

**MUNICIPALITY OF THE COUNTY OF KINGS  
COMMITTEE OF THE WHOLE  
AGENDA  
January 19, 2016**

**Audio Recording Times Noted in Red  
(minutes:seconds)**

1. Roll Call **01:00**
2. Approval of Agenda **01:35** Page 1
3. Business Arising from Minutes **11:00**
  - a. December 15, 2015 Page 2
4. Approval of Minutes **11:30**
  - a. December 15, 2015 Page 2
5. Administration
  - a. General Aviation Business Case/Governance Study 14 Wing Greenwood **12:00** Page 11
  - b. Kentville Library **150:30/continued at 227:12** Page 16

*LUNCH BREAK 12:45 - 1:30 pm*
6. Public Safety
  - a. Planning for a Future Gasoline Shortage (*for information*) **238:34** Page 18
7. 1:30pm: In Camera **224:00**
  - a. Contract Negotiations
8. Correspondence **241:48**
  - a. 2015-12-17 FCM re: LAMP Funding Page 23
  - b. 2015-12-30 Nova Scotia Fruit Growers' Association Annual Convention Page 24
9. Committee Reports **244:41**
  - a. Valley Waste Management Minute December 2015 Page 25
  - b. Committee Reports - Other
10. Other Business **245:41**
11. Adjournment **257:12**
12. Comments from the Public **207:00**

**COMMITTEE OF THE WHOLE  
December 15, 2015**

**Meeting Date  
and Time**

A meeting of the Committee of the Whole was held on Tuesday, December 15, 2015 at 9:00 am in the Council Chambers, Municipal Complex, Kentville, NS.

**1. Attendance**

All Councillors were in attendance with the exception of Councillor Bishop with notice and Councillor Atwater who arrived at 9:09 am.

**Results for Roll Call**

For 9  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	-
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

Also in attendance were:

- Tom MacEwan, CAO
- Janny Postema, Recording Secretary

It was noted that Councillor Atwater arrived at 9:09 am.

**5. Human Resources**

**5a. Service Awards**

Chris Moore presented Service Awards to:

5 Years:

Tim Bouter  
Karen Kluska  
Lisa Langille  
Madelyn LeMay  
Michele Manning

10 Years:

Brian Bain  
Ron Foster  
Janice MacDonald  
Scott Quinn

20 Years:

Paula Delorey

25 Years:

Trish Javorek

**5b. Excellence in Public Service Awards**

Chris Moore presented Excellence in Public Service Awards to:

Megan Armstrong  
Tim Bouter  
Mandy Burgess

**2. Approval of Agenda**

It was agreed that the National Disaster Mitigation Program would be added to the agenda under Administration.

**On motion of Deputy Warden Hirtle and Councillor Atwater, that Committee of the Whole approve the December 15, 2015 agenda as amended.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

**3. Business Arising from Minutes**

**3a. November 17, 2015**

In relation to the discussion on County Advertising, Councillor Winsor noted that the Advertiser and Register had been serving the community since 1879, a total of 136 years.

**4. Approval of Minutes**

**4a. November 17, 2015**

**On motion of Councillor Ennis and Councillor Atwater, that the minutes of the Committee of the Whole meeting held on November 17, 2015 be approved.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

7. Administration

7a. Kentville Library

The CAO provided a verbal report.

It was agreed that the CAO would find out from the CAO of the Town of Kentville whether a public meeting was planned for January.

7b. MEDF Applications

The CAO presented the report as attached to the December 15, 2015 Committee of the Whole agenda package.

**MEDF - Northville Farm Heritage Centre**

It was agreed that the CAO would find out the additional cost to make the bleachers fully portable and bring this back to the January Council.

**On motion of Councillor Lloyd and Deputy Warden Hirtle, that Committee of the Whole recommend that Municipal Council approve MEDF funding to the Northville Farm Heritage Centre in the amount of \$5,900 for the purchase of new aluminum bleachers for events.**

**Motion Carried.**

**Results**

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

**MEDF - Canning & District Recreation Commission**

**On motion of Deputy Warden Hirtle and Councillor Atwater, that Committee of the Whole recommend that Municipal Council approve MEDF funding to the Canning & District Recreation Commission in the amount of \$5,000 in support of a new Visitor Information Centre (VIC) Kiosk.**

**Motion Carried.**

**Results**

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For

District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

**CFSE - Centreville & District  
Park & Recreation  
Association**

**On motion of Councillor Best and Councillor Atwater, that Committee of the Whole recommend that Municipal Council approve Community Festivals and Special Events funding to the Centreville & District Park & Recreation Association in the amount of \$500 according to the table attached to the December 15, 2015 agenda package.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

**CFSE - Horticulture NS**

**On motion of Councillor Lloyd and Deputy Warden Hirtle, that Committee of the Whole recommend that Municipal Council approve Community Festivals and Special Events funding to the Horticulture NS in the amount of \$1,000 according to the table attached to the December 15, 2015 agenda package.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

6. **Presentations**

6a. **Kings Historical Society**

Bria Stokesbury, Curator of the Kings County Museum, provided a presentation.

6b. **Kings Transit Authority**

Stephen Foster, General Manager, and Mercedes Brian, Chair, Kings Transit Authority Board of Directors, provided a presentation and handed out hard copies of the presentation to Councillors.

The Warden left the Chair at 10:59 am and Deputy Warden Hirtle took the Chair.

Following her comments, the Warden resumed the Chair at 11:08 am and the Deputy Warden resumed his regular seat.

Committee of the Whole took a short break from 11:12 am - 11:26 am.

7b. **CFSE - Village of Kingston**

**On motion of Deputy Warden Hirtle and Councillor Atwater, that Committee of the Whole recommend that Municipal Council approve Community Festivals and Special Events funding to the Village of Kingston in the amount of \$500 according to the table attached to the December 15, 2015 agenda package.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

**CFSE - Sheffield Mills Community Association**

**On motion of Councillor Winsor and Councillor Best, that Committee of the Whole recommend that Municipal Council approve Community Festivals and Special Events funding to the Sheffield Mills Community Association in the amount of \$2,500 consisting of a \$500 contribution towards the last event and a \$2,000 contribution towards the upcoming event.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

7c. **Youth Travel Assistance Program Applications**

The CAO presented the report as attached to the December 15, 2015 Committee of the Whole agenda package.

**On motion of Councillor Atwater and Councillor Raven, that Committee of the Whole recommend that Municipal Council approve funding for the Youth Travel Assistance Program in the amount of \$1,025 according to the table attached to the December 15, 2015 agenda package.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

7d. **General Aviation Business Case and Governance Study 14 Wing Greenwood**

The CAO noted that responses had not yet been received from MMM Group Limited and provided a brief update.

7e. **National Disaster Mitigation Program**

The CAO noted that this item would be brought to the January Committee of the Whole.

8. **EPW, Lands & Parks Services**

8a. **Road Reserve Delisting - Loretta Avenue, Coldbrook**

Scott Quinn presented the report as attached to the December 15, 2015 Committee of the Whole agenda package and provided a presentation.

**On motion of Councillor Muttart and Deputy Warden Hirtle, that Committee of the Whole recommend that Municipal Council remove Road Reserve PID 55451389 from the Municipality's Master Road List.**

**Motion Carried.**

***Results***

For 9

Against 1

District	Name	Result
District 01	Kim MacQuarrie	Against
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

**9. Councillor Item**

**9a. Update on Citizen Engagement Principles Motion**

Councillor MacQuarrie presented the report as attached to the December 15, 2015 Committee of the Whole agenda package.

The CAO provided a brief update.

**10. Correspondence**

The CAO provided an overview of the correspondence as attached to the December 15, 2015 Committee of the Whole agenda package.

**On motion of Councillor Atwater and Deputy Warden Hirtle, that Committee of the Whole receive the correspondence as attached to the December 15, 2015 Committee of the Whole agenda package.**

**Motion Carried.**

***Results***

For 9

Against 1

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	Against
District 12	Mike Ennis	For

- 10a. **Community Living Alternatives Society re: Valley Waste Compassionate Service** For information.
- 10b. **Lane Myers re: Funding for J Class Roads 2015-16** The Warden noted that copies of the letters from Lane Myers and the County's responses would be provided to Councillors.
- 10c. **Open Arms - Annual Appeal Letter** For information.
- 10d. **Municipal Affairs re: Kings 2050** The Warden noted that a copy of the response to Municipal Affairs would be provided to Councillors.
- 10e. **Village of New Minas re: Regional Governance Study** For information.
- 10f. **Central Kings Community Health Board re: Rails to Trails** For information.
- 10g. **Annapolis Valley Giant Vegetable Growers - Appreciation** For information.
11. **Committee Reports**
- 11a. **Valley Waste Management Minute November 2015** For information.
- 11b. **Committee Reports - Other**
  - Councillor Raven noted that she always forwarded Kings Transit Authority management minutes to Councillors and the CAO.
  - The Warden asked Councillor Raven to send them to Janny Postema so that they could be included in Committee of the Whole agenda packages.
12. **Other Business**
  - Councillor MacQuarrie thanked Councillors who had provided additional information in an early stage which enabled her to prepare questions.
13. **Adjournment** **On motion of Councillor Atwater and Councillor Best, there being no further business, the meeting adjourned at 12:07 pm.**

**Motion Carried.*****Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For

District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	-
District 11	Jim Winsor	For
District 12	Mike Ennis	For

14. **Comments from the Public**

There were no comments from the public.

**Approved by:**

Warden Brothers

Janny Postema  
Recording Secretary

<b>Results Legend</b>	
-	Absent
COI	Conflict of interest
For	A vote in favour
Against	A vote in the negative or any Councillor who fails or refuses to vote and who is required to vote by the preceding subsection, shall be deemed as voting in the negative.

# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COMMITTEE OF THE WHOLE

**Subject: Aviation Business Case Study**

**From: Administration**

**Date: January 19, 2016**

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### **Business Case Study**

The MOK, in association with the Freedom Aviation Society (FAS), commissioned a Business Case and Governance Study to examine the feasibility of relocating General Aviation (GA) activities from Waterville Municipal Airport to 14 Wing Greenwood. The intention of the Business Case Study was to ascertain whether a positive business case can be produced demonstrating that GA operations at 14 Wing Greenwood can be financially feasible.

The objectives of the Study included (but were not limited to) the following:

- ❖ To identify infrastructure and operational requirements to support recreational and commercial GA operations at 14 Wing Greenwood;
- ❖ To provide forecasts and 10 year projections for GA activities, including capital costs, revenues and expenses;
- ❖ To demonstrate that GA operations at 14 Wing Greenwood can be financially sustainable; and
- ❖ To identify the economic benefit to the region by establishing commercial and recreational GA activities at 14 Wing Greenwood.

### **Waterville Aerodrome Profile**

The Waterville Municipal Airport served the needs of 11 private hangars, local and itinerant GA users, a skydiving operation and, up until 2015, a flight school.

The Aerodrome facilities include a Runway (3500 ft x 75 ft) and a private taxiway providing access to private hangars, a small apron and an air terminal facility.

The Waterville Aerodrome is locally owned by the MOK and is operated under contract with the Waterville Airport Co-operative Ltd. (WACL). The MOK provides annual funding to WACL (management fees) and WACL retains the rental fees from land leases to hangar owners at the airport lands as well as the lands leased by the Valley Drive-In. WACL is responsible for the ongoing operation and maintenance of the aerodrome facilities.

## **14 Wing Greenwood Profile**

CFB Greenwood is a designated military base and home to 14 Wing. CFB Greenwood is the largest military base in eastern Canada. The primary airfield infrastructure includes 2 runways each with a length of 8000' and a width of 200' as well as taxiways connecting the runways to aprons. Air Traffic Control (ATC) services are provided to all aircraft from a control tower located in the eastern core area of the site.

## **14 Wing Greenwood - Land Availability**

The Business Case Study referenced a Proposed Leased Area of 11,000 sq meters. The Proposed Leased Area has been increased to 13,800 sq meters with the additional space consisting of area on the apron (paved area) (see attached diagram of the enlarged Proposed Leased Area).

In discussions with 14 Wing regarding the terms of the lease, it has been confirmed that the Lease Agreement will include a provision for the potential expansion of the Leased Area.

The estimated lease cost of the enlarged Proposed Leased Area is approximately \$24,000 per year.

## **Freedom Aviation Society - Confirmation of Users**

As of January 18<sup>th</sup>, 2016, Freedom Aviation has provided the following information regarding aviation users of the Civilian Air Facility:

- 21 Aircraft Confirmed
  - 6 Aircraft for outside Tie Downs
  - 9 Aircraft for Unheated Hangar
  - 6 Aircraft for Heated Hangar
- 2 Pilots have indicated plans to purchase aircraft
- 6 Pilots have indicated plans to rent aircraft
- 48 Pilots have indicated a desire to fly from 14 Wing (CYZX)
- 1 Aircraft Charter Business has confirmed that it will base a small twin aircraft at CYZX
- 1 Interested Party for Establishing a Flight School and Aircraft Rental Business
- 1 Interested Party for Establishing an Aircraft Maintenance Business
- 1 Interested Party for Establishing a Flying Club

Given the information provided by FAS regarding confirmed users and interested parties, it appears that the majority of the general aviation operations from the Waterville Municipal Airport are planning on relocating to 14 Wing with the potential for the establishment of a flight school and aircraft rental business as well as an Aircraft Maintenance Business.

## **14 Wing Greenwood - Transitional Plan**

Both 14 Wing Greenwood and Freedom Aviation Society have confirmed that a transitional plan is in place which would permit aircraft to relocate to 14 Wing prior to March 31<sup>st</sup>, 2016.

The obstacle that has been identified by both parties (14 Wing and FAS) in moving forward with the finalization of the lease agreement, the sublease and the relocation plan is the lack of Council's adoption and approval of the Business Case Study and 10 Year Business Plan as provided by the Consultant.

The Revised Airport Relocation Strategy provides (at clause 4) that the Base Lease and the Sublease will not be finalized until Council is satisfied that a positive Business Case exists for the creation of a Civilian Airport Facility at 14 Wing Greenwood.

A decision of Council is required to move this matter forward to conclusion.

### **Valley REN**

Following discussions with Kelly Ells, CEO Valley REN, it is anticipated that the Strategic Vision prepared by the REN will include the Civilian Air Facility as part of the Transportation Asset Inventory for the Valley Region.

We expect that the Valley REN will support business expansion at the Civilian Air Facility in a manner similar to the support that the Southwestern REN provides to the Yarmouth Airport.

### **Staff Recommendation - Business Case Study**

Given the Business Case Study and 10 Year Business Plan prepared by the Consultant and the information provided by Freedom Aviation Society regarding the confirmed users (21 aircraft and 48 pilots together with an aircraft charter business) and the interested parties (flight school/air craft rental, aircraft maintenance business and flying club), Staff recommends that COTW recommends that Council approves and accepts the Business Case Study and the 10 Year Business Plan as prepared and submitted by MMM Group Limited.

#### **Recommended Motion - Business Case Study**

**COTW recommends that Council approves and accepts the Business Case Study and the 10 Year Business Plan as prepared and submitted by MMM Group Limited.**

### **Staff Recommendation - Funding for Freedom Aviation Society**

In order to permit the Freedom Aviation Society to move forward with plans for the creation of a Civilian Air Facility at 14 Wing Greenwood, it is necessary that Council confirm its intention to fund the Project.

The Relocation Strategy adopted by Council (July 2014) provided, in part, as follows:

**Council confirms that it will make a decision on funding within one (1) month following receipt of the detailed cost estimates for the necessary and reasonable capital infrastructure required for the operation of a Civilian Airport Facility at CFB Greenwood and the 10 Year Business Plan.**

**Council confirms that, regardless of the amount requested, it will not commit to an amount of funding greater than the proceeds from the sale of the lands to Michelin less certain costs and expenses (as approved by Council).**

The costs incurred by the MOK with respect to the closure of the Waterville Municipal Airport include the purchase of a hangar (which was necessary to provide clear title to the lands being sold to Michelin) as well as legal fees (incurred as a result of litigation commenced by certain hangar owners) and these costs total approximately \$190,600.

In addition, the MOK has incurred approximately \$42,000 in costs related to the preparation of the Business Case and Governance Study and 10 Year Business Plan.

The Revised Relocation Strategy adopted by Council (July 2015) provided, in part, as follows:

**The lease amounts negotiated in the Base Lease shall be paid from a hold-back of funds that would otherwise be paid (through a grant or otherwise) to the Freedom Aviation Society for the construction of the Civilian Air Facility.**

The lease amount provided for in the Base Lease will be approximately \$25,000 per year (based upon the enlarged Proposed Leased Area) and the term of the lease will be 20 years for a total lease payment of approximately \$500,000 (subject to final confirmation through negotiation of lease agreement).

The total amount that we expect to receive from the sale of the lands to Michelin is **\$1.88 million**. The total of all of the above expenses is **\$732,600** leaving a balance available to be awarded to Freedom Aviation Society in the amount of **\$1,147,400**.

At this point, Staff is recommending that Council confirm the upper limit of funding that is available to the Freedom Aviation Society.

Staff is recommending that COTW recommends that Council approves a grant to Freedom Aviation Society for the necessary and reasonable capital infrastructure required for and related to the planned Civilian Air Facility as referenced in the General Aviation Business Case and Governance Study prepared by MMM Group Limited in an amount not to exceed \$1,147,400 with the total amount of the grant to be confirmed through the tendering/construction process.

#### **Recommended Motion**

**COTW recommends that Council approves a grant to Freedom Aviation Society for the necessary and reasonable capital infrastructure required for and related to the planned Civilian Air Facility as referenced in the General Aviation Business Case and Governance Study prepared by MMM Group Limited in an amount not to exceed \$1,147,400 with the total amount of the grant to be confirmed through the tendering/construction process.**



# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COUNCIL

**Subject:** Kentville Library

**From:** Administration

**Date:** January 5, 2016

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### **Motion Approved at November 3, 2015 Council:**

That Council agrees that the annual lease costs associated with the premises for the relocated Kentville branch of the AVRL shall be shared between the Town of Kentville and the MOK with each municipal unit responsible for 50% of the annual lease costs provided that:

- (a) the MOK and the Town of Kentville have equal input into the relocation site; and
- (b) the MOK and the Town of Kentville are able to agree on a relocation site; and
- (c) the MOK and the Town of Kentville are able to successfully negotiate a lease agreement which is acceptable to both municipal units

Council directs the CAO to work with the CAO for the Town of Kentville to review the two (2) proposals (Whynot Group and Parsons) and make joint recommendation on the preferred relocation site to the Councils of the Town of Kentville and the MOK in December 2015 (or earlier if possible).

### **Review of Proposals**

The Request for Proposals was re-issued to the two (2) proponents (Parsons and Whynot) on December 12<sup>th</sup>, 2015 with a closing date of December 18<sup>th</sup>, 2015. Both proponents confirmed that they could respond within the time-frame provided in the RFP. Proposals were submitted by Parsons and the Whynot Group.

### **Scoring Criteria and Evaluation**

Selection of the successful proposal was based on the following criteria:

<b>Scope of Work:</b>	<b>25 pts</b>
<b>Location:</b>	<b>25 pts</b>
<b>Building:</b>	<b>50 pts</b>
<b>Cost:</b>	<b>50 pts</b>
<b>TOTAL:</b>	<b>150 pts</b>

### **Scoring by MOK (CAO and Economic Development Specialist)**

The proposals were reviewed and evaluated by the CAO and the Economic Development Specialist. The total scoring of the proposals is as follows:

Parsons Investment:	147/145
Whynot Group:	118/111

As indicated above, both the CAO and the Economic Development Specialist scored Parsons Investment as the highest scoring proponent by a significant margin.

Based upon the above scoring criteria, MOK staff concluded that the successful proponent (highest scoring proposal) was Parsons Investment with the proposed adaptive reuse of the United Church of St. Paul and St. Stephen.

The result of the review and evaluation conducted by TOK staff is unknown.

### **Request by the Town for County Council to attend Special (In Camera) Meeting of Town Council**

Kentville Town Council is requesting a meeting of the two councils to discuss the library issue and, to that end, Town Council has extended an invitation to Kings County Council to attend a Special (In Camera) Council meeting to be held by the Town at a time mutually acceptable to both councils.

Kentville has advised that it is the intent of Town Council to be very accommodating as it relates to the scheduling of the meeting.

### **Recommendation to Council**

#### **Site Selection**

Given the review, evaluation and scoring of the proposals as conducted by MOK Staff, it is recommended that Council confirm that the preferred relocation site for the Kentville Branch of the AVRL is 440 Main Street, Kentville (formerly the United Church of St. Paul and St. Stephen).

It is further recommended that Council direct the CAO to work with the CAO of the Town of Kentville to negotiate a lease agreement for the new library space at 440 Main Street with Parsons Investments.

#### **Table Discussion**

However, given the request from the Town of Kentville to attend a Special (in camera) Meeting of Kentville Town Council, it is recommended that deliberation on the site selection for the relocation of the Kentville Branch of the AVRL be tabled until such time as the Kentville Town Council Special (in camera) meeting has taken place.

### **Recommended Motion**

**Council accepts the invitation from Kentville Town Council to attend a Special (In Camera) Meeting of Kentville Town Council to discuss the relocation site for the Kentville Branch of the AVRL and Council tables further deliberation on the site selection for the relocation of the Kentville Branch of the AVRL until after the Special (In Camera) Meeting has taken place.**



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## Planning for a Future Gasoline Shortage

December 10, 2015

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### Introduction

The gasoline shortage in August of 2015 was an awakening that should encourage all emergency planners to seriously consider the future impacts of another and more serious gasoline shortage. Staff at Kings REMO clearly understands this was only a temporary gasoline shortage, but it plunged us into a small crisis of the kind many of us have never seen before. This shortage of gasoline was across the whole province. It arrived quickly, without warning, becoming a province wide problem within 24 hours after CBC Radio first reported gas retailers in Metro Halifax were shutting down, having run out of all grades of gasoline by Friday night. By Saturday evening, nearly every gas retailer in the Valley, and indeed the province, ran out of all grades of gasoline. The shortage lasted beyond the weekend well into the next week.

### How the Problem Unfolded

The first agency to ask for assistance was the Kings Detachment of the RCMP. Within 24 hours of the first gas retailers shutting down, they contacted the Emergency Management Coordinator for Kings REMO, Saturday night, looking for information as to which gas retailers or other private sources were available to fuel police cars. The RCMP do not maintain fuel depots, they fuel at commercial retailers just like the general public. To provide the information, staff contacted 14 gas retailers between Coldbrook and Wolfville confirming none had any gasoline of any grade. Of the 14, only 3 were expecting re-supply that night. Of those, only 2 received a part shipment of Supreme gasoline. The Town of Kentville had a small supply in private tanks dedicated to their Public Works vehicles and Kentville Police. When contacted by Kings REMO, Kentville was willing to share their supply of gasoline with the RCMP. In addition, Kings REMO contacted local distributors across the County to determine who had gasoline or was expecting a shipment and directed the RCMP to those locations.

By Sunday morning, EMO Nova Scotia was in contact with the terminal in Dartmouth to get a list of gasoline retailers who were being resupplied. That information was sent to the RCMP Communications Center alerting RCMP where they could fill-up

With re-supply no longer possible, gas stations began to shut down. Since many retailers also sell diesel, their closure meant access to diesel fuel, which was not in short supply, cut-off. That did not impact fire departments even though they, like the RCMP, acquire diesel from commercial retailers. Luckily, they were not called upon for anything more than the usual 35 to 40 runs during the entire week so their immediate supply was not in jeopardy. But make no mistake, a serious fire would have consumed much of the available diesel and resupply during such an incident would have been difficult relying solely on private sector storage.

## **The Problem**

The news media reported on the cause extensively so we are all aware of the origins of this gasoline shortage. Experts in the industry were quick to point out the reasons why such a minor interruption in fuel supply chain management created such a significant problem for Nova Scotians'. The problem with the interruption of the supply chain pointed to the real reason for this shortage; Nova Scotia does not have any refineries. Refineries mean production and storage capacity. We lost that ability when Imperial Oil closed. Today we rely on one fuel terminal which receives and immediately distributes automotive fuel throughout the province based on just-in-time delivery and the delivery of full loads meaning most tanks are mostly empty by the time they are resupplied. As such, storage capacity is so small as to be of little consequence. It is this absence of gasoline production and storage that means we do not have any strategic reserve to hold us over when marine distribution is interrupted or stops. We feel the effects when things go wrong within 24 hours. While the St. John refinery can mobilize to add to the re-supply effort, they cannot meet our province wide needs

## **Business Impact**

Like any other region of Canada, the citizens and businesses located in the County of Kings, Towns and Villages rely extensively on fuels for transportation. Any prolonged interruption in fuel delivery will create a significant slowdown to the economy and make day to day activities difficult if not impossible. Without fuel, our entire transportation system would slow down and eventually stop operating. Locally that means delayed or cancelled deliveries of most goods.

Emergency services would quickly run out of fuel with nowhere to resupply; forced to act on a “State of Emergency” taking possession of available fuel sources limiting its distribution to only critical services and emergencies. As a shortage continues, families would not be able to drive to a grocery store. Grocery stores would begin to run out of food since most have only a 2 day supply of essential food items. Most of the food we consume in this province is imported from other provinces or countries.

Critically for us as government, we are required to be ready by having plans in place to manage a predictable emergency. It's 2015 and neither the provincial EMO or Kings REMO has a plan for this type of emergency. Without a plan, it is entirely probable that we could not offer an effective government if the shortage was prolonged. There should be little doubt that a prolonged shortage, 5 days or more, will threaten our economy, our ability to provide services to our citizens, and how all of us conduct our day to day lives. We need a plan.

## **Developing a Plan**

Provincial EMO officials investigated this gasoline shortage and its impacts on the province. They engaged outside consultants to prepare a report on their findings along with recommendations to solve the problem. Their report was issued December 9, 2015. These are some of the key factors that impacted fuel availability:

- Storage capacity at local retailers is approximately 2 days in Metro, 4 days in Truro and Bridgewater, somewhat longer in more rural areas.
- Retailers are dependent on fuel delivery based on full loads, not part loads. As a result most underground fuel tanks are close to empty before the next scheduled refill. The true state of reserves at any particular gas retailer is most tanks are more likely to be nearly empty than nearly full at the onset of a crisis.
- Fuel supplies vary, but averages point to the following capacities when full at local retailers;
  - Regular gas 50K to 75K liters
  - Supreme 20K to 25K liters
  - Diesel 10K to 15K liters
- Many towns that once had fuel storage tanks for local fuel distribution are mostly gone, seeing more distribution directly from the terminal in Dartmouth to the retailer.
- During the shortage, the Irving Refinery in St. John mounted an impressive effort to make deliveries throughout Nova Scotia, but could not meet the demand.

The report came up with many recommendations directed to government, the industry, and emergency agencies. Those recommendations of most importance to emergency planners respecting a future fuel shortage are;

- EMO should facilitate meetings with key service providers to develop fuel consumption abatement strategies, mutual assistance agreements, and methods to assure fuel supply.
- Each service provider should develop a contingency plan to ensure they maintain an adequate fuel supply in the event of an extended fuel shortage.
- Emergency planners need to pay attention to diesel outage scenarios because diesel is the smallest supply in the system and was not tested by the outage.
- EMO should report to service providers any pending fuel shortage.
- In the event of a fuel shortage that could impair key service delivery, EMO should act as the information conduit for all key service providers.
- The Government of Nova Scotia should consider if a network of public sector storage facilities can be utilized as supply assurance, particularly regarding diesel.

## **Conclusions**

One recommendation that is the simplest to achieve is utilizing public sector facilities to maintain a minimum reserve of fuel within their regular inventory. That means rather than waiting for the tank to approach empty, resupply as the minimum reserve amount is reached. That would keep fuel fresh and would not require any additional storage facilities. This private sector reserve would maintain specific quantities at designated locations maintaining those specified reserves with exclusive access by key service providers and emergency services.

The best way to make that assurance is to have legislation or an agreement in place

## **Recommended Actions by Kings REMO Planning Committee**

To prepare a Plan that responds to a fuel shortage, the Emergency Planning Committee for Kings REMO undertake discussions with provincial EMO officials as they work with industry to mitigate any future fuel shortage impacts by the following means;

- Kings REMO Planning Committee consults with EMO NS to determine their plan of action as a result of their discussions with industry.

- Encourage the Government of Nova Scotia to create a network of existing public sector storage facilities that can be utilized as supply assurance, particularly regarding diesel.
- Encourage the province to develop the legislation, or policy, or undertake formal agreements requiring public sector storage facilities to maintain a specified quantity of gasoline and diesel fuel in specified locations around the province, available at all times to maintain essential and emergency services for a specified period of time.
- Formulate an Emergency Plan to secure and distribute fuels necessary to provide and maintain an effective delivery of government, essential, and emergency services.

### **Planning for a Fuel Shortage Caused by Severe Weather**

The second concern for a fuel shortage is the weather. This coming winter is predicted by Environment Canada to be warm; influenced by the Pacific El-Nino. Historic impacts of similar El-Nino in Nova Scotia have always seen more freezing rain days than average. The last such occurrence was the winter of 1997-1998. That storm cut power in Quebec for weeks and for about 5 days in many parts of Nova Scotia.

The problem to understand is that power interruptions of that magnitude caused by freezing rain should be expected this winter. That means potential power outages for days. The issue of fuel is influenced by the local retailer once again. The problem this time isn't a shortage, no power means they cannot pump the fuel in the tanks. Since few if any gas station retailers have back-up power by a portable generator, we could easily expect another fuel crisis; one of access during the winter of 2015/2016. The Kings REMO Planning Committee will be tasked with a review of the impacts along with reasonable suggestions to provincial government to prepare for such an occurrence.

### **End of Report**

Brian Desloges  
Emergency Management Coordinator  
Kings REMO



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December 7, 2015

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Warden Diana Brothers  
and Members of Council  
Municipality of the County of Kings  
PO Box 100, 87 Cornwallis Street  
Kentville NS B4N 3W3

**Title of initiative:** LAMP - Municipality of the County of Kings, NS  
**Application number:** GMF 15020

Dear Warden Brothers and Members of Council:

On behalf of the Green Municipal Fund (GMF) Council and FCM's Executive Committee, I would like to congratulate the Municipality of the County of Kings on its successful funding application for the above-noted initiative in relation to the Leadership in Asset Management Program. It is my pleasure to confirm that the County of Kings has been approved for a grant in the amount of up to \$32,500.

In the near future, Mr. Andrew Kemp will contact the County of Kings to finalize the agreement for this funding. FCM's obligation to fund the above-noted initiative will only become binding once the agreement is signed.

Public announcements regarding GMF-funded initiatives are overseen by FCM in partnership with the Government of Canada. A GMF communications officer will contact the Municipality of the County of Kings to discuss the process for a public announcement. Until that time, before making any public statements related to the status of the application process for GMF funding, please contact us at 613-907-6208 or by e-mail at gmf@fcm.ca.

Thank you for your interest in GMF. We look forward to working with you to improve the quality of life in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,

Ben Henderson  
Chair, Green Municipal Fund Council

BH/AK:rc

cc: Scott King, PEng, EPW Land and Parks Services Manager, County of Kings, NS





**NOVA SCOTIA FRUIT GROWERS' ASSOCIATION**  
Agricultural Centre, Kentville, NS B4N 1J5  
Tel: 902-678-1093 • Fax: 902-678-1567



December 23, 2015

Warden Diana Brothers  
The Municipality of the County of Kings  
87 Cornwallis St.  
PO Box 100  
Kentville NS B4N 3W3

Dear Warden Brothers,

The Nova Scotia Fruit Growers' Association is holding its Annual Convention January 26 -27, 2016 at the Old Orchard Inn, Greenwich. This is a time for industry stakeholders to exchange ideas, technical and market information and network. The theme of our Convention this year is "Replant, Renew, Refocus!"

The NSFGA membership is pleased to invite you to be our guest at the Opening Session of the convention followed by the President's Reception on Tuesday, January 26, 2016 at 7:00 pm in the Orchard Hall at the Old Orchard Inn, Greenwich, NS. Please RSVP by 15 January 2016 via email [aparker@nsapples.com](mailto:aparker@nsapples.com).

A detailed agenda will be on the association website at [www.nsfga.com](http://www.nsfga.com) by the beginning of the New Year. If there is any other part of the Convention you wish to attend, you are more than welcome. We look forward to seeing you.

Sincerely yours,

C. Andrew Parker  
President  
Nova Scotia Fruit



## Management Minute

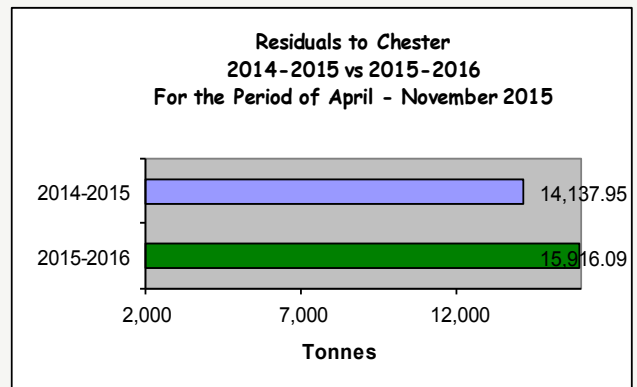
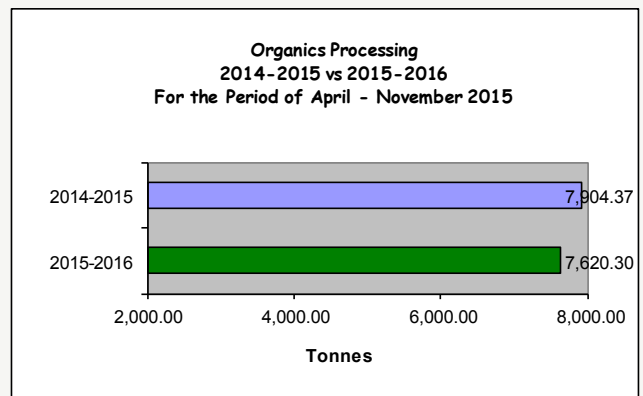
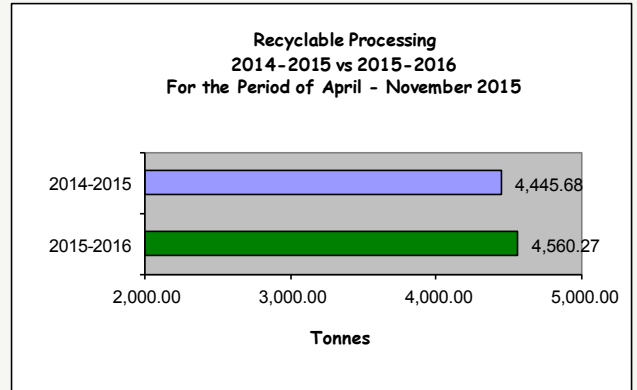
### BUDGET MATTERS

The Valley Region Solid Waste-Resource Management Authority met on December 16, 2015, in keeping with the normal meeting schedule. It was reported that all partners now have the Authority's draft 2016-2017 Operating and Capital Budgets along with explanation notes for review and approval. It was further noted that in follow-up to a Budget presentation provided by Operations Manager Martin and Communications Manager Garrett, the Municipality of Annapolis County has now formally approved the budgets. All partner municipalities are encouraged to contact staff if a presentation is felt to be of benefit in explaining not only the 2016-2017 draft budgets, but also the heavily reported anticipated surplus from current year activity estimated to be approximately \$676,000 at time of 2016-2017 draft budget development..



### ANNUAL ELECTION OF CHAIR AND VICE-CHAIR

The annual election of the Chair and Vice-Chair for the Valley Region Solid Waste-Resource Management Authority took place during the December meeting. We are pleased to report that Mark Pearl, representing the Town of Kentville, will continue in his role as Chair to the Authority and that Reginald Ritchie, Warden, Municipality of Annapolis County, will continue in his role as Vice-Chair to the Authority for the 2016 calendar year.



THE MUNICIPALITIES OF ANNAPOLIS AND KINGS AND THE TOWNS OF ANNAPOLIS ROYAL,  
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### PROVINCIAL ACTIVITY—REGIONAL CHAIRS COMMITTEE

The Regional Chairs Committee met on December 4, 2015 and continues to actively address issues of common concern across the Province. During the meeting several key issues were discussed including:

**Regulation Review**—Nova Scotia Environment staff met with their Internal Regulatory Committee on December 3rd to review the proposed regulations. The proposed regulations are being split into three groups and being discussed with the Priorities Group: Items that are non-controversial and can be implemented quickly, items that require some discussion (mid-level EPR programs), items that require a lot of discussion (PPP-packaging and printed paper stewardship).

**Municipal-Provincial Priorities Group**—The Priorities Group has committed to working with Nova Scotia Environment on the framework of a potential full industry funded model for PPP stewardship in Nova Scotia. The group met and decided to create a sub-committee consisting of municipal and provincial staff.

**EPR Information**—The UNSM is adding a section to their website with resources on Extended Producer Responsibility. Presentations from their October Workshop can be found at the following link: <http://www.unsm.ca/extended-producer-responsibility-epr.html>.

**HHW Summit**—The RRFB will be hosting a Household Hazardous Waste educational summit on January 14th in Halifax. The sessions will incorporate a better understanding of what materials are hazardous and require special handling and how municipalities in Nova Scotia are handling hard to manage materials. Invitations will be extended soon for participation.

**Enforcement Funding Review**—The RRFB has completed the review of the enforcement funding program and have extended funding to 2017. Currently \$700,000 is distributed equally among the (7) waste management regions. The Valley Region currently receives \$100,000 per year which will only be impacted if the funding formula is revisited. More details will be released as they become available.

### 2016 WASTE-RESOURCE MANAGEMENT CALENDARS

The 2016 Waste-Resource Management Calendars have now arrived and are under distribution across the Valley Region. If you have any constituents asking about the Calendar, simply suggest that they give our Hot Line a call at 902-679-1325 or toll free—1-877-927-8300.



### WISHES FOR A WONDERFUL HOLIDAY

*The Valley Region Solid Waste-Resource Management Authority and the team wish all partner Councils, their employees and families the warmest wishes for the 2015 Holidays and a Safe, Warm, Happy and Prosperous 2016!*



### UPCOMING MEETING

The next meeting of the Valley Region Solid Waste-Resource Management Authority will be held in keeping with the normal meeting schedule on **Wednesday, January 20, 2016** beginning at 9:00am in the Board Room