff along with any hard-copy bids received by letter/courier mail.

.3 Any questions can be directed by email to:

Erin Amirault, P.Eng.
Project Engineer, West Hants Regional Municipality
EAmirault@westhants.ca

1.2 Post Tender Submission

.1 Submit post-tender submission documents no later than two (2) working days after tender closing. Failure to provide such documents may constitute grounds for forfeiture of tender security.

.2 Safety Certification

.1 Submit a copy of tenderer's current and valid safety accreditation issued by Nova Scotia Workers' Compensation Board or Certificate of Recognition (COR) issued by Construction Safety Nova Scotia.

.2 Out-of-province tenderers with a current and valid COR from a Canadian Federation of Construction Safety Associations member shall obtain and submit a current and valid Letter of Good Standing from Construction Safety Nova Scotia.

.3 Workers' Compensation

.1 Submit a copy of tenderer's current and valid clearance letter issued by the Workers' Compensation Board of Nova Scotia.

.2 Out-of-province tenderers shall submit a current and valid clearance letter from a government workers' compensation board but must register with the Nova Scotia Workers' Compensation Board prior to being awarded the Contract.

1.3 Tender Opening

.1 Tenders will be opened at 2:15 p.m. local time on March 28, 2024, after Tender close at the offices of West Hants Regional Municipality, 100 King Street, Windsor. Opening will be public.

.2 Tender amendments will be disclosed at public openings.

1.4 Accuracy of Referencing

.1 Indexing and cross-referencing are for convenience only.

1.5 Conditions of Tendering

.1 Take full cognizance of content of all Contract Documents in preparation of tender. Refer to Section 00 41 43 – Tender Form, Subsection 1.3.8 for a complete list of Contract Documents.

1.6 Tenderers to Investigate

.1 Tenderers will be deemed to have familiarized themselves with existing site and working conditions and all other conditions which may affect performance of the Contract. No plea of ignorance of such conditions as a result of failure to make all necessary examinations will be accepted as a basis for any claims for extra compensation or an extension of time.

1.7 Clarification and Addenda

.1 Notify Engineer not less than two (2) Working Days before tender closing of omissions, errors, or ambiguities found in Contract Documents. If Engineer considers that correction, explanation, or interpretation is necessary, a written addendum will be issued. All addenda will form part of Contract Documents.

.2 Confirm in the tender form that all addenda have been received. Tenderers are solely responsible to obtain and acknowledge the receipt of addenda at time of tender closing.

1.8 Preparation of Tender

.1 Legibly complete tender form provided with Project Documents. Tender all items and fill in all blanks. Have corrections initialed by person signing tender.

1.9 Taxes

.1 Include all taxes in prices except Harmonized Sales Tax (HST) in tender unit prices.

1.10 Tender Security

.1 Provide tender security in the minimum amount of ten percent (10%) of total price including HST. Provide security with tender in the form of a certified cheque or money order payable to the Owner, a bid bond on CCDC Form 220, or other Owner-approved form.

1.11 Contract Security

.1 Refer to Section 00 72 45 – General Conditions, subsection GC11.2 – CONTRACT SECURITY for form of contract security. Refer to Project Documents for amount of contract security and alternate type of contract security, if applicable.

1.12 Insurance

.1 Refer to Section 00 72 45, General Conditions, subsection GC11.1 - INSURANCE, Section 00 74 00 – SUPPLEMENTARY SPECIFICATIONS, and CCDC 41 for insurance requirements.

1.13 Form of Agreement

.1 Form of Agreement is attached for information purposes only until execution of the Contract.

1.14 Return of Tender Security

.1 Tender security will be returned to:

.1 All except the three lowest acceptable tenderers within seven (7) days of tender opening.

.2 Two (2) remaining unsuccessful tenderers within fourteen (14) days of date of award.

.3 Successful tenderer following receipt by Owner of executed agreement, specified contract security, and insurance documents.

1.15 Amendment or Withdrawal of Tender

.1 Tenders may be amended or withdrawn by post or email.

.2 Amendment of individual Unit Prices is the only acceptable price amendment. Amendments shall not disclose either original or revised total price.

.3 Head amendment or withdrawal as follows: "[Amendment/Withdrawal] of tender for Payzant Drive Roundabout, Tender # WHRMPW24-03 ". Sign as required for tender and submit to the address given for receipt of tenders. In order to be considered, submissions shall be received prior to time of tender closing.

1.16 Offer, Acceptance, Rejection

.1 The Municipality reserves the right to reject all or any tenders, and to not necessarily accept the lowest tender. The Municipality may accept any tender or any portion of any tender that may be considered in the best interests of the Municipality. The Municipality also reserves the right to waive formality, informality, or technicality in any tender. This includes the right to accept a tender that is not strictly compliant with the instructions in the tender documents.

1.17 Scope of Work

.1 The Work described in the Project Documents will be carried out in full or in part subject to available funding.

1.18 Site Meeting

.1 A formal site meeting is scheduled for March 21, 2024 at 10:30am. Meetup location at the West Hants Sports Complex Parking lot., 16 Centennial Drive, Windsor NS. Tenderers may make site visits as they deem appropriate, no prior permission is required for site visits.

1.19 Subsurface Investigation

.1 A subsurface investigation has been carried out at the site of the works. Subsurface investigation was carried out to determine the character of the sub-soil for design purposes. The report is being provided for information only and the owner assumes no responsibility for this information. The report can be found in the appendices.

1.20 Disruption to Existing Water Services

.1 Tenderers are advised that disruption to existing water services will have certain restrictions, and scheduling and sequencing requirements.

END OF SECTION

1.1 SALUTATION:

.1 To: West Hants Regional Municipality
100 King Street, PO Box 3000
Windsor, NS, B0N 2T0

.2 For: Tender # WHRMPW24-03
Payzant Drive Roundabout
Windsor, Nova Scotia

.3 From: _____

_____

_____

1.2 TENDERER DECLARES:

.1 That this tender was made without collusion or fraud.

.2 That the proposed work was carefully examined.

.3 That the tenderer was familiar with local conditions.

.4 That Contract Documents and Addenda No. __ to __ inclusive were carefully examined.

.5 That all the above were taken into consideration in preparation of this tender.

1.3 TENDERER AGREES:

.1 To enter into a contract to supply all labour, material and equipment and to do all work necessary to construct the Work as described and specified herein for the unit prices stated in Subsection 1.4 hereunder, Schedule of Quantities and Unit Prices.

.2 That the estimated Contract Price shall be the sum of the products of the tendered unit prices multiplied by the estimated quantities in Subsection 1.4 hereunder excluding Harmonized Sales Tax (HST).

.3 That this tender is valid for acceptance for sixty (60) days from tender closing.

.4 That measurement and payment for items listed in Subsection 1.4 hereunder shall be in accordance with corresponding items in Section 01 22 00 Measurement and Payment.

.5 To provide evidence of ability and experience within five (5) working days of request, including: experience in similar work, work currently under contract, senior supervisory staff available for the project, equipment available for use on the Work, and financial resources.

.6 To execute in triplicate the Form of Agreement and forward same together with the specified contract security and insurance documents to the Owner within ten (10) Working Days of written notice of award.

.7 That failure to provide post-tender submission documents or failure to enter into a formal contract and provide specified insurance documents and contract security within time required will constitute grounds for forfeiture of tender security.

.8 That if tender security is forfeited, Owner will retain difference in money between amount of tender and amount for which Owner legally contracts with another party to perform the Work and will refund balance, if any, to tenderer.

.9 That Contract Documents include:

.1 West Hants Regional Municipality's Municipal Services Specifications Manual Revision 3 (October 24, 2023).

.2 Standard Specification for Municipal Services listed in Table of Contents Page Dated January 2023.

.3 Overview

.4 Information to Tenderers

.5 Tender Form

.6 Supplementary Tender Information

.7 Form of Agreement

.8 Supplementary Specifications

.1 Section 00 74 00 – Supplementary Specifications

.9 Drawings

Sheet 1 / Cover Sheet / Feb. 22, 2024/ Issued for Tender
Sheet 2 / Existing Conditions / Feb. 22, 2024/ Issued for Tender
Sheet 3 / Storm Sewer Replacement Profiles / Feb. 22, 2024/ Issued for Tender
Sheet 4 / Catch Basin Profiles / Feb. 22, 2024/ Issued for Tender
Sheet 5 / Wentworth Road - Plan & Profile / Feb. 22, 2024/ Issued for Tender
Sheet 6 / Payzant Drive - Plan & Profile / Feb. 22, 2024/ Issued for Tender
Sheet 7 / Roundabout Grading Plan / Feb. 22, 2024/ Issued for Tender
Sheet 8 / Roundabout Geometry/ Feb. 22, 2024/ Issued for Tender
Sheet 9 / Cross Section Details / Feb. 22, 2024/ Issued for Tender
Sheet 10 / Lane Markings and Signage Plan / Feb. 22, 2024/ Issued for Tender
Sheet 11 / Utility Pole Plan / Feb. 22, 2024/ Issued for Tender
Sheet 12 / Road Construction Details / Feb. 22, 2024/ Issued for Tender
Sheet 13 / Construction Notes and Details 1/ Feb. 22, 2024/ Issued for Tender
Sheet 14 / Construction Notes and Details 2/ Feb. 22, 2024/ Issued for Tender

.10 Nova Scotia Environmental Regulations.

.11 Geotechnical Report prepared by DesignPoint Engineering & Surveying Ltd., dated March 7, 2022.

.12 All addenda as issued and confirmed in subsection 2.4 of this section.

1.4 SCHEDULE OF QUANTITIES AND UNIT PRICES

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
EARTHWORK					
2.	Grubbing	m^2	800		
8.	Exploratory Digs	ea	5		
10.	Karst Topography Cavern Infill (Provisional)				
	.1 Less than or equal to 5 cubic metres	ea	3		
	.2 Greater than 5 cubic metres	m^3	20		
			SUBTOTAL EARTHWORK:	$	
WATER MAIN					
11.	Pipe				
	.1 250mm PVC BIONAX	m	192		
	.2 200mm PVC BIONAX	m	135		
12.	Fire Hydrants				
	.1 Installation	ea	2		
	.2 Relocation	ea	1		
14.	Direct Buried Valves				
	.1 250mm Gate Valve	ea	3		
	.1 200mm Gate Valve	ea	2		
16.	Connections to Existing Main				
	.1 250mm, Payzant Drive 0+826	ea	1		
	.2 250mm, Payzant Drive 1+018	ea	1		
	.3 200mm, Wentworth Road 0+874	ea	1		
18.	Temporary Water	L.S.	1		
19.	Cap and Abandonment of Existing Main				
	.1 250mm, Payzant Drive 0+834	ea	1		
	.2 250mm, Payzant Drive 0+890	ea	1		
			SUBTOTAL WATER MAIN:	$	

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
STORM SEWER					
31.	Pipe				
.1	300mm PVC DR18	m	48		
.2	450mm RCP 65D	m	33.5		
32.	Manholes				
.1	1050mm	ea	1		
.2	1200mm	ea	1		
33.	Catch Basins				
.1	1050mm, Single	ea	5		
.2	1050mm, Double	ea	5		
34.	Catch Basin Leads				
.1	200mm PVC DR35	m	15		
.2	250mm PVC DR35	m	38		
.3	250mm PVC DR18	m	40		
.4	300mm PVC DR35	m	102		
.5	300mm PVC DR18	m	30		
36.	Connections to Existing				
.1	Existing Manhole	ea	1		
.1	Wentworth Road Culvert	ea	1		
37.	Culverts				
.1	1200mm RCP 65D	m	6.5		
39.	Precast Headwall				
.1	Up to 600mm Pipe	m	5		
.2	1200mm Pipe	m	1		
			SUBTOTAL STORM SEWER:	$	
STREET CONSTRUCTION					
41.	Gravels				
.1	Type 1 (150mm thick)	m^2	3750		
.2	Type 2 (500mm thick)	m^2	3750		
.3	Type 1 (Dentist Parking Lot) (150mm thick)	m^2	1110		
.4	Type 2 (Dentist Parking) (300 mm thick)	m^2	1110		
43.	Asphalt Concrete				
.1	Type C-HF (50 mm thick)	m^2	3750		
.2	Type B-HF (100 mm thick)	m^2	3750		
.3	Type C-HF (Dentist Parking Lot) (40mm thick)	m^2	980		
.4	Type B-HF (Dentist Parking) (50 mm thick)	m^2	980		

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
44.	Curb				
.1	Concrete	m	960		
45.	Concrete Sidewalk				
.1	Sidewalk/ Traffic Island (100mm)	m^2	1185		
.2	Truck Apron (200mm)	m^2	275		
46.	Tactile Walking Surface Indicators	ea	28		
50.	Adjust Existing Manhole Frames and Covers	ea	4		
52.	Segmental Retaining Wall				
.1	Center Island	m^2	98		
.2	Civic 151 Parking Lot	m^2	15		
53.	Street Signs and Bases	ea	38		
54.	Stone Pillar Reinstatement	L.S.	1		
55.	Sign Relocation				
.1	Credit Union	L.S.	1		
.2	Hospital	L.S.	1		
56.	Raised Crosswalks	ea	6		

SUBTOTAL STREET CONSTRUCTION: $_____

LANDSCAPING

61.	Topsoil and Sod	m^2	1050		
62.	Topsoil and Seed	m^2	530		
66.	Grass Pavers	m^2	205		
67.	Center Island Landscaping	L.S.	1		

SUBTOTAL LANDSCAPING: $_____

ADDITIONAL ITEMS

73.	Replacement of Unsuitable Material w/ Surge Rock	m^3	1900		
76.	Infrastructure Removal	L.S.	1		

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
77.	Trench Excavation – Contaminated Material (Provisional)	m^3	50		

SUBTOTAL ADDITIONAL ITEMS: $_____

ENVIRONMENTAL PROTECTION

90.	Environmental Measures	L.S.	1		

SUBTOTAL ENVIRONMENTAL PROTECTION: $_____

SUBTOTAL EARTHWORK $_____

SUBTOTAL WATER MAIN $_____

SUBTOTAL STORM SEWER $_____

SUBTOTAL STREET CONSTRUCTION $_____

SUBTOTAL LANDSCAPING $_____

SUBTOTAL ADDITIONAL ITEMS $_____

SUBTOTAL ENVIRONMENTAL PROTECTION $_____

ESTIMATED CONTRACT PRICE (EXCLUDING HST) $_____ (A)

ADD HARMONIZED SALES TAX (15% of Estimated Contract Price) $_____ (B)

TOTAL PRICE (A + B) $_____

TENDERER'S HST REGISTRATION NO. _____

1.5 GENERAL REQUIREMENTS

.1 Refer to Supplementary Specifications and the Tender Drawings for general requirements to complete the work that shall be included in the Tenderer's total price (i.e. erosion & sediment control measures, traffic control, disposal of existing services, coordination with utility owners during construction, pavement markings, etc.).

1.6 COMPLETION TIME

.1 Tenderer agrees to complete the Work during the 2024 and 2025 construction seasons. Substantial completion of the Work to be achieved on or before November 30th, 2025.

1.7 SIGNATURES*

DATED THIS _____ DAY OF_____ , 20_____.

_____
Name of Tenderer

_____ _____
Witness Signature of Signing Officer

_____
Name and Title (Printed)

_____ _____
Witness Signature of Signing Officer

_____
Name and Title (Printed)

*NOTE: Tenders submitted by or on behalf of any Corporation must be signed in the name of such Corporation by a duly authorized officer(s) or agent(s).

END OF SECTION

1. This Section is required to be completed and submitted at the time of tendering with all information requested completed in full. Failure to submit the information requested in this Section may be cause for the West Hants Regional Municipality to treat your Tender as non-compliant.

2. Submit with Tender the following:

   .1 Name and address of the chartered Canadian bank or reputable financial institutions to vouch for firm's financial status.

   .2 Name and address of the company who has agreed to underwrite the bonds for Performance and for Labour and Material Payment.

   .3 Name and address of the company who will underwrite the contract insurance required.

   .4 Particulars of recent contracts successfully completed or progressing towards completion.

   .5 A list of equipment to be used.

   .6 A list of project personnel.

   .7 A list of subcontractors.

   .8 A program of the work.

3. Submittals

   .1 Confirmation of Tenderer's financial status.

   Name _____

   _____

   Address _____

   _____

   Contact Person _____ Telephone _____

.2 Name and address of company who has agreed to underwrite the bonds for Performance and for Labour and Material Payment. These bonds shall be issued by a duly licensed surety company authorized to transact the business of suretyship in the Province of Nova Scotia.

Name _____

_____

Address _____

_____

Contact Person _____ Telephone _____

.3 Name and address of company who has agreed to underwrite insurance, the type and amount. This insurance shall be issued by a company having insurance adjusting representation in Nova Scotia.

Name _____

_____

Address _____

_____

Contact Person _____ Telephone _____

Type of Insurance	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

.4 Particulars of recent contracts. Furnish particulars of a minimum of three contracts successfully carried out or in the process of being constructed. Projects listed shall be approximate in nature to the work being tendered for and be comparable or greater in size.

Customer	Description	Date	Contract Value
_____	_____	from _____ to _____	$_____
_____	_____	from _____ to _____	$_____
_____	_____	from _____ to _____	$_____
_____	_____	from _____ to _____	$_____

.5 List of equipment to be used on this project.

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

.6 List of project personnel.

Include below the names, qualifications and previous experience of those employees who will be directly involved with this project.

Name	Title/Role	Related Experience

.7 List of Subcontractors

Enter the name and address of each Subcontractor used in making up this Tender. Only name one Subcontractor for each part of the Work to be sublet.

Upon acceptance of a Tender by the Municipality of the District of West Hants, the Contractor shall not substitute another Subcontractor in place of the one named without the written approval from the Municipality of the District of West Hants.

Subtrade	Subcontractor Name and Address	Extent of Work	Value of Work

.8 Program of the Works

Insert a brief description of the proposed method of operation and phasing to ensure completion in the period set forth in Section – 00 74 00 – Supplementary Specifications, Subsection 3 – Scheduling and Coordination.

_____

_____

_____

_____

_____

_____

_____

_____

.9 References

Bidders shall supply two (2) references from past projects similar in nature to the Payzant Drive Roundabout project. Each reference shall include a brief description of the project, estimated construction cost, name and contact information for the Owner/Client. The Owner reserves the right to review and evaluate the reference information provided by Bidders as part of the Tender Selection process. The lowest price will not necessarily be selected for award.

Reference 1

Project Name & Location:	
Year Completed:	
Construction Value:	$
Owner Name:	
Project Contact Name:	
Project Contact Phone:	
Project Contact Email:	
Project Description:	

Reference 2

Project Name & Location:	
Year Completed:	
Construction Value:	$
Owner Name:	
Project Contact Name:	
Project Contact Phone:	
Project Contact Email:	
Project Description:	

END OF SECTION

This Agreement made on the __ day of ____ in the year___.

BY AND BETWEEN

West Hants Regional Municipality

hereinafter called the "Owner"

and

hereinafter called the "Contractor"

The Owner and the Contractor agree as follows:

ARTICLE A1 - THE WORK

.1 The Contractor shall:

.1 Perform the Work required by the Contract Documents for

Payzant Drive Roundabout Tender # WHRMPW24-03

located at Windsor, Nova Scotia

for which the Agreement has been signed by the parties, and for which

DesignPoint Engineering & Surveying Ltd.

is acting as and is hereinafter called the “Engineer”

and

.2 do and fulfill everything indicated by this Agreement, and

.3 attain Substantial Performance of the work as certified by the Engineer by the 30th day of November in the Year 2025.

ARTICLE A2 – AGREEMENTS AND AMENDMENTS

.1 This Contract supersedes all prior negotiations, representations or agreements, either written or oral, relating in any manner to the work, including the bidding documents that are not expressly listed in Article A3 of the Agreement.

ARTICLE A3 - CONTRACT DOCUMENTS

.1 The following is an exact list of the Contract Documents referred to in Article A1.1 of this Agreement and as defined in subsection 6 of Section 00 71 00 DEFINITIONS. This list is subject to subsequent amendments in accordance with the provisions of the Contract Documents.

.1 STANDARD SPECIFICATION FOR MUNICIPAL SERVICES.
Table of Contents Dated January 2023.

.2 Overview

.3 Information to Tenderers

.4 Tender Form

.5 Supplementary Tender Information

.6 Form of Agreement

.7 Supplementary Specifications

.1 Section 00 74 00 – Supplementary Specifications

.8 Drawings:

Sheet 1 / Cover Sheet / Feb. 22, 2024/ Issued for Tender
Sheet 2 / Existing Conditions / Feb. 22, 2024/ Issued for Tender
Sheet 3 / Storm Sewer Replacement Profiles / Feb. 22, 2024/ Issued for Tender
Sheet 4 / Catch Basin Profiles / Feb. 22, 2024/ Issued for Tender
Sheet 5 / Wentworth Road - Plan & Profile / Feb. 22, 2024/ Issued for Tender
Sheet 6 / Payzant Drive - Plan & Profile / Feb. 22, 2024/ Issued for Tender
Sheet 7 / Roundabout Grading Plan / Feb. 22, 2024/ Issued for Tender
Sheet 8 / Roundabout Geometry/ Feb. 22, 2024/ Issued for Tender
Sheet 9 / Cross Section Details / Feb. 22, 2024/ Issued for Tender
Sheet 10 / Lane Markings and Signage Plan / Feb. 22, 2024/ Issued for Tender
Sheet 11 / Utility Pole Plan / Feb. 22, 2024/ Issued for Tender
Sheet 12 / Road Construction Details / Feb. 22, 2024/ Issued for Tender
Sheet 13 / Construction Notes and Details 1/ Feb. 22, 2024/ Issued for Tender
Sheet 14 / Construction Notes and Details 2/ Feb. 22, 2024/ Issued for Tender

.9 West Hants Regional Municipality's Municipal Services Specifications Manual (October 24, 2023).

.10 Nova Scotia Environmental Regulations.

.11 Geotechnical Report prepared by DesignPoint Engineering & Surveying Ltd., dated March 7, 2022.

.12 Addenda as issued and as confirmed in subsection 2.4 of Section 00 41 43.

ARTICLE A4 - CONTRACT PRICE

.1 The estimated Contract Price is the sum of the products of the estimated quantities multiplied by the appropriate Unit Prices in the tender form excluding the amount of Harmonized Sales Tax.

.2 The estimated Contract Price is $ _____

.3 All amounts shall be in Canadian funds.

.4 The amounts shall be subject to adjustment as provided in the Contract Documents.

ARTICLE A5 - PAYMENT

.1 The Owner shall pay the Contractor in Canadian funds for the performance of the Contract. The Contractor's invoice format is to be submitted for review and approval by the West Hants Regional Municipality prior to issuing the first invoice.

.2 The Owner shall make monthly payments on account to the Contractor for the Work performed, as certified by the Engineer, subject to a 10% holdback.

.3 The amount of the monthly payments shall be calculated as follows:

- .1 The quantity for each pay item on which actual work has been performed shall be measured.
- .2 For each Unit Price item this quantity shall be multiplied by the applicable Unit Price as provided in the Tender Form.
- .3 For each lump sum item, multiply the percent complete by the value of the lump sum item.
- .4 The total value of work completed for the payment period shall be calculated by adding the total of the products for all pay items from 3.2 and 3.3 of this Article.
- .5 The amount of the monthly payment shall be determined by deducting the 10% holdback and the total of all previous payments from the total value of such completed work as determined under 3.4 of this Article.
- .6 To the amount calculated above, the Harmonized Tax shall be added.

.4 The last day of the payment period shall be the last working day of the month.

.5 Upon Substantial Performance of the Work as certified by the Engineer the Owner shall pay to the Contractor the holdback monies then due in accordance with the provisions of Section 00 72 45 - General Conditions, subsection GC5.8 – PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF THE WORK.

.6 Upon the issuance of the final certificate for payment as certified by the Engineer, the Owner shall pay to the Contractor the balance of monies then due in accordance with the provision of Section 00 72 45 - General Conditions, subsection GC5.10 – FINAL PAYMENT.

.7 In the event of loss or damage occurring where payment becomes due under the property and boiler insurance policies, payment shall be made to the Contractor in accordance with the provisions of Section 00 72 45 - General Conditions, subsection GC11.1 - INSURANCE.

.8 If the Owner fails to make payment to the Contractor as it becomes due under the terms of the Contract, interest shall be payable as follows:

- .1 The annual interest rate applicable to the contract is 5% compounded monthly.
- .2 Interest shall be calculated on the overdue balance from the due date.

.9 The owner shall pay invoices no later than **30** days from date of receipt.

ARTICLE A6 - RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING

.1 Notices in writing shall be addressed to the recipient at the address set out below.

.2 The delivery of a notice in writing shall be by hand, courier, prepaid first class mail, or electronic communication during the transmission of which no indication of failure of receipt is communicated to the sender.

.3 A notice in writing delivered by one party in accordance with this Contract shall be deemed to have been received by the other party on the date of delivery if delivered by hand or courier, or if sent by

mail it shall be deemed to have been received five (5) Working Days after the date on which it was mailed.

.4 A notice in writing sent by a form of electronic communication shall be deemed to have been received on the date of its transmission provided that if such day is not a Working Day or if it is received after the end of normal business hours on the date of its transmission at the place of receipt, then it shall be deemed to have been received at the opening of business at the place of receipt on the first Working Day following the transmission thereof.

.5 An address for a party may be changed by notice in writing setting out the new address delivered to the other party in accordance with this Article.

.1 The Owner at West Hants Regional Municipality, 100 King Street, PO Box 3000 Windsor, NS, B0N 2T0

.2 The Contractor at _____

.3 The Engineer at DesignPoint Engineering & Surveying Ltd., 90 Western Parkway Suite 500, Bedford, NS, B4B 2J3

ARTICLE A7 - QUANTITIES AND MEASUREMENT

.1 The quantities shown in Section 00 41 43 Tender Form - Schedule of Quantities and Unit Prices are estimated.

.2 Measurement for the actual quantities used to determine payments and Contract Price shall be in accordance with Section 01 22 00 - Measurement and Payment.

ARTICLE A8 - SUCCESSION

.1 The aforesaid Contract Documents are to be read into and form part of the Agreement and the whole shall constitute the Contract between the parties and subject to law and the provisions of the Contract Documents shall inure to the benefit of and be binding upon the parties hereto, their respective heirs, legal representatives, successors and assigns.

ARTICLE A9 - RIGHTS AND REMEDIES

.1 No action or failure to act by the Owner, Engineer, or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

ARTICLE A10 - TIME

.1 Time shall be construed as being of the essence of the Contract.

In witness whereof the parties hereto have executed this Agreement and by the hands of their duly authorized representatives.

SIGNED AND DELIVERED
In the presence of:

OWNER

Name of Owner

Witness

Signature

Name and Title of Person Signing

Witness

Signature

Name and Title of Person Signing

CONTRACTOR

Name of Contractor

Witness

Signature

Name and Title of Person Signing

Witness

Signature

Name and Title of Person Signing

N.B. Where legal jurisdiction, local practice or Owner or Contractor requirements calls for (a) proof of authority to execute this document, attach such proof of authority in the form of a certified copy of a resolution naming the representative(s) authorized to sign the Agreement for and on behalf of the corporation or partnership; or (b) affixing of a corporate seal, this Agreement should be properly sealed.

END OF SECTION

INTENT

.1 Construct the Work of this Contract in accordance with the Standard Specifications for Municipal Services as developed by the Nova Scotia Road Builders Association and the Consulting Engineers of Nova Scotia Joint Committee on Contract Documents, except as modified herein.

.2 These Supplementary Specifications modify the specification sections to which they refer.

.3 The Supplementary Specifications take precedence over the Standard Specification to which they refer.

SECTION 00 72 45: GENERAL CONDITIONS

GC5.4 BASIS OF PAYMENT FOR COST PLUS WORK

Delete clause 5.4.1 and replace with the following:

.1 Payment for cost plus work shall be based on the cost of such work, as provided in paragraph 5.4.2, plus a fee calculated as a percentage of the cost of such work, for the Contractor's overhead and profit. The percentage amount shall be 10% for work done by the Contractor's own forces and 10% for work done by Subcontractors. The percentage shall not be applied to the cost of Construction Equipment when such cost is based on rates which already include the Contractor's overhead and profit. Equipment rates shall be as per Nova Scotia Roadbuilders rental rates.

GC 5.8 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE

Add Clause GC 5.8.6 as follows:

.6 If, within sixty (60) days after the issue by the Engineer of the Certificate of Substantial Performance, the Contractor has not corrected all the deficiencies, the Owner shall retain sufficient money to cover the cost of completing the said deficiencies, as determined by the Engineer, in addition to holding monies retained in accordance with the Contract and subject to appropriate legislation of Nova Scotia.

GC 6.5 – DELAYS

Add the following subsections:

.6 Notwithstanding the above subsections, time shall be construed as being of the essence of the Contract. The date of expiring of the time allowed in accordance with the Contract for substantial performance of the Work shall be termed the Date for Completion. Should the Contractor fail to substantially perform the Work by the Date for Completion, the period of time from the Date for Completion to the date of Substantial Performance of the Work as determined by the Engineer, shall be termed the Period of Delay.

.7 In the event of there being a Period of Delay caused by the Contractor, the Contractor shall be liable for and shall pay to the Owner the cost of continuance of supervision during the Period of Delay, and all additional fees, disbursements and costs incurred by the Owner by reason of there being such a period of delay. The said sum or sums in view of the difficulty of ascertaining the losses which the Owner may suffer by reason of delay in the Performance of the said Works, is hereby agreed upon, fixed and determined by the parties hereto as liquidated damages that the Owner will suffer by reason of said delay and default and not as a penalty. The value of the liquidated damages shall be $1000.00 per day for the duration of the Period of Delay. The Owner may deduct the amount of such liquated damaged from any monies payable to the Contractor under the contract.

Delete Subsection GC 6.7 – Quantity Variations and replace with the following:

GC 6.7 QUANTITY VARIATIONS

.1 The Work may be completed in full or in part subject to funding which may lead to substantial quantity adjustments. Due to the variability of the scope of work, Unit Prices issued at the time of Tender close will be final and will not be subject to adjustment upon quantity variation.

GC 11.1 – INSURANCE

Make the following changes to Section GC11.1:

GC11.1.1.1 Replace "$2,000,000 per occurrence with a property damage deductible not exceeding $2,500" with "$10,000,000 per occurrence with a property damage deductible not exceeding $25,000"

Add:
This policy shall include but not be limited to:

a) Name the Municipality of the District of West Hants as an additional insured
b) Cross-liability and severability of interest
c) Blanket Contractual
d) Products and Completed Operations
e) Premises and Operations Liability
f) Personal Injury Liability
g) Contingent Employers Liability
h) Municipality of the District of West Hants and Proponents Protective
i) Broad Form Property Damage
j) Firefighting Expenses
k) Elevator and Hoist Liability
l) Attached Machinery – while loading & unloading

The following may apply:

a. If applicable to the construction project described in the Agreement, coverage shall include shoring, blasting, excavation, underpinning, demolition, pile driving, caisson work and work below ground surface including tunneling and grading.
b. If the work involves asbestos removal, the policy shall either provide coverage for this exposure or coverage shall be provided through a Professional Liability Policy.
c. To achieve the desired limits, umbrella or excess liability insurance may be used.

GC11.1.1.2 Replace "limits of not less than $2,000,000 per occurrence" with "limits of not less than $5,000,000 per occurrence"

GC11.1.1.3 Replace all instances of "$2,000,000" with "$5,000,000".

Add Clause GC 11.1.1.6 as follows:

.6 The Contractor shall carry a Contractor's Pollution Liability Policy, underwritten by an insurer licensed to conduct business in the Province of Nova Scotia for a limit of not less than $10,000,000. Coverage shall include bodily injury, property damage, clean-up, and remediation costs.

Delete Subsection GC 11.2 – Contract Security and replace with the following:

GC 11.2 CONTRACT SECURITY

. 1 The Contractor shall provide to the owner within fourteen (14) days of acceptance of the Tender a Performance Bond and a Labour and Materials Bond each in the amount of 50% of the Estimated Contract Price.

GC 12.3 WARRANTY

Add the following sections:

.7 The Contract requires an operational combination of several components comprising the Work which are customarily guaranteed by their suppliers. Under the terms of this Contract, the Contractor shall provide a guarantee of the Works for a period of one (1) year following the date of Substantial Performance of Work. The terms of the guarantee shall be as follows:

1 Where failure or incipient failure of the material is apparent, the Contractor shall actively commence repair or other remedy not more than twenty-four (24) hours after receiving due notice.

2 If the Contractor on being notified does not for any reason commence repairs within twenty-four (24) hours, the Owner shall have the right to have repairs made by others as necessary to restore, complete, or continue service. The cost of such repairs by others is to be borne by the Contractor. The Owner shall at all times inform or attempt to inform the Contractor before hiring others to affect any repairs and it shall be at all times the Contractor's right to be informed as soon as possible of difficulties and proposed remedial action by others and to make or where practical to complete such repairs at any other time of the guarantee period in preference to others.

3 The employment of some other person or persons for reasons set out shall in no way affect the Contractor's obligations or liability hereunder or relieve him of the performance and fulfilment of any or all of his covenants, undertakings, obligations or duties under the Contract.

4 After the acceptance by the Owner and during the guarantee period, the burden of maintenance shall fall upon the Owner. In the event of damage, failure or incipient failure of any part or parts directly attributable to inadequate or improper maintenance, the Contractor shall be responsible for remedial action, but the cost of such repairs will be reimbursed by the Owner.

5 If the Contractor arranges that the manufacturer of some component or some other party approved by the Owner provide the guarantee on a sub-contract basis, he may designate the direct implementer of the guarantee as his agent under the Contract in which case due notice to the agent will be taken as due notice to the Contractor. This will be a matter for Contractor's convenience only, and shall in no way affect the Contractor's obligations and liabilities hereunder or relieve him from the performance and fulfilment of any or all of his covenants, undertakings, or duties under this contract.

6 In emergency situations, the Owner reserves the right to make appropriate repairs at the Contractor's expense.

SECTION 01 10 00: GENERAL REQUIREMENTS

Delete Subsection 2 – SUMMARY OF WORK and replace with the following:

2. SUMMARY OF WORK

.1 The work includes, but is not limited to, the following:

a. The construction of a roundabout at the intersection of Payzant Drive and Wentworth Road, as shown in the project documents.
b. Lay out of proposed cut and fill slope limits and review with Municipality staff prior to construction.
c. Installation and testing of municipal water and stormwater drainage infrastructure as shown in the project documents. Contractor to use extreme caution when working near existing water mains, sewer mains, and service laterals.
d. Removal of existing buried water and sewer infrastructure located within the project area as indicated on the project drawings.
e. Street construction for the roundabout including but not limited to subgrade, gravels, asphalt, curb, sidewalks, concrete medians, grass pavers, center island landscaping, street signs and bases, raised crosswalks, rectangular rapid flashing beacons, and traffic markings.
f. Installation of retaining walls and relocation of concrete pillars and signs as shown in the project documents.
g. Locate all existing infrastructure prior to construction and provide two week for review by the Engineer and the Municipality.
h. Provision of temporary water supply to all customers connected to the affected water mains, as required.
i. Removal and disposal of the existing road structure as required to complete the work.
j. Removal, disposal, and replacement of all sidewalks, curbs, asphalt, and landscaping within the construction limits, as indicated on the project drawings.
k. Provision of environmental protection for the duration of the project, including one year following project substantial completion.
l. Obtaining all necessary approvals and permits from the appropriate regulatory bodies as well as any associated costs.
m. Testing of services in accordance with Standard Specifications for Municipal Services, dated January 2023.
n. Dewatering of any and all excavations, erosion and sediment control including silt fences, flow checks, ground covers, water treatment, and all other environmental controls required during the course of the Work.
o. All traffic control and detours as per the Municipality of the District of West Hants and Nova Scotia Department of Public Works (NSDPW) Temporary Workplace Traffic Control Manual.
p. Removal, disposal, relocation and replacement of street signs as indicated.
q. Shoring of utility poles, as needed.
r. Clearing, grubbing (disposed of off-site), excavation of common, removal and off-site disposal of surplus material, and importing of fill.
s. Coordination with utilities for location of any existing infrastructure and alteration of this infrastructure. Contractor to notify Engineer of any discrepancies and to allow 2 weeks for review.
t. Coordinate construction with adjacent property owners. Maintain safe access to driveways and properties for the duration of the project. Provision of temporary access to all residents affected by the work, as required and directed by the Municipality.
u. Reinstatement of all disturbed areas to pre-construction condition or better.
v. All incidental items and costs associated with completing the work.

Add the following to Subsection 3 – SCHEDULING AND COORDINATION:

3. SCHEDULING AND COORDINATION

.5 The Contractor is to schedule the work such that the works are completed by November 30th, 2024, unless agreed otherwise with the Municipality.

.6 Contractor is to be familiar with Spring Weight Restrictions and plan accordingly.

Delete subsection 8 – RECORD DRAWINGS and replace with the following:

8. RECORD DRAWINGS

.1 The Contractor shall maintain project Record Drawings and accurately record significant deviations from Contract Drawings caused by site conditions and changes ordered by the Engineer.

.2 Mark changes and deviations in red on one set of whiteprints.

.3 Record the following significant deviations:

.1 Depths of various elements of works in relation to geodetic elevation.

.2 Horizontal and vertical location of underground utilities and appurtenances referenced to permanent surface such as foundation corners, etc. to the satisfaction of the Engineer.

.3 Field changes of dimensions.

.4 Other significant deviations which are concealed in construction and cannot be identified by visual inspection.

.4 At completion of the project and prior to final inspection, neatly transfer records to second set of whiteprints using fine, red marker. Neatly print lettering and number in size to match original. Line may be drawn free hand but shall be neat and accurate. Add at each Drawing Title Block Note: As- Built.

.5 Submit this set of Record Drawings to the Municipality along with a digital copy of all survey points.

.6 In the event that record drawings are not provided by the Contractor, the Value of the record drawings is agreed to be the cost incurred by the Owner to collect the data and produce the drawings and is agreed to be valued at $5000.00 + HST; such costs being removed from the final payment if the drawings are not properly provided.

Delete subsection 10 – TEMPORARY SITE FACILITIES and replace with the following:

10. TEMPORARY SITE FACILITIES

.1 Temporary Site Facilities are not required for this project.

Add the following to Subsection 12 – TRAFFIC CONTROL:

12. TRAFFIC CONTROL

.6 Provide access to all properties during work.

.7 Provide detour plans as required in consultation with the West Hants Regional Municipality and Nova Scotia Department of Public Works.

.8 Signs to be placed as directed by the Municipality indicating that the area is under construction and use is limited to local traffic only.

.9 Provide at minimum one lane of traffic flow at all times, unless approved by the West Hants Regional Municipality traffic authority.

.10 Coordinate all traffic disruptions with the Nova Scotia Health Authority and maintain access for emergency services.

Add the following subsections:

17. UTILITIES

.1 Contractor is responsible for obtaining permits from all utilities such as a Safe Clearance Report from Nova Scotia Power for Work near utilities.

.2 The existence, location, and elevation of underground utilities, utility poles, guy wires, and signs are not guaranteed, and notwithstanding any provision in the Contract Documents, the Contractor shall be responsible for determining the location and elevation of all sewer, water, or other such structures or utilities. The contractor shall coordinate and include in the contract price any required service supplied by any utility, company or provincial department.

.3 Unless designated for removal under this Contract, sustain in place and protect from damage any and all piping, conduits, cables, and all other structures in the approximate locations of buried services or structures, carefully excavate by hand, or similar means to expose these buried services or structures. Any utilities which cross an excavation must be properly supported or shored to prevent settlement. Where trenching is to be done under existing utilities, such utilities shall be shored before excavation commences and shoring is to be left in place. Notify the owners of such utilities or services prior to excavation.

.4 Repair immediately all piping conduits, cables, and all other structures damaged by the Contractor's operations. Provide a letter from the utility stating that any services damaged during construction have been repaired to the utility company's approval. Replace all signs as near as possible to their original location.

.5 The work includes coordination with underground and overhead utility owners to allow excavation in close proximity to their utilities. The contractor shall allow for all incidental costs arising from excavations near existing utility poles, underground utilities, and overhead utilities. Coordination with utilities will also be required during the work as the overhead utilities and poles within the work site may require shoring during the course of construction. No claim of delay will be accepted based on coordination activities between the contractor and the utilities.

18. FLOATATION AND FLOODING

.1 Prevent floatation and flooding during construction of the Work. Make good any damage to pipes or structures caused by floatation and flooding at no extra cost to the Contract.

.2 De-water all excavations and remove accumulations of water prior to backfilling.

.3 Dispose of water drained or pumped such that the Work and adjacent properties are not damaged.

.4 Temporary caps must be placed on all pipe ends when not actively being worked on.

19. DAMAGE AND INJURY

.1 Immediately inform the Engineer of any damage or injury to any persons, property, services, or materials.

.2 Reinstate survey markers, monuments, and survey pins disturbed or covered during construction under the direction of a qualified provincial land surveyor. Include costs in Contract Price.

.3 Any Nova Scotia Department of Public Works or Nova Scotia Power infrastructure that is moved or damaged, shall be reinstated to their specifications and standards.

Section 01 22 00: MEASUREMENT AND PAYMENT

GENERAL

Delete subsection 2 and 3 and replace with the following:

2. For each item include all of the following as required where individual quantities are not provided in the Tender Form: project sign, mobilization, demobilization, traffic control including preparation of traffic control plan, assistance to the Engineer, coordination with all utilities, locating existing infrastructure (including but not limited to service laterals, crossings, and connection points), coordination with home owners, NSPI or other utility charges when working under transmission lines on in the proximity of power or communication infrastructure, environmental protection, protection of existing trees, clearing and grubbing, common and rock excavation,

shoring, dewatering, protection and shoring of existing pipes and infrastructure, utility pole shoring, bedding, backfilling, compaction, removal and disposal of surplus material, removal and disposal of unsuitable material, importation and placement of material, joint restraints and thrust blocks, sleeving, insulation, removal and disposal of existing infrastructure (as required), connections to existing laterals, protective coatings, flushing, pressure testing, vacuum and mandrel testing, disinfection, dechlorination, corrosion protection, cleaning, video inspection prior to Substantial Performance of the Work and at the end of the Warranty Period, marker stakes, tracer wire and test stations, all electrical wiring, reinstatement, shop drawings, manhole and catchbasin frames and covers, rocklining, valve covers, grade adjustment rings, contingency plan and materials to address an existing watermain break, waterproofing membrane, all incidentals, and any other work and materials shown on the drawings.

EARTHWORK

Delete subsection 2 and replace with the following:

2. Grubbing

Unit of Measurement: square metre (m^2)

Method of Measurement: plane measure of indicated area.

This item includes: removal and disposal of all stumps, roots, downed timber, embedded logs, rootmat, humus, and topsoil from areas indicated.

Add new subsections as follows:

8. Exploratory Digs

Unit of Measurement: each (ea)

This item includes: excavation to confirm the horizontal and vertical locations of the existing water and sewer infrastructure, coordination with the Owner, and reinstatement of all disturbed areas. Locations to be provided to the Municipality and Engineer for review. Allow two weeks for review.

10. Karst Topography Cavern Infill (Provisional)

This is a provisional item in the event that during excavation, voids or caverns in gypsum bedrock (Karst Topography) are encountered. No payment will be made under this item unless authorized by the Engineer.

.1 Less than or equal to 5 cubic metres

Unit of Measurement: each (ea)

This item includes: cleaning off and washing down gypsum so that the void or cavern is accessible, pump or place non-shrink fill, and supply of all materials, labour, equipment, and incidentals to complete this work. Reinstatement to be reviewed and certified by project geotechnical engineer.

.2 Greater than 5 cubic metres

Unit of Measurement: cubic metre (m^3)

This item includes: cleaning off and washing down gypsum so that the void or cavern is accessible, pump or place non-shrink fill, and supply of all materials, labour, equipment, and incidentals to complete this work. Reinstatement to be reviewed and certified by project geotechnical engineer.

WATER SYSTEM

Delete subsection 11 and replace with the following:

11. Pipe

Unit of Measurement: metre (m)

Method of Measurement: along centreline of pipe through fittings, valves, and valve chambers.

This item includes: supply and installation of pipe complete with all fittings and thrust restraints, insulation, tracer wire and test stations, anodes, common excavation, removal and disposal of surplus material, import of material, location of and connection to existing services, bedding and pipe protection gravels, backfilling, testing, test stations, chlorination and de-chlorination, flushing, disinfection, dewatering, trench support, stabilization, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 12 and replace with the following:

12. Fire Hydrants

.1 Installation

Unit of Measurement: each (ea)

This item includes: supply and installation of hydrant complete with lead, anchor tee, gate valve, valve box, anodes, thrust blocks, insulation, bedding and pipe protection gravels, geosynthetic fabric, tracer wire and test stations, common excavation, backfilling, dewatering, trench support, stabilization, and any other associated work or materials shown on the drawings not included in any other pay item.

.2 Relocation

Unit of Measurement: each (ea)

This item includes: relocation of existing hydrant, supply and installation of lead, anchor tee, gate valve, valve box, anodes, thrust blocks, insulation, bedding and pipe protection gravels, geosynthetic fabric, tracer wire and test stations, common excavation, backfilling, dewatering, trench support, stabilization, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 14 and replace with the following:

14. Direct Buried Valves

Unit of Measurement: each (ea)

This item includes: supply and installation of direct buried valves complete with valve box, appurtenances, anodes, common excavation, backfilling, finished grade adjustment, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 16 and replace with the following:

16. Connections to Existing Main

Unit of Measurement: each (ea)

This item includes: locating existing main, and supply and installation of pipe, nipples, reducers, fittings, common excavation, backfilling, and any other associated work or materials shown on the drawings not included in any other pay item. This item also includes producing and distributing temporary shutdown notices to affected customers.

Delete subsection 18 and replace with the following:

18. Temporary Water

Unit of Measurement: Lump Sum (L.S)

This item includes, but is not limited to: the supply of all labour, material and equipment required for installation, maintenance and removal of a temporary main line and service laterals complete with pipe, valves, backflow prevention device (sized to match temporary main line diameter), vacuum breakers at the connection to customers, insulation and protection from freezing, chlorination/ de-chlorination of line, testing (including bacteria and pressure), coordination with property owners, temporary laterals, and all fittings and incidentals necessary for a complete installation. Coordinate temporary lateral connections with property owners. Limits of temporary water service may extend outside limits of construction. Submit a proposed plan 2 weeks prior to installation for review by the Owner and Engineer. This item also includes installation of approved vehicle and pedestrian crossing protective measures. This item also includes producing and distributing temporary shutdown notices to affected customers.

Add new subsections as follows:

19. Cap and Abandonment of Existing Main

Unit of Measurement: each (ea)

This item includes: locating existing main, and supply and installation of fittings, grout, common excavation, backfilling, and any other associated work or materials shown on the drawings not included in any other pay item.

STORM SEWER

Delete subsection 31 and replace with the following:

31. Pipe

Unit of Measurement: metre (m)

Method of Measurement: along centreline of pipe through manholes.

This item includes: supply and installation of pipe complete with all fittings, insulation, sleeves, common excavation, removal and disposal of surplus material, import of material, bedding and pipe protection gravels, backfill, testing, flushing, video inspection, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 32 and replace with the following:

32. Manholes

Unit of Measurement: each (ea)

This item includes: supply and installation of manhole, frame, cover, waterproofing membrane (such as Blueskin,

full manhole to be covered with waterproofing, including sides, bottom, and top of manhole), grout, adjustment to finished grade, common excavation, backfilling, bedding gravels, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 33 and replace with the following:

33. Catch Basins

Unit of Measurement: each (ea)

This item includes: supply and installation of catch basins, frames and grates, waterproofing membrane (such as Blueskin, full structure to be covered with waterproofing, including sides, bottom, and top of structure), grout, grade adjustment (minimum 300mm), common excavation, backfilling, bedding gravels, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 34 and replace with the following:

34. Catch Basin Leads

Unit of Measurement: metre (m)

Method of Measurement: along centreline of pipe through catch basins and manholes.

This item includes: supply and installation of pipe complete with all fittings, insulation, sleeves, common excavation, removal and disposal of surplus material, import of material, bedding and pipe protection gravels, backfill, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 36 and replace with the following:

36. Connections to Existing

Unit of Measurement: each (ea)

This item includes: locating existing structure, supply and installation of all fittings, core drilling and sealing as indicated, common excavation, disposal of surplus material, bedding and pipe protection gravels, backfilling, and any other associated work or materials shown on the drawings not included in any other pay item.

Delete subsection 37 and replace with the following:

37. Culverts

Unit of Measurement: metre (m)

Method of Measurement: along centreline of pipe.

This item includes: supply and installation of culvert complete with all fittings, common excavation, removal and disposal of surplus material, pipe bedding, backfilling, and reinstatement of all disturbed areas not covered by other items (including, but not limited to, gravels, asphalt, sidewalk, and landscaped areas).

Delete subsection 39 and replace with the following:

39. Precast Headwall

Unit of Measurement: each (ea)

This item includes: supply and installation of headwall including common excavation, backfilling, bedding and grate as indicated.

STREET CONSTRUCTION

Delete subsection 41 and replace with the following:

41. Gravels

Unit of Measurement: square metre (m^2)

Method of Measurement: slope measure of indicated area at specified thickness.

This item includes: supply, placement, and compaction of gravel as indicated.

Delete subsection 43 and replace with the following:

43. Asphalt Concrete

Unit of Measurement: square metre (m^2)

Method of Measurement: slope measure of indicated area at specified thickness.

This item includes: cleaning, supply, placement, and compaction of asphaltic concrete as indicated including dry sweeping milled surfaces prior to tacking, tack coat, temporary pavement markings, adjustments to the top of castings, line painting, traffic markings, adjustments, and saw cutting as necessary. This item also includes supply, placement and compaction of asphalt concrete ramps installed at all limits including side streets and pedestrian ramps using hot mix asphalt (or approved equivalent) and a bond separator. Asphalt ramps are to be installed before work is completed for the day, and before the area is opened to live traffic. Asphalt ramps to be constructed to at least a 20 to 1 horizontal to vertical ratio.

Delete subsection 44 and replace with the following:

44. Curb

Unit of Measurement: metre (m)

Method of Measurement: along top face of curb.

This item includes: supply and installation of concrete curb and base gravels, including supply and placement of backfill as indicated, and removal and disposal of surplus material.

Delete subsection 45 and replace with the following:

45. Concrete Sidewalk

Unit of Measurement: square metre (m^2)

Method of Measurement: slope measure of indicated area at specified thickness.

This item includes: supply and installation of concrete, wire mesh where required, reinforcing as indicated on the project drawings, base gravels, backfill, removal and disposal of surplus material, and reinstatement of all disturbed areas not covered by other items (including, but not limited to, gravels, asphalt, sidewalk, and landscaped areas).

Delete subsection 46 and replace with the following:

46. Tactile Walking Surface Indicators

Unit of Measurement: each (ea)

This item includes: supply and installation of Duralast Cast Iron Detectable Warning Plate tactile walking surface indicators as per manufacturer's instructions and as indicated on the project drawings. This item also includes any TWSI wedges or incidentals as required.

Delete subsection 50 and replace with the following:

50. Adjust Existing Manhole Frames and Covers

Unit of Measurement: each (ea)

This item includes: common excavation and backfill, supply and installation of grade rings and grout, raising and lowering existing frames and covers to grades as indicated on the project drawings, removal and disposal of all debris accumulated during construction, and reinstatement of all disturbed areas not covered by other items (including, but not limited to, gravels, asphalt, sidewalk, and landscaped areas).

Delete subsection 52 and replace with the following:

52. Segmental Retaining Wall

Unit of Measurement: square metre (m^2)

Method of Measurement: total area of wall face.

This item includes: common excavation, removal and disposal of surplus material, importation of material, installation of foundation preparation and bedding, supply and installation of modular wall units, geotextile, guards, gravel, infill soil, backfilling, drainage, design, and shop drawings stamped by a Professional Engineer (licensed to practice in Nova Scotia). In addition to normal wall design, design to consider global stability and handrail placement. Only the top exposed faces of retaining walls are required to be aesthetic in nature. Buried sections may have simple/irregular finishes as long as they maintain their structural integrity.

Add new subsections as follows:

53. Street Signs and Bases

Unit of Measure: each (ea)

This item includes: supply and installation of retroreflective street signs conforming to the Manual on Uniform Traffic Control Devices, concrete bases (including provision of shop drawings for approval by the Municipality), galvanized posts and hardware (Telespar), common excavation, infill soil, removal and disposal of existing sign, post, base, and surface reinstatement. Exact locations and sign details to be determined by the Municipality at the time of construction.

54. Stone Pillar Reinstatement

Unit of Measurement: Lump Sum (L.S.)

This item includes: relocation and reinstatement of existing stone pillars, supply and installation of new stone pillars matching the aesthetics of the existing pillars, common excavation, removal and disposal of surplus material, importation of material, bedding, backfilling, and reinstatement of all disturbed areas not covered by other items (including, but not limited to, gravels, asphalt, sidewalk, and landscaped areas). This item also includes blending the reinstated pillars into the existing wall as indicated on the project drawings, and coordination with the property owner.

55. Sign Relocation

Unit of Measurement: Lump Sum (L.S.)

This item includes: removal and relocation of existing signs as indicated on the project drawings, and reinstatement of all disturbed areas not covered by other items (including, but not limited to, gravels, asphalt, sidewalk, and landscaped areas). Relocation of signs to be coordinated with the sign owner and Municipality.

56. Raised Crosswalk

Unit of Measurement: each (ea)

This item includes: supply and installation of raised crosswalks as per the project drawings. Cross sections of every constructed raised crosswalk are to be surveyed per details provided on the project drawings to verify that raised crosswalk has been constructed as intended and falls within required tolerance range. Contractor to provide survey information to the Engineer for review. Raised crosswalk will be acceptable only if it forms a shape relative to the design curve within the tolerance limits. Contractor shall be responsible to take steps necessary to correct any deficiencies that fall outside of required tolerance range. Include the supply and installation of two (2) Rectangular Rapid Flashing Beacons (RRFB) as per the project drawings, including all appurtenances and incidentals required for a complete and functioning installation and any other associated work or materials shown on the drawings not included in any other pay item.

LANDSCAPING

Delete subsection 61 and replace with the following:

61. Topsoil and Sod

Unit of Measurement: square metre (m^2)

Method of Measurement: slope measure.

This item includes: excavation, scarification of the existing soil, supply, placement and compaction of 100 mm topsoil, lime, fertilizer, sod, required accessories, and maintenance.

Delete subsection 62 and replace with the following:

62. Topsoil and Seed

Unit of Measurement: square metre (m^2)

Method of Measurement: slope measure.

This item includes: excavation, scarification of the existing soil, supply, placement and compaction of 100 mm topsoil, lime, fertilizer, mulch, erosion control agent, seed, and maintenance.

Add new subsections as follows:

66. Grass Pavers

Unit of Measurement: square metre (m^2)

Method of Measurement: slope measure of indicated area.

This item includes: excavation, bedding material, and supply and placement of GrassStone (Shaw Brick Item #7169) grass pavers (or approved equivalent) complete with topsoil and sod as per manufacturer's instructions and as indicated on the project drawings.

67. Center Island Landscaping

Unit of Measurement: Lump Sum (L.S.)

This item includes: preparation of subgrade, supply and placement of clearstone, filter fabric, and bedding sand as indicated on the project drawings, supply and placement of vegetation, lime and fertilizer, accessories and maintenance, common excavation, import of material, and infill soil. Placement and quantity of vegetation as directed by the Municipality. Vegetation species to include (unless otherwise directed by the Municipality):

- Winterberry
- Dogwood
- Fragrant Sumac
- Joe Pye Weed
- Swamp Milkweed
- Palm Sedge.

ADDITIONAL ITEMS

Add new subsection as follows:

Delete subsection 73 and replace with the following:

73. Replacement of Unsuitable Material w/ Surge Rock (Provisional)

Unit of Measurement: cubic metre (m^3)

Method of Measurement: surface-to-surface volume method between topographical survey taken before and after the placement and compaction of replacement material.

This item includes: supply, placement, and compaction of surge rock as directed by the Engineer. No payment will be made under this item unless authorized by the Engineer. This item also includes the supply and placement of filter fabric.

Add new subsection as follows:

76. Infrastructure Removal

Unit of Measurement: Lump Sum (L.S.)

This item includes: locating existing infrastructure to be removed, common excavation, removal and disposal of existing infrastructure in the project area as indicated on the project drawings, replacement of required volume with select material as required and backfilling as required. This item includes, but is not limited to, existing asphalt, road gravels, curbing, sidewalk, water infrastructure, and stormwater infrastructure. Dispose of infrastructure at locations approved for the relevant material.

77. Trench Excavation – Contaminated Material

Unit of Measurement: cubic metre (m^3)

Method of Measurement: average end area method for volume of contaminated material based on theoretical trench volume.

This item includes: all excavation, removal, and disposal of contaminated material exceeding Tier 1 RBSL's and CCME commercial guidelines as indicated in Section 39 00 00 – Standard Detail 01 22 00 – 01 and disposal as per requirements of NSE. Written authorization of Engineer required.

ENVIRONMENTAL PROTECTION

Add new subsection as follows:

90. Environmental Measures

Unit of Measurement: Lump Sum (L.S.)

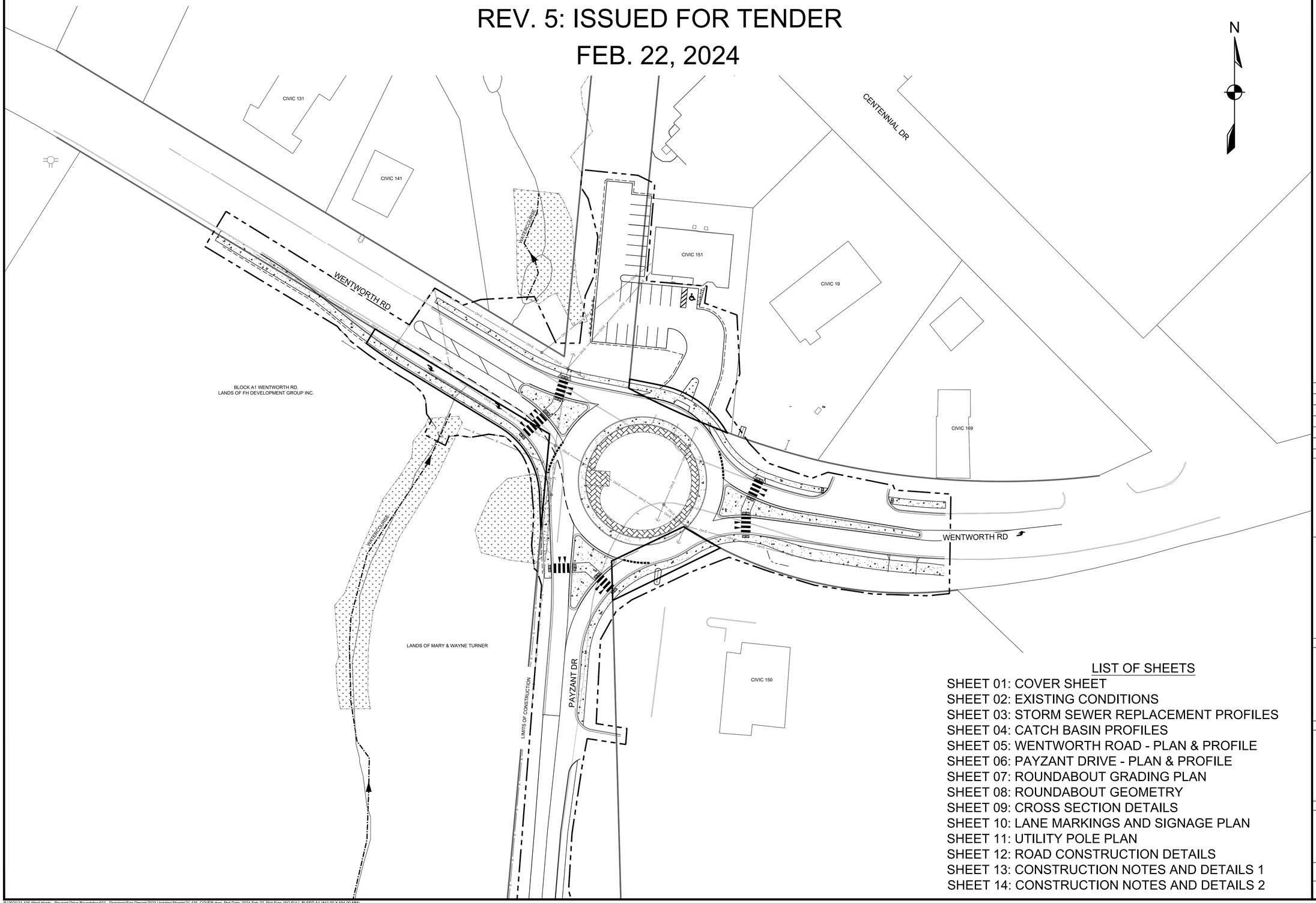
This item includes: supply and installation of all environmental protection measures required to complete the project works, including all erosion and sedimentation control measures. Erosion and sedimentation control measures shall be in accordance with the Erosion and Sedimentation Control Handbook for Construction Sites by Nova Scotia Environment, most recent edition.

END OF SECTION

PAYZANT DRIVE ROUNDABOUT
WINDSOR, NOVA SCOTIA

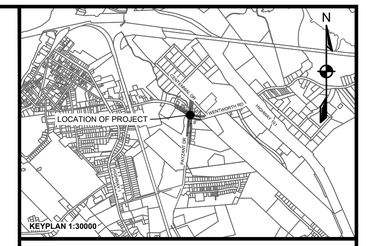
REV. 5: ISSUED FOR TENDER

FEB. 22, 2024



LIST OF SHEETS

SHEET 01: COVER SHEET
SHEET 02: EXISTING CONDITIONS
SHEET 03: STORM SEWER REPLACEMENT PROFILES
SHEET 04: CATCH BASIN PROFILES
SHEET 05: WENTWORTH ROAD - PLAN & PROFILE
SHEET 06: PAYZANT DRIVE - PLAN & PROFILE
SHEET 07: ROUNDABOUT GRADING PLAN
SHEET 08: ROUNDABOUT GEOMETRY
SHEET 09: CROSS SECTION DETAILS
SHEET 10: LANE MARKINGS AND SIGNAGE PLAN
SHEET 11: UTILITY POLE PLAN
SHEET 12: ROAD CONSTRUCTION DETAILS
SHEET 13: CONSTRUCTION NOTES AND DETAILS 1
SHEET 14: CONSTRUCTION NOTES AND DETAILS 2



METRES
10 0 20 30
1:500

ISSUE	DATE	DESCRIPTION
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

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REGISTERED PROFESSIONAL ENGINEER
DATE 22/02/2024
A. J. SKETCHLEY
11560
PROVINCE OF NOVA SCOTIA

REGISTERED PROFESSIONAL ENGINEER
DATE 22/02/2024
A. T. LEAHY
20200013
PROVINCE OF NOVA SCOTIA

CLIENT

West Hants
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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

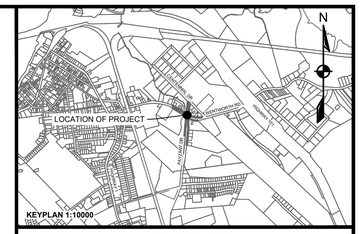
SHEET DESCRIPTION

COVER SHEET

Drawn	Engineer	Project No.	Drawing No.
J. DWYER	P. BURGESS	21-435	C-T01
Scale	Filename		01 of 14
1:500	21-435_COVER.dwg		

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_COVER.dwg, Plot Date: 2024-Feb-22, Plot Size: ISO FULL BLEED A1 (841.00 X 594.00 MM)





LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA WA
SA-E	SANITARY PIPE	SA SA
ST-E	STORM PIPE	ST ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X X	FENCELINE	X X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

METRES
5 0 10 15
1:250

ISSUE	DATE	DESCRIPTION
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 22/02/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 22/02/2024 — A. T. LEAHY — 20200013

CLIENT

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

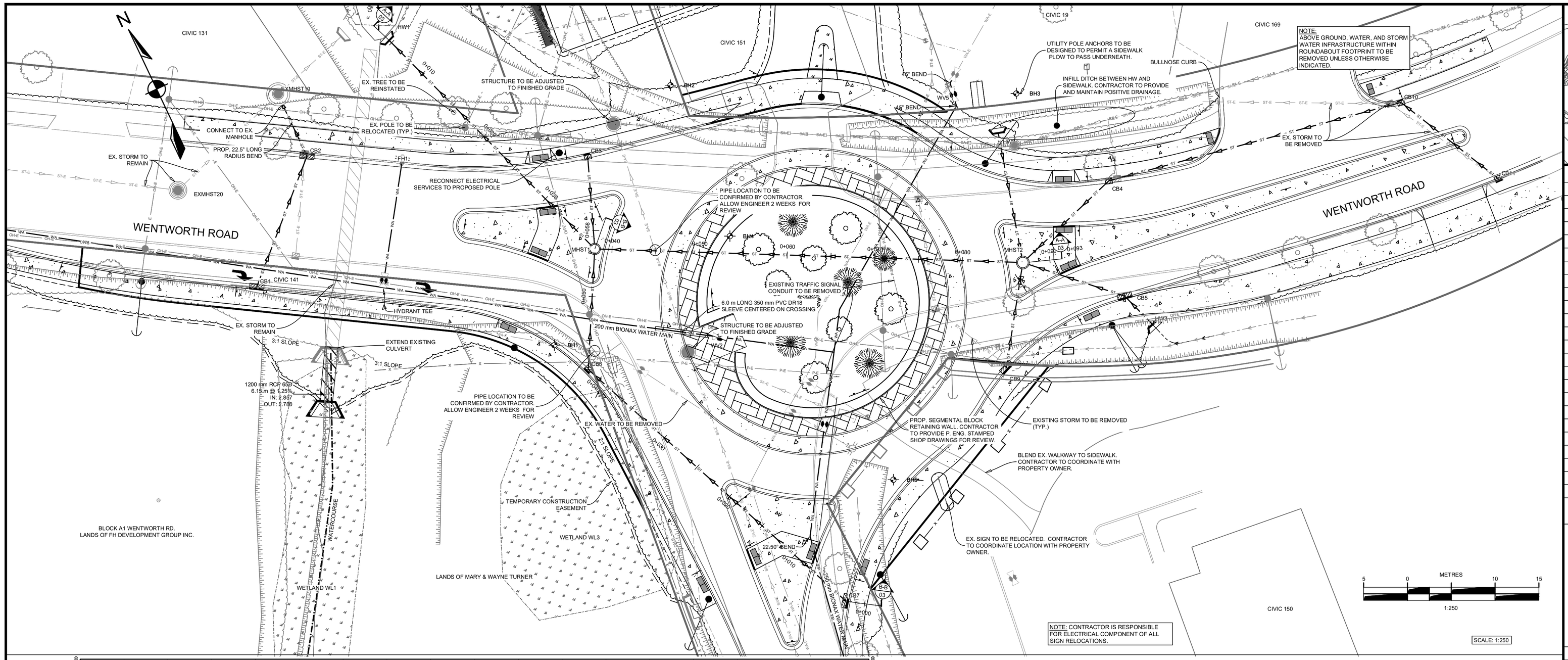
WEST HANTS, NOVA SCOTIA

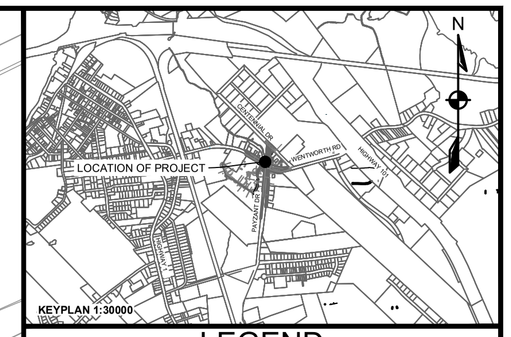
SHEET DESCRIPTION

EXISTING CONDITIONS

Drawn	Engineer	Project No.	Drawing No.
J. DWYER	P. BURGESS	21-435	C-TR02
Scale	Filename		02 of 14
1:250	21-435_TR01_EXISTING CONDITIONS.dwg		

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_TR01_EXISTING CONDITIONS.dwg, Plot Date: 2024-Feb-22, Plot Size: ISO FULL BLEED A1 (841.00 X 594.00 MM)



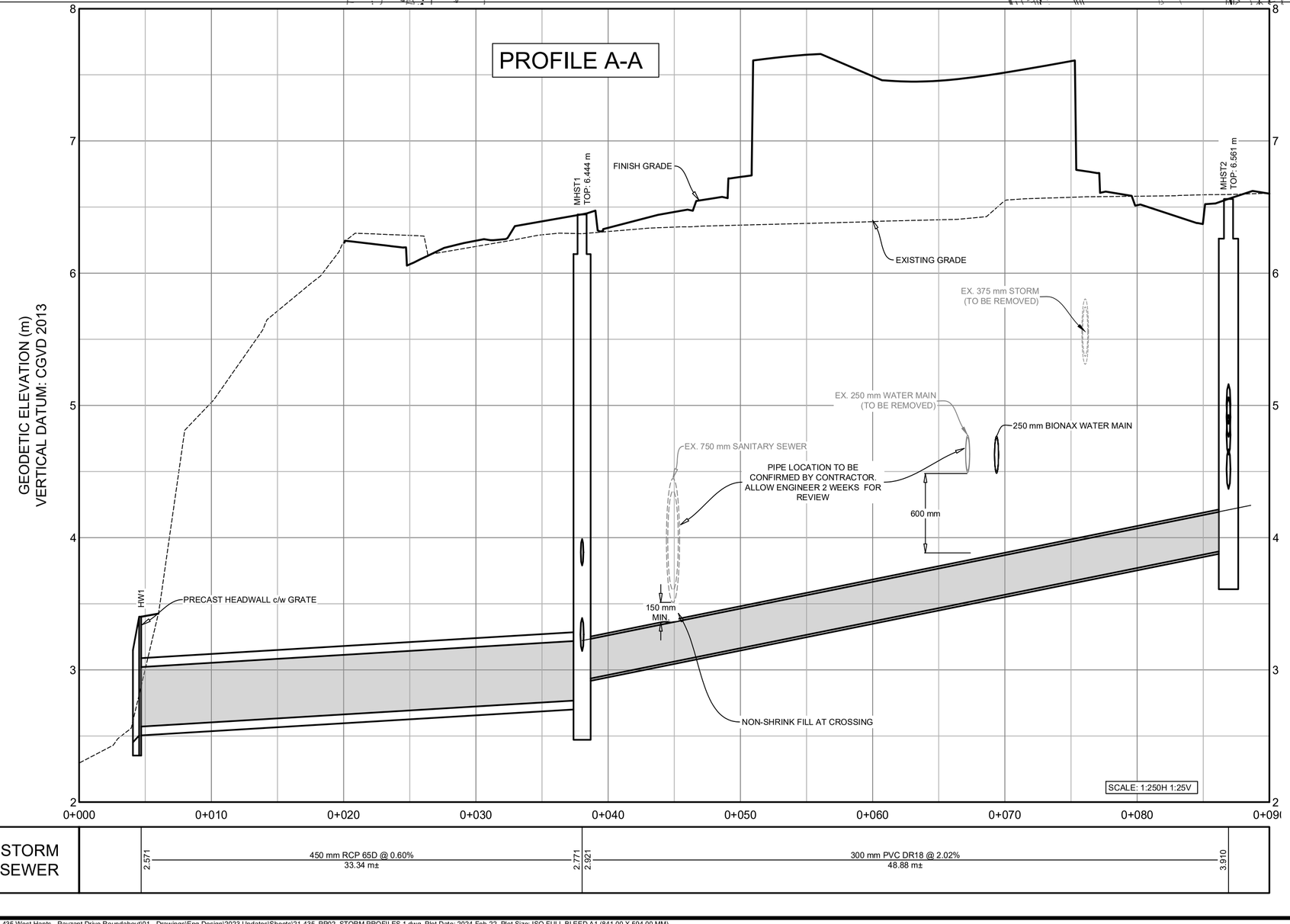


LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WAE	WATER PIPE	WA WA
SAE	SANITARY PIPE	SA SA
STE	STORM PIPE	ST ST
GASE	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X X	FENCELINE	X X

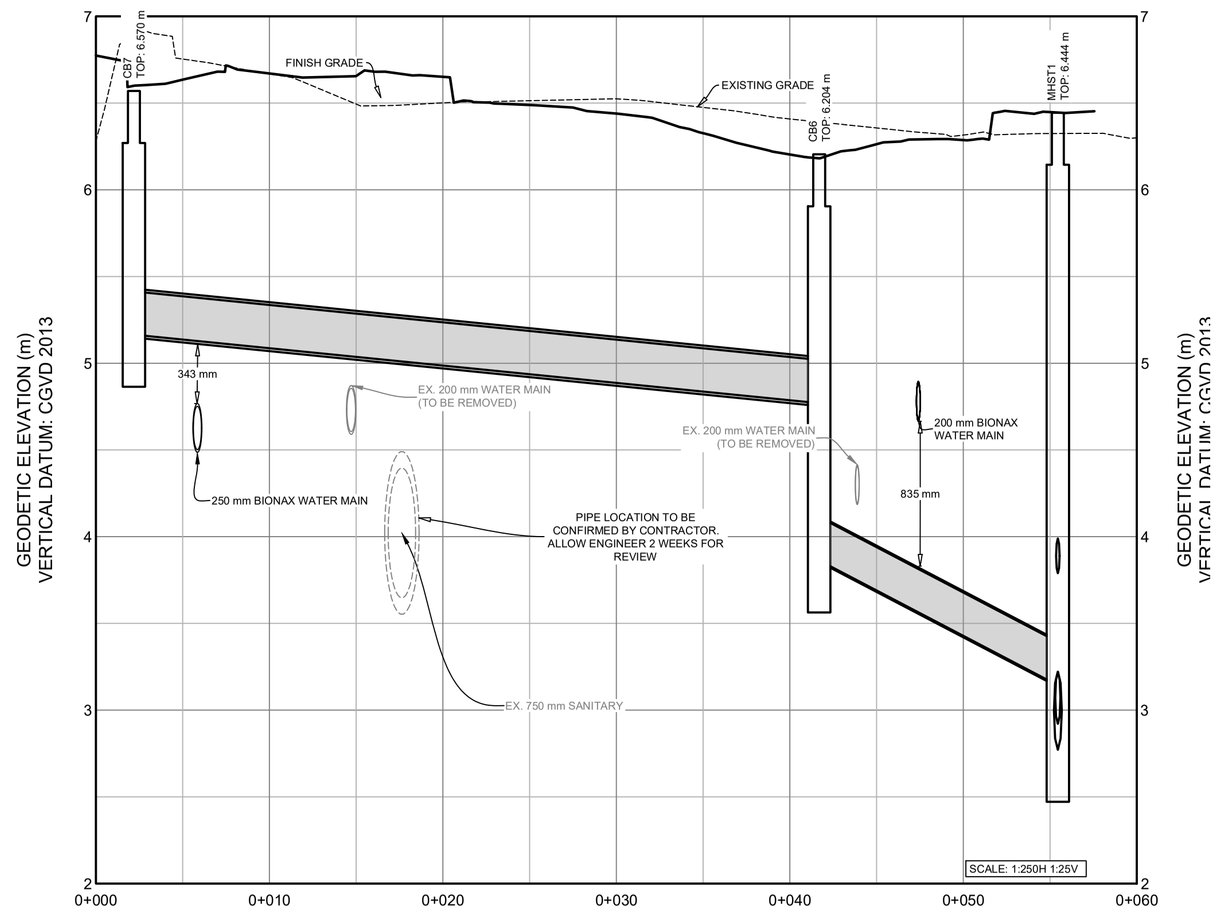
	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

PROFILE A-A



STORM SEWER			
2.571	450 mm RCP 65D @ 0.60% 33.34 m±	2.771	2.021	300 mm PVC DR18 @ 2.02% 48.88 m±	3.910

PROFILE B-B



STORM SEWER			
5.164	250 mm PVC DR18 @ 1.00% 39.50 m±	4.769	3.803	250 mm PVC DR35 @ 5.24% 13.76 m±	3.143

ISSUE	DATE	DESCRIPTION
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — A. J. SKETCHLEY 11560 — DATE: 22/02/2024

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — A. T. LEAHY 20200013 — DATE: 22/02/2024

CLIENT

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

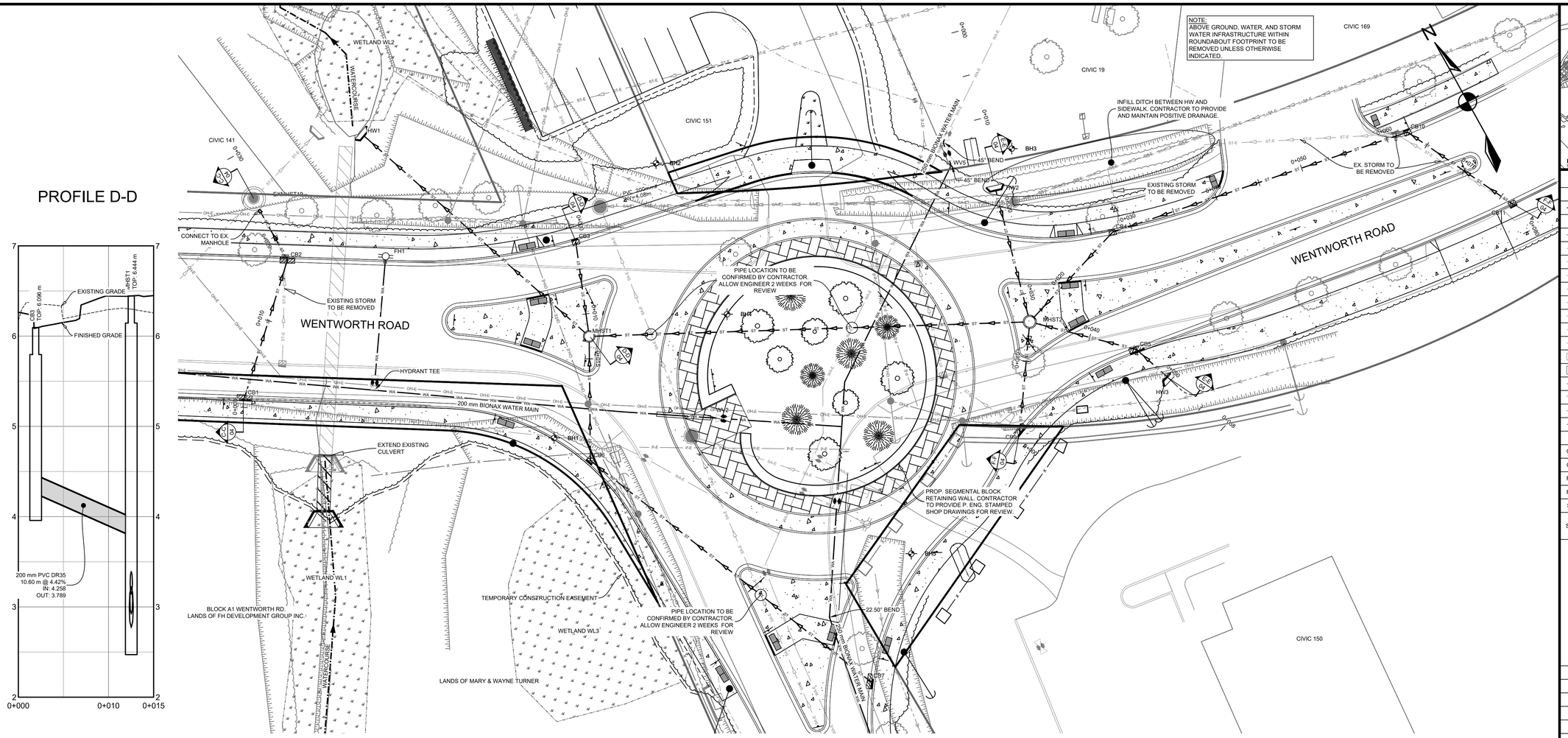
WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

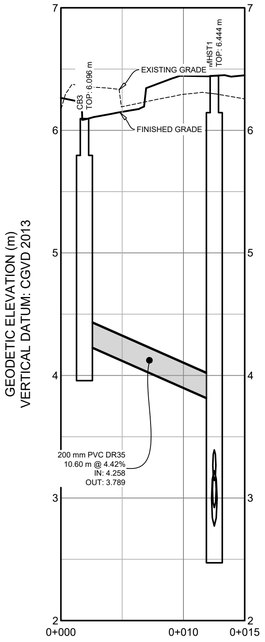
STORM SEWER REPLACEMENT PROFILES

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	C-PP03
Scale	Filename		03 of 14
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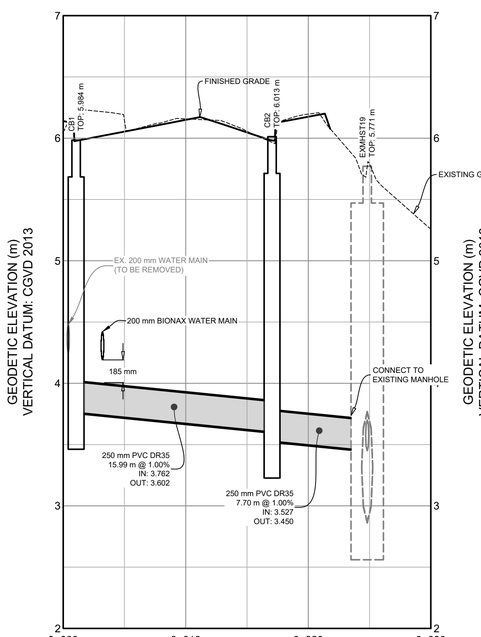
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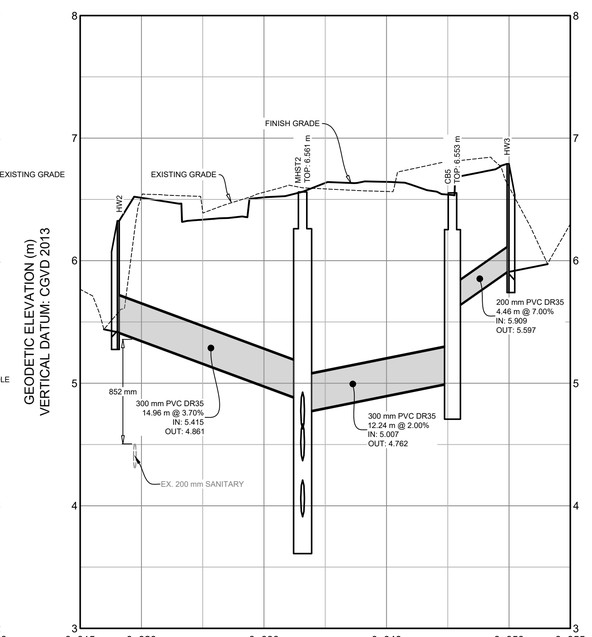
PROFILE D-D



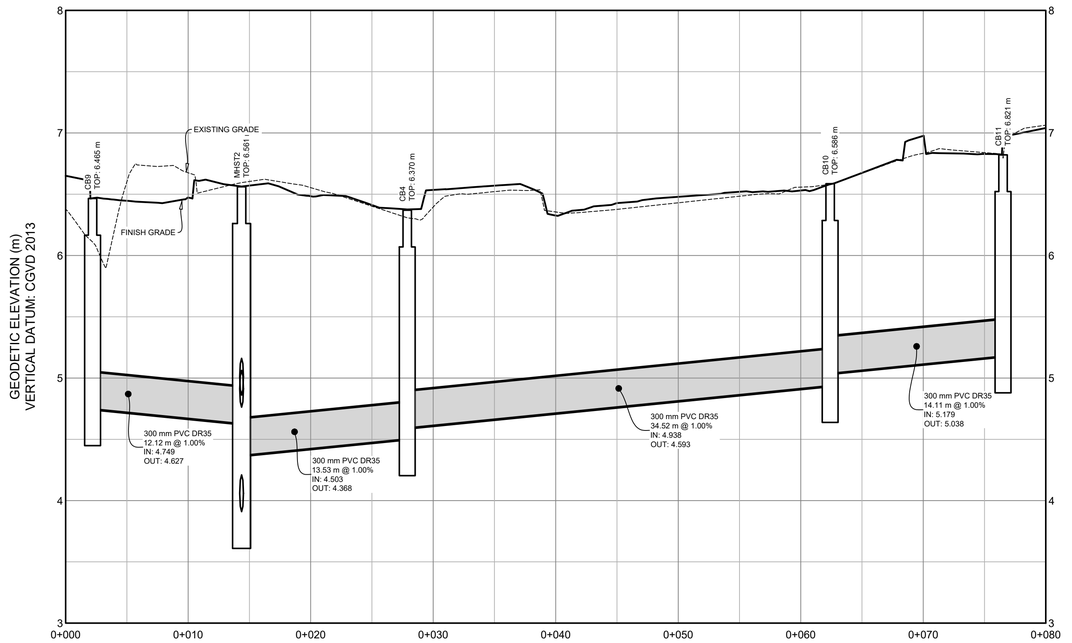
PROFILE C-C



PROFILE E-E



PROFILE F-F



LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA WA
SA-E	SANITARY PIPE	SA SA
ST-E	STORM PIPE	ST ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X X	FENCELINE	X X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE: 22/02/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE: 22/02/2024 — A. T. LEAHY — 20200013

CLIENT

West Hants
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PROJECT DESCRIPTION

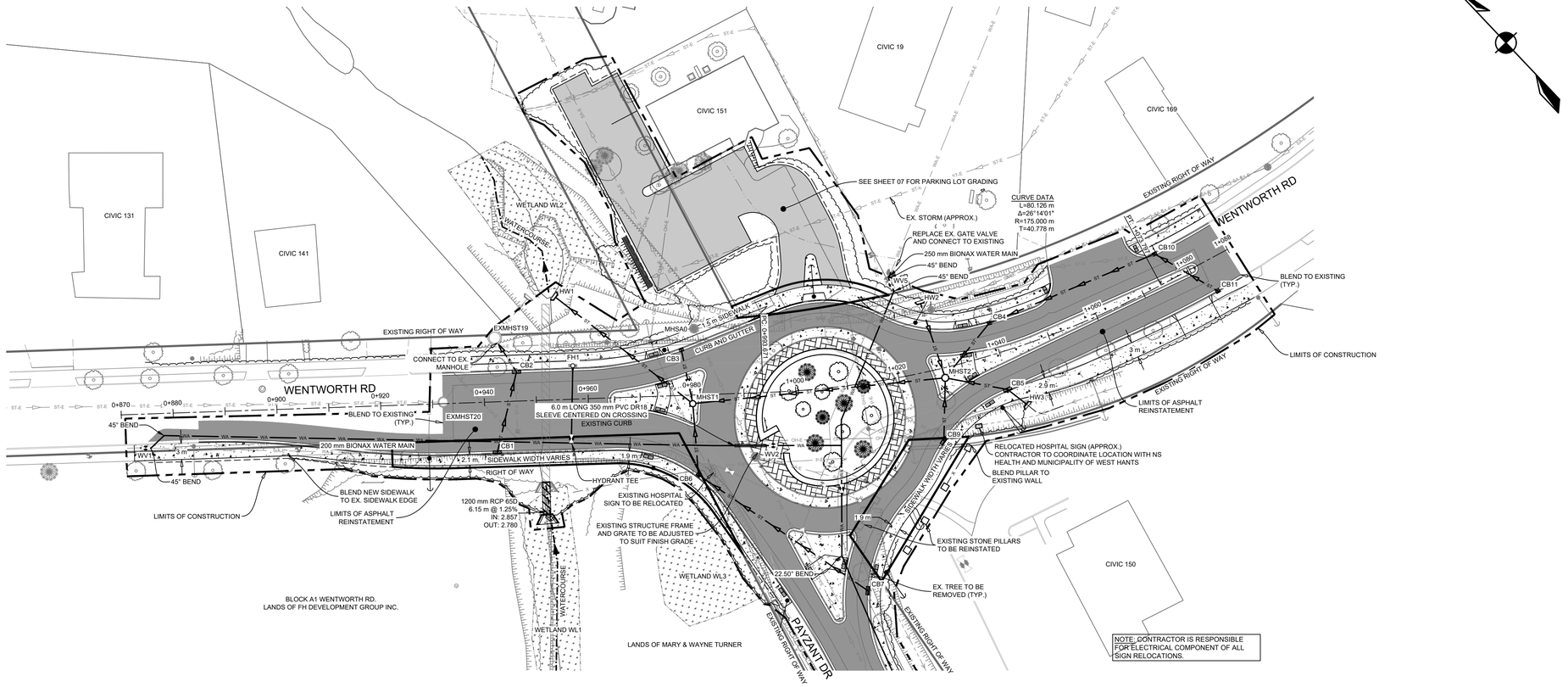
PAYZANT DRIVE ROUNDABOUT

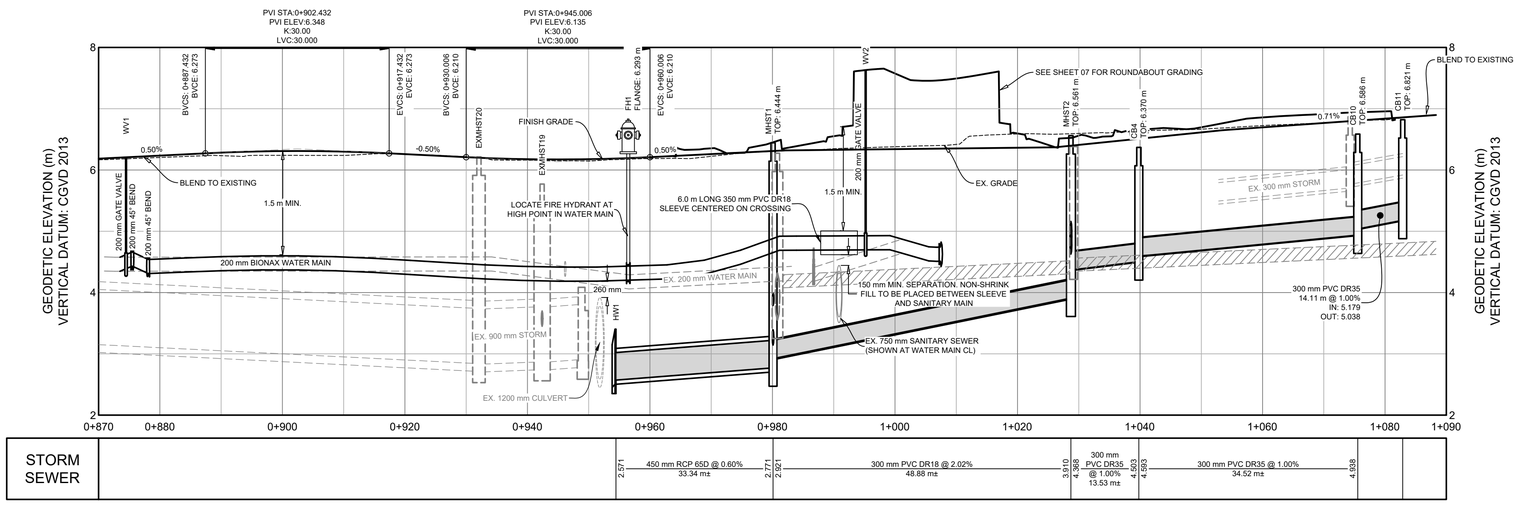
WEST HANTS, NOVA SCOTIA

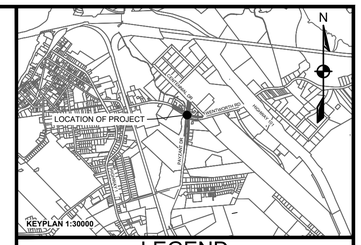
SHEET DESCRIPTION

CATCH BASIN PROFILES

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	C-PP04
Scale	Filename		04 of 14
1:250 H; 1:25V	21-435_PP03_STORM PROFILES 2.dwg		







LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA
SA-E	SANITARY PIPE	SA
ST-E	STORM PIPE	ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
x x	FENCELINE	x x

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

METRES
10 0 20 30
1:500

ISSUE	DATE	DESCRIPTION
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

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PROVINCE OF NOVA SCOTIA
DATE 22/02/2024
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11560

REGISTERED PROFESSIONAL ENGINEER
PROVINCE OF NOVA SCOTIA
DATE 22/02/2024
A. T. LEAHY
20200013

CLIENT

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PROJECT DESCRIPTION

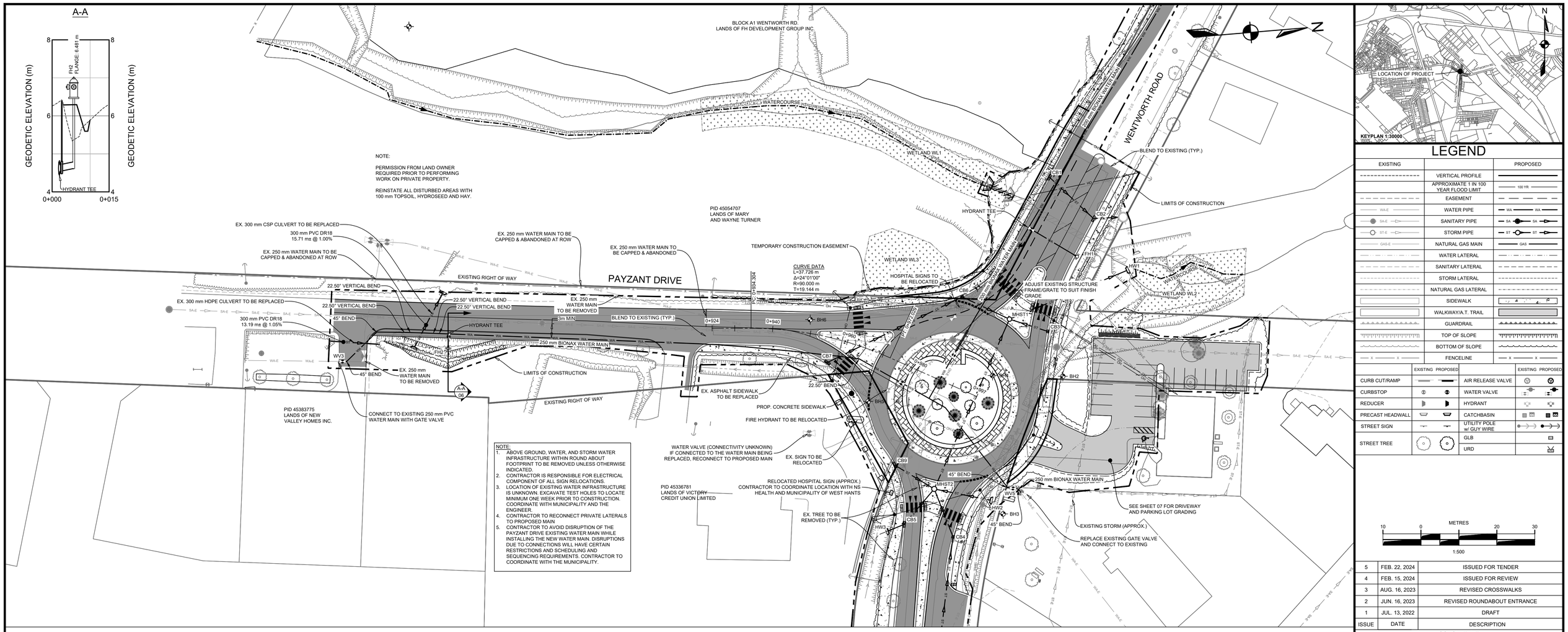
PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

WENTWORTH ROAD - PLAN & PROFILE

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	TR05
Scale	Filename		05 of 14
1:500 H, 1:50 V	21-435_TR02_INT-WENTWORTH.dwg		



LEGEND

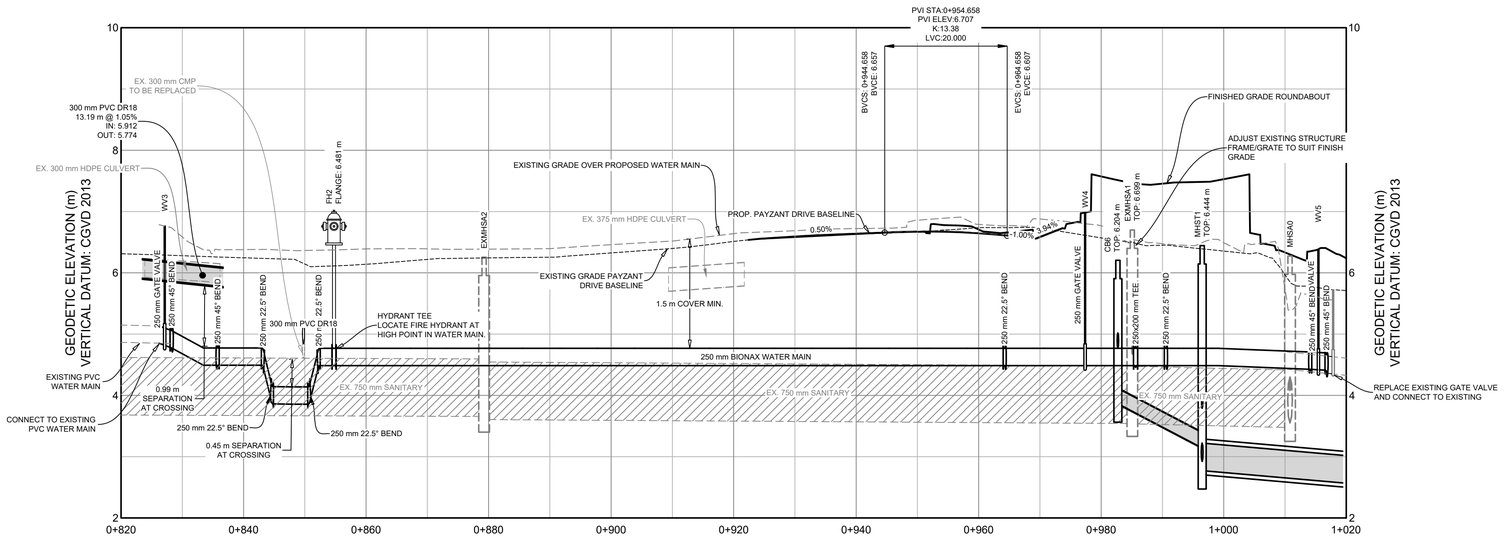
EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA WA
SA-E	SANITARY PIPE	SA SA
ST-E	STORM PIPE	ST ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X X	FENCELINE	X X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

ISSUE	DATE	DESCRIPTION
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2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

NOTE:
LOCATION OF EXISTING INFRASTRUCTURE IS BASED ON BEST AVAILABLE INFORMATION, INCLUDING RECORD INFORMATION, AND IS APPROXIMATE. CONTRACTOR TO VERIFY SIZE AND LOCATION IN FIELD PRIOR TO CONSTRUCTION AND REPORT ANY DISCREPANCIES TO THE ENGINEER. ALLOW ONE WEEK FOR REVIEW.

PAYZANT BASELINE PROFILE



STORM SEWER									
						3.963	250 mm PVC DR35 @ 5.24% 13.76 m±	3.243	3.771	450 mm RCP 65D @ 0.60% 33.34 m±	2.571

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A. J. SKETCHLEY
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REGISTERED PROFESSIONAL ENGINEER PROVINCE OF NOVA SCOTIA
DATE 22/02/2024
A. T. LEAHY
20200013
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PROJECT DESCRIPTION

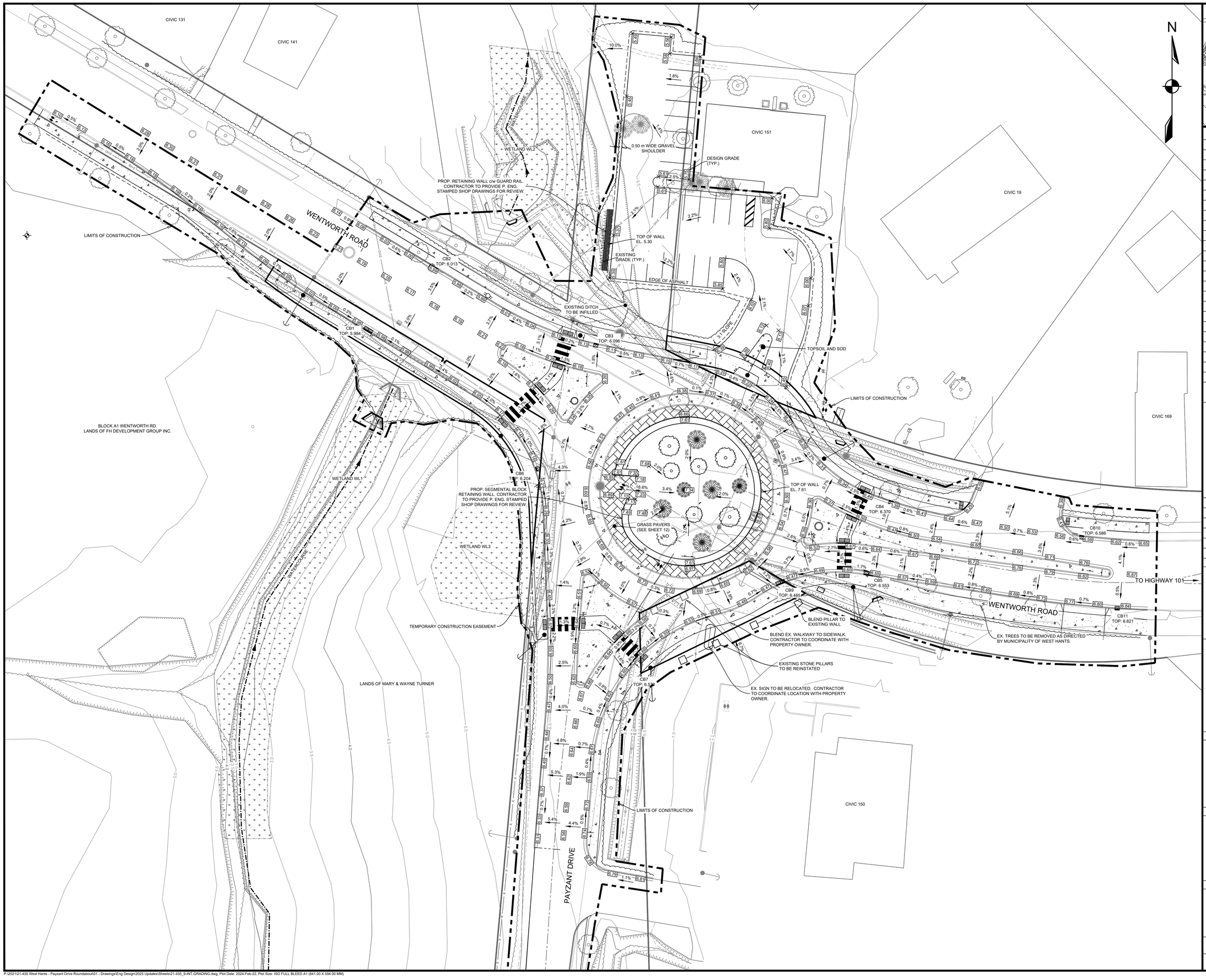
PAYZANT DRIVE ROUNDABOUT

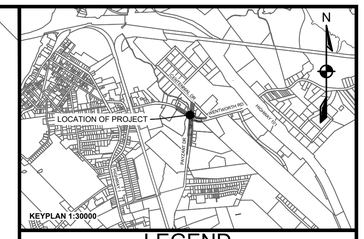
WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

PAYZANT DRIVE PLAN AND PROFILE

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	TR06
Scale	Filename		06 of 14
1:500 H; 1:50 V	21-435_3-PP01_PAYZANT.dwg		





LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA WA
SA-E	SANITARY PIPE	SA SA
ST-E	STORM PIPE	ST ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X X	FENCELINE	X X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

METRES
10 0 10 20
1:300

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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 22/02/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 22/02/2024 — A. T. LEAHY — 20200013

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

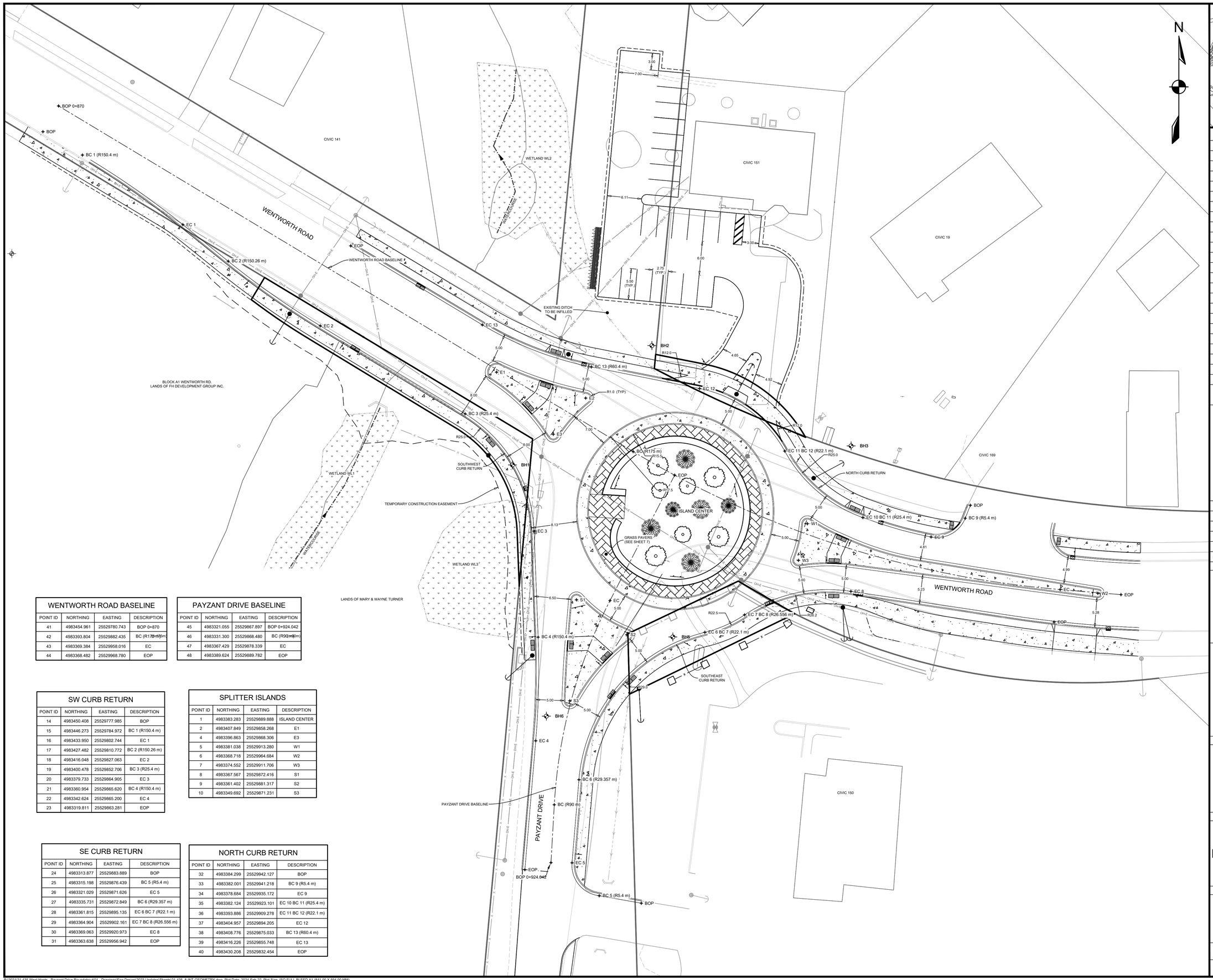
WEST HANTS, NOVA SCOTIA

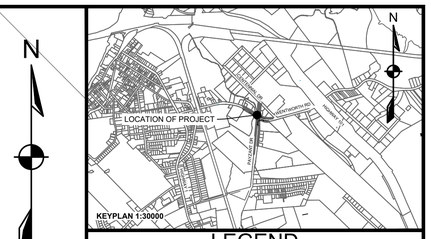
SHEET DESCRIPTION

ROUNDABOUT GRADING PLAN

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	TR07
Scale	Filename		07 of 14
1:300	21-435_9-INT-GRADING.dwg		

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_9-INT-GRADING.dwg, Plot Date: 2024-Feb-22, Plot Size: ISO FULL BLEED A1 (841.00 X 594.00 MM)





LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA
SA-E	SANITARY PIPE	SA
ST-E	STORM PIPE	ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X	FENCELINE	X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE	AV	AV
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

METRES
10 0 10 20
1:300

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REGISTERED PROFESSIONAL ENGINEER
PROVINCE OF NOVA SCOTIA
DATE 22/02/2024
P.V. BURGESS
6041

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

WINDSOR, NOVA SCOTIA

SHEET DESCRIPTION

ROUNDABOUT GEOMETRY

Drawn P.BURGESS	Engineer P.BURGESS	Project No. 21-435	Drawing No. TR-08
Scale 1:300	Filename 21-435_8-INT-GEOMETRY.dwg		08 of 14

WENTWORTH ROAD BASELINE

POINT ID	NORTHING	EASTING	DESCRIPTION
41	4983454.961	25529780.743	BOP 0+870
42	4983393.804	25529882.435	BC (R175 m)
43	4983369.384	25529958.016	EC
44	4983368.482	25529968.780	EOP

PAYZANT DRIVE BASELINE

POINT ID	NORTHING	EASTING	DESCRIPTION
45	4983321.055	25529867.897	BOP 0+924.042
46	4983331.300	25529868.480	BC (R90 m)
47	4983367.429	25529878.339	EC
48	4983389.624	25529889.782	EOP

SW CURB RETURN

POINT ID	NORTHING	EASTING	DESCRIPTION
14	4983450.408	25529777.985	BOP
15	4983446.273	25529784.972	BC 1 (R150.4 m)
16	4983433.950	25529802.744	EC 1
17	4983427.482	25529810.772	BC 2 (R150.26 m)
18	4983416.048	25529827.063	EC 2
19	4983400.478	25529852.706	BC 3 (R25.4 m)
20	4983379.733	25529864.905	EC 3
21	4983360.954	25529865.620	BC 4 (R150.4 m)
22	4983342.624	25529865.200	EC 4
23	4983319.811	25529863.281	EOP

SPLITTER ISLANDS

POINT ID	NORTHING	EASTING	DESCRIPTION
1	4983383.283	25529889.888	ISLAND CENTER
2	4983407.849	25529858.268	E1
4	4983396.863	25529868.306	E3
5	4983381.038	25529913.280	W1
6	4983368.718	25529964.684	W2
7	4983374.552	25529911.706	W3
8	4983367.567	25529872.416	S1
9	4983361.402	25529881.317	S2
10	4983349.692	25529871.231	S3

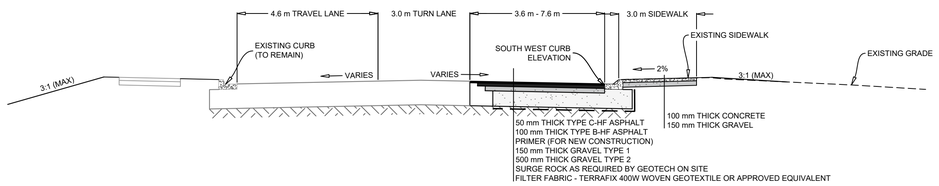
SE CURB RETURN

POINT ID	NORTHING	EASTING	DESCRIPTION
24	4983313.877	25529883.889	BOP
25	4983315.198	25529876.439	BC 5 (R5.4 m)
26	4983321.029	25529871.626	EC 5
27	4983335.731	25529872.849	BC 6 (R29.357 m)
28	4983361.815	25529895.135	EC 6 BC 7 (R22.1 m)
29	4983364.904	25529902.161	EC 7 BC 8 (R26.556 m)
30	4983369.063	25529920.973	EC 8
31	4983363.638	25529956.942	EOP

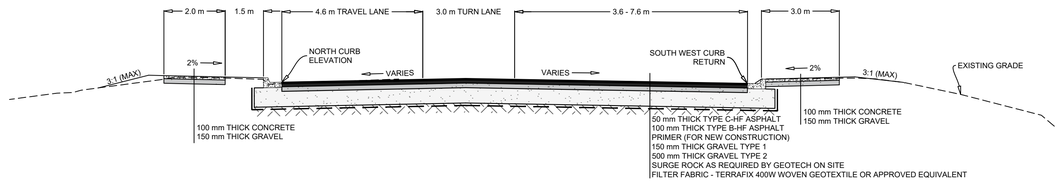
NORTH CURB RETURN

POINT ID	NORTHING	EASTING	DESCRIPTION
32	4983384.299	25529942.127	BOP
33	4983382.001	25529941.218	BC 9 (R5.4 m)
34	4983378.684	25529935.172	EC 9
35	4983382.124	25529923.101	EC 10 BC 11 (R25.4 m)
36	4983393.886	25529909.278	EC 11 BC 12 (R22.1 m)
37	4983404.957	25529894.205	EC 12
38	4983408.776	25529875.033	BC 13 (R60.4 m)
39	4983416.226	25529855.748	EC 13
40	4983430.208	25529832.454	EOP

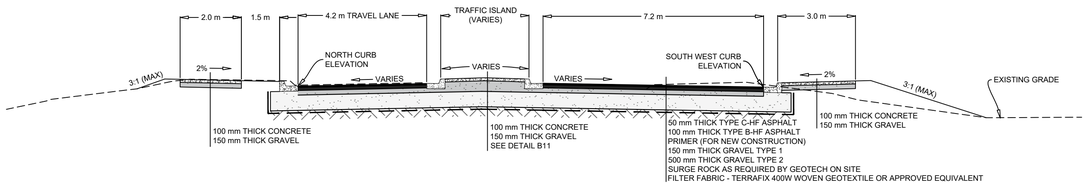
A 09 WENTWORTH RD TYPICAL PROPOSED CROSS SECTION 0+870 TO 0+925
N.T.S.



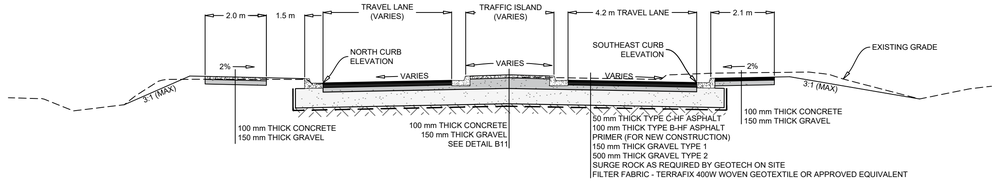
B 09 WENTWORTH RD TYPICAL PROPOSED CROSS SECTION 0+925 TO 0+960
N.T.S.



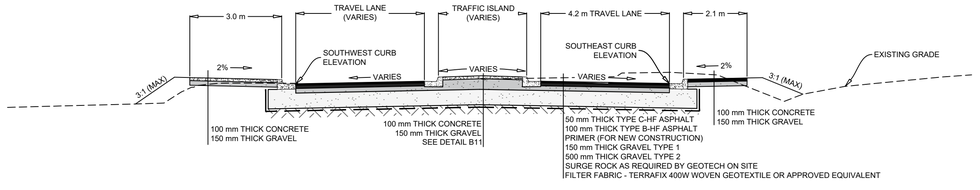
C 09 WENTWORTH RD TYPICAL PROPOSED CROSS SECTION 0+960 TO 0+975
N.T.S.



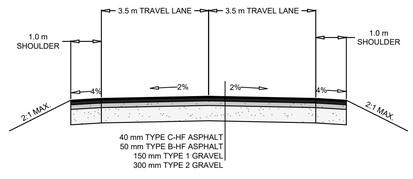
D 09 WENTWORTH RD TYPICAL PROPOSED CROSS SECTION 1+030 TO 1+045
N.T.S.



E 09 PAYZANT DR TYPICAL PROPOSED CROSS SECTION 0+950 TO 0+970
N.T.S.



F 09 DRIVEWAY TYPICAL PROPOSED CROSS SECTION
N.T.S.



ISSUE	DATE	DESCRIPTION
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PROJECT DESCRIPTION

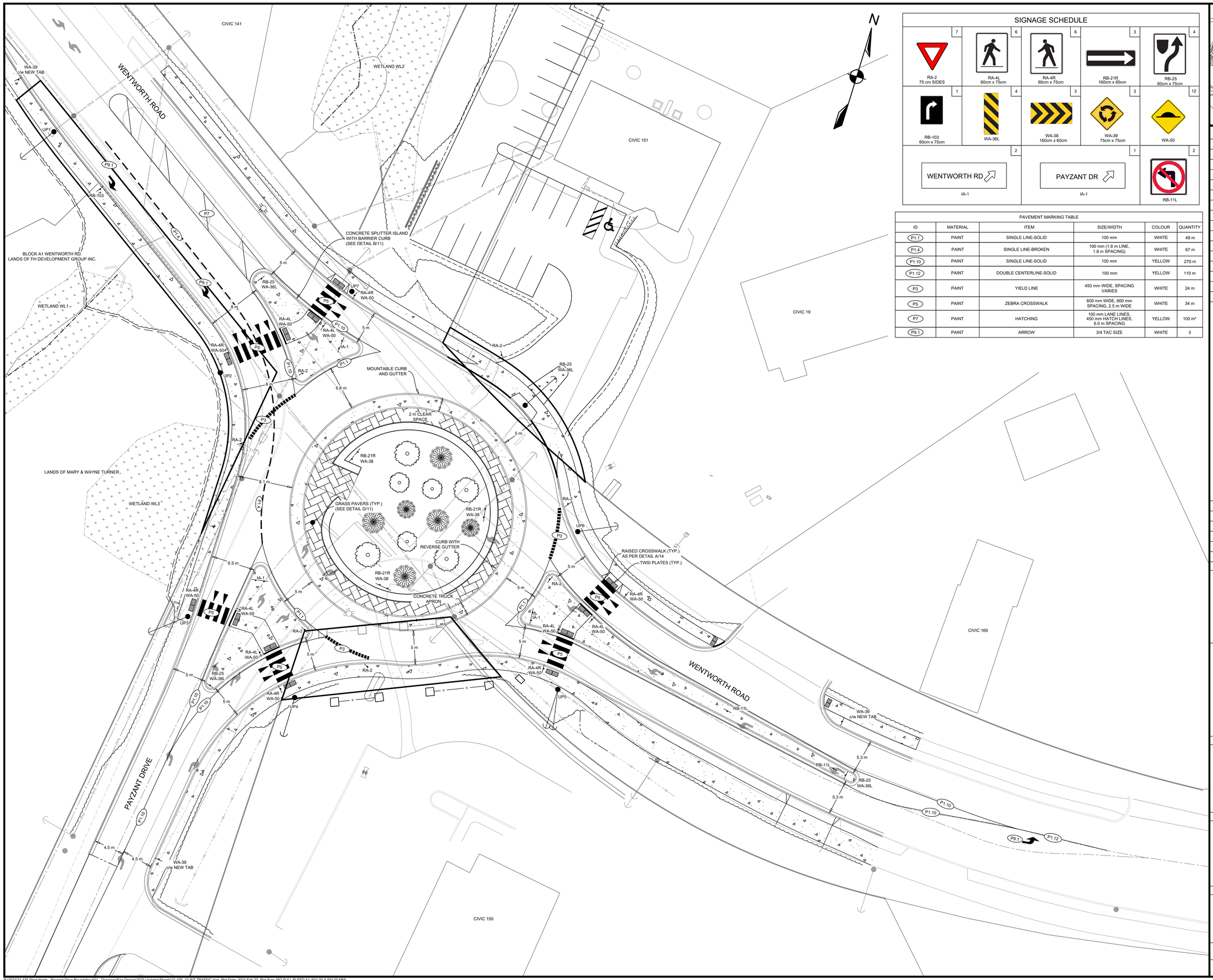
PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

CROSS SECTION DETAILS

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	TR09
Scale: N.T.S.	Filename: 21-435_TR05_INT-WENTWORTH XS.dwg		09 of 14

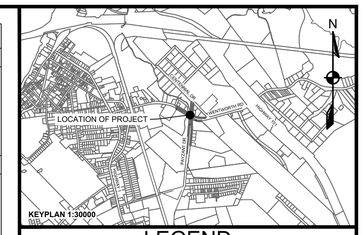


SIGNAGE SCHEDULE

7 RA-2 75 cm SIDES	6 RA-4L 60cm x 75cm	6 RA-4R 60cm x 75cm	3 RB-21R 160cm x 60cm	4 RB-25 60cm x 75cm
1 RB-103 60cm x 75cm	4 WA-36L	3 WA-38 160cm x 60cm	3 WA-39 75cm x 75cm	12 WA-50
2 WENTWORTH RD IA-1		1 PAYZANT DR IA-1		2 RB-11L

PAVEMENT MARKING TABLE

ID	MATERIAL	ITEM	SIZE/WIDTH	COLOUR	QUANTITY
P1.1	PAINT	SINGLE LINE-SOLID	100 mm	WHITE	49 m
P1.4	PAINT	SINGLE LINE-BROKEN	100 mm (1.8 m LINE, 1.8 m SPACING)	WHITE	67 m
P1.10	PAINT	SINGLE LINE-SOLID	100 mm	YELLOW	270 m
P1.12	PAINT	DOUBLE CENTERLINE-SOLID	100 mm	YELLOW	110 m
P3	PAINT	YIELD LINE	450 mm WIDE, SPACING VARIES	WHITE	24 m
P5	PAINT	ZEBRA CROSSWALK	600 mm WIDE, 600 mm SPACING, 2.5 m WIDE	WHITE	34 m
P7	PAINT	HATCHING	100 mm LANE LINES, 450 mm HATCH LINES, 6.0 m SPACING	YELLOW	100 m²
P9.1	PAINT	ARROW	3/4 TAC SIZE	WHITE	3



LEGEND

EXISTING		PROPOSED
	EASEMENT	
P/E P/E	UNDERGROUND POWER	P P
C/E C/E	UNDERGROUND COMM.	C C
TR/E	TRAFFIC CONDUIT	TR TR
OH/E	OVERHEAD LINE	OH OH
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
X X	FENCELINE	X X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			HYDRANT		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
PRECAST HEADWALL			SIGNAL POLE		
CATCHBASIN			SIGNAL HEAD		
			PEDESTRIAN HEAD		

SIGNAGE NOTES:

1. WHRM TO INDICATE EXACT LOCATION OF NEW SIGN INSTALLATIONS ON SITE.
2. ALL SIGNS ARE TAC UNLESS OTHERWISE INDICATED ON SIGNAGE SCHEDULE.
3. REMOVED SIGNS AND POSTS TO BE RETURNED TO WHRM.

PAVEMENT MARKING NOTES:

1. ALL LANE MARKINGS SHALL BE ACCORDING TO MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR CANADA (MUTCDC) USING SIGNS APPROVED FOR USE IN NOVA SCOTIA.
2. LANE LINES ARE TO BE 100 mm WIDE EXCEPT WHERE OTHERWISE INDICATED. CROSSWALK LINES ARE TO BE 200 mm WIDE. STOP BARS ARE TO BE 450 mm WIDE.
3. CENTERLINES AND CROSS HATCHING TO BE YELLOW. ALL OTHER PAVEMENT MARKINGS TO BE WHITE.
4. PEDESTRIAN CURB CUTS AND RAMPS TO BE PROVIDED AT BOTH ENDS OF ALL CROSSWALKS.
5. REMOVE ALL EXISTING PAVEMENT MARKINGS AT INTERSECTIONS AND APPROACHES AND RE-PAINT AS SHOWN, UNLESS OTHERWISE NOTED.
6. ALL MARKINGS DIMENSIONED TO CENTER OF LINES.

METRES
5 0 10 15
1:250

ISSUE	DATE	DESCRIPTION
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

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REGISTERED PROFESSIONAL ENGINEER
DATE 22/02/2024
P.V. BURGESS
6041
PROVINCE OF NOVA SCOTIA

CLIENT

West Hants
something inspiring awaits

PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

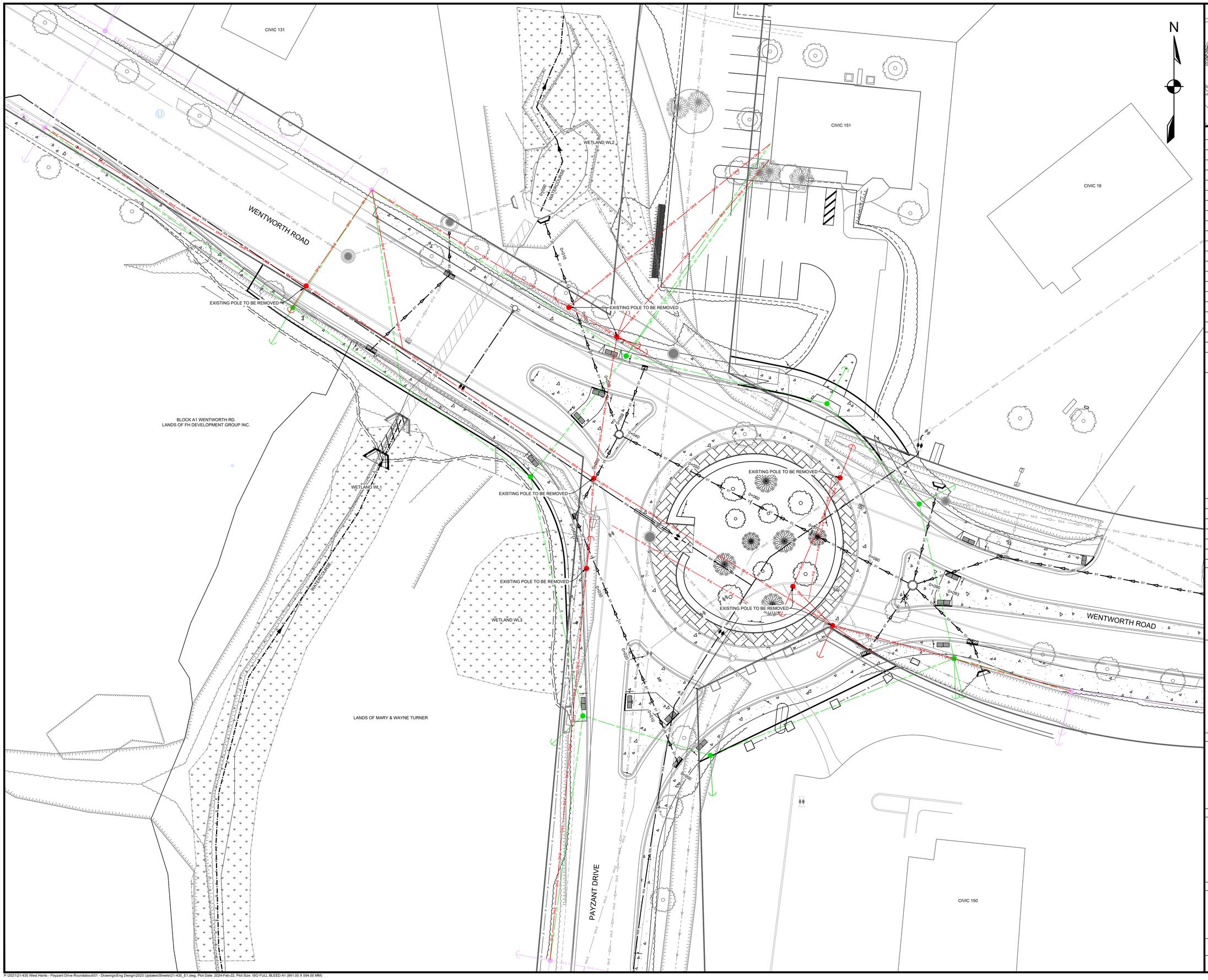
WEST HANTS, NOVA SCOTIA

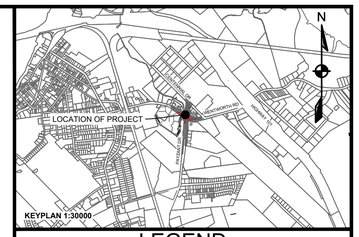
SHEET DESCRIPTION

LANE MARKINGS AND SIGNAGE PLAN

Drawn	Engineer	Project No.	Drawing No.
J. DWYER	P. BURGESS	21-435	C-TR10
Scale 1:250	Filename 21-435_10-INT-TRAFFIC.dwg		10 of 14

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_10-INT-TRAFFIC.dwg, Plot Date: 2024-Feb-22, Plot Size: ISO FULL BLEED A1 (841.00 X 594.00 MM)





LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
P-E	UNDERGROUND POWER	P
C-E	UNDERGROUND COMM.	C
	POWER SERVICE	
	COMMUNICATIONS SERVICE	
OH	OVERHEAD LINE	OH
OH-E	OVERHEAD LINE (TO BE REMOVED)	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
X	FENCELINE	X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
			UTILITY POLE (TO BE REMOVED)		
STREET TREE			GLB		
			URD		

METRES
5 0 10 15
1:250

ISSUE	DATE	DESCRIPTION
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REGISTERED PROFESSIONAL ENGINEER
DATE 22/02/2024
A. J. SKETCHLEY
11560
PROVINCE OF NOVA SCOTIA

REGISTERED PROFESSIONAL ENGINEER
DATE 22/02/2024
A. T. LEAHY
20200013
PROVINCE OF NOVA SCOTIA

CLIENT

West Hants
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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

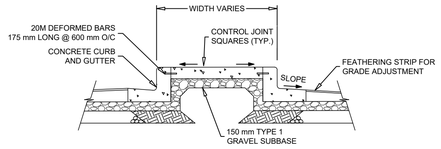
UTILITY POLE PLAN

Drawn	Engineer	Project No.	Drawing No.
A. LEAHY	A. SKETCHLEY	21-435	C-E11
Scale	Filename		11 of 14
1:250	21-435_E1.dwg		

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_E1.dwg, Plot Date: 2024-Feb-22, Plot Size: ISO FULL BLEED A1 (841.00 X 594.00 MM)

TYPICAL CONCRETE TRAFFIC ISLAND DETAIL — A / 12

(N.T.S.)

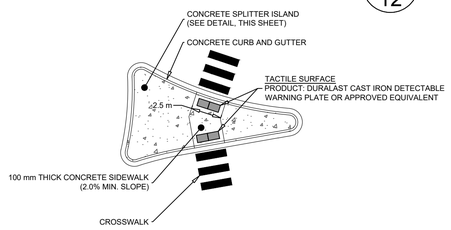


NOTES:

1. MAXIMUM SPACING FOR CONTROL JOINTS IS TO BE 2.5 m.
2. SLOPE SLAB TO FACILITATE DRAINAGE.
3. SLOPE GUTTER TO MATCH STREET CROSS SECTION.
4. ENDS AND CORNERS OF TRAFFIC ISLANDS TO HAVE HIGH BACK CONCRETE CURB AND GUTTER.
5. GEOMETRIC DESIGN OF CONCRETE ISLANDS TO BE AS PER THE TAC GEOMETRIC DESIGN GUIDE.

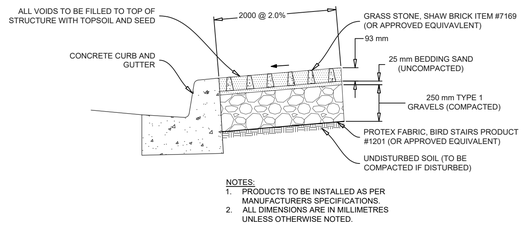
TYPICAL DROPPED SIDEWALK DETAIL — B / 12

(N.T.S.)



GRASS PAVER TYPICAL DETAIL — D / 12

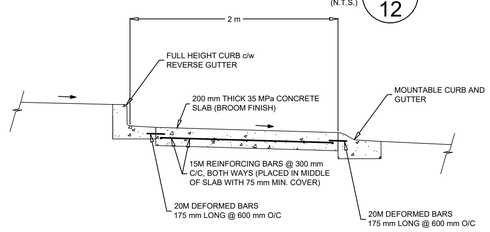
(N.T.S.)



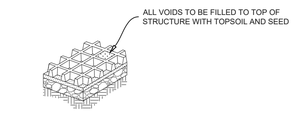
NOTES:
1. PRODUCTS TO BE INSTALLED AS PER MANUFACTURERS SPECIFICATIONS.
2. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE NOTED.

TYPICAL TRUCK APRON DETAIL — C / 12

(N.T.S.)



GRASS PAVER ISOMETRIC VIEW

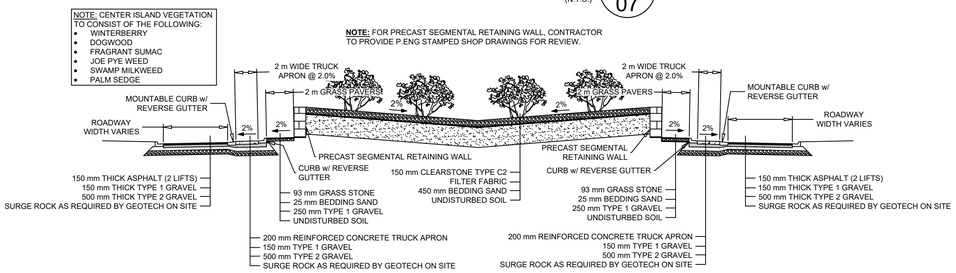


TYPICAL ROUNDABOUT CROSS-SECTION — E / 07

(N.T.S.)

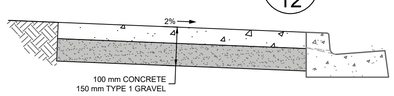
NOTE: CENTER ISLAND VEGETATION TO CONSIST OF THE FOLLOWING:
- WINTERBERRY
- DOGWOOD
- FRAGRANT SUMAC
- JOE PYE WEED
- SWAMP MILKWEED
- PALM SEDGE

NOTE: FOR PRECAST SEGMENTAL RETAINING WALL, CONTRACTOR TO PROVIDE P.ENG STAMPED SHOP DRAWINGS FOR REVIEW.



SIDEWALK STRUCTURE — F / 12

N.T.S.



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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 22/02/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 22/02/2024 — A. T. LEAHY — 20200013

CLIENT

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

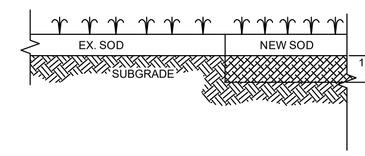
WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

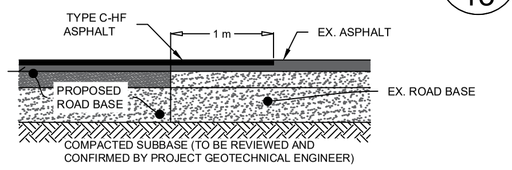
ROAD CONSTRUCTION DETAILS

Drawn	Engineer	Project No.	Drawing No.
J. DWYER	P. BURGESS	21-435	C-D12
Scale	Filename		12 of 14
N.T.S.	21-435_D01_INT-DETAILS.dwg		

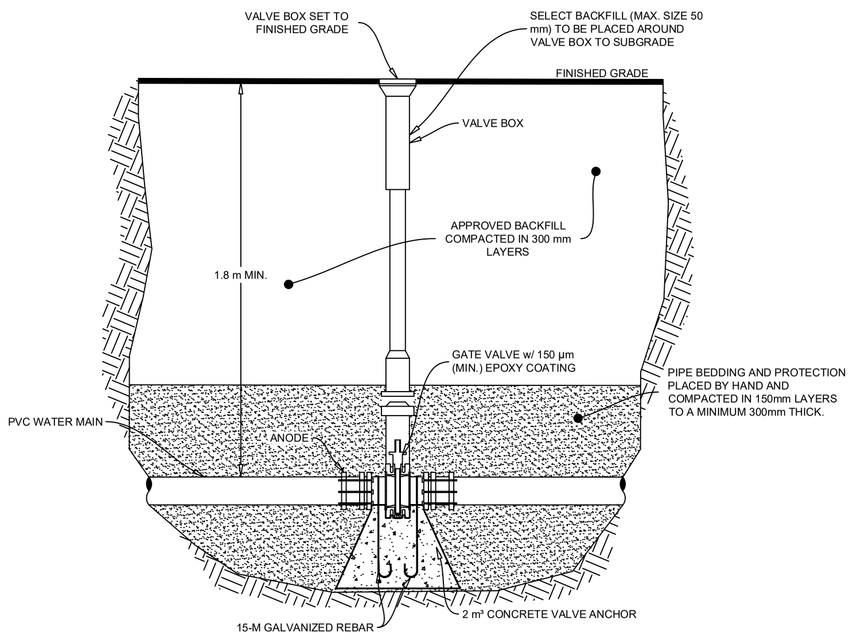
LANDSCAPING REINSTATEMENT (A 13) N.T.S.



BLEND TO EX. PAVEMENT DETAIL (B 13) N.T.S

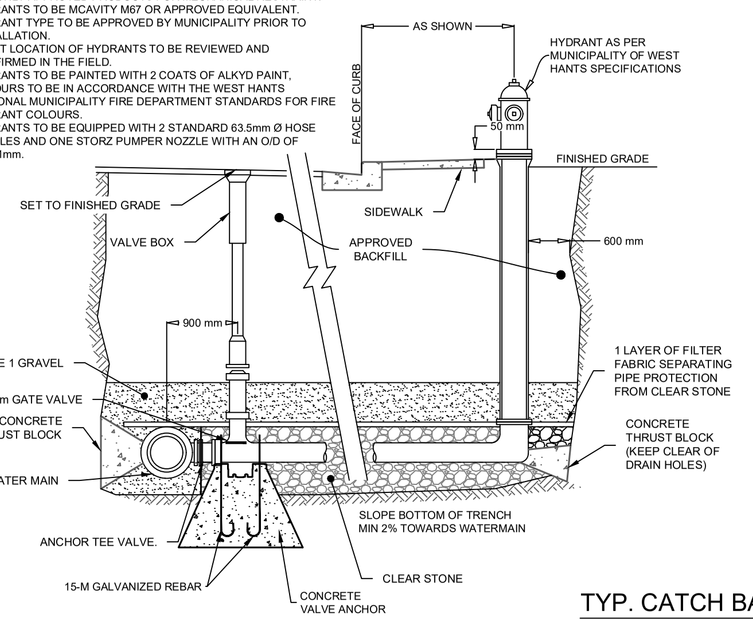


STANDARD GATE VALVE CONNECTION (C 13) N.T.S.



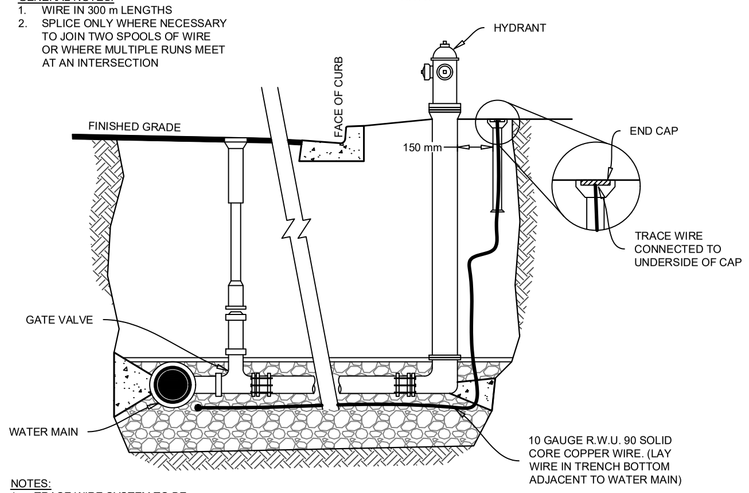
TYPICAL FIRE HYDRANT DETAIL (D 13) N.T.S.

NOTES:
1. USE ONLY APPROVED PRODUCTS FOR MECHANICAL RESTRAINT.
2. HYDRANTS TO BE MCAVITY M67 OR APPROVED EQUIVALENT. HYDRANT TYPE TO BE APPROVED BY MUNICIPALITY PRIOR TO INSTALLATION.
3. EXACT LOCATION OF HYDRANTS TO BE REVIEWED AND CONFIRMED IN THE FIELD.
4. HYDRANTS TO BE PAINTED WITH 2 COATS OF ALKYD PAINT, COLOURS TO BE IN ACCORDANCE WITH THE WEST HANTS REGIONAL MUNICIPALITY FIRE DEPARTMENT STANDARDS FOR FIRE HYDRANT COLOURS.
5. HYDRANTS TO BE EQUIPPED WITH 2 STANDARD 63.5mm Ø HOSE NOZZLES AND ONE STORZ PUMPER NOZZLE WITH AN O/D OF 125.41mm.

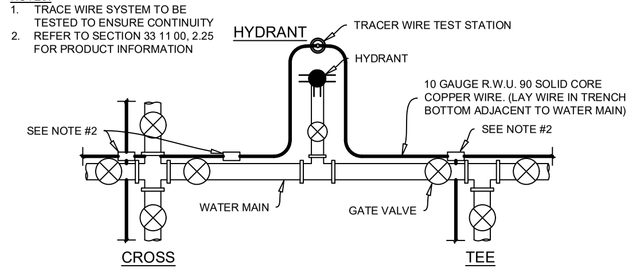


STANDARD TRACE WIRE DETAIL (FOR PVC WATER MAIN) (E 13) N.T.S.

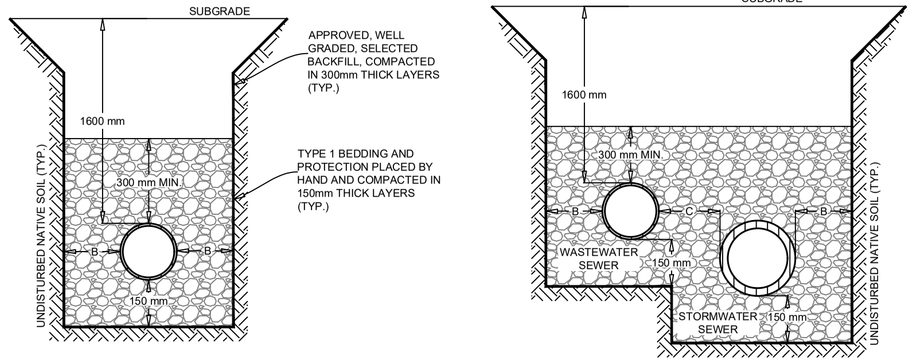
GENERAL NOTES:
1. WIRE IN 300 m LENGTHS
2. SPLICE ONLY WHERE NECESSARY TO JOIN TWO SPOOLS OF WIRE OR WHERE MULTIPLE RUNS MEET AT AN INTERSECTION



NOTES:
1. TRACE WIRE SYSTEM TO BE TESTED TO ENSURE CONTINUITY
2. REFER TO SECTION 33 11 00, 2.25 FOR PRODUCT INFORMATION

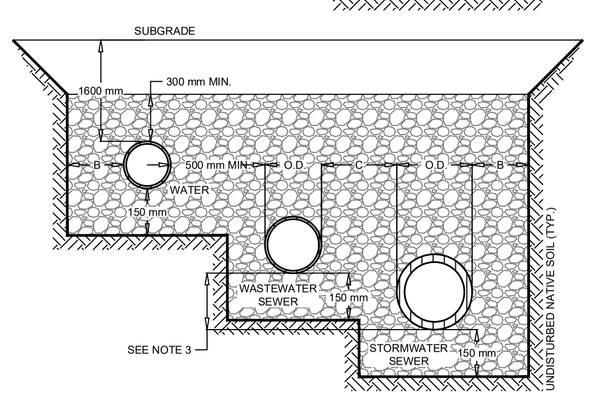


TRENCHING AND BACKFILL DETAIL (F 13) N.T.S



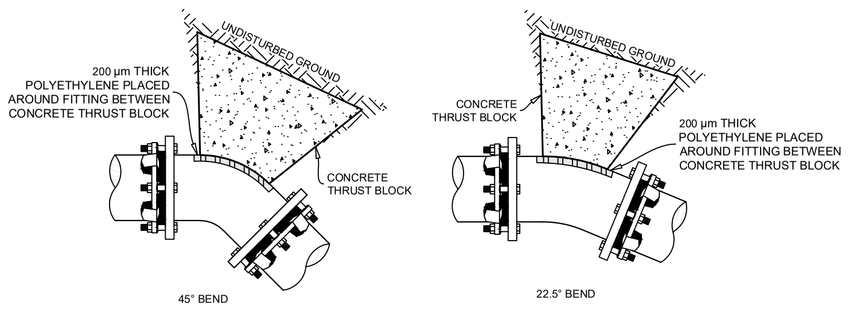
PIPE SIZE NOM. DIA.	DIMENSIONS (mm)	
	B	C
UP TO 375 mm	300	250
376 TO 500 mm	300	300
501 TO 750 mm	400	300
751 TO 1200 mm	400	400

NOTES
1. DIMENSION "C" IS GOVERNED BY THE LARGER PIPE DIAMETER.
2. SIDES OF TRENCHES TO REQUIREMENTS OF NOVA SCOTIA OCCUPATIONAL HEALTH AND SAFETY ACT.
3. IF CROWNS OF STORMWATER AND WASTEWATER SEWER ARE NOT MATCHED, THE INVERT OF THE STORMWATER SEWER MUST BE AT LEAST 100 mm BELOW THE INVERT OF THE WASTEWATER SEWER.
4. MINIMUM GRAVEL COVER OVER WASTEWATER AND STORMWATER SEWERS IS TO BE 300 mm.



THRUST BLOCK DETAILS (G 13) N.T.S

DUCTILE IRON CL52 MECHANICAL JOINT FITTINGS

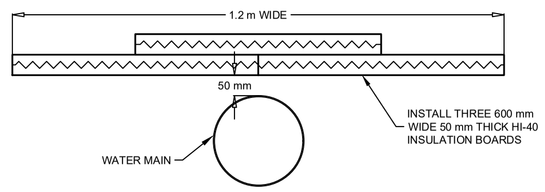


MINIMUM THRUST BLOCK CONTACT AREA (m²)

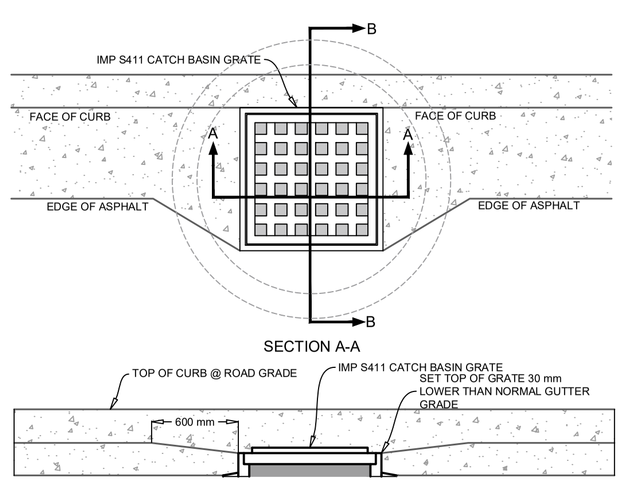
BASED ON SOIL BEARING CAPACITY OF 100 kPa AND INTERNAL PIPE PRESSURE OF 1035 kPa.

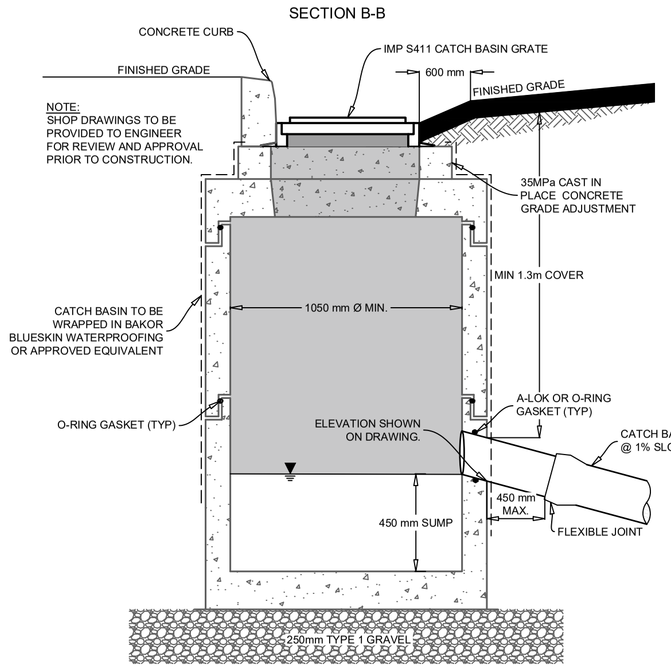
PIPE DIAMETER (mm)	CAP	TEE	45° BEND	22.5° BEND	11.25° BEND
100	0.25	0.25	0.20	0.16	0.16
150	0.48	0.48	0.40	0.24	0.16
200	0.80	0.80	0.64	0.32	0.16
250	1.28	1.28	0.96	0.48	0.24
300	1.76	1.76	1.44	0.72	0.40
350	2.40	2.40	1.96	0.98	0.54
400	3.13	3.13	2.56	1.28	0.71

WATER MAIN INSULATION DETAIL (G 13) N.T.S

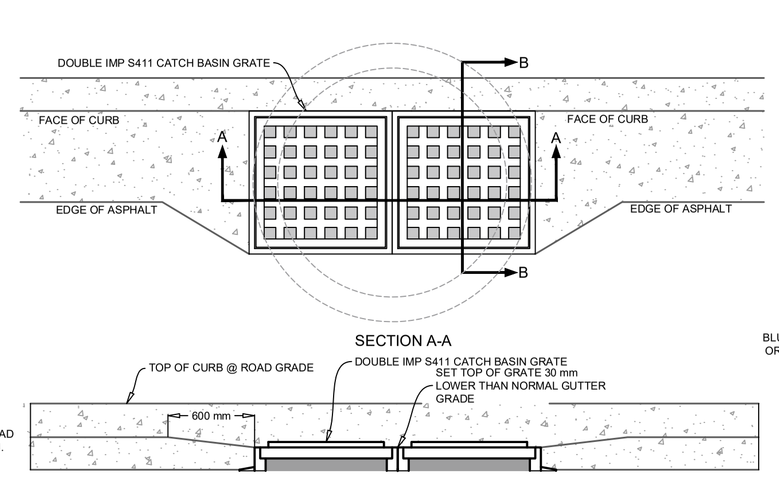


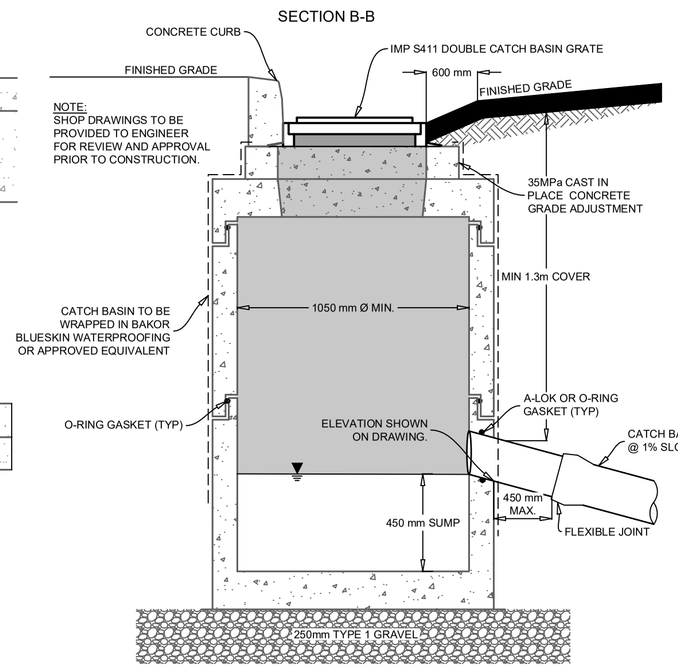
TYP. CATCH BASIN (I 13) N.T.S





TYP. DOUBLE CATCH BASIN (J 13) N.T.S





GENERAL CONSTRUCTION NOTES:

1. **SAFETY IS PARAMOUNT AND THE CONTRACTOR MUST USE SAFE WORK PRACTICES IN ACCORDANCE WITH THE NOVA SCOTIA OCCUPATIONAL HEALTH AND SAFETY ACT.**
2. ALL WORKS TO BE IN ACCORDANCE WITH MUNICIPAL SERVICES SPECIFICATION MANUAL (CURRENT EDITIONS).
3. ALL WORKS TO BE IN ACCORDANCE WITH THE "STANDARD SPECIFICATION FOR MUNICIPAL SERVICES" PREPARED JOINTLY BY THE NOVA SCOTIA ROADBUILDERS ASSOCIATION AND THE CONSULTING ENGINEERS OF NOVA SCOTIA (CURRENT EDITION).
4. ALL WORKS TO BE IN ACCORDANCE WITH REQUIREMENTS OF ALL PERMITS AND REGULATIONS AS ISSUED BY THE NOVA SCOTIA DEPARTMENT OF ENVIRONMENT.
5. CONTRACTOR TO NOTIFY DESIGNPOINT AND WEST HANTS REGARDING CONSTRUCTION SCHEDULING 2 WEEKS PRIOR TO COMMENCING CONSTRUCTION.
6. CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF NATURAL WATERCOURSES FROM DAMAGE DUE TO SILT LADEN RUNOFF FROM THE CONSTRUCTION SITE. ACCEPTABLE CONSTRUCTION PROCEDURES MAY BE OBTAINED FROM 'EROSION AND SEDIMENTATION CONTROL HANDBOOK FOR CONSTRUCTION SITES" (CURRENT EDITION), BY THE NOVA SCOTIA DEPARTMENT OF ENVIRONMENT.
7. ALL DISTURBED AREAS NOT STABILIZED BY GRAVEL, ASPHALT, CONCRETE, OR SOD ARE TO BE STABILIZED WITH 100mm TOPSOIL AND HYDROSEEDED. HYDROSEEDED AREAS TO BE COVERED WITH HAY MULCH (MIN. 3500 kg/Ha). HYDROSEEDED AREAS THAT DO NOT SHOW ACTIVE GROWTH WITHIN THE FIRST GROWING SEASON TO BE RE-STABILIZED.
8. MATERIALS SHALL NOT BE SUBSTITUTED UNLESS PRIOR APPROVAL IS PROVIDED BY THE ENGINEER.
9. SHOP DRAWINGS TO BE PROVIDED FOR REVIEW AND APPROVAL BY THE ENGINEER PRIOR TO CONSTRUCTION.
10. CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS REQUIRED TO PERFORM WORKS AND TO COMPLY WITH ALL PERMIT REQUIREMENTS AND CONDITIONS.
11. LOCATIONS OF EXISTING INFRASTRUCTURE IS BASED ON BEST AVAILABLE INFORMATION, INCLUDING RECORD INFORMATION. CONTRACTOR TO CONFIRM LOCATIONS OF EXISTING INFRASTRUCTURE AND NOTIFY ENGINEER OF ANY DISCREPANCIES IMMEDIATELY. CONTRACTOR TO ALLOW A 1 WEEK REVIEW PERIOD BY THE ENGINEER.
12. CONTRACTOR TO VERIFY ALL EXISTING UTILITY LOCATIONS, SUCH AS HERITAGE GAS, NOVA SCOTIA POWER, BELL ALIANT, AND EASTLINK. CONTRACTOR TO VISIT CLICKBEFOREYOUDIG.COM TO REQUEST LOCATES PRIOR TO COMPLETING ANY EXCAVATION. CONTRACTOR SHALL ADHERE TO ALL OCCUPATIONAL HEALTH AND SAFETY REGULATIONS FOR WORKING AROUND LIVE GAS MAINS.
13. ALL POWER AND COMMUNICATION INFRASTRUCTURE TO BE INSTALLED AS PER NSPI AND COMMUNICATION PROVIDER (I.E. BELL) SPECIFICATIONS. CONTRACTOR TO CONFIRM AND COORDINATE WITH UTILITIES AS REQUIRED.
14. PERMISSION FROM LANDOWNER(S) REQUIRED TO WORK ON PRIVATE PROPERTY.
15. CONTRACTOR TO NOTIFY PROPERTY OWNERS WHO WILL EXPERIENCE DISRUPTION DURING THE WORK (PROPERTY ACCESS, MUNICIPAL SERVICE LOSS, POWER/COMMUNICATION LOSS, ETC.) AT LEAST 48 HOURS PRIOR TO THE DISRUPTION.
16. ALL ELEVATIONS ARE METRIC AND GEODETIC. TOPOGRAPHICAL SURVEY COMPLETED BY DESIGNPOINT IN NOV, 2021. CONTRACTOR TO CONTACT DESIGNPOINT FOR CONSTRUCTION LAYOUT CONTROL INFORMATION 2 WEEKS PRIOR TO CONSTRUCTION.
17. ALL EART ORK (INCLUDING SUBGRADE), TRENCH WORK, PIPE BEDDING, AND SURFACE TREATMENT (INCLUDING GRAVELS, ASPHALT, AND CONCRETE) TO BE REVIEWED AND CERTIFIED BY PROJECT GEOTECHNICAL ENGINEER.
18. DRAWINGS SUBJECT TO CONSTRUCTION APPROVAL BY THE APPLICABLE APPROVAL AGENCIES (e.g. WEST HANTS AND NOVA SCOTIA DEPARTMENT OF ENVIRONMENT) PRIOR TO CONSTRUCTION.
19. CONTRACTOR RESPONSIBLE FOR ALL TRAFFIC CONTROL MEASURES REQUIRED FOR THE PROJECT. ALL TEMPORARY TRAFFIC CONTROL MEASURES TO BE IN ACCORDANCE WITH THE LATEST EDITION OF THE NOVA SCOTIA TRANSPORTATION AND INFRASTRUCTURE RENEWAL TEMPORARY WORKPLACE TRAFFIC CONTROL MANUAL AND THE LATEST EDITION OF THE TRANSPORTATION ASSOCIATION OF CANADA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR CANADA.
20. INSULATION TO BE 50mm THICK HI40 RIGID STYROFOAM (ROAD AND TRAFFIC RATED).
21. CONTRACTOR MAY REQUEST GRADE ADJUSTMENTS SUBJECT TO REVIEW AND APPROVAL BY ENGINEER AND APPLICABLE APPROVAL AGENCIES. CONTRACTOR RESPONSIBLE FOR COSTS ASSOCIATED WITH DRAWING REVISIONS AND APPROVALS.
22. ALL TEMPORARY ROAD CLOSURES WILL REQUIRE A ROAD CLOSURES PERMIT.
23. AT THE COMPLETION OF CONSTRUCTION, THE CONTRACTOR IS TO COMPLETE AND PROVIDE A COPY OF A CCTV INSPECTION AND REPORT TO THE ENGINEER FOR REVIEW OF ALL GRAVITY SEWERS 150 mm Ø OR LARGER.
24. ALL TESTING OF SEWERS TO BE IN ACCORDANCE WITH WEST HANTS SPECIFICATIONS, INCLUDING MANHOLE VACUUM TEST. PRESSURE TEST TO BE COMPLETED FOR ENTIRE PIPE LENGTH. TEMPORARY END CAPS TO BE INSTALLED AS REQUIRED TO FACILITATE TESTING.
25. ALL TESTING OF WATER MAINS TO BE IN ACCORDANCE WITH WEST HANTS SPECIFICATIONS, INCLUDING PRESSURE TEST AND CHLORINATION FOR ALL WATER LATERALS 100 mm Ø AND LARGER. BASE LIFT OF GRAVEL TO BE PLACED OVER WATER MAINS AND SERVICES PRIOR TO TESTING (PUBLIC AND PRIVATE INFRASTRUCTURE).
26. ANY FIELD MANHOLE CONNECTIONS (IF REQUIRED) TO BE MADE USING CORE DRILL AND KOR-N-SEAL (SUBJECT TO APPROVAL BY UTILITY AND ENGINEER).
27. ALL GRAVITY PIPE TO BE INSTALLED IN AN UPSTREAM DIRECTION. CONTRACTOR TO BEGIN PIPE INSTALLATION AT THE MOST DOWNSTREAM LOCATION. INSTALLING TEMPORARILY ORPHANED PIPE SECTIONS IS NOT ACCEPTABLE (UNLESS APPROVED BY THE UTILITY AND THE ENGINEER).
28. CONTRACTOR TO PROVIDE 24 HOURS NOTICE TO WEST HANTS AND THE ENGINEER OF PIPE AND MANHOLE TESTING, INCLUDING CCTV INSPECTION AND DEFLECTION TESTING.
29. ALL PRECAST MANHOLES AND CATCH BASINS TO BE WRAPPED IN BAKOR BLUESKIN OR APPROVED EQUIVALENT.

ISSUE	DATE	DESCRIPTION
1	JUL. 13, 2022	DRAFT

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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE: 22/02/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE: 22/02/2024 — A. T. LEAHY — 20200013

CLIENT

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

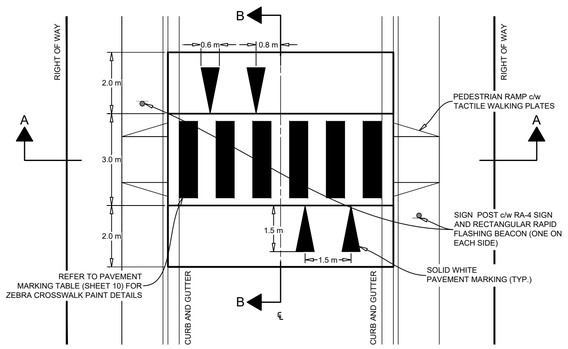
WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

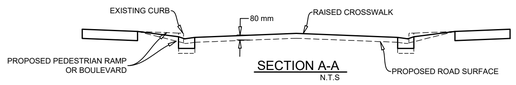
CONSTRUCTION NOTES AND DETAILS 1

Drawn	Engineer	Project No.	Drawing No.
J. GALLANT	A. SKETCHLEY	21-435	C-D13
Scale	Filename		13 or 14
N.T.S	21-435_D01_INT-DETAILS.dwg		

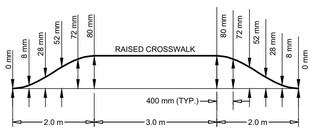
TYP. RAISED CROSSWALK (A) 14
N.T.S



NOTES:
1. THE EXISTING ASPHALT SURFACE TO BE MILLED TO A DEPTH OF 40 mm WHEN RETROFITTING
2. CATCH BASINS ARE REQUIRED ON THE UPHILL SIDE OF THE RAISED CROSSWALK AS INDICATION ON PLANS.
3. POSITIVE DRAINAGE TO NEAREST CATCHBASIN TO BE CONFIRMED BY THE ENGINEER AND ADJUSTED AS REQUIRED
4. RAISED CROSSWALKS TO BE CONSTRUCTED USING TYPE D-HF ASPHALT (UNLESS OTHERWISE APPROVED BY THE W)
5. ALL DIMENSIONS ARE IN METERS UNLESS INDICATED OTHERWISE

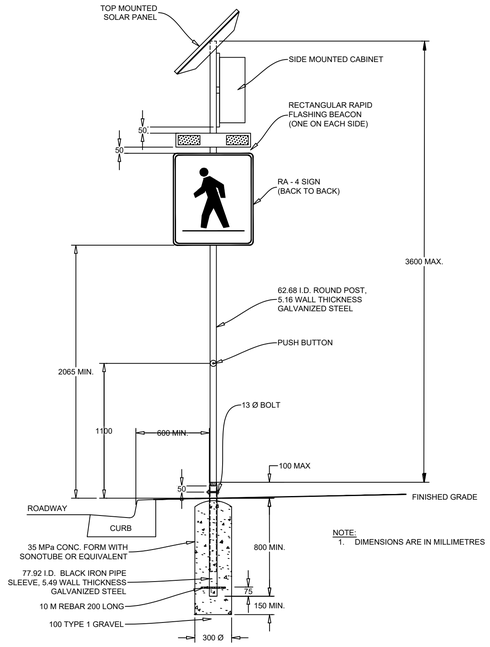


SECTION A-A
N.T.S



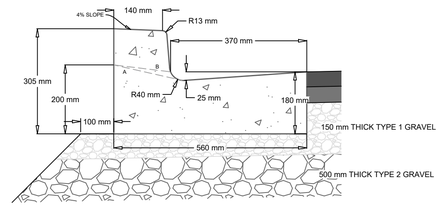
SECTION B-B
N.T.S

RECTANGULAR RAPID-FLASHING BEACON SIGNAL CONFIGURATION (SOLAR PANEL) (B) 14
N.T.S



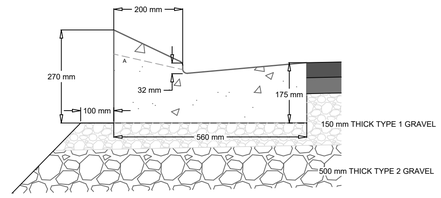
NOTE:
1. DIMENSIONS ARE IN MILLIMETRES

TYPICAL CURB DETAIL (C) 14
N.T.S.



NOTES:
LINE A INDICATES CURB AT PEDESTRIAN RAMPS.
LINE B INDICATES CURB AT DRIVEWAYS

MOUNTABLE CURB DETAIL (D) 14
N.T.S.



ISSUE	DATE	DESCRIPTION
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	REVISED ROUNDABOUT ENTRANCE
1	JUL. 13, 2022	DRAFT

CONSULTANT

DESIGNPOINT
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902.832.5597
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REGISTERED PROFESSIONAL ENGINEER * PROVINCE OF NOVA SCOTIA * DATE 22/02/2024 A. J. SKETCHLEY 11560

REGISTERED PROFESSIONAL ENGINEER * PROVINCE OF NOVA SCOTIA * DATE 22/02/2024 A. T. LEAHY 20200013

CLIENT

West Hants
something inspiring awaits

PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

CONSTRUCTION NOTES AND DETAILS 2

Drawn	Engineer	Project No.	Drawing No.
T.MILLS	A. SKETCHLEY	21-435	C-D14
Scale	Filename		14 of 14
N.T.S	21-435_D01_INT-DETAILS.dwg		

Addendum #1

To All Bidders of WHRMPW24-03:

Please note: the following addendum applies to WHRMPW24-03 and shall be taken into consideration when preparing bid documents.

Replace drawings: C-TR02 Sheet 2 of 14, Rev 5, dated February 22, 2024
C-D12 Sheet 12 of 14, Rev 5, dated February 22, 2024
C-D14 Sheet 14 of 14, Rev 5, dated February 22, 2024

With the following: C-TR02 Sheet 2 of 14, Rev 6, dated March 27, 2024
C-D12 Sheet 12 of 14, Rev 6, dated March 27, 2024
C-D14 Sheet 14 of 14, Rev 6, dated March 27, 2024

Add the following schematic:

Services Removal Plan	TSK-01	Sheet 1 of 1, dated March 27, 2024
Infill Surcharging Sketch	TSK-02	Sheet 1 of 1, dated March 28, 2024

Addendum #1

Replace Section 00 41 43 – Tender Form, Section 1.4 Schedule Of Quantities And Unit Prices:

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
EARTHWORK					
2.	Grubbing	m^2	800		
6.	Borrow	m^3	550		
8.	Exploratory Digs	ea	5		
9.	Infill Surcharging	L.S.	1		
10.	Karst Topography Cavern Infill (Provisional)				
.1	Less than or equal to 5 cubic metres	ea	3		
.2	Greater than 5 cubic metres	m^3	20		
			SUBTOTAL EARTHWORK:	$	
WATER MAIN					
11.	Pipe				
.1	250mm PVC BIONAX	m	192		
.2	200mm PVC BIONAX	m	135		
12.	Fire Hydrants				
.1	Installation	ea	2		
.2	Relocation	ea	1		
14.	Direct Buried Valves				
.1	250mm Gate Valve	ea	3		
.1	200mm Gate Valve	ea	2		
16.	Connections to Existing Main				
.1	250mm, Payzant Drive 0+826	ea	1		
.2	250mm, Payzant Drive 1+018	ea	1		
.3	200mm, Wentworth Road 0+874	ea	1		
18.	Temporary Water	L.S.	1		
19.	Cap and Abandonment of Existing Main				
.1	250mm, Payzant Drive 0+834	ea	1		
.2	250mm, Payzant Drive 0+890	ea	1		
			SUBTOTAL WATER MAIN:	$	

Addendum #1

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
STORM SEWER					
31.	Pipe				
.1	300mm PVC DR18	m	48		
.2	450mm RCP 65D	m	33.5		
32.	Manholes				
.1	1050mm	ea	1		
.2	1200mm	ea	1		
33.	Catch Basins				
.1	1050mm, Single	ea	5		
.2	1050mm, Double	ea	5		
34.	Catch Basin Leads				
.1	200mm PVC DR35	m	15		
.2	250mm PVC DR35	m	38		
.3	250mm PVC DR18	m	40		
.4	300mm PVC DR35	m	102		
.5	300mm PVC DR18	m	30		
36.	Connections to Existing				
.1	Existing Manhole	ea	1		
.1	Wentworth Road Culvert	ea	1		
37.	Culverts				
.1	1200mm RCP 65D	m	6.5		
39.	Precast Headwall				
.1	Up to 600mm Pipe	m	5		
.2	1200mm Pipe	m	1		
			SUBTOTAL STORM SEWER:	$	
STREET CONSTRUCTION					
41.	Gravels				
.1	Type 1 (150mm thick)	m^2	3750		
.2	Type 2 (500mm thick)	m^2	3750		
.3	Type 1 (Dentist Parking Lot) (150mm thick)	m^2	1110		
.4	Type 2 (Dentist Parking) (300 mm thick)	m^2	1110		
43.	Asphalt Concrete				
.1	Type C-HF (50 mm thick)	m^2	3750		
.2	Type B-HF (100 mm thick)	m^2	3750		

Addendum #1

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
	.3 Type C-HF (Dentist Parking Lot) (40mm thick)	m^2	980		
	.4 Type B-HF (Dentist Parking) (50 mm thick)	m^2	980		
44.	Curb				
	.1 Curb and Gutter - Concrete	m	550		
	.2 Curb only - Concrete	m	430		
45.	Concrete Sidewalk				
	.1 Sidewalk/ Traffic Island (100mm)	m^2	1185		
	.2 Truck Apron (200mm)	m^2	275		
46.	Tactile Walking Surface Indicators	ea	28		
48.	Guardrail				
	.1 Rail for Civic 151 wall	m	12		
50.	Adjust Existing Manhole Frames and Covers	ea	4		
52.	Segmental Retaining Wall				
	.1 Center Island	m^2	98		
	.2 Civic 151 Parking Lot	m^2	15		
53.	Street Signs and Bases	ea	38		
54.	Stone Pillar Reinstatement	L.S.	1		
55.	Sign Relocation				
	.1 Credit Union	L.S.	1		
	.2 Hospital	L.S.	1		
56.	Raised Crosswalks	ea	6		
57.	Temporary Asphalt Reinstatement (Provisional)	m^2	3000		

SUBTOTAL STREET CONSTRUCTION: $_____

LANDSCAPING

61.	Topsoil and Sod	m^2	1050		
62.	Topsoil and Seed	m^2	530		

Addendum #1

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
66.	Grass Pavers	m^2	205		
67.	Center Island Landscaping	L.S.	1		

SUBTOTAL LANDSCAPING: $_____

ADDITIONAL ITEMS

73.	Replacement of Unsuitable Material w/ Surge Rock (Provisional)	m^3	1900		
76.	Infrastructure Removal	L.S.	1		
77.	Trench Excavation – Contaminated Material (Provisional)	m^3	50		

SUBTOTAL ADDITIONAL ITEMS: $_____

ENVIRONMENTAL PROTECTION

90.	Environmental Measures	L.S.	1		

SUBTOTAL ENVIRONMENTAL PROTECTION: $_____

SUBTOTAL EARTHWORK $_____

SUBTOTAL WATER MAIN $_____

SUBTOTAL STORM SEWER $_____

SUBTOTAL STREET CONSTRUCTION $_____

SUBTOTAL LANDSCAPING $_____

SUBTOTAL ADDITIONAL ITEMS $_____

SUBTOTAL ENVIRONMENTAL PROTECTION $_____

ESTIMATED CONTRACT PRICE (EXCLUDING HST) $_____ (A)

ADD HARMONIZED SALES TAX (15% of Estimated Contract Price) $_____ (B)

TOTAL PRICE (A + B) $_____

TENDERER'S HST REGISTRATION NO. _____

Add Section 01 22 00 – Measurement and Payment, Item 57. Temporary Asphalt Reinstatement:

9. Infill Surcharging

Unit of Measurement: Lump Sum

This item includes: supply, placement and compaction of borrow material to a thickness that is double the required fill thickness (grubbed grade to finished grade). Excavation and shaping of the placed material to occur in the following year to facilitate roadway construction. No payment additional payments will be made under pay item 6 for the imported borrow in these areas.

Replace Section 01 22 00 – Measurement and Payment, Item 48. Guardrail with the following:

48. Guardrail

Unit of Measurement: metre (m)

Method of Measurement: along the top of rail through posts.

This item includes: common excavation, importation of material, bedding, backfill, supply and placing posts, rail and accessories. This item also includes all coordination with retaining wall installation and any accessories required.

Replace Section 01 22 00 – Measurement and Payment, Item 52. Segmental Retaining Wall with the following:

52. Segmental Retaining Wall

Unit of Measurement: square metre (m2)

Method of Measurement: total area of wall face.

This item includes: common excavation, removal and disposal of surplus material, importation of material, installation of foundation preparation and bedding, supply and installation of modular Stone Strong wall units, geotextile, guards, gravel, infill soil, backfilling, drainage, design, and shop drawings stamped by a Professional Engineer (licensed to practice in Nova

Scotia). In addition to normal wall design, design to consider global stability and guardrail placement. Only the top exposed faces of retaining walls are required to be aesthetic in nature. Buried sections may have simple/irregular finishes as long as they maintain their structural integrity.

Add Section 01 22 00 – Measurement and Payment, Item 57. Temporary Asphalt Reinstatement:

57. Temporary Asphalt Reinstatement:

Unit of Measurement: square metre (m2)

Method of Measurement: slope measure.

This item includes: common excavation, removal and disposal of surplus material, supply and placement of gravel, asphalt and line painting as directed by the Engineer. No payment will be made under this item unless authorized by the Engineer.

Replace Section 01 22 00 – Measurement and Payment, Item 73. Replacement of Unsuitable Material w/ Surge Rock (Provisional) with the following:

73. Replacement of Unsuitable Material w/ Surge Rock (Provisional)

Unit of Measurement: cubic metre (m^3)

Method of Measurement: surface-to-surface volume method between topographical survey taken before and after the placement and compaction of replacement material.

This item includes: all excavation, removal, and disposal of unsuitable material. As well as the supply, placement, and compaction of surge rock as directed by the Engineer. No payment will be made under this item unless authorized by the Engineer. This item also includes the supply and placement of filter fabric.

The following questions have been asked and the answers are provided for clarification:

Addendum #1

Question 1: The new road structure details (detail A-E) shown on drawing TR09 indicates prime is required on top of the Type 1 gravel. As discussed at the site meeting, this is atypical for projects like this and would be difficult to apply as traffic will be traveling over the gravels prior to paving. Can you please confirm that prime won't be required?

Answer 1: **Primer will not be required on top of the Type 1 gravel.**

Question 2: The new road structure details (detail A-E) shown on drawing TR09 indicate geotextile is required under the new road structure on top of the subgrade. There isn't a pay item for this on the tender form. Could you please provide a pay item for this work?

Answer 2: **Geotextile is only required when placing surge rock on subgrade and has been added to the description of surge rock.**

Question 3: There is mention in the Geotechnical report under grade increases/settlement that preload/surcharge may be required for fill areas. As discussed at the site meeting and indicated in the geotechnical report, if this was required it would have had to be completed long before the project was tendered. Can you please confirm this won't be applicable for this project?

Answer 3: **See the attached Infill Surcharging sketch and pay item 9.**

Question 4: Further to the question we had submitted previously, it was discussed at the site meeting that pay items would be provided for mass excavation/earthwork scope required for this project. Can you please provide unit price items for Common Excavation and Disposal Offsite, Supply and Placement of Imported Borrow Material in Fill Areas, and Common Excavation and Re-Use in Landscape Areas on site.

Answer 4: **See the updated pay line items and schedule of quantities. Excavation, placement, and disposal are all included in General Item 2 in Measurement and Payment and apply to all items. A quantity has been added for borrow.**

Question 5: The existing conditions plan provides no existing grading information. The grading plan provides very minimal existing grading information but is insufficient for use to calculate volumes. Can you please provide more detailed existing grading information?

Answer 5: **See the updated existing conditions plan.**

Question 6: It was mentioned onsite that a specific type and color of retaining wall was wanted for the roundabout and the retaining wall at the dentist office parking lot. There was no design or specification provided with the tender documents and the tender drawings say the contractor is to provide a design and shop drawing for the retaining walls. Please provide details for retaining walls so that we can ensure we're allowing for the type and color of block that the municipality would like.

Answer 6: Stone Strong walls are to be used for both the roundabout and dentist office retaining walls.

Question 7: There are no details provided for headwalls. Please provide details for headwalls for pipe diameters up to 600mm and for the larger headwall required for the 1200mm pipe extension as well as details for any grates or rails that may be required.

Answer 7: See the updated detail sheet 14.

Question 8: The new water main on Payzant drive runs under the existing sidewalk from the optometrist to the credit union. There is a section of sidewalk and asphalt curb between the optometrist and credit union driveway entrances that appears to be shown as new asphalt sidewalk and curb but no notes or pay items to confirm this. Is the intent to replace this with new asphalt sidewalk or should this be concrete sidewalk like all of the other new sidewalk on the project? If the intent is to use asphalt sidewalk, please provide a detail and associated pay items. If this section is being replaced with concrete sidewalk, please confirm that this will be paid under item 45.1. Also, the existing curb in this area is asphalt. Please confirm if you require asphalt or concrete curb here and, if asphalt, provide a detail.

Answer 8: The existing curb and sidewalk are to be replaced with concrete curb and gutter and concrete sidewalk.

Question 9: After further review of the drawings and discussions at the site meeting, we would ask for some of the curb types to be changed. As discussed at the site meeting, we would ask that the curb around the inner circle of the roundabout be changed to standard NSDPW Type E High Back curb as the truck apron in front of this curb is graded away which makes gutter here redundant. Reverse gutter is also difficult to work with from a grading perspective. We would also ask that the curbed islands be changed to NSDPW Type E High Back Curb. There are no catch basins in the curbed islands and the adjacent asphalt is sloping away from the curb which also

makes gutter here redundant and will likely lead to water being trapped in the gutter. The Curb around the outermost edges of the roundabout island is currently designed as mountable curb with reverse gutter. We would also ask for this to be changed to remove the gutter as the grade on the adjacent asphalt is running away from the curb which makes gutter redundant and will also be much easier to match into with asphalt. We've attached a copy of a standard NSDPW detail that has been being used for this purpose on other roundabouts in the area. Please confirm if this will be acceptable.

Answer 9: Traffic island curb and gutter may be replaced with curb only. Refer to detail C-12 for roundabout curb detailing

Question 10: Detail A on drawing C-D12 has a note pointing to the asphalt in front of the curb that says feathering strip for grading adjustments. please clarify what is meant by this note?

Answer 10: Disregard that note. Note removed in revised detail sheet.

Question 11: It was mentioned at the site meeting that the existing buried infrastructure requires removal only in locations where it interferes with new buried infrastructure. On the drawings, it says to remove all buried infrastructure within the limits of construction. Please confirm we are only required to remove the existing buried infrastructure if it interferes with the new infrastructure. Also, further to the question we had submitted previously, please provide a separate removals plan so that removals can be accurately quantified.

Answer 11: See the attached removal plan.

Question 12: It was discussed at the site meeting that temporary asphalt reinstatement may be required over pipe trenches to keep traffic flowing safely given that the project will span the 2024 and 2025 construction seasons. Can you please provide a unit price pay item for temporary reinstatement of asphalt?

Answer 11: See the updated pay line items.

Question 13: What will be required for backfill material of pipe trenches between bedding material as shown on detail F/13 and the bottom of the proposed road and sidewalk structure? Will this need to be imported granular material or will excavated site material be acceptable for this?

Answer 13: Refer to section 5.2 of the geotechnical report.

Question 14: As discussed at the site meeting, we request an extension to the tender closing of one week to allow time for consultants to respond to questions and for the contractor to process their response.

Answer 14: Extension already posted on NS Procurement Site. April 4th, 2024 at 2pm.

Question 15: Pay item 76 for Infrastructure Removal has been provided on the tender form and is noted to include all removal of existing infrastructure. There is a note indicating that all water, storm, and surface infrastructure within the project footprint is to be removed unless otherwise noted; however, the level of detail on the drawings make it difficult to fully quantify the full scope of removals required for the project. As this is a lump sum item, we want to make sure we're able to capture all of the cost related to this scope of work under this item. Can you please revise the existing conditions plan (Drawing C-TR02) to clearly indicate all of the removals required for the project so they can be accurately quantified by all bidders?

Answer 16: See answer 11.

Question 16: Further to question 1 above, Pay item 76 also notes that common excavation and replacement of required volume with select material is to be included in this item. We'd like to request that separate unit price pay items be provided for these two items.

Answer 16: This pay item will remain as is.

Question 17: Pay item 18 for temporary water is provided as a lump sum item which will requires the bidder to quantify time and materials required for this scope of work. Can you please provide a plan showing the extents to which the existing water main in this area can be isolated so that we can determine the number of customers affected and the level of effort required to provide temporary water service to affected customers? Can we assume that temporary water can be provided by way of connection to existing hose bibs?

Answer 17: The following sequencing is suggested. The contractor will be responsible for the final temporary water plan and execution.

1. Payzant Drive – install new water main short of connections to existing so that existing water main may remain in service.

2. If disturbance of the lateral for 150 Wentworth Rd. is required, relocate around the new water main or provide temporary service.
3. Retap existing services to the 151 Wentworth Rd. and 19 Centennial Dr. north of water tie in point.
4. Test new Payzant water main.
5. Make connections to the existing water main at either end with a short-duration shut down.
6. Connect 150 Wentworth Rd. to new water main if existing service is still connected to existing main.
7. Wentworth Road – Install valve at Sta. 0+875 and a length of pipe so that the valve can be closed, leaving the existing main pressurized with a temporary shut down.
8. Provide service to 141 Wentworth Rd. from Civic 131 Wentworth Rd.

Question 18: Can excess excavated site material be disposed of at the Windsor public works yard?

Answer 18: **The excess excavated material can be disposed of at the dump site located on Colonial Road. Material shall be placed and leveled as directed by WHRM Staff.**

Question 19: Can you please confirm that coordination with Nova Scotia Power and any cost related to moving of poles and overhead wires will be the responsibility of the owner?

Answer 19: **These costs will be the responsibility of WHRM. The contractor will still be required to pay for any bracing/shoring required for existing or future poles and will need to coordinate with NSPI.**

Question 20: Pay item 73 for replacement of unsuitable material with surge notes that it includes supply, placement, and compaction of surge as directed by the engineer but doesn't note that excavation of unsuitable material is to be included under this item. Please clarify.

Answer 20: **Excavation is included in General Item 2 in Measurement and Payment and has been added to Item 73.**

Question 21: Pay item 52.2 has been provided for a segmental retaining wall at civic 151 with a tender quantity of 15m2. This particular wall requires a handrail on the top of it. As the actual quantity may vary somewhat from the tender quantity, can you please add a separate pay item for this handrail?

Answer 21: A pay item has been added for this guardrail.

Question 22: Please confirm whether the costs associated with electrical works as per drawing C-E11 are NOT included in the tender scope

Answer 22: See answer 19.

Question 23: In the Supplementary Specs for pay item number 8 for Exploratory Digs, it is noted that this item includes reinstatement of all disturbed areas. Is the intent for us to include asphalt reinstatement at the surface if located in an existing asphalt area? Please clarify. A previous question that we submitted requested a pay item for temporary asphalt. If this item is provided, can we assume that we will be paid under that new item for this? If located in a landscape area, can we assume that landscape reinstatement will be paid under the pay items for topsoil and sod or topsoil and seed?

Answer 22: Any and all reinstatement that is required as a result of exploratory digs/investigations are to be included in the pay item 8.

Question 24: The tender quantity for pay item 45.1 (concrete truck apron) is 275m2. The measured quantity from the drawing is approximately 195m2. We've requested pricing from our rebar supplier based on the tender quantity; however, if the actual quantity is significantly lower, this will significantly impact our lump sum price for rebar and will skew our bid cost for this item. Can you please adjust the tender quantity to reflect the quantity shown on the drawings?

Answer 24: The quantity has been updated in the revised schedule of quantities and prices above.

Question 25: Tender quantities for pay items 41.1 and 41.2 (Type 1 and Type 2 gravels) matches the tender quantity for pay items 43.1 and 43.2 (Type B and C asphalt). The cross sections on drawing TR09 show the road structure gravels beginning behind the curb and carrying through the curbed islands to behind the curb on the other side of the road as well as under the truck apron (detail E/07 on C-D12) which would make the actual quantity for pay items 41.1 and 41.2 higher than the quantities for 43.1 and 43.2. I realize that the supplementary specs for curb and sidewalk note that gravel is included in those items; however, in reality this gravel would be placed at the same time as the road structure gravel as it is the same type and thickness. Can we assume that placement of 500mm Type 2 and

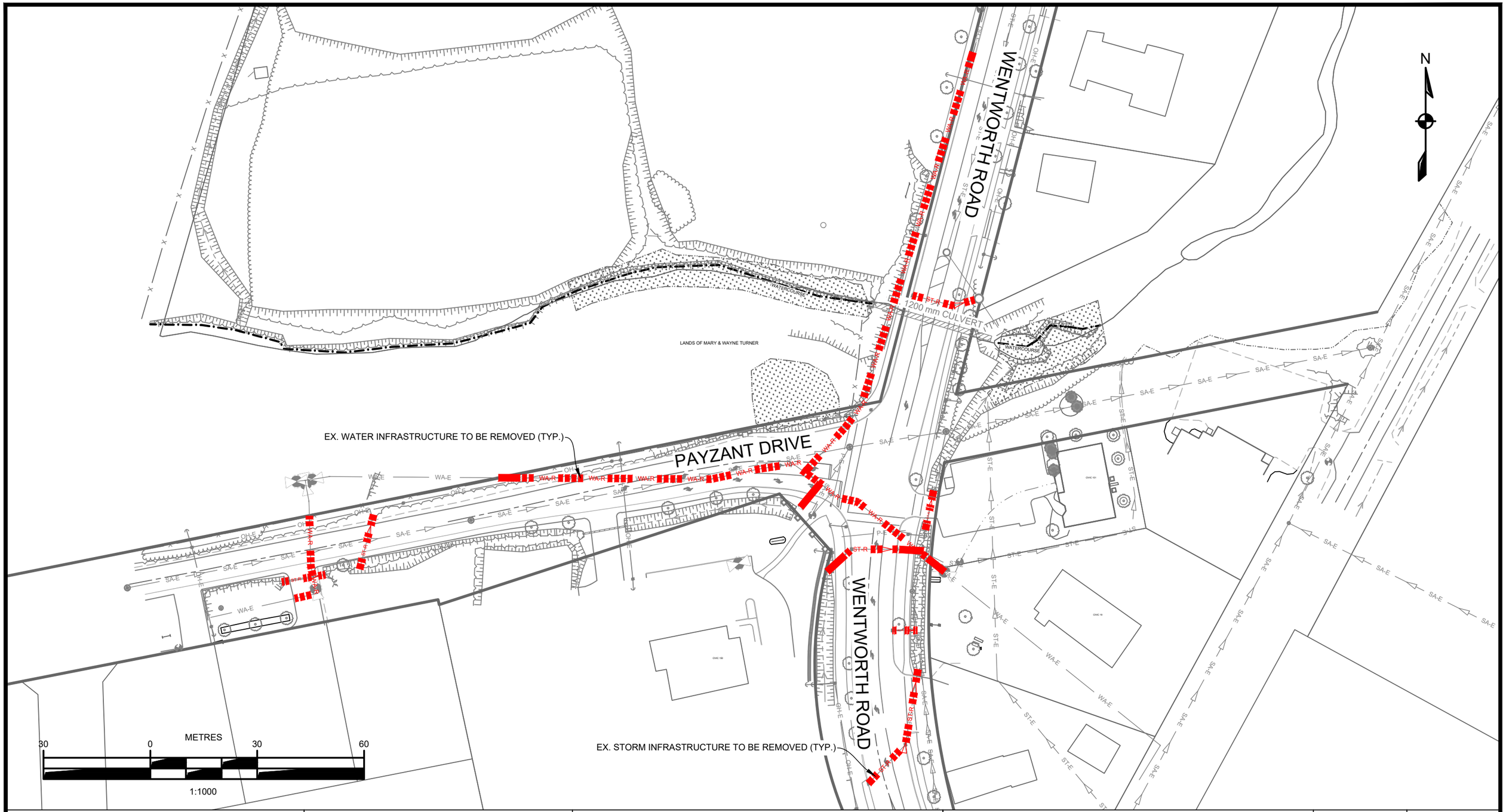
150mm Type 1 in these areas will be paid under items 41.1 and 41.2 with any additional gravel between this elevation and the bottom of concrete in the islands included with concrete sidewalk pay items? If so, can you please adjust tender quantities to accommodate this?

Answer 25: **These pay items will remain as they are. Items 41.1 and 41.2 are for road gravels only. Gravels associated with concrete works are to be included in the pay items for those works.**

Question 26: The roundabout cross section detail (E/07 on dwg C-D12) shows asphalt at 150mm thick in two lifts. Cross sections on TR09 and pay items of course show this as 100mm of Type B and 50mm of Type C. However, the 100mm of Type B should be placed in two lifts as 100mm would be too thick too be placed in one lift and still achieve adequate compaction. Can you please confirm that the intent is to place 100mm Type B asphalt in two lifts to ensure that all bidders are on the same page?

Answer 26: **Please disregard the asphalt thickness shown in detail E-07 on sheet 12. Type B-HF asphalt should be placed in two 50 mm lifts.**

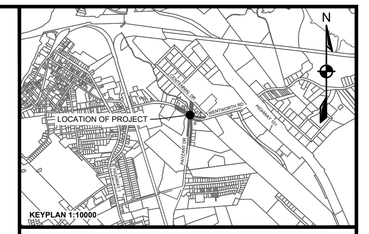
*******End of Addendum #1*******



CONSULTANT	CLIENT	PROJECT DESCRIPTION	SHEET DESCRIPTION		
DESIGNPOINT engineering • surveying • solutions 902.832.5597 designpoint.ca	West Hants something inspiring awaits	PAYZANT DRIVE ROUNDABOUT WINDSOR, NOVA SCOTIA	SERVICES REMOVAL PLAN	Engineer A.Leahy	Drawn A.Leahy
				Scale 1:1000	Date Mar. 27, 2024
				Project No. 21-435	Drawing No. TSK-01
				Filename	1 OF 1

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_TR01_EXISTING CONDITIONS.dwg, Plot Date: 2024-Mar-27, Plot Size: ANSI full bleed B (11.00 x 17.00 Inches), Plotted By: Adam Leahy





LEGEND

EXISTING		PROPOSED
	VERTICAL PROFILE	
	APPROXIMATE 1 IN 100 YEAR FLOOD LIMIT	100 YR
	EASEMENT	
WA-E	WATER PIPE	WA WA
SA-E	SANITARY PIPE	SA SA
ST-E	STORM PIPE	ST ST
GAS-E	NATURAL GAS MAIN	GAS
	WATER LATERAL	
	SANITARY LATERAL	
	STORM LATERAL	
	NATURAL GAS LATERAL	
	SIDEWALK	
	WALKWAY/A.T. TRAIL	
	GUARDRAIL	
	TOP OF SLOPE	
	BOTTOM OF SLOPE	
X X	FENCELINE	X X

	EXISTING	PROPOSED		EXISTING	PROPOSED
CURB CUT/RAMP			AIR RELEASE VALVE		
CURBSTOP			WATER VALVE		
REDUCER			HYDRANT		
PRECAST HEADWALL			CATCHBASIN		
STREET SIGN			UTILITY POLE w/ GUY WIRE		
STREET TREE			GLB		
			URD		

EXISTING GRADE CONTOURS ARE SHOWN AT A 0.5 m INTERVAL

METRES 5 0 10 15

1:250

ISSUE	DATE	DESCRIPTION
6	MAR. 26, 2024	ISSUED FOR ADDENDUM 1
5	FEB. 22, 2024	ISSUED FOR TENDER
4	FEB. 15, 2024	ISSUED FOR REVIEW
3	AUG. 16, 2023	REVISED CROSSWALKS
2	JUN. 16, 2023	DRAFT

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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 27/03/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 27/03/2024 — A. T. LEAHY — 20200013

CLIENT

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

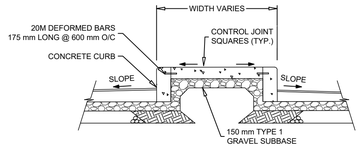
SHEET DESCRIPTION

EXISTING CONDITIONS

Drawn	Engineer	Project No.	Drawing No.
J. DWYER	P. BURGESS	21-435	C-TR02
Scale	Filename		02 of 14
1:250	21-435_TR01_EXISTING CONDITIONS.dwg		

TYPICAL CONCRETE TRAFFIC ISLAND DETAIL — A / 12

(N.T.S.)

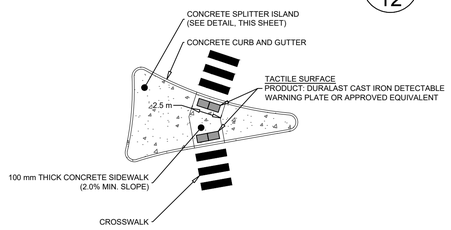


NOTES:

1. MAXIMUM SPACING FOR CONTROL JOINTS IS TO BE 2.5 m.
2. SLOPE SLAB TO FACILITATE DRAINAGE.
3. ENDS AND CORNERS OF TRAFFIC ISLANDS TO HAVE HIGH BACK CONCRETE CURB GEOMETRIC DESIGN OF CONCRETE ISLANDS TO BE AS PER THE TAC GEOMETRIC DESIGN GUIDE.

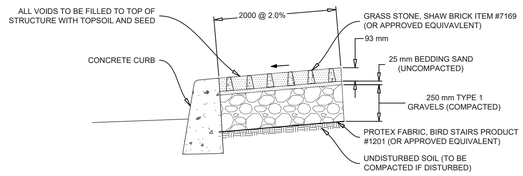
TYPICAL DROPPED SIDEWALK DETAIL — B / 12

(N.T.S.)



GRASS PAVER TYPICAL DETAIL — D / 12

(N.T.S.)

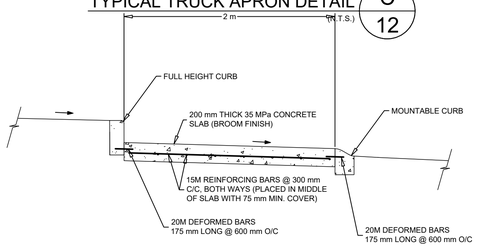


NOTES:

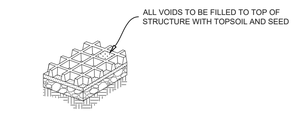
1. PRODUCTS TO BE INSTALLED AS PER MANUFACTURERS SPECIFICATIONS.
2. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE NOTED.

TYPICAL TRUCK APRON DETAIL — C / 12

(N.T.S.)



GRASS PAVER ISOMETRIC VIEW



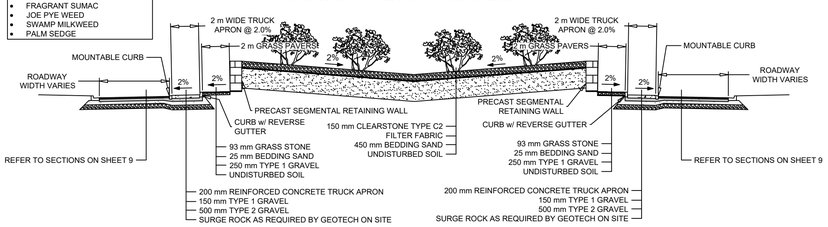
TYPICAL ROUNDABOUT CROSS-SECTION — E / 07

(N.T.S.)

NOTE: CENTER ISLAND VEGETATION TO CONSIST OF THE FOLLOWING:

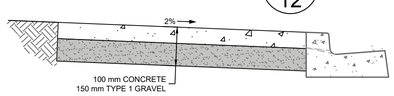
- WINTERBERRY
- DOGWOOD
- FRAGRANT SUMAC
- JOE PYE WEED
- SWAMP MILKWEED
- PALM SEDGE

NOTE: FOR PRECAST SEGMENTAL RETAINING WALL, CONTRACTOR TO PROVIDE P.ENG STAMPED SHOP DRAWINGS FOR REVIEW.



SIDEWALK STRUCTURE — F / 12

N.T.S.



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REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 27/03/2024 — A. J. SKETCHLEY — 11560

REGISTERED PROFESSIONAL ENGINEER — PROVINCE OF NOVA SCOTIA — DATE 27/03/2024 — A. T. LEAHY — 20200013

CLIENT

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PROJECT DESCRIPTION

PAYZANT DRIVE ROUNDABOUT

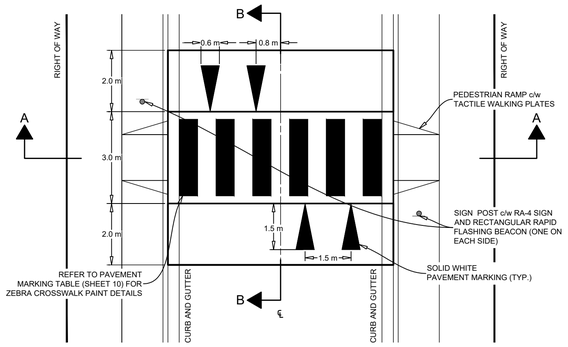
WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

ROAD CONSTRUCTION DETAILS

Drawn	Engineer	Project No.	Drawing No.
J. DWYER	P. BURGESS	21-435	C-D12
Scale	Filename		12 of 14
N.T.S.	21-435_D01_INT-DETAILS.dwg		

TYP. RAISED CROSSWALK (A / 14)
N.T.S

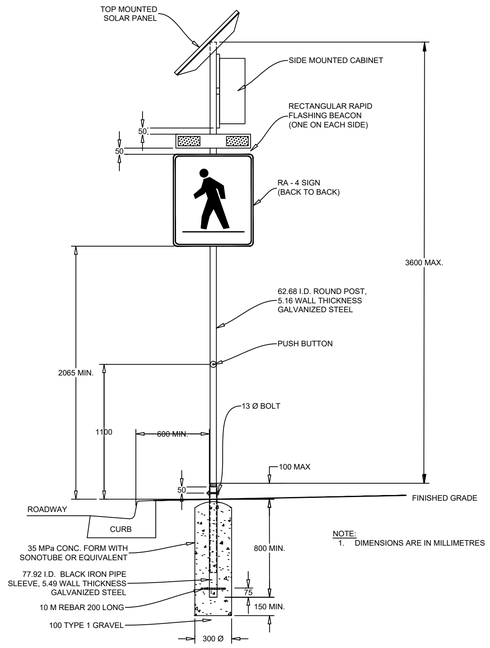


NOTES:
1. THE EXISTING ASPHALT SURFACE TO BE MILLED TO A DEPTH OF 40 mm WHEN RETROFITTING
2. CATCH BASINS ARE REQUIRED ON THE UPHILL SIDE OF THE RAISED CROSSWALK AS INDICATION ON PLANS.
3. POSITIVE DRAINAGE TO NEAREST CATCHBASIN TO BE CONFIRMED BY THE ENGINEER AND ADJUSTED AS REQUIRED
4. RAISED CROSSWALKS TO BE CONSTRUCTED USING TYPE D-HF ASPHALT (UNLESS OTHERWISE APPROVED BY THE W)
5. ALL DIMENSIONS ARE IN METERS UNLESS INDICATED OTHERWISE

SECTION A-A
N.T.S

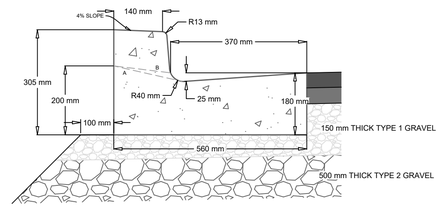
SECTION B-B
N.T.S

RECTANGULAR RAPID-FLASHING BEACON SIGNAL CONFIGURATION (SOLAR PANEL) (B / 14)
N.T.S



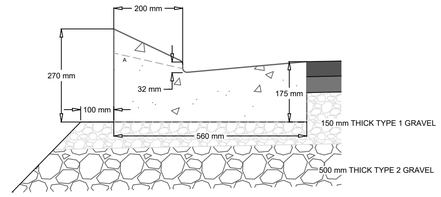
NOTE:
1. DIMENSIONS ARE IN MILLIMETRES

TYPICAL CURB AND GUTTER DETAIL (C / 14)
N.T.S.

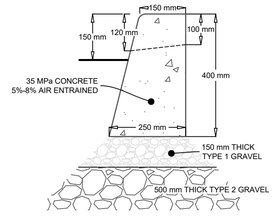


NOTES:
LINE A INDICATES CURB AT PEDESTRIAN RAMPS.
LINE B INDICATES CURB AT DRIVEWAYS

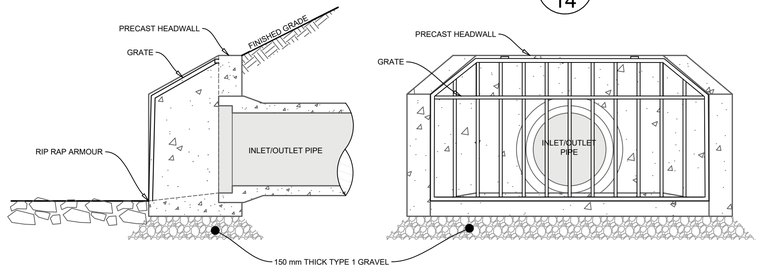
MOUNTABLE CURB AND GUTTER DETAIL (D / 14)
N.T.S.



TYPICAL CURB DETAIL (E / 14)
N.T.S



TYPICAL HEADWALL DETAIL (F / 14)
N.T.S.



NOTES:
1. ANY PIPE SYSTEMS OR CULVERTS LONGER THAN 30 m TO HAVE HEADWALL GRATES ON INLETS.
2. BARS TO BE VERTICAL ON INLET GRATES. GRATES ARE NOT PERMITTED ON OUTLETS.
3. AREA OF HEADWALL GRATE (WHERE REQUIRED) TO BE MINIMUM 6 TIME LARGER THAN PIPE CROSS SECTIONAL AREA.
4. GRATES TO BE GALVANIZED STEEL.
5. HEADWALL TO BE SIZED BASED ON PIPE SIZE AS PER PRECAST MANUFACTURERS RECOMMENDATION.

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REGISTERED PROFESSIONAL ENGINEER
DATE 27/03/2024
A. J. SKETCHLEY
11560
PROVINCE OF NOVA SCOTIA

REGISTERED PROFESSIONAL ENGINEER
DATE 27/03/2024
A. T. LEAHY
20200013
PROVINCE OF NOVA SCOTIA

CLIENT

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PROJECT DESCRIPTION

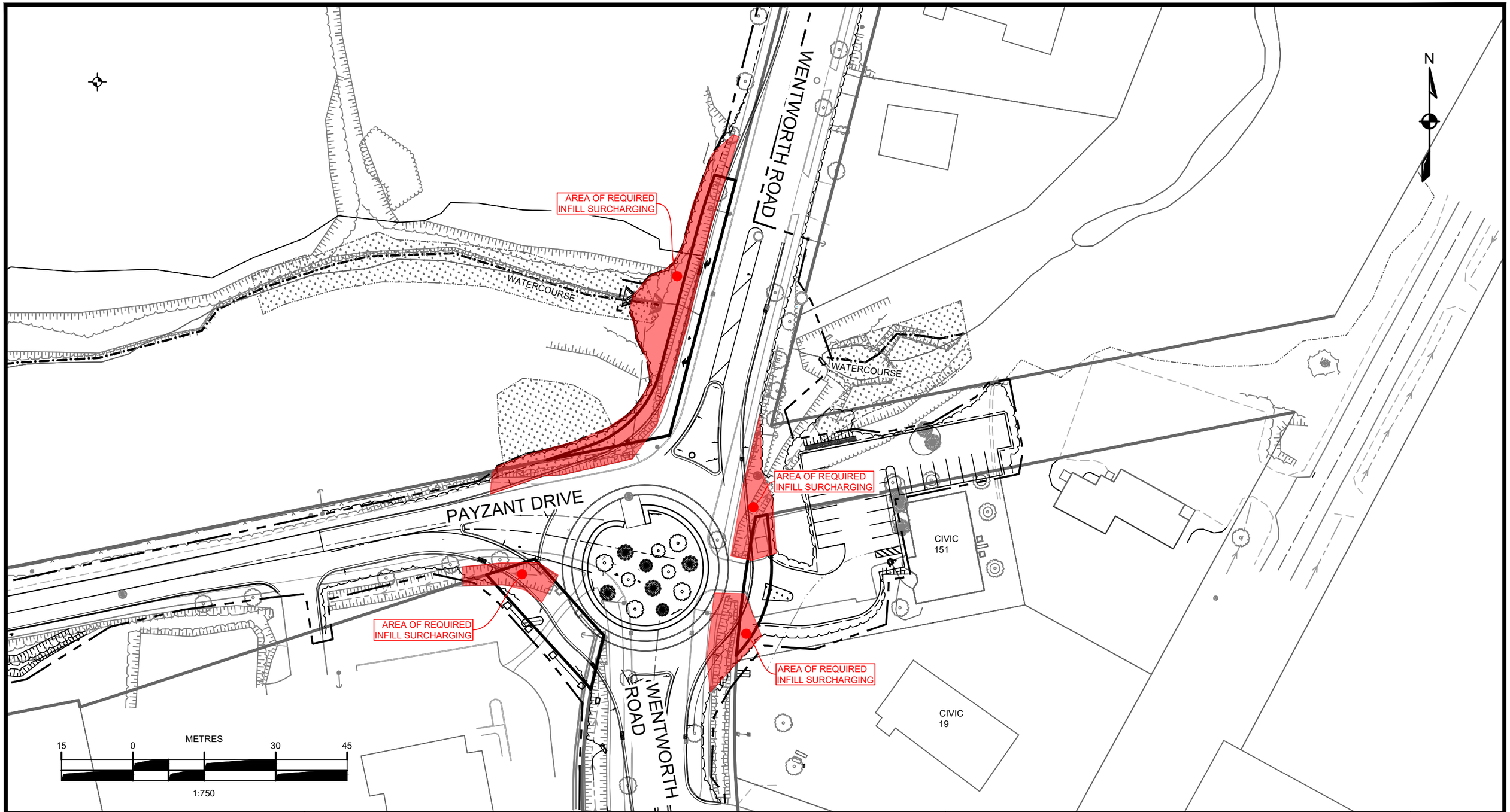
PAYZANT DRIVE ROUNDABOUT

WEST HANTS, NOVA SCOTIA

SHEET DESCRIPTION

CONSTRUCTION NOTES AND DETAILS 2

Drawn	Engineer	Project No.	Drawing No.
T.MILLS	A. SKETCHLEY	21-435	C-D14
Scale	Filename		14 of 14
N.T.S	21-435_D01_INT-DETAILS.dwg		



CONSULTANT	CLIENT	PROJECT DESCRIPTION	SHEET DESCRIPTION		
DESIGNPOINT engineering • surveying • solutions 902.832.5597 designpoint.ca	West Hants something inspiring awaits	PAYZANT DRIVE ROUNDABOUT WINDSOR, NOVA SCOTIA	INFILL SURCHARGING SKETCH	Engineer A.Leahy Scale 1:750 Project No. 21-435 Filename 21-435_3-PP01_PAYZANT.dwg	Drawn A.Leahy Date Mar. 28, 2024 Drawing No. TSK-02 REV 00

P:\2021\21-435 West Hants - Payzant Drive Roundabout\01 - Drawings\Eng Design\2023 Updates\Sheets\21-435_3-PP01_PAYZANT.dwg, Plot Date: 2024-Mar-28, Plot Size: ANSI full bleed B (11.00 x 17.00 Inches), Plotted By: Adam Leahy

Addendum #2

To All Bidders of WHRMPW24-03:

Please note: the following addendum applies to WHRMPW24-03 and shall be taken into consideration when preparing bid documents.

Replace Section 01 22 00 – Measurement and Payment, Item 57. Temporary Asphalt Reinstatement:

57. Temporary Asphalt Reinstatement:

Unit of Measurement: square metre (m2)

Method of Measurement: slope measure.

This item includes: common excavation, removal and disposal of surplus material, supply and placement of gravel, asphalt pavement, asphalt sidewalk and line painting as directed by the Engineer. Reinstatement extents to be confirm with engineer prior to placement. No payment will be made under this item unless authorized by the Engineer.

Replace Section 00 41 43 – Tender Form, Section 1.4 Schedule Of Quantities And Unit Prices:

Addendum #2

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
EARTHWORK					
2.	Grubbing	m^2	800		
6.	Borrow	m^3	550		
8.	Exploratory Digs	ea	5		
9.	Infill Surcharging	L.S.	1		
10.	Karst Topography Cavern Infill (Provisional)				
	.1 Less than or equal to 5 cubic metres	ea	3		
	.2 Greater than 5 cubic metres	m^3	20		
			SUBTOTAL EARTHWORK: $		
WATER MAIN					
11.	Pipe				
	.1 250mm PVC BIONAX	m	192		
	.2 200mm PVC BIONAX	m	135		
12.	Fire Hydrants				
	.1 Installation	ea	2		
	.2 Relocation	ea	1		
14.	Direct Buried Valves				
	.1 250mm Gate Valve	ea	3		
	.1 200mm Gate Valve	ea	2		
16.	Connections to Existing Main				
	.1 250mm, Payzant Drive 0+826	ea	1		
	.2 250mm, Payzant Drive 1+018	ea	1		
	.3 200mm, Wentworth Road 0+874	ea	1		
18.	Temporary Water	L.S.	1		
19.	Cap and Abandonment of Existing Main				
	.1 250mm, Payzant Drive 0+834	ea	1		
	.2 250mm, Payzant Drive 0+890	ea	1		
			SUBTOTAL WATER MAIN: $		

Addendum #2

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
	STORM SEWER				
31.	Pipe				
.1	300mm PVC DR18	m	48		
.2	450mm RCP 65D	m	33.5		
32.	Manholes				
.1	1050mm	ea	1		
.2	1200mm	ea	1		
33.	Catch Basins				
.1	1050mm, Single	ea	5		
.2	1050mm, Double	ea	5		
34.	Catch Basin Leads				
.1	200mm PVC DR35	m	15		
.2	250mm PVC DR35	m	38		
.3	250mm PVC DR18	m	40		
.4	300mm PVC DR35	m	102		
.5	300mm PVC DR18	m	30		
36.	Connections to Existing				
.1	Existing Manhole	ea	1		
.1	Wentworth Road Culvert	ea	1		
37.	Culverts				
.1	1200mm RCP 65D	m	6.5		
39.	Precast Headwall				
.1	Up to 600mm Pipe	m	5		
.2	1200mm Pipe	m	1		
			SUBTOTAL STORM SEWER:	$	
	STREET CONSTRUCTION				
41.	Gravels				
.1	Type 1 (150mm thick)	m^2	3750		
.2	Type 2 (500mm thick)	m^2	3750		
.3	Type 1 (Dentist Parking Lot) (150mm thick)	m^2	1110		
.4	Type 2 (Dentist Parking) (300 mm thick)	m^2	1110		
43.	Asphalt Concrete				
.1	Type C-HF (50 mm thick)	m^2	3750		
.2	Type B-HF (100 mm thick)	m^2	3750		

Addendum #2

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
	.3 Type C-HF (Dentist Parking Lot) (40mm thick)	m^2	980		
	.4 Type B-HF (Dentist Parking) (50 mm thick)	m^2	980		
44.	Curb				
	.1 Curb and Gutter - Concrete	m	550		
	.2 Curb only - Concrete	m	430		
45.	Concrete Sidewalk				
	.1 Sidewalk (100mm)	m^2	965		
	.2 Truck Apron (200mm)	m^2	190		
	.3 Traffic Island (100mm)	m^2	355		
46.	Tactile Walking Surface Indicators	ea	28		
48.	Guardrail				
	.1 Rail for Civic 151 wall	m	12		
50.	Adjust Existing Manhole Frames and Covers	ea	4		
52.	Segmental Retaining Wall				
	.1 Center Island	m^2	98		
	.2 Civic 151 Parking Lot	m^2	15		
53.	Street Signs and Bases	ea	38		
54.	Stone Pillar Reinstatement	L.S.	1		
55.	Sign Relocation				
	.1 Credit Union	L.S.	1		
	.2 Hospital	L.S.	1		
56.	Raised Crosswalks	ea	6		
57.	Temporary Asphalt Reinstatement (Provisional)	m^2	1500		

SUBTOTAL STREET CONSTRUCTION: $_____

LANDSCAPING

61.	Topsoil and Sod	m^2	1050		
62.	Topsoil and Seed	m^2	530		

Addendum #2

Item No.	Description	Unit of Measurement	Estimated Quantity	Unit Price	Item Total
66.	Grass Pavers	m^2	205		
67.	Center Island Landscaping	L.S.	1		

SUBTOTAL LANDSCAPING: $_____

ADDITIONAL ITEMS

73.	Replacement of Unsuitable Material w/ Surge Rock (Provisional)	m^3	1900		
76.	Infrastructure Removal	L.S.	1		
77.	Trench Excavation – Contaminated Material (Provisional)	m^3	50		

SUBTOTAL ADDITIONAL ITEMS: $_____

ENVIRONMENTAL PROTECTION

90.	Environmental Measures	L.S.	1		

SUBTOTAL ENVIRONMENTAL PROTECTION: $_____

SUBTOTAL EARTHWORK $_____

SUBTOTAL WATER MAIN $_____

SUBTOTAL STORM SEWER $_____

SUBTOTAL STREET CONSTRUCTION $_____

SUBTOTAL LANDSCAPING $_____

SUBTOTAL ADDITIONAL ITEMS $_____

SUBTOTAL ENVIRONMENTAL PROTECTION $_____

ESTIMATED CONTRACT PRICE (EXCLUDING HST) $_____ (A)

ADD HARMONIZED SALES TAX (15% of Estimated Contract Price) $_____ (B)

TOTAL PRICE (A + B) $_____

TENDERER'S HST REGISTRATION NO. _____

Addendum #2

The following questions have been asked and the answers are provided for clarification:

Question 1: A pay item, sketch, and associated supplementary spec was provided for infill surcharging. If I understand correctly, it appears that the intent is to grub the noted areas and supply and place twice the required imported borrow material as what is required to establish design subgrade in 2024 then remove half of that material and establish actual design subgrade in 2025.

The supplementary spec also notes that no additional payment for imported borrow will be made under pay item 6 in these areas. We're just wondering if you could clarify this. Pay item 6 for imported borrow was just added with this addendum. We would expect that the intent with this item would be for payment of any imported borrow material required to establish subgrade. Will any borrow required in surcharge areas up to design subgrade be paid under pay item 6 with the extra quantity above this to be part of the lump sum pay item 9? Or is the intent that all borrow material in surcharge areas including what is required to get to design subgrade as well as the additional material above this be included in the lump sum pay item for infill surcharging?

Answer 1: **The assumed intent is correct. Borrow required to fill areas up to subgrade will be paid under pay item 6, the additional material required for surcharging shall be included as part of pay item 9.**

Question 2: A provisional item was added for temporary asphalt as part of addendum 1 with a tender quantity of 3,000m2. It was our understanding from the site meeting that the intent with this item would be that it would be used for temporary reinstatement of trench cuts; however, where the tender quantity is quite high, we just wanted to confirm what the Municipality's intent is with this item. Is this just intended for temporary patching of trench cuts or is the intent to use this item to pave and temporary roadways/driveways?

Answer 2: **The temporary asphalt item is intended for trench cuts within the roadways, driveways, and sidewalks only. The quantity of this pay item has been reduced.**

Addendum #2

Question 3: As per Q&A item number 25 in addendum 1, all gravels associated with concrete works will be included in pay items for those works. Curb details show the same structure (500mm Type 2, 150mm Type 1) as under the asphalt areas which is also in keeping with cross sections on drawing TR09. Truck apron gravel structure is shown in cross section E/07 to be the same as what is under asphalt and curb.
However, there are conflicting details for gravels under concrete surfacing in curbed traffic islands and, if gravels for these areas are to be included with sidewalk items, we'll need clarification on which is correct. Cross sections on drawing TR09 show the same road structure carried under the curbed traffic islands. However, details A/12 and F/12 both indicate only 150mm of Type 1 under concrete sidewalk and traffic island. Both concrete traffic island and concrete sidewalk are paid under pay item 45 for concrete sidewalk. Can you please confirm which is correct?

Answer 3: **The pay item 45.1 has been split into two separate pay items (45.1 and 45.3). Concrete traffic islands shall include; 100 mm concrete, 150 mm Type 1 gravels, and 500 mm Type 2 gravels. Concrete sidewalk shall include; 100 mm concrete, and 150 mm Type 1 gravels.**

Question 4: Q&A item #24 in the addendum noted that the tender quantity for the truck apron was corrected but it looks like the revised tender form is still showing the same original quantity of 275m2.

Answer 4: **See the revised Schedule of Quantities and Unit Prices table.**

*******End of Addendum #2*******

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WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: Committee of the Whole

Submitted by: _____
Todd Richard

Date: April 9, 2024

Subject: Windsor Flood Water Study Phase 2 - CBCL

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends to Council that:

Council approves the Proposal from CBCL for the Windsor Flood Study Phase 2 for the estimated amount of $240,500 plus applicable taxes.

BACKGROUND

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

CBCL prepared the Windsor Stormwater Report and presented it to Council in December 2023. This report identified a series of optional approaches to stormwater management for the purpose of reducing flood risk in the specific areas of Windsor that have been prone to flooding. This report and the associated studies fully explored the analytics of the stormwater problem and created a thorough understanding to properly define the reasons behind the current issues as were presented in the report. In order to determine the best options to provide short term relief, it is imperative to consider all the effects both short term and long term.

In January of 2024 Council directed staff to proceed in an expediated fashion for next steps towards a solution for storm water diversion and management, specifically for the residents along Stannus Street, Victoria St, Gray St, Monroe St, Lower Wiley Avenue, Wagners Crt, portions of Albert Street and Tremaine Crescent.

CBCL was asked by staff to provide a cost proposal to take on the proposed work based on Council direction.

DISCUSSION

CBCL submitted a proposal to move forward with the Stormwater solutions. They will work with staff to develop a schedule that meets the project objectives while allowing suitable time to complete the work required to provide the Municipality with the answers they are looking for. This work is expected to take between 6 and 8 months.

To date, there has been extensive investigative work by CBCL. They have collected the data, created models and gained knowledge that now has to be transferred into practical, realistic infrastructure solutions. In order to decrease down the stormwater management solution options, it is necessary to move forward with preliminary engineering and design. This is required to identify conflicts, obstacles and risks; basically, to determine the practicality and constructability of each option. The scope of work will include generating plan and profile drawings. The plan profiles will be used to:

- Identify upstream system connection locations to allow for expansion of the system
- Identify known existing utilities that would be impacted
- Identify if private property will be impacted and the extent
- Generate Class C Estimates

The planned work Methodology proposed to narrow down the options includes:

Part A – Review existing data and determine what additional data is required. The data will generally consist of surveying existing infrastructure and pump station information.

Part B – Evaluate the options and identify up to three options that can move forward to Concept Development.

Part C – Develop Shortlist of Options through updated models based on data collection. This stage will include conceptual drawings for viable options and Class C Estimates for actual

construction costs. Drawings will show location of proposed infrastructure, infrastructure to be relocated, impacted private property and other key information.

Part D – Predesign Report to fully detail and explain the options with a review meeting to discuss the findings. A follow-up presentation will be made to Council.

CBCL proposes to do the work for the estimated fee of $240,500.00, this is based on the scope described and the fee could increase or decrease depending on the outcomes of the Option Evaluation and Shortlisted Option Development tasks.

NEXT STEPS

Pending approval of Council; staff will direct CBCL to commence Phase 2 of the Windsor Stormwater Study.

FINANCIAL IMPLICATIONS

The total cost for Windsor Flood Study Phase 2 is $250,817.45. Pending Council decision, the amount will be capture in 2024-25 Capital Budget, proposed to be funded through Municipal Finance Division.

ALTERNATIVES

1. Council may choose to not proceed with the phase 2 study.
2. Council may choose to direct staff to issues a RFP on the procurement site to solicit others proposals for this scope of work.
3. Council may choose to direct staff to issue an expression of interest or request for proposals on other potential short-term options or solutions not put forth by CBCL.

ATTACHMENTS

CBCL Storm Water Study Phase 2 proposal.

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report hits the highlights of past discussions and direction from Council as well as the scope of work. To comply with procurement requirements the approval of this work and its costs estimates have been returned to Council for approval.

Staff await direction from Council. I support the recommendation to ensure the solutions sought for the impacted areas continue to be supported so that future projects can be brought forward to Council for consideration.

Report Prepared by: _____

Erin Amirault P.Eng. Project Engineer

Report Reviewed by: _____

Todd Richard, Director of Public Works

Report Approved by: _____

Mark Phillips, Chief Administrative Officer

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CANADA BEST MANAGED COMPANIES
Platinum member

March 21, 2024

Todd Richard
Director of Public Works
West Hants Regional Municipality
100 King Street
PO Box 3000
Windsor, NS B0N 2T0

Mr. Richard:

RE: Windsor Flood Study Phase 2

The areas of Stannus Street, Victoria St, Gray St, Monroe St, Lower Wiley Avenue, Wagners Crt, and portions of Albert St and Tremaine Cresent in Windsor are known to flood. Options to reduce flooding have been presented in the Windsor Stormwater Report (WSR) prepared by CBCL Limited (CBCL). This report identified a series of optional approaches to stormwater management for the purpose of reducing flood risk in areas of Windsor that have been prone to flooding historically. Additional analysis and engineering are required to determine which options are feasible, provide the greatest reduction in flood risk, and provide the highest cost benefit.

CBCL was asked by WHRM to look at methods that will immediately divert stormwater away from the noted areas to prevent short term flooding. Council requested that staff meet CBCL Limited to determine a specific scope of work to expand upon the initial work done to date that can provide short term relief and be expandable to remaining parts of Windsor.

Objective

The objective of this work is to confirm the initial modeling results and to conduct preliminary engineering to identify conflicts, obstacles and risks associated with the options under consideration. The scope will include generating plan and profiles drawings for the initial phase of the options being considered. The plan profiles will be used to:

- Identify upstream system connection location to allow for expansion of the system.
- Identify known existing utilities that would be impacted,
- identify if private property will be impacted, and
- Generate a Class C estimates

An initial screening of the options will be implemented to short list the options to 3 viable options. The screening will be based on several parameters such as time to implementation, permitting, costs, will impacts be local or impact the entire community, etc. We can review these and develop/expand on this list. It should be noted that this scope will not immediately divert water from the noted areas. Subsequent design and construction of specific measures will need to take place before improvements are achieved.

Options Being Considered

The WSR identified numerous options for further investigation and will form the basis of more detailed work. The option numbers below correspond to the WSR.

Full Separation - Option 3

The stormwater flow would be split between Albert Street and Cunnabel Creek. This option would evaluate installing a new sanitary sewer and storm sewer in Cunnabel Creek. This will require flow control at the connection points of the existing combined sewer into the new sanitary sewer that will allow combined sewer flows over a specified limit to discharge to the new storm sewer. The storm sewer will be discharged directly into the river and therefore there may be an increase in combined sewer overflows. This will need to be quantified, along with a time frame for additional separation, if this is the selected option, prior to NSE providing approval.

Cunnabel Creek Option 3A

This option looks at separating Stannus Street so it is no longer connected to the Cunnabel Creek combined sewer. Under this option a new sewer will be connected to the existing sewer interceptor and a new stormwater outfall would be constructed. We will look at sizing the new stormsewer to service Stannus Street and the local streets that currently discharge into it, not the entire watershed. A variation of this option would be to install a combined sewer pump to pump flows from Cunnabel Creek combined sewer into the new sewer, which would need to be upsized to accommodate this additional flow. This would allow the sewer to be installed at typical depths instead of the very deep depth required to get gravity flows from this area. The pumping option would likely require considerable upgrades to the downstream existing infrastructure to accommodate the additional flows.

Cunnabel Creek Option 3B

This option looks at diverting flows from Cunnabel Creek to Albert Street and Stannus Street. This option allows Cunnabel Creek to remain in service by reallocating the excess flows to other parts of the system with more capacity. This would result in a new system similar to

Option 3A to be installed on Stannus Street that would be expandable to allow separation to continue upstream of Stannus Street.

Cunnabel Creek Option 4A – Installation of a Stormwater Pump on Stannus Street

This option will look at preliminary sizing of a pump station to pump combined sewer from the existing Cunnabel Creek/Stannus Street combined sewer systems. The existing combined sewer would remain in service and this would provide additional capacity to the system. We will generate design parameters for the station and forcemain along with a concept plan identifying potential location of PS, modifications of combined sewer to connect to the pump station, and proposed routing for the forcemain to the existing newer treatment plant. We will review the capacity of the treatment plant to receive the additional flows.

Cunnabel Creek Option 4B – Installation of a Stormwater Tunnel to the STP

This option is the same as Option 4A but instead of pumping the combined sewer to the STP a new tunnel would be installed to connect this area to the 3 Lagoon Drive pump station that pumps into the treatment plant. The existing LS4 at the Lagoon Drive STP will need to be upgraded. Scope will include looking at an expansion to this pumping station to allow combined sewer to by directed to the new wastewater facility on Wentworth Rd and 3 Lagoon Drive STP or a flow variation directed to either plant as required. This would also need to include a force-main to be installed from 3 Lagoon Drive to the new WWTF on Wentworth Road

Storage

This option was explored at a high level in the initial Stormwater Report, this option will be investigated to see if storage could be implemented to offset the current capacity issues. Storage may be one large system or small storage systems throughout the system that could be installed in phases.

Methodology

Tasks for completing the work are outlined below.

Part A - Data Gap Analysis and Field Data Collection

We will work with WHRM to review existing data and determine what additional data is required. The data will generally consist of surveying existing infrastructure and pump station information.

Survey

Collect additional field information such as sewer inverts, road elevations, water courses, etc., to allow us to put together an existing condition drawing of the area. Watermain information from the GIS system will be incorporated into the existing conditions drawings. All underground piping will be reviewed and verified with WHRM staff.

Pump Stations

Pump stations control the amount of flow being pumped out of the system and additional information on how the system are performing would assist in further refining the model. Therefore, the pumping rate is important to understand when assessing the systems ability to move water to the next sewershed. In the previous work we completed drawdown tests on the pump station within the downtown core to assist in estimating wastewater use. We propose to conduct drawdown tests on the remaining pump stations to allow for more refined modeling to be completed.

Flow Monitoring

The previous flow monitoring program did not capture any significant wet weather events. This information is required to refine the model calibration to accurately support the concept design development and hydraulic assessment (i.e. pipe sizing, overflow analysis, and flow estimates). The flow metering work is currently being completed under a separate scope of work. This scope of work includes the model calibration to wet weather collected during the 2024 flow metering program. The updated model will be used to support the Phase 2 assessment.

Part B - Options Evaluation

Under this task we will develop general arrangement drawings of the options being considered that show location and routing of infrastructure, possible property impacts, connection points to existing system, and existing infrastructure conflicts. This information will be discussed with staff through a technical workshop. The objective of the workshop will be to identify options that can be implemented quickly, have the shortest approval windows, and can provide improved stormwater management in the impacted areas within or before the 2025/26 construction season. The objective will be to identify up to 3 options that can move forward to Concept Development. Modelling will not be completed at this stage, it will be completed to refine the shortlisted options.

Part C - Shortlisted Option Development

Under this option we will use our updated model to confirm the performance of the shortlisted options and refine design parameters such as pipe size, flows, discharge locations, connection location, and review down stream infrastructure that may be impacted by diversion of stormwater. If the model shows the option will not provide the level of service required, this will be noted and the option will no longer be consider a viable option. We will develop conceptual drawings of the shortlisted options that show benefits. The drawings will show the location of proposed infrastructure, infrastructure that will need to be relocated, impacted private property, and other key information. Class C opinion of probable construction costs will be developed for these options.

Part D - PreDesign Report

A design memo will be prepared that describes all options considered, the rational for the three (3) selected to move to the Concept Development phase, a description of the design parameters for the three (3) selected options, and Class C opinion of probable capital cost. This memo will be issued for review and consideration with a review meeting to discuss the findings. A finalized version of the memo will be released, and a follow up presentation will be made to council.

Project Team

Aaron Baillie will be the main point of contact and project manager; his contact information is as follows:

Aaron Baillie
Direct: 902-492-6750
Email: aaronb@cbcl.ca
Registry of Joint Stocks: 1116242 | HST No.10884 9066

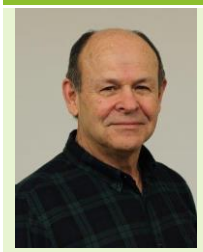
The key project team members are identified below with short bios describing their work experience; detailed resumes are attached.

Aaron Baillie, P.Eng. – Project Manager



Aaron is the Municipal Department Head in CBCL's Halifax office. He has degrees in Environmental Engineering (P.Eng.) and Agricultural Mechanization (B.Sc.) with more than twenty-four years of experience in the design development, project management, detail design, procurement, construction, and cost estimating of municipal infrastructure projects. Aaron has been involved in all aspects of project delivery including planning, detail design, assessments, project management, construction administration, and commissioning.

Archie Thibault, PQS – Cost Estimating



Archie is a registered Professional Quantity Surveyor with the Canadian Institute of Quantity Surveyors who has over 39 years of experience in construction estimating, pre-construction management, and subcontractor procurement. His previous 26 years career as the Chief and Senior estimator with an industry leading Canadian General Contractor / Construction Manager; he successfully tendered over 200 projects covering most construction categories, and contract formats.

This experience provides CBCL, with a unique blend of experience and expertise from both sides of a construction contract. Since joining CBCL in 2006 he has provided Quantity Surveying cost consulting services for a wide range of projects. Specifically, he has carried out capital cost estimating for bridges, underpasses, roundabouts, highways, and industrial park road developments thru out Atlantic Canada.

Schedule and Fee

We will work with staff to develop a schedule that meets the project objectives while allowing suitable time to complete the work required to provide the Municipality with the answers they are looking for. The overall project timeline is expected to take between 6 and 8 months.

Fee

Our proposed lump sum fee is presented below, our standard terms and conditions are attached. This is a fee estimated based on the scope of described in this letter, this fee could decrease or increase depending on the outcomes of the Option Evaluation and Shortlisted Option Development tasks. If you accept our fee and agree to the terms and conditions attached, please provide us written notification to proceed with the work.

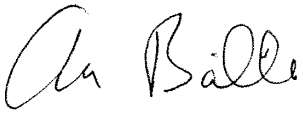
Fee:

Project Management	$ 17,000
Data Gap and Field Work	$ 15,500
Option Evaluation	$ 75,000
Shortlisted Option Development	$133,000
Total	$240,500

Todd Richard
March 21, 2024

Yours very truly,

CBCL Limited





Prepared by:
Aaron Baillie, P.Eng.
Manager, Municipal Engineering
Direct: 902-492-6750
E-Mail: aaronb@cbcl.ca

Reviewed by:
Andrew Gates, P.Eng.
VP Infrastructure Services

Attachments: CBCL Limited Standard Terms and Conditions

Proposal No: 248405.15

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WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☑	Recommendation ☐	Decision Request X	Councillor Activity ☐

To: Committee of the Whole

Submitted by: Todd Richard, Director of Public Works

Date: April 9, 2024

Subject: 335-369 Tremain Cresent Storm Water

LEGISLATIVE AUTHORITY

MGA 30 (1) (2) (3)

RECOMMENDATION or DECISION REQUEST

Staff are seeking direction from council on next steps on addressing the storm water system located near 335 Tremain Cresent.

BACKGROUND

At the September 2023 council meeting the following motion was passed:

Council direct the CAO to engage staff in a dedicated effort to operationally address and engineer a solution to resolve the ongoing flood issues occurring between the culvert at 335 Tremaine Crescent through to the cross-culvert at approximately 369 Tremaine Crescent through the drainage ditch which leads to Tregothic Marsh.

Staff engaged CBCL to complete a stormwater assessment and crossing design to reduce flood risk at the cross-culvert near Civic #335 Tremain Cresent in Windsor. A hydrologic and hydraulic stormwater model was constructed for this area along with detailed drawings, it focused on the crossing at #335 and builds on the larger scale stormwater model created for the ongoing Windsor Stormwater Study.

Additional background detailed information can be found in the attached section; CBCL Draft Design Report.

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

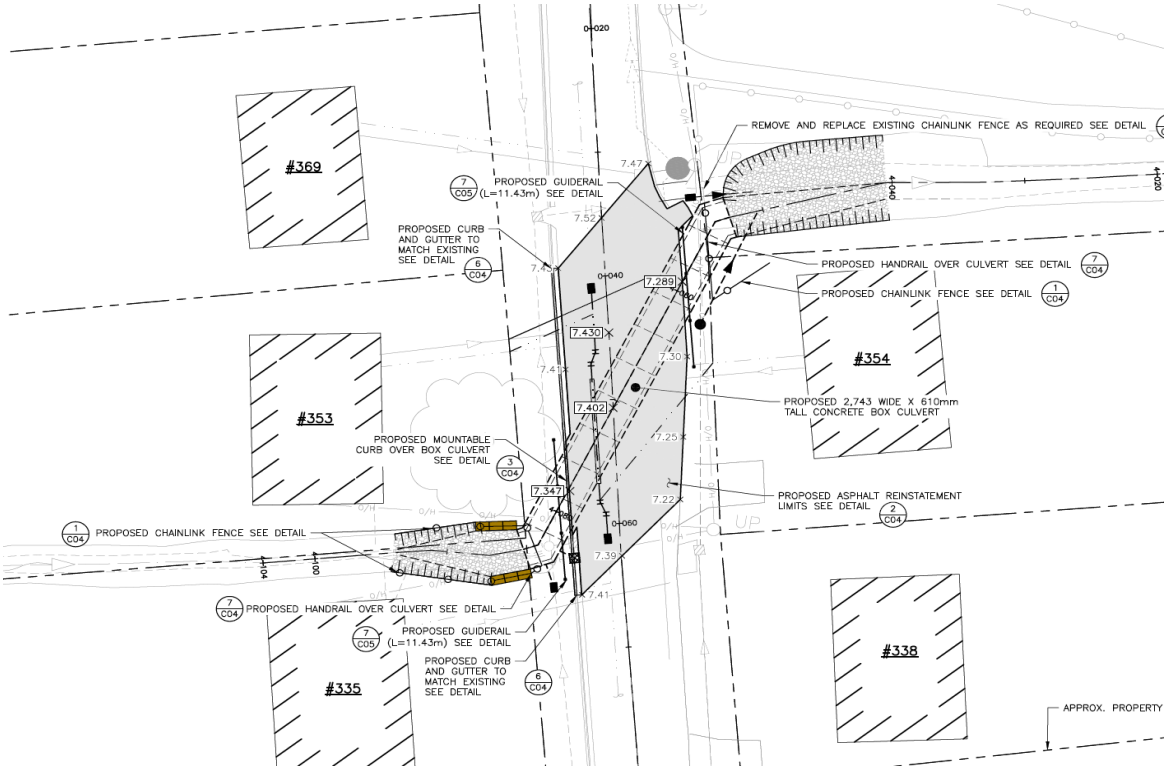
DISCUSSION

The house located at Civic #335 Tremain Cresent, as well as the surrounding properties, are low-lying. Foundations are at or near the bottom of the existing ditch system. Upgrading the municipal stormwater system is unlikely to fully address the reported residential flooding at this location as drain tiles discharge into the bottom of the ditch and will be submerged when water is present in the ditch, which may result in storm lateral backup into the residential basement.

The design event selected for the project is for the 1-in-100 year design event accounting for 2090 climate change projections.

The proposed design calls for a skewed concrete box culvert crossing. The box culvert is proposed to be 27 meters long, 2.7 meters wide and 0.6 meters tall. There will be existing infrastructure that will need to be relocated including a section of watermain, service laterals and overhead utilities.

The Class B opinion of probable construction costs is **$447,400 + HST**. This does not include potential easements or land purchases or downstream work (east), of this project related to ditching and culvert improvements. This work (ditching & improvements) has been previously identified and currently planned to be completed during the 2024 construction season using inhouse resources.



NEXT STEPS

Staff is seeking direction on next steps to proceed. Staff could have CBCL finalize the design as per the attached documents and have the project tendered for construction or council could direct staff to proceed with other alternatives. Some alternatives are outlined below for consideration / direction.

FINANCIAL IMPLICATIONS

Pending council direction the detailed estimate of $447,400 plus HST and contingency, will be updated in the 2024-25 Budget.

ALTERNATIVES

- Given the high capital cost to construct a box culvert to meet the 1-in-100 year design event that impacts 2 properties other options may want to be considered by council.
    - Lower the design event to less than 1-in-100. This may not result in much reduction in flooding.
    - Utilize the existing system and direct staff to reduce the municipal storm water (street) runoff into the drainage corridor between Civic #335 and #353. Consideration to expedite the two street and services capital projects for King and O'Brien. Currently these projects are identified in the 5-year capital plan for 2025/26 and 2026/27. Storm water separation c/w curb and gutter could be designed to divert storm water away from the Tremain Cresent area and potentially be piped to the Martock Marsh area or further downstream to the Tregothic Marsh area not impacting the properties near Tremain Cresent.
    - If direction is given to proceed with the new concrete box culvert constructed across Tremain Cresent then staff would recommend receiving direction to obtain a service easement along or near the existing corridor between Tremain Cresent and King Street. This would allow for maintenance and access along with potential future municipal storm water connections.
    - Continue with the existing 5-year capital plan and capture required stormwater improvements within the design to reduce municipal storm water toward the drainage ditch impacting Civic #335 and neighbouring properties.
    - Other considerations for flood risk mitigation are listed in Section 9 of the CBCL Design Report (see below).

9 Other Considerations for Flood Risk Mitigation

Property owners in areas of identified flood risk, or that have encountered property flooding in the past, should implement flood risk mitigation measures around their properties. Some general flood risk mitigation measures include:

- Disconnecting downspouts from foundation drains, and extending the downspout at least 1.8 metres away from the house;
- Making sure there is at least a 2 percent slope away from the house and that there are no low spots close to the house where water can accumulate;
- Providing drainage swales (shallow ditches with gentle side slopes) on the back and sides of the property to intercept surface flow that might come towards the building;
- If water tends to enter the basement, constructing a shallow sump pit that is watertight to the outside and installing a sump pump that discharges to the ground or a seep pit or rain garden located well away from the building ('interior sump pump system");
- Installing a backwater valve on the storm (if applicable) and sanitary sewer laterals in compliance with the most recent version of the National Building Code; and
- Constructing a seep pit or rain garden to limit storm water flows to the municipal storm infrastructure or neighbouring lands.

Additional measures that could be taken specific to the flood risk identified at #335 Tremain Cresent:

- Foundation waterproofing to prevent water entering the basement through cracks or holes.
- Installing an exterior sump pit and pump to discharge foundation drainage away from the building ('exterior sump pump system'). Include an air gap at the end of the discharge pipe to prevent back-siphoning.
- Installing a backwater valve on the foundation drain outlet pipe, or disconnect the foundation drain from the gravity outlet if a backup power source is available to run interior and exterior sump pumps in event of power outage.

ATTACHMENTS

- CBCL – Tremain Cresent Stormwater (Cross Culvert near #335) Draft Design Report.

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report and attached study provided by CBCL will improve the storm water system in the immediate area of Tremain Crescent. The combination of the improved culvert (s) and ditching from Tremain Crescent through to the Marsh area will assist with surface stormwater flow.

Due to the value of the work these infrastructure items cannot be addressed through operations as requested in Council's recommendation in September of 2023.

The following items can be summarized as priority action items:

1. Ditching – Re-ditch the existing system from Tremain through to the Marsh area. This will improve current surface water flow, improve the capacity of the system during rain events and help to remove any existing vegetation or high spots impeding water flow. Having infrastructure elevation references will assist with this work and this work can be completed in the near future under operations.
2. Home Flood Protection Pilot Program – The program if approved by Council in part or as a whole will assist in determining improvements available to homeowners in the immediate area. Historic surface storm water has been present and threatening to homes but no known water has entered homes through doors, windows or other entrances. Some of the noted improvements to homes as suggested in the draft program may assist homeowners as a primary defense or secondary defence.
3. Culvert (Box Culvert) – The box culvert is a larger financial commitment by the municipality and requires budgetary approval.

All of the items noted above will bring improvements, but it should be noted that under extreme weather events when the Marsh area (area of stormwater discharge) is flooded and outflows are impacted by high tides, there is a potential of water backup or static flow at these peak times without a larger solution or mechanical assistance within the system (pumps)

Staff await direction from Council on items #2 and #3.

Report Prepared by: Todd Richard
Director of Public Works

Report Reviewed by: _____
Todd Richard, Director of Public Works

Report Approved by: _____
Mark Phillips, Chief Administrative Officer



Tremain Cresent
Stormwater

Cross-Culvert near Civic #335

Draft Design Report

CBCL

231049.00 • March 2024

1	Draft Design Report	Aaron Baillie	22-Mar-2024	Abram Lee
Rev.	Issue	Reviewed By:	Date	Issued By:

This document was prepared for the party indicated herein. The material and information in the document reflects CBCL Limited's opinion and best judgment based on the information available at the time of preparation. Any use of this document or reliance on its content by third parties is the responsibility of the third party. CBCL Limited accepts no responsibility for any damages suffered as a result of third party use of this document.

Project No. 231049.00

March 22, 2024

Todd Richard
Director of Public Works
West Hants Regional Municipality
PO Box 3000
100 King Street
Windsor, NS B0N 2T0

Dear Mr. Richard:

RE: Tremain Cresent Stormwater – Cross-Culvert near Civic #335 – Draft Design Report

West Hants Regional Municipality (WHRM) retained CBCL Limited (CBCL) to complete a stormwater assessment and crossing design to reduce flood risk at the cross-culvert near Civic #335 Tremain Cresent in Windsor, Nova Scotia. This report summarizes the work completed to date on this project, and focuses on the design rationale and presents the Issued for Review design drawings.

Yours very truly,

CBCL Limited

Draft
Prepared by:
Abram Lee, P.Eng.
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Draft
Reviewed by:
Aaron Baillie, P.Eng.
Manager, Municipal

Project No.: 231049.00

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Appendices

A Issued for Review Drawing Set
B Opinion of Probable Cost
C Stormwater Memo 'Tremain Cresent Stormwater – Cross Culvert near Civic #335' (CBCL, 2024)

1 Introduction

The West Hants Regional Municipality (WHRM) retained CBCL Limited (CBCL) to complete a stormwater assessment and crossing design to reduce flood risk at the cross-culvert near Civic #335 Tremain Cresent in Windsor, Nova Scotia. This report summarizes the work completed to date on this project, and focuses on the design rationale and presents the Issued for Review design drawings.

This Design Report builds upon the previously stormwater memo “Tremain Cresent Stormwater – Cross-Culvert near Civic #335” issued on January 19, 2024, which focused on the stormwater assessment, site-specific model adjustments to the existing Windsor Stormwater Model and preliminary sizing.

2 Background Information

In July 2021, the resident at Civic #335 Tremain Crescent and surrounding neighbors, experienced significant flooding of their properties. The resident at Civic #335 Tremain Crescent had also experienced flooding in the past. Flooding is reported to be increasing in frequency and volume at this location.

In November 2021, localized flooding occurred following a rainfall event. It was determined that this flooding was a result of a collapsed cross-culvert downstream of the storm infrastructure at Civic #335 Tremain Cresent. During this flooding event, the ditch downstream of the collapsed pipe was empty, identifying that the localized flooding may have been a result of the collapse and not necessarily undersized conveyance infrastructure. Following the replacement of the collapsed cross-culvert, flooding in the area has continued. The cross-culvert was replaced with a similarly sized pipe. No improvements to drainage were made. The flooding in this area is thought to be a result of undersized stormwater drainage infrastructure that is backing up the upstream ditch and flooding the adjacent properties. Stormwater flows overland, through a series of culverts, storm sewer, and ditches, before draining into the Tregothic Marsh.

3 Existing Conditions and Stormwater Capacity

A hydrologic and hydraulic stormwater model was constructed in PCSWMM for the Tremain Cresent area based on survey information collected by CBCL personnel on November 9th and 10th, 2023. The Tremain Cresent stormwater model focused on the crossing at #335 Tremain Cresent and builds on the larger-scale stormwater model created for the ongoing Windsor Stormwater Plan undertaken by CBCL. Stormwater infrastructure on Tremain Cresent consists of a mix of ditches, small driveway culverts, cross-culverts, catch basins and piped infrastructure (storm sewer). Storm infrastructure is shallow bury along Tremain Cresent as a result of the area's topography, with slopes flattening out before discharging into Tregothic Marsh. The stormwater infrastructure near Civic #335 Tremain Cresent includes a swale that collects water from the lands uphill and behind Civic 335 that discharges into a 375mm diameter HDPE stormwater pipe in front of the property that runs parallel to Tremain Cresent crossing Tremain Cresent in 450mm diameter HDPE cross culvert near the sewer pump station at the bottom of the hill, refer to Figure 1.

The major system drainage catchment upstream of this crossing is presented in Figure 2, generally bounded by King Street and Tremain Cresent plus a section at the northern quadrant collecting major drainage overland flows from the Wilson Street area. The catchment upstream of the King Street area (Edgehill area) flows to this stormwater crossing via overland flow paths.

Additional details of the stormwater assessment are included in the previously issued stormwater memo enclosed in Appendix C.



Figure 1: Tremain Cresent – Storm Sewer Infrastructure near Civic #335

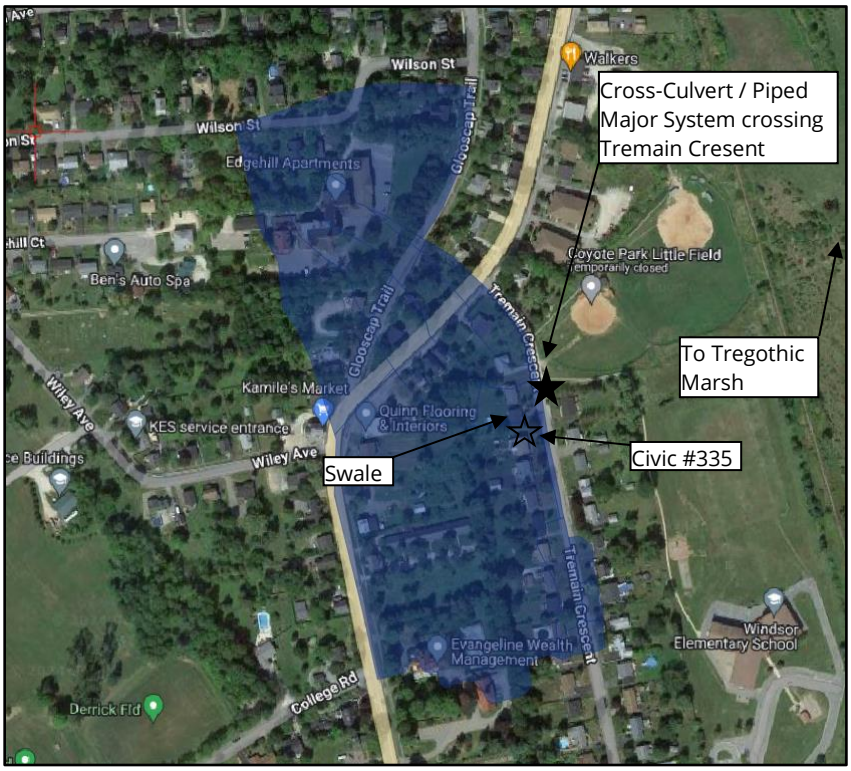


Figure 2: Tremain Cresent – Major System Catchment in Blue of Cross-culvert near Civic #335

4 Historical Rainfall Events

A number of rainfall events which resulted in flooding at this location on Tremain Cresent were identified through discussion with WHRM staff, as well as from review of previous service request documents submitted by the resident at Civic #335 and provided to CBCL by WHRM. These events included the July 21, 2021 Rainfall Event; the November 27, 2021 Rainfall Event; an undated Winter Rainfall Event; the July 21/22, 2023 Rainfall Event; and the November 27, 2023 Rainfall Event.

To quantify anecdotal flooding evidence, Environment and Climate Change Canada (ECCC) and Weather Underground databases were queried for historical rainfall data. The closest ECCC station is located in Kentville and reports daily rainfall amounts. Daily rainfall is typically insufficient to adequately characterise small, urbanized rainfall events. Instead, 5-minute rainfall data was retrieved from Weather Underground (WU), operated by the Weather Company, which collects and tabulates weather data from over 250,000 personal weather stations across the world. Multiple personal precipitation stations on the WU network are operated in the Windsor area (refer to Figure 3). Data from these stations was reviewed and selected for each of the identified events. Note that Weather Underground data is publicly collected and uploaded from private weather stations, and considered less reliable than ECCC data; however, in this case serves as the best information available for the analysis of previous rainfall events.

The rainfall events analysed, and the respective Weather Underground stations used, are presented below:

- July 21, 2021 Rainfall Event: IGARLA2.
- November, 2021 Rainfall Event: IWESTHA2.
- July 21/22, 2023 Rainfall Event: IWESTHA2.
- November 27, 2023 Rainfall Event: IWESTHA2.

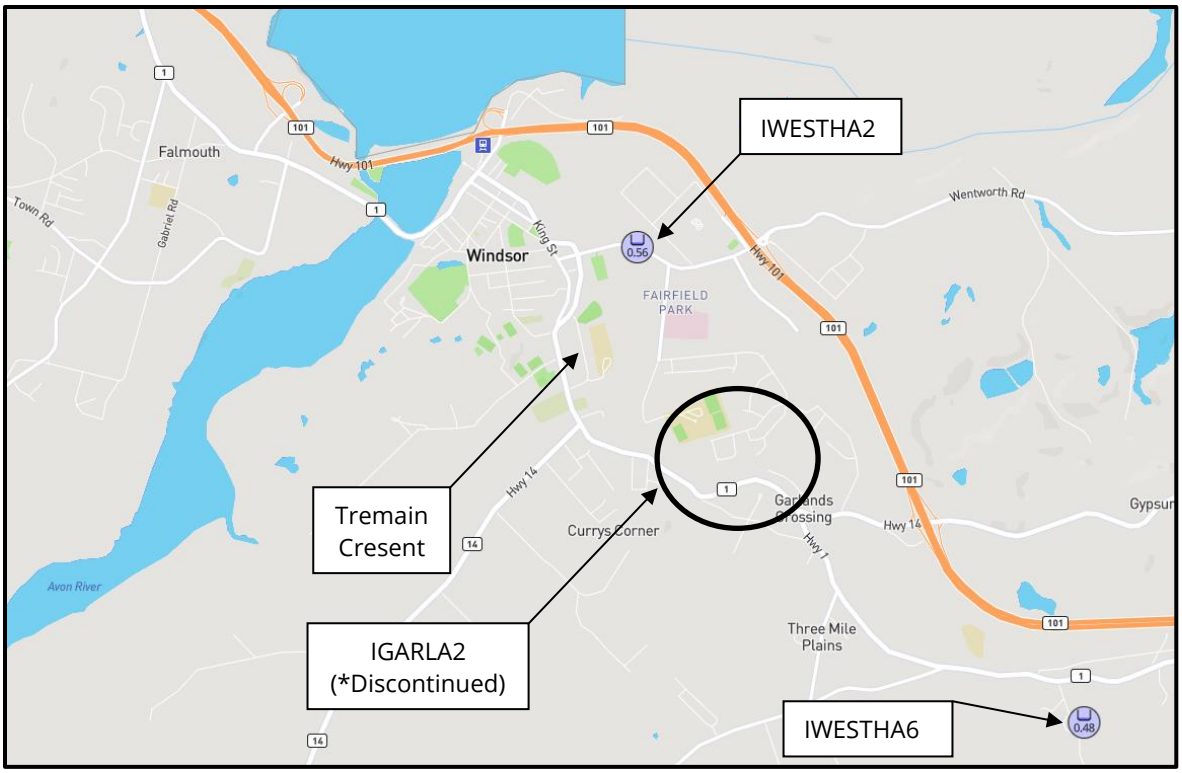


Figure 3: WunderMap – Precipitation Stations in the Vicinity of Tremain Cresent in Windsor, NS (Weather Underground, 2023)

July 27, 2021 Rainfall Event

On July 27, 2021, an intense rainfall event reportedly caused Windsor's stormwater conveyance system to be overwhelmed, resulting in localized flooding. A local resident on Tremain Cresent provided the following statement "The recent rain fall on Tuesday, July 27, 2021 resulted in excessive amounts of water spilling into the swale/ditch and the existing municipal infrastructure could not handle the amount of water flowing into the culvert under the street at Tremain Crescent. As a result, the water flooded an area around the culvert and our property. The runoff actually flowed over the street curb which is some 22 – 24 inches higher than the culvert below. This rain lasted for some time with water spilling over the curb and across the street to neighbouring properties."

The IGARLA2 Weather Underground station was used to analyse this weather event, and the stormwater model shows that this event resulted in significant flow in the ditch between Civic #335 and #353, to the point that it overtopped and flowed onto Tremain Cresent at this location.



Figure 4: July 27, 2021 Rainfall Event, Swale by Civic #335 Flowing onto Tremain Cresent (Source: Local Tremain Cresent Resident)

November 2021 Rainfall Event

A resident identified that the cross-culvert near the pumphouse was faulty, and that the upstream ditches were full of standing water but the downstream ditch near the pumphouse was empty. Investigation by the municipality found that the cross-culvert was clogged/plugged by a dead animal during a subsequent repair. This event was not used for calibration as comparing model results to anecdotal evidence for this event would not

provide realistic, useful information because of the many uncertainties related to the hydraulic capacity of the clogged/plugged pipe.

July 21/22, 2023 Rainfall Event

The July, 2023 Rainfall event caused widespread flooding across Nova Scotia on July 21st and 22nd. Photos supplied by the municipality collected the day following the rainfall event (July 23, 2023 at approximately 7:30 am) show downstream water levels reached an elevation of at least 6.0 metres CGVD2013. This photo was taken at high tide and the water levels receded after high tide. Refer to the photo below of the Coyote Park big field. The existing conditions model shows the Tremain Cresent crossing overtopping based on rainfall data pulled from the IGARLA2 Weather Underground station, but due to the magnitude of the event and comparatively undersized crossing, it does not provide a good source of calibration due to uncontrolled flooding. Due to the significance of this rainfall event and the resulting widespread flooding, it is difficult to isolate the flood results at Tremain Cresent.



Figure 5: Aftermath of July 21/22, 2023 Rainfall Event – Flooding at the Coyote Park 'Big Field'

November 27, 2023 Rainfall Event

According to the local resident at Civic #335 Tremain Cresent, the November 27, 2023 rainfall event resulted in a water depth in the upstream ditch that did not overtop the roadway during this event, but did exceed to the top of the culvert (Tremain Cresent cross-culvert). No photos were available to confirm these statements.

The top of the existing culvert is at an elevation of approximately 7.0m, the catch basin rim is at an elevation of 7.35m (i.e., the basin starts to flood the road at this elevation), and the roadway overtopping elevation is 7.49m (top of curb). The existing conditions stormwater model for the November 27, 2023 rainfall event produced a peak hydraulic grade line of 7.3m at the culvert inlet location. Model results align with anecdotal observations and provide an additional level of confidence in the catchment parameters selected for the stormwater model.

5 Flood Pathways

The house located at Civic #335 Tremain Cresent, as well as the surrounding properties, are low-lying. Foundations are at or near the bottom of the existing ditch system, with the foundation drains visible discharging at the bottom of the ditch from Civic #335 Tremain Cresent. The flooding mechanism at Civic #335 cannot be determined without intrusive investigation of the drain tile and foundation, however it appears to be linked directly (through holes, or the drain tile discharge into the bottom of the existing ditch) or indirectly (through cracks) to a high hydraulic grade line causing water ingress through the foundation or floor slab as a result of hydrostatic pressure. Refer to **Figure 6**.

Upgrading the municipal stormwater system is unlikely to fully address the reported residential flooding at this location as drain tiles discharge into the bottom of the ditch and will be submerged when water is present in the ditch, which may result in lateral backup.

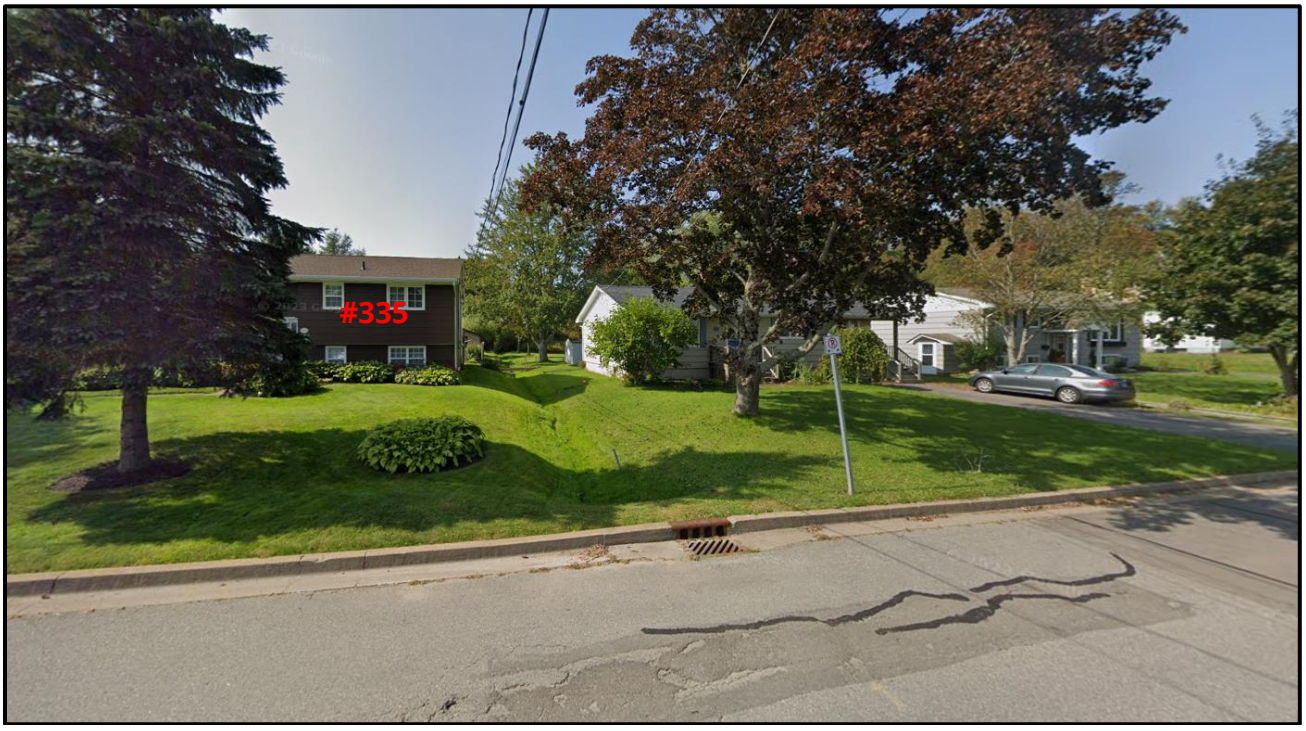


Figure 6: #335 Tremain Cresent, Google Streetview 2023

6 Design Event

The design event selected and agreed upon with WHRM is the 1-in-100 year design event accounting for 2090 climate change as per discussions with WHRM staff. The climate change projections are based on precipitation increases developed in the previous report Windsor Stormwater Report (CBCL, Final Draft, 2023). This crossing acts as a major drainage channel for upstream flows and was sized accordingly.

Through discussions with WHRM staff, it was also agreed upon to design the crossing with the inclusion of the catchment upstream of King Street (Edgehill area) flowing into the Tremain Cresent stormwater crossing, as future projects that may redirect some of these overland flows are not yet designed or slated for construction. Any future work to reroute these flows would result in a benefit and lower the hydraulic grade line below what is proposed.

7 Crossing Design Rationale

The existing crossing consists of a small diameter stormwater system with an inlet junction box, a 90° turn into a 375mm diameter storm sewer, followed by a 90° junction into a 450mm diameter storm sewer. Refer to Drawing C01 in Appendix A for existing conditions.

The proposed crossing consists of a low rise, wide span 4-sided concrete box culvert. Various alignments for the proposed crossing were considered and discussed with WHRM, including:

- Following the existing storm sewer alignment with a larger hydraulic opening
- Eliminating a section of storm sewer by reverting to open ditching in front of Civic #353 and making a more direct alignment into the downstream channel
- Skewing the culvert from the existing stormwater inlet to the outlet channel

The option to skew the culvert from the existing stormwater inlet to the outlet channel was selected to reduce overall new culvert length required (compared to following the existing alignment), improved hydraulic efficiency (compared to following the existing alignment by reducing the bend angles) and maintain the existing limits of underground stormwater infrastructure (i.e., not daylighting new sections of ditch that are currently piped).

Clearance to the existing municipal infrastructure under the roadway (water and sewer) was identified as a potential constraint. WHRM staff completed test digs and daylighted the 200mm diameter PVC watermain at a depth of 1.498m below asphalt, as well as the 300mm diameter concrete sanitary sewer at a depth of 2.007m below asphalt, along the proposed skewed culvert alignment. These depths were used to confirm clearances to the proposed culvert and are included on the design drawings in Appendix A.

The proposed crossing is a skewed 27 metre long, 2,700mm wide x 600mm tall 4-sided concrete box culvert with 2,700mmx600mm concrete box 45° bends on the inlet and outlet. Issued for Review design drawings are enclosed in Appendix A.

Supplementary design rationale is presented in the following sections.

7.1 Existing Municipal Infrastructure

The water main was relocated to gain clearance to the underside of the box, and a casing pipe was included for protection and also because the invert of the relocated watermain will be below the crown of the existing sanitary sewer main.

The existing gravity sanitary sewer was left in place. The proposed box culvert will be installed over this sewer.

Laterals to #353 and #354 Tremain Cresent are anticipated to require realignment due to conflicts with the proposed box culvert, or from the water main casing pipe. Refer to Section 7.9 for further details.

7.2 Culvert Grates

Stormwater grates were not included on the proposed crossing. The proposed culvert is a wide box culvert and debris will pass though rather than get caught on the culvert walls. If installed, an inlet grate will clog with debris that would otherwise pass though the culvert. No large debris (trees, etc.) are anticipated as it is a municipal drainage channel with no upstream forested areas.

7.3 Culvert Inlet and Outlet

Modifications are required to the inlet and outlet channels to accommodate the new box culvert structure. Redi-rock inlet walls are included on the inlet to accommodate grade changes and the upstream and downstream channels will be riprap-lined to tie into the existing channels.

Box culvert bends (45°) are included on the inlet and outlet to align the skewed culvert with the straight inlet and outlet channels.

A cutoff wall is included on the inlet to prevent water piping though the culvert bedding material and migrating into the water and sewer pipe trenches in Tremain Cresent.

7.4 Safety Measures

Guiderail, handrails and fencing is included for vehicular and pedestrian safety around the inlet and outlet of the culvert.

7.5 Street Design

Existing street grades and cross-fall will be maintained due to the limited road reinstatement area (limits consist of repairing the trench required to install the proposed infrastructure). The curb and gutter will be reinstated where existing curb and gutter is present.

Existing catch basin locations have been maintained, with the exception of the basin in the inlet junction structure that will be removed and replaced.

Existing storm sewer and the new catch basin will be connected to the box culvert (upstream) and via a structure and outlet pipe (downstream).

7.6 Right of Way

The proposed culvert arrangement extends onto upstream and downstream properties. On the upstream end, the culvert and channel encroach onto #335 and #353. On the downstream end, the culvert and new storm sewer outfall encroach onto #354. Refer to Section 7.9 for additional commentary.

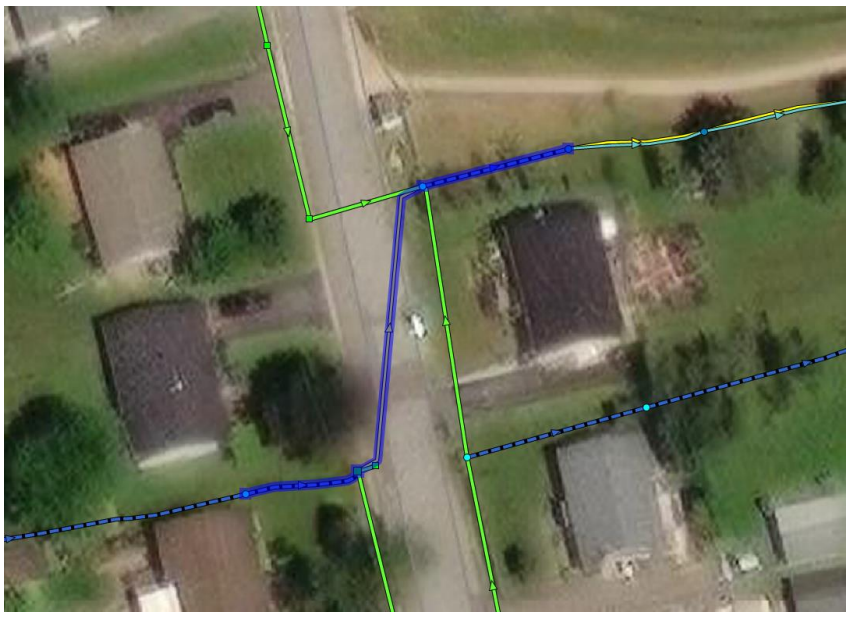
7.7 Existing Overhead Utilities

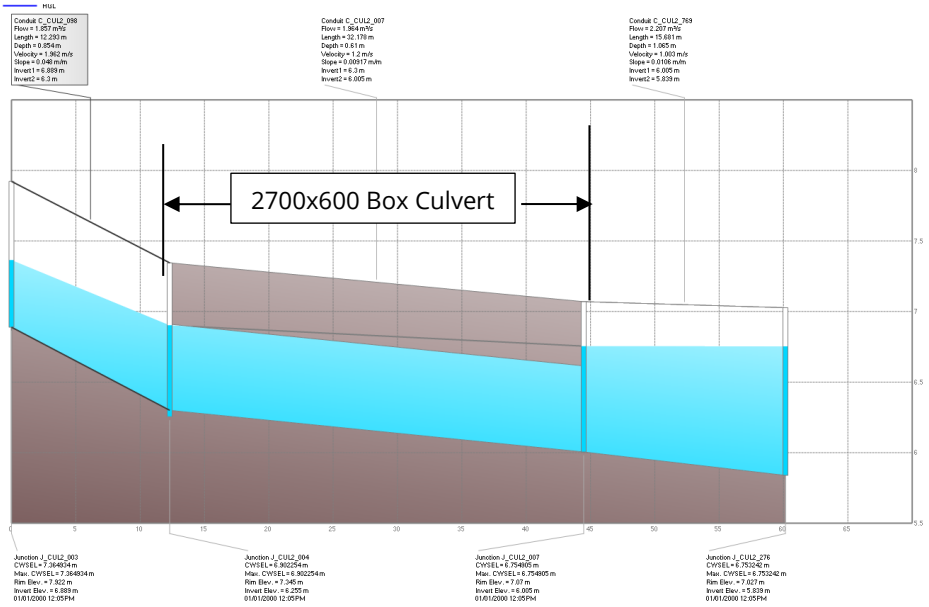
Power and communications lines are present along Tremain Cresent and cross the proposed culvert inlet to service the houses at #335 and #353, as well as crossing the outlet parallel to the road centerline. These overhead lines will result in potential constructability concerns as a crane will likely be used to install the proposed box culvert sections. Refer to Section 7.9 for additional commentary.

7.8 Hydraulics

The culvert is sized to maintain a peak headwater to depth (H/D) ratio of 1.0 or less at the design event (1 in 100 year, 2090 climate change design event) in accordance with the West Hants Municipal Services Specifications Manual (2023).

A plan/profile from the model is presented below. For specifics on the design, refer to the Issued for Review design drawings enclosed in Appendix A.





1 in 100 year, 2090 Climate Change design event Hydraulic Grade Line Profile

7.9 Outstanding Items

The following items are identified as potential or actual concerns that may impact construction and should be discussed with WHRM and addressed prior to tendering:

- Discuss Right of Way acquisition/easements to be completed by WHRM to undertake this work.
- Locate curb stops to confirm lateral locations from the properties at #335, #354 and #353. Confirm if laterals will be realigned (i.e. will temporary water be required).
- Confirm that Tremain Cresent watermain can service from the O'Brien Street as well as King Street connections (i.e., valves work and both sides will have water) while new section for water main is installed in the work area. Discuss specifics of temporary water and disinfection plan.
- Confirm sewer lateral locations #335, #354 and #353 (or base off of curb stop locations) to confirm proposed sewer lateral relocation is viable.
- Discuss with WHRM potential for temporary or permanent relocation of the overhead electrical lines to #335 and #353, and also at the outlet, to facilitate construction of the proposed structure.
- The historical forcemain south of the existing lift station as shown on the 1990's pathway drawings is shown on the current set of design drawings. The proposed culvert may intersect this force main, if it is still in place and should be discussed with WHRM.

8 Opinion of Probable Cost

An Opinion of Probable Cost was developed based on the design drawings. The Class B opinion of probable construction cost, including contingencies and allowances, is **$447,400 + HST**. A unit price breakdown is enclosed in Appendix A.

9 Other Considerations for Flood Risk Mitigation

Property owners in areas of identified flood risk, or that have encountered property flooding in the past, should implement flood risk mitigation measures around their properties. Some general flood risk mitigation measures include:

- Disconnecting downspouts from foundation drains, and extending the downspout at least 1.8 metres away from the house;
- Making sure there is at least a 2 percent slope away from the house and that there are no low spots close to the house where water can accumulate;
- Providing drainage swales (shallow ditches with gentle side slopes) on the back and sides of the property to intercept surface flow that might come towards the building;
- If water tends to enter the basement, constructing a shallow sump pit that is watertight to the outside and installing a sump pump that discharges to the ground or a seep pit or rain garden located well away from the building ('interior sump pump system");
- Installing a backwater valve on the storm (if applicable) and sanitary sewer laterals in compliance with the most recent version of the National Building Code; and
- Constructing a seep pit or rain garden to limit storm water flows to the municipal storm infrastructure or neighbouring lands.

Additional measures that could be taken specific to the flood risk identified at #335 Tremain Cresent:

- Foundation waterproofing to prevent water entering the basement through cracks or holes.
- Installing an exterior sump pit and pump to discharge foundation drainage away from the building ('exterior sump pump system'). Include an air gap at the end of the discharge pipe to prevent back-siphoning.
- Installing a backwater valve on the foundation drain outlet pipe, or disconnect the foundation drain from the gravity outlet if a backup power source is available to run interior and exterior sump pumps in event of power outage.

10 Conclusion

This report summarizes and builds upon the Tremain Cresent stormwater memo as well as develops the proposed box culvert crossing concept to a detailed design stage for review by West Hants Regional Municipality.

Following discussion and acceptance by WHRM, tender-ready drawings will be prepared and issued.

Draft
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Manager, Municipal

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APPENDIX A

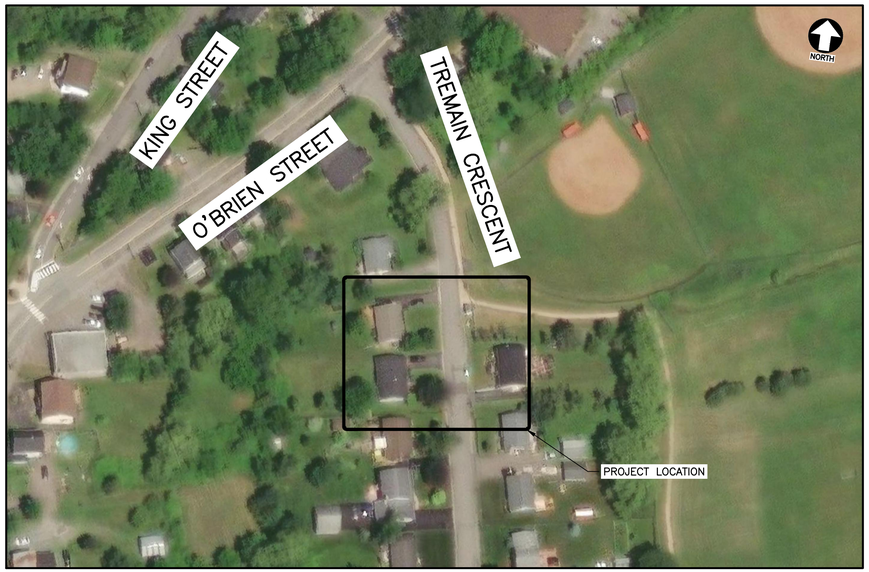
Issued for Review Drawing Set

Project No. 231049.00

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Sheet Number	Sheet Title
COVER SHEET	
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CIVIL	
C01	EXISTING CONDITIONS & REMOVALS
C02	PROPOSED PLAN AND PROFILE
C03	REINSTATEMENT PLAN
C04	CIVIL DETAILS SHEET 1 OF 2
C05	CIVIL DETAILS SHEET 2 OF 2

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TREMAIN CRESCENT STORMWATER REPLACEMENT



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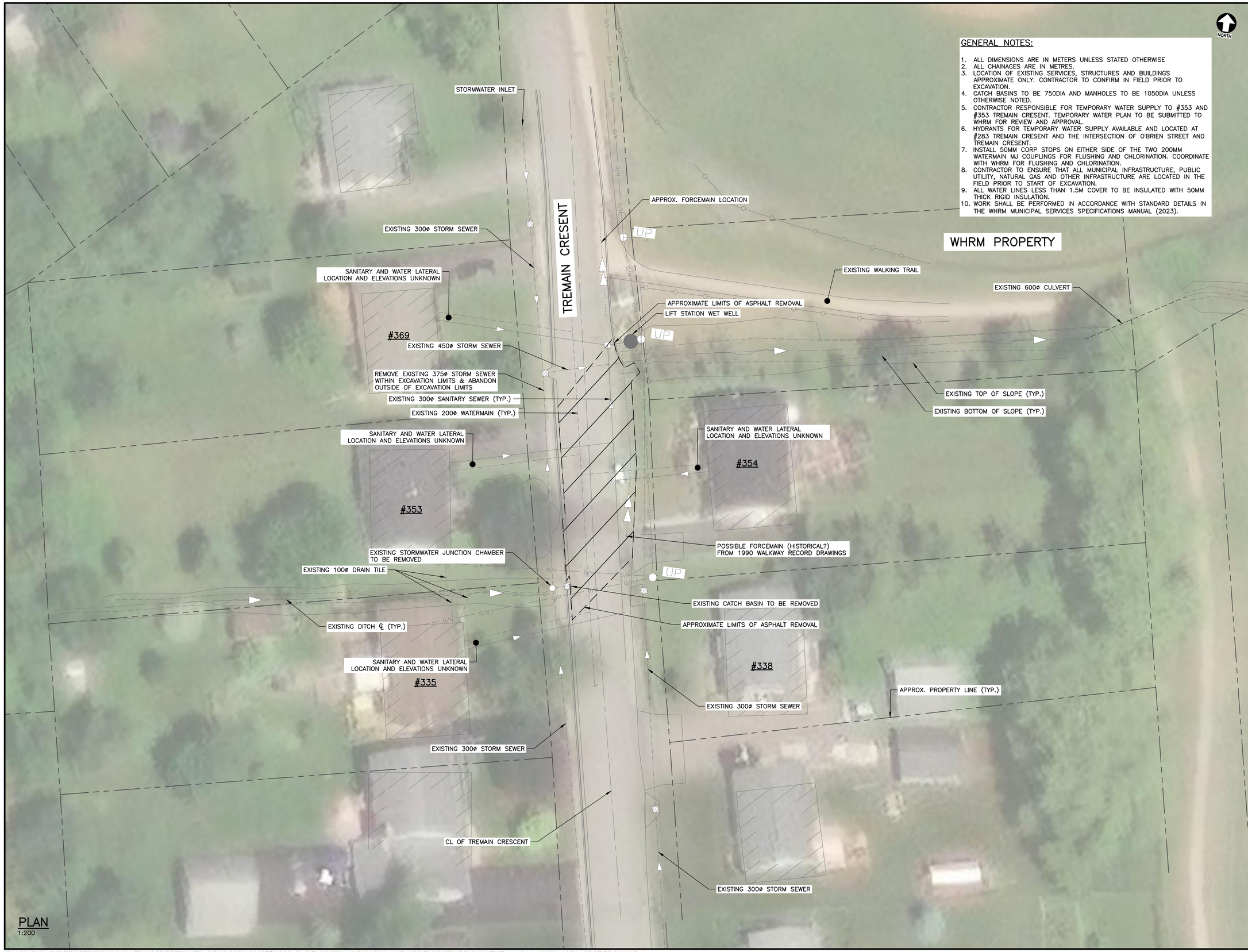
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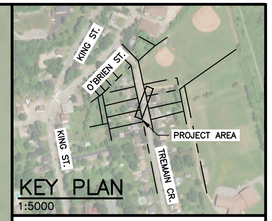
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MARCH 20/2024

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NOTES
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2. HORIZONTAL DATUM NAD83 CSRS UTM20
3. VERTICAL DATUM CGVD2013

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TREE (SOFTWOOD) (EX.)
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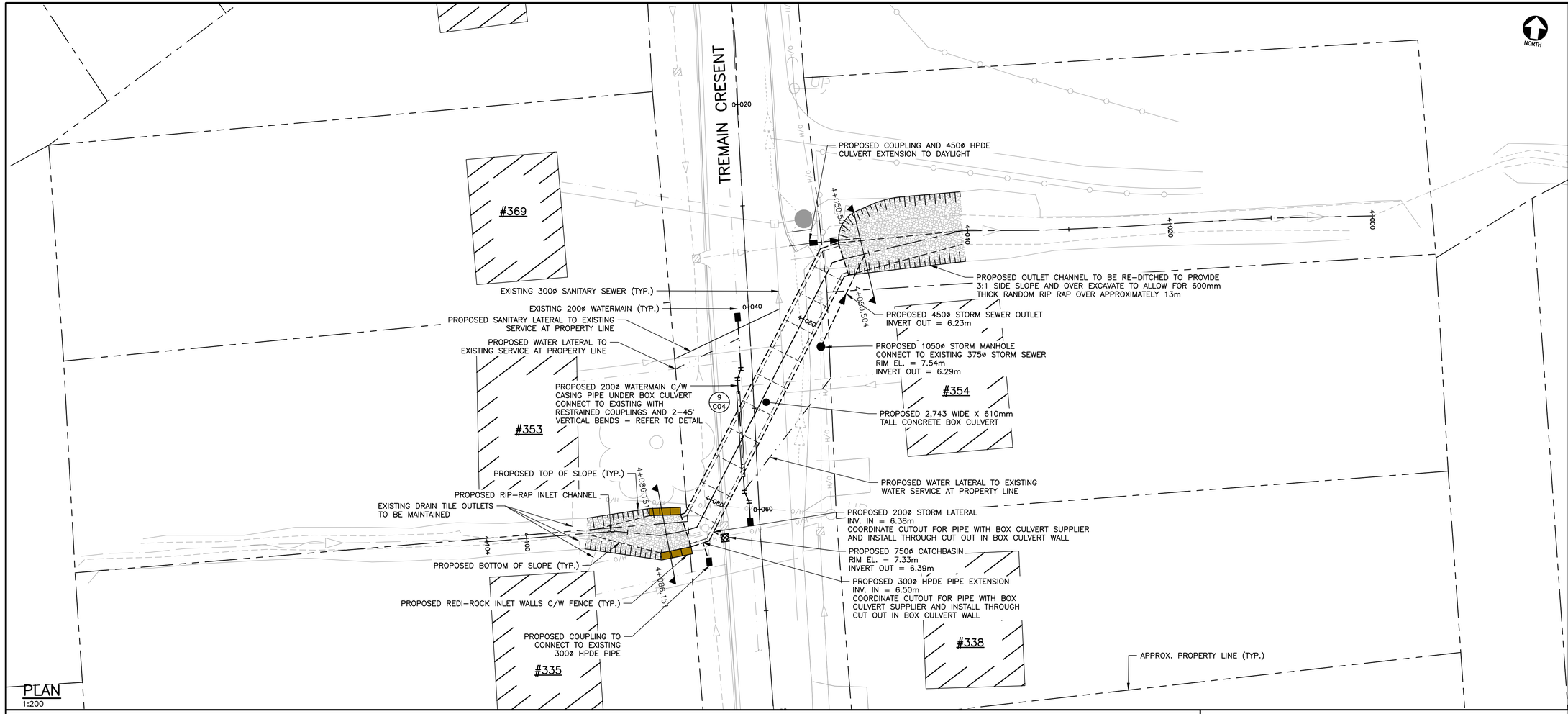
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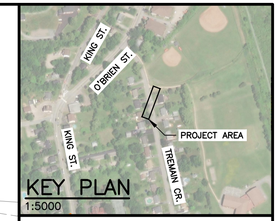
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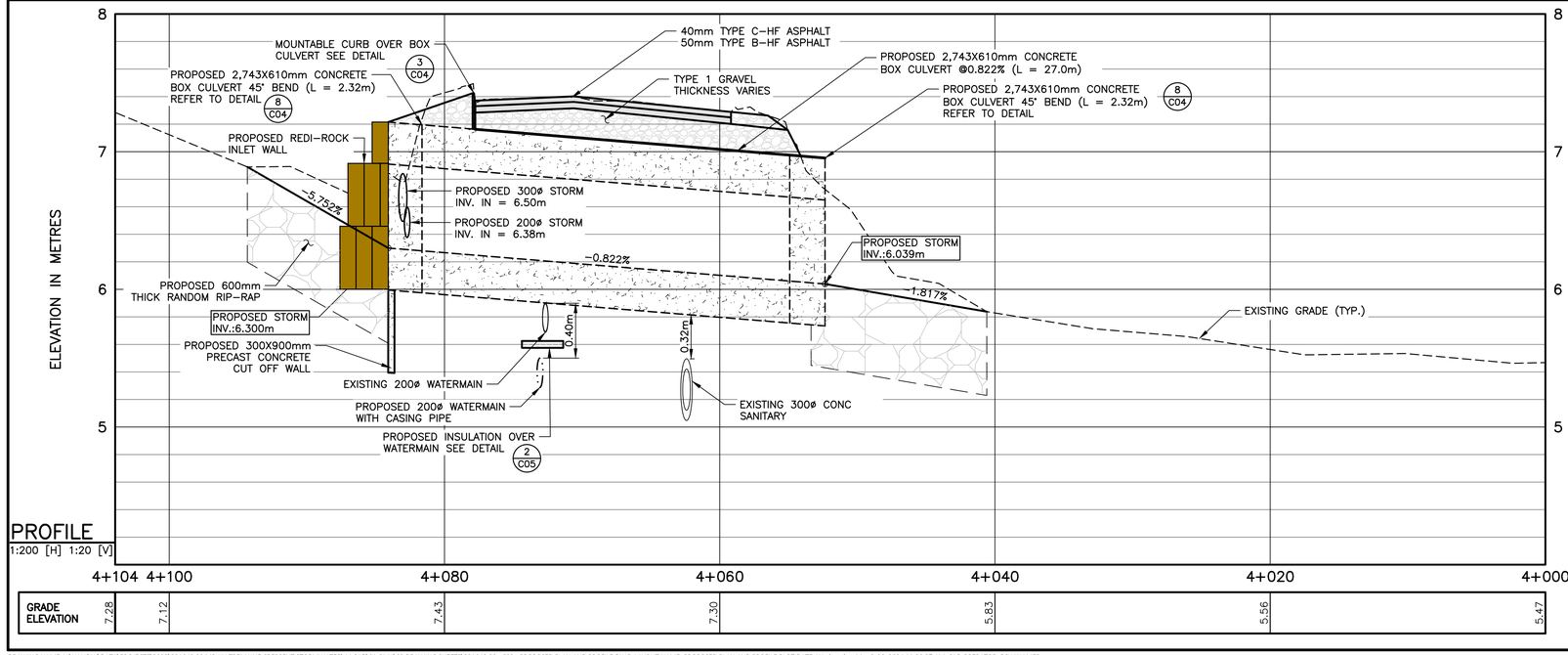
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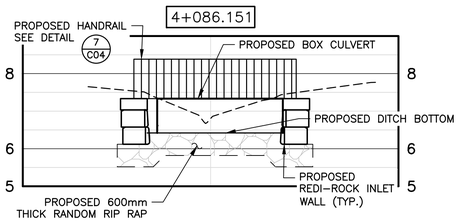
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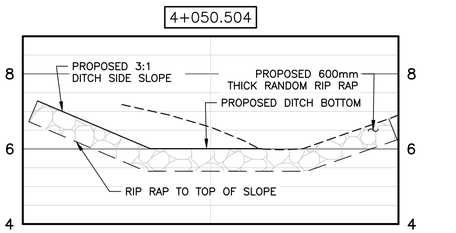
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SECTION - DOWNSTREAM
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Revision or Issue

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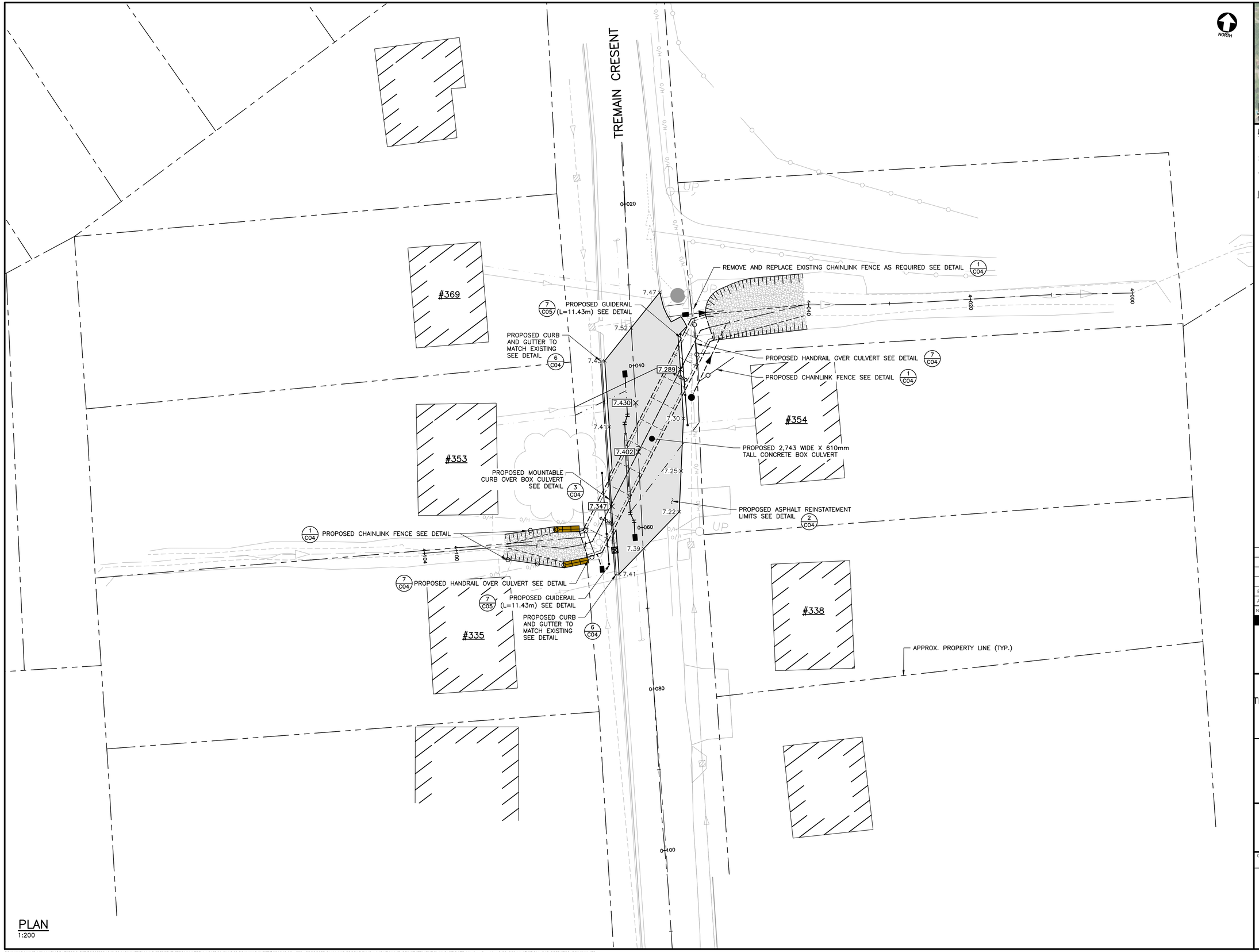
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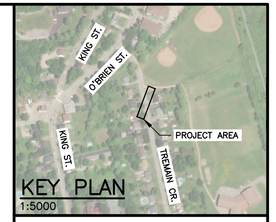
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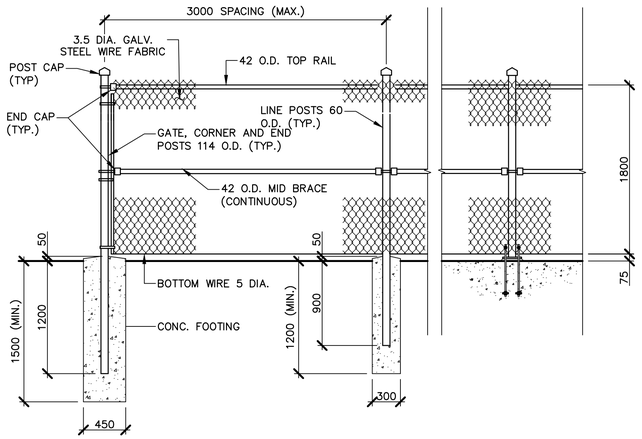
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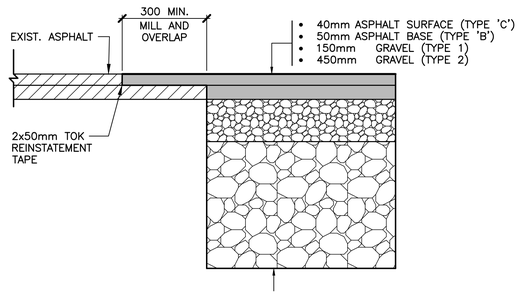
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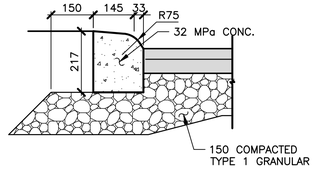
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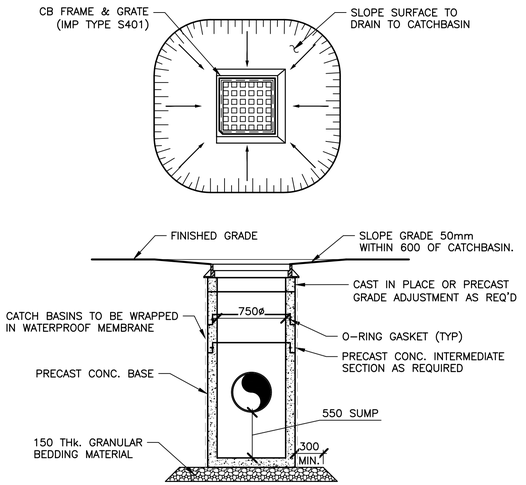
1 C02 **DETAIL—1.80m CHANLINK FENCE**
1:30



2 C02 **DETAIL—ASPHALT REINSTATEMENT**
1:10



3 C02 **DETAIL—MOUNTABLE CONCRETE CURB (FOR OVER BOX CULVERT)**
1:10

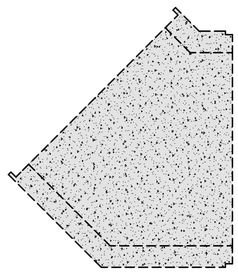


4 C02 **DETAIL—750ø CATCHBASIN**
1:30

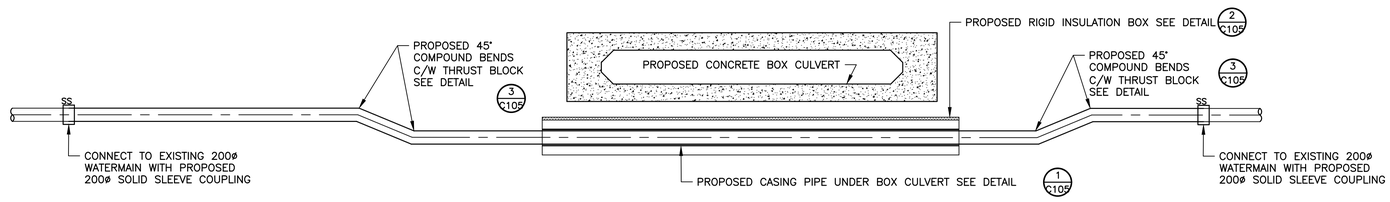
5 C02 **DETAIL—1050ø PRECAST MANHOLE**
1:25

6 C02 **DETAIL—CONCRETE CURB AND GUTTER**
1:10

7 C02 **DETAIL—HAND RAIL**
1:25



8 C02 **DETAIL—45° BOX CULVERT BEND**
1:40



9 C02 **DETAIL—WATERMAIN CONFIGURATION UNDER BOX CULVERT**
1:25

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A	ISSUED FOR 90% DESIGN REVIEW	2024/03/20	AL

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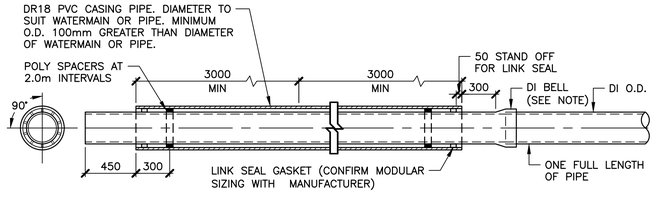
WEST HANTS REGIONAL MUNICIPALITY
TREMAIN CRESCENT STORMWATER CROSSING NEAR CIVIC #355

CIVIL

CIVIL DETAILS SHEET 1 OF 2

CBCL

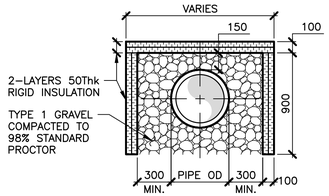
CBCL No 231049.00	Contract No
Date FEB. 2024	Scale AS NOTED
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Drawing No **C04**	



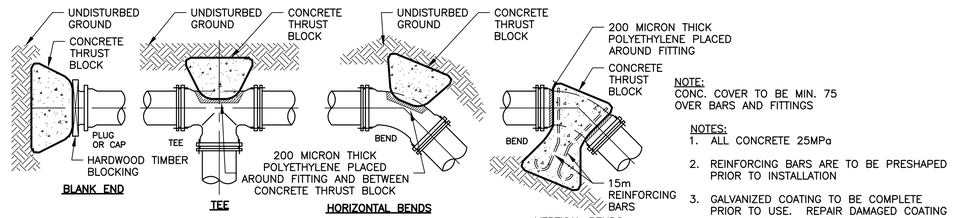
NOTE: PROVIDE LOCKING GASKETS TO WATERMAIN OR PIPE CARRIED WITHIN CASING PIPE.

DI PIPE ø	CASING PIPE ø SINGLE DI PIPE LENGTH	CASING PIPE ø MULTIPLE DI PIPE LENGTHS
100	200 DR18	250 DR18
150	250 DR18	300 DR18
200	350 DR18	400 DR18
250	400 DR18	450 DR18
300	450 DR18	500 DR18
400	600 DR18	CUSTOM

1 C02 **DETAIL—WATERMAIN CASING** 1:25



2 C02 **DETAIL—PIPE INSULATION** 1:25



NOTE:
CONC. COVER TO BE MIN. 75 OVER BARS AND FITTINGS

NOTES:
1. ALL CONCRETE 25MPa
2. REINFORCING BARS ARE TO BE PRESHAPED PRIOR TO INSTALLATION
3. GALVANIZED COATING TO BE COMPLETE PRIOR TO USE. REPAIR DAMAGED COATING AS NECESSARY ON SITE PRIOR TO USE.

MINIMUM CONTACT AREAS FOR CONC. THRUST BLOCKS

PIPE ø	AREA m² FOR SOIL SUPPORTING CAPACITY OF 100 kPa					
mm	CAP/PLUG	TEE	90° BEND	45° BEND	22.5° BEND	11.25° BEND
100	0.25	0.25	0.32	0.20	0.16	0.16
150	0.48	0.48	0.64	0.40	0.24	0.16
200	0.80	0.80	1.12	0.64	0.32	0.16
250	1.28	1.28	1.76	0.96	0.48	0.24
300	1.76	1.76	2.56	1.44	0.72	0.40

MINIMUM DISTANCE FROM FITTING TO UNDISTURBED GROUND

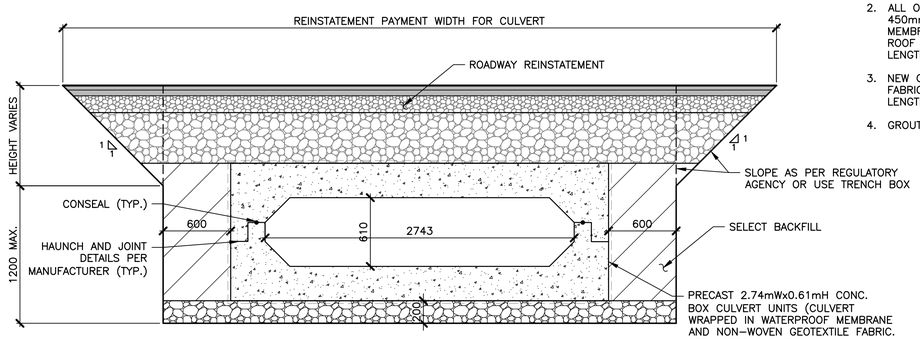
PIPE ø mm	mm
100	450
150	450
200	450
250	600
300	750

VERTICAL THRUST BLOCKS THRUST COMPENSATED FOR BY MASS OF CONCRETE (m³)

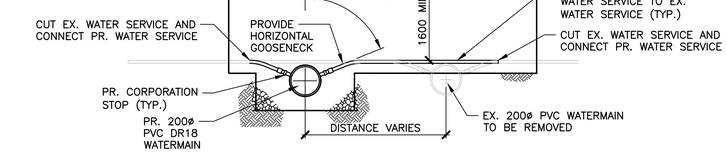
PIPE ø mm	45° BEND	22.5° BEND	11.25° BEND
100	0.40	0.20	0.20
150	0.80	0.40	0.40
200	1.40	0.70	0.70
250	2.10	1.10	1.10
300	3.00	1.50	1.50

3 C02 **DETAIL—CONCRETE THRUST BLOCKS** N.T.S.

NOTES:
1. ANY CULVERT JOINTS LARGER THAN 6mm TO BE FILLED WITH NON—SHRINK GROUT OR EQUIVALENT. (OUTSIDE: TOP & SIDES) (INSIDE: TOP, SIDES, & BOTTOM)
2. ALL OUTSIDE CULVERT JOINTS TO BE WRAPPED IN 450mm WIDE SELF—ADHESIVE BITUMINOUS MEMBRANE. WRAP OUTSIDE OF BOTH WALLS AND ROOF IN ADDITIONAL MEMBRANE ALONG ENTIRE LENGTH OF CULVERT.
3. NEW CULVERT TO BE COVERED WITH GEOTEXTILE FABRIC ON TOP AND SIDES ALONG ENTIRE LENGTH OF CULVERT.
4. GROUT ALL LIFTING DAVITS AND LIFTING HOLES.

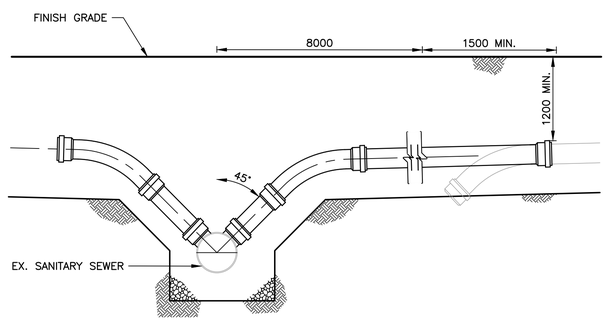


4 C02 **DETAIL—CONCRETE BOX CULVERT TRENCH** 1:25

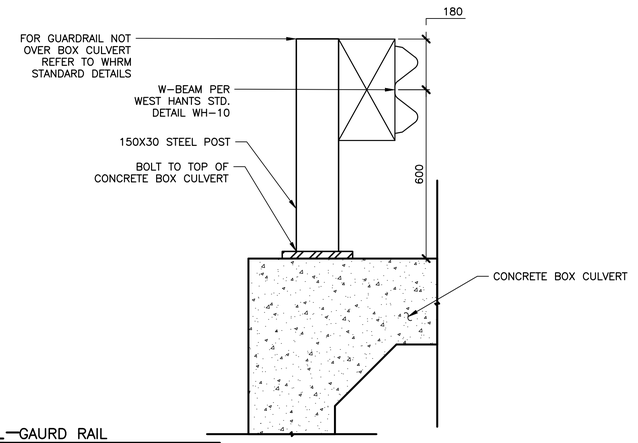


NOTES:
1. EXISTING WATERLINE AND WATER SERVICE LOCATIONS ARE UNKNOWN. CONTRACTOR TO VERIFY LOCATION IN FIELD.

5 C02 **DETAIL—WATER SERVICE CONNECTION TO EXISTING** 1:20



6 C02 **DETAIL—SANITARY SERVICE CONNECTION TO EXISTING** 1:20



7 C02 **DETAIL—GAURD RAIL (BOLTED TO BOX CULVERT)** 1:10

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No.	Description	Date	By
A	ISSUED FOR 90% DESIGN REVIEW	2024/03/20	AL

Revision or Issue

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WEST HANTS REGIONAL MUNICIPALITY
TREMAIN CRESCENT STORMWATER CROSSING NEAR CIVIC #355

CIVIL

CIVIL DETAILS SHEET 2 OF 2

CBCL

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Date FEB. 2024	Scale AS NOTED
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Drawing No C05	

APPENDIX C

Stormwater Memo 'Tremain Cresent Stormwater – Cross Culvert near Civic #335' (CBCL, 2024)

January 19, 2024

Todd Richard
Director of Public Works
West Hants Regional Municipality
PO Box 3000
100 King Street
Windsor, NS B0N 2T0

Dear Mr. Richard:

RE: Tremain Cresent Stormwater – Cross-Culvert near Civic #335

West Hants Regional Municipality (WHRM) retained CBCL Limited (CBCL) to complete a stormwater assessment and crossing design to reduce flood risk at the cross-culvert near Civic #335 Tremain Cresent in Windsor, Nova Scotia. This letter summarizes the work completed to date on this project, including the background review, existing conditions model construction and preliminary concept options.

Background Information

In July 2021, the resident at Civic #335 Tremain Crescent and surrounding neighbors, experienced significant flooding of their properties. The resident at Civic #335 Tremain Crescent had also experienced flooding in the past. Flooding is reported to be increasing in frequency and volume at this location.

In November 2021, localized flooding occurred following a rainfall event. It was determined that this flooding was a result of a collapsed cross-culvert downstream of the storm infrastructure at Civic #335 Tremain Cresent. During this flooding event, the ditch downstream of the collapsed pipe was empty, identifying that the localized flooding may have been a result of the collapse and not necessarily undersized conveyance infrastructure. Following the replacement of the collapsed cross-culvert, flooding in the area has continued. The cross-culvert was replaced with a similarly sized pipe. No improvements to drainage were made. The flooding in this area is thought to be a result of undersized stormwater drainage infrastructure that is backing up the upstream ditch and flooding the adjacent properties. Stormwater flows overland, through a series of culverts, storm sewer, and ditches, before draining into the Tregothic Marsh.

Existing Conditions and Stormwater Capacity

A hydrologic and hydraulic stormwater model was constructed in PCSWMM for the Tremain Cresent area based on survey information collected by CBCL personnel on November 9th and 10th, 2023. The Tremain Cresent stormwater model focused on the crossing at #335 Tremain Cresent and builds on the larger-scale stormwater model created for the ongoing Windsor Stormwater Plan undertaken by CBCL. Stormwater infrastructure on Tremain Cresent consists of a mix of ditches, small driveway culverts, cross-culverts, catch basins and piped infrastructure (storm sewer). Storm infrastructure is shallow bury along Tremain Cresent as a result of the area's topography, with slopes flattening out before discharging into Tregothic Marsh. The stormwater infrastructure near Civic #335 Tremain Cresent includes a swale that collects water from the lands uphill and behind Civic 335 that discharges into a 375mm diameter HDPE stormwater pipe in front of the property that runs parallel to Tremain Cresent crossing Tremain Cresent in 450mm diameter HDPE cross culvert near the sewer pump station at the bottom of the hill, refer to Figure 1. The major system drainage catchment upstream of this crossing is presented in Figure 2, generally bounded by King Street and Tremain Cresent plus a section at the northern quadrant collecting major drainage overland flows from the Wilson Street area.



Figure 1: Tremain Cresent – Storm Sewer Infrastructure near Civic #335



Figure 2: Tremain Cresent – Major System Catchment in Blue of Cross-culvert near Civic #335

Historical Rainfall Events

A number of rainfall events which resulted in flooding at this location on Tremain Cresent were identified through discussion with WHRM staff, as well as from review of previous service request documents submitted by the resident at Civic #335 and provided to CBCL by WHRM. These events included the July 21, 2021 Rainfall Event; the November 27, 2021 Rainfall Event; an undated Winter Rainfall Event; the July 21/22, 2023 Rainfall Event; and the November 27, 2023 Rainfall Event.

To quantify anecdotal flooding evidence, Environment and Climate Change Canada (ECCC) and Weather Underground databases were queried for historical rainfall data. The closest ECCC station is located in Kentville and reports daily rainfall amounts. Daily rainfall is typically insufficient to adequately characterise small, urbanized rainfall events. Instead, 5-minute rainfall data was retrieved from Weather Underground (WU), operated by the Weather Company, which collects and tabulates weather data from over 250,000 personal weather stations across the world. Multiple personal precipitation stations on the WU network are operated in the Windsor area (refer to Figure 3). Data from these stations was reviewed and selected for each of the identified events. Note that Weather Underground data is publicly collected and uploaded from private weather stations, and considered less reliable than ECCC

data; however, in this case serves as the best information available for the analysis of previous rainfall events.

The rainfall events analysed, and the respective Weather Underground stations used, are presented below:

- July 21, 2021 Rainfall Event: IGARLA2.
- November, 2021 Rainfall Event: IWESTHA2.
- July 21/22, 2023 Rainfall Event: IWESTHA2.
- November 27, 2023 Rainfall Event: IWESTHA2.

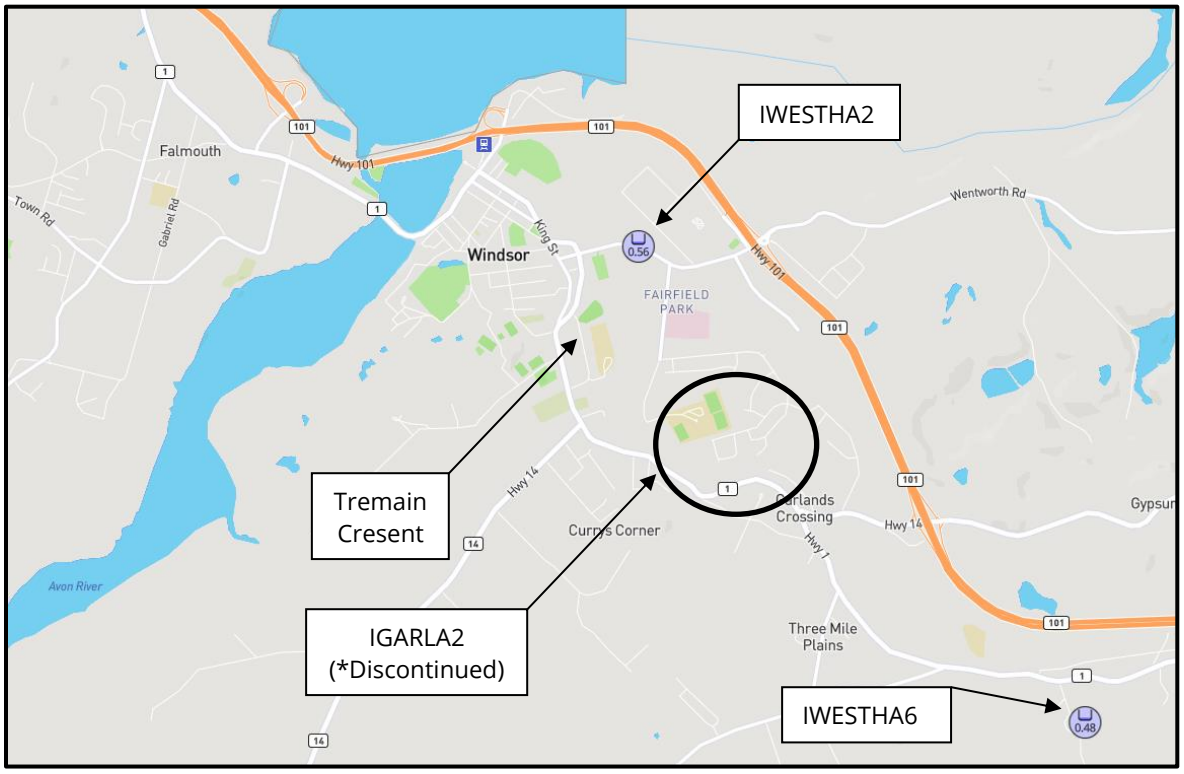


Figure 3: WunderMap – Precipitation Stations in the Vicinity of Tremain Cresent in Windsor, NS (Weather Underground, 2023)

July 27, 2021 Rainfall Event

On July 27, 2021, an intense rainfall event reportedly caused Windsor's stormwater conveyance system to be overwhelmed, resulting in localized flooding. A local resident on Tremain Cresent provided the following statement "The recent rain fall on Tuesday, July 27, 2021 resulted in excessive amounts of water spilling into the swale/ditch and the existing municipal infrastructure could not handle the amount of water flowing into the culvert under the street at Tremain Crescent. As a result, the water flooded an area around the culvert and our property. The runoff actually flowed over the street curb which is some 22 – 24 inches higher

than the culvert below. This rain lasted for some time with water spilling over the curb and across the street to neighbouring properties."

The IGARLA2 Weather Underground station was used to analyse this weather event, and the stormwater model shows that this event resulted in significant flow in the ditch between Civic #335 and #353, to the point that it overtopped and flowed onto Tremain Cresent at this location.



Figure 4: July 27, 2021 Rainfall Event, Swale by Civic #335 Flowing onto Tremain Cresent (Source: Local Tremain Cresent Resident)

November, 2021 Rainfall Event

A resident identified that the cross-culvert near the pumphouse was faulty, and that the upstream ditches were full of standing water but the downstream ditch near the pumphouse was empty. Investigation by the municipality found that the cross-culvert was clogged/plugged by a dead animal during a subsequent repair. This event was not used for calibration as comparing model results to anecdotal evidence for this event would not provide realistic, useful information because of the many uncertainties related to the hydraulic capacity of the clogged/plugged pipe.

July 21/22, 2023 Rainfall Event

The July, 2023 Rainfall event caused widespread flooding across Nova Scotia on July 21st and 22nd. Photos supplied by the municipality collected the day following the rainfall event (July 23, 2023 at approximately 7:30 am) show downstream water levels reached an elevation of at least 6.0 metres CGVD2013. Refer to the photo below of the Coyote Park big field. The existing conditions model shows the Tremain Cresent crossing overtopping based on rainfall data pulled from the IGARLA2 Weather Underground station, but due to the magnitude of the event and comparatively undersized crossing, it does not provide a good source of calibration due to uncontrolled flooding. Due to the significance of this rainfall event and the resulting widespread flooding, it is difficult to isolate the flood results at Tremain Cresent.



Figure 5: Aftermath of July 21/22, 2023 Rainfall Event – Flooding at the Coyote Park 'Big Field'

November 27, 2023 Rainfall Event

According to the local resident at Civic #335 Tremain Cresent, the November 27, 2023 rainfall event resulted in a water depth in the upstream ditch that did not overtop the roadway during this event, but did exceed the top of the culvert (Tremain Cresent cross-culvert). No photos were available to confirm these statements.

The top of the existing culvert is at an elevation of approximately 7.0m, the catch basin rim is at an elevation of 7.35m (i.e., the basin starts to flood the road at this elevation), and the roadway overtopping elevation is 7.49m (top of curb). The existing conditions stormwater model for the November 27, 2023 rainfall event produced a peak hydraulic grade line of 7.3m at the culvert inlet location. Model results align with anecdotal observations and provide an additional level of confidence in the catchment parameters selected for the stormwater model.

Stormwater Analysis

The WHRM Municipal Services Specifications Manual (2022) prescribes: *storm sewer systems be designed based on a storm frequency of 1-in-5 years, except in areas designated for commercial or industrial development where a design storm frequency of 1-in-10 years should be used; and roadways, road cross culverts, watercourse crossings, and other major drainage systems should have a capacity to convey stormwater from a design storm frequency of 1-in-100 years*. WHRM culvert design requirements are presented below:

- Driveway culverts shall be designed for the 1-in-5 year peak flow with a headwater depth not greater than the diameter of the pipe (H/D ≤ 1.0).
- Road cross-culverts shall be designed for the 1-in-10 year peak flow with a headwater depth not greater than the diameter of the pipe.
- Culverts on a watercourse shall be designed for the 1-in-100 year peak flow with a headwater depth not greater than the diameter of the pipe (H/D ≤ 1.0).

The Tremain Crescent crossing is considered a 'road cross-culvert' on the major drainage system, as it is used to convey flows from a notable upstream catchment. However, there is no option for stormwater flows to overflow the road and act as a hydraulic relief, as the property at #335 has reported flooding when (or before) this occurs in the past. The 1-in-10 year design event is considered to be insufficient for this crossing. Therefore;

- Conceptual design of the Tremain Cresent cross-culvert is based on the requirement to convey the 1-in-100 year peak flow with a headwater depth not greater than the diameter of the pipe (H/D ≤ 1.0).
- Concepts presented are based on sufficient downstream capacity through the Tregothic Marsh. Downstream culverts are currently undersized and may result in elevated hydraulic grade lines at the Tremain Cresent crossing.

CBCL recently completed the Windsor Stormwater drainage Study for WHRM (Windsor Stormwater Plan, Final Draft, CBCL, 2023), which included development of the 24-hour Chicago Storm distributions for the present-day 1-in-5 year, 1-in-10 year, and 1-in-100 year storm events based on ECCC's Kentville CDA station (existing conditions). A 2090 climate change scenario was also developed as part of that work, which included a 30% increase in precipitation compared when compared to the present-day design storm.

The WHRM Municipal Services Specifications Manual presents a design storm that accounts for a stated 15% increase for climate change, which has a 24-hour total rainfall amount approximately equivalent to the 2090 climate change scenario previously developed by CBCL (166mm versus 172mm). It is not defined if the design storm accounting for climate change presented in the Manual is a requirement for stormwater infrastructure design.

Concepts are presented based on the current (existing) and future (climate change) 1-in-100 year design storm events based on the storm distributions developed for the Windsor Stormwater drainage Study (2023), model plan and profiles of the concepts are presented in Attachment A. Final sizing selection will depend on the design (alignment and any improvements hydraulic inlet conditions). Refer to Figure 6 below for the alignment, which includes a section parallel to Tremain Cresent and a section perpendicular to Tremain Cresent:

- **1-in-100 Year Design Storm (Existing):** 2,400mm span x 600mm rise concrete box.
- **1-in-100 Year Design Storm (2090) Climate Change:** 3,000mm span x 600mm rise concrete box.

Options presented meet the WHRM headwater depth requirements. Unfortunately, due to the elevation of the ditch with respect to neighbouring building elevations, the hydraulic grade line in the ditch will continue to pose a potential flood risk.

- **Alignment and grade:** The alignment and grade of the existing cross-culvert was maintained to avoid grade conflicts with water and sanitary infrastructure (26.5m section parallel to Tremain Cresent and 12.5m section crossing Tremain Cresent). Confirmation of these utilities and their elevations by the Municipality may permit alterations to the proposed alignment or grade, including a section of ditching parallel to Tremain Cresent (eliminating a section of the parallel run).
- **Size:** Limited vertical space is available to install stormwater structure taller than the existing 450mm pipe. A low rise, wide span box culvert is required to meet hydraulic requirements while fitting within the road. The proposed 600mm rise box culvert appears to fit between the road surface and the underground utilities, under the assumption that the top of all water infrastructure is **at least 1.5m** depth of bury from existing grade.
- **Existing Infrastructure:** Water and sanitary elevations should be confirmed at crossing locations.

The existing minor system on Tremain Cresent, consisting of catch basins and pipes, shows some surcharging in the 10-year event but is beyond the scope of this study. The minor system is expected to be surcharged/flooded during the design event (1-in-100 year event).

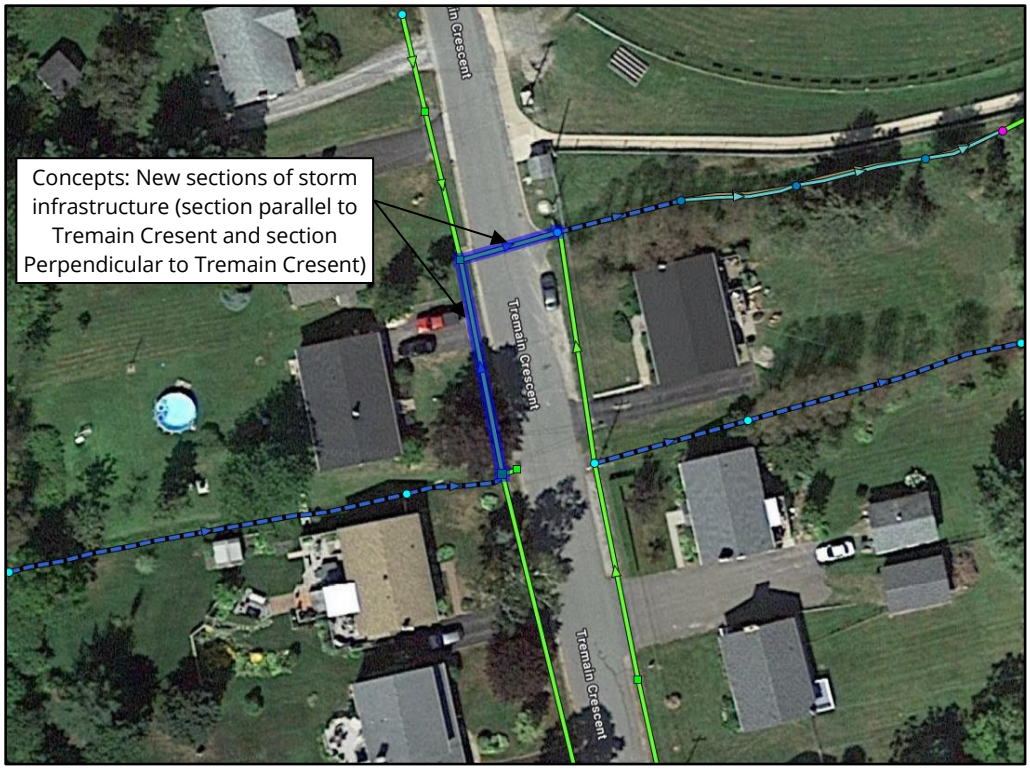


Figure 6: Tremain Cresent Options – Alignment

King Street Upgrades

It is understood that future capital work on King Street could include stormwater work to reduce flows into the Tremain Cresent catchment. Design flows at the Tremain Cresent crossing can be reduced if both minor and **major system** runoff is captured and diverted at King Street. Major storm runoff capture and conveyance along King Street would require ditches or other major system drainage infrastructure upstream of Tremain Cresent. One possible option would be to convey and discharge stormwater from King Street into the College Road ditch system. Detailed analysis of the College Road stormwater system, outside the scope of this project, would be required to confirm that this system has adequate capacity to accept these additional flows.

For the 1-in-100 year design event, the total flow to the ditch immediately upstream of the Tremain Cresent crossing is reduced by 0.4 m^3/s, or 30%, if the King Street sub-catchments noted in Figure 7 are rerouted. Actual flows diverted will depend on the design of any future King Street infrastructure upgrades.



Figure 7: Sub-Catchments Upstream of King Street

The reduction in flows from removal of the King Street catchments is equivalent to the increase of flows from the existing condition design event to the 2090 climate change design event. A phased climate-change oriented approach could be to install the Tremain Cresent cross-culvert based on the existing 1-in-100 year design storm, and remove major drainage stormwater flows from upstream of King Street as capital works permit to allow the culvert to convey the 1-in-100 year climate change design storm while maintaining a similar peak hydraulic grade line in the future.

Flood Pathways

The house located at Civic #335 Tremain Cresent, as well as the surrounding properties, are low-lying. Foundations are at or near the bottom of the existing ditch system, with the foundation drains visible discharging at the bottom of the ditch from Civic #335 Tremain Cresent. The flooding mechanism at Civic #335 cannot be determined without intrusive investigation of the drain tile and foundation, however it appears to be linked directly (through holes, or the drain tile discharge into the bottom of the existing ditch) or indirectly (through cracks) to a high hydraulic gradeline causing water ingress through the foundation or floor slab as a result of hydrostatic pressure.

Next Steps

Hydrologic and hydraulic modelling was used to develop culvert upgrade options for two design events:

- Existing 1-in-100 year design event.
- Future 1-in-100 year design event (2090 climate change).

Todd Richard
January 19, 2024

Catchment flows originating upstream of King Street are a significant portion of the total flow at Tremain Cresent and may be able to be diverted away from the Tremain Cresent catchment in the future. This would result in additional capacity of the culvert system on Tremain with climate change.

The following key assumptions and confirmations should be agreed upon before proceeding with the design:

- Confirm the selection of the 1-in-100 year design storm event through agreement with WHRM. It is not recommended to size the Tremain Cresent crossing for the 1-in-10 year design event because of the flood risk at this location before water spills over the road.
- Discuss if future rerouting of runoff from the King Street area to the adjacent stormwater catchment is feasible. It would be beneficial to confirm that the downstream system has capacity to receive these additional flows prior to relying on this option for future work.
- Confirm elevation/location of underground municipal infrastructure (by WHRM). Once completed, CBCL will review the design alignment and grade to fit within existing infrastructure.
- Optimize the hydraulic opening (span and rise) based on utility clearances and prepare design drawings.

If you have any questions please contact the undersigned.

Yours very truly,

CBCL Limited

Prepared by:
Abram Lee, P.Eng.
Civil Engineer
Direct: 506-633-6650
E-Mail: alee@cbcl.ca

Reviewed by:
Aaron Baillie, P.Eng.
Manager, Municipal Engineering

Attachments: A – Plan/Profiles

Report No: 231049.00

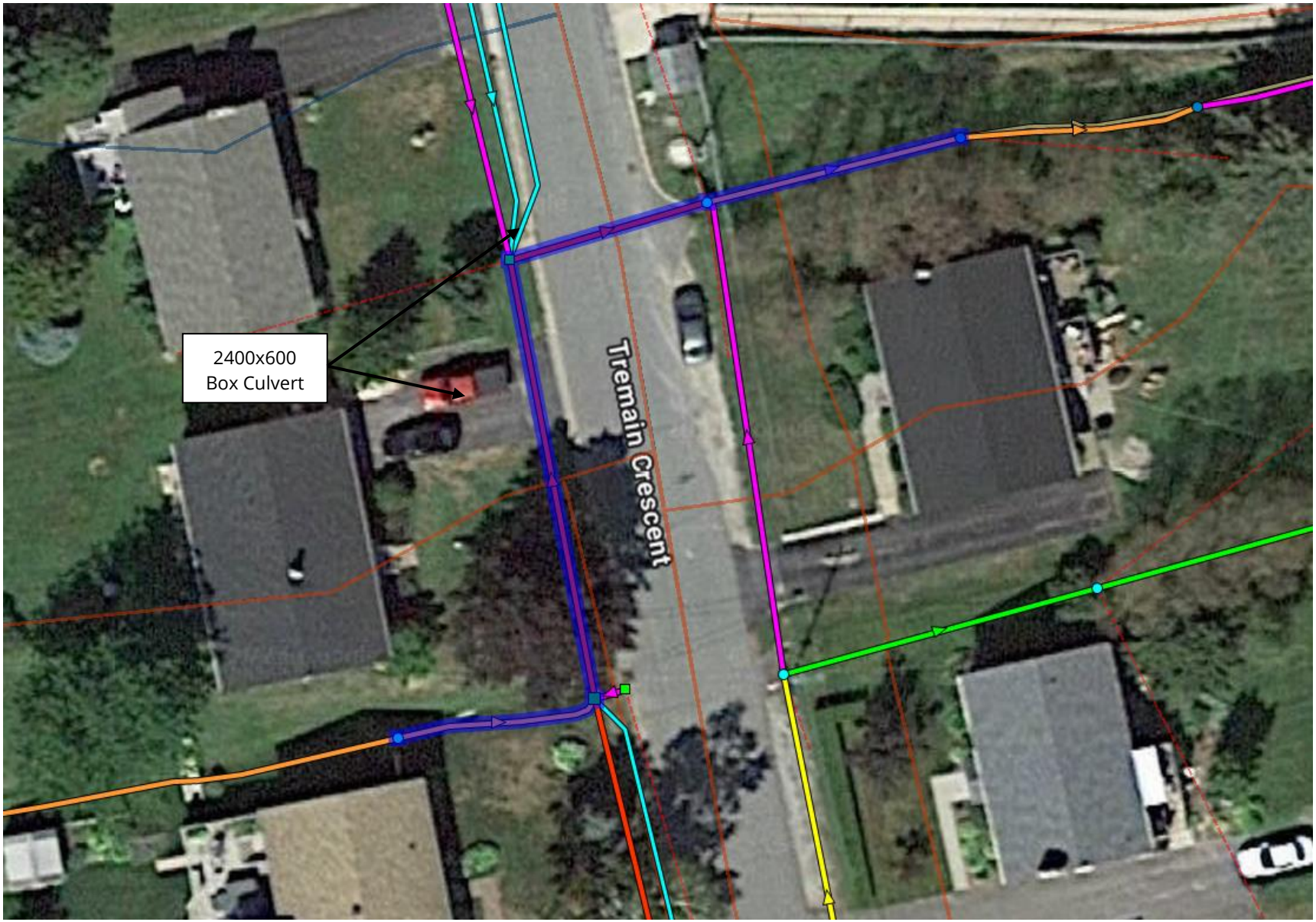
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Attachment A

Concept Plan/Profiles

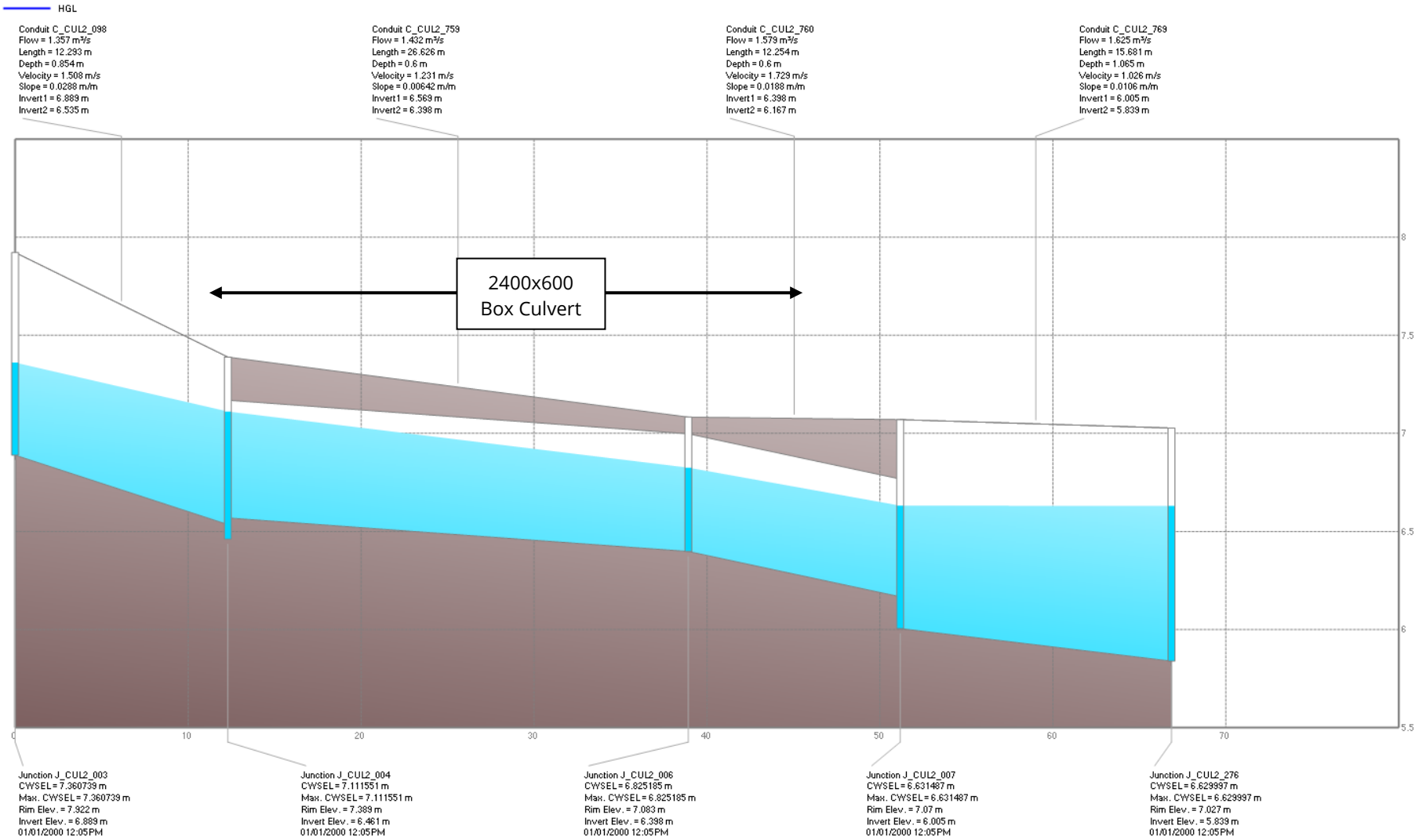
Concept: 1-in-100 Year (Existing) Design Event

Plan View



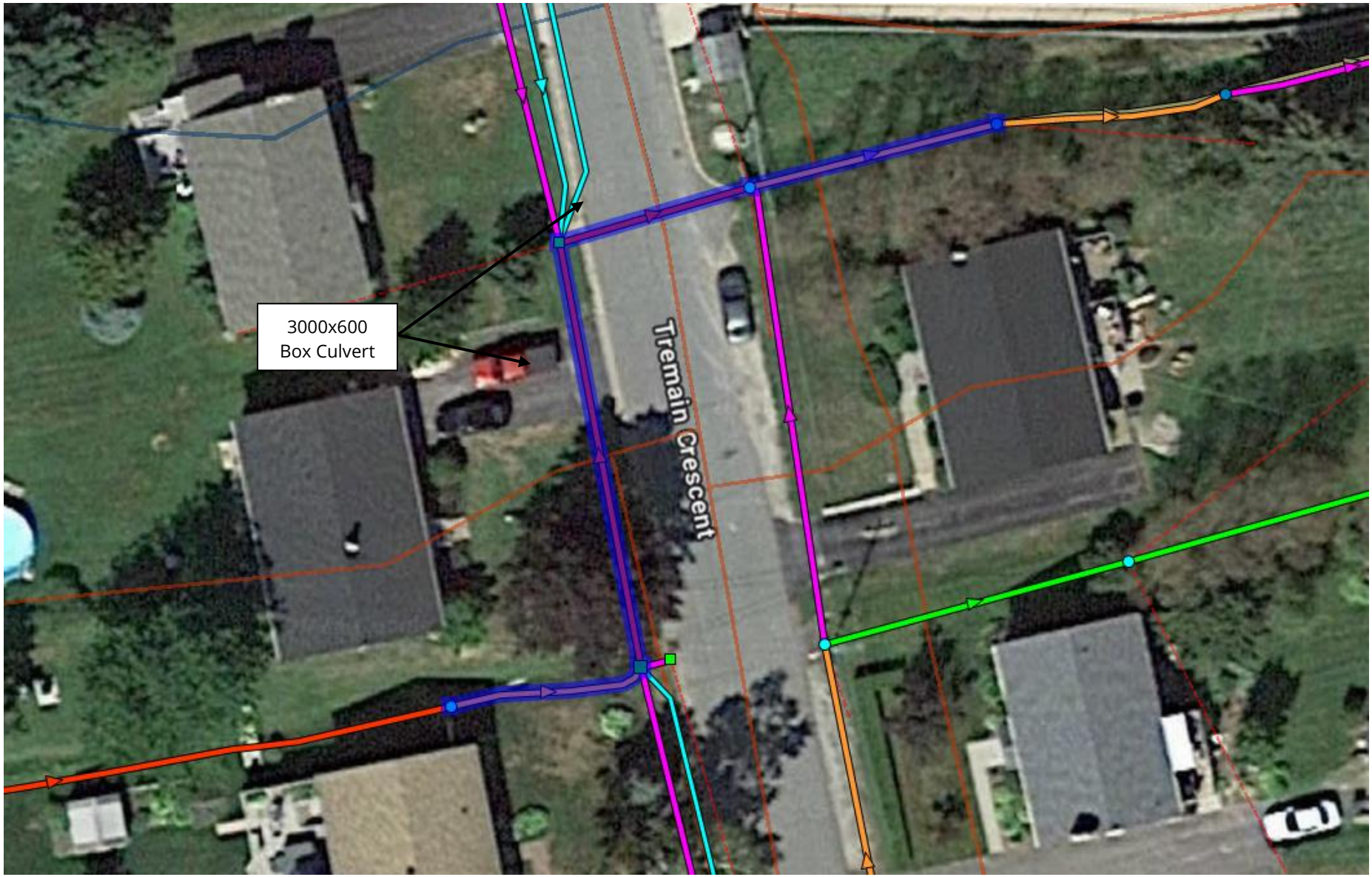
Concept: 1-in-100 Year (Existing) Design Event

Profile View



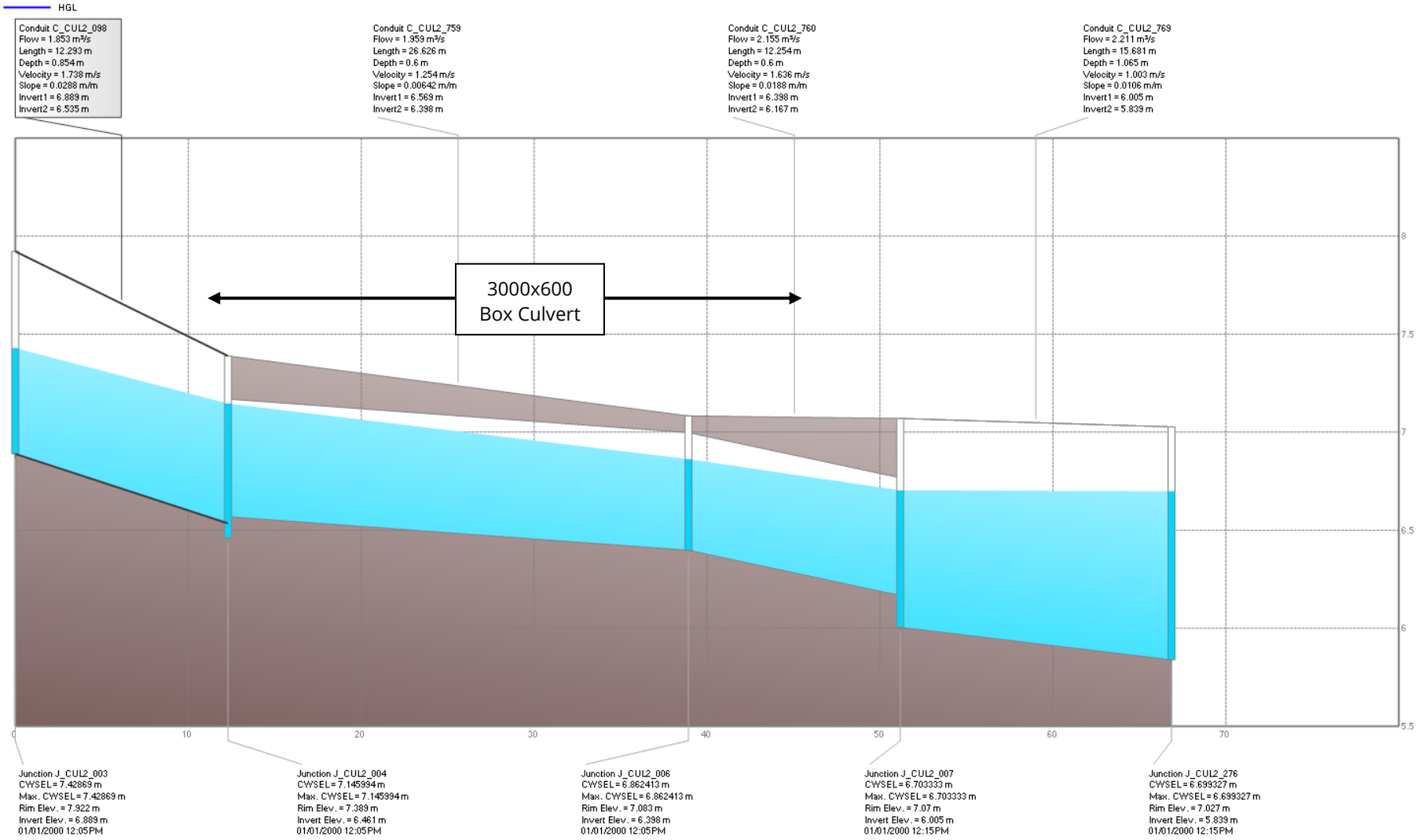
Concept: 1-in-100 Year (2090 Climate Change) Design Event

Plan View



Concept: 1-in-100 Year (2090 Climate Change) Design Event

Profile View





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WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☑	Decision Request ☐	Councillor Activity ☐

To: Mayor Zebian and members of WHRM Council

Submitted by: _____
Deanna Snair, Municipal Clerk

Date: April 9th, 2024 Committee of the Whole

Subject: Advance Poll Dates and locations for the 2024 Municipal and CSAP Elections

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LEGISLATIVE AUTHORITY

Municipal Government Act (MGA) - Section 17

Municipal Elections Act (MEA

RECOMMENDATION or DECISION REQUEST

Council approves….

1. … that Thursday October 10th, 2024 be set as the other advance polling date for the portion of the 2024 Municipal and CSAP Election conducted in the West Hants Regional Municipality.

2. … that Alternative Voting commence on the first advance Poll Day starting 12:00 pm (Noon) on October 10th, 2024 and remain 24 hours a day until 7:00 pm October 19, 2024 (conclusion of Ordinary Poll Day).

3. … that the permanent register of electors established and maintained by Elections Nova Scotia be used as the preliminary list of electors for the 2024 Municipal and CSAP Election conducted in the West Hants Regional Municipality.

BACKGROUND

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

DISCUSSION

The Municipal Elections Act ("the Act") sets ordinary election day as Saturday, October 19, 2024. The date and time of the advance polls are set by the MEA and the Returning Officer. Section 114(4) of the Nova Scotia Municipal Elections Act ("the Act") provides for a legislated advanced poll on Tuesday, the fourth day before regular poll (October 15th, 2024). The hours of the Advanced Polls are also set by the MEA to be noon to 8:00 p.m.

The MEA requires that the first advance poll to be either Thursday, October 10, 2024, or Saturday, October 12, 2024.

The second advance poll date is decided by council and can be either Thursday, October 10, 2024 or Saturday October 12, 2024. The date selected would also signal the start date for electronic and telephone voting.

Council may select one other day or delegate its authority to select the first advanced poll to the Returning Officer. The choices are either

- Thursday, October 10th (9 days prior to ordinary poll day) or
- Saturday, October 12th (7 days prior to ordinary poll day).

With use of electronic voting, a polling period can begin on the first date of October 10th and continue for the entire period up to the close of the Ordinary Poll Day on October 19, 2024 giving voters 24-hour voting for 10 days (for electronic and telephone voting).

Saturday, October 12th, 2024 is the Saturday of Thanksgiving weekend. It is expected that voters may be more apt to be away or busy with family or other activities during this time which has potential to negatively impact in-person turnout. Additionally, there would be a considerable challenge in securing poll workers over the Thanksgiving holiday.

For this reason, Saturday, October 12th, 2024 is **not** being recommended as the second advanced polling date. In an effort to maximize in person voter turnout, Thursday, October 10th, 2024 is being recommended and also provides the opportunity to maximize the time allotted for electronic and telephone voting to ensure a high voter turnout and successful election.

The next important deadlines to be aware of for the 2024 Municipal Election are March 31, 2024 and April 15, 2024.

Polling Districts

Polling districts must be divided into divisions and reported to Council and must be available for public inspection by March 31, 2024 and Council must direct the RO to conduct enumeration or use recent elections list as the basis for the preliminary electors list.

Returning Officer (RO) must be appointed by Council.	March 15, 2024	☑
Polling districts must be divided into divisions and reported to Council and must be available for public inspection.	March 31, 2024	
Council must direct the RO to conduct enumeration or use recent elections list as the basis for the preliminary electors list.	April 15, 2024	
No special election is required to be held unless council or the Minister determine otherwise.	April 19, 2024	
The RO must prepare a preliminary list of electors for each polling division.	July 31, 2024	
Last day to establish procedures and forms for the conduct of voting in accordance with the by-law.	August 20, 2024	
Nomination Day	September 10, 2024	
Ordinary Polling Day	October 19, 2024	

Polling Staff

In an attempt to offer voters an opportunity to vote by paper on advance poll days (Thursday, October 10th and Tuesday October 15th, 2024) and ordinary poll day (Saturday, October 19th, 2024), or by phone or internet each day from the opening of (Thursday, October 10th) to the close of polls at 7 pm on election day (Saturday, October 19th, 2024).

Electors who choose a paper ballot would then proceed to a traditional deputy returning officer and poll clerk.

Each district will need a poll clerk and deputy returning officer and the same team can be used for all three days.

It is being proposed that District 7 have two teams, both pairs working election day and one of the two advance poll days. An explanation of the reasoning will follow in the Polling District Divisions section.

District 1	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 2	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 3	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 4	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 5	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 6	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 7	2 Poll Clerks and 2 Deputy Returning Officers (2 Teams)

District 8	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 9	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 10	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)
District 11	1 Poll Clerk and 1 Deputy Returning Officer (1 Team)

Ballot boxes would be sealed and securely stored at the end of each voting day. Should a ballot box become close to being full, it would be sealed and a new one started. A ballot counting team would then be brought in for the second ballot box if required.

Polling District Locations

It is anticipated many eligible electoral voters may/will utilize alternative voting options to cast their ballots; however, we also recognize that some voters will want to continue the practice of casting a ballot at their polling station.

By offering different locations on each of the polling days, this geographically large district should be conveniently covered for its voters and maintains the ability for each voter to go to the location or date that best suits them.

Only 14 Advance Poll locations will be required as Districts 2 and 3 will share one (1) Advanced Poll location (Brooklyn Civic Centre), Districts 7 and 9 will share one (1) Advanced Poll location (Falmouth Community Hall) and Districts 10 and 11 will share both Advanced Poll locations (Windsor Community Centre).

Only 9 Ordinary Poll locations will be required as Districts 2 and 3 will share their Ordinary Poll location (Brooklyn Civic Centre), Districts 7 and 9 will share their Ordinary Poll (Falmouth Community Hall) and Districts 10 and 11 will share their Ordinary Poll (Windsor Community Centre).

District 1

Bramber New Horizons Hall, 6943 Hwy 215, Bramber	Advance Poll Location
Centre Burlington Hall 3554 Hwy # 215, West Hants	Advance Poll Location
Summerville and District Volunteer Fire Department, 59 Summerville Wharf Rd, Summerville	Ordinary Poll Day

District 2

District 2 presented some unique challenges as to suitable locations that were also central and convenient for voters. Brooklyn Civic Centre was selected for one advance poll and election day because despite being slightly outside the district, it was geographically central to it and

convenient for the largest number of voters. It is also a location historically used in both federal and provincial elections for electors in many of these areas.

Avondale Community Hall, 50 Avondale Cross Road, Avondale	Advance Poll Location
Brooklyn Civic Centre, 995 Hwy 215, Brooklyn	Advance Poll Location
Brooklyn Civic Centre, 995 Hwy 215, Brooklyn	Ordinary Poll Day

District 3

Using Sweets Corner as one of the advance polls should making voting more convenient for voters in the western end of the district.

Sweets Corner Community Hall, 6351 Hwy 14	Advance Poll Location
Brooklyn Civic Centre, 995 Hwy 215, Brooklyn	Advance Poll Location
Brooklyn Civic Centre, 995 Hwy 215, Brooklyn	Ordinary Poll Day

District 4

Ardoise and Ellershouse are both good options for polls. Ellershouse was selected for election day because it already has wifi.

Ardoise Community Recreation Centre, 3 Ardoise School Road, Ardoise	Advance Poll Location
Ellershouse Community Hall, 429 Ellershouse Road	Advance Poll Location
Ellershouse Community Hall, 429 Ellershouse Road	Ordinary Poll Day

District 5

Looking at the population distribution and what is available in the district as locations, Three Mile Plains Hall seems the best option for all three days.

Three Mile Plains Community Hall, 4474 Hwy 1, Three Mile Plains	Advance Poll Location
Three Mile Plains Community Hall, 4474 Hwy 1, Three Mile Plains	Advance Poll Location
Three Mile Plains Community Hall, 4474 Hwy 1, Three Mile Plains	Ordinary Poll Day

District 6

Glad Tidings Church is geographically central to the district and has wifi. The firehall in Garlands Crossing has been used in the past as a location but with the population growth in that immediate area we have been finding it small during both the past provincial and federal elections.

Glad Tidings Worship Centre, 5398 Chester Rd, Windsor	Advance Poll Location
Glad Tidings Worship Centre, 5398 Chester Rd, Windsor	Advance Poll Location
Glad Tidings Worship Centre, 5398 Chester Rd, Windsor	Ordinary Poll Day

District 7

Since the District is divided into A and B, electors requiring paper ballots will need to vote at the polling district that their name is on the list for. Since there is a bridge and part of District 5 separating them, we are not anticipating this to be a problem. Although the Falmouth Hall is in District 9, it is historically where these voters are used to going.

Southwest Hants Fire Society Hall, 1884 Hwy 14, Vaughan	Advance Poll Location (A)
Falmouth Community Hall, 147	Advance Poll Location (B)
Southwest Hants Fire Society Hall (A), 1884 Hwy 14, Vaughan **and** Falmouth Community Hall (B), 147 Falmouth Back Road	Ordinary Poll Day

A. will consist of:

Leminster	82
Panuke Lake	0
Upper Vaughan	151
Vaughan	394
Wile Settlement	55
Total population	**682**

B. will consist of:

The portion of Falmouth assigned to district 7	229
Upper Falmouth	456
Total population	**685**

District 8

The new Baptist Church Hall is centrally located, accessible and has wifi. Using Ground Search and rescue in Mount Denson for an advance poll should be convenient for those residents.

West Hants Ground Search and Rescue, 821 Hwy 1, Mt. Denson	Advance Poll Location

Hantsport Baptist Church, 6 Willow St. Hantsport	Advance Poll Location
Hantsport Baptist Church, 6 Willow St. Hantsport	Ordinary Poll Day

District 9

Falmouth Community Hall, 147 Falmouth Back Road	Advance Poll Location
Falmouth Community Hall, 147 Falmouth Back Road	Advance Poll Location
Falmouth Community Hall, 147 Falmouth Back Road	Ordinary Poll Day

District 10

Windsor Community Centre is central and where voters in the district are used to going.

Windsor War Memorial Community Centre, 78 Thomas St, Windsor	Advance Poll Location
Windsor War Memorial Community Centre, 78 Thomas St, Windsor	Advance Poll Location
Windsor War Memorial Community Centre, 78 Thomas St, Windsor	Ordinary Poll Day

District 11

Windsor Community Centre is central and where voters in the district are used to going.

Windsor War Memorial Community Centre, 78 Thomas St, Windsor	Advance Poll Location
Windsor War Memorial Community Centre, 78 Thomas St, Windsor	Advance Poll Location
Windsor War Memorial Community Centre, 78 Thomas St, Windsor	Ordinary Poll Day

Mobile Poll

Traditional paper ballots would be used for mobile polls in the 2024 Municipal and CSAP election.

List of Electors from Elections Nova Scotia

The registry of electors maintained by Elections Nova Scotia will be used for the 2024 Municipal and CSAP Election. This registry is continuously updated using sources such as Registry of Motor Vehicle, death records and the latest Provincial and/or Federal elections. This registry of electors may not be 100% accurate; however, if used as the preliminary list of electors; the Returning Officers will conduct revisions to the list to increase accuracy. Revisions include identifying and

removing duplicates, organizing the list in an understandable format, and making corrections to, or adding new electors. To use the Elections Nova Scotia registry of electors, an Information Sharing Agreement must be signed between the Province of Nova Scotia and the Regional Municipality. This Agreement was signed January 31, 2024 in anticipation of the2024 Municipal and Conseil scolaire acadien provincial (CSAP) elections.

Notices

The MEA states that public notices regarding an election must be given by publishing them in a newspaper circulating in the area. For the 2024 Municipal and CSAP Elections this will be done by publishing information in the Valley Journal Advertiser. In addition, the MEA states that additional notices shall be given, "if directed by council," for notice of the preliminary list of electors, as well as "in any manner approved by council" for notice of poll.

It is proposed that additional notices/advertisements be prepared by also placing them on the West Hants Regional Municipality website and social media platforms such as Facebook and Twitter.

Amended List of Electors

The amended list of electors must be prepared in time to give to candidates when their nomination papers are filed. With Saturday, October 19, 2024 set as the date for the 2024 Municipal and CSAP elections, nominations deadline would be Tuesday, September 10, 2024. The use of alternative voting allows the list to be accessed by candidates electronically in a live format, so the date is not as significant. However, Monday, August 26th is recommended to ensure the one hard-copy of the amended list is prepared for candidates. This will ensure all candidates have the same information at the same time. Following candidates receiving the list, updates can still be made online and once InteliVote provides candidates with the training to access it, candidates will be able to view information in real-time.

NEXT STEPS

Once approved by Council, the Returning Officer and Assistant Returning Officer will proceed with the administration of the 2024 Municipal and CSAP election in accordance with the Municipal Election Act. This will include obtaining the preliminary list of electors from Elections Nova Scotia for which a 4-year agreement has already been executed and coordinating and securing locations for polling stations.

FINANCIAL IMPLICATIONS

The 2024 Municipal Election is a legislatively required action. An election budget is being prepared and will be presented to Council at a future meeting. The costs associated with the 2024 Municipal and CSAP election are included in the upcoming 2024-25 Operating Budget and will be presented for consideration during budget deliberations.

ALTERNATIVES

- Council could direct that the second advance poll date be Saturday October 12th, 2024. This is not the recommendation of the Returning Officer or staff.
- Council may choose to alter or not support any of the above-mentioned recommendations; however, this is not recommended by staff.

ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report addresses the mandatory requirements of the election. Deadlines are noted and sites and dates associated with advanced polls and ordinary poll dates are provided for Council's consideration. In addition to the multitude of in-person sites and opportunities for residents to vote by paper ballot, residents will have the open opportunity to vote by phone or electronic device from home or while "on the go" starting at the date of the advanced pools and through to the ordinary poll date / election day.

The options provided in this report are very accommodating to residents and their ability to vote in the fall election.

I support the recommendations.

Report Prepared by: _____
Debi Fitzpatrick, Returning Officer and Deanna Snair, Municipal Clerk

Report Reviewed by: _____
(Name and Title)

Report Approved by: _____
Mark Phiilips, Chief Administrative Officer

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐

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

Submitted by: _____

Deanna Snair, Clerk

Date: April 9th, 2024 Committee of the Whole

Subject: Resident Appointment to Planning and Heritage Advisory Committee

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LEGISLATIVE AUTHORITY

Municipal Government Act – Section 24 Standing, Special and Advisory Committees

RECOMMENDATION

…that Council appoints John Bregante to the Planning and Heritage Advisory Committee for the remainder of the November 2022 - October 2024 term which will fulfil the Windsor representative member vacancy.

BACKGROUND

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

Director Poirier received a resignation from one member of the PAC/HAC committee on February 24, 2024, resulting in the need to fill the vacancy for a representative from Windsor.

DISCUSSION

Public advertisement for a citizen member to represent Windsor for the remainder of the November 2022 – October 2024 term was placed in the Valley Journal Advertiser and on the

Municipal website and social media pages commencing February 27, 2024. No expressions of interest were received at that time.

An additional round of advertising in the Valley Journal Advertiser and on the Municipal website and social media pages commenced on March 19, 2024. Interested persons were invited to apply until 12 p.m. (Noon) on Wednesday April 3rd, 2024 resulting in two (2) eligible expression of interest being received. Both applications were reviewed by the Director of Planning and Development which resulted in the following recommendation before Council this evening.

NEXT STEPS

If approved by Council, Mr. Bregante will be notified of the appointment. Any additional information required will be sent, and the Planning and Development Department will host an information session for new members.

FINANCIAL IMPLICATIONS

Resident members appointed to a Committee of Council will receive remuneration in accordance with the Council Remuneration Policy, which is identified in the annual Operating Budget.

ALTERNATIVES

Council can choose to direct staff to readvertise for the vacant position.

ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____

Deanna Snair, Clerk

Report Reviewed by: _____

Sara Poirier, Director, Planning and Development

Report Approved by: _____

Mark Phillips, Chief Administrative Officer

Mark Phillips, Chief Administrative Officer