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Halifax Regional Council
November 25, 2003

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Mike Labrecque", written over a horizontal line.

Mike Labrecque, Director, Real Property & Asset Management

DATE: November 19, 2003

SUBJECT: **Service Exchange Agreement between Halifax Regional Municipality
and Halifax Regional School Board**

INFORMATION REPORT

ORIGIN

As part of Real Property and Asset Management's 03/04 Service Plan and the overall commitment to continuous quality improvement, a new approach to negotiating reciprocity of access between Halifax Regional Municipality and the Halifax Regional School Board was identified as a need that is currently underway.

BACKGROUND

The Halifax Regional School Board became an amalgamated school board in 1998, two years after the establishment of the Halifax Regional Municipality. At this time, all previous reciprocal or joint use agreements that had been in place between each municipality and their respective school boards expired. Discussions and negotiations towards a reciprocal use agreement have been ongoing for the last number of years. Documents have been drafted, however no official agreement has been formalized.

A close partnership between Halifax Regional Municipality and Halifax Regional School Board is essential to achieve optimum benefit from the facilities, programs and services offered. The requirements of access for both parties are ever increasing and a formal agreement defining the provision of service as well as outlining an exchange of programs and services is critical to ensure continued cooperation and mutual understanding.

Halifax Regional School Board school's programs, physical education classes, other classes, intramurals and school sports and athletic teams need to access HRM athletic facilities (sportfields, ball diamonds, sport courts, tracks, etc) in order to operate these programs effectively. Conversely, HRM's Recreation, Tourism and Culture requires access to indoor school facilities (gymnasiums, classrooms, kitchens, etc.) in order to offer community based recreation programs throughout the municipality. Reciprocity of access is the key to success for these program and service offerings.

DISCUSSION

Both Halifax Regional School Board and Halifax Regional Municipality have program requirements that are ever increasing. In order to continue to offer quality programs and services, a formal agreement that outlines the types of facilities, scope of services, the service exchange and the mutual expectations is necessary. Currently, a mutually beneficial process for reciprocal access to facilities and services is currently underway.

Out of the information gathered over the last number of years, a Service Exchange Agreement is being drafted by RPAM Service Delivery staff. This agreement is based predominantly on the aspect of access, which is the ideal outcome identified by each party.

The anticipated time line for the process is as follows:

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|---------------|---|
| November 2003 | Completion of draft Service Exchange Agreement, input from associated parties within HRM included |
| December 2003 | Draft Service Exchange Agreement circulated to senior staff of HRSB, negotiations regarding agreement begin. |
| January 2004 | Revised agreement developed to reflect negotiated aspects circulated to relevant parties within Halifax Regional Municipality and Halifax Regional School Board for comment.

Further discussions regarding the agreement to take place based on feedback received.

Update provided to Halifax Regional Council and Halifax Regional School Board. |
| March 2004 | Service Exchange Agreement formalized and adopted. |

BUDGET IMPLICATIONS

There are no budget implications at this time.

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

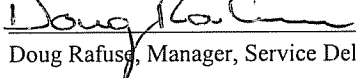
There are no alternatives.

ATTACHMENTS

There are no attachments.

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.

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Report Reviewed/Approved by:  490-6205
Doug Rafuse, Manager, Service Delivery