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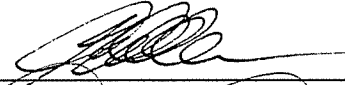


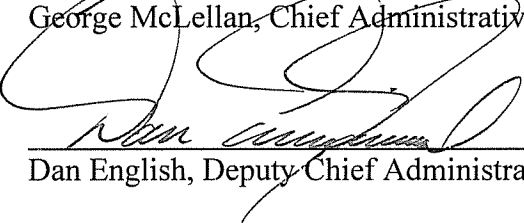
PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

Halifax Regional Council  
26 April 2005

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
George McLellan, Chief Administrative Officer

  
Dan English, Deputy Chief Administrative Officer

**DATE:** 18 April 2005

**SUBJECT:** Joint Use Agreement with Scotia Learning Centres for P3 School  
Athletic Fields

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### **ORIGIN**

Scotia Learning Centres Ltd. is the developer and operator of the eleven P3 Schools located within the Halifax Regional Municipality. All of these schools were built with athletic fields adjacent to them that are utilized by both the school community and the general citizens. In recognition of the community use aspect, Halifax Regional Municipality has entered into a Joint Use Agreement with Scotia Learning Centres Ltd. to provide the required standard of athletic field maintenance for the eleven sites. In return, HRM has been given the right and privilege to use and schedule these eleven athletic fields for community users.

### **RECOMMENDATION**

It is recommended that:

1. Council authorize the Mayor and the Municipal Clerk to enter into a formal Joint Use Agreement with Scotia Learning Centres Ltd. as per the key terms outlined in the body of this report, subject to successful completion of final negotiations.

## **BACKGROUND**

The Province of Nova Scotia entered into a Public-Private Partnership arrangement with Scotia Learning Centres Ltd. to construct eleven (11) schools within the boundaries of Halifax Regional Municipality.

HRM has traditionally found itself in a sports fields facility deficit situation. Attempting to resolve this long standing issue, HRM staff began looking at alternatives ways to access community-based, full-sized fields, most particularly in areas of growing need. It was determined that the best, most cost-effective option was to approach SLC to negotiate an agreement whereby HRM could access, on behalf of the citizens, the full-size athletic fields located adjacent to the newly constructed P3 Schools.

In 2003, HRM and SLC entered into negotiations on the sports fields located adjacent to P3 schools operated by SLC, arriving at an agreement in principle and under which HRM has been operating ever since. The proposed Joint Use Agreement will formalize this arrangement. The intended outcome was for HRM to gain community access to the P3 inventory of fields. In exchange for complete access and scheduling responsibilities, HRM agreed to provide the appropriate level of maintenance and facility rehabilitation ensuring the quality of the fields is maintained throughout the duration of the agreement.

## **DISCUSSION**

The attached joint use agreement is principle based and was developed through a cooperative and consultative approach. Staff believe that the terms captured in this agreement provide the basis for a mutually beneficial relationship. The intent of the agreement is to provide a long term solution regarding access to quality, full size sports field facilities for the citizens of HRM.

The negotiations and agreement in principle have already proven beneficial by increasing HRM's, and the sport community's, access to full-size sport fields by 10%. Currently, these sports fields are predominantly scheduled by soccer and football providing both programs the benefit of expanding their capacity. The addition of the same number of fields, constructed by HRM would have required a capital investment of approximately \$3 - 4 million.

The partnership that developed from the initial discussions has been working well but both parties felt that it was important to have the working arrangement formalized in the form of a JUA. The complete agreement is attached to this report. What follows are the highlights:

- ▶ **Community Access** - *the citizens of HRM will be provided scheduled access to the facilities during the outdoor usage season from the end of May until the end of October. Actual facility availability will be determined by HRM through its Protection of Asset program and dependent on community / educational need and facility condition.*

- ▶ **Facility Maintenance** - *HRM will provide the appropriate level of maintenance services as per the sport field maintenance standards for facilities of B classification. In addition, HRM will provide the necessary field rehabilitation and/or field renovations over the life of the agreement to keep the fields in an acceptable condition for play.*
- ▶ **Facility Scheduling** - *HRM will provide all scheduling services for the eleven sports fields providing a single service window for centralized sports field booking operations to the citizens of HRM.*
- ▶ **Agreement Management** - *the responsibility for the management of the agreement is with HRM - Real Property and Asset Management. The agreement management includes an annual outcome assessment, periodic field assessment, and monitoring of service provision.*
- ▶ **Agreement Term** - *the agreement will be effective immediately upon signing and will remain in effect until June 30, 2020. This term is in keeping with the duration of the agreement between SLC and the Province of Nova Scotia regarding the operation of the P3 schools.*

Although the term of this agreement is fifteen years, like other HRM agreements, it can be terminated in the event that SLC is in breach of the terms of the agreement in a fundamental or material way. Any such breach would justify HRM, as the innocent party, adopting the position that it was no longer obligated under the agreement and the agreement would terminate.

This is a win-win-win agreement for SLC, HRM, and facility users / citizens.

### **BUDGET IMPLICATIONS**

Through the 2003 restructuring of Real Property and Asset Management and the resulting commitment to improve the condition of athletic fields, appropriate equipment to provide service was purchased and efficiencies in maintenance practices were realized. These eleven fields can therefore be assimilated into HRM's athletic field inventory to be properly maintained within the existing operating budget envelope.

Upon the signing of the Joint Use Agreement, SLC will provide HRM Real Property Operations with an initial, one time, financial contribution of \$25,000. This financial contribution will offset HRM's costs associated with the rehabilitation program applied to these sport fields to bring them up to an acceptable condition for the HRM sport field classification of "B". A fall rehabilitation program was performed on five of the sport fields in 2003 allowing these fields to be brought up to standard and included in the inventory for 2004. The remaining six sport fields received the rehabilitation program during the 2004 outdoor season. If this agreement is not signed, these costs (already incurred) will remain with HRM with no reimbursement from SLC.

There is no net added cost associated with respect to the sport field scheduling services to be provided by HRM. The addition of these eleven athletic fields to the existing HRM inventory of sport fields allows HRM greater potential for meeting both HRM's and community users' needs.

HRM, under the proposed Joint Use agreement, will receive revenue for scheduled community use of the 11 athletic fields. This revenue will contribute toward the annual operating expenses to be assumed by HRM over the term of the agreement. Operating expenses will include, but not be limited to, such items as insurance, regular athletic field maintenance (to field standard "b" as previously noted), and field repair costs associated with damage and/or vandalism occurring throughout the year to ensure the athletic fields remain available for the outdoor usage season.

Site costs (such as, but not limited to, fencing, parking facilities, etc.) other than those directly associated with maintenance of the athletic fields continue to be the responsibility of the site owner, SLC.

This agreement also enables HRM to defer potential capital expenditures within the high growth areas of HRM where the P3 Schools are located, by avoiding the need to identify capital money to construct additional sport fields in order to address the current facility gap.

### **FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

### **ALTERNATIVES**

1. Council could instruct staff not to enter into the agreement which would cause an impact whereby HRM and SLC would not be able to maintain the current arrangement.

This is not the recommended alternative as staff believe the terms of the joint use agreement are beneficial. In the absence of an agreement, there would be a reduction in the availability of full size athletic fields for use by both the sport and recreation communities, thereby decreasing capacity and placing additional stress on HRM's existing inventory of athletic fields. With HRM providing the maintenance and scheduling services under the proposed agreement, there is an element of control with respect to facility availability that would benefit facility users from the general community. Additionally HRM would be faced with a renewed need to construct additional sport fields at a cost of at least \$250,000 for each newly constructed field.

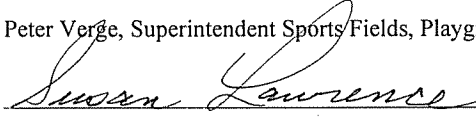
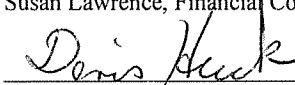
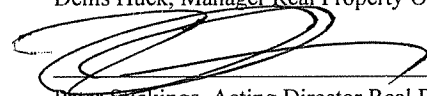
2. Council could instruct staff to renegotiate the agreement in whole or in part with specific direction.

This is not the recommended alternative as staff believe there would be no additional tangible benefit that could be negotiated over the proposed agreement.

**ATTACHMENTS**

- Attachment 1 - List of P3 Schools  
Attachment 2 - Draft Joint Use Agreement

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by:	Erin Flaim, Coordinator Performance Measurement and Service Delivery	490-5713
	Peter Verge, Superintendent Sports Fields, Playgrounds & Green spaces	490-5819
Financial Review by:	 Susan Lawrence, Financial Consultant	490-6832
Report Reviewed by:	 Denis Huck, Manager Real Property Operations	490-4763
Report Approved by:	 Peter Stickings, Acting Director Real Property and Asset Management	

Attachment 1

<b>P3 SCHOOL SPORT FIELD LOCATIONS</b>	
Ecole Beaubassin	54 Larry Uteck Boulevard, Halifax
Ecole Bois Joli	211 Avenue du Portage, Dartmouth
Bedford South School	2 Oceanview Drive, Bedford
Eastern Passage Education Centre	93 Samuel Daniel Drive, Eastern Passage
Lockview High School	148 Lockview Road, Fall River
Madeline Symonds Middle School	290 White Hills Run, Hammonds Plains
Park West School	206 Langbrae Drive, Halifax
Portland Estates School	45 Portland Hills Drive, Dartmouth
Ridgecliffe Middle School	35 Beech Tree Run, Beechville
Sackville Heights Elementary	1225 Old Sackville Road, Sackville
St. Margaret's Bay Elementary	24 Ridgewood Drive, Head of St. Margaret's Bay

# DRAFT

## joint-use agreement

### Halifax Regional Municipality and Scotia Learning Centres

April 21, 2005



Halifax Regional Municipality  
Service Delivery Office  
Real Property & Asset Management  
PO Box 1749  
Halifax, Nova Scotia B3J 3A5

tel: 902.490.5713  
fax: 902.490.6030  
[www.halifax.ca](http://www.halifax.ca)

THIS AGREEMENT MADE THIS            day of            , 2005.

BETWEEN:

**HALIFAX REGIONAL MUNICIPALITY**

- and -

**SCOTIA LEARNING CENTRES**

WHEREAS, said parties are authorized to enter into agreements with each other, and to support the extension of their services to the total community and encourage co-operation among the community to better meet the educational and recreational needs of HRM; and

WHEREAS, HRM will be contributing to the ongoing maintenance costs of the athletic fields; and

WHEREAS, said parties are also mutually interested in assuring these facilities are accessible and available for students and the greater community; and

WHEREAS, in the interest of providing the best service with the least possible expenditure of funds, full cooperation between HRM and Scotia Learning is necessary; and

WHEREAS, a joint use concept can best provide for the usage, maintenance and operation of the Athletic fields by both HRM and the student population of each P3 school; and

WHEREAS, a joint use agreement would also allow and encourage HRM and Scotia Learning to work together in planning and developing these facilities for joint use, and

WHEREAS, the school facilities are in accordance with Education Act and serve the needs of the school students as well as providing recreation opportunities for the greater community.

WHEREAS, the parties agree that coordinated and cooperative scheduling of the athletic fields provided by HRM is the best way to maximize the beneficial use of these athletic fields while ensuring that they are maintained as sustainable community assets.

IN CONSIDERATION OF the entering into this Agreement by HRM and Scotia Learning agree as follows:

**Definitions**

In this agreement unless otherwise stated in the subject matter or context inconsistent therewith



“Agreement” means this Agreement including any and all Schedules to this Agreement

“JUA” means this Joint Use Agreement

“SLC” means the Scotia Learning Centres

“HRM” means the Halifax Regional Municipality

“HRSB” means Halifax Regional School Board

“Province” means the Province of Nova Scotia

“Athletic Fields” means those sports fields that are located at the following eleven (11) P3 schools:

- Madeline Symonds Middle School
- St. Margaret’s Bay Elementary
- Sackville Heights Elementary
- Park West School
- Bedford South School
- Lockview High School
- Ridgecliff Middle School
- Eastern Passage Education Centre
- Portland Estates School
- Ecole Bois Joli
- Ecole Beaubassin

### **Intent**

This agreement is intended to foster a spirit of cooperation among SLC, HRM and the community respecting the ongoing maintenance and use of the outdoor Athletic fields constructed by SLC in conjunction with the P3 schools.

The primary objectives of the JUA are to:

- Document the agreed services, responsibilities and conditions of the relationship.
- Establish a collaborative process to continually address the needs for facility use of both parties as well as the facility needs of the general community at this location.
- Encourage joint use of respective facilities and grounds and give priority usage, after SLC’s programming and/or on-going community obligations are met, to the requests submitted by the other party.
- Report on the outcomes of the joint use agreement.

## **Guiding Principles**

- Developing an agreement that is based on a cooperative, consultative approach.
- Mutually beneficial agreement that provides access to quality athletic field facilities for use by the school and the community for their respective programs and services.

## **General Provisions**

It is recognized that school Athletic fields are intended primarily for educational purposes and for the benefit of individuals of school age. It is therefore agreed by HRM that, in planning programs and scheduling activities on the Athletic fields, the needs and opportunities of such individual school programs will be provided for first and foremost.

SLC agrees that any HRM assets located the Athletic fields included in this agreement, including but not limited to bleachers, benches, etc., will remain the property of HRM at the end of the agreement.

SLC will provide HRM with free access to the parking facilities located at the school sites provided that such usage does not interfere with the school's curriculum or activities.

HRM agrees to provide the appropriate sport field maintenance program as per the HRM Sport Field Service Standard at a "B" Level in keeping with the upgraded condition of the fields. These maintenance services will be provided during the outdoor maintenance season of April 15 to November 1, no services will be provided during the other months.

SLC agrees to transfer to HRM all authority for the scheduling and usage monitoring of the Athletic Fields. HRM will schedule the Athletic Fields according to current facility booking procedures for HRM owned properties. HRM will determine the usage capacity for each individual Athletic Field based on current practices for HRM owned athletic fields.

In the event that the athletic fields are damaged and / or vandalized the cost for the necessary repairs to the athletic fields is the responsibility of HRM.

## **Facilities**

The facilities to which this agreement pertains to are the Athletic fields located at the following schools:

<b>P3 SCHOOL SPORT FIELDS AND LOCATIONS</b>	
Ecole Beaubassin	54 Larry Uteck Boulevard, Halifax
Ecole Bois Joli	211 Avenue du Portage, Dartmouth
Bedford South School	2 Oceanview Drive, Bedford
Eastern Passage Education Centre	93 Samuel Daniel Drive, Eastern Passage
Lockview High School	148 Lockview Road, Fall River
Madeline Symonds Middle School	290 White Hills Run, Hammonds Plains
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Portland Estates School	45 Portland Hills Drive, Dartmouth
Ridgecliffe Middle School	35 Beech Tree Run, Beechville
Sackville Heights Elementary	1225 Old Sackville Road, Sackville
St. Margaret's Bay Elementary	24 Ridgewood Drive, Head of St. Margaret's Bay

### **Cost Sharing Contribution**

The parties acknowledge that SLC have contributed substantial capital money for the original construction and upgrading of the Athletic fields co-located at the school sites.

SLC agrees to provide the Athletic fields to HRM for the duration of the agreement at no charge for access. SLC will not receive any contribution for the initial capital expenditure on these facilities.

HRM agrees to provide the full cost of annual sport field maintenance services (as outlined in Schedule A) including life cycle rehabilitation for the duration of the agreement. In exchange, SLC will provide HRM with an initial, one time, financial contribution of \$25,000 at the time of the signing of this Agreement. This financial contribution will be used to assist HRM in bringing the fields to an acceptable condition for HRM to maintain these facilities at a "B" classification.

### **Joint Use and Use by Others**

HRM recognizes that SLC is contractually obligated to ensure HRSB and CSAP school boards have free access to the Athletic fields for school purposes. HRM will provide access to HRSB based on the Service Exchange Agreement negotiated between the two parties that provide for free access during the regular school hours of 8:00 am to 6:00 pm. For clarity, the individual P3

schools have priority over their individual Athletic field. HRM subsequently, agrees to provide priority, free access to CSAP for use of the Athletic fields located at Ecole Beaubassin and Ecole Bois Joli.

During all other times, or when not scheduled for school usage, HRM shall schedule the Athletic fields for HRM recreation programming use or for general community use depending on need provided that the Athletic fields are scheduled in advance of use.

### **Operational Guidelines**

HRM staff will perform the appropriate level of maintenance service as outlined in Schedule A. These services will be provided at full cost to HRM.

Athletic fields grass mowing is supplied through external contractor providers. The grass mowing contracts are supervised and monitored by HRM Contract Services staff for the term of the contract.

SLC agrees to transfer full authority for the scheduling of the Athletic fields to HRM. HRM will set the associated fee structure according to the Outdoor Facility Usage Fee Schedule. HRM will schedule the Athletic fields for all educational, community, and recreational users based on HRM Outdoor Facility Usage Procedures. All revenues collected by HRM for the use of these facilities will remain with HRM and there will be no transfer of funds associated with usage to SLC.

SLC will ensure HRM has access to the Athletic fields, including the gated Athletic field located at Lockview High School, provided that HRM provides appropriate safeguard methods to protect the assets. Access keys to locked Athletic fields or driveways adjacent to SLC schools will be provided to responsible community users' representatives by HRM with access being controlled during the scheduled usage time and with the understanding that the Athletic field gates are secured at the end of the usage. Any damages resulting from the users' error will be the users' responsibility, and it will be HRM's responsibility to collect any associated fees from the user.

### **Insurance and Liability**

HRM will obtain and maintain for the duration of this Agreement, Commercial General Liability insurance with minimum limits of Five Million Dollars inclusive of Bodily Injury and Property Damage.

HRM will provide, upon request, a Certificate of Insurance reflecting this coverage.

Any damage to the premises, loss or damage to equipment, other than usual wear and tear, caused by any person using the Facility or its Representatives, will be paid by the User of the Facility.

HRM will defend, indemnify and hold harmless SLC and the Province from and against any Action or demand which may be made by any person or other Entity arising out of the use of the Facilities, except to the extent that such claim or demand arises from, or is caused by, the negligence or willful misconduct of SLC, the Province, their Agents, Representatives or Employees.

SLC will defend, indemnify and hold harmless HRM, it's Mayor, Officers, Elected and Appointed Members and Employees from and against any Action or demand which may be made by any person or other Entity arising out of the use of the Facilities, except to the extent that such claim or demand arises from, or is caused by, the negligence or willful misconduct of HRM, it's Mayor, Officers, Elected and Appointed Member and Employees.

### **Contact Assistance**

Complete list of contact names and numbers for both parties respecting all aspects of this agreement can be found in Schedule B.

### ***Emergency Contact Numbers***

Twenty-four (24) hour emergency response contact numbers are provided and are to only be used in the event of an accident or other incident requiring immediate attention. The contact numbers are:

Scotia Learning Centres  
ph. 458-2822

Halifax Regional Municipality  
ph. 490-4880 (including Park Patrol)

### ***Facility Bookings***

Single Service Window Facility Booking contact numbers are to be used for all booking requests unless otherwise indicated.

### **Outdoor facilities**

490-7100 contact offices in west and east regions  
8:30 am - 4:30 pm  
24 hour message system on above telephone number

## **Service Protocols HRM Staff and Contractors**

HRM staff or hired contractors performing maintenance duties on school sites must be diligent in their attention to the operations and the pupils of the school. All work being conducted on HRM properties adjacent to school sites, which are used by the school during the school day hours, will be provided in a respectful manner with staff vacating the work site during school break hours. Upon arrival at the site, a member of the crew will inform the principal of the work that they are doing and determine what times, if any, the work should be stopped to accommodate school use.

## **Agreement Management**

This is a jointly developed JUA between HRM and SLC. HRM Real Property and Asset Management (RPAM) Service Delivery takes responsibility for the management of this Agreement and has appointed the Coordinator, Performance Measurement and Service Delivery to oversee the Agreement. The responsibilities are to include, but are not limited to, conducting annual reviews of the terms of the Agreement to ensure that the needs of SLC and HRM are being met and to monitor breakdowns in the provision of service.

This agreement can be amended from time to time by means of written memoranda properly executed by both parties.

## **Outcome Assessment**

HRM and SLC will prepare an annual report on joint-use, including a summary of the total annual hours of field use for all parties supported by this Agreement, benefits derived, and an assessment of scheduling and/or operational issues.

## **Term and Termination Clause**

This Agreement will be in effect as of the date in which the latter of SLC and HRM approve and execute this Agreement and it will continue to be in effect until its expiry on June 30, 2020.

HRM agrees to return the Athletic Fields to SLC in the same condition in which they were originally received.

**Signatures**

By signing below, the Scotia Learning Centres and Halifax Regional Municipality agree to the terms and conditions established by this JUA and demonstrate commitment to the success of this Agreement.

<b>Signed on behalf of:</b>		
<b>Scotia Learning Centre:</b>		
<b>Name:</b> _____	<b>Title:</b> _____	<b>Date:</b> _____
<b>Witness:</b> _____		<b>Date:</b> _____
<b>Name:</b> _____	<b>Title:</b> _____	<b>Date:</b> _____
<b>Witness:</b> _____		<b>Date:</b> _____
<b>Halifax Regional Municipality:</b>		
<b>Name:</b> _____	<b>Title:</b> Mayor	<b>Date:</b> _____
<b>Witness:</b> _____		<b>Date:</b> _____
<b>Name:</b> _____	<b>Title:</b> Municipal Clerk	<b>Date:</b> _____
<b>Witness:</b> _____		<b>Date:</b> _____

**The Minister of Education hereby endorses approval of this Agreement**

\_\_\_\_\_  
**Minister of Education**

**List of Schedules**

Schedule A Halifax Regional Municipality’s Athletic Fields Maintenance Standards

# SCHEDULE A

## **Athletic Field Services Standards**



ATHLETIC FIELD SERVICE STANDARDS - SPORTS FIELDS

June 16, 2003

Real Property & Asset Management

MAINTENANCE ACTIVITY	DESCRIPTION	TIMING	Service Level				Quality Standard
			Class A	Class B	Class C	Class D	
Grass Cutting	Cutting turf areas using ride on mowing equipment.	M,J,J,A,S	15 cuts per season with provision to add up to 3 cuts if required.	12 cuts per season with provision to add up to 3 cuts if required.	10 cuts per season with provision to add up to three cuts if required.	8 cuts per season with provision to add up to three cuts if required.	Minimum height - 2.5". Maximum height - 4".
Line Marking	Painting of lines using athletic marking paint on rectangular fields	M,J,J,A,S,O	Painted once per week.	Painted every second week.	Painted every second week.	Groups to maintain lines throughout season.	Fields marked with clearly visible white paint. 4" lines. Dimensions as per regulation of sport or site limitations.
Litter Pick Up	Pick up of litter from playing field area.	M,J,J,A,S,O	Three times per week, users to assist.	Twice a week, users to assist.	Every second week. Users to assist.	Every second week. Users to assist.	Site free of litter when cleaned.
Field Repairs (minor holes/depressions)	Check, by walking of field, for minor depressions and holes that may be trip/rollover points for users.	J,J,A,S,O	Checked three times per week and repaired as necessary	Check weekly and repaired as necessary, users to assist.	Check bi-weekly, repaired as necessary, users to assist.	Users to check and repair with soil provided.	Areas filled with top soil or top-dressing material or top-dressing material at grade and flush with surrounding area.
Corner Flags System			Users to provide.	Users to provide.	Users to provide.	Users to provide.	
Players Benches	Repair or replacement of player's benches, if on site.	J,J,A,S,O	Check three times per week, repair as required.	Check weekly, repair as required.	Checked bi-weekly, repair as required.	Checked monthly, repair as required.	Safe and free of damage.
Bleachers	Repair or replacement of bleachers, if on site	J,J,A,S,O	Check three times per week, repair as required	Check weekly, repair as required.	Checked bi-weekly, repair as required.	Checked monthly, repair as required.	Safe and free of damage.
Fencing	Repair or replacement of fencing.	J,J,A,S,O	Check three times per week, repaired for safety.	Check weekly, repaired for safety.	Checked bi-weekly, repaired as necessary.	Checked monthly, repaired as necessary.	Safe and free of damage or snag points.
Aerating	The use of tractor drawn aerating equipment to punch holes/slice into soil to relieve compaction.	A,M,J,S,O	Up to six times per year.	Four times per year.	Twice per year.	Twice per year.	Uniform coverage depth to 2 to 4 inches, depending on existing field conditions.
Overseeding (if turf exists)	Application of grass seed to turf areas to re-establish turf where required.	M,S	Once per year, as required budget permitting.	Once per year, as required budget permitting.	As required, every third year.	As budget permits.	Appropriate grass seed application is even, spread in a minimum of two directions and uniform of grass seed. Repaired areas to be at grade and flush with surrounding turf. Even germination of grass seed.
Liming	Application of lime to established turf areas.	A,M,O,N	Once per year based on soil testing.	Once per year based on soil testing.	Once per year based on soil testing.	Once per year based on soil testing.	Once per year based on soil testing.

MAINTENANCE ACTIVITY	DESCRIPTION	TIMING	Service Level	Class A	Class B	Class C	Class D	Quality Standard
Fertilizing	Application of fertilizers to established turf areas.	A,M,J,S,O	Three times a year depending on soil testing.	Two times per year depending on need. Based on soil testing.	Twice per year as required depending on soil testing.	Once per year.	Calculated application of fertilizer is even and free of burn spots.	
Weed Spraying			Not permitted unless organic, as per By-Law P-800 Pesticides, Herbicides and Insecticides.	Not permitted unless organic, as per By-Law P-800 Pesticides, Herbicides and Insecticides.	Not permitted unless organic, as per By-Law P-800 Pesticides, Herbicides and Insecticides.	Not permitted unless organic, as per By-Law P-800 Pesticides, Herbicides & Insecticides.		
Layout (Survey) Check	Field is squared.	A,M	Every Spring	Every Spring.	Every Spring.	Every Spring.	Field surveyed and corners pegged to ensure field is squared.	
Sodding	Stripping of sod/soil, levelling, sod bed preparation and laying of sod where required.		Goal mouths and worn areas yearly.	Goal mouths and worn areas every second year.	As required, every second year.	Not available.	Turf established to comparable level of surrounding turf area with no sod separation.	
Irrigation/Watering	The watering of field.	J,A	As required during dry periods.	As and when required during dry periods.	Not available.	Not available.	Thorough soaking to depth of root zone applied over consecutive days.	
Goal Posts	Repair or replacement of goal posts.	J,J,A,S,O	Place in Spring and remove at end of season, dependent on site location.	Supply in Spring and remove in Fall dependent on site location.	Supply in Spring and remove in Fall, dependent on site location.	May be available, not guaranteed.	Safe and free of damages. Secured solidly to ground. Painted white	
Rest Periods			Every Friday including Friday night.	None (only scheduled 16-20 hrs/week.	None, only scheduled 18-20 hrs/wk.	None, only scheduled 18-20 hrs/wk.	Scheduled 12-16 hours per week.	
Opening Date			May 25 - dependent on field location.	May 29	June 2	June 2		
Closing Date			End of Season	End of season - dependent on field location.	End of season - dependent on field location.	End of season - dependent on field location.		
Uses			Games only - No practices or camps.	Games and practices.	Games and/or practices and/or camps	Games and/or practices and/or camps		

# SCHEDULE B

## Contact List

## Agreement Contact Information

### Halifax Regional Municipality

Erin Flaim – Agreement Management  
Coordinator, Performance Measurement and Service Delivery  
Real Property and Asset Management  
6<sup>th</sup> Floor Alderney Gate  
P.O. Box 1749  
Halifax, NS B3J 3A5

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Denis Huck – Agreement Implementation  
Manager, Real Property Operations  
Real Property and Asset Management  
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Halifax, NS B3J 3A5

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fax. 490-5456  
cell. 456-5070

Peter Verge – Agreement Operations  
Superintendent, Sport Fields, Playgrounds and Green Spaces  
Real Property and Asset Management  
Eric Spicer Building  
P.O. Box 1749  
Halifax, NS B3J 3A5

ph. 490-5819  
fax. 490-4721  
cell. 476-4160

### Scotia Learning Centres

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General Manager  
Scotia Learning Centres  
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fax. 423-4001