

COMMITTEE OF THE WHOLE COUNCIL MEETING
September 13, 2022

The meeting was called to order by the Chair at 7:08 p.m., in the Conference Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- Lindsay (Eddie) Nickerson, Chair
- Jody Crook
- Shaun Hatfield
- Andrea Mood-Nickerson
- George El-Jakl – Arrived at 7:10 p.m.

- Chris Frotten, CAO
- Lesa Rossetti, Municipal Clerk

ADDITIONS TO THE AGENDA

It was agreed that the following items be added to the agenda:

- Garbage Collection
- Bay Side Home – Director Recruitment

APPROVAL OF AGENDA

Being duly moved and seconded that the agenda be approved as amended.

Motion carried unanimously.

APPROVAL OF MINUTES

Councillor Hatfield informed the meeting that he declared Conflict of Interest at the August 16, 2022 meeting relating to “Appointment to Bay Side Home Board of Directors”, but it was not recorded in the minutes.

It was agreed that the minutes of August 16, 2022 be amended to reflect the declaration of conflict of interest.

Being duly moved and seconded that minutes of the regular meeting held August 16, 2022, be approved as amended.

Motion carried unanimously.

MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising from previous meetings.

REVIEW OF DOG BY-LAW AND ANIMAL BY-LAW

It was reported that this matter was added to the agenda at the request of Deputy Warden Crook, as a result of an ongoing situation in the Port LaTour area. The Dog By-law and Animal By-law were attached to the agenda on the website for easy reference.

During discussion it was noted that our by-laws and the Municipal Government Act contain tools required to deal with dog and animal concerns. One area that could be strengthened is the penalty section.

It was agreed that staff draft amendments to these by-laws to increase fees and penalties and by-laws be forwarded to the Municipal Solicitor for his review and comment.

Shared by-law enforcement services was also discussed and it was agreed that this matter would be brought up at a future meeting of mayors and wardens.

The possibility of having the SPCA provide by-law enforcement services was also suggested.

MUNICIPAL BOUNDARY REVIEW

In advance to the meeting members were provided a Staff Report regarding the Municipal Boundary Review. A copy of the Staff Report is attached and forms part of the minutes.

During discussion it was suggested that the easiest way to address the confusion between the boundaries of District 2 and 5 would be to move the boundary line to allow District 2 to take in all of the Oak Park Road. The boundary for District 5 would be adjusted to stop at the intersection of Oak Park Road and River Road, near the Esso Gas Station.

Resolution COW220901

Being duly moved and seconded that it be recommended to Council that the CAO draft an application to the UARB to confirm the present number of councillors at 5 and further to confirm the boundaries of the polling districts with the amendment to the boundary between Districts 2 and 5, as noted above.

AFFIRMATIVE

Lindsay (Eddie) Nickerson
Jody Crook
Shaun Hatfield
Andrea Mood-Nickerson

NEGATIVE

George El-Jakl

Motion carried.

ADMINISTRATIVE CENTRE PARKING LOT RESURFACING AND CURBING PROJECT

In advance to the meeting members were provided with a Staff Report regarding the Administrative Centre Parking Lot Resurfacing and Curbing Project. A copy of the Staff Report is attached and forms part of the minutes.

It was reported that the cost estimate for the resurfacing and curbing project has come in well over budget at \$229,000.00. The budgeted amount for this project was \$100,000.00. It is therefore the recommendation of staff to reallocate part of the \$100,000.00 budget to the repaving and recurbing of the Kiack Brook parking lot and part of it be used to engage a landscape architect to redesign the Administrative Centre's parking area.

Page 3, Committee of the Whole Council Meeting, September 13, 2022.

Much discussion took place regarding all three municipal parking lots and their requirements.

Resolution COW220902

Being duly moved and seconded that it be recommended to Council that due to the increased estimate for the Administrative Centre Parking Lot Resurfacing and Curbing Project, that \$15,000.00 of the \$100,000.00 budgeted amount be used for design work for the Administrative Centre parking lot and the balance remain in the Operating Reserve Fund.

Motion carried unanimously.

It was agreed that the CAO reach out to the stakeholders in the area regarding the repaving of the Kiack Brook parking lot.

DIVERSITY AND INCLUSION

This item was added to the agenda at the request of Councillor Hatfield.

The CAO provided the following information to members:

Dismantling Hate and Anti Racism Act Information

- Passed on April 1, 2022
- Legislation requires government and other public bodies to do work to dismantle systemic inequity, hate and racism.
- Two key commitments are:
 - The creation of an Equity and Anti Racism Strategy, and
 - The requirement for prescribed public bodies to have equity and anti racism plans
- The province's strategy is required by July 31, 2023.
- The legislation would require prescribed public bodies to develop and implement plans to address systemic inequity and racism.
- The potential impacts of this legislation on municipalities and villages could be:
 - Create a plan to address systemic racism within community & review every 5 years
 - Give land acknowledgement at beginning of every council/commission meeting
 - Develop assessment criteria to determine impact that Municipal/Village programs, policies, and by laws might have on marginalized communities.
 - Volunteers for committees and boards from Racialized + Equity groups
 - Annual progress and impact report
 - Duty to engage with specifically/directly with equity, marginalized and racialized communities
- Next Steps:
 - **Aug-December 2022** – community engagement on the Equity & Anti-Racism Strategy.
 - **Winter 2023** – Engaging with public bodies, including municipalities and villages regarding anti-racism plan requirements.
- Following the completion of the province's strategy, they will be able to provide further details on the scope and requirements of the prescribed plans.

Municipal Strategic Plan

- Strategic Goal #3 – Strengthening our Communities, Objective 3.5 – Diversity and Inclusion

- 3.5.1 Organize diversity and inclusion training & education sessions for both Council and Staff.
- 3.5.2 Create a Diversity and Inclusion Committee or Action Team.
- 3.5.3 Work with the Nova Scotia Office of Equity and Anti-Racism Initiatives to create a plan to address systemic hate, inequity and
- Racism, as prescribed for in the Act to Dismantle Racism and Hate

It was agreed that the CAO share the above information with Mrs. Enman.

SEPTIC SYSTEM UPGRADES

It was reported that legislation has now been passed allowing municipalities to loan funds to homeowners for the installation and replacement of their septic system, similar to the Municipal Water Leading Program. Members were asked whether they were interested in amending the Water Leading Program to include septic systems.

Much discussion took place regarding this matter. It was decided that the matter be brought back to a future meeting of the committee.

GARBAGE COLLECTION

It was reported that a resident of Symonds Road has requested that the white garbage box at the head of the road be removed as no one on Symonds Road uses it and it has become a garbage drop off point for people passing by.

As a result of some discussion, it was agreed that additional information be obtained and brought back to committee, if necessary.

BAY SIDE HOME – DIRECTOR RECRUITMENT

Conflict of Interest

Councillor Shaun Hatfield declared conflict of interest, vacated his seat and left the meeting room.

Councillor Hatfield's sister-in-law is the Administrator of Bay Side Home.

Question was raised regarding appointments to Bay Side Home Board of Directors. It was confirmed that based on By-laws of Bay Side Home, the Board shall consist of 8 members. Seven appointees of the Council of the Municipality of Barrington and one appointee of the Council of the Town of Clarks Harbour. There is nothing preventing councils from appointing members from outside of their municipal unit.

Councillor Hatfield returned to the meeting.

Page 5, Committee of the Whole Council Meeting, September 13, 2022.

IN-CAMERA SESSION

At 9:30 p.m. members moved In-Camera, in accordance with Section 22(2)(a) of the Municipal Government Act, to discuss a property acquisition proposal.

During this In-Camera Session, members also discussed contract negotiations in accordance with Section 22(2)(e) of the Municipal Government Act.

The regular meeting was called back to order at 10:08 p.m.

REPORT ON IN-CAMERA SESSION

It was reported that a property acquisition proposal was presented to members for their consideration in the In-Camera Session and direction was given to the CAO to move forward with negotiating the sale of a portion of municipal property.

It was also reported that the Municipality will be pursuing the solar opportunity presented in the In-Camera Session by getting more information and bringing it back to committee for consideration.

ADJOURNMENT

The meeting was adjourned at 10:11 p.m.

Chair

Secretary for the Meeting



STAFF REPORT

SUBMITTED BY: Chris Frotten

DATE: August 10, 2022

SUBJECT: Municipal Boundary Review Public Consultation Report

ORIGIN

During the month of July, we conducted a public consultation program to gather input on our current municipal polling districts and the number of voters in each district. This report outlines what we heard during our consultation and the next steps in the boundary review process.

BACKGROUND

Every 8 years, municipalities in the province are required by s. 369 of the Municipal Government Act to conduct a review of its polling districts. The current review is taking place this year in preparation for the next Municipal Election in 2024.

The first phase of the review is to determine if the current 5 municipal polling districts are still the appropriate number. The second part of the review will look at the districts to make sure that there are about the same number of voters in each district. The target is for districts to be within +/-10%, only allowing variances up to +/-25% in extraordinary circumstances where the Municipality can provide a detailed written explanation confirming that factors such as community of interest or geography clearly justify the necessity of an increased variance in a polling district.

In January, Council passed a motion directing the CAO “to commence the boundary review with the intention of retaining the status quo with minor changes being made where necessary and with particular attention being given to the boundary between District 2 and District 5 in the Oak Park – Riverhead area, as that boundary has caused some confusion to residents in the past.” (C220101)

Although status quo is the intended outcome, public consultation is an inherent part of the review. The type and amount of consultation is within council’s discretion, but it should give members of the public an opportunity to express their views on the size of their council or upon the location of boundaries municipal polling districts.

Our public consultation program included the following:

Dedicated Webpage

A dedicated webpage was launched towards the middle June which houses all the information relating to the boundary review, including details of the public consultation.

Online Survey

An online survey with three questions was open from July 1 – July 31. The questions were:

1. Which community do you live in?
2. Barrington currently has 5 councillors, do you think this is an appropriate number? Why?
3. The current district boundaries are as follows. Are there any of these that you feel should change? If so, why?

Open Houses

We hosted three in-person open houses:

1. Wednesday, July 13, 6-8 p.m. – Island and Barrington Passage Fire Hall, 1081 Highway 330, Centerville
2. Wednesday, July 20, 6-8 p.m. – Barrington/Port la Tour Fire Hall, 165 Villagedale Road, Barrington
3. Wednesday, July 27, 6-8 p.m. – Woods Harbour Community Centre, 6881 Highway 3, Central Woods Harbour

At these open houses, we provided background information on the review and provide the opportunity for questions and feedback on the size of council. The format will be very informal, with information such as our legislative requirements, district maps and historical data and a system for us to record questions and feedback (i.e. comment cards, flip chart, etc.).

The entire process, including the public consultations, were promoted through our municipal website, social media channels and through radio/print ads.

In addition to understanding what we heard during the consultation program, it's important to understand the current statistics related to the number of voters per District as voter parity must be within +/-10%, only allowing variances up to +/-25% in extraordinary circumstances. Here they are:

Polling District	Number of Electors	Variation from Avg. Number of Electors	
		#	%
1	1,078	(12)	(1.1)
2	1,326	236	21.7
3	955	(135)	(12.4)
4	860	(230)	(21.1)
5	1,231	141	12.9

Total number of electors: 5,450

Total number of Councillors: 5

Average number of electors per Councillor: 1,090

DISCUSSION

Open Houses

In total, 7 people attended our three open houses. Most viewed our maps and provided their input by completing a paper copy of our survey. These responses were then inputted into the online survey, therefore their feedback is captured in that data.

Survey

We received 104 total responses to our survey. In summary, 70.19 % of respondents believe that 5 districts/councillors is an appropriate number and 72.12% believe the districts should remain the same. All of the responses to each question are attached to this report.

District 1/2 and 2/5 Boundary Change Option

Although it was only mentioned on a couple of occasions during our public consultation, Council asked that attention be given to the boundary between District 2 and District 5 in the Oak Park – Riverhead area, as that boundary has caused some confusion to residents in the past. We only heard this on a couple of occasions during our public consultation, but we did develop an option that would see the remainder of Riverhead Road move into District 2. Due maintain voter parity, some electors from District 2 would have to be moved to another District. Based on history and discussions with residents and Councillors, the most logical district seems to be District 1. The two last maps attached to this report show visually the boundary changes and their related impact on electors. In summary, this is what the number of eligible electors contained in each polling district would be:

Polling District	Number of Electors	Variation from Avg. Number of Electors	
		#	%
1	1,293	203	(18.6)
2	1,245	155	14.2
3	955	(135)	(12.4)
4	860	(230)	(21.1)
5	1,097	7	0.6

BUDGET IMPLICATIONS

N/A

LEGAL IMPLICATIONS

N/A

PUBLIC CONSULTATION/COMMUNICATIONS

N/A

RECOMMENDATION

All in all, the voter parity variances with the boundaries as they are would be within the +/- 10%-25% threshold and I believe we would not have any issues with justifying those that are above the targeted +/- 10% due to community of interest and geography.

That said, if Council were interested in addressing the supposed confusion of the Riverhead Road, I believe the option presented would be the most logical and simple based on history and discussions with residents and Councillors.

SUGGESTED MOTION

Move to direct the CAO to draft an application to the UARB to confirm the present number of councillors at 5, and further, to confirm the boundaries of the polling districts as they current are.

Move to direct the CAO to draft an application to the UARB to confirm the present number of councillors at 5, and further, to confirm the boundaries of the polling districts with the amendment to the boundary between Districts 2 and 5 and Districts 1 and 2, as presented.

ALTERNATIVES

N/A

ATTACHMENTS

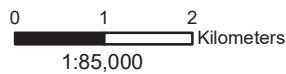
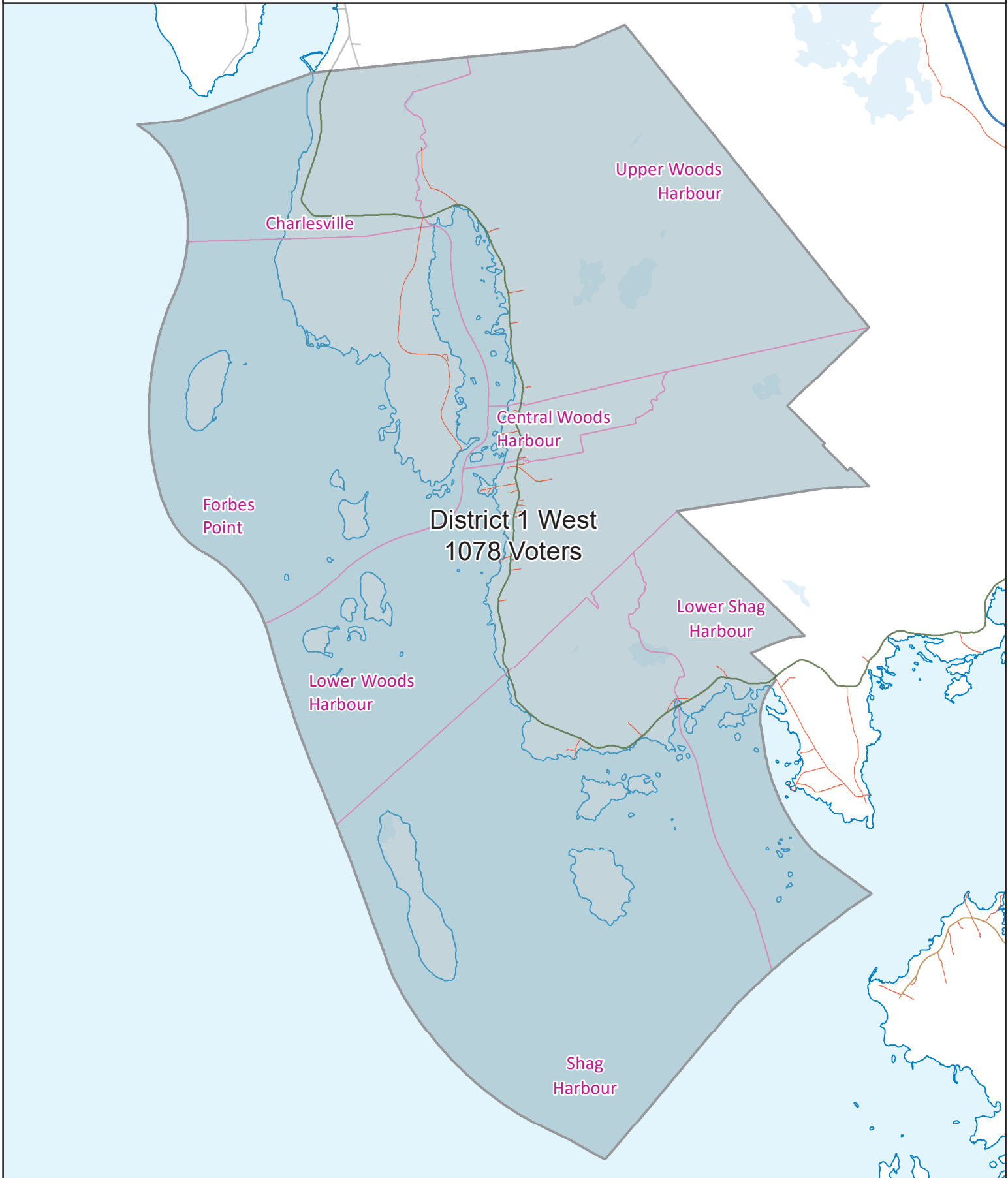
- Boundary Review Public Consultation Survey Results
- Current District 1 Map
- Current District 2 Map
- Current District 3 Map
- Current District 4 Map
- Current District 5 Map
- District 1 and 2 Boundary Change Option Map
- District 2 and 5 Boundary Change Option Map

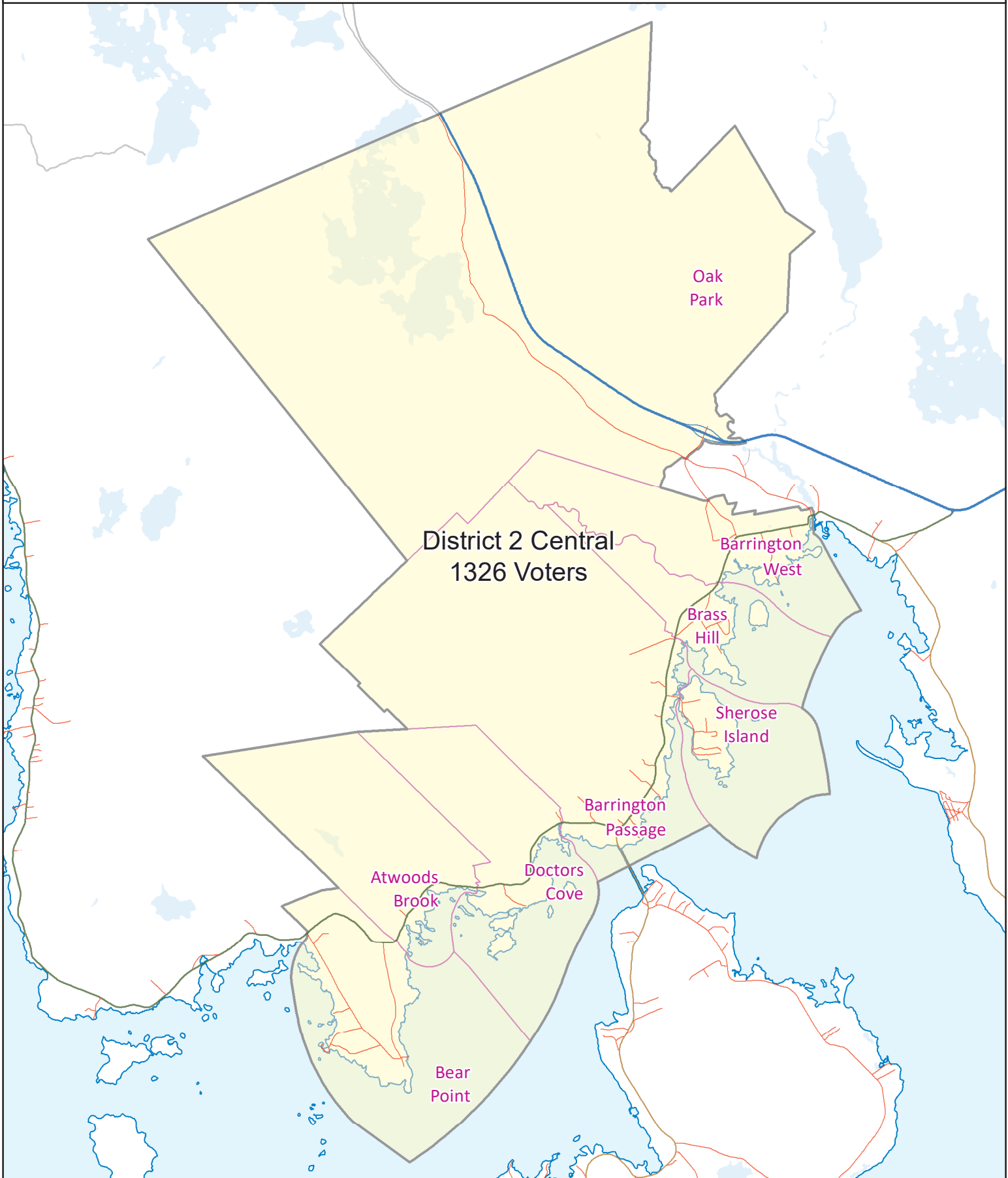
Which community do you live in?	Barrington currently has 5 councillors, do you think this is an appropriate number?	Why?	The current district boundaries are as follows (click here for a map of each district). Are there any of these that you feel should change? If so, why?
Barrington	No	Too many. 2 Councillors and a Mayor.	No.
Woods Harbour	Yes	George can handle it.	No.
Woods Harbour	No	We should have 2 Councillors and a Mayor.	No.
Woods Harbour	No	1 East, 1 West and a Mayor. Should have less.	No.
Woods Harbour	No	Too many. One mayor, one east councillor and one west councillor.	No.
Barrington	No	Because the job of a councillor consists of regurgitating the wants and or needs of those in our community	No more cape island east or west. One councillor for cape island, one for Barrington east, west. Charles ville to barrington passage, cape island to barrington passage, Clyde to barrington passage.
Barrington	No	Can run the place on 3	1 for the east, 1 for the west, 1 for Cape Island. We are a small place. Don't need that many. Should save money and this is the best place to save.
Clarks harbour	Yes	Nice to have different opinions	No
South Sidd	No	There should be one from each community.	They're too complicated and split communities. Districts should comprise entire communities, whether 1, 2, or 3.
Blanche	Yes	I don't know if too few or too many; no idk button	nope--they look pretty good to me
Barrington Passage	Yes	Having more would just create more disagreements and controversy. Five is plenty if they work together for the betterment of the entire Municipality.	Look OK at present.
Barrington	Yes	Each councillor can focus on their district without being overwhelmed.	No
oak park	Yes	its not that big a place	nope
Bear Point	No	I believe we can function with fewer members of council.	Districts could be combined although I wouldn't know which, or how.
Port La Tour	Yes		No
Barrington passage	Yes	Their area is right size	3 & 4 could be combined
Barrington	No		Seems like #5 is rather large compared to the rest
barrington passage	Yes	small area	no change needed
Wood's Harbour	Yes	Small municipality	No
Barrington West	Yes	Sufficient for population, meetings likely long enough already	No
Barrington	No	There should be fewer councillors	Unsure
Clyde River	No	I think more councilors would better serve the people and more decisions makers are better representing the community.	Yes more councilors thus more districts. Separate accordingly.
Barrington	Yes	I just do , not even sure they need that many. Sorry to seem harsh but I think the municipality needs to look into helping the elderly . I have heard from a very good person that some are eating cat and dog food . They can't afford to pay bills, rent , and eat. So eating comes last with what's left.	No
Stoney Island	Yes	sorry again but breaks my heart.	No

Clam Point , N.S.	Yes	seems adequate .	no
Bear point	Yes		No
North East Point	Yes		No
Woods Harbour	Yes	We need appropriate representation for the municipality	No change
Clyde River	Yes		No
woods harbour	Yes		no
Villagedale	Yes	I feel our area does not warrant any more based on population size	I feel they are fine
Clam Point	Yes	It's not a very big area.	No.
South side	Yes		I feel as though East Bay should be a smaller area and the remainder be added to West Bay
Clam Point	Yes	It seemed the logical answer since we have only been in the area since April 14th of this year	Cannot answer as new to the area since April 14, 2022.
Shag Harbour	No	I don't feel that Shag Harbour/Bear Point do not have adequate representation when added to woods Harbour/Barrington respectively. The priority in these districts is the existing/larger area.	I am more aware of the impact that it is having on Shag Harbour and Bear Point because that is the area that I live in but I do feel that council better represented the whole municipality when there were more councillors. I feel that less councillors silence the areas that were eliminated.
Barrington Passage	Yes		No
Barrington	No	Done	District 4
Centerville	No	Councillor to Resident ratio is too low	Cape Island should have 1 more councillor as should woods harbour
Clark's Harbour	Yes	for voting reasons.	i imagine each district has a councillor??
Clyde River	Yes	Representative:populous ratio seems fair	No
Barrington	Yes	More are unnecessary in a relatively small area, but fewer would require each councilor to have to contact too many people to keep well enough informed.	As long as the number of constituents is reasonably the same these areas are satisfactory. If the population shifts significantly then the boundaries may need to be shifted accordingly.
Shag harbour	Yes	They are sufficient.	No.
Barrington	Yes	About all we can afford	no
Cape Negro	Yes		no
Barrington	Yes	The district 5 councillor is getting a lot done	District 5 is larger population, I would think, has more of a business core , which are additional responsibilities. The other areas seems less populated and smaller regions to manage â€¦ doesn't seem like fair distribution
Port LaTour	Yes	I believe this is a good number of counsellors. Any more would be overload, any less would not be able to represent the people as well, given the sprawling population!	No
Stoney Island	No	Need more councillors. There appears to be a 2/3 split on council. For the most part the present councillors have been there a long time (with the exception of Andrea Nickerson) this would allow more diversity and new ideas as council is "old" not referring to age but length of time there and it would diversify the 2/3 situation and lessen the large geographic areas they now represent.	Similar divisions as we had at the time of a 7 member council

Barrington West	Yes		Barrington West and Barrington East should be within the same boundary.
Clam Point	Yes	5 is plenty	No
Barrington Passage	Yes	That's about 1000 voters per councillor. I think that's not too much for one to handle.	No
Port Clyde	Yes		No
Upper Port LaTour	Yes	It is a small population municipal unit with less than 1500 voters per district.	Not that I can see. You may have some minor adjustments based on population shifts.
Stoney Island	No		not sure
Woods harbour	Yes		No
Charlesville	No	Too large of an area	Areas are too large
South Side	Yes		No
Shag Harbour	No		No
Stoney Island	Yes	Barrington is a small municipality. 5 districts accounts for each councillor representing approximately 1500 residents, if district boundaries are drawn appropriately.	Minor changes could be made to right-size district 2 by adding some communities to district 1 or 5. Why is the island divided east-west into two districts rather than north-south? Northeast Point, Centreville, Stoney Island and Clam Point being a district. Newellton, West Head, Hawk, Lower Clark's Harbour and South Side being the other.
Brass Hill	Yes	Good representation	No
Wood's Harbour	No	The people voted for a mayor twice. The people should be heard.	All
Barrington	Yes	They have to deal with their communities of interest as well as respond to the public while often working a full time job .	No
Woods Harbour	Yes		no
Bear Point	Yes	Gives a better chance of more points of view and no coercion.	no
District 2	No	Three are oversized (distance) for proper representation.	2, 5, and 1 why? See answer in question 3
Clam Point	Yes		No
Lower Clark's Harbour	Yes	It's a big municipality	Clarks Harbour should be added.
Barrington	No	Because the MOB is a very diverse and widely spread geographical area. We need more representation for more areas/localities	No
Port la Tour	Yes	It is too much of an area for less people	No
Port Clyde	No	The population and geographical spread of the community needs more attention	No opinion
Shag Harbour	No	I think we need 2 more,	Yes, Wood Harbour- Charlesville should have own, Shag Harbour to Doctors Cove should have one. Barrington / Oak Park one, Cape Island 2. Clyde/Baccaro/ Villagedale 2
Centreville	No	We think that the money spent in more than needed councillors could be put to use for recreation, heated pools, sidewalks extended, etc.	Cape Sable I think is 3 and 4 could be united as 1.
South Side	No		Yes
North East Point	Yes	Allows for different opinions/viewpoint	No

		The more people we have to make decisions on our behalf the better. If you only have a few they will have more chance to just do what they want with no one to challenge them.	
Woods harbour	Yes		No
Port LaTour	Yes	Five seems representative of the area population.	No.
			NEP to West Head is a lot smaller than Charlesville to Lower Shag Harbour. The latter encompasses a lot of people where the former is a quite small area. It's a large area that has areas that get overlooked for projects
Shag Harbour	Yes		
District 2	Yes		No
Port LaTour	Yes		no change
		I feel there's enough councilors to manage but there may be certain areas of their commitments that could benefit from having some help managing/planning/etc...	I feel district 1 and 5 is bigger than the others but those areas are more rural and doesn't have as much stuff to be managed and such.
Barrington Passage	Yes		
Barrington	No	To many	Have less
Newellton	Yes	Seven was too many, and I think three is too few.	No.
newellton	Yes		no
		I don't believe 5 people should represent 7000+	No
Barrington Passage	No		No
Coffinscroft	Yes		No
		5 people can't accurately represent almost 7000 people	We need more counselors so it should be less condensed
Clyde river	No		
Barrington Passage	Yes		No
Baccaro	Yes	Cost effective, equal representation	No
		Because in comparison to adjacent municipalities who have the population of MOB and have seven councillors, MOB has too many residents under each district. I feel like having over 1000 residents per councillor is too high.	I know from personal experience and family/friends' comments that Shag Harbour/Bear Point prefer their own district.
Clam Point	No		
Newellton	Yes		No
Bear Point	Yes		No
Barrington	Yes	For best representation	No change
Barrington	Yes	Right number for our population	No
Shag harbour	Yes		No
Oak Park	Yes	It covers everyone	No
		Area is widespread, we have good coverage for amount of people	Leave it alone
Barrington	Yes		
mcgray	Yes	small town small government	no
		We need a wider point of view with more people	No change
Centreville	No		
smithville	Yes	Too many people just creates confusion	No
		We are small and do not need more coverage by councillors.	No
Upper Port la Tour	Yes		No
Clyde river	Yes		No
Shag Harbour	Yes		Looks good
Newellton	Yes		No
		Pretty equal representation across the Municipality.	No
South Side	Yes		
Barrington	No	Too many	All of them





District 2 Central
1326 Voters

Oak
Park

Barrington
West

Brass
Hill

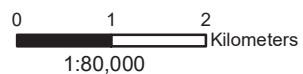
Sherose
Island

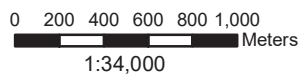
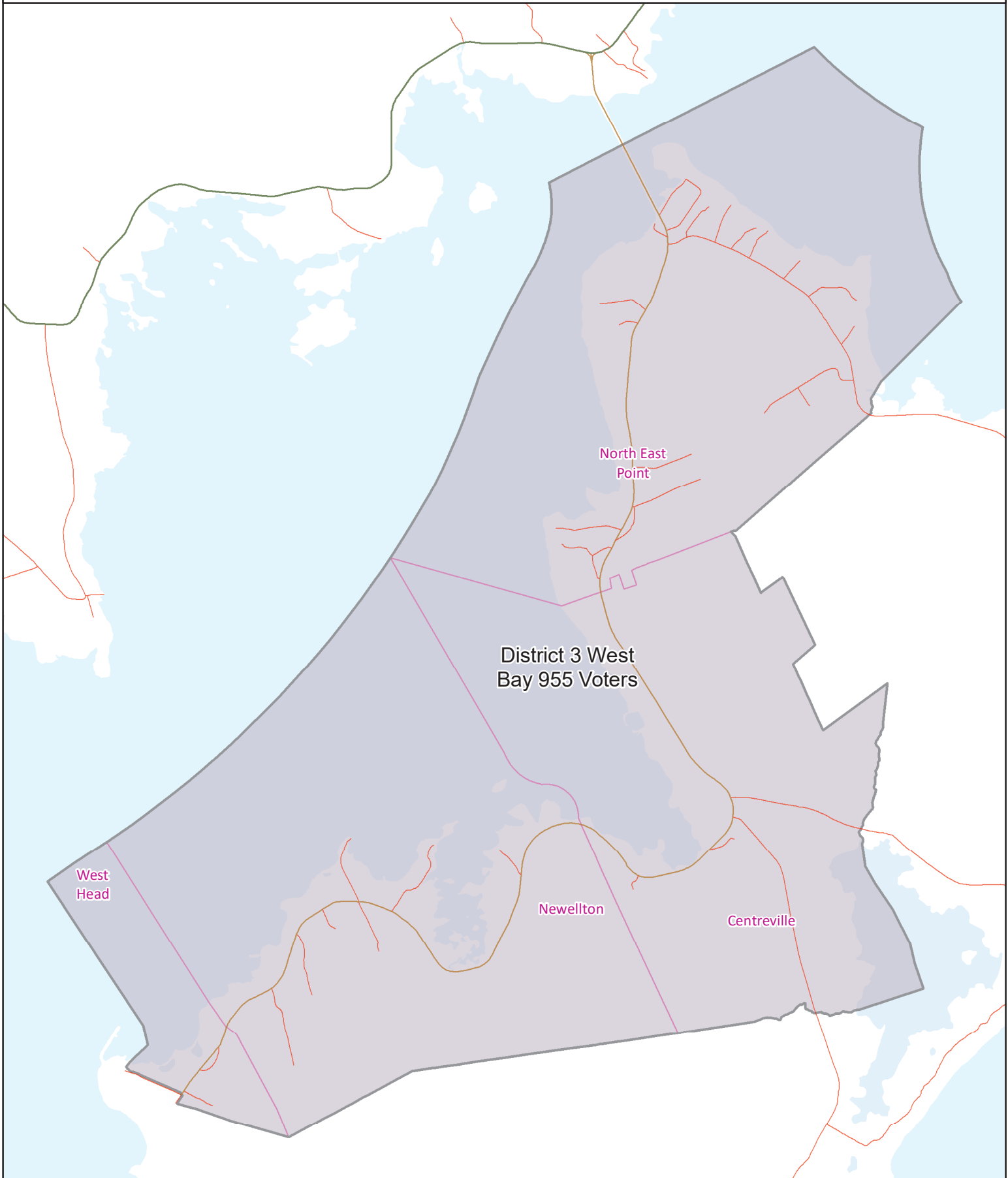
Barrington
Passage

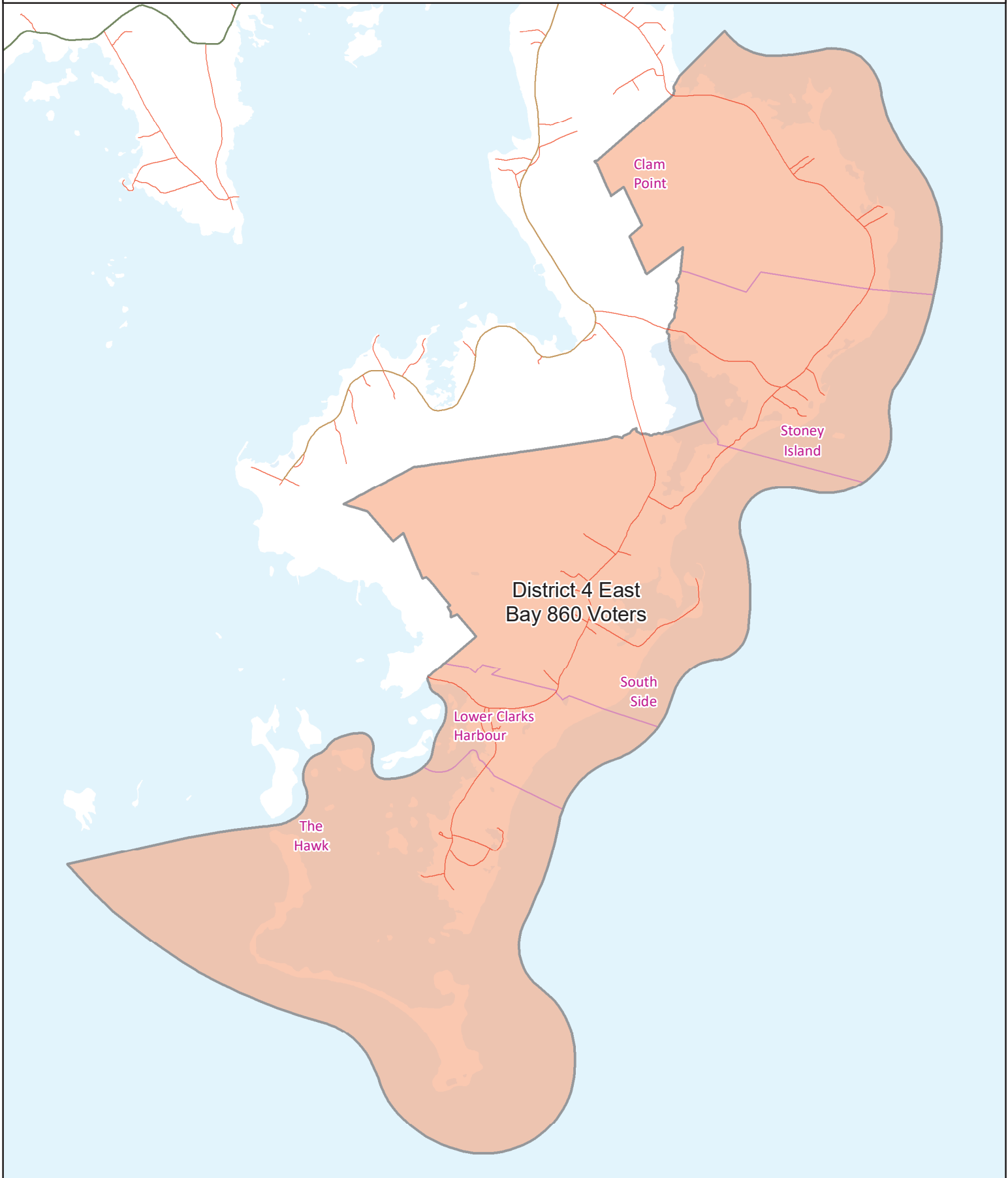
Doctors
Cove

Atwoods
Brook

Bear
Point

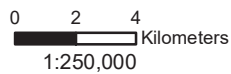
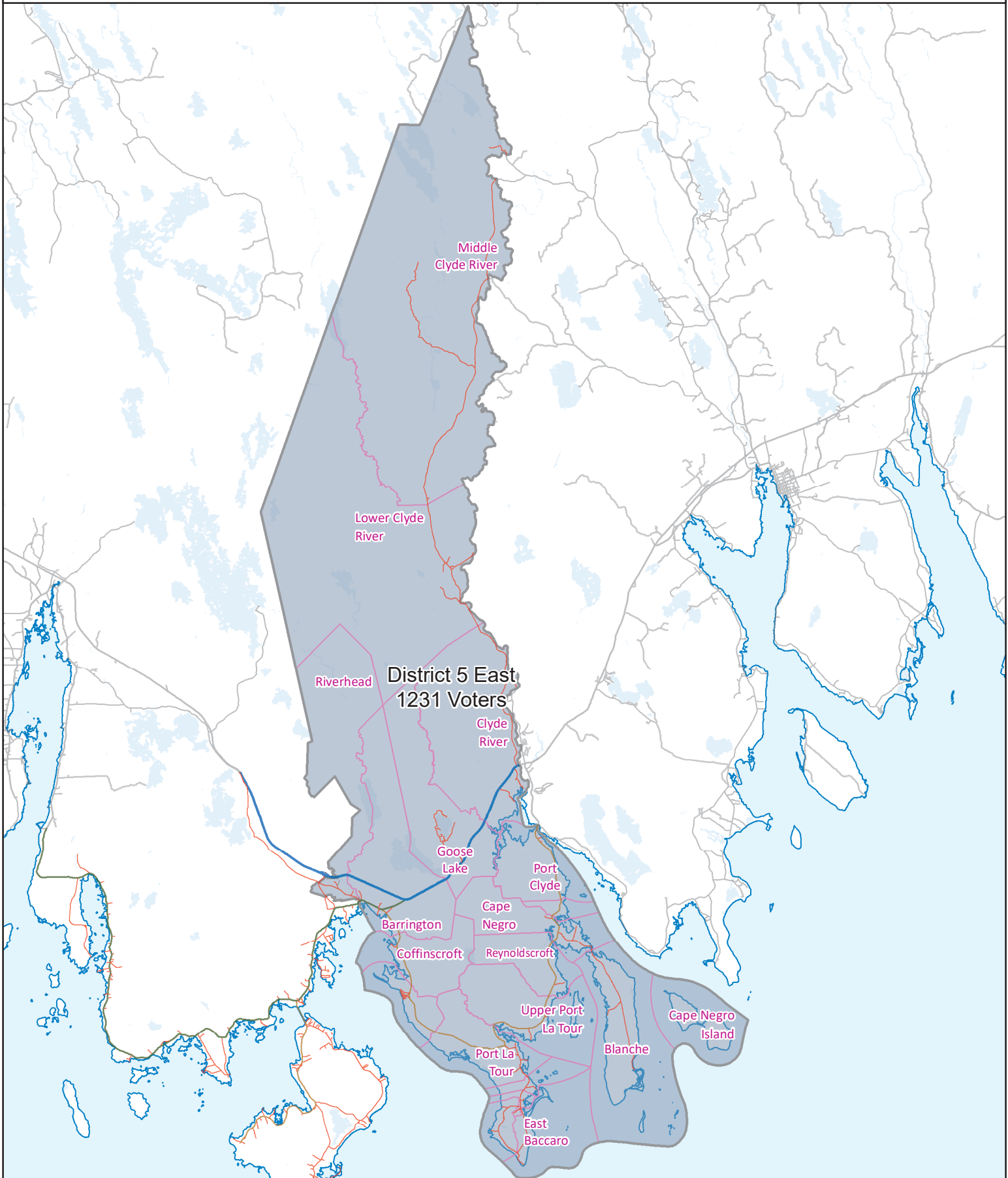






0 500 1,000
Meters
1:60,000





District 2
1326 Voters
(Will Lose 215 Voters)

Bear Point
215 Voters

District 1
1078 Voters
(Will Gain 215 Voters)

District 3
955 Voters



District 2
1326 Voters
(Will Gain 134 Voters)

District 5
1231 Voters
(Will Lose 134 Voters)

River Road

134 Voters

Riverhead

Barrington

Coffinscroft





An ocean of opportunity

STAFF REPORT

SUBMITTED BY: Chris Frotten

DATE: August 15, 2022

SUBJECT: Administrative Centre Parking Lot Resurfacing & Curbing Project Amendment Request

ORIGIN

The 2022/2023 capital budget includes an allocation of \$100,000 from our operating reserves to repave and repair the curbs of the Administrative Centre's parking lot. The estimated cost for the work has grown to \$229,000 + HST, therefore we are seeking direction from Council on how to proceed.

BACKGROUND

The Administrative Centre was built in 1975/1976 and, over the years, has housed the municipality's administration, NS Department of Community Services offices, NS Department of Justice court services and offices of various local non-profit organizations. Both provincial departments are no longer in the building, but the municipal administration offices and various offices of local non-profit organizations remain.

Last year during budget deliberations, the poor condition of the Administrative Centre's parking lot was raised. \$100,000 from our operating reserves was subsequently allocated in the 2022/2023 capital budget to repave and repair the curbs of the Centre's parking lot. This was based on a rough estimate given to us at the time the budget was developed.

DISCUSSION

To the best of our knowledge, the parking lot of the Administrative Centre has never been repaved and very little maintenance has been done to it over the years. The condition of the parking lot is now very poor with drainage issues, potholes, broken curbs requiring extensive work to fix.

In addition, the layout of the Centre's parking lot is dysfunctional, with many curbs and jut outs creating smaller parking areas that no longer meet the needs of the building.

Since the estimated cost of the project has grown to \$229,000 + HST, Cam and I decided to assess the condition of the Kiack Brook and McGray Avenue parking lots to see whether they needed work, and it could potentially fit within the budget.

After a quick review of the three parking lots, it was evident that the Kiack Brook parking lot was in the worst condition of the three and we determined that its estimated cost would fit within the budget. On top of that, we would have enough funds to engage a landscape architect to properly redesign the parking lot to increase parking capacity, redesign its layout to better meet our needs and improve traffic flow in, around and out of the area.

BUDGET IMPLICATIONS

The cost to repave and recurb the parking lot at the Kiack Brook has been quoted at approximately \$68,000 + HST. This would include cutting the asphalt, removing the asphalt and old curbs and preparing the subgrade, placing 6" of type 2 gravel, 6" of type 1 gravel and a layer of fine grade, placing 3" of asphalt and installing 106' of curbs.

The cost to resurface the parking lot at McGray's Avenue has been quoted at approximately \$43,000 + HST. This would include milling the entrances, cutting some asphalt, removing the cut asphalt and preparing the base, cleaning and preparing the existing asphalt surface, patching potholes and damaged edges with 1.5' of asphalt, patching cut areas with 2.5' of asphalt, patching some sections with 1.25' of asphalt and recapping the entire parking area with 1.5' of asphalt.

The cost of redesigning the Administrative Centre's parking lot would be approximately \$15,000. This would include an analysis of the current site (including surveys), conceptual designs, preliminary grading plans and detailed designs for tendering.

LEGAL IMPLICATIONS

N/A

PUBLIC CONSULTATION/COMMUNICATIONS

N/A

RECOMMENDATION

Based on the deplorable condition of the parking area at the Kiack Brook, the increased cost of the repaving of the Administrative Centre's parking lot and the need to address the dysfunctionality of the Centre's current parking lot, **I recommend reallocating part of the \$100,000 budget to the repaving and recurbing of the Kiack Brook parking lot and part of it to engaging a landscape architect to redesign the Administrative Centre's parking area.**

SUGGESTED MOTION

Move to recommend to Council to reallocate a portion of the \$100,000 towards the repaving and recurbing of the Kiack Brook parking lot and engage a landscape architect to redesign the Administrative Centre's parking area.

ALTERNATIVES

- Resurface McGray Avenue's parking area instead of the Kiack Brook's parking area.
- Move forward with the tendering of the repaving and recurbing of the Administrative Centre's parking area.

ATTACHMENTS

- N/A

