



## **Committee of the Whole Meeting**

Tuesday, February 11, 2025

7:00 p.m.

Council Chambers

### **AGENDA**

- 1. Call to Order**
- 2. Opening Acknowledgement**
- 3. Items Added / Approval of Agenda**
- 4. Review of Minutes**
  - a) January 14, 2025
- 5. Presentations**
  - a) Christopher Bouey, Architecture 49, Re: Multi-Use Facility Feasibility Study
  - b) Danielle Martell, Community Development and Special Projects (CDSP) Officer, Re: The Role of the CDSP Officer
- 6. New Business**
  - a) Planning Variance Notification Procedure
- 7. Warden, Re:**
  - a) Review of Warden's Council Report
- 8. Members of Council Items:**
  - a) Councillor Amanda Mombourquette, Re: Atlantic Hydrogen Alliance membership
  - b) Deputy Warden Brent Sampson, Re: Property assessment caps and homes destroyed by fire or other disaster
- 9. CAO, Re:**
  - a) Administration Operations Report
- 10. Community Acknowledgements**
- 11. Correspondence**
  - a) **Action Required**
    - i. Kathleen Jeffrey, Interim Director of Finance, Re: Grant application from the Acadiaville Community Centre Society for Start-up Activity Grant Funds in the amount of \$500.
    - ii. Kathleen Jeffrey, Interim Director of Finance, Re: Grant application from the Coastal Riders ATV Club for the Type 4-Regional/Health/General Grant Funds in the amount of \$3,050.



- iii. Kathleen Jeffrey, Interim Director of Finance, Re: Grant application from the Isle Madame Boat Club for the Type 4 - Regional/Health/General Grant Funds in the amount of \$20,000.
- iv. Canadian Union of Postal Workers, Re: Request for the Municipality to provide a written submission to the Industrial Inquiry Commission.

**a) For Information Only**

- i. MOCR Letter of Support, Re: Isle Madame Historical Society's application to the Facility Improvement Grant
- ii. Nova Scotia Federation of Municipalities (NSFM), Re: Press Release - NSFM Emphasizes Collaboration with Province on U.S. Tariff Concerns
- iii. MOCR Letter in support of East Richmond ATV Riders and Letter of Authority from the Department of Natural Resources
- iv. MOCR Letter, Re: Caregivers of those with disabilities being included as First Voice for our IDEA committee
- v. MOCR Letter of Support, Re: Richmond Warriors Boxing Club's application to the Recreation Facility Development Grant
- vi. MOCR Letter of Support, Re: Cape Breton South Recruiting for Health's application to the Office of Healthcare Professional Recruitment's Community Fund

**12. Unfinished Business**

- a) Whiteside Church Preservation Society grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5,000

**13. Review of Cheques Issued Re:**

- a) January 2025

**14. Review of Action Items**

- a) Action Items

**15. Items Added to the Agenda**

**16. 15 Minute Question Period - (902) 226-9885**

(Not Restricted to Items on the Agenda)

**17. In Camera Session**

- a) Contract Negotiations

**18. Adjournment**

### **Question Period Details**

Phone in number – (902) 226-9885

Any member of the public may ask a question on any item. A maximum of fifteen (15) minutes is set aside for Question Period. Anyone wishing to ask a question either in person or by phone must identify who they are before asking the question.

Comments must be phrased in the form of a question. Council will hear the question and will answer if appropriate.

No person speaking during Question Period shall:

- Speak disrespectfully
- Use offensive words
- Disobey the rules of order or a decision of the Chair

**\* Meeting will be live-streamed via the MOCR YouTube Channel**



**Committee of the Whole Meeting**  
**January 11, 2025**

- Location:** Council Chambers
- Present:** Warden Lois Landry, Deputy Warden Brent Sampson, Councillor Brian Marchand, Councillor Amanda Mombourquette
- Staff:** Troy MacCulloch, Chief Administrative Officer (CAO), Chris Boudreau, Director of Public Works, Kathleen Jeffrey, Interim Director of Finance, Shannon Mury, Director of Community Development and Recreation, Shelley David, Municipal Clerk
- Regrets:** Councillor Shawn Samson

**Call to Order**

Warden Lois Landry called the meeting to order at 5:30 p.m.

**“In Camera” Session, Richmond Room: Personnel**

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson that the meeting move to an “In Camera” session at 5:33 p.m.

Motion carried.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette that the meeting revert to “Regular” session at 5:58 p.m. and FURTHER MOVE that the Committee break for recess.

Motion carried.

**Reconvene Committee of the Whole Meeting, Council Chambers**

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole come out of recess.

Motion carried



The Warden reconvened at 7:03 p.m.

### **Opening Acknowledgement**

The Warden read the following acknowledgment:

We are proud to acknowledge that we are gathered today on Unama'ki , the Land of Fog, a part of Mi'kma'ki, the unceded traditional territory of the Mi'kmaq people since time immemorial. We honour and thank the Mi'kmaq for sharing their land and home with us.

### **Items Added to the Agenda (Approval of Agenda)**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette that the agenda be approved.

Motion carried.

### **Review of Minutes, December 2, 2024, Committee of the Whole**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Mombourquette that the minutes of December 2, 2024, Committee of the Whole be approved.

Motion carried.

### **Presentations**

- a) Phil Nash, Project Engineer, Waterford Energies Services Inc (WESI), Blair MacDougall, WESI, Martin Thomsen, Manager of Energy Sector Development Municipality of the County of Richmond / Town of Port Hawkesbury, Re: Strait of Canso Sustainable Infrastructure Strategy

Martin Thomsen, and Phil Nash (virtually), presented the Strait of Canso Sustainable Infrastructure Strategy presentation.

- b) Stan Johnson and Ron Newcombe, The Bras d'Or Lakes Collaborative Environmental Planning Initiative (CEPI), Re: Bras d'Or Lakes CEPI & Pitu'paq

Stan Johnson and Ron Newcombe presented the Bras d'Or Lakes CEPI & Pitu'paq presentations.



**Warden, Re:**

- a) Review of Warden's Council Report  
For information only.

**CAO, Re:**

- a) Administration Operations Report  
For information only.

Moved by Councillor Brian Marchand, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole recommend to Council to direct the CAO to speak to the CEO and/or the Board of Destination of Cape Breton Association to allow Richmond County Council to release the financials without the confidentiality component.

Motion carried.

**Community Acknowledgements**

For information purposes.

**Correspondence**

- a) **Action Required**
  - i. Jennifer Enright, Canadian Amyloidosis Support Network (CASN) Volunteer,  
Re: Amyloidosis Awareness Month proclamation request

Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to approve the proclamation to proclaim March 2025 as Amyloidosis Awareness Month in Richmond County.

Motion carried.



## **Amyloidosis Awareness Month Proclamation**

**Whereas**, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

**Whereas**, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

**Whereas**, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

**Whereas**, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

**Whereas**, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

**Whereas**, Early diagnosis can lead to better outcomes for both patients and their families; and

**Whereas**, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

**Therefore**, be it resolved that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby proclaim March 2025 as "Amyloidosis Awareness Month" in the Municipality of the County of Richmond.



- ii. Kathleen Jeffrey, Interim Director of Finance, Re: Grant application from the Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5,000.

Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to approve the grant request from the Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5000.00 and be allocated as follows: \$ 750.00 from District One Funds, \$750.00 from District Two Funds, and \$ 3,500.00 from the Infrastructure Grant Funds.

Motion carried.

- iii. Kathleen Jeffrey, Interim Director of Finance, Re: Grant application from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000.

Moved by Deputy Warden Brent Sampson, seconded by Amanda Mombourquette, that the Committee of the Whole recommend to Council to approve the grant request from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000 and be allocated as follows: \$ 500.00 from District Four Funds, \$2,000.00 from District Five Funds, and \$7,500.00 from the Regional Funds.

Motion carried.

b) **For Information Only**

- i. Municipality of the County of Richmond's Multi-Use Facility Feasibility Study – Public open houses
- ii. Honourable John A. Lohr, Minister of Municipal Affairs, Re: Congratulatory letter for municipalities for adopting the code of conduct
- iii. Inclusive, Diverse, Equitable, Accessible (IDEA) Committee, Re: Call for interest for members
- iv. Recreation Advisory Committee, Re: Call for interest for members



**Review of Cheques Issued Re:**

- a) November 2024  
For information only.
- b) December 2024  
For information only.

**Review of Action Items**

- a) Action Items  
For information only.

**15 Minute Question Period - (902) 226-9885**

No questions were presented to the Committee of the Whole.

**Adjournment**

There being no further business, the Chair adjourned the meeting at 8:38 p.m.

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Municipal Clerk

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Chairperson



MUNICIPALITY OF  
THE COUNTY OF  
**RICHMOND**

MUNICIPALITÉ  
DU COMTE DE  
**RICHMOND**

**2023-2025**

Community Development and Special Projects Officer

# Role of the Community Development and Special Projects Officer

- Assess community needs, and explore new opportunities.
- Collaborating with organizations on common initiatives, and developing strategies to improve communication between the municipality, stakeholders, and residents.
- This position is the key facilitator for the County's grant funding. Whether for assistance, availability, research and or submission.
- Strengthen relationships with key stakeholders and collaborate with other Municipalities and provincial organizations to exchange information and explore potential joint ventures.

# Outcomes To-Date

## *Engaging with Richmond County Communities*

- Connecting with local community organizations to discover new opportunities and build stronger relationships.
- Supporting St. Peter's Volunteer Fair.
- Participating in GMIST ACTivate cohort.
- Facilitate and organize in partnership with the cohort, Activate Richmond events.



# Outcomes To-Date

## *Engaging with Richmond County Communities*

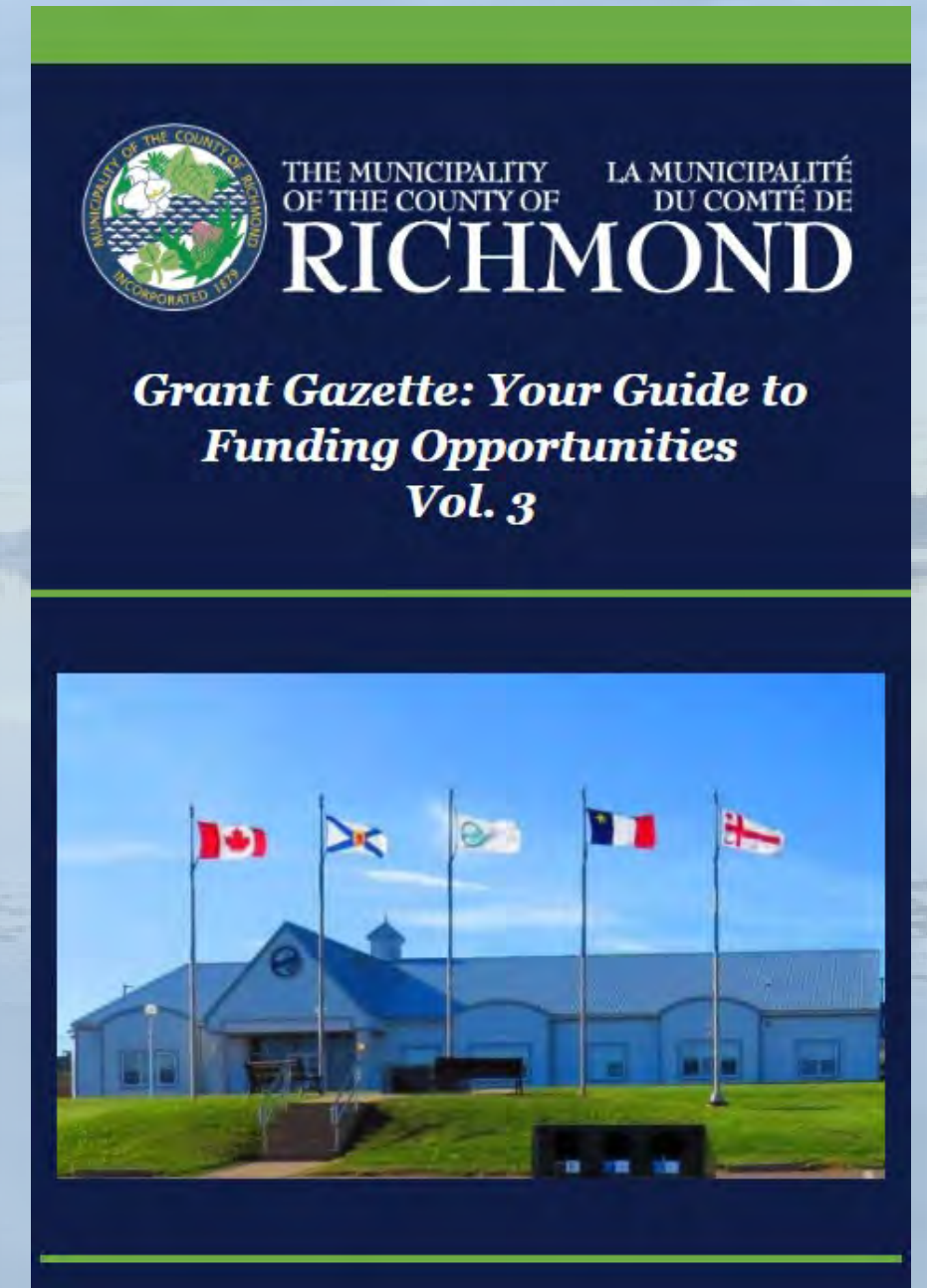
- Organized and facilitated a giving tree for the Festival of the Trees Event the last two years, in partnership with the Village of St. Peter's.
- Facilitating and Hosting Richmond County Collaborative Network Meetings.
- Supporting and attending Seniors Take Action Coalition Initiatives.
- Participating in Cape Breton Welcome Network Coffee & Connect Events.
- Facilitate and organize the Volunteer of the Month Initiative



# Outcomes To-Date

## *Grant Awareness & Facilitation*

- Collaborate with community organizations to support the exploration of funding opportunities.
- Facilitate the Municipal grants program.
- Actively share grant and funding announcements & opportunities with community organizations.
- Development of grant database on the municipal website.
- Development and coordination of the Grant Gazette.



# Outcomes To-Date

## *Supporting the Municipality of the County of Richmond*

- Collaborating with Economic development officers for the County on joint initiatives.
- Research on housing development, best practices, and support throughout the province.
- Connecting The Dots to Poverty Event



# Outcomes To-Date

## *Supporting the Municipality of the County of Richmond*

- AMANS Accessibility Lead for the Municipality / Community of Practice
- Access Awareness Week events and activities
- Collaborating with Accessibility Leads across Cape Breton to support joint initiatives;
- IDEA Plan Refresh

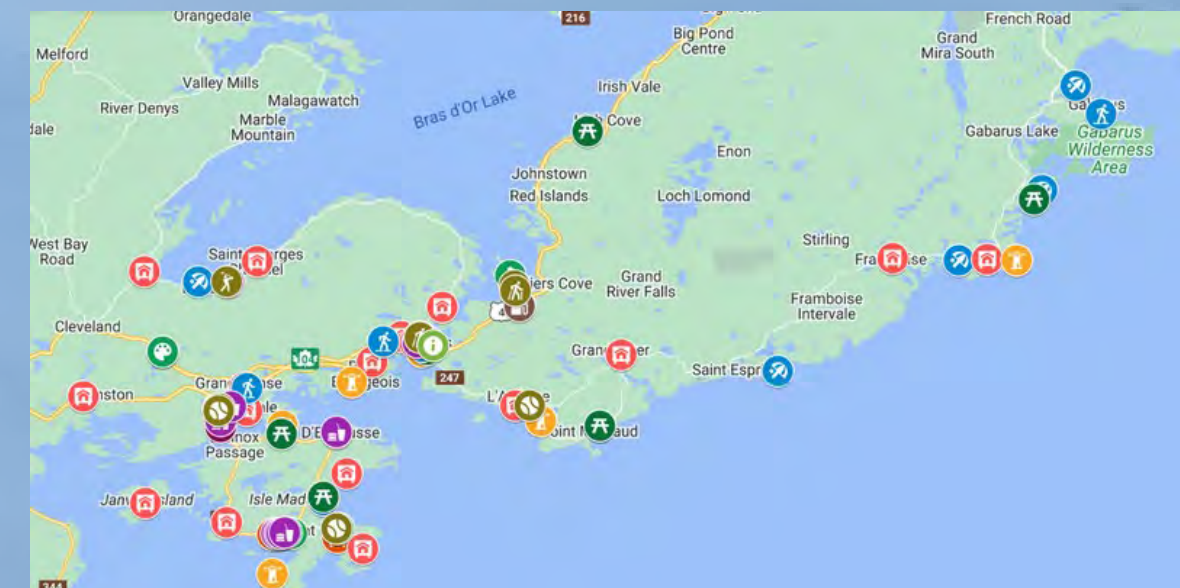


# Outcomes To-Date

## *Supporting Recreation and Community Development*

- Trails funding support
- Active Living Micro-Grant facilitation.
- Supporting Workplace Wellness initiatives.
- Creation of an interactive map of local attractions and amenities for visitors

Scan to view interactive map



# Connecting to the Strategic Plan Goals & Objectives of the Municipality

## *Goal- Nurture Quality of Life*

### Objectives:

- 3.1. Utilize an Accessibility and Age-Friendly Approach to all Services, Projects, and Initiatives.
- 3.2. Support, Build, and Enhance Spaces for Health and Wellness
- 3.3. Encourage Housing Development Across the Housing Continuum.
- 3.5. Ensure a Welcoming Experience that values Equity, Diversity and Inclusion.

# Connecting to the Strategic Plan Goals & Objectives of the Municipality

## *Goal- Lead and Engage Stakeholders*

### Objectives:

- 4.2. Support and connect citizens and volunteer groups.
- 4.3. Seek and sustain collaborations with organizations in a variety of areas to pursue shared goals.
- 4.4. Foster strong and consistent relationships with other local governments.
- 4.5. Find and leverage funding supports in areas including infrastructure renewal, roads, trails, sustainability, housing, accessibility, and tourism.



# Contact

*Looking forward to continue supporting our community!*

**Danielle Martell**

*Community Development & Special Projects Officer*

*Department of Community Development & Recreation*



902.226.3982



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THE MUNICIPALITY  
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DU COMTÉ DE

FEBRUARY 2025

# ADVANCING COMMUNITY CONNECTION:

*An Overview of Progress and  
Achievements by the Community  
Development & Special Projects  
Officer as they Aligned with the  
Strategic Plan*

## PRESENTED TO

The Municipality of the County of  
Richmond

## PRESENTED BY

D. Martell

# CDSP POSITION SUMMARY:

This role demonstrates action and leadership in areas of access and inclusion. The officer works with key stakeholders to support community development activities and helps deliver on Richmond's Strategic Plan. They foster coordination and innovation with community groups and citizens. This position is the key factor for the County's grant funding, whether for assistance, availability, research, or submission.

## CORE EXPECTATIONS:

- Administer community development and community capacity building initiatives by determining service levels and service delivery that align with departmental and Council's strategic goals. This includes assisting with the long-term sustainability of groups, collaborating with not-for-profit organizations on common initiatives, and developing strategies to improve communication between the municipality, stakeholders, and residents.
- Assess community needs, and explore new opportunities.
- Build and foster relationships with key stakeholders [community economic development, tourism (in collaboration with CBREN), and Service groups].
- Provide ongoing liaison with not-for-profit organizations and community-based organizations to support and respond to their leadership.
- Network with other municipalities and provincial organizations to share information and investigate possible joint ventures.

# RICHMOND COUNTY'S STRATEGIC PLAN OBJECTIVES

## Exhibit 01.02 - Richmond County Objectives

### Grow the Economy GOAL

- Advance Development in Industrial Parks
- Facilitate Business & Investment Attraction
- Support Business Retention and Growth
- Advocate for Tourism Development to Build-Up 12-Month Tourism Experiences
- Develop a Branding Strategy and champion promotion of area destinations

### Invest in Infrastructure GOAL

- Implement Long Term Capital Planning for Sound Fiscal Management
- Continue to Deliver and Protect Quality Water and Sewer Services and Resources
- Build-Up Funding for Facilities Renewal
- Develop and Improve Accessible Sidewalks / Pathways / Corridors
- Champion Broadband and Cell Service Expansion

### Nurture Quality of Life GOAL

- Utilize an Accessibility and Age-Friendly Approach to all Services, Projects, and Initiatives
- Support, Build and Enhance Spaces for Health and Wellness
- Encourage Housing Development Across the Housing Continuum
- Address Climate Change Across the County
- Ensure a Welcoming Experience that values Equity, Diversity and Inclusion

### Lead and Engage Stakeholders GOAL

- Adopt and Implement a Communications Plan and Policy, and continue to Inform and Involve Citizens and Stakeholders in a variety of ways
- Support and Connect Citizens and Volunteer Groups
- Seek and Sustain Collaborations with Organizations in a Variety of areas to Pursue Shared Goals
- Foster strong and consistent relationships with other local governments (Potlotek First Nation and the St. Peter's Village Commission)
- Find and leverage funding supports in areas including Infrastructure Renewal, Roads, Trails, Sustainability, Housing, Accessibility, and Tourism

Source: Richmond County 2022 - 2024 Strategic Plan Refresh prepared by Preferred Choice and FBM

# CDSP PROGRESS AND ACHIEVEMENTS AS THEY RELATE TO STRAT PLAN OUTCOMES

Over the first year in this role, the CDSP Officer successfully executed various tasks and achievements. Each has been categorized within the various tables according to its alignment with the outcomes outlined in the Municipal Strategic Plan, along with an indication of its progress.

Progress guide:

Completed



In Progress



Not completed



Table Example :

Task / Achievement :	Strat Plan Outcome :	Progress :

# STRATEGIC PLAN CATEGORY :

## Lead and Engage Stakeholders

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
St. Peters Volunteer Fair		<ul style="list-style-type: none"> <li>• Support &amp; Connect collaboration</li> <li>• Support and connect citizens and volunteer groups</li> </ul>	Promotion of the event - an open form for volunteer groups to share was a great learning
Connecting with local community organizations to explore new opportunities and strengthen relationships		<ul style="list-style-type: none"> <li>• Support and connect citizens and volunteer groups.</li> <li>• Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	A few collaborative organizations I have supported thus far: Mi'kmawey School, Dr. Kingston Memorial Health Centre, Schools Plus, St. George's Channel Community Group, Louisdale Lions Club, St. Pete's Drop-in, CDÉNÉ, Cape Breton Partnership, Nova Scotia Works, Telile, the St. Peter's Lions Club, Schools Plus, various seniors clubs, River Roots Market Garden, La Picasse, Seniors Take Action, Various ATV trails groups, Riverside Community Centre, The Jolly Club, Loch Lomond Historical Society, Johnstown Community Development
Organize and facilitate a giving tree for the Festival of the Trees Event the last two years		<ul style="list-style-type: none"> <li>• Support and connect citizens and volunteer groups.</li> <li>• Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	CDSP partnered with the Village of St. Peter's to host a Giving Tree. CDSP asked staff and the community to donate lightly used hats and mitts to place on the tree. Donatation went to local schools. Partnered with Mi'kmawey school, CSAP Schools plus program and SCRE Richmond Schools to help distribute the donations to children/ families in the area.

# STRATEGIC PLAN CATEGORY :

## Lead and Engage Stakeholders

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
Creation of grant database on The Municipality's website		<ul style="list-style-type: none"> <li>Find and leverage funding</li> </ul>	Continuous research and updates as new funding opportunities arise and expire.
Consistently sharing funding opportunities with community organizations, trails development and stakeholders.		<ul style="list-style-type: none"> <li>Support and connect citizens and volunteer groups.</li> <li>Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	<p>Shared the following with Organizations and Stakeholders:</p> <ul style="list-style-type: none"> <li>Link to database</li> <li>Municipal grant policy</li> <li>Municipal grant funding opportunities</li> <li>Trails creation funding</li> <li>CCH Grant opportunities</li> <li>Accessibility funding</li> <li>ACOA Funding opportunities</li> </ul>
Volunteer of the Month Initiative		<ul style="list-style-type: none"> <li>Support and connect citizens and volunteer groups.</li> </ul>	Develop a social media campaign, coordinate with the recipient, and write a feature for social media and the local paper.

# STRATEGIC PLAN CATEGORY :

## Lead and Engage Stakeholders

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
AMANS Accessibility Lead for the Municipality / Community of Practice		<ul style="list-style-type: none"> <li>• Find and leverage funding</li> <li>• -Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	Attend monthly Accessibility Leads monthly community of practice sessions that are comprised of various municipal leads from across the province.
Connecting the Dots to Poverty event		Support, build and enhance spaces for health and wellness. Collaboration with organizations in a variety of areas to pursue shared goals.	Facilitated round table discussion related to poverty reduction, with community organizations that support the Strait Area.
Establish, write, and coordinate the Grant Gazette		<ul style="list-style-type: none"> <li>• Find and leverage funding</li> </ul>	Plan, create, and coordinate a quarterly digital newsletter featuring updates on municipal, provincial, and federal funding opportunities. Community members and organizations can subscribe to receive the newsletter directly in their inbox. As of January 2025, there have been four publications with 153 subscribers and an 87% open rate.

# STRATEGIC PLAN CATEGORY :

## Lead and Engage Stakeholders

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
<p>Working collaboratively with EMO to support funding opportunities for comfort centers</p>		<ul style="list-style-type: none"> <li>• Find and leverage funding</li> <li>• Support and connect citizens and volunteer groups.</li> <li>• Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Sharing funding streams / helping EMO navigate funding for comfort centers</li> <li>• Helping comfort center navigate accessible chair lift options &amp; Funding</li> </ul>
<p>Facilitate and host Richmond County's Collaborative Network Meetings</p>		<ul style="list-style-type: none"> <li>• Support and connect citizens and volunteer groups.</li> <li>• Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	<p>A quarterly collaborative network comprised of service providers, volunteers and professionals who come together to share information with the objective to build stronger partnerships that will result in positive outcomes for Richmond County.</p>

# STRATEGIC PLAN CATEGORY :

## Lead and Engage Stakeholders

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
Working collaboratively with Accessibility Leads in Cape Breton		<ul style="list-style-type: none"> <li>• Find and leverage funding</li> <li>• Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	Working with all Accessibility leads in Cape Breton to develop a regional cohort to help support joint initiatives.
GMIST : ACTivate Cohort		<ul style="list-style-type: none"> <li>• Collaboration with organizations in a variety of areas to pursue shared goals.</li> </ul>	As one of the cohort representatives for Richmond County , attended the GMIST ACTivate 2025 course through St. Fx Coady Insitue - this course focused on asset-based community development.
Activate Richmond		<ul style="list-style-type: none"> <li>• -Collaboration with organizations in a variety of areas to pursue shared goals.</li> <li>• Support and connect citizens and volunteer groups.</li> </ul>	In partnership with CDENE and the Cape Breton Partnership, facilitate a multi-series of community-based events, each highlighting a different sectors, such as the food industry or community organizations. These events provide engaging networking opportunities tailored to industry professionals. The first event will bring together local producers, restaurateurs, suppliers, and food entrepreneurs to foster connections, exchange ideas, and explore collaboration opportunities

# STRATEGIC PLAN CATEGORY :

## Nurture Quality of Life

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
Support & Attend Seniors Take Action		<ul style="list-style-type: none"> <li>• Ensure a welcoming experience that value equity , diversity and Inclusion</li> <li>• Utilize an accessibility and age-friendly approach to all projects and initiatives</li> </ul>	<p>Attend &amp; support STAC meetings as well a various initiatives like their intergenerational march break fun days, and imagine the possibilities of conferences.</p> <p>Sit as an advisory member for the Seniors Center Without Wall Project.</p>
IDEA Plan Refresh		<p>Ensure a welcoming experience that value equity , diversity and Inclusion</p> <p>Utilize an accessibility and age-friendly approach to all projects and initiatives</p>	<p>Assist the committee &amp; the Village of St. Peter’s in developing and updating their plan to support IDEA in Richmond County, ensuring alignment with provincial legislation.</p>

# STRATEGIC PLAN CATEGORY :

## Nurture Quality of Life

Progress guide:

Completed



In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
Housing Development Support		<ul style="list-style-type: none"> <li>Encourage Housing Development Across the Housing Continuum</li> </ul>	Develop a comprehensive Report on Municipal and Village-Led Housing Developments Across Nova Scotia - exploring best processes , funding streams and initiatives
Welcome Network Coffee & Connects		<ul style="list-style-type: none"> <li>Ensure a welcoming experience that value equity , diversity and Inclusion</li> <li>Utilize an accessibility and age-friendly approach to all projects and initiatives</li> </ul>	Collaborate with the Cape Breton Partnership's Welcome Network and Connector Program to support community-based coffee chats, fostering authentic and meaningful connections between newcomers and the community.
Access Awareness Week in partnership with the Village of St. Peter's		<ul style="list-style-type: none"> <li>Ensure a welcoming experience that value equity , diversity and Inclusion</li> <li>Utilize an accessibility and age-friendly approach to all projects and initiatives</li> </ul>	<ul style="list-style-type: none"> <li>In partnership with the Village of St.Peter's , hosted two move-it events</li> <li>Supported the Mel Hebb awards</li> <li>Apply and were successful in hosting the first ever fully accessible silent disco - this event was hosted in Richmond county by live streamed with various watch parties across the province.</li> </ul>

# STRATEGIC PLAN CATEGORY :

## Nurture Quality of Life

Progress guide:

Completed



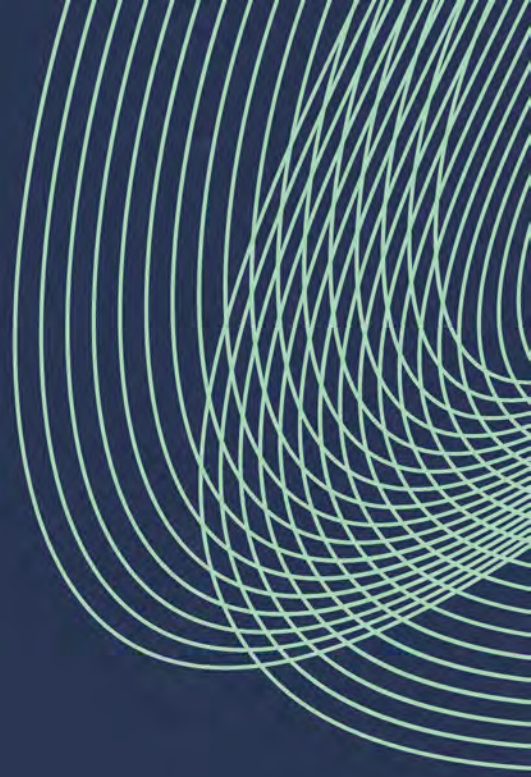
In Progress



Not completed



Task:	Status :	Objective in relation to the Municipal Strat Plan:	Notes:
<p>Welcome Network Coffee &amp; Connects</p>		<ul style="list-style-type: none"> <li>• Ensure a welcoming experience that value equity , diversity and Inclusion</li> <li>• Utilize an accessibility and age-friendly approach to all projects and initiatives</li> </ul>	<p>Collaborate with the Cape Breton Partnership's Welcome Network and Connector Program to support community-based coffee chats, fostering authentic and meaningful connections between newcomers and the community.</p>
<p>Raising the villages: Richmond Community Collaborative conference/forum planning Advisory Group</p>		<ul style="list-style-type: none"> <li>• Ensure a welcoming experience that value equity , diversity and Inclusion</li> <li>• Utilize an accessibility and age-friendly approach to all projects and initiatives</li> <li>• Support, build and enhance spaces for health and wellness.</li> </ul>	<p>A collaborative working group of service providers , organizations that support the social determinates for health Richmond County. This working group is exploring opportunities to offer pop ups and an event in Richmond county focused on community based collaboration .</p>



THE MUNICIPALITY OF THE COUNTY OF RICHMOND  
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND





# RICHMOND MULTI-USE CENTRE FEASIBILITY STUDY

DATE 2025-01-17



INTRODUCTION

1

# REPORT INTRODUCTION

## WHAT WE DID:

### Phase 1: Needs Assessment

- Review and summarization of existing background reports/information
- One (1) Councilor Meeting;
- Mi'kmaq Community Outreach;
- Four (4) Staff Interviews;
- Three (3) Stakeholder Meetings;
- Four (4) Community Pop-ups;
- Request for Briefs (stakeholders/user groups)
- Community Survey (Online/hard-copy)
- What We Heard Document
- Walkthrough tours and discussion.
- Sites evaluation through a site evaluation matrix
- Needs assessment and recommendations

### Phase 2: Concept Design and Business & Operational Plan

- Functional program development
- Facility design and conceptual site planning
- Class 'D' cost estimate
- Evaluation of operational models
- Building Modeling Energy Analysis
- Estimate of probable operational costs and probable revenues

### Phase 3: What We Heard Design Review

- What We Heard Document



WHAT WE HEARD

2

## PHASE 1 ENGAGEMENT

Engagement events and tactics during this phase of the Study included:

- One (1) Councilor Meeting
- Mi'kmaq Community Outreach
- Four (4) Staff Interviews
- Three (3) Stakeholder Meetings
- Four (4) Community Pop-ups
- Request for Briefs (stakeholders/ user groups)
- Community Survey (Online/hard-copy).



# WHAT WE HEARD

The workshops, interviews, events and community survey from Phase 1 have been summarized into a series of “Key Themes”. While the feedback received varied, several pivotal themes have surfaced, which will be taken into account during the development of the Study. This section offers an overview and synopsis of the feedback collected, and has been categorized into four (4) “Key Themes”, which are outlined below.

## KEY THEMES

**Be Complementary not Competitive**



**Prioritize a Central Location**

**Optionality for Space Intensive Uses**



**Promote Inclusive Participation to Proactively Address Gaps in Programming**

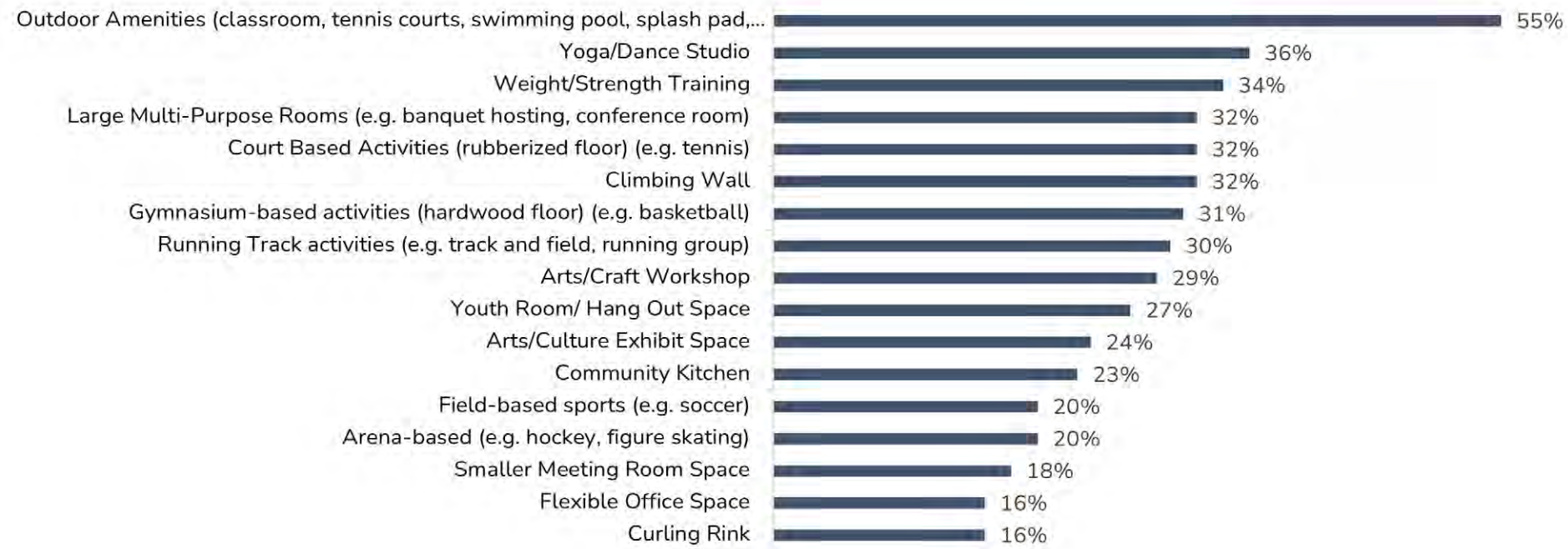
## Community Survey

- 409 responses
- 40-64 years old (53%),
- 20-39 years old (25%)
- 65 and up (21%)
- 19 or younger (1%)

“Are additional indoor multi-use community recreation space and/or recreation/sport programs are required to meet your needs?”

- (76%) said “yes”
- (13%) said “no”
- (11%) said “unsure”.

## What Space Type is Needed?



Other facility space-types identified by participants:

- Pickleball
- Healthcare amenities
- Performance/theatre space
- Maker space
- Walking track
- Bowling alley



SITE EVALUATION

3

# SITE EVALUATION MATRIX

## Challenges:

- The Municipality does not currently own many ideal locations for the Multi-Use Facility. The Whiteside Road location being the only site identified owned by the Municipality that could meet the requirements for the Multi-Use Centre.
- The Geography of the County of Richmond is large and populations centres are quite far from each other, making a central location important.
- Due to this large geography, population centres would benefit directly from the installation of a Multi-Use Centre in their community. Therefore, careful consideration is needed to ensure public satisfaction.

## Matrix Description:

- Screening Criteria
- Physical Criteria
- Economic Criteria
- Planning Criteria

## Hypothetical Examination:

- Successful outcome was a site located directly adjacent to the existing Arena.



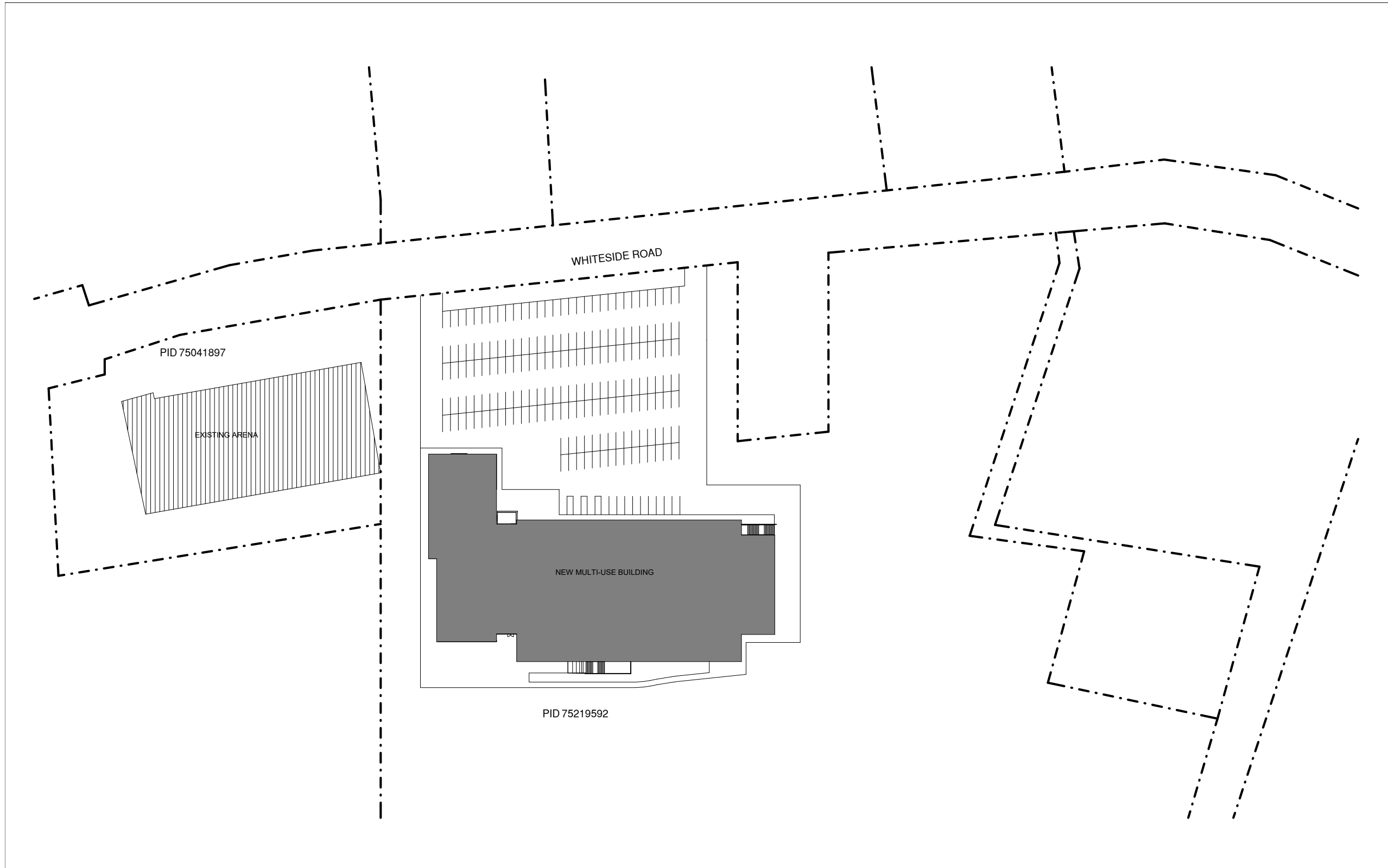
SITE EVALUATION MATRIX.										Dated: Nov 2023							
<b>GIVEN SCORES: 0 = NO 1 = YES</b> <b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b>					<b>SITE A</b> Highway 104/ Lousidale Connector (PID 75091827)		<b>SITE B</b> Whiteside Rd. (PID 75190801/75190819)		<b>SITE C</b> St. Peters, Lions Club (PID 75110585)		<b>SITE D</b> Richmond Arena (PID 75041897/75036186)						
CATEGORY A: SCREENING CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION				WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE				
A1	<b>Site Capacity:</b> the ability of the site to accommodate a similarly sized building program, site program and all exterior amenities etc. Is the scale and configuration of the property suitable. Are there any likely physical or topographical restrictions or environmental constraints e.g wetlands?				1	1	1	1	1	1	1	1	1				
A2	<b>Site Resources:</b> access to roads, emergency access, access to sewer, water and power. Does the area allow road frontage and offer good site access potential. Will the site access require off-site works such as turning lanes or traffic signals? Does the site have access to sewer, water and power.				1	0	0	1	1	1	1	1	1				
A3	<b>Recreation Master Plan:</b> consideration of the site's ability to meet goals and direction of the City's Recreation Master Plan. Is the site consistent with other recreational space goals and plans?				1	1	1	1	1	1	1	1	1				
<b>CATEGORY A/B: SITE SUBTOTALS (MAX. 3 POINTS PER SITE)</b>						2		3		3		3					
<b>GIVEN SCORES: 0 = POOR 1 = ADEQUATE 2 = GOOD 3 = VERY GOOD</b> <b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b>					SITE A		SITE B		SITE C		SITE D						
CATEGORY B: PHYSICAL CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION				WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE				
B1	<b>Site Synergies:</b> existing, or potential, positive site adjacencies. Does the site have positive adjacencies with other recreational facilities, parkland, educational facilities or other attractors and generators. Is there potential to share site elements e.g. overflow parking, site access, stormwater detention etc?				3	0	0	1	3	3	9	3	9				
B2	<b>Views from the site:</b> View of the ocean/natural amenities. Does the site have a visual connection to the landscape?				1	1	1	1	1	1	1	0	0				
B3	<b>Visibility &amp; Legibility:</b> visibility of the site, and building, from the community and potential for prominence, legibility and easy navigation. Any strong visual connections from major transportation routes and/or from other key locations into the site? Potential for good site legibility or building prominence? Will the site, and building location, promote easy navigation to the facility?				2	2	4	2	4	2	4	1	2				
B4	<b>Future Expansion Potential:</b> issues related to future expansion of programs or facilities. Does the site offer potential for future expansion of programs or facilities?				1	1	1	1	1	1	1	1	1				
B5	<b>Security:</b> potential public safety, or security, concerns. Does the site location raise any public, or staff, security concerns either during or after public hours? Does the site offer any natural surveillance opportunities and can it likely be developed in accordance with CPTED principles?				1	1	1	1	1	1	1	1	1				
<b>CATEGORY A/B: SITE SUBTOTALS (MAX. 18 POINTS PER SITE)</b>						8		12		18		15					
<b>GIVEN SCORES: 0 = POOR 1 = ADEQUATE 2 = GOOD 3 = VERY GOOD</b> <b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b>					SITE A		SITE B		SITE C		SITE D						
CATEGORY C: ECONOMIC CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION				WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE				
C2	<b>Site Acquisition Costs:</b> likely acquisition costs and terms of ownership of the site. What is current ownership status and what effect will that have on site acquisition costs? Are there any access, service or drainage easements, or other covenants, which may limit development potential or affect acquisition costs.				3	2	6	3	9	0	0	1	3				
C3	<b>On-site Development Costs:</b> likely costs associated with earthworks and/or environmental operations. Are there any anticipated costs such as demolition, contamination remediation, or clearing and grubbing? Will mitigation of microclimatic conditions involve significant effort and cost?				3	0	0	1	3	2	6	2	6				
<b>CATEGORY C: SITE SUBTOTALS: (MAX. 18 POINTS PER SITE)</b>						6		12		6		9					
<b>GIVEN SCORES: 0 = POOR 1 = ADEQUATE 2 = GOOD 3 = VERY GOOD</b> <b>4 = ESSENTIAL</b> <b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b>					SITE A		SITE B		SITE C		SITE D						
CATEGORY D: PLANNING CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION				WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE				
D1	<b>Geographic Centrality within the Richmond Municipality:</b> is the site easily accessed from all regions of the Municipality. Will the site be accepted by all areas within the Municipality, and provide an easily accessed location for the population?				4	3	12	1	4	1	4	3	12				
D3	<b>Neighbourhood Compatibility:</b> overall compatibility of the proposed development with adjacent uses. Will the development have a significant visual or physical impact on the neighbourhood? Will any neighbouring land uses impact future users of the site? Will there be any significant negative impact on adjacent development potential?				3	3	9	1	3	3	9	3	9				
D4	<b>Site Availability:</b> issues related to site availability and timeliness or phasing of proposed development. Is the site readily available or would development be subject delays associated with transfer of land? Would development be contingent on action by other parties or require phasing with other projects.				3	0	0	3	9	1	3	2	6				
<b>CATEGORY D: SITE SUBTOTALS: (MAX. 34 POINTS PER SITE)</b>						21		16		16		27					
<b>OVERALL SITE SCORES (MAX. 73 POINTS PER SITE)</b>						35		40		40		51					



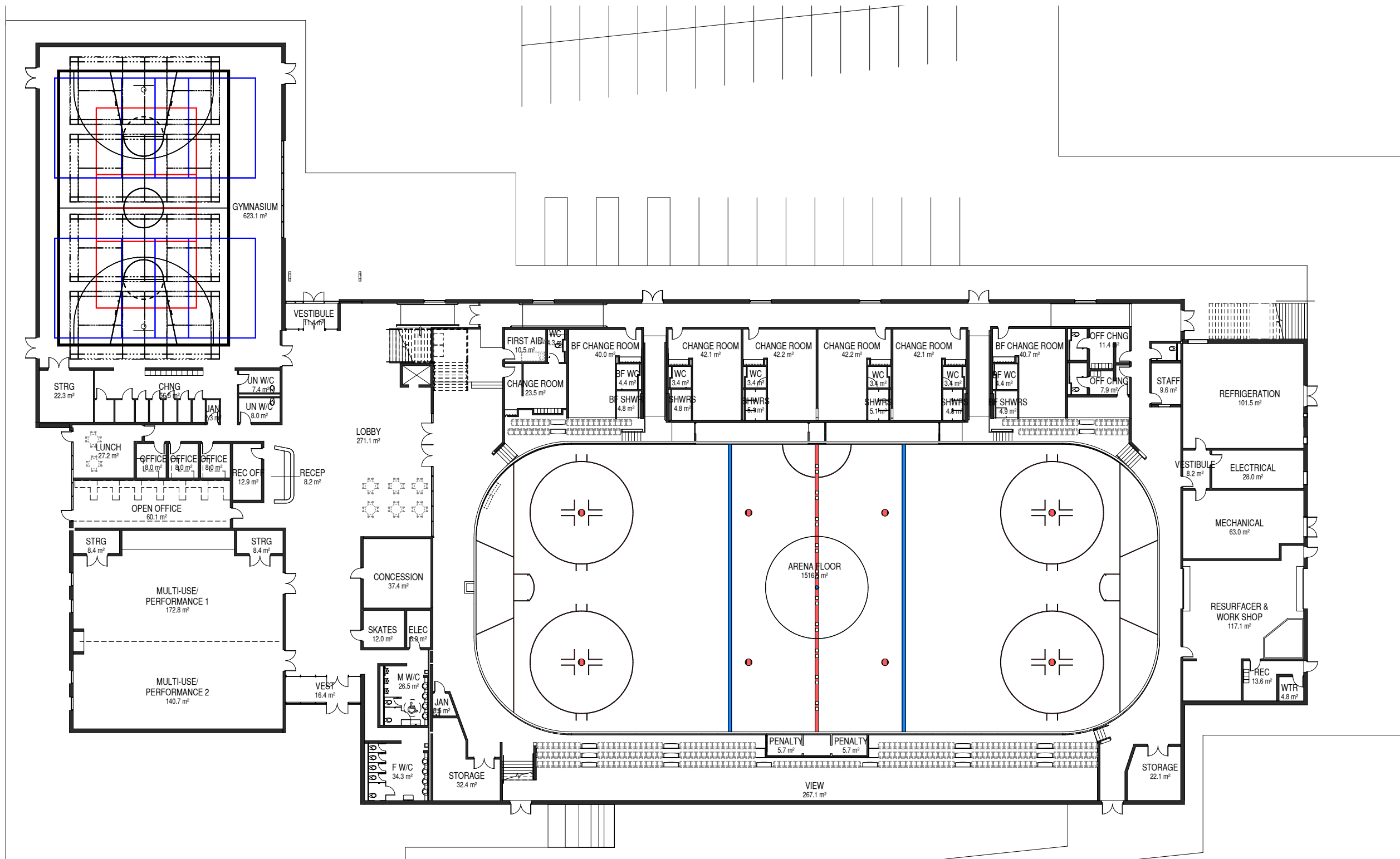
CONCEPT DESIGN DRAWINGS

4

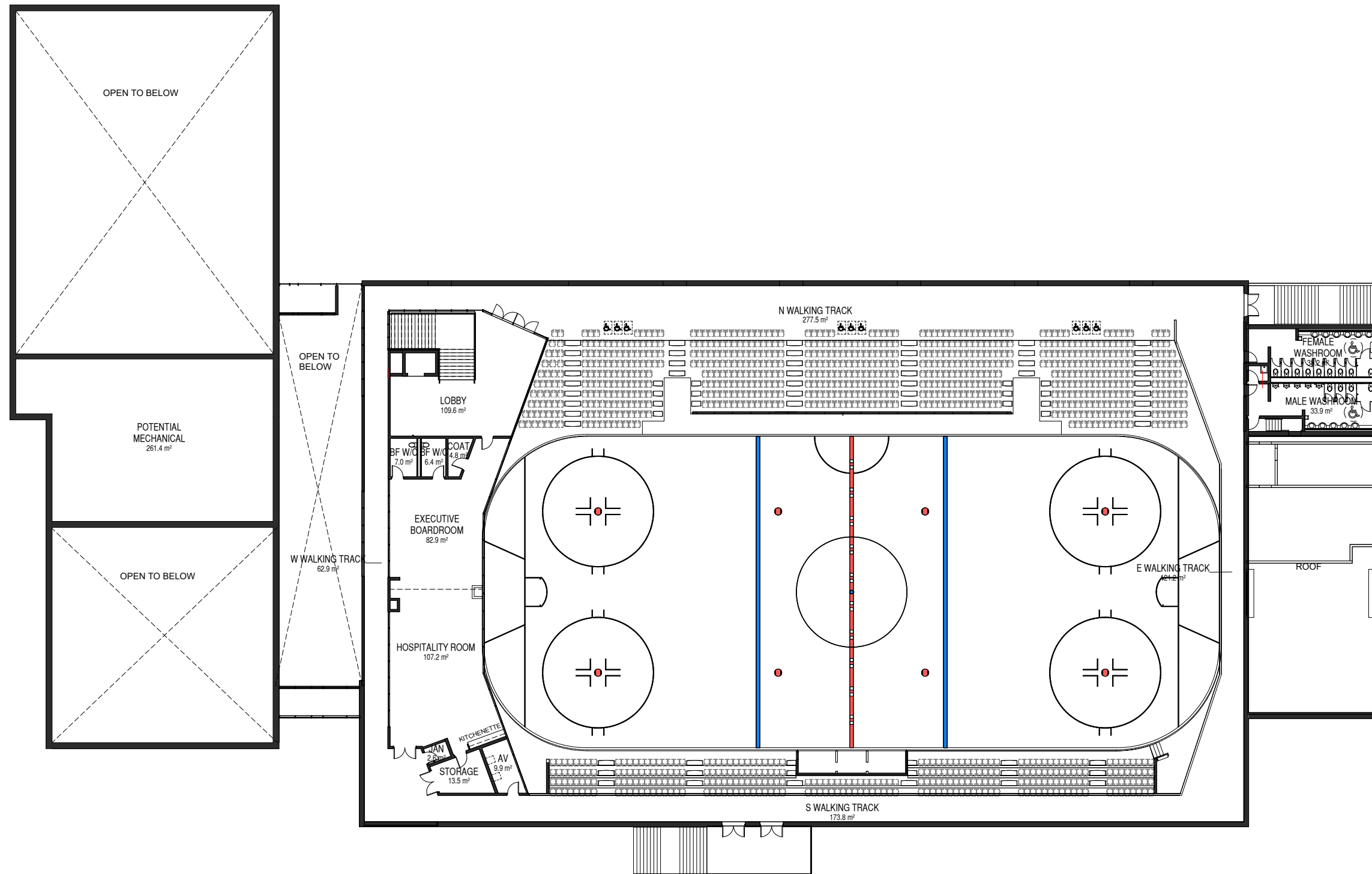
# SITE PLAN



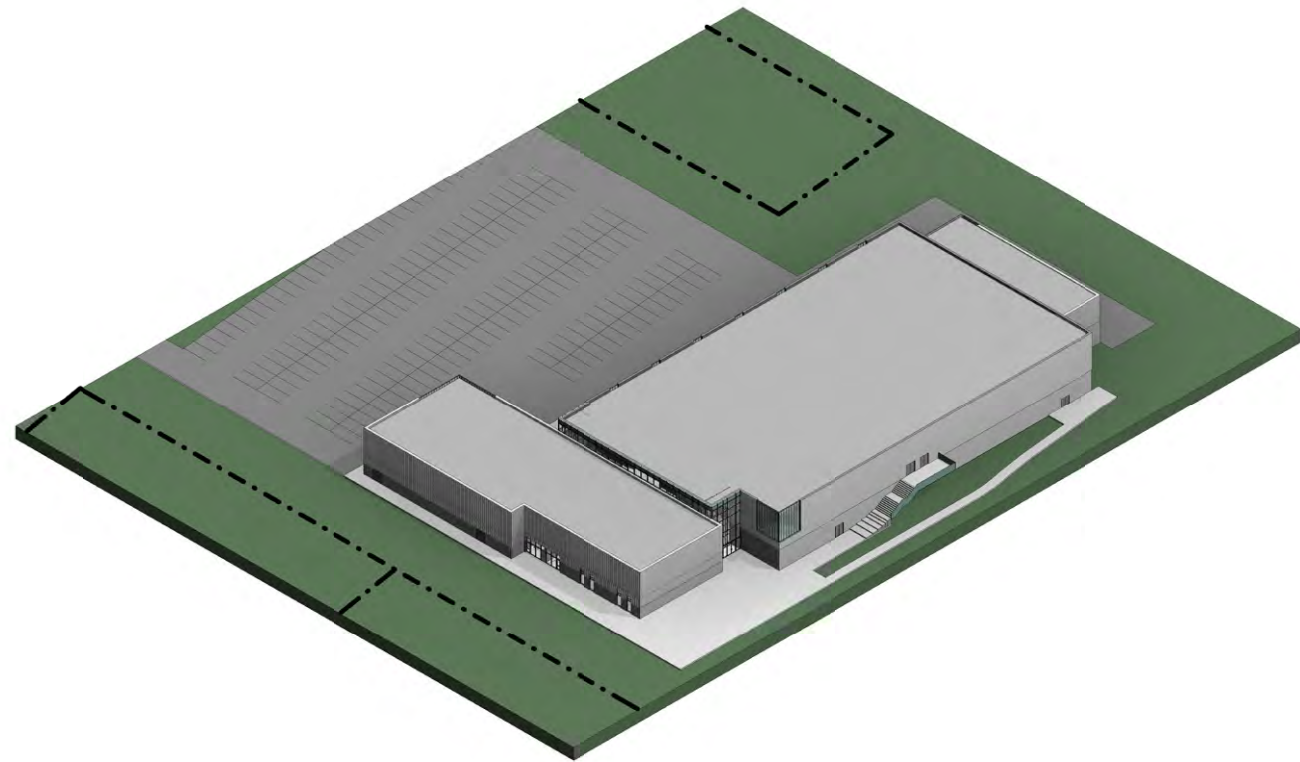
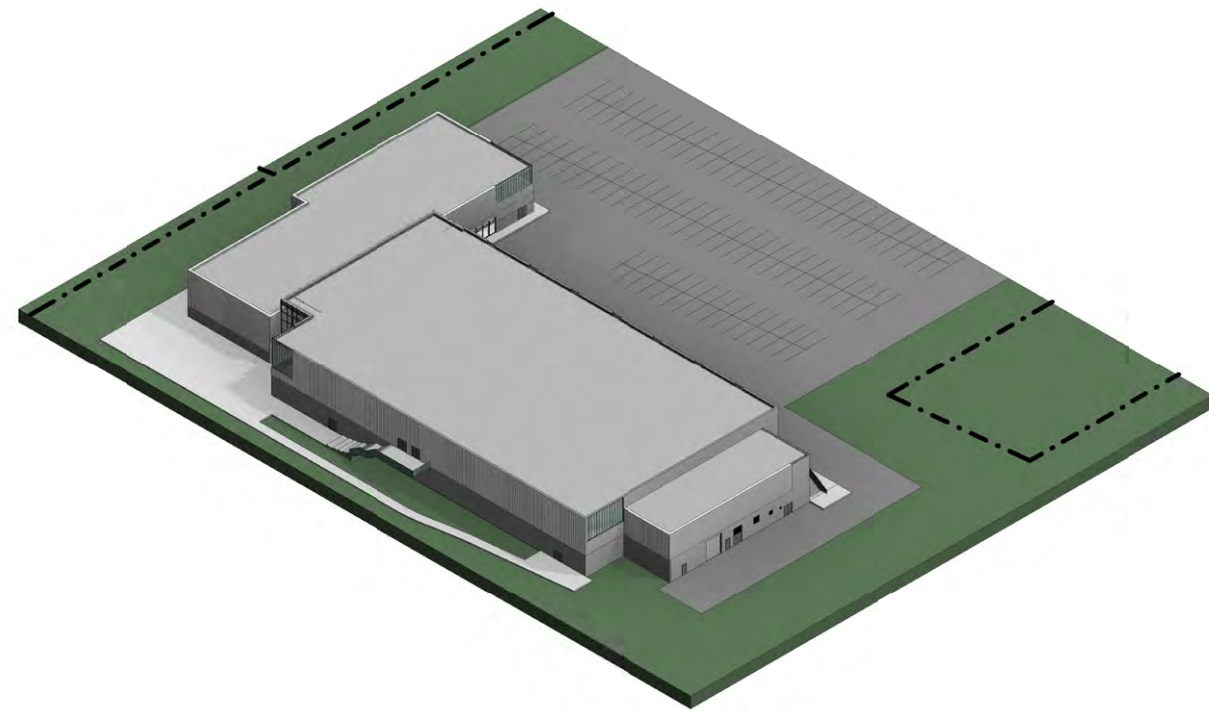
LEVEL 1



LEVEL 2



# 3D ELEVATIONS

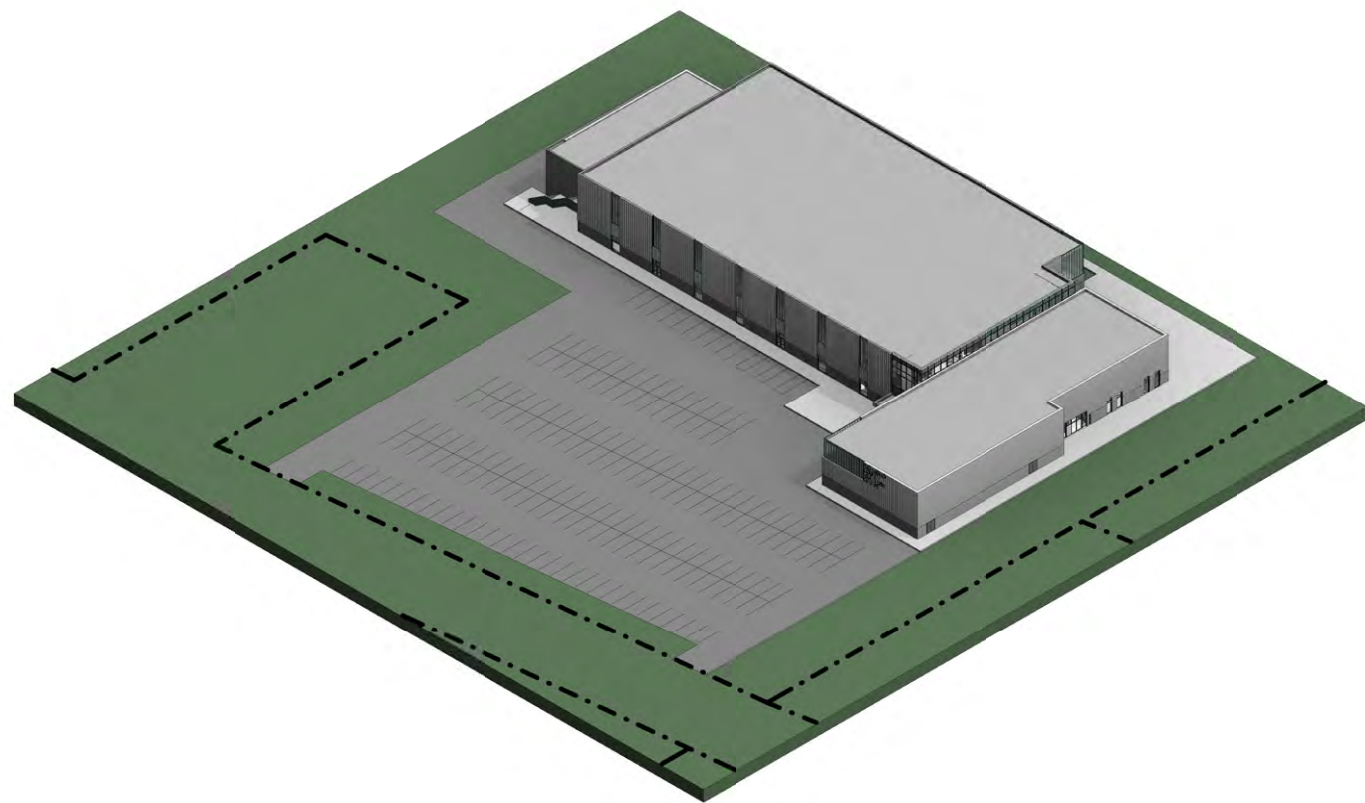


1  
9

SOUTHEAST ELEVATION

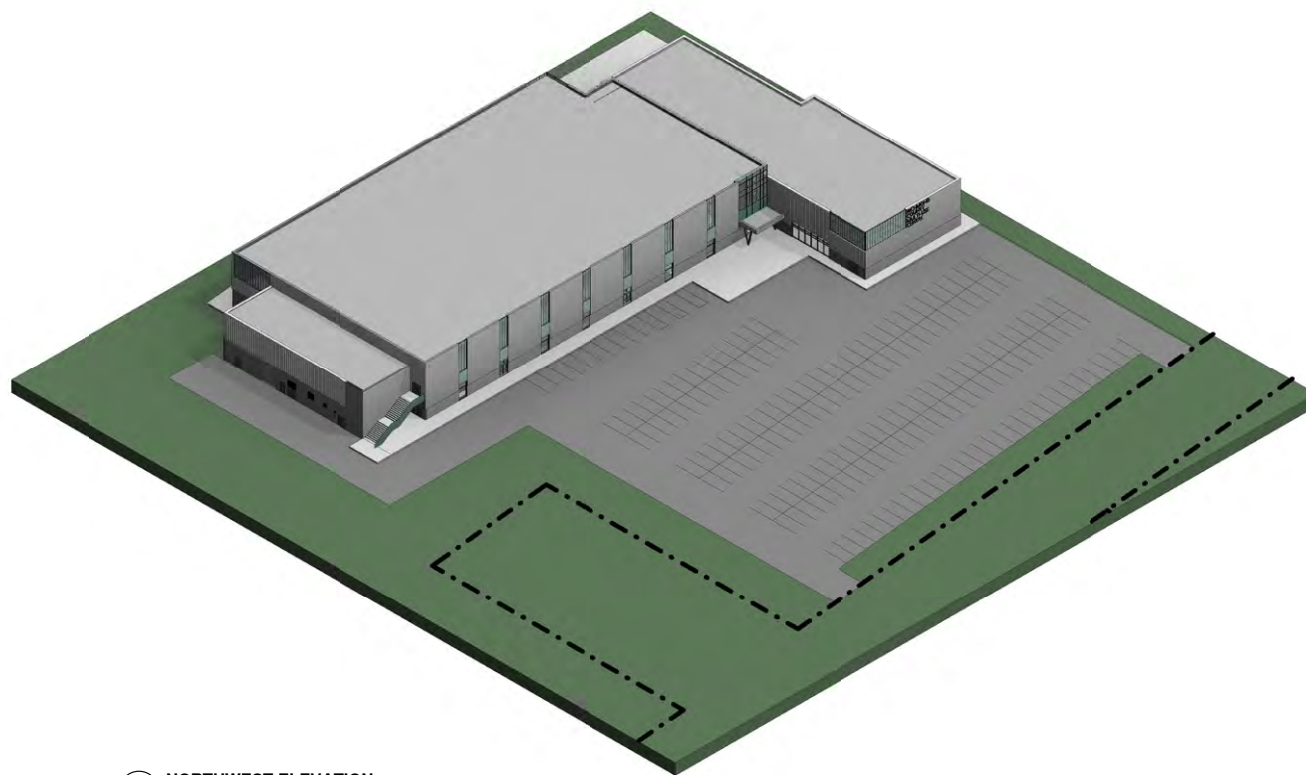
2  
9

SOUTHWEST ELEVATION



1  
8

NORTHEAST ELEVATION



2  
8

NORTHWEST ELEVATION

# RENDERING 1



# RENDERING 2



OPERATIONS

5

## FINANCIAL OVERVIEW AND REVENUE STREAMS

### ESTIMATED OPERATING COSTS AND REVENUES

- Conservative financial projections based on market research with 5 year revenue & expense projections indexed at 3.73% per year (Nova Scotia CPI).

### REVENUE SOURCES

- Ice Rentals (56% of total revenue).
- Gymnasium Rentals (14% of total revenue).
- Multiuse Room Rentals (13% of total revenue).
- Ancillary Revenue (advertising, leased spaces, vending, etc.).
- Food & Beverage Services.

## KEY FINANCIAL CHALLENGES AND PROJECTIONS

### PROJECTED LOSS AND UTILIZATION IMPACT

- Facility projected to operate at a loss of \$535K - \$785K per year.
- Prime-time ice utilization at 76%.
- Gymnasium at 15% total usage.
- Multiuse rooms at 7% total usage

### FINANCIAL SUSTAINABILITY DEPENDENT ON:

- Increased utilization (targeting 10%+ increase).
- Expense synergies with County services (shared staffing, insurance, logistics).
- Operational efficiencies (improved marketing, better cost management).

## LIFECYCLE PLANNING & FUTURE SUSTAINABILITY

### LONG-TERM CAPITAL RESERVE STRATEGY

- Projected facility lifespan: 30 years.
- Estimated future replacement cost: \$87M (indexed at 2.45% CPI).
- Recommended annual Capital Reserve allocation: \$359K - \$1.08M.
- Preventative Maintenance Program (PMP) to extend equipment lifespan.
- Operational Efficiencies: Shared resources, flexible usage, cost savings.

## COST-BENEFIT ANALYSIS OVERVIEW

### FINANCIAL PROJECTIONS

- Year 1 Revenue: \$291,024, Expenses: \$1,077,024
- Net Loss: -\$784,581 (Initial years projected deficit)

### INTANGIBLE BENEFITS

- Community Impact: Increased active lifestyle opportunities, enhanced regional engagement through events and sports.
- Economic Development: Attraction of external user groups and potential sponsorships, growth in local tourism.
- Social Equity: Low price points make services accessible to a broad demographic.

### Key Recommendations:

1. Increase facility utilization through marketing
2. Explore additional revenue streams (e.g., summer rentals)
3. Optimize costs via energy-efficient operations

## ECONOMIC IMPACT ASSESSMENT

### CONSTRUCTION PHASE

- Job Creation: 200-250 temporary jobs, Local Spending: \$31.5M on materials, labor, and service.

### OPERATIONAL PHASE

- Revenue Potential Over 30 Years: \$15.7M, Long-Term Jobs: 10.5 FTE positions
- Sport Tourism Impact: 8 annual events attracting 280+ participants, Direct local spending: \$5.86M over 30 years

### COMMUNITY AND ECONOMIC BENEFITS

- Boosts local business (restaurants, hotels, retail)
- Increases property values and regional attractiveness
- Supports tourism and economic diversification

### STRATEGIC ACTIONS:

1. Develop an Event Strategy to attract high-impact sports tourism
2. Collaborate with Sport Tourism Canada for funding & exposure
3. Utilize economic modeling tools to track long-term impact

## FUNDING & SUSTAINABILITY STRATEGY

### POTENTIAL FUNDING SOURCES

- Federal & Provincial Grants: Canada Community-Building Fund, Recreation Facility Development Fund, Green Municipal Fund (Energy Efficiency Grants)
- Private Sector & Sponsorships: Corporate partnerships & naming rights, local business sponsorships
- Community Fundraising Initiatives: Crowdfunding & donor campaigns, charity events & memberships

### LONG TERM VIABILITY PLAN:

1. Establish a capital reserve fund for maintenance
2. Develop green initiatives to reduce operational costs
3. Engage stakeholders for sustainable revenue growth



COST ESTIMATE

6



**Altus Group**

**\$43,138,000**

RICHMOND MULTI-PURPOSE CENTRE TOTAL

# ELEMENTAL SUMMARY

## RICHMOND MULTI-PURPOSE CENTRE

**\$6,327/m<sup>2</sup>**  
TOTAL /m<sup>2</sup>

**\$588/sf**  
TOTAL /sf

**6,818 m<sup>2</sup>**

**73,393 sf**  
COMP. GCA

Element	GCA Ratio	Element Quantity	Element Unit Rate	Cost Total	\$ Total /m <sup>2</sup> GCA	%
<b>A SHELL</b>				<b>12,809,300</b>	<b>1,879 /m<sup>2</sup></b>	<b>29.7%</b>
A1 Substructure				1,866,526	274 /m <sup>2</sup>	4.3%
A11 Foundations	0.77	5,264 m <sup>2</sup>	355 /m <sup>2</sup>	1,866,526	274 /m <sup>2</sup>	4.3%
A2 Structure				4,569,983	670 /m <sup>2</sup>	10.6%
A21 Lowest Floor Construction	0.77	5,264 m <sup>2</sup>	160 /m <sup>2</sup>	842,698	124 /m <sup>2</sup>	2.0%
A22 Upper Floor Construction	0.18	1,239 m <sup>2</sup>	841 /m <sup>2</sup>	1,041,857	153 /m <sup>2</sup>	2.4%
A23 Roof Construction	0.77	5,264 m <sup>2</sup>	510 /m <sup>2</sup>	2,685,427	394 /m <sup>2</sup>	6.2%
A3 Exterior Envelope				6,372,792	935 /m <sup>2</sup>	14.8%
A32 Walls Above Main Floor	0.54	3,667 m <sup>2</sup>	950 /m <sup>2</sup>	3,482,649	511 /m <sup>2</sup>	8.1%
A33 Windows & Entrances	0.06	415 m <sup>2</sup>	1,652 /m <sup>2</sup>	686,032	101 /m <sup>2</sup>	1.6%
A34 Roof Covering	0.77	5,264 m <sup>2</sup>	352 /m <sup>2</sup>	1,850,339	271 /m <sup>2</sup>	4.3%
A35 Projections	0.00	1 sum	353,772 /sum	353,772	52 /m <sup>2</sup>	0.8%
<b>B INTERIOR</b>				<b>5,425,899</b>	<b>796 /m<sup>2</sup></b>	<b>12.6%</b>
B1 Partitions & Doors				2,592,894	380 /m <sup>2</sup>	6.0%
B11 Partitions	0.80	5,472 m <sup>2</sup>	412 /m <sup>2</sup>	2,255,894	331 /m <sup>2</sup>	5.2%
B12 Doors	0.01	99 no	3,404 /no	337,000	49 /m <sup>2</sup>	0.8%
B2 Finishes				1,364,999	200 /m <sup>2</sup>	3.2%
B21 Floor Finishes	1.00	6,819 m <sup>2</sup>	95.34 /m <sup>2</sup>	650,090	95 /m <sup>2</sup>	1.5%
B22 Ceiling Finishes	1.00	6,819 m <sup>2</sup>	48.57 /m <sup>2</sup>	331,174	49 /m <sup>2</sup>	0.8%
B23 Wall Finishes	1.80	12,303 m <sup>2</sup>	31.19 /m <sup>2</sup>	383,735	56 /m <sup>2</sup>	0.9%
B3 Fitting & Equipment				1,468,006	215 /m <sup>2</sup>	3.4%
B31 Fitting & Fixtures	1.02	6,933 m <sup>2</sup>	194 /m <sup>2</sup>	1,348,006	198 /m <sup>2</sup>	3.1%
B33 Conveying Systems	0.00	1 no	120,000 /no	120,000	18 /m <sup>2</sup>	0.3%
<b>C SERVICES</b>				<b>9,672,460</b>	<b>1,419 /m<sup>2</sup></b>	<b>22.4%</b>
C1 Mechanical & Electrical				6,258,385	918 /m <sup>2</sup>	14.5%
C11 Plumbing & Drainage	1.02	6,933 m <sup>2</sup>	140 /m <sup>2</sup>	972,240	143 /m <sup>2</sup>	2.3%
C12 Fire Protection	1.02	6,933 m <sup>2</sup>	50.36 /m <sup>2</sup>	349,145	51 /m <sup>2</sup>	0.8%
C13 HVAC	1.02	6,933 m <sup>2</sup>	660 /m <sup>2</sup>	4,576,900	671 /m <sup>2</sup>	10.6%
C14 Controls	1.02	6,933 m <sup>2</sup>	51.94 /m <sup>2</sup>	360,100	53 /m <sup>2</sup>	0.8%
C2 Electrical				3,414,075	501 /m <sup>2</sup>	7.9%
C21 Service & Distribution	1.02	6,933 m <sup>2</sup>	258 /m <sup>2</sup>	1,788,325	262 /m <sup>2</sup>	4.1%
C22 Lighting, Devices & Heating	1.02	6,933 m <sup>2</sup>	141 /m <sup>2</sup>	975,450	143 /m <sup>2</sup>	2.3%
C23 Systems & Ancillaries	1.02	6,933 m <sup>2</sup>	93.80 /m <sup>2</sup>	650,300	95 /m <sup>2</sup>	1.5%
<b>D SITE &amp; ANCILLARY WORK</b>				<b>1,723,820</b>	<b>253 /m<sup>2</sup></b>	<b>4.0%</b>
D1 Site Work				1,723,820	253 /m <sup>2</sup>	4.0%
D11 Site Development	0.00	1 Sum	1,347,940	1,347,940	198 /m <sup>2</sup>	3.1%
D12 Mechanical Site Services	0.00	1 Sum	165,880 /Sum	165,880	24 /m <sup>2</sup>	0.4%
D13 Electrical Site Services	0.00	1 Sum	210,000 /Sum	210,000	31 /m <sup>2</sup>	0.5%
Net Construction Estimate				\$29,631,479	4,346 /m <sup>2</sup>	68.7%
<b>Z GENERAL REQUIREMENTS &amp; ALLOWANCES</b>				<b>13,506,143</b>	<b>1,981 /m<sup>2</sup></b>	<b>31.3%</b>
Z1 General Requirements & Fee				4,604,730	675 /m <sup>2</sup>	10.7%
Z11 General Requirements		9.0 %		2,666,830	391 m <sup>2</sup>	6.2%
Z12 Contractor's Fee		6.0 %		1,937,900	284 m <sup>2</sup>	4.5%
Total Construction Estimate (Excluding Contingencies)				\$34,236,209	5,021 /m <sup>2</sup>	79.4%
Z2 Contingencies				8,901,413	1,305 /m <sup>2</sup>	20.6%
Z21 Design and Pricing Contingency		20.0 %		6,847,240	1,004 m <sup>2</sup>	15.9%
Z22 Escalation				EXCLUDED		
Z23 Construction Contingency		6.0 %		2,054,173	301 m <sup>2</sup>	4.8%
<b>TOTAL CONSTRUCTION COST</b>				<b>\$43,137,622</b>	<b>6,327 /m<sup>2</sup></b>	<b>100%</b>

# ENERGY REPORT



# 3 ENERGY MODELING RESULTS

## 3.1 PROPOSED BUILDING RESULTS

The following table presents the results of energy use breakdown for the proposed building.

**Table 4: Energy use for proposed building**

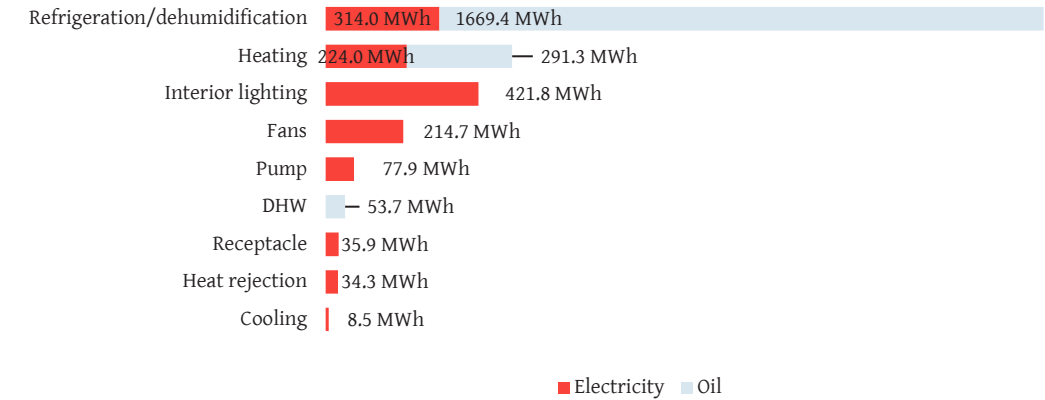
	Energy Use (MWh)			Load distribution (%)
	Electricity	Oil	Total	
Interior lighting	421.8	0.0	421.8	13%
Receptacle	35.9	0.0	35.9	1%
Heating	224.0	291.3	515.3	15%
Cooling	8.5	0.0	8.5	0%
Refrigeration/dehumidification	314.0	1,669.4	1,983.4	59%
Heat rejection	34.3	0.0	34.3	1%
Pump	77.9	0.0	77.9	2%
Fans	214.7	0.0	214.7	6%
DHW	0.0	53.7	53.7	2%
<b>Total</b>	<b>1,331</b>	<b>2,014.4</b>	<b>3,346</b>	-
<b>Total energy TEUI (GJ/m²)</b>	<b>3,346</b>			
	<b>1.13</b>			

The building's primary energy consumption comes from the dehumidification process. The ice rink is an area that generates a lot of humidity, particularly from resurfacing, but also from water evaporated by the occupants and from the moisture in the air that condenses upon contact with the cold ice.

To manage dehumidification, a desiccant wheel is used to reduce the amount of water in the supplied air through an absorbent material. However, it is necessary to regenerate this material, meaning it must be dried out with very hot, dry air. The regeneration air thus requires a lot of energy.

The indicated consumption can be greatly impacted by the set points chosen in areas near the ice rink. A higher set point in the stands can influence the cooling load of the ice rink, but also increase the condensation phenomenon, thus increasing the dehumidification load.

The heating system is supported by significant heat recovery from the refrigeration side.



**Figure 1: Breakdown of consumption by post**

**Table 5: CO2 emissions per energy**

	GES	Proposed
Electricity (tCO2eq)		599
Oil (tCO2eq)		508
<b>Total (tCO2eq)</b>		<b>1,106</b>

The province of Nova Scotia still has electricity that emits a high level of CO2, due to its production from coal and other fossil fuels. However, the province is taking significant steps to green its electricity production, notably by relying on wind energy. The goal is to reach 80% renewable energy by 2030 and be net-zero by 2035.

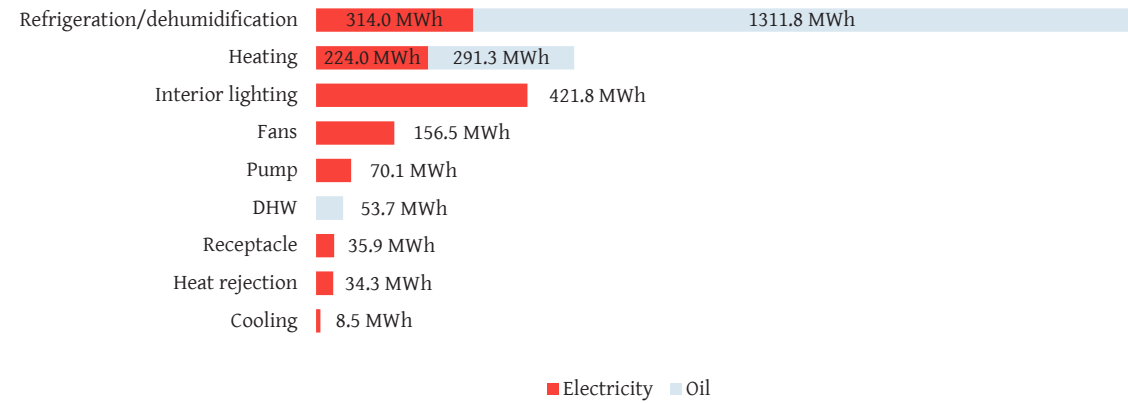
### 3.2 VARIANT 1 RESULTS

The following table presents the results of energy use breakdown for the variant 1, where heat recovery is used for the desiccant wheel regeneration air.

**Table 6: Energy use for variant 1**

	Energy Use (MWh)				
	Variant 1 building			Load distribution (%)	Savings compared to Proposed (%)
	Electricity	Oil	Total		
Interior lighting	421.8	0.0	421.8	14%	0%
Receptacle	35.9	0.0	35.9	1%	0%
Heating	224.0	291.3	515.3	18%	0%
Cooling	8.5	0.0	8.5	0%	0%
Refrigeration/dehumidification	314.0	1,311.8	1,625.8	56%	18%
Heat rejection	34.3	0.0	34.3	1%	0%
Pump	70.1	0.0	70.1	2%	10%
Fans	156.5	0.0	156.5	5%	27%
DHW	0.0	53.7	53.7	2%	0%
<b>Total</b>	<b>1,265</b>	<b>1,657</b>	<b>2,922</b>	-	
Total energy TEUI (GJ/m <sup>2</sup> )	2,922				13%
	0.99				

The consumption for heating the desiccant wheel is reduced by maximizing the use of the energy available from the condenser of the cooling loop.



**Figure 2: Breakdown of consumption by post**

**Table 7: CO2 emissions per energy**

GES	Variant 1	Savings compared to Proposed (%)
Electricity (tCO2eq)	569	5%
Oil (tCO2eq)	417	18%
<b>Total (tCO2eq)</b>	<b>986</b>	<b>11%</b>

Fossil energy consumption is reduced by 18% in this variant, allowing for a decrease in overall GHG emissions.

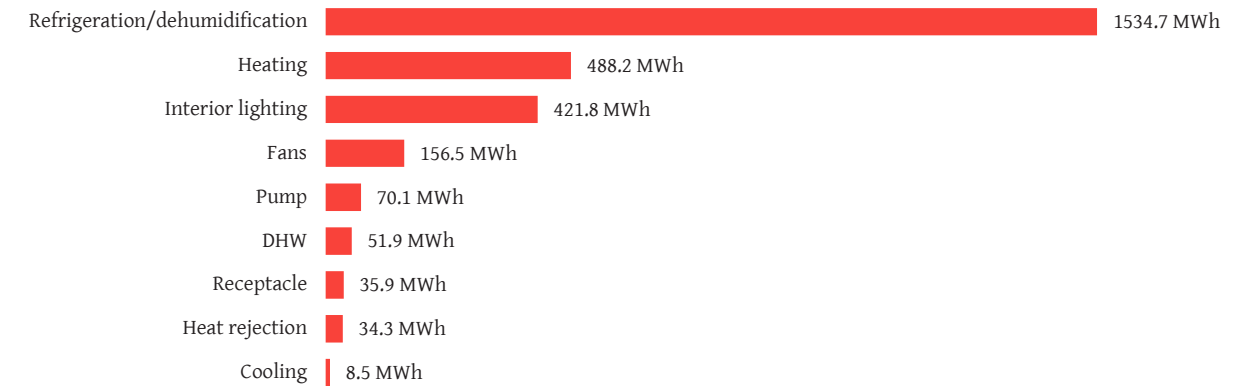
### 3.3 VARIANT 2 RESULTS

The following table presents the results of energy use breakdown for the variant 2, where electricity is the main source of energy for the building.

**Table 8: Energy use for proposed building**

	Energy Use (MWh)				
	Variant 2 building			Load distribution (%)	Savings compared to Proposed (%)
	Electricity	Oil	Total		
Interior lighting	421.8	0.0	421.8	15%	0%
Receptacle	35.9	0.0	35.9	1%	0%
Heating	488.2	0.0	488.2	17%	5%
Cooling	8.5	0.0	8.5	0%	0%
Refrigeration/dehumidification	1,534.7	0.0	1,534.7	55%	23%
Heat rejection	34.3	0.0	34.3	1%	0%
Pump	70.1	0.0	70.1	3%	10%
Fans	156.5	0.0	156.5	6%	27%
DHW	51.9	0.0	51.9	2%	3%
<b>Total</b>	<b>2,802</b>	<b>0</b>	<b>2,802</b>	-	
Total energy TEUI (GJ/m <sup>2</sup> )	2,802				16%
	0.94				

By switching to all-electric, consumption decreases slightly due to the 100% efficiency of electric production compared to the lower efficiency of combustion boilers.



**Figure 3: Breakdown of consumption by post**

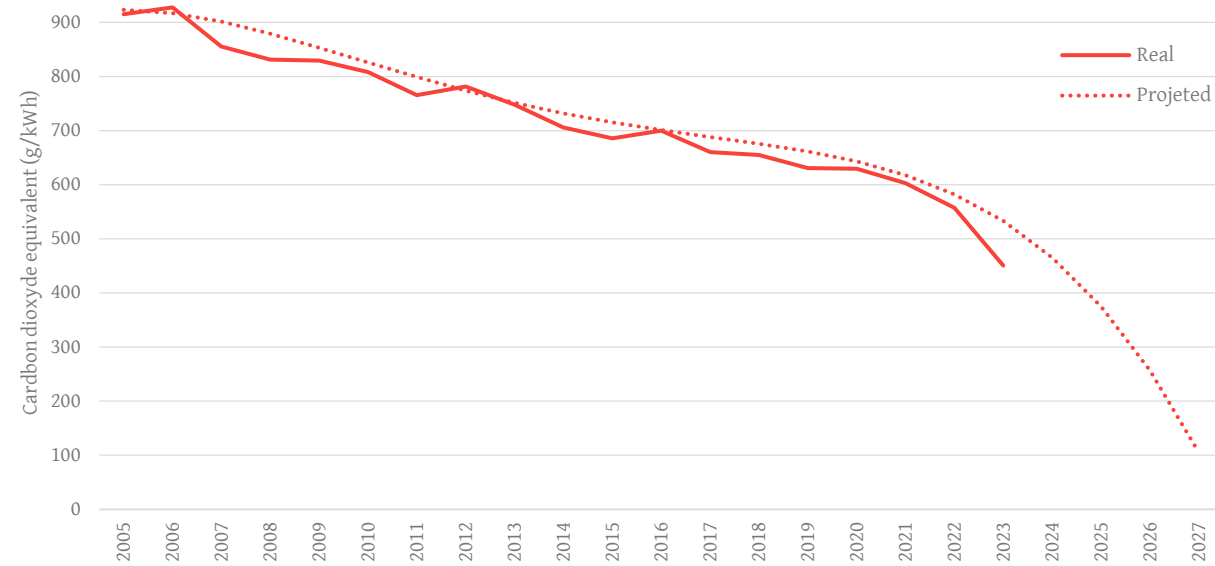
**Table 9: CO2 emissions per energy**

GES	Variant 2	Savings compared to Proposed (%)
Electricity (tCO2eq)	1261	-110%
Oil (tCO2eq)	-	-
Total (tCO2eq)	1260	-14%

In an all-electric system, greenhouse gas emissions increase by 14% compared to the hybrid version.

However, greenhouse gas emissions from electricity in Nova Scotia have already significantly decreased, with a reduction of 44% since 2010. The province's goal is to achieve 80% renewable energy production by 2030 and be net-zero by 2035.

The choice of an all-electric system is therefore an investment in the future and would allow for the use of decarbonized energy. Additionally, a 100% electric production system would enable the integration of technologies such as photovoltaic panels to harness energy directly on-site and greatly reduce consumption. As an example, the first arena to achieve Zero Carbon certification has a 100% electric production system and has installed photovoltaic systems.



**Figure 4: reduction of CO2 emissions in Nova Scotia (source: nspower.ca)**

Following the reduction curve based on historical data for CO2 emissions reduction in Nova Scotia, we can take as an example the year 2027, when emissions could fall below 100 gCO2/kWh.

**Table 10: CO2 emissions per energy**

GES	Variant 2	Savings compared to Proposed (%)
Electricity (tCO2eq)	280	53%
Oil (tCO2eq)	-	-
Total (tCO2eq)	280	75%

This would allow for a 75% reduction in greenhouse gas emissions. The challenge of achieving Zero Carbon is therefore related not only to the performance of the building but also, more importantly, to the actions of the province to green its electricity production.

## 4 CONCLUSION

Arenas remain buildings with high energy consumption, and there is little flexibility in mechanical systems. To effectively reduce consumption, it will be necessary to implement highly efficient lighting, lower indoor heating set points, utilize reduced set points during unoccupied periods, and incorporate free production sources such as photovoltaic panels.

Currently, electrification appears to be more detrimental in terms of greenhouse gas emissions compared to the use of fossil fuels. This is due to Nova Scotia's electricity grid still being highly carbon-intensive, with electricity largely produced from fossil fuels, particularly coal. However, the province is making significant efforts to decarbonize its electricity production by relying on renewable energy sources such as wind power. The choice of an all-electric system is therefore a bet on the future, in anticipation of a greener electricity production. By 2030, 80% of electricity production is expected to come from renewable energy sources, with the goal of being zero carbon by 2035.

# WHAT WE HEARD (DESIGN REVIEW)



## WHAT WE HEARD 2

### Tactics:

- x3 Community Open Houses
- A Public Online Survey

### Most Liked:

1. Accessibility for people of all ages
2. Walking Track and Gymnasium
3. Functional and Multi-Purposeful
4. Modern Design
5. Increased potential for community programming
6. Safe and Sustainable
7. Inclusive Space
8. Year round access.
9. Opportunity for revenue generating spaces
10. New and upgraded Ice Arena
11. Alleviation of current gymnasium restraints
12. Multi-generational

### What's Missing:

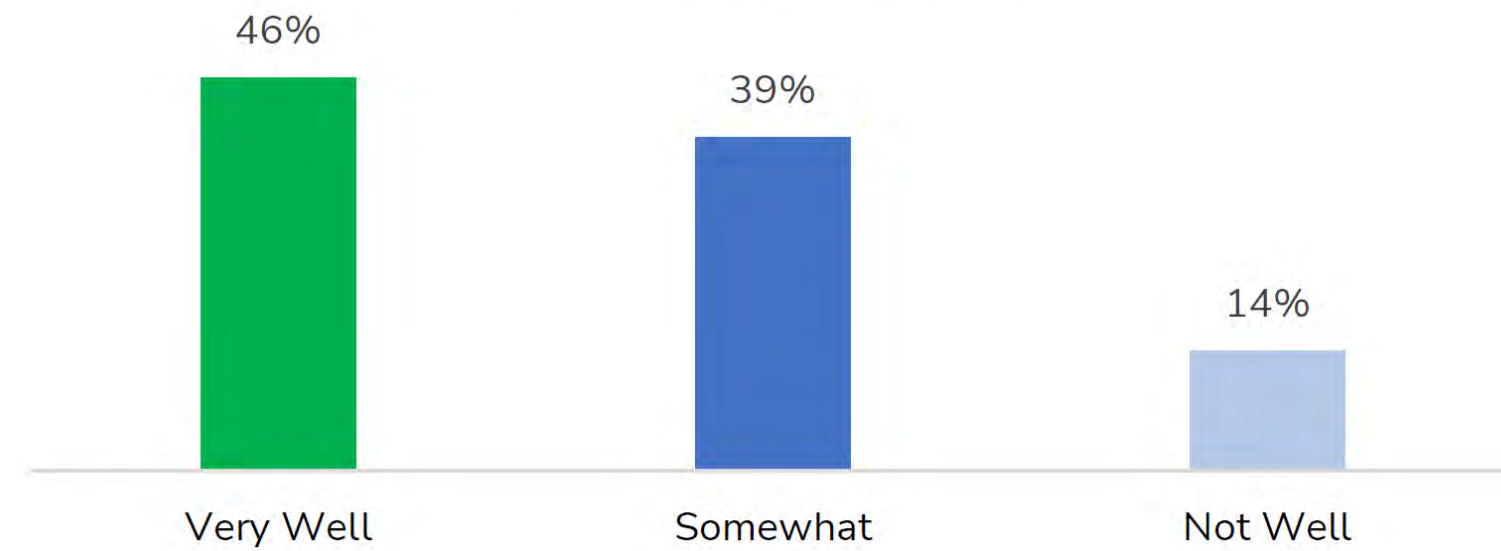
1. No Pool
2. Outdoor space development
3. Integration of Local History/Culture
4. Long term rental (restaurant physio office)
5. Daycare
6. More dedicated space (bowling, tennis, soccer)
7. Food Service

8. Non Sport Spaces (Library, Learning space)
9. Weight Room/ Fitness Centre
10. Medical Room

### Concerns:

1. Tax impacts
2. Healthy Eating Space
3. No competing spaces with what exists
4. Phased development approach
5. Central Location is needed
6. Inclusivity
7. Energy Efficiency

How well does the proposed facility reflect the community's needs?





# RICHMOND MULTI-USE CENTRE FEASIBILITY STUDY

DATE 2025-01-17



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# INTRODUCTION



## REPORT INTRODUCTION

The County of Richmond's current Arena is at its end of life. The Richmond Arena functions as a Community Centre for this large and disparate region. Richmond Municipality Council has put forward a study to investigate how best to replace this asset with a building that provides as much amenity for Community as possible. The hope is to ensure that the current delivered services of the Arena continue, and new amenity is provided. This study will be a key document to guide the County through the decision to develop a replacement for the Arena with a Multi-Use Centre, that includes a new arena and plethora of other Community, Culture and Recreation based spaces for the population of Richmond County to enjoy. Architecture49 (A49), in partnership with WSP Canada Inc. (WSP) and Nustadia Recreation (Nustadia) worked in collaboration with the Richmond Municipality staff to complete the Richmond Multi-Use Centre feasibility study process. This study was completed in two phases with a series of subtasks, including:

### Phase 1: Needs Assessment

- Review and summarization of existing background reports/information
- One (1) Councilor Meeting;

- Mi'kmaq Community Outreach;
- Four (4) Staff Interviews;
- Three (3) Stakeholder Meetings;
- Four (4) Community Pop-ups;
- Request for Briefs (stakeholders/user groups)
- Community Survey (Online/hard-copy)
- What We Heard Document
- Walkthrough tours and discussion of existing relevant indoor facilities with building operators and existing indoor facility inventory.
- Sites evaluation through a site evaluation matrix
- Needs assessment and recommendations

### Phase 2: Concept Design and Business & Operational Plan

Functional program development

Facility design and conceptual site planning

Class 'D' cost estimate

Evaluation of operational models

Building Modeling Energy Analysis

Estimate of probable operational costs and probable revenues



# PROJECT BACKGROUND

# 2

## BACKGROUND

The following is a summary of selected background material and reports that have been identified as being relevant to the Richmond Multi-Use Centre Feasibility Study as provided by the Richmond Municipal Staff. These reports provide a framework of priorities set by the Municipality of Richmond. By understanding these broader plans, the consultant team can understand the framework the Multi-Use Centre needs to fit within:

### Studies Reviewed include

- Richmond Arena Condition Audit
- Richmond Accessibility Plan
- Richmond County Trails Strategy
- Richmond Recreation Plan
- Richmond County Strategic Plan Refresh
- Richmond Integrated Community Sustainability Plan

### Richmond Arena Condition Audit

Written in 2019 by Capital Management Engineering Limited the Audit looks at the building's current condition and provides a 25 year Capital Plan for the building.

Important Considerations for the Multi Use Centre Feasibility Study are below, the following components and systems were noted as needing immediate replacement.

#### Roof

- Standing Seam metal roof needs replacement within a 5 year period

#### Arch Ext

- Metal siding needs immediate replacement
- Service doors need replacement
- Wood Exit Stairs need replacement

- Building Mounted Lighting needs replacement

#### Arch Int

- Changing room finishes need upgrades
- Coated flooring need immediate replacement
- Stair finishes need replacement

#### Mech Systems

- Hot water tank needs immediate replacement
- Propane Radiant Heaters need replacement
- Oil fired boiler needs immediate replacement
- IPEX Piping needs immediate replacement
- Exhaust fans need immediate replacement

#### Elec Systems

- 25kva Transformer needs immediate replacement
- Most lighting needs immediate replacement

#### Life Safety

- Heat Detector needs immediate replacement

#### Specialty Systems

- In Slab Piping needs immediate replacement
- Ice Plan Compressors need immediate replacement
- Ice Plant Chiller needs immediate replacement
- Brine Circulator Pump needs immediate replacement
- Condensate Pump needs immediate replacement
- Linetec Control Panel needs replacement
- Incandescent Scoreboard needs replacement

Summary of Building Condition Assessment- There are many integral systems and components on the existing building that need replacement. The Building Replacement cost at the time of the survey was \$5,591,250.00. This was a 2019 cost assumption of \$150.00 per SF. Since this estimate the COVID epidemic has occurred which has completely altered Costs in the construction industry, and this estimate has at least doubled for price per square foot.

### Richmond Accessibility Plan

Written in 2022 by Intelligent Futures and Level Playing Field this plan provides a framework to assist the Municipality in becoming fully accessible by 2030.

Important Considerations for the Multi Use Centre Feasibility Study

The Richmond Arena is brought up as one of the four Municipally owned public buildings in the area. It is noted that this building provides an accessible location and has provided an accessible viewing platform within the arena. The report also notes that there is a series of accessible Community Halls across Richmond County. Overall, the Accessibility plan puts a strong focus on all infrastructure within the Municipality of the County of Richmond providing meaningful access to everyone within the community. Therefore, the new Multi-Use Centre will adopt these policies into its design.

### Richmond County Trails Strategy

Written in 2022 by Upland this strategy maps the current trail network in the Municipality and provides suggestions on how this current network could be extended and improved. Takeaways from the strategy include suggestions to develop a Richmond County Trails Policy and Trails Funding Program.

Important Considerations for the Multi Use Centre Feasibility Study

Our study evaluated four potential locations for the Centre. Three of these locations align closely with current trail networks. Our Centre has the potential to tie into the current trail network and provide amenity to this trail system. As the project progresses and a site is selected this Trails Strategy could help to influence everything from building form to program.

### Richmond Recreation Plan

Written in 2023 by Upland and REConsulting Group this Active Living Strategy and Recreation Plan puts forward an analysis of current and forecasted needs, clear recommendations and an implementation strategy for the 10 year period from 2023 to 2033. It used community consultation, and careful analysis to analyze gaps and opportunities for recreation in the area.

Important Considerations for the Multi Use Centre Feasibility Study

#### Overall

- There is one Municipally owned Recreation Centre in the region (The Richmond Arena), however there is a plethora of outside owned facilities providing services for residents. Most of these facilities are in good condition, however there are some that are badly deteriorated.
- Youth and Working Age cohorts are in decline, but the Senior Age Cohort is increasing (10% over the last decade).
- Household income is 15% lower than the provincial median, and lower still than the national median income.
- The vast geography of the region provides barriers to participation in recreation opportunities.
- There is a gap in introductory program offerings in the region and a desire to see more guided fitness, arts and cultural programs.
- Some engagement participants identified a new multi-use recreation facility as a priority, yet others suggested distributing recreation opportunities throughout the County.
- Pool demand is largely satisfied with the use of the pool in Port Hawksbury, or in the summer the various beaches in the County or private home-based swimming pools.

- The Arena has reached end of life, and the Municipality must begin planning its replacement. Among several issues, the Arena floor is cracked and rippled. The state of the floor makes the installation of ice more complex and the use of the floor off-season impractical. The community supports replacing the Arena and hopes a new facility will include larger and more adaptive program spaces and an indoor walking track. Several groups have also expressed an interest in using the facility in the off-ice season for activities such as pickleball, floor hockey, events, children and youth camps, and rollerblading.
- At minimum, a new arena should include a new ice surface, a walking track, shower and locker facilities, multi-purpose spaces, and the capacity to support both winter and summer operations. The new facility should incorporate universal design standards.

#### **Localized Active Living**

- High Priority on providing shower and locker facilities to support those exercising during the work day.
- Focus on casual drop-in activity sampling and unstructured programs that facilitate active living making every effort to accommodate participants work schedules.
- Expand safe and level appropriate programming for seniors with a focus on physical activity and social recreation, ensuring that it remains accessible and affordable. Suggested activities include pickleball, fitness classes, gardening, snowshoeing, walking and hiking clubs, bus trips and shuffleboard.
- Ensure more alternative opportunities to structured hockey programs at the Richmond Arena exist. These options could include parent and tot skates, open skates, specific times for seniors, pick-up or low-organized hockey, and other non-competitive sports programs.

#### **Administration and Accountability**

- Establish formal Shared Use Agreement with each of the three school boards to ensure access and coordination.
- Funding paths should exist for capital costs of local community halls and spaces, program service delivery, leadership development, and trail development and maintenance.
- Continue to offer and expand funding support for recreation, sport, and arts and culture events. Consider creating an Events and Sport/Recreation Tourism Policy focused on strengthening the County's ability to attract and host events in collaboration with regional and government partners.

#### **Developing Strong Community Connections**

- Strengthen and expand cross-sectoral relationships, as well as traditional and non-traditional collaborations and partnerships. This includes collaborative efforts to develop arts, cultural, and tourism opportunities and specifically, a renewed relationship with the Potlotek First Nations community, with a focus on:
  1. Enhancing service delivery in the community;
  2. Facilitating access to and participation in
  3. Recreation, sport, and active living opportunities
  4. Beyond the boundaries of the municipality;
  5. Collaborating on events that promote cultural exchange

#### **Facilities parks and Trails**

- The Richmond Arena has reached the end of its lifecycle. The Municipality should develop a plan for a new arena facility. In addition to a new ice surface, the facility design should accommodate meetings, programs, social spaces, and an indoor walking track. HVAC systems should be designed to include the capacity to support both winter and summer operations. The new facility design should incorporate universal design standards.

- The Municipality should develop and promote a grant program to support the maintenance and infrastructure upgrades to community-owned and managed facilities. The municipal grant program should support life cycle planning for facilities and meet the accessibility goals and standards in the provincial Access by Design 2030 Plan.
- The Municipality should establish a facility allocation policy for the Arena and any other spaces for which the County of Richmond manages bookings, now or in the future.

#### **Leadership**

- The Municipality should provide or support the development of organizational and volunteer leadership skills within the community. This should include governance training, fundraising, cultural competencies, facility maintenance, community impact, and partnership development.

#### **Program Service Delivery**

- Develop a multisport initiative offering various introductory sports. This approach increases the number of opportunities for children and youth to experience several sports within one program offering. As participants move through the program, interest in individual sports can be accommodated through the County's sport club system.

#### **Richmond County Strategic Plan Refresh 2022-2024**

Written in August 2022 by Preferred Choice and FBM this Strategic Plan is an update to the five year strategic plan developed in 2018-2019. The plan developed four main goals for the community:

- Grow the Economy
- Invest in Infrastructure
- Nurture Quality of Life
- Lead and Engage Stakeholders

Important Considerations for the Multi Use Centre Feasibility Study

#### **GOALS**

- Build up funding for Facilities Renewal.
- Support, Build and Enhance Spaces for Health and Wellness
- Find and leverage funding supports for Infrastructure Renewal.

#### **Richmond Integrated Community Sustainability Plan**

Written in 2010 by the Municipality. The plan was necessary to allow an agreement where funds equivalent to a portion of the federal excise tax on municipalities would be transferred to municipalities to help fund capital projects related to sustainability. It is a long term plan (20-30 years), developed in consultation with community members to provide direction for the community to realize sustainability objectives.

Important Considerations for the Multi Use Centre Feasibility Study

#### **GOALS**

- The culture of Richmond continues to be expressed and enhanced by the visual, literary and performing arts of music dance and drama
- That Richmond's diverse cultures are fostered through active and engaged cultural organizations.
- Key strategic locations are developed to meet full tourism potential.
- Community services and amenities are present throughout the region and are tailored to address the changing demographic of the County.

# EXISTING FACILITIES REVIEW

# 3

### SUMMARY

Architecture49 visited Richmond County during the Summer of 2023. A list of Recreation and Community Centres were provided to the project team both to ensure the project team understood the resources within the area, as well as to evaluate the condition of these resources. The following buildings were reviewed:

- D'Escousse Civic Improvement Centre
- La'Picasse
- L'Ardoise Community Centre
- Anne Sampson Building
- Riverdale Community Centre
- Ecole Beau Port
- Felix Marchand Elementary School
- Richmond Education Academy
- Richmond Arena

### Findings

#### Programming

The team was impressed by the amount of options for the population with regards to well kept community amenity spaces. Interviews and discussions with building staff brought forward the need for larger amenity space to allow for more indoor organized activity such as pickleball, yoga and aerobics classes. While there are many small to medium sized community centres, featuring kitchens and tables to support banquets, dinners, and weddings, these staff members reported not enough adequate indoor recreation space.

The School Gymnasiums also supported this fact, noting that there were issues in scheduling times for community use after hours.

#### Building Condition

Overall the building fabric in the community is well kept, while old and aging it is very well maintained and seems well funded. Indoor community spaces are reported to be well used. Many outdoor spaces seem underutilized and condition is reflective of this under-use.



D'Escousse Civic Improvement Centre



Anne Sampson Building



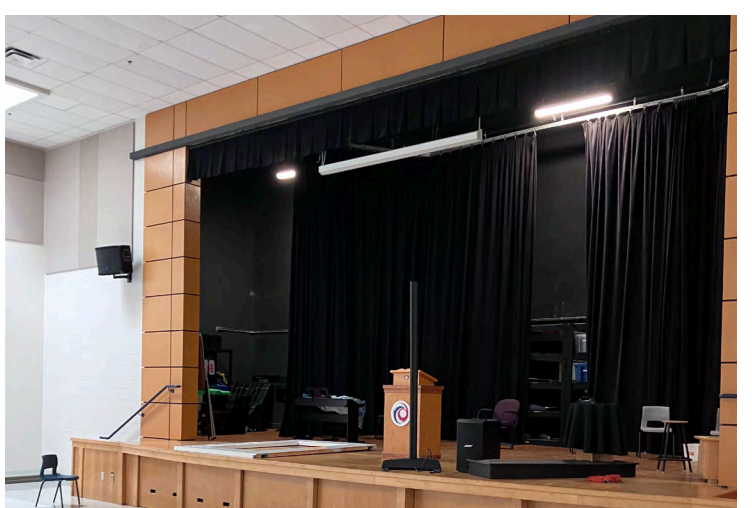
Felix Marchand Education Centre



La'Picasse



Riverdale Community Centre



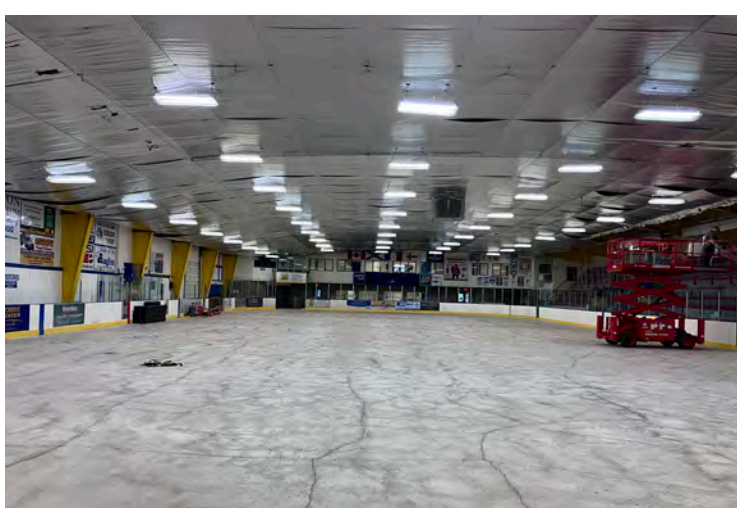
Richmond Education Academy



L'Ardoise Community Centre



Ecole Beau Port



Richmond Arena

Richmond Municipality INDOOR RECREATION FACILITY INVENTORY											
Type of Facility	Name & Location of Facility	Ownership / Operator of the facility	Primary User Groups (Please list the names of primary organized groups who make use of facility)	Primary Users E = Seniors A = Adults Y = Youth C = Children	Market Area Served (Mount Uniacke, other communities, regionally)	Scheduled For:			Capacity Use AC = at capacity NC = near capacity UC = under capacity (time available)	Condition E = excellent G = good A = Acceptable M = Marginal P = Poor C = Critical	Description of Facilities / Components  (Please describe facility components (i.e., hall, multi-purpose room, kitchen, etc.), recent upgrades, facility limitations, etc.)
						Adult Use (#)	Child / Youth Use (#)	Un-scheduled (pick-up play only) (#)			

**Large Meeting Rooms/Banquet Spaces**

Multi-Purpose Centre	D'Escousse Civic Improvement Centre	Non-Proit	Young People Dances, Cards, Bingo's, , Badminton, Pickleball, Markets.	All	Richmond County/ Inverness	Booked Monday-Wednesday and Friday Mornings. Mostly in the evening. Daily hourly used for Yoga.			NC	Good. In need of a new Roof.	Meeting Room. Stage with video. Kitchen (fully stocked). Bar, Canteen, 8stall W/C for both Men and Women. Fully Accessible. Solar powered, fully electric heat. Solar Wall provided.
Multi-Purpose Centre	La'Picasse	La Picasse	French Cultural associations.	All	Richmond County	Booked Monday-Sunday			NC/AC	Good. Would benefit from an eaves trough.	Large Banquette Hall. Kitchen. Canteen. Stage with lighting and soundboard. Washrooms. Library.
Community Hall	L'Ardoise Community Centre	Dioces of Antigonish Community	Men's Club/ Weddings	Adults/Seniors	L'Ardoise- Some out of area/ Richmond County	Used 2-3 times per week. Often scheduled for weddings on the weekend.			UC	Good. Needs new roof shingles	Large Bar/Canteen. 2 Large open Halls. Large Stage. Very large well stocked Kitchen. Dartboards. Large Deck with extraordinary view.
Community Hall	Anne Sampson Building	Seniors Society	Seniors Music Group	Seniors	Richmond County/ Cape Breton/ Inverness	41 bookings between Sept and Xmas			NC	Good	Small Kitchen, x2 W/C's/ Storage Mezzanine. Small Concert Hall. Workout Gym in basement. \$10.00 per year membership. Used everyday, they have 200 members.
Community Hall	Riverdale Community Centre	Riverdale Community Service Society (Non Profit)	Seniors. Yoga. Shuffleboard. Dances. Bingo	Seniors/Adults	Riverdale, Evanston, Whiteside	Used 2-3 Times per week			AC	Good	Unusable Tennis Court. Baseball Field with no demand. Bar. Stage. Basement Hall with a large, beautiful kitchen. Medium size boardroom.

**Gymnasium**

School	Ecole Beau Port	School Board	Men's Basketball. After School Programming. Badminton. No weekend Groups	All	Richmond County	Booked every night until 8:30. Staff will not stay later. No weekend bookings.			AC/NC	Good- Needs Paint.	Medium size Gymnasium. Provides full court Basketball and x2 half court. X2 Volleyball courts. X3 Badminton courts.. Gymnasium has 2 reasonable size storage rooms providing adequate storage. No stage.
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Richmond Municipality INDOOR RECREATION FACILITY INVENTORY											
Type of Facility	Name & Location of Facility	Ownership / Operator of the facility	Primary User Groups (Please list the names of primary organized groups who make use of facility)	Primary Users E = Seniors A = Adults Y = Youth C = Children	Market Area Served (Mount Uniake, other communities, regionally)	Scheduled For:			Capacity Use AC = at capacity NC = near capacity UC = under capacity (time available)	Condition E = excellent G = good A = Acceptable M = Marginal P = Poor C = Critical	Description of Facilities / Components  (Please describe facility components (i.e., hall, multi-purpose room, kitchen, etc.), recent upgrades, facility limitations, etc.)
						Adult Use (#)	Child / Youth Use (#)	Un-scheduled (pick-up play only) (#)			

School	Felix Marchand Elementary School	School Board	Floor Hockey. Basketball. Badminton	All	Louisdale (Primarily)	Used one night per week for Floor Hockey. No building operators. Closes at 6:30.			U/C	Good Shape	Stage. Basketball. Volleyball. Badminton.
School	Richmond Education Academy	School Board	Basketball. Volleyball. Badminton. After School Programming. Assemblies. Theatre Groups. Christmas Market (Yearly)	All	Richmond County	Booked every night until 9:00			AC	Excellent. New Floor and Good Roof.	Building has a Large Stage with adequate sound and light rigging. Can seat at least 500 people. Large open room in front of stage with operable wall to extend the area into the lunchroom. Gym is large and open.

Arena											
Hockey Arena	Richmond Arena	Richmond County 3 people on Shift.	Minor Hockey. Figure Skating. Over 55 Seniors. Year passes (\$100.00). 3 weekly public skates per week. Learn to skate. Intro to Hockey. Free loan out skate program	All	Richmond County	Booked every night of the week. Daytime school use (occasionally)			NC	A/P. Leaky Pipes. Heaters over the ice. Board Replacement in 2015. No Roof Leaks	Upper: 1. Sound Room . 2. Figure Skating Room. 3. Storage for matts etc. 4. Multi-Purpose Room w Kitchen. 5. Lula Elevator. 6. Ice Makers Office. 7. Upper Viewing. 8. Meeting/ Boardroom. 9. Janitor. 10. X2 W/C. Lower: 1. X2 W/C 2. Ice Maker's Workshop- Paint Room/Maintenance Shop. Skate Sharpener. Storage and Public Rental Room. 3. Minor Hockey Dedicated Room. 4. Donations Room. 5. Electrical Room 6. Refrigeration Room 7. X6 Dressing Rooms 8. Table Storage. 9. W/C x 2. 10. Ref Room. 11. Jan Room.

# PROJECT BEST PRACTICES

# 4

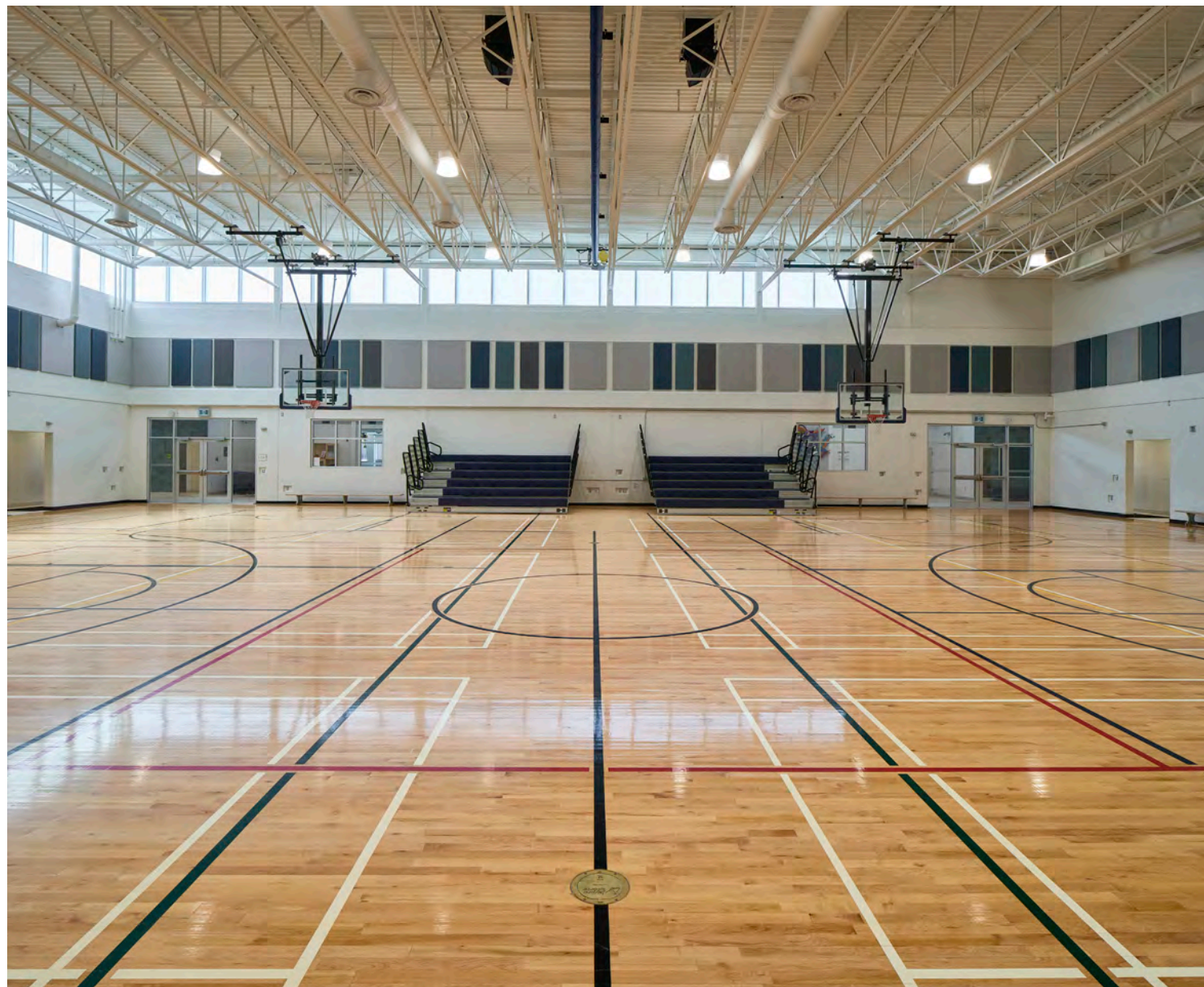
## SUMMARY

Any assessment of recreation needs must look as far into the future as possible with the objective that initiatives put in place today will continue to be relevant in the future. Trends are challenges and opportunities that the recreation system must adjust to as it moves forward into the future. This section provides discussion on general trends for the design and construction of a Multi-Use facility that includes an Arena globally and for Canada. Many of these trends are relatively generalized and may not (nor should not) speak directly to one individual group or community.

This Project Best Practices document was developed early in the Feasibility Study process and gave a high level overview of what a project like the Richmond Multi-Use Centre should strive for with regards to:

- Social Equity
- Building More with Less
- Health and Wellness
- Safety and Security
- Energy Efficiency
- Ice Shed Design
- Refrigeration

The goals and values established in this document were then pursued during the design and programming stages of this Feasibility Study.



# SOCIAL EQUITY

## Create Community

In the recent past, community facilities were traditionally designed as single function spaces, in which the needs of a single stakeholder would take precedent over the needs of the community.

Recently, we are seeing trends moving these facilities into community 'hubs'. Sport facilities are becoming places that seek to include everyone, most importantly those who have never stepped foot in a public recreation center before.

### Design Solutions for Implementation:

- Empower the community with an active voice in the design process.
- Engage the public including the non user.
- Prioritize the local Indigenous voices and include them in decision making.
- Look for ways to increase multi use opportunities within the facility, and balance the project program with the need for high performance sport.
- Include social spaces to encourage the sharing of culture and ideas.
- Remove program vaults. - Art shows in the Lobby Spaces, Yoga in the library.
- Simplify way finding, create clear and natural paths of travel through transparency of design.

## A Place for Everyone

Young people in Nova Scotia are being born into a province where woman can vote, gay marriage is just marriage, and gender stereotypes are disappearing.

Boundaries are being removed from the lives of this new generation, and this affects behavioral patterns of the community.

### Design Solutions for Implementation:

- Use non gender specific iconography in way finding and signage.
- Broaden your outreach and include everyone, regardless of abilities, age, gender identity, race or beliefs.
- Go and above and beyond in design standards to help *all* people thrive.

## Dignity in Design

Disability no longer affects a limited portion of the population but is now affecting 50% of Canadian people. Inclusivity of public buildings is being audited by local governments in Canada. Rick Hansen Foundation Gold accessibility rating can be easily achieved for less than 1% of a projects construction budget. Access and inclusion should be important drivers of any public building.

### Design Solutions for Implementation:

- Eliminate social barriers, and include compassionate design solutions.
- Colour contrast, millwork heights, material selections, hardware and furniture should be carefully selected.
- Consider the local community members and include meaningful access.



## BUILDING MORE WITH LESS

### Resilient Materials

A recreation facility such as this must consider a long term view. This facility will need to be operational and free from costly maintenance well into the future. Therefore materials that are durable, and easy to maintain are essential. Sometimes program concerns can have more importance in the process than building envelope. A large building with many activities, that is closed for maintenance offers nothing to the community.

### Design Solutions for Implementation:

- Carefully research proposed building envelope solutions to ensure they meet the long term needs of the facility.
- Avoid new products that have not been tested in the Nova Scotian climate.
- Avoid complicated building forms. Choose simple and robust design.
- Work within selected materials design tolerances.



### Hybrid Work Environments

Kids sport is not built around the traditional work schedule. It is common to see laptops on the legs of busy parents trying to multi-task during hockey practice. Flexible space is becoming more paramount to the creation of a successful recreation facility. Further, after COVID, people have moved away from traditional offices, and are moving away from large urban centers. The community facility is now functioning as a place of escape from the home for these workers that have left the office, and the community center is becoming a hybrid work environment for professionals, as the lines begin to blur between work, life and play.

### Design Solutions for Implementation:

- Create semi-private casual spaces that are welcoming for focused work.
- Include the edges of rooms and provide seating areas for phone calls and discussion.
- Provide rental boardrooms for meetings and smaller office spaces for a more private experience to bring income to the facility.
- Movable, flexible and multi-use furniture can help with hybrid work.
- Incorporate many power connections and consider lighting.

### Multi-Use Spaces

Through efficient design, space can perform a variety of functions. A community center does not have to include "seniors rooms" and "youth rooms". Each space should be designed so it can perform a multitude of functions and be able to adapt to the needs of the community as they develop. This flexibility of space will allow a more efficient program and keep square footages down.

### Design Solutions for Implementation:

- Select movable, flexible multi-use furniture.
- Provide versatile and non specific millwork within spaces.
- Consider operable walls to allow the creation of large spaces by combining two smaller ones.
- Circulation space as programmable space. The hallways become lunchrooms and classrooms.

## HEALTH AND WELLNESS

### What is 'Health and Wellness'?

Wellness encapsulates all things – from fitness and nutrition to therapy, relaxation and self-development. Recently, there has been a heightened focus on mental wellbeing, highlighted by the rise of mindfulness, meditation, day spas, as well as apps, adult colouring books, and government supported initiatives. The idea of aging is changing too, causing the rise of intergenerational activities and spaces that promote wellbeing at all stages of life

#### Design Solutions for Implementation:

- Provide spaces for intergenerational association
- Consider mental wellness in the design of space
- Fitness and activity should not be locked in rooms, allow it to engage all areas of the building
- Provide connections to the outdoors both visually and actively.

### Prioritize Enjoyment

The idea of investing time and money into wellness is no longer for those with deep pockets and hours to spare, but instead, squeezed into everyday life whenever and wherever possible. Many want their

aspirations for life outside the gym – comfortable, beautiful surroundings and fun experiences – to be reflected in their workouts and everyday social interactions.

#### Design Solutions for Implementation:

- Create inspiring environments that provoke delight and surprise.
- Contribute beauty to everyday experience.
- Consider fun alongside function.
- Prioritize, healthy ventilation and good lighting.

### Promote Experiences

Doing not buying is the new consumer motto. More people are trying to find interesting experiences. Farmers markets, festivals, community sporting events and adventure travel are all becoming purchased pass times. The encouragement of these community based initiatives help to promote local business and improve the culture of Richmond County.

#### Design Solutions for Implementation:

- Design flexibly with these diverse activities in mind.
- Keep public initiatives in mind when choosing furniture and equipment.



**SAFETY AND SECURITY**



**Safety through Visibility**

Safety and security are essential to creating a thriving Recreation Centre. Ensuring building operations has a clear view of the entire facility is important in creating a safe and healthy recreation environment.

Design Solutions for Implementation:

- Providing clear sightlines between building operations and the rest of the facility.
- Universal washrooms allowing high a high degree of supervision and visibility in a traditionally secluded area.
- High levels of lighting within and around the perimeter of the building, allowing for surveillance and visibility

**Safety through Pride**

By encouraging a sense of community ownership of the facility, the building will be well taken care of. Residents will identify with the space and a sense of safety will follow.

Design Solutions for Implementation:

- Thorough and substantial community engagement during the design process.
- Choice of site should be centrally located and easily celebrated by the entire Municipality.
- Finish choices, colours, wayfinding and branding should be culturally significant and reflect the place and people.

**Safety through Design**

Consideration of exiting and entrance supervision are essential in the promotion of safety within a facility. The space should limit entrance opportunities to allow the monitoring of visitors by the building operations staff.

Design Solutions for Implementation:

- Provision of clear well established points of entry into the building
- Careful consideration of door hardware during the design process to ensure a limitation of ways into the building.
- Many easily accessed exit routes in case of emergency.

**ENERGY EFFICIENCY**

**Innovation**

Traditionally, recreation centers have been notorious energy consumers- yet this does not have to be the norm. Through careful design a Recreation Centre can pursue ambitious sustainability targets.

Design Solutions for Implementation:

- Investigate energy efficient systems that reduce overall carbon footprint.
- Education of patrons and operators about ways to minimize energy use
- Zone the facility to optimize passive heating and cooling.

**Economics**

The current global focus on greenhouse gas is pushing reduction targets and there are many National and Provincial programs available for carbon limiting solutions. The Green Municipal Fund offers up to 10 million dollars for a low interest loan and a grant for up to 15% of the loan to cover 80% of the eligible costs defined by the program if the project achieves net zero performance.

**Design Solutions for Implementation:**

- A champion for sustainability is needed at the municipal level to research and promote these Federal and Provincial programs.
- These initiatives must be built into the project’s RFP to ensure they will be pursued by the design team.
- The results from these sustainable initiatives do not just benefit the earth, they can severely cut operational costs, limiting energy bills and making the project much more economically sustainable.

**ICE SHED DESIGN**

**Sheet Design- High Level**

There are several decisions that will need to be made with regards to the overall Ice Shed Design.

**Ice Design Considerations:**

- Level of competition within the ice shed area. Will there be a designated “home” team with private change rooms?
- The length of the ice season. Is there a benefit in having ice into late spring or even in the summer months?
- Will there be events during the winter months? Will the ice need to be removed or covered with an insulated floor?

**Arena Considerations**

Seating design will also influence the cost and overall size of the facility. Zamboni storage, change room access and building entrance are all influenced by the seating configuration

**Seating Considerations:**

- One sided seating creates a smaller footprint and keeps costs down. Overall mechanical costs

are also limited due less cooling in the Ice Shed. However, viewing is lessened and off season uses, such as concerts and ceremonies will have less seating and less viewing opportunities.

- Seat type will also influence the cost of the project. Simple bench seating vs fold down padded theatre seats must be considered.
- Will there be events during the winter months? Will the ice need to be removed or covered with an insulated floor?

**REFRIGERATION**

**Plant Considerations**

There are several decisions that will need to be made with regards to the overall Ice Plant Design

**Ice Plant Considerations:**

- Complexity and size of the refrigeration plant will inform the level of competency of the ice maker. Assuming there is currently an ice making specialist employed by Richmond County, consultation will be needed between this person and the design team to ensure the appropriate system is decided upon.
- Selection of ice plants have a variety of complexities. The Municipality will need to decide between a “self contained system or specifically designed systems.
- Installation should also be managed carefully. Keeping the equipment design and installation in one contract will ensure defects are clearly associated with one provider.

**Refrigerant**

A variety of refrigerant options exist. Safety, ice quality and Ice Maker knowledge will influence decision making.

**Considerations**

- Traditional ammonia/brine systems are efficient and less expensive to install, however they need more maintenance over time and have some safety issues.
- A freon/brine system has similar maintenance issues, but are more safe than an ammonia based plant
- A glycol to brine system is more expensive to install but considered more energy efficient and less corrosive, reducing operational and maintenance costs over the life of the construction.

**Refrigeration System Considerations**

Ideas to consider before choosing a Refrigeration System.

**Considerations:**

- Is a professional service contractor nearby? The remoteness of Richmond County may make a more simplistic the design the best option.
- What type of activities will be scheduled? Figure skating can require a thicker Ice Surface and this will influence Ice Plant design.
- Heat recovery is an opportunity to both save on operational costs and help the environment, however there is often a plethora of heat within the system and may be more than necessary for the building. Locating the facility near future growth areas may allow the Municipality access to waste heat for future projects.
- Refrigerant leaks sometime occur in an ammonia system. Some consideration of the surrounding neighborhood and possible impacts of a leak is required. Emergency response training is needed in event of a leak.



**WHAT WE HEARD**

**5**

## INTRODUCTION

The Municipality of the County of Richmond (MOCR) is completing a feasibility study (the 'Study') for a new Multi-use Facility in the County. A feasibility study is undertaken to determine the anticipated level of service needs and associated costs as they relate to a potential new multi-use facility. The Study is a key document to guide MOCR through the decision to develop a new multi-use facility. This Study includes two (2) phases with a series of subtasks, (1) Phase 1: Preliminary Review and Proposed Needs, and (2) Concept Design and Costing.

The purpose of the What We Heard Report is to provide an overview of the initiatives undertaken and a summary of the input received from the public and key stakeholders during Phase 1 of the Study.

### Engagement Objectives

The objectives of Phase 1 were to:

- **Introduce** and **raise awareness** about the Study and **encourage participation** in the process.
- Collect feedback on the **opportunities** and **challenges** of a multi-use facility in MOCR.
- Identify **both current** and **future needs** and explore how a potential facility could be **strategically designed to fulfill those needs**.

## PHASE 1 ENGAGEMENT

This section provides an overview of the stakeholder and community engagement activities conducted throughout MOCR as part of Phase 1 and summarizes the primary themes arising from each of these engagements.

Phase 1 public and stakeholder engagement took place throughout the Fall of 2023. The purpose of Phase 1 public consultation was to gain a better understanding of what, specifically, the community wanted to see in a new multi-use facility. The consultation activities that were conducted will be used, in part, to inform the design and size of the building. The information collected as part of this important outreach helps identify the current needs and critical gaps in facility provision within the communities that make up MOCR and help look for opportunities of how this future facility can meet them. Engagement events and tactics during this phase of the Study included:

- One (1) Councilor Meeting
- Mi'kmaq Community Outreach
- Four (4) Staff Interviews
- Three (3) Stakeholder Meetings
- Four (4) Community Pop-ups
- Request for Briefs (stakeholders/user groups)
- Community Survey (Online/hard-copy).

The results of these events and the outcomes is summarized in greater detail below.

### Local Area Councilor Meeting

A virtual meeting with Local Area Councilors was held on July 10, 2023. The purpose of the meeting was to introduce the project team, provide a high-level overview of the study, discuss the overall community needs and opportunities for MOCR, and hear from Councilors what concerns have been raised to them as it relates to the proposed multi-use facility. As

part of this meeting, the Project Team collaborated with Councilors to identify key stakeholders from the community and potential user groups to help inform the stakeholder list.

### Mi'kmaq Community Outreach

MOCR maintains a commitment to foster inclusive public consultation. As such, initial outreach was conducted to the Potlotek First Nation with the primary aim of providing the Chief and Band Council an opportunity to express their community's preferred level of involvement and to understand the manner in which they wish to participate in the Study. Various approaches to engagement were proposed such as, in person, virtual, and surveys. The Project Team is committed to collaborating with Potlotek First Nation as their feedback is important to the completion of this study.

### Staff Interviews

Throughout Phase 1, a total of four (4) interviews with MOCR Staff were held to introduce the Study and discuss the opportunities and challenges associated with a multi-use facility in the MOCR. Valuable feedback was collected during these meetings and shared with the Project Team for their consideration while determining the make-up/size of a potential new facility. Staff provided feedback on the current and future community needs and gaps, spatial constraints for a facility and impacts on programming, what is currently being used in the community, resourcing opportunities and constraints and understanding desired outcomes and goals for a future facility. The interviews were held with the following Departments:

- EMO and Public Works Department
- CAO and Economic Development Officer (EDO)
- Finance Department
- Recreation Department

### Stakeholder Meetings

To ensure the Project Team received feedback from a range of stakeholders and varied perspectives, a total of three (3) stakeholder meetings were held. Working with the MOCR Staff and Council, potential participants were identified and invited to attend in-person group meetings. The stakeholders included participants from sport and user groups, community and advocacy groups, and the Recreation Advisory Committee. A total of 34 individuals participated in the stakeholder meetings.

The purpose of these meetings was to discuss how the current infrastructure and facilities are used and gain informed input on the current gaps and opportunities within the MOCR. The meetings were held as follows:

- September 14th – Sport Groups
- September 14th – Recreation Advisory Committee
- September 15th – Community and Advocacy Groups

Following the stakeholder meetings, a supplemental follow-up questionnaire was sent to all invitees in an effort to capture as much feedback and comment as possible and to provide an opportunity to ensure the voice of those who were not able to attend was included in the engagement report. A total of seven (7) follow-up questionnaires were completed. A list of groups and organizations that were invited to participate in the stakeholder meetings can be found in Next Steps at the end of the What We Heard section.

### Community Pop-ups

On September 14th and 15th 2023, the Project Team held four (4) pop-up events at local community spaces across MOCR. Each pop-up event included interactive posters, community surveys and questions for passersby. Each pop-up was staffed with two (2) members of the team to collect feedback and answer questions. The pop-ups were held at strategic locations

to try and reach as many community members as possible. Pop-up locations were as follows:

- September 14th from 4:00-5:00pm: Arichat Co-op.
- September 15th from 9:00-10:30am: L'Ardoise General Store
- September 15th from 2:00-3:00pm: B&E General Store (St. Peters)
- September 15th from 4:00-5:00pm: Louisdale Co-op

The objectives of the pop-ups were to:

- Drive Traffic to the Community Survey
- Introduce the Study to the Public
- Engage with individuals who may not typically choose to actively participate in an event or through online feedback

### Community Survey

A Community Survey was launched on August 25th and was available until October 13th, 2023. The survey was available both online (SurveyMonkey) and through hard-copy, which was mailed to all residents within MOCR. The objective of the Community Survey was to gather information about residents' experiences with indoor community facilities, identify current needs and gaps, areas of interests, and priorities to take forward in the development of the study.

The survey was promoted on MOCR's web-based and social media platforms in hopes to reach as many community members as possible. The survey received a total of 409 responses. A full summary of survey responses can be found in Appendix B.



# WHAT WE HEARD

The workshops, interviews, events and community survey from Phase 1 have been summarized into a series of "Key Themes". While the feedback received varied, several pivotal themes have surfaced, which will be taken into account during the development of the Study. This section offers an overview and synopsis of the feedback collected, and has been categorized into four (4) "Key Themes", which are outlined below.

## KEY THEMES



## BE COMPLEMENTARY NOT COMPETITIVE

The feasibility study should consider:

- The importance of ensuring that a new facility complements those already in use within the region that are utilized by residents. A new facility should not compete with existing facilities, even if they are located outside of MOCR. This approach fosters a spirit of collaboration and maximizes the resources available for the benefit of all. This helps create a more interconnected network of services that enhances the overall quality of life for the community and can attract individuals from a wider region.
- Building recreation facilities, both indoor and outdoor, is resource and budget intensive. Where feasible, opportunities to utilize existing infrastructure to offer a range of recreation and leisure options should be explored and closely considered. Existing facilities should be leveraged, but if a new facility is warranted, it should augment the existing facilities to guarantee residents a wide array of recreation facility options.
- Acknowledging the substantial budget implications of a new facility, it is crucial to ensure that any investment is both strategic and practical. Participants emphasized the importance of ensuring that the resources allocated to this project results in a facility that will be actively and effectively utilized throughout the year and by all age groups/people.
- Promote and expand upon current programs while introducing innovative programming to draw residents from both MOCR and beyond.
- Emphasizing complementarity over competition ensures the effective use of resources, preventing unnecessary duplication while maximizing the collective benefit derived from facilities within and outside the community.

## PRIORITIZE A CENTRAL LOCATION

The feasibility study should consider:

- Ensure the facility is easily accessible to a larger portion of the community. With the MOCR covering such a large geographic area, this can promote inclusivity, reduce travel times and increase participation rates.
- A centralized location can become a focal point for the community, encouraging social interaction and a sense of togetherness/belonging.
- The location of the existing Richmond County Arena was acknowledged and appreciated by several participants for its central position, which offers easy accessibility from all local communities.
- A central location ensures that recreational resources are distributed more equitably amongst residents, preventing disparities in access to facilities based on geographic location.
- A centrally located facility can stimulate economic development in the area by attracting visitors and potentially creating spin-offs to support local businesses, such as restaurants, services, and retail shops.

## OPTIONALITY FOR SPACE INTENSIVE USES

The feasibility study should consider:

- Encouraging flexible space options allows the facility to adapt to unforeseen circumstances or changing community needs, making it more resilient and valuable in the long term.
- Promoting space optionality in a multi-use facility is a strategic approach to maximize its utility, versatility, and appeal to a diverse population, contributing to the overall well-being and adaptability of the community.
- Stakeholders indicated school gymnasiums are currently at full capacity on weekdays, with the availability for weekend programming, although additional expenses for weekend hours often discourage groups from using the space. A municipally owned gymnasium could extend access beyond school hours, potentially increasing participation, facilitating new programs, and enhancing community engagement.
- Community centres are currently bridging the gap by accommodating a variety of programming such as pickleball and yoga, in addition to regular rentals (events, community kitchens, etc.). However, limited space constrains participation rates. Should a new facility be warranted, multi-use rooms of various sizes can expand programs and accommodate larger groups.

## INCLUSIVE PARTICIPATION TO ADDRESS GAPS IN PROGRAMMING

The feasibility study should consider:

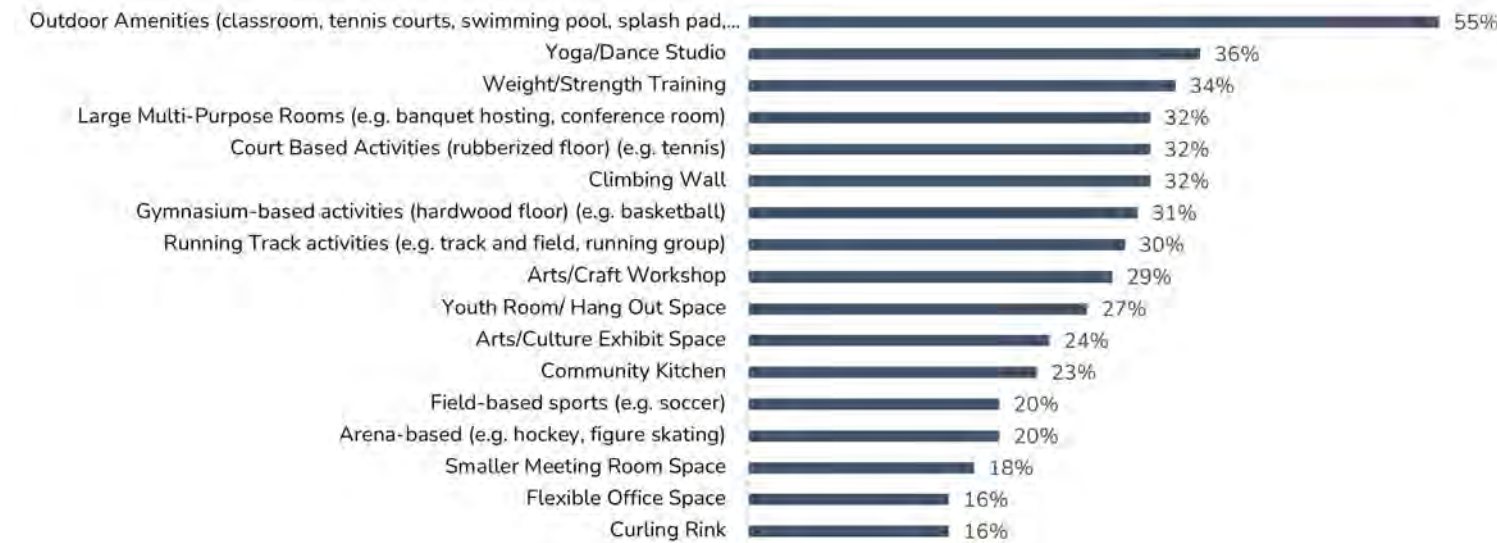
- Exploring the adaptability of the proposed facility to accommodate various programming needs throughout the year. Participants expressed the desire for access to a facility year-round to enhance its cost-effectiveness and community impact. This adaptive approach not only meets the immediate needs of the community but also positions the proposed facility for long-term success and sustainability.
- The Richmond County Active Living Strategy/ Recreation Plan highlights an existing desire amongst community members for more programming, but the main challenge is limited resources, especially volunteers. While the MOCR benefits from a variety of community volunteer-led organizations, there is a need to improve outreach and clearly identify roles and responsibilities between MOCR and program volunteers.
- Older age groups especially post-pandemic, value socializing. Meeting their needs is crucial, emphasizing the importance of spaces fostering well-being and social connections. Creating multi-functional facilities can enhance community inclusivity and vibrancy.
- Encourage spaces for youth programming. There are limited facilities in the MOCR and having spaces for youth (e.g., indoor playgrounds, video gaming spaces) is crucial for regions that are often challenged by adverse weather conditions. These spaces can provide a safe and controlled environment for children to engage in physical activities, foster social interactions year-round.
- Prioritizing accessibility within and around the facility, such as safe pathways and parking, is vital. Inadequate accessibility can compromise safety and discourage use. An accessible facility will encourage participation from all ages and abilities.

### A Further Look into the Community Survey

This Section outlines a high-level summary of results based on the community survey conducted as part of Phase 1. As mentioned in Section 2, the survey received a total of 409 responses. The largest proportion of respondents were 40-64 years old (53%), followed by 25% in between the ages of 20-39, 21% were 65 or over and the smallest proportion of respondents were 19 or younger (1%). Notable, the data accounts for respondents representing various age groups within their households, encompassing the ranges of 0-4, 5-14, 15-19, 20-34, 35-54, 55-64, and 65+.

Survey respondents were asked if additional indoor multi-use community recreation space and/or recreation/sport programs are required to meet their needs. **Over three-quarters of respondents (76%) said “yes” while only 13% indicated “no” and 11% indicated “unsure”.**

When respondents were asked to specify which facility space-type they or their household would be most likely to use more if they were given the opportunity, the following facility space-types were identified in order of likelihood:



Other facility space-types identified by participants:

- Pickleball
- Healthcare amenities
- Performance/theatre space
- Maker space
- Walking track
- Bowling alley

### POST DESIGN WHAT WE HEARD

After the completion of the following Needs Assessment and Design Phase WSP and A49 returned to Richmond County to conduct a review of how the project was received. This visit to the community was combined with a virtual survey. While not typical to most Feasibility projects, this exercise created highly attended engagement sessions, as well as a highly engaged virtual survey. This practice allowed the people to see a physical example of what the first round of engagement produced in designed building form and due to the rendered exteriors and physical floor plans, created significant interest within the community. The information gathered during these engagement sessions and virtual survey will help inform future design development of the project and can be reviewed in Appendix D of the project report.

### NEXT STEPS

Phase 1 of the Multi-Use Feasibility Study is now complete.

Informed by engagement activities completed in Phase 1 of the Study, the Project Team will determine the make-up/size of the proposed facility, siting options and associated costs. During Phase 2, engagement efforts will continue to keep communities and stakeholders informed and seek input through Public Open Houses. The open houses are anticipated to be in Spring 2024, a public notice will be circulated on MOCR’s website and social media platforms once dates and locations have been finalized.

All feedback received will be carefully considered during the development of the Study. MOCR and the Project Team will continue to engage with the community in a way that is open, transparent, accessible and inclusive. Thank you to all that have provided input throughout this process, so far. It is invaluable for the Project Team to develop a better understanding of the recreation needs, wants, and existing gaps throughout the community. Your continued input and participation is crucial in the success of the project overall.

#### Community/Advocacy Groups

- Public Health
- Senior Groups
- School Representatives
- Early Intervention
- Autism NS
- Accessibility
- Support parent with mobility issues

#### Sport and User Groups

- iFit
- Soccer
- Hockey
- Richmond Rize
- RABA
- Canskate
- St. Peter’s Gym
- Boxing
- Gymnastics
- Gentlemen’s League
- Senior Yoga (2)
- Children’s Soccer
- Richmond Cheer
- Childrens Art / Adult Pottery
- Line Dancing
- Youth Hockey
- Children and Adult Music Lessons/ Programs
- Adult Sports (Badminton/ Basketball)
- Adult Yoga
- SRMH (2)

# NEEDS ASSESSMENT

# 6

# NEEDS ASSESSMENT

This section evaluated needs associated with the indoor multi-use facility building program elements. Including:

**Indoor Sport-Based Facility Spaces**

- Arena
- Gymnasium/Court Based Space

**Indoor Multi-use/Community Based Facility Spaces**

- Multi-Purpose Spaces
- Weight/Strength Training Spaces
- Performance Spaces
- Office Space

The purpose of the Needs Assessment is to collectively consider demand indicators to assess community needs in a pragmatic manner. This needs assessment summarizes data collected thus far by type of facility for both sport-based facility type and multi-use/ community-based facility type, that offers organized programming and passive leisure opportunities for residents. Each section begins by examining the existing quantity and quality of facilities within the County. Data that establishes demand indicators has been collected through consultation data from interviews with Staff, workshops with stakeholder groups, as well as community pop-ups, and a public online survey.

It should be noted as part of this Needs Assessment that it is not uncommon to confuse “desire” for “need”. True need is a function of (1) demand and (2) support. Demand indicators come in two forms (a) expressed and (b) demonstrated. Expressed demand is as it suggests – what people or groups say they

want. While important, these are not measurable, and there is no easy way to hold people or groups to this projected use. Consequently, expressed demand can only be relied on where there are more quantifiable indicators to support it. Quantifiable indicators might include growth in population, facility provision levels relative to other similar communities, condition of the existing facilities, state of current use, quantity of additional time users indicate they would like through documented waiting lists, and trends in usage across other communities. These quantifiable indicators are referred to as demonstrated demand, versus expressed demand.

## INDOOR SPORT-BASED FACILITY SPACES

Sport-based facilities are physical spaces specifically designed and equipped to facilitate various sports activities. These facilities are crucial for the promotion of sports and physical activity, as they provide a suitable environment for athletes, sports enthusiasts, and the general public to engage in sports and recreational activities. Sport-based facilities can vary widely in terms of size, purpose, and the sports they accommodate.

These facilities play a fundamental role in promoting a healthy and active lifestyle, fostering community engagement, and providing opportunities for individuals to participate in recreational and competitive sports activities.

# ARENA

Demand Indicator	Summary
Existing Supply	<p>One (1) Full-size arena (Richmond County Arena) that includes:</p> <ul style="list-style-type: none"> <li>• Spectator Seating</li> <li>• Board Room (1)</li> <li>• Hospitality/program space (1)</li> <li>• Canteen (1)</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>• Interviewees indicated the Richmond County Arena is only open during the winter to late spring months (October to March).</li> <li>• Interviewees indicated the multi-purpose spaces within the facility are heavily used (e.g., science camp, arts/pottery classes, etc.).</li> <li>• Participants identified a gap in men’s hockey programming between the ages of 18-35.</li> <li>• 34% of survey respondents currently participate in arena-based activities.</li> <li>• Of the respondents who indicated they currently participate in arena-based activities, 41% access indoor facilities in MOCR a few times a week, and 22% access indoor facilities in MOCR a few times a month.</li> <li>• Interviewees and participants indicated that a 1-pad arena is sufficient for current capacity.</li> <li>• The current arena requires significant upgrades, including the flooring beneath the ice surface.</li> <li>• Interviewees and the Richmond County Active Living Strategy/<a href="#">Recreation Plan</a> indicated the current arena is at the end of its lifespan.</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>• Participants expressed a want for the arena to be open year-round to accommodate more programming.</li> <li>• Participants identified the need for improved amenities, such as larger locker rooms, separate female locker rooms, and showers.</li> <li>• Interviewees expressed the importance of a more accessible friendly facility and accessible furniture to encourage use from all ages.</li> <li>• Participants indicated there is a perceived lack of volunteers to support programming.</li> <li>• Participants expressed a desire for an arena that provides improved cell service within the facility.</li> </ul>

**GYMNASIUM/COURT-BASED SPACE**

Demand Indicator	Summary
Existing Supply	<ul style="list-style-type: none"> <li>One (1) Gymnasium (École Beau-Port)</li> <li>One (1) Gymnasium (Felix Marchand Education Centre)</li> <li>One (1) Gymnasium (Richmond Academy)</li> <li>One (1) Gymnasium (East Richmond Education Centre)</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>Interviewees indicated the school gymnasiums are booked 5-nights a week (floor hockey, volleyball, basketball, etc.) and have the capacity to accommodate more programming on the weekends, however, additional fees are required.                             <ul style="list-style-type: none"> <li>École Beau-Port closes at 8:30pm Monday to Friday</li> <li>Felix Marchand Education Centre closes at 6:00pm Monday to Friday</li> <li>Richmond Academy closes at 6:30pm Monday to Friday</li> <li>East Richmond Education Centre closes at 9pm Monday to Friday</li> </ul> </li> <li>12% of survey respondents currently participate in gymnasium-based activities.</li> <li>Of the respondents who indicated they currently participate in gymnasium-based activities, 40% access indoor facilities a few times a week, and 37% access indoor facilities in MOCR almost everyday.</li> <li>6% of survey respondents currently participate in court-based activities, with 57% accessing these facilities a few times a week, and 26% accessing these facilities almost everyday.</li> <li>Participants indicated individuals must travel outside of MOCR to access programming such as gymnastics, indoor/outdoor basketball, etc.</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>32% of survey respondents expressed they would be very likely to participate in court-based activities, while 31% indicated gymnasium based-activities if it were available to them in the future.</li> <li>Participants expressed a need for extended hours available for rental on weekdays, as extended times could accommodate more programming.</li> <li>Participants indicated if rental fees for school gymnasiums were more affordable on weekends, more programming would occur.</li> <li>Interviewees indicated extended hours on weekdays at the school gymnasiums may better accommodate potential program attendees and lead to more programming.</li> <li>Participants indicated a desire for more age friendly programming especially for seniors and youth.</li> <li>Participants expressed a desire for a municipally-owned gymnasium that can offer wider range of daily programming (e.g., throughout the day rather than only after-school hours)</li> <li>Survey participants and interviewees indicated there is a perceived lack of volunteers to support programming.</li> <li>Interviewees indicated there is a growing desire for spaces to accommodate programming such as pickleball and soccer in MOCR</li> </ul>

**DISCUSSION**

The Richmond County Arena is the only municipally-owned recreation facility in the County. The arena is a cornerstone within the community, cherished for its exceptional ice quality, making it a user-favourite in the surrounding area and a highly valuable asset for community recreation use within MOCR. While the arena is regularly booked for programming, it currently operates exclusively from fall to late spring. Interviewees have noted a growing interest to extend the facility’s availability throughout the entire year. As for the amenities within the arena, it was noted by interviewees that the current dressing room sizes are inadequate for full size adult teams, and all dressing rooms only include one shower. Adequately sized dressing rooms should be considered for any future facility development so the arena can host tournaments and larger events.

Gymnasiums can host a wide variety of structured and unstructured recreational and sport programming and events. The presence of the schools and the amenities they offer is a highly valuable asset for community recreation use within MOCR. Currently, there are no municipally owned gymnasiums facilities, therefore, communities and specific user groups rely on the facilities owned and operated by local schools. Many of the schools have made their gymnasiums available for booking beyond school hours (École Beau-Port closes at 8:30pm, Felix Marchand Education Centre closes at 6:00pm, East Richmond Education Centre closes 9:00pm and Richmond Academy closes at 6:30pm) on Monday-Friday, and are regularly booked for adult-sport programming all nights of the week. Interviewees have noted that the school gymnasiums are currently operating ‘over capacity’ and program operators are contending for available space. It is also noted that gymnasiums are available for rental on weekends, however, additional fees for weekend hours often deter user groups from using these spaces. Community

access to school gymnasiums is also subject to being re-scheduled or cancelled by school activities, which makes these facilities difficult for reliable programming. In the short term, the MOCR may wish to consider working with the local school boards to improve access to current gymnasiums within communities.

**OPPORTUNITIES**

**Opportunity 1.1:** As the Arena is well-used within the community, the design of a multi-use facility should continue to offer a 1-pad rink, however, in addition to the rink, other facility spaces (e.g., multi-purpose rooms, canteen, etc.) should be considered to encourage participation year-round.

**Opportunity 1.2:** Within the rink, consider including dressing rooms of adequate size that include amenities such as showers, bathrooms, and gender-neutral areas to optimize sport tourism potential and tournament viability.

**Opportunity 1.3:** Explore options to operate the multi-use facility year-round to accommodate programming in the summer months.

**Opportunity 1.4:** Consider including a gymnasium space that has the flexibility of accommodating a variety of programming throughout the day within the design of the multi-use facility.

**Opportunity 1.5:** Explore the opportunity to work with each of the three school boards: The Strait Regional Centre for Education, the Conseil Scolaire Acadien Provincial School Board, and the Mi’kmaw Kina’matnewey School Board to consider if partnership agreements could be secured which would include dedicated community use at affordable rates 7-days a week and longer operational hours (e.g., until 9pm).

## INDOOR MULTI-USE/ COMMUNITY BASED FACILITY SPACES

Multi-use or community-based facility spaces are highly adaptable, versatile environments created to cater to a diverse array of needs. They accommodate a wide spectrum of activities, from leisure and sports to fitness, cultural events, meetings, and other educational programs. These spaces play a pivotal role in fostering community engagement, promoting physical activity, and facilitating social interaction. They serve as invaluable assets that not only enhance the overall quality of life but also contribute to building a strong sense of community cohesion and togetherness.

### MULTI-PURPOSE SPACES

Demand Indicator	Summary
Existing Supply	<ul style="list-style-type: none"> <li>More than twenty-five (25) Community Centres/Halls</li> <li>Two (2) Libraries (Eastern Counties Regional Library - St Peter's Branch &amp; Petit De Grat Branch)</li> <li>One (1) Convention Centre (Friends United International Convention Centre)</li> <li>One (1) Board Room and one (1) hospitality/programming room (Richmond County Arena)</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>4% of survey respondents currently use Community Kitchens</li> <li>15% of survey respondents currently use smaller meeting room space or large multi-purpose rooms.</li> <li>Survey respondents indicated they would be very likely to participate in:                             <ul style="list-style-type: none"> <li>Dance/yoga studio (36%)</li> <li>Climbing Wall (32%)</li> <li>Large multi-purpose rooms (32%)</li> <li>Arts/craft workshop space (29%)</li> <li>Youth room/hang out space (27%)</li> </ul> </li> <li>Participants indicated that current class sizes for programming (e.g., yoga) are limited due to spatial constraint within existing facilities.</li> <li>Interviewees indicated the multi-purpose spaces within the arena are heavily used (e.g., science camp, arts/pottery classes, etc.).</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>Participants indicated a desire for large multi-use spaces to expand programming such as, dance, yoga, arts and crafts, etc.</li> <li>Participants indicated a desire for more age friendly programming.</li> <li>Survey participants and interviewees indicated there is a perceived lack of volunteers to support programming.</li> <li>Interviewees indicated there is a desire for more spaces to expand programming beyond recreation/sport uses, enabling the ability to offer more diverse programming for all ages and abilities.</li> <li>Interviewees indicated the spaces for programming is limited, expressing that there is a need for larger, adaptable, and useable spaces.</li> <li>Interviewees indicated a desire for a larger space to accommodate events such as a Farmers Market.</li> </ul>

### INDOOR WALKING TRACK

Demand Indicator	Summary
Existing Supply	<ul style="list-style-type: none"> <li>Currently no indoor walking tracks exist in MOCR.</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>Participants indicated they travel outside MOCR to utilize a walking track (e.g., Port Hawkesbury)</li> <li>The Richmond County Active Living Strategy/Recreation Plan identified an indoor walking track should be included in the design of a new arena facility.</li> <li>29% of survey participants indicated they would be very likely to use a running track activity space.</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>Participants expressed a desire for an indoor walking track to allow for physical activity year-round, especially in the winter-months.</li> <li>Interviewees expressed a desire to provide a walking track in a new facility.</li> </ul>

### WEIGHT/STRENGTH TRAINING

Demand Indicator	Summary
Existing Supply	<ul style="list-style-type: none"> <li>One (1) Fitness Centre (Isle Madame iFit Centre)</li> <li>One (1) Fitness Centre (Anne Sampson Building - Lower Level)</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>Participants indicated a new weight/strength training facility is planned for MOCR.</li> <li>10% of survey respondents currently utilize weight/strength training facility space.</li> <li>34% of survey respondents expressed they would be very likely to participate in a weight/strength training facility space if it were available to them in the future.</li> <li>Participants indicated that Isle Madame iFit Centre has capacity to accommodate more members.</li> <li>Interviewees indicated that there are currently 200 members who access the fitness centre (Anne Sampson Building) daily.</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>Participants expressed a desire for an additional fitness area/gym.</li> </ul>

**PERFORMANCE SPACES**

Demand Indicator	Summary
Existing Supply	<ul style="list-style-type: none"> <li>One (1) Concert Venue (LeNoir Landing – Outdoors)</li> <li>One (1) Convention Centre (Friends United International Convention Centre)</li> <li>Most Community Centres/Halls and Schools have a performance space</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>Interviewees indicated there is a large turn-out of participants at community festivals and events.</li> <li>24% of survey respondents indicated they would be very likely to participate in an Arts/Culture Exhibit Space in the future.</li> <li>Participants indicated that most community halls have a stage to accommodate performances and events.</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>Participants expressed a desire for a performance/theatre space with the proper acoustic equipment to accommodate larger events/festivals.</li> <li>Interviewees expressed interest in an additional performance space for festivals and large events.</li> <li>Survey respondents indicated they were not interested in art/cultural centers that compete with other established venues (e.g., existing community halls/centres).</li> <li>Interviewees noted majority of the community halls/centres lack the proper acoustic equipment for performances and concerts.</li> </ul>

**OFFICES**

Demand Indicator	Summary
Existing Supply	<ul style="list-style-type: none"> <li>One (1) Community Health Centre (Dr. Kingston Community Health Centre)</li> </ul>
Demonstrated Demand	<ul style="list-style-type: none"> <li>86% of survey respondents have no desire to rent office space in MOCR</li> <li>3% of survey respondents currently utilize flexible office space</li> </ul>
Expressed Demand	<ul style="list-style-type: none"> <li>Interviewees indicated a desire for more office space, that can offer better meeting/collaborative spaces as these spaces are in high demand.</li> <li>Survey respondents indicated a desire for office space to accommodate local organizations who currently utilize office space in MOCR.</li> <li>Interviewees expressed interest in office spaces for recreation groups.</li> <li>Interviewees indicated a desire for spaces that can accommodate NSCC and DAL classrooms for future expansions.</li> </ul>

**DISCUSSION**

Throughout the engagement portions of this study, it has become clear that there is a high level of dissatisfaction with the quantity of indoor facilities and programming available within the MOCR area. Survey respondents indicated that 76% of participants feel that additional indoor multi-use community recreation space and/or recreation/sport programs are needed to meet the needs in their community. Participants expressed a growing interest in diversifying facilities and programs to better suit their needs such as, theatre and arts, dance, senior programming, and gymnastics, which would cater to a broader range of interests.

Community halls/centres are currently used for various activities, like yoga and pickleball and most come with full kitchens. However, interviewees noted that programs/activities face limitation primarily rooted in spatial constraints within the facilities, which restrict the size of classes and participation. Fitness related activities such as yoga, aerobics, and dance can be provided in multipurpose space with suitable storage. Flooring can be such that it accommodates play and crafts (washable, durable), fitness and dance (sprung wood, laminate, cushioned flooring), meetings and social gatherings. Multi-purpose flexible space should be part of any future facility development. Several community halls and centres currently feature stages suitable for performance spaces. To enhance acoustics in these facilities, consideration should be given to help eliminate unwanted echoes, control reverberation, and provide the ideal acoustic conditions for different types of performances. Although MOCR, does not own these facilities, they can serve as advocates and partners to building owners to explore potential funding opportunities aimed at improving the acoustic quality of these communal spaces.

Indoor walking tracks offer a host of benefits, providing a weather-independent and controlled environment for exercise. Walking tracks are particularly advantageous due to their accessibility, ensuring individuals of varying fitness levels can easily incorporate walking into their routines. The year-round availability of indoor walking tracks, irrespective of weather conditions, allows for consistent exercise for all ages and abilities, and often offer social opportunities, fostering a sense of community, and can be integrated into other amenities such as a rink. Through the public consultation, the inclusion of an indoor walking track emerged as a desired amenity in the proposed multi-use facility. Presently, there are no indoor walking tracks, but there are alternatives available with two (2) outdoor tracks situated at East Richmond Education Centre and the Potlotek Walking Track.

Offices for building operators should be included, as well as an office space for officials who frequent the facility which could be used as an Officials change room as part of the building operation. It is not uncommon for municipal recreation staff or sport and recreation groups to also desire offices within Municipal recreation facilities. If and when community sport and recreation groups are requesting office space within County facilities rental agreements should be secured. Including office space for community groups within a facility offers partnership benefits, helps with operational costs, and allows for community groups to feel invested in a facility. Additionally, there are organizations who have plans for construction an additional weight/strength training facility within the near term to meet their needs. Should these plans materialize, this will also add to the supply within MOCR.

## OPPORTUNITIES

Opportunity 2.1: A future multi-use facility should include ancillary space (multi-purpose rooms and meeting rooms) to accommodate a variety of programming. This space should be designed to accommodate a variety of uses and could consider such things as: flooring, mirrors for dance groups, attached washroom, and acoustics to be able to have music played without disrupting others.

Opportunity 2.2: It was determined to not include a weight/strength training facility in this feasibility study, however, the Municipality should explore the opportunity to assist in the promotion of the existing weight/strength training facility to encourage participation amongst residents.

Opportunity 2.3: Consider including amenities within the design of the multi-use facility that promotes year-round participation, such as a walking-track, an indoor playground, climbing wall, and multi-use space (e.g., hangout space, spaces that encourage socialization).

Opportunity 2.4: Consider including offices for building operators, as well as an office space for officials who frequent the facility which could be used as an Officials change room. MOCR should have discussions with user groups at the detailed design stage and secure user rental agreements if groups seek dedicated office space.

Opportunity 2.5: Consider working with facility owners and operators to identify necessary improvements to existing facilities to improve acoustics within performance spaces. Work with owners to identify cost sharing opportunities and/or available grant or funding streams for improvements.

**SITE EVALUATION**



# SITE EVALUATION MATRIX

To provide an adequate design solution for the Concept Design portion of this Feasibility Study a project site was necessary to be established. This exercise also assisted the client in establishing positives and negatives of available sites within the Municipality. Architecture49 and WSP reviewed Richmond County to ascertain where the most beneficial location for the project could be located. They also worked closely with Municipal Staff to understand the landscape of the community both physically and politically.

**Challenges:**

- The Municipality does not currently own many ideal locations for the Multi-Use Facility. The Whiteside Road location being the only site identified owned by the Municipality that could meet the requirements for the Multi-Use Centre.
- The Geography of the County of Richmond is large and populations centres are quite far from each other, making a central location important.
- Due to this large geography, population centres would benefit directly from the installation of a Multi-Use Centre in their community. Therefore, careful consideration is needed to ensure public satisfaction.

Each of these areas had subcategories that further broke the section down. These subcategories were given a weighted score. Specific section were given weightings based on public importance. For instance Geographic Centrality within the region was given the highest weighting of 4 because of the size of the County and the necessity for the project to be centralized for those on the peripheral of County area.

The exercise became largely a high level review of the Municipality with little implications on reality, as most of the sites reviewed were not available for sale. Effort was put into identifying locations from in each of the disparate parts of the County. Interestingly, the successful outcome was a site located directly adjacent to the existing Arena.

Adjacent is the Site evaluation Matrix.

**Matrix Description**

The matrix was broken into four sections:

1. Screening Criteria
2. Physical Criteria
3. Economic Criteria
4. Planning Criteria



SITE EVALUATION MATRIX.										Dated: Nov 2023							
<p><b>GIVEN SCORES: 0 = NO 1 = YES</b></p> <p><b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b></p>										<p><b>SITE A</b> Highway 104/ Lousidale Connector (PID 75091827)</p>		<p><b>SITE B</b> Whiteside Rd. (PID 75190801/75190819)</p>		<p><b>SITE C</b> St. Peters, Lions Club (PID 75110585)</p>		<p><b>SITE D</b> Richmond Arena (PID 75041897/75036186)</p>	
CATEGORY A: SCREENING CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION								WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE
A1	<p><b>Site Capacity:</b> the ability of the site to accommodate a similarly sized building program, site program and all exterior amenities etc. Is the scale and configuration of the property suitable. Are there any likely physical or topographical restrictions or environmental constraints e.g wetlands?</p>								1	1	1	1	1	1	1	1	
A2	<p><b>Site Resources:</b> access to roads, emergency access, access to sewer, water and power. Does the area allow road frontage and offer good site access potential. Will the site access require off-site works such as turning lanes or traffic signals? Does the site have access to sewer, water and power.</p>								1	0	0	1	1	1	1	1	
A3	<p><b>Recreation Master Plan:</b> consideration of the site's ability to meet goals and direction of the City's Recreation Master Plan Is the site consistent with other recreational space goals and plans?</p>								1	1	1	1	1	1	1	1	
<b>CATEGORY A/B: SITE SUBTOTALS (MAX. 3 POINTS PER SITE)</b>										2	3	3	3				
<p><b>GIVEN SCORES: 0 = POOR 1 = ADEQUATE 2 = GOOD 3 = VERY GOOD</b></p> <p><b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b></p>										SITE A		SITE B		SITE C		SITE D	
CATEGORY B: PHYSICAL CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION								WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE
B1	<p><b>Site Synergies:</b> existing, or potential, positive site adjacencies. Does the site have positive adjacencies with other recreational facilities, parkland, educational facilities or other attractors and generators. Is there potential to share site elements e.g. overflow parking, site access, stormwater detention etc?</p>								3	0	0	1	3	3	9	3	9
B2	<p><b>Views from the site:</b> View of the ocean/natural amenities Does the site have a visual connection to the landscape?</p>								1	1	1	1	1	1	0	0	
B3	<p><b>Visibility &amp; Legibility:</b> visibility of the site, and building, from the community and potential for prominence, legibility and easy navigation. Any strong visual connections from major transportation routes and/or from other key locations into the site? Potential for good site legibility or building prominence? Will the site, and building location, promote easy navigation to the facility?</p>								2	2	4	2	4	2	4	1	2
B4	<p><b>Future Expansion Potential:</b> issues related to future expansion of programs or facilities Does the site offer potential for future expansion of programs or facilities?</p>								1	1	1	1	1	1	1	1	
B5	<p><b>Security:</b> potential public safety, or security, concerns. Does the site location raise any public, or staff, security concerns either during or after public hours? Does the site offer any natural surveillance opportunities and can it likely be developed in accordance with CPTED principles?</p>								1	1	1	1	1	1	1	1	
<b>CATEGORY A/B: SITE SUBTOTALS (MAX.18 POINTS PER SITE)</b>										8	12	18	15				
<p><b>GIVEN SCORES: 0 = POOR 1 = ADEQUATE 2 = GOOD 3 = VERY GOOD</b></p> <p><b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b></p>										SITE A		SITE B		SITE C		SITE D	
CATEGORY C: ECONOMIC CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION								WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE
C2	<p><b>Site Acquisition Costs:</b> likely acquisition costs and terms of ownership of the site What is current ownership status and what effect will that have on site acquisition costs? Are there any access, service or drainage easements, or other covenants, which may limit development potential or affect acquisition costs.</p>								3	2	6	3	9	0	0	1	3
C3	<p><b>On-site Development Costs:</b> likely costs associated with earthworks and/or environmental operations Are there any anticipated costs such as demolition, contamination remediation, or clearing and grubbing? Will mitigation of microclimatic conditions involve significant effort and cost?</p>								3	0	0	1	3	2	6	2	6
<b>CATEGORY C: SITE SUBTOTALS: (MAX. 18 POINTS PER SITE)</b>										6	12	6	9				
<p><b>GIVEN SCORES: 0 = POOR 1 = ADEQUATE 2 = GOOD 3 = VERY GOOD</b></p> <p><b>WEIGHTED SCORE = WEIGHT FACTOR x GIVEN SCORE</b></p>										SITE A		SITE B		SITE C		SITE D	
CATEGORY D: PLANNING CRITERIA										SITE A SCORES		SITE B SCORES		SITE C SCORES		SITE D SCORES	
CRITERIA	CRITERIA DESCRIPTION								WEIGHT FACTOR	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE	GIVEN SCORE	WEIGHTED SCORE
D1	<p><b>Geographic Centrality within the Richmond Municipality:</b> is the site easily accessed from all regions of the Municipality Will the site be accepted by all areas within the Municipality, and provide an easily accessed location for the population?</p>								4	3	12	1	4	1	4	3	12
D3	<p><b>Neighbourhood Compatibility:</b> overall compatibility of the proposed development with adjacent uses. Will the development have a significant visual or physical impact on the neighbourhood? Will any neighbouring land uses impact future users of the site? Will there be any significant negative impact on adjacent development potential?</p>								3	3	9	1	3	3	9	3	9
D4	<p><b>Site Availability:</b> issues related to site availability and timeliness or phasing of proposed development. Is the site readily available or would development be subject delays associated with transfer of land? Would development be contingent on action by other parties or require phasing with other projects.</p>								3	0	0	3	9	1	3	2	6
<b>CATEGORY D: SITE SUBTOTALS: (MAX. 34 POINTS PER SITE)</b>										21	16	16	27				
<b>OVERALL SITE SCORES (MAX. 73 POINTS PER SITE)</b>										35	40	40	51				



# CONCEPT DESIGN DRAWINGS



## BUILDING PROGRAM

Development: The building program was developed after consultation with User Groups during the What We Heard engagement sessions. This program was then reviewed with the Municipal Staff.

The Arena portion of the program was essential to the overall design of the project. The Ice Arena had to be included in the project, as it was replacing an existing amenity that Municipal Staff had no wish to remove.

Initially the program was significantly smaller than the final solution. Smaller versions of the Gymnasium and Arena were always included in the program studies, however, the Multi-Use/Performance, Hospitality Room and Executive Boardrooms were added and expanded upon as the project progressed. It was identified that access to certain funding streams legitimized these additional programs. Furthermore, Cultural amenity and spaces for activities such as Yoga and Arts and Crafts were highlighted in the Needs Assessment. As the project progressed it became clear that overall hard and operating costs were not considered a barrier in the production of the program. The mandate became a mission to investigate the most ideal representation of amenity for the Municipality outside of cost, and the program is a reflection of this mandate.

Adjacent is the final program for the project, including room names and square footages associated with each room. The program provides a NHL sized Arena with 1020 seats, a large gymnasium with associated changing facilities, a Open Office environment for rent, a Multi-Use Performance Space, Executive Boardroom and a Hospitality Room. The initial program studies provided a 25% Gross Up for Mechanical and Circulation Spaces. This Gross Up was significantly reduced after building design.

Richmond Multi-Use Facility			
2024-08-08 Program Description			
	SF	m <sup>2</sup>	Program Notes:
<b>Administration &amp; Public Areas</b>			
<b>Net Area</b>	<b>6,065</b>	<b>563</b>	
<b>Gross Area (+25%)</b>	<b>7,581</b>	<b>704</b>	GFA includes walls, circulation, some service rooms & chases, etc
<b>Administration</b>			
Reception	90	8.4	2 work stations
General Office (Rentable)	645	59.9	"Kitchenette, multiple workstations, office equipment and storage"
<b>Recreation Office</b>			
Staff Office 1	85	7.9	
Staff Office 2	85	7.9	
Staff Office 3	85	7.9	
Staff Lunch Room	295	27.4	
Lobby	2900	269.4	"Internet access, double height space, programmable community space donor recognition wall, seating, visible from reception"
Public WC's	830	77.1	Additional public washrooms located on concourse level in arena
Concession (Snack Bar)/Storage	400	37.2	
Skate Sharpening and Rentals	130	12.1	
Custodian	25	2.3	1 of 3 in building, with mop sink
Vestibule	280	26.0	
Electrical	75	7.0	
<b>Conference/Performance Space</b>			
<b>Net Area</b>	<b>3,530</b>	<b>328</b>	
<b>Gross Area (+25%)</b>	<b>4,413</b>	<b>410</b>	
Conference/Performance	3350	311.2	Includes operable wall to allow x2 spaces. One side includes elevated stage
Storage	180	16.7	Storage seating, matts for Yoga, Excercise balls etc

## Richmond Multi-Use Facility

## 2024-08-08 Program Description

	SF	m <sup>2</sup>	Program Notes:
<b>Executive Boardroom/Hospitality Room</b>			
<b>Net Area</b>	<b>1,040</b>	<b>97</b>	
<b>Gross Area (+25%)</b>	<b>1,300</b>	<b>121</b>	
Executive Boardroom	900	83.6	Can be combined with Hospitality Room to create large Boardroom
Washrooms	140	13.0	Accessed from Executive Boardroom
Coat Closet	50	4.6	
Hospitality Room	1155	107.3	Serviced by kitchenette with fridge, coffee maker etc.
Storage	150	13.9	
<b>Gymnasium</b>			
<b>Net Area</b>	<b>7,480</b>	<b>695</b>	
<b>Gross Area (+25%)</b>	<b>9,350</b>	<b>869</b>	
Storage	230	21.4	Equipment
Gymnasium	6650	617.8	Wood sprung floor, acoustically sound. Size of High School Gym
Change Rooms	600	55.7	x7 Enclosed Changing Areas- x2 Barrier Free. One designated Universal Washroom
<b>Arena and Team Rooms</b>			
<b>Net Area</b>	<b>45,705</b>	<b>4,246</b>	
<b>Gross Area (+25%)</b>	<b>57,131</b>	<b>5,308</b>	
<b>Spectator Arena</b>			
Ice Pad and Perimeter	21000	1951.0	NHL size
Seating for 1020	7850	729.3	Seating is on both sides of the rink. Large Viewing platforms are included
Walking Track	6700	622.5	2 one metre lanes
Lobby	1180	109.6	
Music Room	100	9.3	Audio/Visual
<b>Change Rooms</b>			
6 Team Rooms (540 SF each)	3240	301.0	2 barrier free rooms (41m <sup>2</sup> each), 4 remaining rooms (43m <sup>2</sup> each)
Officials' Rooms (2)	230	21.4	Two rooms to accommodate male and female officials

Richmond Multi-Use Facility

2024-08-08 Program Description

	SF	m <sup>2</sup>	Program Notes:
Figure Skating Change Room	200	18.6	
<b>Service Areas</b>			
Storage	640	59.5	2 storage rooms
Ice Resurfacer	1050	97.5	Includes ice melt pit and workshop
Refrigeration	1100	102.2	
Ice Makers Workshop	150	13.9	Included in Ice Resurfacer room
Electrical	300	27.9	
Mechanical	680	63.2	
Water	60	5.6	
Waste & Recycling	150	13.9	
First Aid	110	10.2	
Staff	100	9.3	2 small storage rooms
Public Washrooms	800	74.3	
Custodian	65	6.0	2 rooms (one arena ice level, one concourse level) with mop sinks
<b>Net Building Area</b>	<b>63,820</b>	<b>5,929</b>	
<b>Gross Building Area w/25% Gross</b>	<b>79,775</b>	<b>7,411</b>	This is using the 25% Gross Up we would expect
<b>Actual (Including Potential Mech)</b>	<b>74,659</b>	<b>6,936</b>	This is based on our efficient building plans.

## BUILDING DESIGN

### Lobby

The building is organized around a large light filled public Lobby Space. Like the rest of the project, this lobby will be fully accessible, and will function as a “living room” for the community. All primary spaces except for the Board Room, Hospitality Room and Walking Track can be accessed from this main Lobby Space.

### Gymnasium

The Gymnasium is featured prominently at the building main entrance and is sized akin to a High School Gymnasium. It features an NBA sized Basketball Court, x 3 Volleyball courts, x4 Badminton/Pickleball Courts and could house a large retractable bleacher. The project features a Universal Changing bank, Storage and a Universal Washroom, with the potential to incorporate a single shower facility.

### Open Office

The Open Office area, is situated in the central Office block. This Office area, provides a large outdoor window, as well as dedicated outdoor access. The space could integrate systems furniture for up to x7 desks.

### Multi-Use Performance Space

This area provides a multi-faceted room with an operable wall, to allow the space to be used for a variety of groups. The room has been designed with a pocket at the short end of the space, that could be used as a stage. This design envisions a portable stage, that could be deconstructed and stored in the Storage banks when not in use.

### Concession and Skate Sharpening

These Amenity spaces populate the Lobby, and will function as a revenue stream for the Centre. They are located adjacent to the Arena Floor and will allow for spectating while eating within the warm Lobby area.

### Arena

The Arena provides an NHL sized playing surface, with x6 large changing facilities x2 of which are Barrier Free. A seventh smaller Change Room can function as a location for figure skating, and there is x2 Officials Change Rooms as well as a First Aid Room. These spaces are all located beneath the North Viewing Seating Tier. The back of house features a Staff Room with dedicated washroom, large Mechanical, Electrical Refrigeration and Resurfer Workshop are all located adjacent to each other at the end of the Rink.

### Executive Boardroom/Hospitality Room

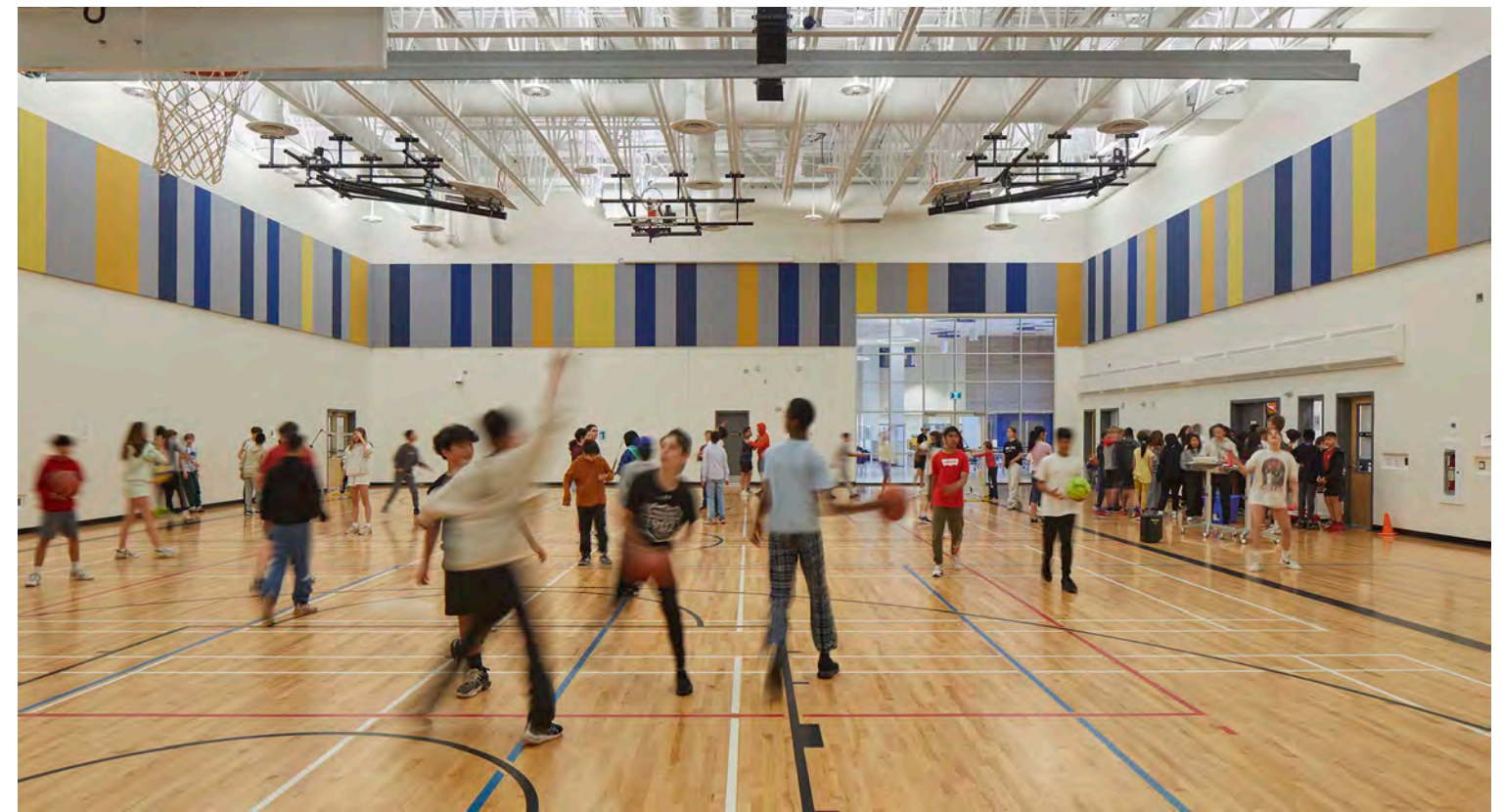
The Executive Boardroom and Hospitality Room, will function similar to the Multi-Use Performance Space, and these rooms are also divided with an operable wall. The Hospitality Room provides a generous Kitchenette with the potential for a refrigerator and microwave. These rooms will function to support a plethora of activities, as they are small enough to house a meeting when the operable wall is drawn or open up for a large birthday party, or a Yoga Class.

### Walking Track

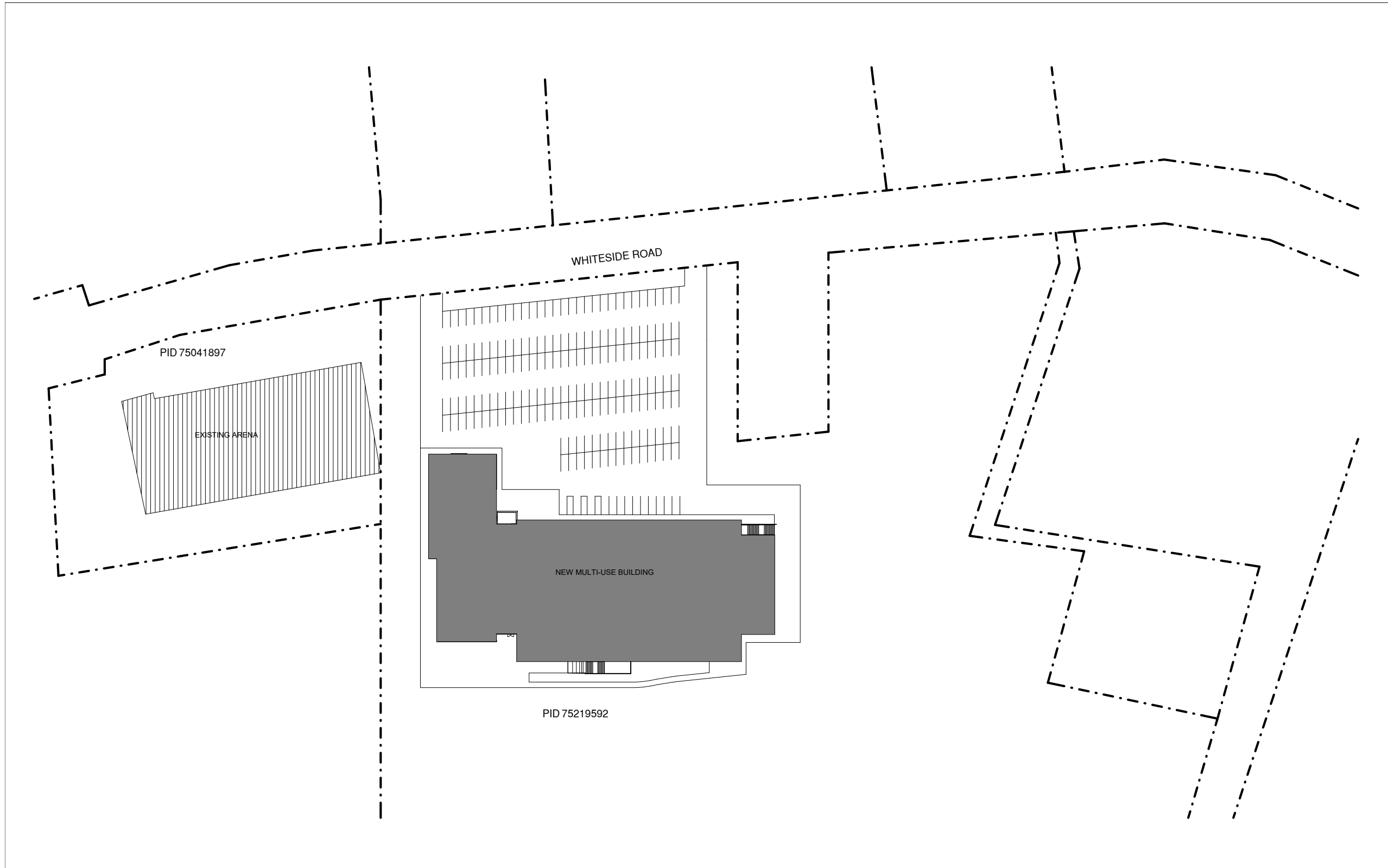
The walking track circumnavigates the entire rink area. This track features large translucent windows that will bring daylight into the rink surface without adding any heat or glare to the environment. This will allow a bright and inspiring activity path where spectators can enjoy a game while getting in their steps! The track as shown is 224 meters long, or 735 feet.

### Exterior Choices

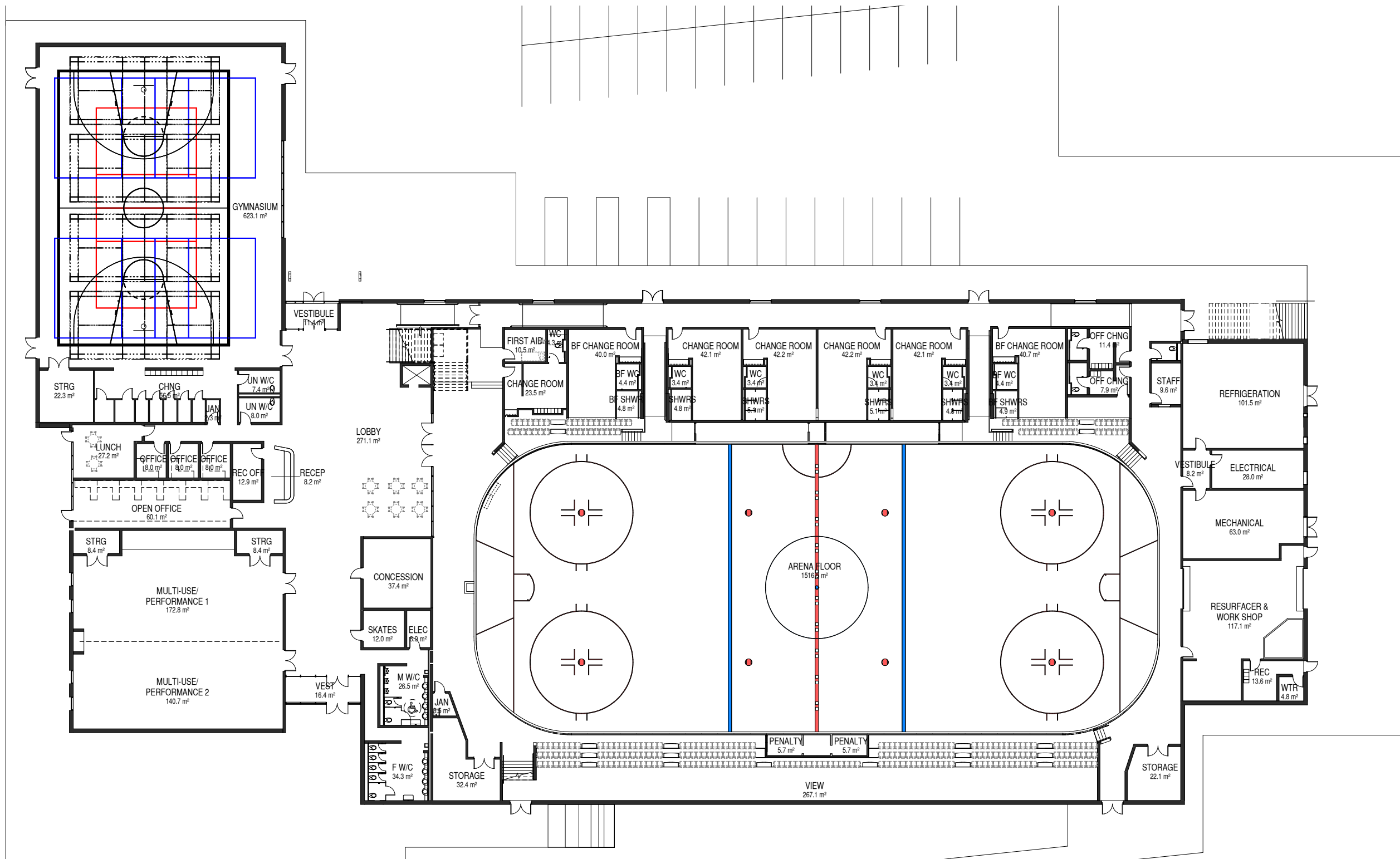
Currently the project is showing standard Arena Construction. This will feature a concrete foundation, steel construction, Insulated Metal Panels for the majority of the project, utilizing some standard rain screen wall assembly in targeted areas. The roof will be an EPDM membrane. The design features a large canopy at the front entrance to allow for shelter when arriving and leaving the facility. Translucent and Vision glazing are provided to bring daylight and views to the facility.



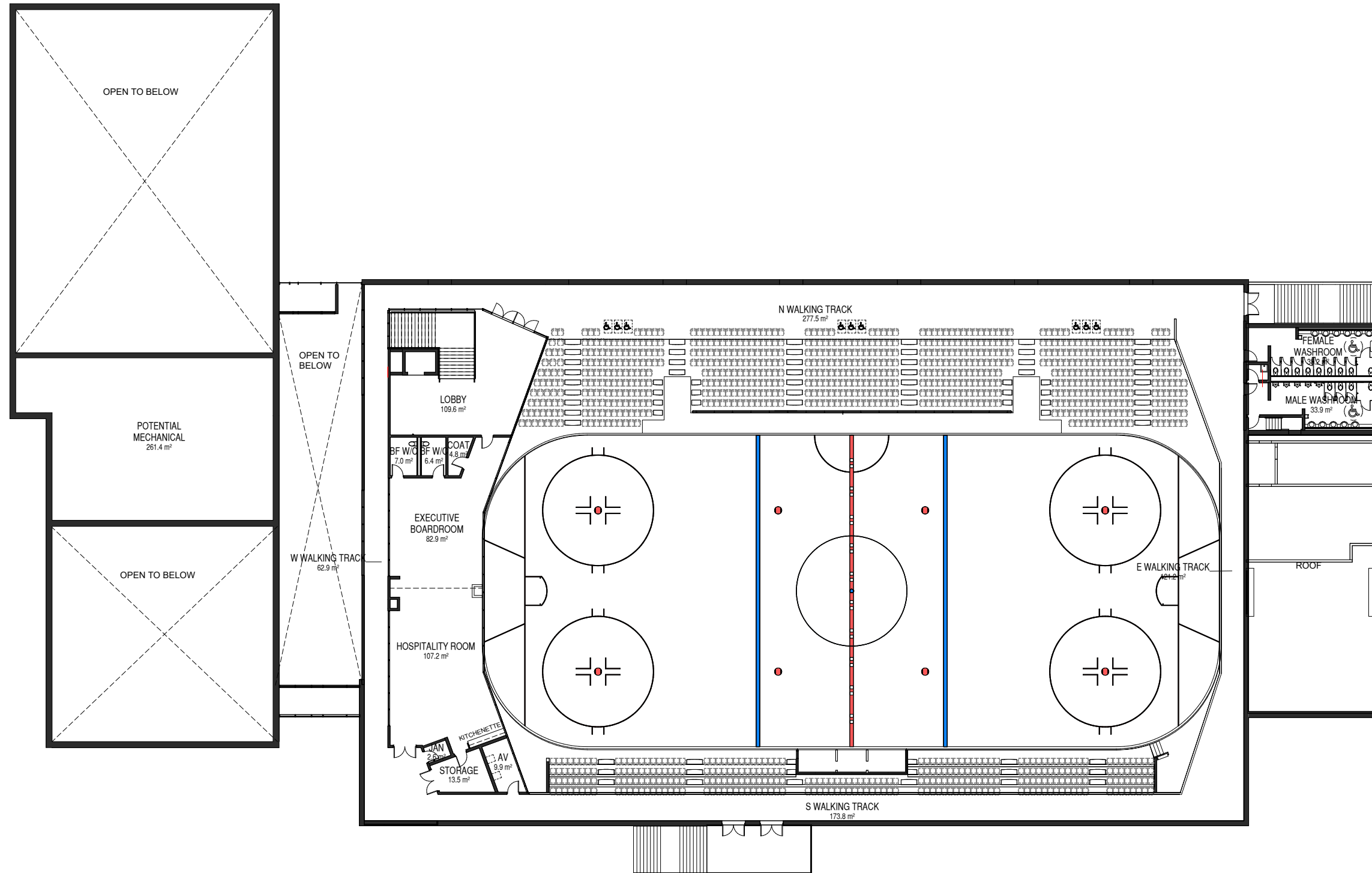
# SITE PLAN



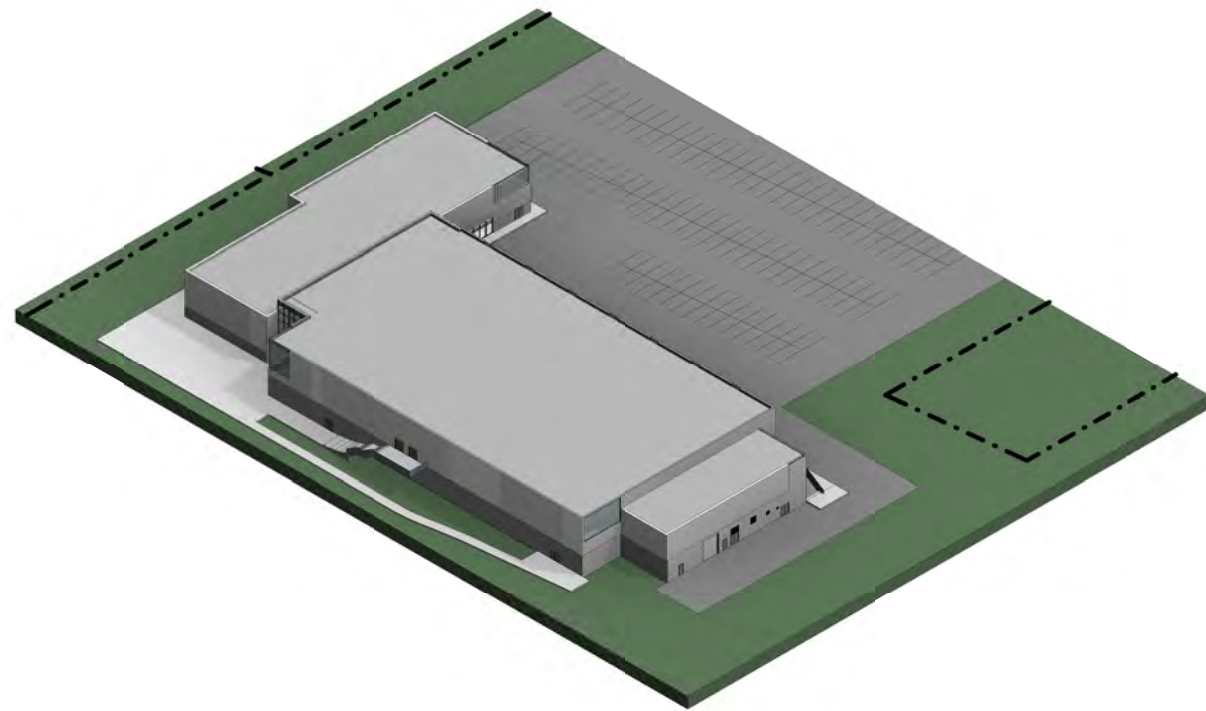
# LEVEL 1



# LEVEL 2

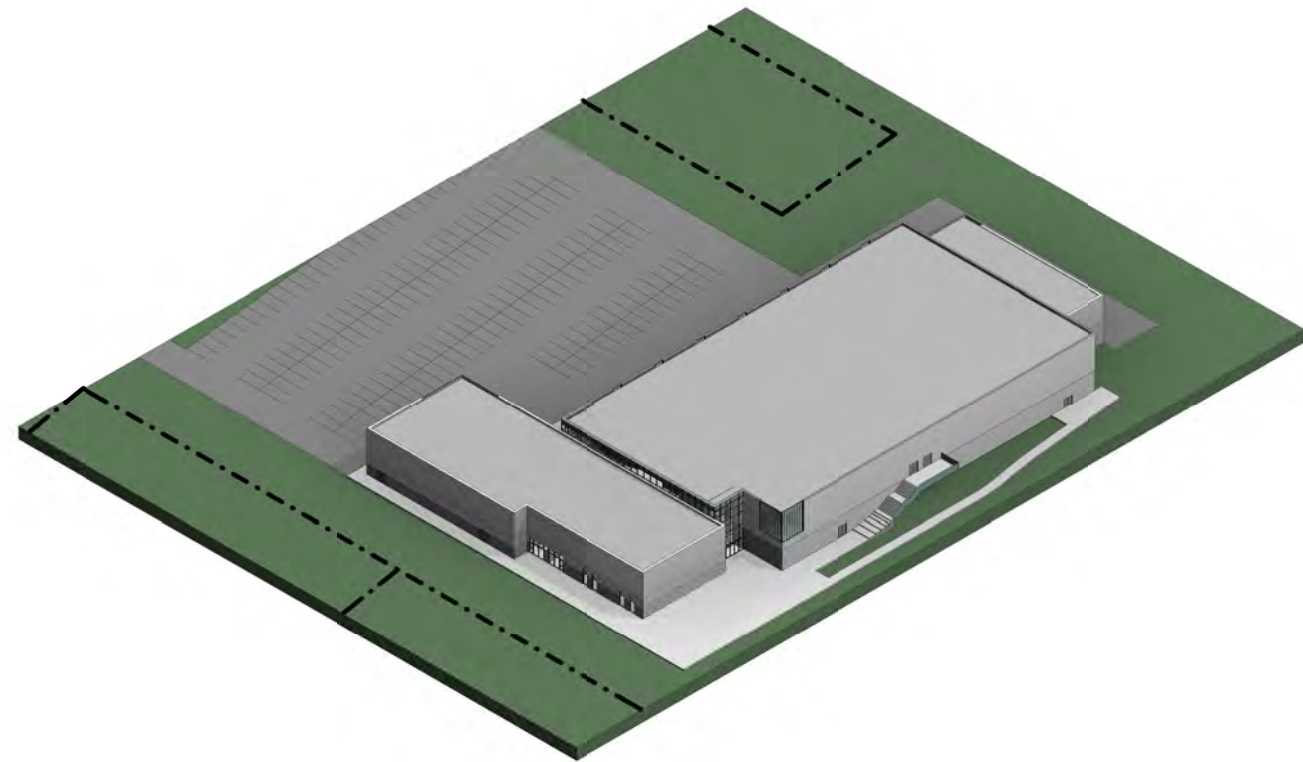


### 3D ELEVATIONS



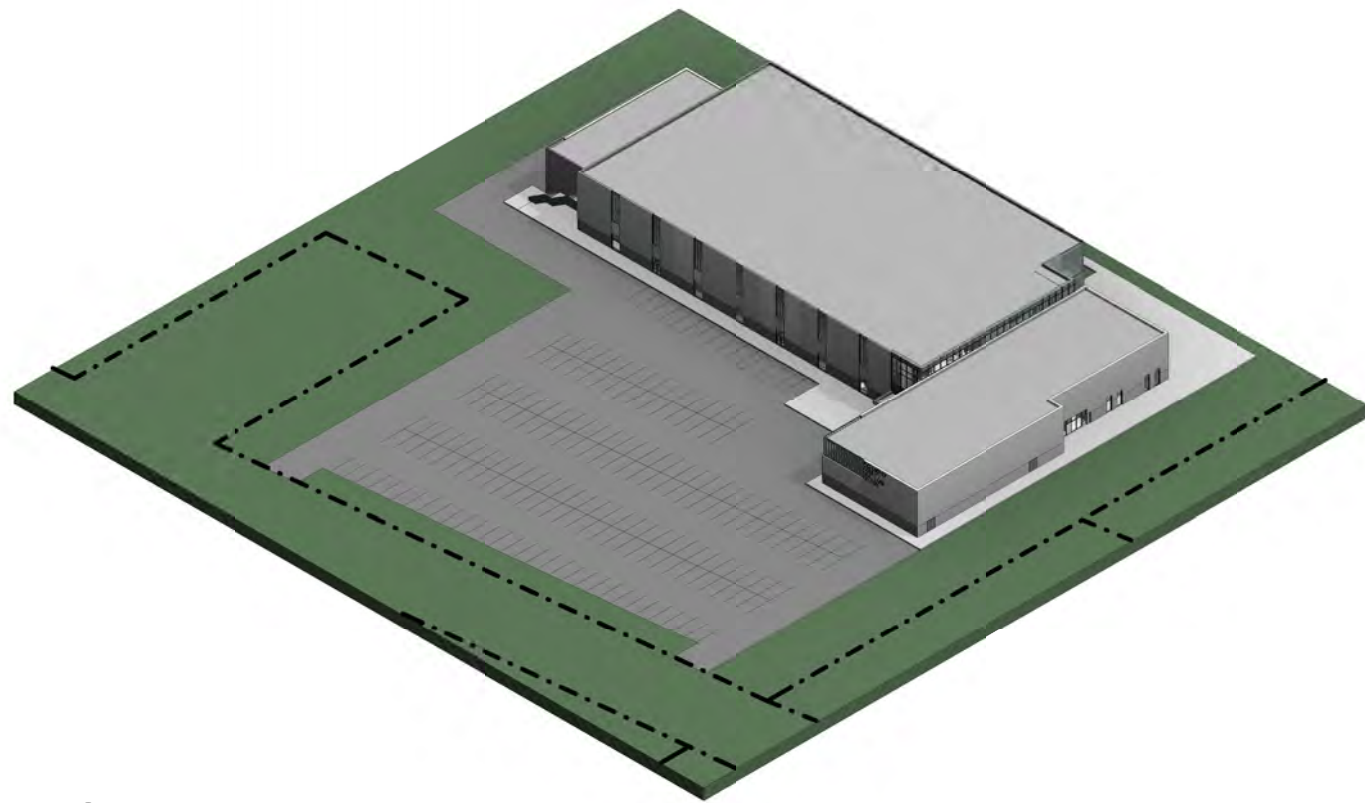
1  
9

SOUTHEAST ELEVATION



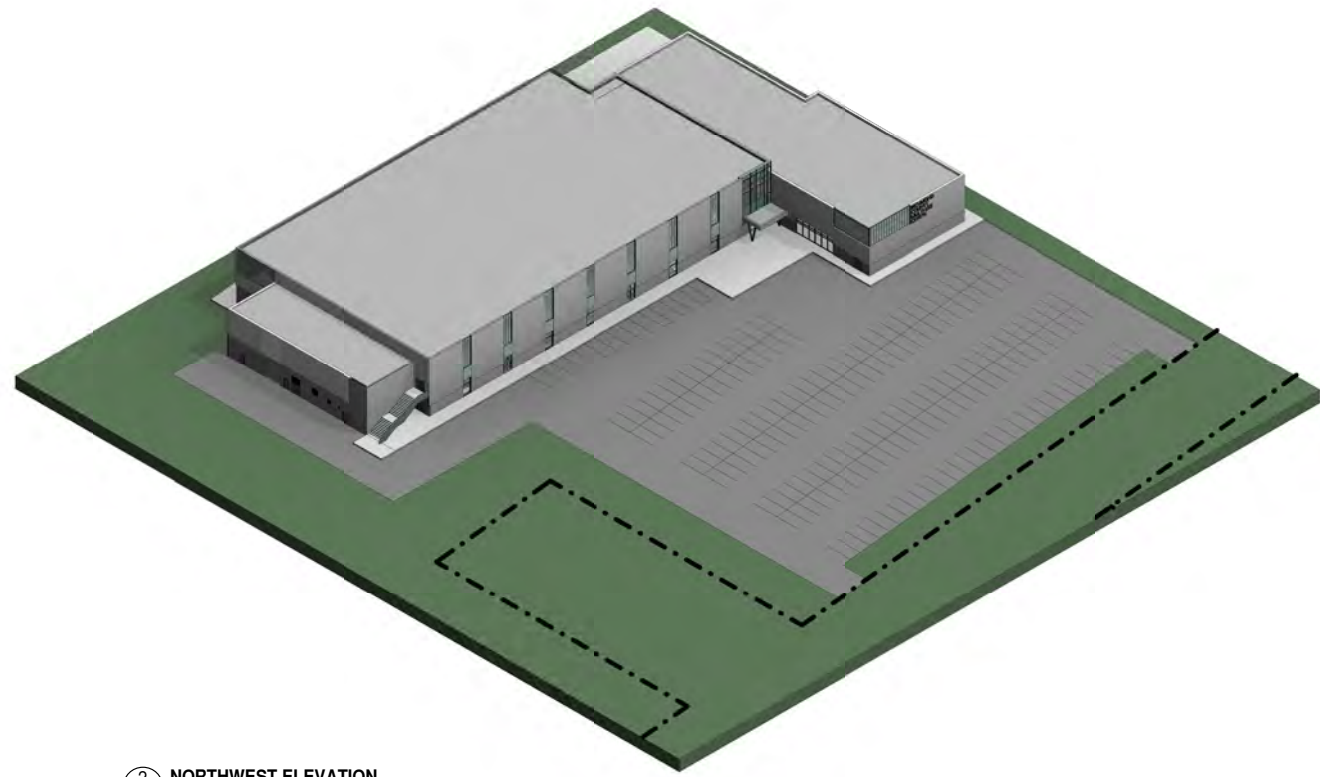
2  
9

SOUTHWEST ELEVATION



1  
8

NORTHEAST ELEVATION



2  
8

NORTHWEST ELEVATION

# RENDERING 1



RENDERING 2



**OPERATIONS**

**9**

## ESTIMATED OPERATION COSTS & REVENUES FOR REC CENTRE

### PROFORMA (CONSERVATIVE SCENARIO)

Financial information is provided using assumptions gathered through the informal and formal initial meetings with County of Richmond staff as well as potential regional users and recreation staff. The financial information uses a conservative scenario of operations, containing assumptions on revenue streams and base staffing levels. Five-year revenues and expenses are indexed 3.73% per year accounting for Nova Scotia Consumer Price Index (CPI) average between 2019 and 2024. Limitations of the information pertain to utility model, market rates for community room rentals, ancillary revenue programs, food & beverage details and staffing compliments. This Business Plan includes an Income Statement including Ice Rentals, Gymnasium Rentals, Multiuse Rooms Revenues, Ancillary Revenue Projections including Advertising, Leased Spaces, Expense Detail, Staffing Complement, Utility Projections, Food & Beverage Income Statement and Salary Projections.

At this time no debt service is accounted for the facility as it was assumed the Capital costs of the facility construction would be funded.

The Business Plan also includes:

- Revenues from likely sources (Ice and gymnasium rentals, multi-use room revenues, food and beverage, advert / sponsorships, vending, and miscellaneous other sources).
- Estimate of operating expenses (salaries and wages, utilities, contracts, maintenance, administration, marketing, insurance, other)

### 5 YEAR PROJECTIONS

The 5-year projections worksheet combines the Year 1 income statement totals as projected. Subsequent years are indexed at 3.73%. However, it should be noted that the first three years may not achieve these numbers if the Multipurpose Building marketplace takes time to “ramp up” the expected usage of the new facility. Through Nustadia Recreation’s (NRI) experience, a new recreation facility takes time to develop the required utilization and thus revenue streams. In the beginning, a marketing plan should be developed to engage the County of Richmond and organizations in Nova Scotia, and surrounding communities.

For full breakdown see Appendix A1 - 5 Year Projections Spreadsheet.

### INCOME STATEMENT

The Income Statement details the projected revenues and expenses of the Multipurpose Building. The statement summarizes Gross Revenues (‘A’ in the formula below) which include Ice Rentals, Gymnasium Rentals, Multiuse Rooms Revenues, Contracted Revenue sources, Leased Spaces, Machine Sales and Miscellaneous revenues.

Expense Projections (‘B’ in the formula below) include salaries, Marketing & Miscellaneous, Repairs & Maintenance (R&M), Utilities, Insurance, Legal and Audit, Administration, Communications, and Finance, which are sub-categorized on the expense detail worksheet.

Formula: Resulting Profit (loss) before Net Food & Beverage

$$C = A - B$$

Where C = Resulting Profit (loss) before Net Food & Beverage;

A = Gross Revenue; B = Expense Projections

Resulting Profit (loss) before Net Food & Beverage (‘C’ in the formula above = A - B) is also provided on the expense detail worksheet. Net Food & Beverage profit (loss) (‘D’ in the formula below) is captured from the Food & Beverage Income Statement worksheet. Profit (loss) (‘E’ in the formula below = C + D) provides the projected financial numbers including all revenue streams after expenses.

Formula: Resulting Profit (loss) including Net Food & Beverage

$$E = C + D$$

Where E = Profit (loss) including Net Food & Beverage; C = Resulting Profit (loss) before Net Food & Beverage; D = Net Food & Beverage profit (loss)

Finally, a percentage analysis of expenses to revenue is detailed to reflect the balance of expenses as they relate to revenues.

For full breakdown see Appendix A2 - Income Statement Projections Spreadsheet.

### RENTAL REVENUE PROJECTIONS

Rental and membership revenues are broken down into pricing structures for each revenue stream which includes:

- Ice Rental Revenues - Utilizing existing rates for ice rentals,
- Gymnasium Rental Revenues - Establishing consistent market rates when comparing gymnasium usage to that of the district school system, and
- Multiuse Rooms Revenues - Focused pricing strategy, designed to compete against regional facilities to attract usage.

### ICE RENTALS

Ice rental revenue projections were created with the current 2024 / 2025 ice rates for the County of Richmond.

#### County of Richmond Ice Rates

Prime Adult	\$173.91 + HST = \$200.00 / Hr
Prime Youth	\$147.83 + HST = \$170.00 / Hr
Non Prime	\$147.83 + HST = \$170.00 / Hr
Summer	\$173.91 + HST = \$200.00 / Hr

(Should the market warrant)

#### Prime time hours are:

Monday to Friday, 4:00 pm – 10:00 pm and Saturday / Sunday, all day

#### Non-Prime hours are:

Monday to Friday, 7:00 am – 4:00 pm.

The winter ice season begins October 1 and runs until March 31. Total of 26 weeks of the Winter season. The proforma assumes that ice rentals will not remain during the summer months for camps and summer ice rentals at this time, however there may exist an opportunity to build summer usage. However, the expectation is this usage development would occur after developing a winter user base.

Ice Rental revenue streams are conservative as current usage was utilized by creating a typical weekly schedule which includes:

**Table 1.1: Ice Rental Typical Weekly Hours**

Ice	Weekday Hours	Weekend Hours	Total Hours
Non-Prime Hours	0.00	0.00	0.00
Prime Hours (Youth)	11.00	11.50	22.50
Prime Hours (Adult)	5.25	7.00	12.25
Non-Revenue Rental Time	12.50	2.50	15.00
Totals	28.75	21.00	49.75

Marketing the Ice surface to other groups in the region will be vitally important to achieve or better these revenue streams. Ice Rental revenue accounts for 56% of the total revenue streams. For full breakdown and supplementary notes see Appendix A3 - Ice Rental Revenue Projections Spreadsheet.

**Gymnasium Rentals**

Gymnasium rental revenue projections were created by first providing the previously noted Pricing Strategy, establishing consistent market rates. The identified Rates are:

- Adult \$ 25.00 + HST = \$28.75 / Hr
- Youth / LLB \$ 20.00 + HST = \$23.00 / Hr
- School \$ 20.00 + HST = \$23.00 / Hr

The proforma assumes that Gymnasium rentals will remain during the summer months for camps and summer rentals.

Gymnasium Rental revenue streams are conservative at 36% utilization of available hours, as initial demand from regional users was identified through engagement meetings with Richmond Rize Volleyball (18 hours per week), Richmond Minor Basketball Association (20 hours per week) and Strait Area Soccer Club (0 hours per week). Marketing the Gymnasium to other groups in the region will be vitally important to achieve or better these revenue streams. Gymnasium Rental revenue accounts for 14% of the total revenue streams. For full breakdown and supplementary notes see Appendix A4 - Gymnasium Rental Revenue Projections Spreadsheet.

**Multiuse Room Rentals**

The Multiuse Rooms Rentals revenue was projected after reviewing the current room space market in the region. The direct competition for room space is the Port Hawkesbury Civic Centre which has 5,920 square feet of usable rooms space, compared to the designed 5,260 square feet proposed for the County of Richmond facility. The Civic Centre spaces as well as the comparable proposed include:

Rooms	Port Hawkesbury Civic Centre (Sq. ft.)	County of Richmond Multipurpose Facility (Sq. ft.)
Multi-use Room 1 / 2 (3 for PH)	1,680/1,680/1,680	1,845/1,469
Multi-use Room Combined	5,040	3,314
Executive Boardroom	480	892
Classroom / Hospitality Room	400	1,154
Boardroom / Room Combined	0	2,046
<b>Total</b>	<b>5,920</b>	<b>5,360</b>

Multiuse Rooms Rentals revenue noted in the projections for the Multipurpose Building accounts for 13% of the total revenue streams. For full breakdown and supplementary notes see Appendix A5 - Multiuse Room Revenue Projections Spreadsheet.

**ANCILLARY REVENUE PROJECTIONS**

Ancillary revenue streams include contracted advertising, which details a major corporate sponsorship package that may include facility naming rights, backlit signage, banner signage, rink boards, and washroom posters ads.

Machine Sales, i.e., healthy food vending typical in a recreation environment, drink vending with a major supplier and an Automatic Teller Machine (ATM). These are projected at one quarter the rate noted in larger recreation facilities.

Ancillary revenue streams are important to overall financial success of the development. They account for 17% of the total revenue streams when combined. Individually contracted revenues account for 15% of total revenues streams and Machine Sales 2%. For full breakdown see Appendix A6 - Ancillary Revenue Projections Spreadsheet.

**EXPENSE DETAIL**

The expense detail worksheet reflects the sub-categories within the expense lines. Each line has a source that is either connected to further analysis on an additional worksheet, a percentage or a projected expense derived from other Nustadia Recreation operations.

Each category total is provided, and the corresponding percentage of the category total is provided. For full breakdown see Appendix A7 - Expense Detail Projections Spreadsheet.

**STAFFING COMPLEMENT**

Typically for a recreation complex of this size staff will be required to work from 8 am until midnight seven

days of the week. The staffing is broken down into four categories and consist of 5 Full Time Staff (40 hours per week, for the entire year) and 10 or more Part Time or Seasonal Staff. The combined staffing compliment is 10.5 Full Time Equivalent (FTE) staff.

- 1) Administration Staff
- 2) Operations Staff
- 3) Guest Services Staff
- 4) Food & Beverage Staff

**Administration Staff**

The central role in this division is that of a Recreation Programmer / Scheduler who will both schedule the facility and all rentals within the ice surface, gymnasium and multiuse rooms as well as liaise with community groups to grow programs specific to both the County of Richmond community and the greater region. This individual will have a sport and recreation background with strong communication skills and scheduling skills. This is a full time, salaried position.

This role will also liaise with the County of Richmond Administration staff for financial work such as data entry of all invoices, receivables and payables. If the position is not able to complete the combined work, a shared resource with the finance should be contemplated, a part time employee at 25 hours per week.

**Operations Staff**

The central role in this division is the Operations Manager who would be responsible for all equipment of the facility as well as all custodial work. This person should have experience in facility maintenance and equipment and be able to work with contractors on facility repairs. They will also supervise the custodial staff, work a Monday to Friday shift, and would be required to perform custodial work in between their other duties. During the busier winter season, there would also be three (3) full time Arena Attendants staff, and two (2) seasonal part time Arena Attendants staff.

**Guest Services Staff**

The Guest Services role assigns dressing rooms, administers keys to user groups and be the front line for customer service. They also will assist with Multiuse Room rentals setup and coordination of booking requirements as provided by the Recreation / Programming Manager. This staff position is an hourly rate at minimum wage for this role.

**Food & Beverage Staff**

The Food & Beverage role will have quick service food items both fresh and packaged as well as beverage items for sale. The goal of this role is to be revenue neutral at worst, however the ability to generate revenue is critical to the role. For full breakdown with work schedules for hourly employees see Appendix A8 - Staffing Compliment Projections Spreadsheet.

**UTILITIES**

The utilities worksheet breaks down the anticipated expenses for a recreation complex of this size and nature. The numbers are derived from data from Nustadia operations across the country with emphasis on our Halifax, NS facilities. These facilities are 4-pad arenas, for comparison the consumption has been factored at 78% of these facilities. A sample of total percentage costs per month was utilized to reflect anticipated usages by month.

As well, the County of Richmond - Multi Purpose Recreation Facility Energy Modelling Report of October 21, 2024, completed by WSP Canada was utilized as a base estimate of consumption. The report provided 3 Energy Modelling Results, and for the purpose of these calculations, variant 2 was used as an all-electric model.

For full breakdown and supplementary notes see Appendix A9 - Utilities Projections Spreadsheet.

**FOOD & BEVERAGE PROJECTIONS**

The Food & Beverage services for any new multi-sport facility should be located in the main lobby as a highly visible entity, accessible immediately as the user enters the facility. This location aides in top-of-mind sales and starts the experience as the user enters the facility.

Projections are based on comparable Nustadia Recreation managed recreation facilities and estimated at a reduced percentage based on estimates of patrons entering the facility. Nustadia Recreation has several large recreation complexes under management with food and beverage components as part of the operations. Using this data as a base, the numbers derived are estimates of potential sales. Similar to revenue projections, the first few years of the food & Beverage program may take time to ramp up and find the right mix for the market.

For full breakdown including Cost of Goods Sold and wages breakdown see Appendix A10 and A11 - Food & Beverage Projections Spreadsheet and Food & Beverage Salaries Projections Spreadsheet.

**OUTLINE FINANCIAL FEASIBILITY**

As noted in section 1.0 Estimated Operating Costs and Revenues for Recreation Centre, it will be difficult to break even financially with the proposed facility. With the hope of creating active lifestyle choices for the County of Richmond and the greater region, price points are suggested to be low. As well, to attract outside user groups, price points need to remain comparable to the region or on average lower to combat any geographical challenge. However, because these price points are low, expenses will be higher than revenue generated at this time even with a lean staff compliment.

The initial proforma provided a conservative estimate of revenue streams, estimates of utilization percentages are:

**Table 1.3: Utilization Projections**

Revenue	Utilization % Prime Time	Utilization % Non-Prime Time	Utilization % Total Time
Ice Rentals	76% (Total Ice Usage) 58% (Revenue Rentals)	9% (Total Ice Usage) 0% (Revenue Rentals)	47% (Total Ice Usage) 33% (Revenue Rentals)
Gymnasium Rentals	10% Youth 3% Adult 0% School	0% Youth 0% Adult 2% School	15% Total Usage
Multiuse Rooms Rentals	4% (Hourly)	3% (Daily)	7% Total Usage

Utilizing the proforma estimate as a Baseline, increasing the utilization or price points by 10% will provide an opportunity to generate additional revenues. Bottom line estimates range from 10% utilization to 100% utilization of prime time, with estimates on bottom line projections being, Appendix A12 - Utilization Projections for full breakdown:

**Table 1.4: Prime Time Utilization Projections to Bottom Line**

Utilization %	Revenues	Expenses	Net Profit (Loss)
Baseline	\$291,024	\$1,077,024	-\$784,581
10%	\$315,485	\$1,077,024	-\$759,978
20%	\$339,963	\$1,077,024	-\$735,344
30%	\$364,459	\$1,077,024	-\$710,677
40%	\$388,974	\$1,077,024	-\$685,973
50%	\$413,509	\$1,077,024	-\$661,231
60%	\$438,064	\$1,077,024	-\$636,447
70%	\$462,641	\$1,077,024	-\$611,619
80%	\$487,241	\$1,077,024	-\$586,742
90%	\$511,865	\$1,077,024	-\$562,319
100%	\$535,985	\$1,077,024	-\$535,985

For any recreation facility, there are both fixed costs and variable costs associated with the operations. For the most part, other than efficient operation and scheduling of equipment, the utility costs of the facility are a fixed cost in that they are required and would fluctuate on rate and usage. Similarly, staffing is fixed since you require staff to operate it. The variable component is how many staff are required and the costs associated, i.e. salary or hourly wages. Truly variable costs are in repairs and maintenance items as they can be unforeseen, large and unknown.

The project's financial feasibility pertains to how the new facility would fit into the larger County of Richmond operations and budgets. Overall, there does not appear to be an opportunity for the operation of the facility to break even financially. With low price points to be inclusive to all residents, and limited opportunity to grow ice revenues with a established prime time schedule, the range of financial loss per year could be \$535,985 to \$784,581. Listed below are a few areas to review for any synergies or operational funding.

**Expense Synergies**

To enhance bottom-line projections, it's essential to conduct a thorough review of expense synergies between the facility and the County of Richmond's financial statements. Here are some specific line items to consider for this analysis:

- **Shared Services:** Identify any services that are jointly provided by the County, such as administrative support, maintenance, or utilities, and assess if these costs are reflected in both entities' budgets.
- **Insurance Costs:** Determine if the facility is included in the County's insurance policies, which may lead to reduced premiums or shared coverage costs.
- **Public Works and Logistics:** Review any Public Works services that may be shared, including snow clearing, which could affect overall costs.

- **Waste Management and Environmental Services:** Look into waste disposal and environmental services provided by the County to see if these costs are covered under County agreements.
- **Capital Expenses:** Assess any shared capital projects, infrastructure, or equipment that might lead to lower individual expenditures for the facility.
- **Employee Benefits and Payroll:** Analyze how employee benefits are managed and whether the facility's payroll expenses align with County benefits packages.
- **IT and Communications:** Investigate any shared technology or communication systems that may reduce standalone costs for the facility.

By focusing on these areas, you can identify potential cost savings and synergies that would positively impact the facility's financial performance. This approach can lead to a more accurate understanding of true expenses and ultimately improve the bottom line.

**Staffing**

Furthermore, staffing would be reviewed as current roles in the County of Richmond pertaining to recreation may be modified to include facility operations. If so, a portion of the services provided may not be charged to the facility, or vice versa to the existing budget. The net effect is still positive to County of Richmond operations.

**LIFECYCLE COSTING MODELS**

It is important and common industry standard to establish a Capital Reserve fund for future renovations to community recreation facilities. Life Cycle Planning involves establishing this fund from the start of the facility operations and works in conjunction with a strong Preventative Maintenance Program (PMP). When equipment has run its expected life cycle, replacement costs must be allocated to the Capital

Budget in order to sustain the facility for many years and having an established fund meets this purpose. There are two manners or intents to why the fund is established.

First, if the intent of the fund is to establish a replacement cost value in future years, it can be established that the fund is allocated to annually in an amount equal to the future cost value of a new facility. For example, if the construction cost of the current design is \$43,138,000 in current dollars, and the projected life of the facility is 30 years, indexing the cost of a new facility 30 years from today, utilizing a 10 year Consumer Price Index (CPI) average for the Province of Nova Scotia from 2014 to 2024 of 2.45%, the future cost may be \$87,049,828 at that time. To create a fund large enough to account for the replacement value in 30 years, would require an annual allocation of \$2,901,661 for this design model, not accounting for any interest earned on these funds. Full replacement values and allocations for the Design Model in table 1.7.1.

**Table 1.7.1: Replacement Value & Annual Allocations**

Item	A49 Design
Sq. Ft.	73,393
Price per sq. ft.	\$588
Class "D" Estimate Cost	\$43,138,000
Average NS CPI (10 Year)	2.45%
Estimated Cost in 30 years	\$87,049,828
Effective Annual CR Contribution	\$2,901,661

This is a significant allocation for most municipal budgets and one that may be difficult to sustain. This is not the typical thought process to Life Cycling.

Second, the intent and allocation of a life cycle process is to provide funds to the ongoing operations that require allocations for equipment upgrades or replacements. A recreation facility operation creates a Life Cycle Document to highlight the requirements over the projected life of the facility, in hopes of creating a fund large enough to account for future needs.

The Life Cycle document inventories all equipment as well as the building envelope, hard surfaces and any potential renovations and improvements to the facility and grounds. This inventory is then time lined as to expected end of life range of years. Pricing is allocated to all items in current dollar figures and costs are indexed at a conservative 3% or average CPI per year. Over time and throughout the preventative maintenance programs, priority settings are created on known equipment length of life and failure points. Finally, cash flow graphs are provided and annual 5- and 10-years Capital Budgets are created for the facility owners for annual consideration.

This process is fluid at all points, with staff monitoring the equipment and adjusting for longer / shorter life spans of equipment. In the beginning of the facility life cycle, replacement and failure costs are lower. As the facility ages, equipment is required to be replaced at key life cycle moments such as 10, 15, 20 and 25 years of operations. Each equipment life cycle is different and varies per manufacturer. The critical component is establishing the annual Life Cycle (Capital Reserve) allocation amount early and building a fund annually, increasing the allocation by CPI as well that will positively cash flow the known projections of the facility operations.

As an example, the Greenfoot Energy 4-Plex in Moncton, NB is a 148,000 square foot 4 pad arena facility constructed in 2002 for a Capital Cost of \$15,300,000. The cost of construction per square foot at that time was \$103. Over the projected 30 year life span of the facility, the Capital improvements / replacements will total \$11,402,029 or approximately 75% of the original construction cost. In order to account for a positive cash flow with these numbers, the facility should have allocated \$380,068 annually to a Capital Reserve fund.

**Table 1.7.2: Capital Replacement Calculation Example**

Greenfoot Energy 4-Plex Example	
Sq. Ft.	148,000
Construction Cost in 2002	\$15,300,000
Price per sq. ft.	\$103
Capital Replacements to date (2002 - 2021)	\$2,196,417
Projected Replacements (2022 - 2032)	\$9,205,613
Total Replacement over 30 Years	\$11,402,029
Annual Allocation to Capital Reserve	\$380,068

The example provided only detail known costs. Construction materials, efficiencies and expertise of trades play a major factor in the overall life expectancy of the facility and ongoing Capital costs. Utilizing the calculations from the example provided and projecting these calculations over the Class "D" estimates provided by Altus Group, the Capital Reserve Allocations provided are included in Table 1.7.3:

**Table 1.7.3: Replacement Life Cycle Allocations**

Item	25% Projected Capital Replacement Value	50% Projected Capital Replacement Value	75% Projected Capital Replacement Value
Sq. Ft.	57,670	57,670	57,670
Price per sq. ft.	\$588	\$588	\$588
Class "D" Estimate Cost	\$43,138,000	\$43,138,000	\$43,138,000
Projected Capital Replacement % Value	25%	50%	75%
Projected Capital Replacement \$ Value	\$10,784,500	\$21,569,000	\$32,353,500
Effective Annual CR Contribution	\$359,483	\$718,967	\$1,078,450

Annual allocations to Capital Reserve funds range from \$359,483 to \$1,078,450. However, existing methods or funds may already be established which may be allocated to this project. The choice for any municipality depends on their existing financial situation and overall Financial Goals / Strategies in place. For this specific project, the financial data will utilize a conservative approach of 25% of Construction cost divided over the 30-year expected life cycle to value the annual Capital Reserve allocation for budgeting purposes.

**OPERATING ECONOMIES**

Multipurpose Recreation Facilities can achieve several operating economies compared to singular purpose facilities. Here are some key areas where these economies are evident:

- Shared Resources: Multipurpose facilities can share staff, equipment, and maintenance resources across different activities, reducing overall operational costs.
- Increased Utilization: By offering a variety of programs and activities, these facilities can attract a broader audience, maximizing usage throughout the week and minimizing downtime.
- Cost Efficiency in Management: A single management team can oversee various activities, streamlining administrative tasks and reducing overhead costs.

- Joint Marketing and Promotions: Multipurpose facilities can promote multiple events and activities simultaneously, leading to reduced marketing costs and increased visibility.
- Flexible Space Usage: Facilities can adapt spaces for different functions, optimizing the use of available areas and allowing for quick changes in setup based on demand.
- Diverse Revenue Streams: With multiple programs, these facilities can generate income from various sources, reducing reliance on any single program or activity such as advertising, food & beverage and streaming.
- Cross-Promotion Opportunities: Users of one program may be introduced to other activities, encouraging broader participation and enhancing community engagement.
- Shared Amenities: Facilities can offer shared amenities such as locker rooms, restrooms, and common areas, reducing the need for separate facilities for each activity.
- Economies of Scale: Larger facilities can benefit from bulk purchasing discounts for supplies and equipment, further lowering operational costs.

These operating economies make multipurpose facilities more efficient and financially viable, allowing them to better serve community needs.

# COST BENEFIT ANALYSIS & ECONOMIC IMPACT ASSESSMENT

## PREPARATION OF COST BENEFIT ANALYSIS (CBA)

The proposed facility aims to provide recreational amenities including ice rentals, gymnasium rentals, multiuse room rentals, and ancillary services such as food and beverage, vending, and advertising revenue. The analysis evaluates projected costs and benefits based on conservative financial projections over five years.

### Costs

- Operating Costs
  - Staffing: Full-time and part-time staff totaling 10.5 Full-Time Equivalent (FTE) positions. Salaries and wages for roles including administration, operations, guest services, and food & beverage.
  - Utilities: Projected using energy modeling reports and comparative data from similar facilities.
  - Maintenance and Repairs: Variable based on facility lifecycle and preventive maintenance programs.
  - Marketing and Miscellaneous: Initial marketing to increase utilization and visibility.
  - Insurance, Legal, and Audit: Standard operational expenses.
  - Capital Reserve Contributions: Recommended allocation of 25% of construction cost over 30 years for equipment upgrades and replacements.

### Benefits

- Revenue Streams
  - Ice Rentals (56% of revenue):
    - Prime rates: \$200/hr (Adult), \$170/hr

(Youth).

- Initial utilization: 33% of total available time.
- Gymnasium Rentals (14% of revenue):
  - Adult rate: \$28.75/hr, Youth rate: \$23/hr.
  - Initial utilization: 15% of total available time.
- Multiuse Room Rentals (13% of revenue):
  - Competitive pricing to attract local events.
- Ancillary Revenues (17% of revenue):
- Advertising (15%) and vending machine sales (2%).
- Food & Beverage:
  - Estimated as revenue-neutral initially, with growth potential.

### Financial Projections

- Class "D" Capital Estimate
  - \$43,138,000
- Baseline Proforma
  - Year 1 Revenue: \$291,024.
  - Year 1 Expenses: \$1,077,024.
  - Net Loss: -\$784,581.

### Sensitivity Analysis

- A 10% increase in utilization improves revenues to \$315,485, reducing the net loss to \$759,978.
- Full prime-time utilization (100%) does not achieve a breakeven point with current rate structure.

### Intangible Benefits

- Community Impact:
  - Increased active lifestyle opportunities.
  - Enhanced regional engagement through events and sports.

- Economic Development:
  - Attraction of external user groups and potential sponsorships.
  - Growth in local tourism.
- Social Equity:
  - Low price points make services accessible to a broad demographic.

### Risks

- Initial Utilization Gap:
  - Conservative estimates suggest a slow ramp-up in the first three years.
- Operational Deficit:
  - Estimated annual losses range from -\$535,985 to -\$784,581.
- Lifecycle Costs:
  - Long-term maintenance and capital replacement requirements could become a burden to the Municipality.

### Recommendations

- Increase Utilization and Revenue Streams:
  - Strategic marketing to attract a broader user base.
  - Explore additional revenue streams, such as summer ice rentals and premium services.
- Optimize Costs:
  - Leverage synergies with County operations for shared services.
  - Adopt energy-efficient practices to reduce utility expenses.
- Long-term Planning:
  - Establish a robust capital reserve fund for lifecycle costs.

- Monitor and adjust financial strategies based on facility usage trends.

While the facility is projected to operate at a loss initially, the long-term community and economic benefits may justify its development as part of the overall strategic direction of the Municipality. Strategic management, enhanced marketing, and improved utilization rates are critical to optimizing financial performance.

## PREPARATION OF ECONOMIC IMPACT ASSESSMENT

Developing an Economic Impact Assessment (EIA) for a multipurpose recreation center in County of Richmond, Nova Scotia, involves evaluating both the direct and indirect economic benefits, costs, and impacts of the proposed facility. Below is a framework of the process:

### Objectives

- Assess the potential economic contributions of the center to the local and regional economy.
- Estimate the economic activities generated by construction, operations, and community usage.
- Highlight social and cultural benefits that translate into economic value.

### Key Components of the Assessment

#### Direct Economic Impacts

- Construction Phase:
  - Job Creation: Estimate the number of temporary jobs created during construction.
  - Local Spending: Calculate spending on materials, labor, and services sourced locally.

- Operational Phase:
  - Revenue streams from facility usage (e.g., rentals, concessions, skate sharpening, hospitality events).
  - Long-term job creation (facility staff, operators for concessions, and contractors for maintenance).

#### Indirect and Induced Impacts

- Local Business Growth:
  - Increased patronage for nearby restaurants, shops, and hotels.
  - Boost in tourism from hosting sports tournaments, performances, and conferences, i.e. Sport Tourism
- Community Development:
  - Impact on property values in the surrounding area.
  - Attraction of new residents or businesses drawn by enhanced amenities.

#### Social and Non-Economic Benefits

- Improved community health through increased recreational opportunities.
- Enhanced social cohesion by providing a central gathering place for events.
- Positive cultural impacts, such as increased access to arts and performances.

#### Economic Modeling

- Utilize input-output models (e.g., Statistics Canada's Input-Output Model) to quantify direct, indirect, and induced impacts:
  - GDP contributions.
  - Total job creation.
  - Increases in local spending.

#### Summary of Findings

- The projected economic impacts (quantitative and qualitative).
- Financial feasibility and long-term sustainability.
- Recommendations to maximize economic and social benefits.

This structured approach ensures a thorough understanding of the facility's potential economic and community contributions.

#### DIRECT ECONOMIC IMPACTS

Direct Economic Impacts related to both the Construction and Operational Phases of the proposed multipurpose recreation facility include:

##### Construction Phase

- Job Creation:** The construction phase will generate approximately 200 - 250 temporary jobs over 18 months of work. Generally, construction projects of this size involve a variety of roles, including laborers, contractors, engineers, and project managers. Using a base of 200 positions at an average blended salary of \$61,965 with a Stats Canada direct input / output multiplier for wages & salaries for Non-residential Construction of 0.232 equates to \$4,312,729 in job creation for the construction period.
- Local Spending:** A portion of the spending will go to local materials, labor, and services. Stats Canada direct input / output multiplier for Building Materials and Supplies Merchant Wholesales of 0.731, local spending on materials, labor, and services will contribute to the provincial economy during construction of approximately \$31,533,878.

##### Operational Phase

- Revenue Streams from Facility Usage:**
  - Ice Rentals: The primary revenue source, accounting for 56% of total revenue, involves ice

rental at rates ranging from \$170 to \$200 per hour could generate over \$8,777,552 for a 30-year life facility life span.

- Gymnasium Rentals:** These contribute 14% of revenue, with varying rates depending on the user (e.g., \$28.75/hr for adults, \$23/hr for youth) could generate over \$2,160,933 for a 30-year life facility life span.
- Multiuse Room Rentals:** Contributing 13% of revenue, the multiuse rooms will be rented for various events, with competitive pricing to attract local users and could generate over \$1,994,708 for a 30-year life facility life span.
- Ancillary Revenues:** This includes advertising (15% of revenue) and vending machine sales (2%), alongside potential food and beverage sales and could generate over \$2,747,922 for a 30-year life facility life span.
- Long-term Job Creation:**
  - The operational staff will include full-time and part-time workers, with a total of 10.5 Full-Time Equivalent (FTE) positions across various roles such as administration, operations, guest services, and food & beverage.
  - In addition, contractors for maintenance will be required to manage ongoing facility upkeep.

These economic activities, both during construction and operation, will contribute directly to local job creation, increased business activity, and potentially higher property values. The ongoing operations of the facility also promise to create sustainable revenue streams for the community through rentals and ancillary services.

#### INDIRECT & INDUCED IMPACTS

Indirect and Induced Impacts related Operational Phase of the proposed multipurpose recreation facility include:

#### Local Business Growth

- Increased patronage for nearby restaurants, shops, and hotels.
  - An Economic Impact Assessment of recreational sporting events at the Moncton 4Ice Centre in Moncton, NB reflected a spend of \$265 per day or \$450 per trip (hotels, food, miscellaneous spending, etc.) in 2012 dollar figures. Using these figures as base line for events, calculating for inflation of 3.73%, they represent \$411 per day and \$698 per trip spend in 2024 dollars.
  - Estimating 4 events per winter season for Hockey and 4 events per year for Volleyball and Basketball, 8 events may bring 280 participants total to the facility for the events. These 280 participants and their families represent over 700-foot traffic into the facility. Using the previous calculation.
  - Economic impact of participant parties for events is \$195,534 per year or \$5,866,031 over 30 years life of the facility as direct spend in the local community for facility events.
- Boost in tourism from hosting sports tournaments, performances, and conferences, i.e. Sport Tourism
  - This analysis highlights the potential of Sport Tourism as an economic driver for the County of Richmond, aligning with broader national and provincial trends. Here are the key takeaways and recommendations:
- Economic Significance of Sport Tourism
  - Nationally, Sport Tourism contributes \$7.4 billion annually, representing 7% of Canada's tourism industry.
  - In Nova Scotia, Sport Tourism is valued at approximately \$280 million annually, maintaining the 7% share.
- Cape Breton's share of Sport Tourism is estimated at \$33.6 million, reflecting proportional alignment with broader trends.
- Economic and Community Benefits

- Economic Impact: Includes direct spending by participants, families, and spectators, alongside secondary benefits for local businesses.
- Community Legacy: Enhances local infrastructure, volunteer capacity, and regional reputation while fostering stronger community ties through sports.
- Opportunity for Niche Market Development
  - The 2018-2023 Tourism Driving Export Revenue Strategy highlights niche markets as a method to attract first-time visitors. Sport Tourism could serve as one such niche for Cape Breton.
  - A precedent example includes Stratford, Ontario, which developed a targeted Sport Tourism Strategy to assess assets, engage stakeholders, and chart growth.
- Challenges in the Region
  - Lack of a formal Events Strategy to attract and coordinate events.
  - No existing framework connecting economic development resources with Sport Tourism initiatives.
- Available Tools and Support
  - Events Nova Scotia: Offers expertise in developing comprehensive Event Strategies.
  - Sport Tourism Canada: Provides the STEAM (Sport Tourism Economic Assessment Model) to evaluate the economic impact of hosting events.
- Recommendations for Action:
  - Develop an Events Strategy:
    - Create a comprehensive roadmap for hosting events, aligning infrastructure, marketing, and staffing resources.
    - Collaborate with Events Nova Scotia for expertise in crafting this strategy.
- Engage with Sport Tourism Canada:
  - Utilize the STEAM model to assess and predict the economic impact of potential events.
  - Participate in the annual Sport Event Congress to network with stakeholders and gain insights.
- Explore Niche Opportunities:
  - Investigate unstructured recreational activities (e.g., trail usage) in the region and consider structuring them into planned events at proposed facility.
  - Target underrepresented markets in Coastal Nova Scotia by focusing on sports-related events alongside the existing food, music, and dance festivals.
- Collaboration and Marketing:
  - Partner with Tourism Nova Scotia to market events and leverage provincial tourism channels.
  - Analyze digital engagement (click rates, event promotions) to guide the development of effective campaigns.
- Stakeholder Consultations:
  - Conduct public and private consultations to identify community needs and existing assets.
  - Use the Stratford example or other Municipality as a framework for engaging local stakeholders and mapping resources.
- Pilot Event(s):
  - Host a smaller-scale Sport Tourism event to test the market and gather data on economic and social impacts.
  - Use findings from the pilot to refine the broader Events Strategy.
- Sport Tourism represents a viable and strategic opportunity for the County of Richmond to drive economic growth, enhance community engagement, and promote Cape Breton as a

premier destination. Taking a structured and collaborative approach, beginning with an Events Strategy for the proposed Multipurpose Recreation Centre, will position the region for long-term success in this sector.

**Community Development:**

- Impact on property values in the surrounding area.
  - Building a new recreation facility can significantly impact property values in the surrounding area, but the extent and direction of this impact depend on several factors:
    - Positive Impacts:
      - Increased Demand for Nearby Properties
        - Recreation facilities, such as parks, fitness centers, or community centers, can attract buyers and renters who value proximity to amenities. Properties near these facilities may experience increased demand, leading to higher property values.
      - Improved Quality of Life
        - Recreation facilities enhance the livability of an area by promoting health, wellness, and community engagement. This can make neighborhoods more attractive, especially to families and young professionals.
    - Aesthetic and Environmental Enhancements
      - Facilities with green spaces, walking trails, or water features can beautify the area, further boosting property values.
    - Economic Development
      - The presence of a recreation facility may stimulate local businesses (e.g., cafes, retail stores), creating a vibrant community atmosphere and increasing property appeal.

- Potential Negative Impacts:
  - Increased Noise and Traffic
    - Facilities that attract large numbers of visitors can lead to higher traffic and noise levels, potentially reducing the desirability of nearby properties.
  - Privacy Concerns
    - If the facility is too close to residential areas, residents may feel their privacy is compromised, which can deter potential buyers.
  - Cost of Maintenance or Taxes
    - If the facility is funded through increased property taxes or maintenance levies, some property owners might perceive this as a downside.
  - Overcrowding
    - A poorly planned or overly popular facility might lead to overcrowding, reducing the neighborhood's exclusivity and appeal.
  - Factors Influencing the Impact:
    - Type of Facility: Large-scale facilities (e.g., stadiums) may have mixed effects compared to smaller, community-oriented centers.
    - Proximity: Being within walking distance can enhance property values, but being too close may have the opposite effect due to noise or congestion.
    - Neighborhood Profile: In high-demand areas, recreation facilities tend to increase property values more significantly. Conversely, in already crowded urban areas, the effect might be less pronounced.
    - Design and Management: A well-designed, well-maintained facility has a more positive impact than one that

- is poorly managed or aesthetically unappealing.
- Attraction of new residents or businesses drawn by enhanced amenities.
  - When a recreation facility is constructed, it can enhance the attractiveness of an area, prompting both new residents and businesses to move in. Amenity-driven growth or amenity migration is an important consideration, examples throughout Canada include:
    - Emera Oval – Halifax, Nova Scotia
      - Facility: A large outdoor skating rink in winter and a multi-use recreation area in summer.
      - Impact:
        - A major draw for families and sports enthusiasts, contributing to the livability of the Halifax Regional Municipality.
        - Encouraged nearby businesses such as cafés and retail stores to cater to increased activity.
        - Reinforced Halifax’s image as a community-focused and active city, appealing to new residents.
    - Avenir Centre – Moncton, New Brunswick
      - Facility: A state-of-the-art multipurpose arena hosting concerts, sports events, and community activities.
      - Impact:
        - Attracted businesses such as restaurants, bars, and hotels to the downtown Moncton area.
        - Brought new life to the urban core, making it more attractive to residents and visitors.
        - Helped Moncton position itself as a hub for regional entertainment and sports.

- The Forks – Winnipeg, Manitoba
  - Facility: A historic meeting place transformed into a vibrant recreational and cultural hub featuring parks, walking trails, an outdoor skating rink, and retail spaces.
  - Impact:
    - Attracted residents and tourists to downtown Winnipeg, revitalizing the area.
    - Encouraged nearby residential developments, including condos and apartments.
    - Businesses like restaurants, shops, and event spaces thrived, making The Forks a central gathering spot.

## SOCIAL & NON-ECONOMIC BENEFITS

Recreation facilities provide numerous social and non-economic benefits to a community, extending far beyond financial considerations. Here are some of the key advantages:

### Improved Social Connections

- Community Building: Recreation centers create spaces where people can meet, interact, and form relationships, fostering a sense of community.
- Social Inclusion: These facilities provide an inclusive environment where people from diverse backgrounds can come together, reducing social isolation and promoting equality.
- Volunteer Opportunities: Many recreation facilities rely on community volunteers, giving people the opportunity to contribute and become more engaged in their community.

### Health and Wellbeing

- Physical Health: Regular physical activity at recreation centers promotes fitness, reducing the risk of chronic illnesses such as heart disease, diabetes, and obesity.

- Mental Health: Exercise and recreational activities are proven to reduce stress, anxiety, and depression. Access to recreational spaces supports mental wellbeing and provides outlets for relaxation and stress relief.
- Active Lifestyle Promotion: Encouraging people of all ages to adopt an active lifestyle helps in improving overall community health and wellbeing.

### Youth Development

- Skill Building: Youth programs at recreation facilities can help develop important life skills such as teamwork, leadership, and communication.
- Safe Spaces for Youth: These centers offer a safe and supervised environment where young people can spend their time productively, reducing the risk of negative behaviors like substance abuse or involvement in crime.
- Positive Role Models: Mentoring and youth leadership programs can provide guidance and support for younger generations.

### Cultural and Recreational Enrichment

- Access to Arts and Culture: Recreation centers can host cultural events, art exhibitions, and performances, enriching the community’s cultural fabric and supporting local talent.
- Leisure and Fun: Access to various recreational activities like swimming, sports, and fitness classes provides opportunities for relaxation and enjoyment, which can significantly improve quality of life.
- Inclusivity in Recreation: These spaces allow people with different interests, abilities, and backgrounds to engage in diverse activities, from sports to arts, enhancing personal growth and social cohesion.

### Environmental Benefits

- Green Spaces and Sustainability: Many recreation facilities include parks, gardens, and green areas that contribute to environmental sustainability. These spaces help combat urban sprawl and

improve the aesthetic value of neighborhoods.

- Increased Environmental Awareness: Recreation facilities often promote environmental education, encouraging the community to engage in sustainable practices such as recycling, conservation, and outdoor activities like hiking or gardening.

### Civic Pride and Engagement

- Strengthened Community Identity: Having a recreation facility often leads to a greater sense of pride in the community, as it represents a shared investment in quality of life.
- Civic Engagement: Recreation facilities can become hubs for civic activities, fostering a sense of ownership and involvement. They can also serve as locations for community meetings, public events, and local initiatives.

### Crime Prevention and Safety

- Reduced Crime: Well-designed recreational spaces provide positive outlets for energy, especially for young people, thereby reducing the likelihood of crime and anti-social behavior in the area.
- Stronger Community Networks: Regular interaction within recreational settings creates stronger bonds among neighbors, making communities more vigilant and supportive, which in turn enhances public safety.

### Increased Property Values

- Neighborhood Improvement: While not purely an economic benefit, the presence of a recreation facility can lead to increased demand for housing in the surrounding area, improving the overall neighborhood appeal.

Overall, the social and non-economic benefits of recreation facilities play a critical role in enhancing the quality of life for community members by promoting social interaction, improving health, and fostering a sense of belonging and pride.

## SUMMARY OF FINDINGS

The summary of findings for the Economic Impact Assessment Framework for Multipurpose Recreation Center (Richmond County, NS)

### Objectives:

- Evaluate the center's economic contributions to the local/regional economy.
- Assess impacts of construction, operations, and community usage.
- Highlight social and cultural benefits with economic value.

### Key Findings:

- Direct Economic Impacts:
  - Construction Phase:
    - ~200-250 temporary jobs (\$4.3M in wages).
    - \$31.5M local spending on materials, labor, and services.
  - Operational Phase:
    - Revenue sources (e.g., ice rentals, gym, and room usage) estimated at \$15.7M over 30 years.
    - Creation of 10.5 FTE positions for operations and maintenance.
- Indirect and Induced Impacts:
  - Boost to local businesses (restaurants, hotels) from events (e.g., \$5.9M local spending over 30 years).
  - Potential to attract sport tourism, leveraging provincial strategies for economic growth.
  - Increase in property values and community appeal.
- Social & Cultural Benefits:
  - Enhanced health, social cohesion, and youth development.
  - Access to arts, cultural events, and green spaces.

- Reduction in crime and increased civic pride.
- Economic Modeling:
  - Input-output models (e.g., Statistics Canada) to quantify impacts:
    - GDP contributions.
    - Job creation.
    - Long-term economic sustainability.

### Recommendations:

- Develop an event strategy to maximize tourism and economic benefits.
- Collaborate with Sport Tourism Canada and provincial bodies.
- Pilot niche events to assess market response.
- Foster community engagement and inclusive usage.

This structured assessment ensures informed decision-making for economic and community growth through the proposed recreation center.

## IDENTIFICATION OF FUNDING PROGRAMS FOR WHICH THE PROJECT MAY QUALIFY

To identify funding programs that a multipurpose facility in Nova Scotia may qualify for, several potential sources can be considered. These programs are typically offered by various levels of government, non-profit organizations, and sometimes private sector partners. Below are some of the main categories and specific programs to explore:

## NOVA SCOTIA GOVERNMENT GRANTS AND FUNDING PROGRAMS

Nova Scotia Department of Communities, Culture, Tourism, and Heritage: This department often provides funding for community-based recreation projects, including infrastructure improvements, new construction, and maintenance of recreational spaces. Programs such as the Community Recreation Capital Grant Program support projects that enhance community recreational facilities.

Recreation Facility Development Fund (RFDF): This fund supports the development and enhancement of recreational facilities in Nova Scotia, particularly those that serve communities and encourage physical activity. The funding is often aimed at infrastructure projects that help increase accessibility and promote community well-being.

## FEDERAL PROGRAMS

Canada Cultural Spaces Fund: Administered by Canadian Heritage, this program helps organizations improve cultural and recreational infrastructure. A multipurpose facility with an arts or cultural component might qualify for funding to upgrade or expand its infrastructure.

New Horizons for Seniors Program: This program provides funding for projects that encourage seniors' participation in community activities. If the multipurpose facility has a focus on senior programming, this could be a relevant funding source.

Community Infrastructure Program: Managed by Infrastructure Canada, this program may offer funding for the construction or renovation of community facilities that serve the public good, including recreation spaces.

### Canada Community – Building Fund:

- Municipalities can apply for funding for projects to build and revitalize public infrastructure.
- The Canada Community-Building Fund (CCBF) provides up-front, predictable long-term funding to help address local infrastructure priorities. Over the next five years, the CCBF will invest over \$318.8 million in the province of Nova Scotia, starting with \$60.7 million in 2024-2025.
- The first transfer of the 2024-2025 fiscal year, in the amount of \$30,370,299.00, has been received by the Government of Nova Scotia.
- CCBF supports community growth by providing funding to infrastructure projects that can contribute to the increase of housing supply and affordability. Municipalities determine projects

and activities based on local priorities within the general qualification criteria set out in the program guidelines. Municipalities can pool and bank this funding. This provides significant financial flexibility.

- The funding provided under this program is in addition to other provincial grant funding, such as the Local Government Fiscal Framework, and non-grant funding of municipal infrastructure.
- It is intended to cover capital costs only and may not be used for maintenance or operating costs, debt reduction, or replacement of existing municipal infrastructure expenditures.
- <https://beta.novascotia.ca/canada-community-building-fund-municipalities>

## NON-PROFIT AND PRIVATE SECTOR FUNDING

The Nova Scotia Sport and Recreation Commission (NSSRC): Through various initiatives, the NSSRC provides funding for projects that promote recreation, sport, and physical activity. They often have grant opportunities for projects that increase community engagement and active living.

Corporate Sponsorships: Certain large corporations or local businesses may provide funding or donations to support community development and recreation projects, especially if the project aligns with their CSR (corporate social responsibility) goals.

Community Foundations: Local community foundations, such as the Nova Scotia Community Foundation, may offer grants for recreation initiatives that aim to improve quality of life in specific regions.

### Efficiency Capital

- Team of financial, engineering and project management professionals have developed a structured approach that mitigates design and implementation risk and ensures improved performance and reduced energy consumption while generating sustainable financial savings.

- EC's investment solution provides building owners the opportunity to significantly improve building performance without affecting the balance sheet.
- As an independent provider, EC allows the use of a number of pre-selected engineers as well as flexibility on choice of equipment from reputable suppliers. Building owners receive the best technology at the most competitive prices.
- EC reduces the financial risk of energy efficiency projects through its insured energy savings warranty program. For the duration of the project, EC or one of its partners will measure and verify the performance of the energy upgrade using the most recognized independent protocol (IPMVP).
- Combined grant and loan up to a maximum of \$10 million.
- Grant up to 15%\*\* of total loan amount.
- Additional 5% grant available if the project involves the remediation of a brownfield site.

To maximize your chances of securing funding, consider reaching out to these funding bodies directly for advice on eligibility and application processes. Additionally, staying up-to-date on new funding announcements through government websites, non-profit newsletters, or municipal bulletins can help identify new opportunities as they arise.

### COMMUNITY FUNDRAISING

Another opportunity to generate both Capital Funds and Operational Revenues can be attained through a targeted Community Fundraising effort. Community fundraising can be a powerful strategy for generating both capital funds and ongoing operational revenues. Here's a breakdown of how this can be achieved:

### OTHER POTENTIAL SOURCES

**The Canada 150 Fund:** Although originally launched to mark Canada's 150th anniversary, there may be additional legacy funding available for community projects, particularly if they have a broad community impact.

**Green Municipal Fund (GMF):** If your multipurpose recreation facility has a focus on sustainability or environmental design, GMF offers funding for green building projects and energy-efficient upgrades.

**Federation of Canadian Municipalities Green Municipal Fund Community Building Retrofit (CBR Stream):**

- For shovel ready projects that can meet a 30% baseline reduction in GHG.
- CBR capital funding stream if it meets the threshold provides \$5 million funding that consists of 75% low interest loan and 25% Grant.
- Under a separate GMP funding there is also up to \$10m for a District Energy System.

**Capital project: Construction of new sustainable municipal and community buildings**

- Combined grant and loan for up to 80% of eligible costs.

- **Capital Fundraising through Large-Scale Events**
  - **Targeted Campaigns:** Launch a community-driven capital campaign with specific goals (e.g., building projects, large equipment purchases, or infrastructure improvements). Having a clear purpose motivates donors to contribute.
  - **Charity Auctions or Galas:** These events can draw in larger donations, especially if you secure sponsorships from local businesses or prominent community members. Auctions and galas can also generate operational revenue through ticket sales, raffles, and silent auctions.
  - **Crowdfunding Platforms:** Online fundraising platforms (e.g., GoFundMe, Kickstarter, or local alternatives) can be used for more targeted capital efforts, allowing people to donate directly toward specific projects.

- **Operational Fundraising through Recurring Contributions**
  - **Membership Programs:** Offer people the chance to become members of your community or organization in exchange for regular contributions (monthly, quarterly). This creates a sustainable stream of income for operational needs.
  - **Volunteer-Based Initiatives:** If community members are already engaged through volunteering, you can set up "volunteer funding" drives or sponsorship opportunities. For instance, someone may choose to sponsor a volunteer event, or the community could crowdfund for operational needs based on volunteer efforts.
  - **Recurring Donations & "Pledge Drives":** Build a campaign focused on securing regular financial pledges from community members for operational expenses like staff salaries, utilities, and general maintenance.

- **Leveraging Community Connections**

- **Matching Gifts & Corporate Partnerships:** Work with local businesses and corporations to establish matching gift programs where company donations are matched by individual donors or vice versa. This can dramatically increase the total raised.
- **Community Challenges:** Create fundraising challenges that encourage local teams, schools, or groups to fundraise on behalf of your organization. This can increase visibility and make the fundraising effort more dynamic.
- **Engagement with Local Influencers & Advocates:** Reach out to well-known local figures (such as public figures, influencers, or local business owners) to help amplify your cause. They can leverage their platforms to drive awareness and increase donations.

- **In-Kind Contributions**
  - **In-Kind Donations for Operational Needs:** In addition to monetary donations, seeking in-kind contributions (e.g., equipment, office space, food, or supplies) can help reduce operational costs, allowing more funds to be used for programmatic needs.
  - **Sponsorships for Events:** Local businesses or community groups may offer services, venues, or products to reduce event costs, which ultimately frees up more capital to be directed toward funding goals.
- **Donor Recognition and Engagement**
  - **Public Recognition:** Create donor tiers or recognition programs where you acknowledge your community's contributions publicly through plaques, newsletters, or on your website. This incentivizes people to give more when they see the value of their contribution.
  - **Engagement and Updates:** Keep your donors and supporters engaged with regular updates on how their contributions are making an impact. This builds long-term loyalty and increases the likelihood of repeat donations.

In summary, a well-organized and community-oriented fundraising campaign not only brings in capital funds for large, one-time projects but can also generate sustainable, recurring revenue for ongoing operations. The key is creating a connection between the community and your cause, ensuring transparency, and offering multiple ways for people to get involved.

# APPENDIX A: FINANCIAL PROJECTIONS





THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

## **MULTI-PURPOSE BUILDING**

### **Appendix A - Financial Projections**

- Appendix A1 - 5 Year Projections
- Appendix A2 - Income Statement Projections
- Appendix A3 - Ice Rental Revenue Projections
- Appendix A4 - Gymnasium Rental Revenue Projections
- Appendix A5 - Multiuse Room Revenue Projections
- Appendix A6 - Ancillary Revenue Projections
- Appendix A7 - Expense Detail Projections
- Appendix A8 - Staffing Compliment Projections
- Appendix A9 - Utilities Projections
- Appendix A10 - Food & Beverage Projections
- Appendix A11 - Food & Beverage Salaries Projections
- Appendix A12 - Utilization Projections



	Year 1	Year 2	Year 3	Year 4	Year 5	5 Year Total
<b>Gross Revenues</b>						
Ice Rental	163,696	169,805	176,142	182,715	189,534	881,891
Gymnasium Rental	40,300	41,804	43,364	44,982	46,661	217,111
Multi-Purpose Room Rental	37,200	38,588	40,028	41,522	43,072	200,411
Contracted Revenues	43,000	44,605	46,269	47,996	49,787	231,657
Machine Sales	6,829	7,083	7,348	7,622	7,906	36,788
<b>A - Total Revenue</b>	<b>291,024</b>	<b>301,885</b>	<b>313,151</b>	<b>324,838</b>	<b>336,960</b>	<b>1,567,858</b>
<b>Expenses</b>						
Salaries	500,033	518,694	538,051	558,131	578,960	2,693,869
Marketing & Misc.	12,000	12,448	12,912	13,394	13,894	64,649
Repairs & Maintenance	73,900	76,658	79,519	82,486	85,565	398,127
Utilities	449,028	465,786	483,168	501,200	519,904	2,419,087
Insurance, Legal & Audit	13,447	13,948	14,469	15,009	15,569	72,442
Administration	13,164	13,655	14,165	14,693	15,242	70,919
Communications	6,600	6,846	7,102	7,367	7,642	35,557
Finance	8,852	9,182	9,525	9,880	10,249	47,689
Capital Reserve	0	0	0	0	0	0
<b>B - Total Expenses</b>	<b>1,077,024</b>	<b>1,117,218</b>	<b>1,158,911</b>	<b>1,202,161</b>	<b>1,247,025</b>	<b>5,802,338</b>
<b>C - Profit (loss) before F &amp; B Ops.</b>	<b>-786,000</b>	<b>-815,333</b>	<b>-845,760</b>	<b>-877,323</b>	<b>-910,064</b>	<b>-4,234,480</b>
<b>Total revenue (A) - total expenses (B)</b>						
D - Net Food & Beverage Ops.	1,418	1,471	1,526	1,583	1,642	7,641
<b>E - Net Profit (loss)</b>	<b>-784,581</b>	<b>-813,861</b>	<b>-844,234</b>	<b>-875,740</b>	<b>-908,422</b>	<b>-4,226,838</b>
<b>5 Year Net Profit</b>	<b><u>-784,581</u></b>	<b><u>-1,598,443</u></b>	<b><u>-2,442,676</u></b>	<b><u>-3,318,416</u></b>	<b><u>-4,226,838</u></b>	

Average Consumer Price Index in NS	2020	2021	2022	2023	2024	
Percentage change for 2020 to 2024	138.5	140.3	147.2	157.3	162.0	
	2.59%	1.30%	4.92%	6.86%	2.99%	<b>3.73% Average</b>



**Definitions**

	Week Days	Weekends	Rate	w Tax
<b>Winter</b>				
Non-Prime Hours	M - F - 7:00 am to 4:00 pm		\$ 147.83	\$ 170.00
Prime Hours (Affiliated Youth)	M - F - 4:00 pm - 10:00 pm	Sat & Sun - All Day	\$ 147.83	\$ 170.00
Prime Hours (Adult)	M - F - 4:00 pm - 10:00 pm	Sat & Sun - All Day	\$ 173.91	\$ 200.00

The winter ice season begins October 1 and runs until March 31. Total of 26 weeks of the Winter season

**Summer**

All Day	All Day		\$ 173.91	\$ 200.00
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Weeks	January	February	March	April	May	June	July	August	September	October	November	December	Total
	5	4	4	4	5	4	5	4	4	5	4	4	52

**Ice Revenue**

<b>Winter</b>														
Non-Prime Hours	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prime Hours (Affiliated Youth)	\$ 16,630.43	\$ 13,304.35	\$ 13,304.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,304.35	\$ 16,630.43	\$ 13,304.35	\$ 13,304.35	\$ 99,782.61
Prime Hours (Adult)	\$ 10,652.17	\$ 8,521.74	\$ 8,521.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,521.74	\$ 10,652.17	\$ 8,521.74	\$ 8,521.74	\$ 63,913.04
	\$ 27,282.61	\$ 21,826.09	\$ 21,826.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,826.09	\$ 27,282.61	\$ 21,826.09	\$ 21,826.09	\$ 163,695.65
<b>Summer</b>														
All Hours	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	\$ 27,282.61	\$ 21,826.09	\$ 21,826.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,826.09	\$ 27,282.61	\$ 21,826.09	\$ 21,826.09	\$ 163,695.65

**Rates**

<b>Winter</b>														
Non-Prime Hours	\$ 147.83	\$ 147.83	\$ 147.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147.83	\$ 147.83	\$ 147.83	\$ 147.83	\$ 147.83
Prime Hours (Affiliated Youth)	\$ 147.83	\$ 147.83	\$ 147.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147.83	\$ 147.83	\$ 147.83	\$ 147.83	\$ 147.83
Prime Hours (Adult)	\$ 173.91	\$ 173.91	\$ 173.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 173.91	\$ 173.91	\$ 173.91	\$ 173.91	\$ 173.91
<b>Summer</b>														
All Hours	\$ -	\$ -	\$ -	\$ 173.91	\$ 173.91	\$ 173.91	\$ 173.91	\$ 173.91	\$ 173.91	\$ -	\$ -	\$ -	\$ -	\$ -

**Hours per month**

<b>Winter</b>														
Non-Prime Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prime Hours (Affiliated Youth)	113	90	90	0	0	0	0	0	0	90	113	90	90	675
Prime Hours (Adult)	61	49	49	0	0	0	0	0	0	49	61	49	49	368
	174	139	139	0	0	0	0	0	0	139	174	139	139	1043
<b>Summer</b>														
All Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Hours</b>	174	139	139	0	0	0	0	0	0	139	174	139	139	1043

**Analysis**

<b>Total available hours</b>														
<b>Winter</b>														
Non-Prime Hours	225	180	180	0	0	0	0	0	0	180	225	180	180	1350
Prime Hours (Affiliated Youth)	300	240	240	0	0	0	0	0	0	240	300	240	240	1800
Prime Hours (Adult)	300	240	240	0	0	0	0	0	0	240	300	240	240	1800
	825	660	660	0	0	0	0	0	0	660	825	660	660	4950
<b>Summer</b>														
All Hours	0	0	0	420	525	420	525	420	0	0	0	0	0	2,310
	0	0	0	420	525	420	525	420	0	0	0	0	0	2,310
<b>Total Hours</b>	825	660	660	420	525	420	525	420	660	825	660	660	660	7,260

**Percentage of utilized to available hours**

<b>Winter</b>														
Non-Prime Hours	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Prime Hours (Affiliated Youth)	38%	38%	38%	0%	0%	0%	0%	0%	38%	38%	38%	38%	38%	38%
Prime Hours (Adult)	20%	20%	20%	0%	0%	0%	0%	0%	20%	20%	20%	20%	20%	20%
	21%	21%	21%	0%	0%	0%	0%	0%	21%	21%	21%	21%	21%	21%
<b>Summer</b>														
All Hours	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>Total Hours</b>	21%	21%	21%	0%	0%	0%	0%	0%	21%	21%	21%	21%	21%	14%

**Winter**

Calculations per weekly hours	Pads	Hours Used	Week Days	Total	Pads	Hours Used	Weekend Days	Total	Total
Non-Prime Hours	1	0.00	5	0.00	1	0.00	0	0.00	0.00
Prime Hours (Affiliated Youth)	1	2.20	5	11.00	1	5.75	2	11.50	22.50
Prime Hours (Adult)	1	1.05	5	5.25	1	3.50	2	7.00	12.25
									34.75

**Summer**

Calculations per weekly hours	Pads	Hours Used	Week Days	Total	Pads	Hours Used	Weekend Days	Total	Total
All Day	1	0.00	5	0	1	0.00	2	0	0

**Definitions**

	Week Days	Weekends	Rate	w Tax
Adult	M - F - 8:00 am to 12:00 am	Sat & Sun - 8:00 am to 12:00 am	\$ 25.00	\$ 28.75
Youth	M - F - 8:00 am to 12:00 am	Sat & Sun - 8:00 am to 12:00 am	\$ 20.00	\$ 23.00
Schools	M - F - 8:00 am to 12:00 am	Sat & Sun - 8:00 am to 12:00 am	\$ 20.00	\$ 23.00

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Weeks	5	4	4	4	5	4	5	4	4	5	4	4	52
<b>Field House Revenues</b>													
Adult	\$ 375.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 375.00	\$ 300.00	\$ 375.00	\$ 300.00	\$ 300.00	\$ 375.00	\$ 300.00	\$ 300.00	\$ 3,900.00
Youth	\$ 3,300.00	\$ 2,640.00	\$ 2,640.00	\$ 2,640.00	\$ 3,300.00	\$ 2,640.00	\$ 3,300.00	\$ 2,640.00	\$ 2,640.00	\$ 3,300.00	\$ 2,640.00	\$ 2,640.00	\$ 34,320.00
Schools	\$ 200.00	\$ 160.00	\$ 160.00	\$ 160.00	\$ 200.00	\$ 160.00	\$ 200.00	\$ 160.00	\$ 160.00	\$ 200.00	\$ 160.00	\$ 160.00	\$ 2,080.00
<b>Total Revenue</b>	<b>\$ 3,875.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,875.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,875.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,875.00</b>	<b>\$ 3,100.00</b>	<b>\$ 3,100.00</b>	<b>\$ 40,300.00</b>

**Rates**

Adult	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Youth	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Schools	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00

**Hours per month**

Adult	15	12	12	12	15	12	15	12	12	15	12	12	156
Youth	165	132	132	132	165	132	165	132	132	165	132	132	1,716
Schools	10	8	8	8	10	8	10	8	8	10	8	8	104
<b>Total Hours</b>	<b>190</b>	<b>152</b>	<b>152</b>	<b>152</b>	<b>190</b>	<b>152</b>	<b>190</b>	<b>152</b>	<b>152</b>	<b>190</b>	<b>152</b>	<b>152</b>	<b>1,976</b>

**Analysis**

<b>Total available hours</b>													
Adult	525	420	420	420	525	420	525	420	420	525	420	420	5,460
Youth	525	420	420	420	525	420	525	420	420	525	420	420	5,460
Schools	525	420	420	420	525	420	525	420	420	525	420	420	5,460
<b>Total Hours</b>													<b>5,460</b>

**Percentage of utilized to available hours**

<b>Winter</b>													
Adult	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Youth	31%	31%	31%	31%	31%	31%	31%	31%	31%	31%	31%	31%	31%
Schools	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
<b>Total Hours</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>	<b>36%</b>

**Winter**

Calculations per weekly hours	Pads	Hours Used	Week Days	Total	Pads	Hours Used	Weekend Days	Total	Total
Adult	1	0.6	5	3	1	0	2	0	3
Youth	1	4	5	20	1	6.5	2	13	33
Schools	1	0.4	5	2	1	0	2	0	2
									<b>38.0</b>





Hours per month

Hourly													
Multi-use Performance 1	15	12	12	12	15	12	15	12	12	15	12	12	156
Multi-use Performance 2	15	12	12	12	15	12	15	12	12	15	12	12	156
Multi-use Performance Combined	5	4	4	4	5	4	5	4	4	5	4	4	52
Executive Boardroom	15	12	12	12	15	12	15	12	12	15	12	12	156
Hospitality Room	15	12	12	12	15	12	15	12	12	15	12	12	156
Boardroom / Room Combined	5	4	4	4	5	4	5	4	4	5	4	4	52
<b>Total</b>	<b>70</b>	<b>56</b>	<b>56</b>	<b>56</b>	<b>70</b>	<b>56</b>	<b>70</b>	<b>56</b>	<b>56</b>	<b>70</b>	<b>56</b>	<b>56</b>	<b>728</b>
Full Day													
Multi-use Performance 1	14	0	14	0	14	0	14	0	14	0	14	0	84
Multi-use Performance 2	0	0	0	0	0	0	0	0	0	0	0	0	0
Multi-use Performance Combined	0	14	0	14	0	14	0	14	0	14	0	14	84
Executive Boardroom	14	14	14	0	0	0	0	0	0	14	14	14	84
Hospitality Room	14	14	14	0	0	0	0	0	0	14	14	14	84
Boardroom / Room Combined	14	0	14	0	14	0	14	0	14	0	14	0	84
<b>Total</b>	<b>56</b>	<b>42</b>	<b>56</b>	<b>14</b>	<b>28</b>	<b>14</b>	<b>28</b>	<b>14</b>	<b>28</b>	<b>42</b>	<b>56</b>	<b>42</b>	<b>420</b>
<b>Total Hours</b>	<b>126</b>	<b>98</b>	<b>112</b>	<b>70</b>	<b>98</b>	<b>70</b>	<b>98</b>	<b>70</b>	<b>84</b>	<b>112</b>	<b>112</b>	<b>98</b>	<b>1,148</b>

Analysis

Total available hours													
Hourly													
Multi-use Performance 1	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Multi-use Performance 2	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Multi-use Performance Combined	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Executive Boardroom	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Hospitality Room	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Boardroom / Room Combined	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Full Day													
Multi-use Performance 1	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Multi-use Performance 2	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Multi-use Performance Combined	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Executive Boardroom	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Hospitality Room	490	392	392	392	490	392	490	392	392	490	392	392	5,096
Boardroom / Room Combined	490	392	392	392	490	392	490	392	392	490	392	392	5,096

Percentage of utilized to available hours

Hourly													
Multi-use Performance 1	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Multi-use Performance 2	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Multi-use Performance Combined	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Executive Boardroom	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Hospitality Room	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Boardroom / Room Combined	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Full Day													
Multi-use Performance 1	3%	0%	4%	0%	3%	0%	3%	0%	4%	0%	4%	0%	2%
Multi-use Performance 2	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Multi-use Performance Combined	0%	4%	0%	4%	0%	4%	0%	4%	0%	3%	0%	4%	2%
Executive Boardroom	3%	4%	4%	0%	0%	0%	0%	0%	0%	3%	4%	4%	2%
Hospitality Room	3%	4%	4%	0%	0%	0%	0%	0%	0%	3%	4%	4%	2%
Boardroom / Room Combined	3%	0%	4%	0%	3%	0%	3%	0%	4%	0%	4%	0%	2%
<b>Total Hours</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>	<b>1%</b>	<b>2%</b>	<b>1%</b>	<b>2%</b>	<b>1%</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>



	Quantity	Rate	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Contracted Revenue</b>															
Corporate Sponsor	1	25,000	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000
Advertising - Backlit signs (8)	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertising - Banners (8)	8	1,000	667	667	667	667	667	667	667	667	667	667	667	667	8,000
Advertising - Rink Boards (20)	10	1,000	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Advertising - Washrooms	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertising - Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Contracted Revenue</b>			<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>43,000</b>
<b>Machine Sales</b>															
ATM			55	72	108	134	57	115	103	158	84	71	69	66	1,090
Drink Vending				882			1,116			1,496			621		4,114
Food & Candy Vending			135	135	135	135	135	135	135	135	135	135	135	135	1,625
<b>Total Machine Sales Revenue</b>			<b>191</b>	<b>1,089</b>	<b>243</b>	<b>269</b>	<b>1,308</b>	<b>251</b>	<b>238</b>	<b>1,789</b>	<b>219</b>	<b>206</b>	<b>825</b>	<b>201</b>	<b>6,829</b>
<b>Total Ancillary</b>			<b>3,774</b>	<b>4,672</b>	<b>3,826</b>	<b>3,853</b>	<b>4,891</b>	<b>3,834</b>	<b>3,821</b>	<b>5,373</b>	<b>3,802</b>	<b>3,790</b>	<b>4,409</b>	<b>3,785</b>	<b>49,829</b>



Source or %	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	Category Total	% of Category	
<b>Salaries</b>																
Wages - Full Time	see attached spreadsheet	21,544	19,556	19,556	19,556	21,544	19,556	21,544	19,556	19,556	21,544	19,556	19,556	242,626	500,033	49%
Wages - Part Time	see attached spreadsheet	22,118	17,694	17,694	10,558	13,198	10,558	13,198	10,558	17,694	22,118	17,694	17,694	190,779	500,033	38%
CPP & UIC	8%	3,493	2,980	2,980	2,409	2,779	2,409	2,779	2,409	2,980	3,493	2,980	2,980	34,672	500,033	7%
Benefits - Salary	5%	969	880	880	880	969	880	969	880	880	969	880	880	10,918	500,033	2%
WCB		481	481	481	481	481	481	481	481	481	481	481	481	5,775	500,033	1%
Vacation & Stat Pay - Part-time	8%	1,769	1,416	1,416	845	1,056	845	1,056	845	1,416	1,769	1,416	1,416	15,262	500,033	3%
		50,375	43,007	43,007	34,730	40,028	34,730	40,028	34,730	43,007	50,375	43,007	43,007	500,033	500,033	100%
<b>Marketing &amp; Misc.</b>																
Promotions and Marketing	2,000	167	167	167	167	167	167	167	167	167	167	167	167	2,000	12,000	17%
Training	6,000	500	500	500	500	500	500	500	500	500	500	500	500	6,000	12,000	50%
Travel	1,000	83	83	83	83	83	83	83	83	83	83	83	83	1,000	12,000	8%
Uniforms	1,000	0	0	2,000	0	0	0	0	1,000	0	0	0	0	3,000	12,000	25%
		750	750	2,750	750	750	750	750	1,750	750	750	750	750	12,000	12,000	100%
<b>Repairs &amp; Maintenance</b>																
Ops - R&M - HVAC	20,000	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	20,000	73,900	27%
Ops - R&M - Snow Removal	10,000	833	833	833	833	833	833	833	833	833	833	833	833	10,000	73,900	14%
Ops - R&M - Cleaning Supplies	10,000	833	833	833	833	833	833	833	833	833	833	833	833	10,000	73,900	14%
Ops - R&M - Other	10,000	833	833	833	833	833	833	833	833	833	833	833	833	10,000	73,900	14%
Ops - R&M - Waste Disposal	5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000	73,900	7%
Ops - R&M - Building	5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000	73,900	7%
Ops - R&M - Electrical	5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000	73,900	7%
Ops - R&M - Plumbing	5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000	73,900	7%
Ops - R&M - Elevator	2,400	200	200	200	200	200	200	200	200	200	200	200	200	2,400	73,900	3%
Ops - R&M - Fire Prev. Sys. Main.	500	42	42	42	42	42	42	42	42	42	42	42	42	500	73,900	1%
Ops - R&M - Pest control	500	42	42	42	42	42	42	42	42	42	42	42	42	500	73,900	1%
Ops - R&M - Security Monitoring	500	42	42	42	42	42	42	42	42	42	42	42	42	500	73,900	1%
		6,158	6,158	6,158	6,158	6,158	6,158	6,158	6,158	6,158	6,158	6,158	6,158	73,900	73,900	100%
<b>Utilities</b>																
Ops - Utilities - Natural Gas	see attached spreadsheet	0	0	0	0	0	0	0	0	0	0	0	0	0	449,028	0%
Ops - Utilities - Water	see attached spreadsheet	2,071	2,040	2,126	1,992	1,834	1,256	1,595	2,474	1,901	2,290	2,405	1,896	23,881	449,028	5%
Ops - Utilities - Electricity	see attached spreadsheet	35,639	34,741	32,557	33,067	35,957	28,987	30,007	44,372	36,552	41,185	37,190	34,894	425,147	449,028	95%
		37,710	36,781	34,682	35,059	37,791	30,243	31,602	46,847	38,453	43,475	39,595	36,791	449,028	449,028	100%
<b>Insurance, Legal &amp; Audit</b>																
Insurance - Property	13,447	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	13,447	13,447	100%
Audit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,447	0%
Legal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,447	0%
		1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	1,121	13,447	13,447	100%
<b>Administration</b>																
Computers/Servers/IT Services	5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000	13,164	38%
General Office Supplies	2,000	167	167	167	167	167	167	167	167	167	167	167	167	2,000	13,164	15%
Scheduling Software	3,500	292	292	292	292	292	292	292	292	292	292	292	292	3,500	13,164	27%
Photocopier	1,784	0	446	0	0	446	0	0	446	0	0	446	0	1,784	13,164	14%
Letterhead/envelopes/cheques/etc	500	500	0	0	0	0	0	0	0	0	0	0	0	500	13,164	4%
Postage	300	25	25	25	25	25	25	25	25	25	25	25	25	300	13,164	2%
Web Page	80	0	0	0	40	0	0	0	0	0	40	0	0	80	13,164	1%
		1,400	1,346	900	940	1,346	900	900	1,346	900	940	1,346	900	13,164	13,164	99%



													Category Total	% of Category	
<b>Communications</b>															
Telephone Charge	3,000	250	250	250	250	250	250	250	250	250	250	250	250	3,000	45%
Cell phones	3,600	300	300	300	300	300	300	300	300	300	300	300	300	3,600	55%
		<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>550</u>	<u>6,600</u>	100%

													Category Total	% of Category	
<b>Finance</b>															
Bank Charges	5,520	460	460	460	460	460	460	460	460	460	460	460	460	5,520	62%
Credit Charge Charges	3,332	278	278	278	278	278	278	278	278	278	278	278	278	3,332	38%
		<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>738</u>	<u>8,852</u>	100%

													Category Total	% of Category	
<b>Capital Reserve</b>															
Capital Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0%

<b>Totals</b>															
Totals		98,802	90,451	89,906	80,045	88,482	75,189	81,847	93,239	91,677	104,107	93,265	90,015	1,077,024	1,077,024

	Salary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	
<b>Full Time Staff</b>		21,544	19,556	19,556	19,556	21,544	19,556	21,544	19,556	19,556	21,544	19,556	19,556	242,626	
<b>Part time Staff</b>		22,118	17,694	17,694	10,558	13,198	10,558	13,198	10,558	17,694	22,118	17,694	17,694	190,779	
<b>check</b>		43,662	37,251	37,251	30,115	34,742	30,115	34,742	30,115	37,251	43,662	37,251	37,251	433,405	
		0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Total Hours</b>	<b># of weeks</b>	5	4	4	4	5	4	5	4	4	5	4	4	52	
<b>Administration Staff</b>															
Operations Manager	2,080	69,625	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	69,625	
Recreation Administrative/Event Manager	2,080	69,625	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	5,802	69,625	
		11,604	11,604	11,604	11,604	11,604	11,604	11,604	11,604	11,604	11,604	11,604	11,604	139,250	
<b>Custodial Staff</b>															
<b>Hours</b>															
Full Time 1	2,080	200	160	160	160	200	160	200	160	160	200	160	160	2,080	
Full Time 2	2,080	200	160	160	160	200	160	200	160	160	200	160	160	2,080	
Full Time 3	2,080	200	160	160	160	200	160	200	160	160	200	160	160	2,080	
Seasonal Part Time 1	1,200	200	160	160	0	0	0	0	0	160	200	160	160	1,200	
Seasonal Part Time 2	1,200	200	160	160	0	0	0	0	0	160	200	160	160	1,200	
		1,000	800	800	480	600	480	600	480	800	1,000	800	800	8,640	
<b>Cost</b>															
	Salary	Hrly Rate w/o Benefits													
Full Time 1	52,270	25.13	5,026	4,021	4,021	4,021	5,026	4,021	5,026	4,021	4,021	5,026	4,021	4,021	52,270
Full Time 2	51,106	24.57	4,914	3,931	3,931	3,931	4,914	3,931	4,914	3,931	3,931	4,914	3,931	3,931	51,106
Full Time 3	48,734	23.43	4,686	3,749	3,749	3,749	4,686	3,749	4,686	3,749	3,749	4,686	3,749	3,749	48,734
Seasonal Part Time 1	46,384	22.30	4,460	3,568	3,568	0	0	0	0	3,568	4,460	3,568	3,568	26,760	
Seasonal Part Time 2	46,384	22.30	4,460	3,568	3,568	0	0	0	0	3,568	4,460	3,568	3,568	26,760	
		23,546	18,837	18,837	11,701	14,626	11,701	14,626	11,701	18,837	23,546	18,837	18,837	205,630	
<b>Guest Services</b>															
<b>Hours</b>															
Guest Services 1	2,080	200	160	160	160	200	160	200	160	160	200	160	160	2,080	
Guest Services 2	2,080	200	160	160	160	200	160	200	160	160	200	160	160	2,080	
Guest Services 3	1,664	160	128	128	128	160	128	160	128	128	160	128	128	1,664	
		560	448	448	448	560	448	560	448	448	560	448	448	5,824	
<b>Cost</b>															
	Salary	Hrly Rate w/o Benefits													
Guest Services 1		15.20	3,040	2,432	2,432	2,432	3,040	2,432	3,040	2,432	2,432	3,040	2,432	2,432	31,616
Guest Services 2		15.20	3,040	2,432	2,432	2,432	3,040	2,432	3,040	2,432	2,432	3,040	2,432	2,432	31,616
Guest Services 3		15.20	2,432	1,946	1,946	1,946	2,432	1,946	2,432	1,946	1,946	2,432	1,946	1,946	25,293
		8,512	6,810	6,810	6,810	8,512	6,810	8,512	6,810	6,810	8,512	6,810	6,810	88,525	

**Custodial Staff Hours**

Name	Shift hours						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Winter							
Full Time 1	OFF	8-4pm	8-4pm	8-4pm	8-4pm	8-4pm	OFF
Full Time 2	8-4pm	4-12am	4-12am	4-12am	OFF	OFF	8-4pm
Full Time 3	8-4pm	4-12am	4-12am	4-12am	OFF	OFF	8-4pm
Seasonal Part Time 1	4-12am	OFF	OFF	8-4pm	4-12am	4-12am	4-12am
Seasonal Part Time 2	4-12am	OFF	OFF	8-4pm	4-12am	4-12am	4-12am
<b>Note 1: Winter hours are from September 1 until March 31</b>							
NAME	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Summer							
Full Time 1	OFF	8-4pm	8-4pm	8-4pm	8-4pm	8-4pm	OFF
Full Time 2	8-4pm	4-12am	4-12am	4-12am	OFF	OFF	8-4pm
Seasonal Part Time 2	4-12am	OFF	OFF	8-4pm	4-12am	4-12am	4-12am
<b>Note 2: Summer hours are from April 1 until August 31</b>							

**Hourly Equivalent**

Totals	Hourly Equivalent						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Winter							
40	OFF	8	8	8	8	8	OFF
40	8	8	8	8	OFF	OFF	8
40	8	8	8	8	OFF	OFF	8
40	8	OFF	OFF	8	8	8	8
40	8	OFF	OFF	8	8	8	8
<b>Note 1: Winter hours are from September 1 until March 31</b>							
NAME	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Summer							
40	OFF	8	8	8	8	8	OFF
40	8	8	8	8	OFF	OFF	8
40	8	OFF	OFF	8	8	8	8
<b>Note 2: Summer hours are from April 1 until August 31</b>							

**Guest Services Staff Hours**

NAME	Shift hours						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Winter							
Guest Services 1	OFF	8-4pm	8-4pm	8-4pm	8-4pm	8-4pm	OFF
Guest Services 2	8-4pm	4-12am	4-12am	4-12am	OFF	OFF	8-4pm
Guest Services 3	4-12am	OFF	OFF	OFF	4-12am	4-12am	4-12am
<b>Note 1: Winter hours are from September 1 until March 31</b>							
NAME	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Summer							
Guest Services 1	OFF	8-4pm	8-4pm	8-4pm	8-4pm	8-4pm	OFF
Guest Services 2	10am-6pm	4-10pm	OFF	OFF	OFF	OFF	10am-6pm
Guest Services 3	OFF	OFF	4-10pm	4-10pm	4-10pm	OFF	OFF
<b>Note 2: Summer hours are from April 1 until August 31</b>							

NAME	Hourly Equivalent						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Winter							
40	OFF	8	8	8	8	8	OFF
40	8	8	8	8	OFF	OFF	8
32	8	OFF	OFF	OFF	8	8	8
<b>Note 1: Winter hours are from September 1 until March 31</b>							
NAME	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Summer							
40	OFF	8	8	8	8	8	OFF
22	8	6	OFF	OFF	OFF	OFF	8
18	OFF	OFF	6	6	6	OFF	OFF
<b>Note 2: Summer hours are from April 1 until August 31</b>							

**Utilities**

Type	Rate	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Ops - Utilities - Natural Gas		0	0	0	0	0	0	0	0	0	0	0	0	0
Ops - Utilities - Water		2,071	2,040	2,126	1,992	1,834	1,256	1,595	2,474	1,901	2,290	2,405	1,896	23,881
Ops - Utilities - Electricity		35,639	34,741	32,557	33,067	35,957	28,987	30,007	44,372	36,552	41,185	37,190	34,894	425,147
		<b>37,710</b>	<b>36,781</b>	<b>34,682</b>	<b>35,059</b>	<b>37,791</b>	<b>30,243</b>	<b>31,602</b>	<b>46,847</b>	<b>38,453</b>	<b>43,475</b>	<b>39,595</b>	<b>36,791</b>	<b>449,028</b>

**Notes**

1) Energy Summary		2023 - 2024		2023 - 2024		2022 - 2023		\$		Energy Model - Variant 2				
		Grande Prairie		RBC Centre, Halifax		Greenfoot, Halifax		Greenfoot, Moncton		Richmond		Richmond		
		Twin Pad + FH		4 Pad		4 Pad		4 Pad		Single Pad + Gym		Single Pad + Gym		
		Consumption	Cost	Consumption	Cost	Consumption	Cost	Consumption	Cost	% Dec.	Cost	Consumption	Cost	Rate
Cubic Metres	Gas (N or P)		\$ 79,400	322,491	\$ 209,337	280,735	\$ 182,123	180,716	\$ 117,800	0%	\$ -	0	\$ -	
Cubic Metres	Water		\$ 93,853	12,506	\$ 47,768	18,518	\$ 73,425	22,780	\$ 69,150	50%	\$ 23,884	0	\$ -	NS Avg.
KwH	Electricity		\$ 349,016	3,077,128	\$ 471,104	3,650,400	\$ 548,649	2,920,320	\$ 369,439	90%	\$ 425,023	2,802,000	\$ 425,023	\$ 6.59
	Total		\$ 522,269		\$ 728,209		\$ 804,197		\$ 556,389		\$ 448,907		\$ 425,023	

2) Sample of total percentage cost to totals of recreation facility utilities

Rate	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Gas	14.49%	14.27%	12.63%	7.43%	4.75%	3.57%	3.06%	3.83%	3.12%	7.97%	10.66%	14.24%	100%
Water	8.67%	8.54%	8.90%	8.34%	7.68%	5.26%	6.68%	10.36%	7.96%	9.59%	10.07%	7.94%	100%
Electricity	8.39%	8.17%	7.66%	7.78%	8.46%	6.82%	7.06%	10.44%	8.60%	9.69%	8.75%	8.21%	100%



Employees	Position	Salary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
			5	4	4	4	5	4	5	4	4	5	4	4	
<b>Payroll (Hourly) \$</b>															
	Café Attendant	15.20	2,280	1,824	1,824	1,824	2,280	1,824	2,280	1,824	1,824	2,280	1,824	1,824	23,712
	Café Attendant	15.20	1,216	973	973	973	1,216	973	1,216	973	973	1,216	973	973	12,646
	Café Attendant	15.20	1,216	973	973	973	1,216	973	1,216	973	973	1,216	973	973	12,646
	Café Attendant	15.20	0	0	0	0	0	0	0	0	0	0	0	0	0
	Café Attendant	15.20	0	0	0	0	0	0	0	0	0	0	0	0	0
	Café Attendant	15.20	0	0	0	0	0	0	0	0	0	0	0	0	0
	subtotal		4,712	3,770	3,770	3,770	4,712	3,770	4,712	3,770	3,770	4,712	3,770	3,770	49,005
Total Payroll Cost			4,712	3,770	3,770	3,770	4,712	3,770	4,712	3,770	3,770	4,712	3,770	3,770	49,005

<b>Payroll (Hours) - Hours Scheduled to Work</b>															
	Café Attendant		150	120	120	120	150	120	150	120	120	150	120	120	1,560
	Café Attendant		80	64	64	64	80	64	80	64	64	80	64	64	832
	Café Attendant		80	64	64	64	80	64	80	64	64	80	64	64	832
	Café Attendant														0
	Café Attendant														0
	Café Attendant														0
Total Payroll Cost			310	248	248	248	310	248	310	248	248	310	248	248	3,224

Winter Hours

Position	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours
Café Attendant	OFF	4-10pm	4-10pm	4-10pm	4-10pm	4-10pm	OFF	30
Café Attendant	8-4pm	OFF	OFF	OFF	OFF	OFF	8-4pm	16
Café Attendant	4-10pm	OFF	OFF	OFF	OFF	OFF	4-10pm	16
Café Attendant								

Note 1: Winter hours are from October 1 until March 31

Summer Hours

Position	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours
Café Attendant	OFF	4-10pm	4-10pm	4-10pm	4-10pm	4-10pm	OFF	30
Café Attendant	8-4pm	OFF	OFF	OFF	OFF	OFF	8-4pm	16
Café Attendant	4-10pm	OFF	OFF	OFF	OFF	OFF	4-10pm	16
Café Attendant								

Note 2: Summer hours are from April 1 until September 30

	Prime Time Utilization Increase										
	Baseline	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
<b>Revenues</b>											
Ice Rental	163,696	180,065	196,435	212,804	229,174	245,543	261,913	278,283	294,652	311,022	327,391
Gymnasium Rental	40,300	44,330	48,360	52,390	56,420	60,450	64,480	68,510	72,540	76,570	80,600
Multi-Purpose Room Rental	37,200	40,920	44,640	48,360	52,080	55,800	59,520	63,240	66,960	70,680	74,400
Contracted Revenues	43,000	43,000	43,000	43,000	43,000	43,000	43,000	43,000	43,000	43,000	43,000
Machine Sales	6,829	7,170	7,528	7,905	8,300	8,715	9,151	9,608	10,089	10,089	10,593
<b>A - Total Revenue</b>	<b>291,024</b>	<b>315,485</b>	<b>339,963</b>	<b>364,459</b>	<b>388,974</b>	<b>413,509</b>	<b>438,064</b>	<b>462,641</b>	<b>487,241</b>	<b>511,361</b>	<b>535,985</b>
<b>Expenses</b>											
Salaries	500,033	500,033	500,033	500,033	500,033	500,033	500,033	500,033	500,033	500,033	500,033
Marketing & Misc.	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Repairs & Maintenance	73,900	73,900	73,900	73,900	73,900	73,900	73,900	73,900	73,900	73,900	73,900
Utilities	449,028	449,028	449,028	449,028	449,028	449,028	449,028	449,028	449,028	449,028	449,028
Insurance, Legal & Audit	13,447	13,447	13,447	13,447	13,447	13,447	13,447	13,447	13,447	13,447	13,447
Administration	13,164	13,164	13,164	13,164	13,164	13,164	13,164	13,164	13,164	13,164	13,164
Communications	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600
Finance	8,852	8,852	8,852	8,852	8,852	8,852	8,852	8,852	8,852	8,852	8,852
Capital Reserve	0	0	0	0	0	0	0	0	0	0	0
<b>B - Total Expenses</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>	<b>1,077,024</b>
<b>C - Profit (loss) before F &amp; B Ops.</b>	<b>-786,000</b>	<b>-761,539</b>	<b>-737,061</b>	<b>-712,565</b>	<b>-688,050</b>	<b>-663,515</b>	<b>-638,960</b>	<b>-614,383</b>	<b>-589,783</b>	<b>-565,663</b>	<b>-541,039</b>
<b>Total revenue (A) - total expenses (B)</b>											
D - Net Food & Beverage Ops.	1,418	1,560	1,716	1,888	2,077	2,284	2,513	2,764	3,040	3,345	3,679
<b>E - Net Profit (loss)</b>	<b>-784,581</b>	<b>-759,978</b>	<b>-735,344</b>	<b>-710,677</b>	<b>-685,973</b>	<b>-661,231</b>	<b>-636,447</b>	<b>-611,619</b>	<b>-586,742</b>	<b>-562,319</b>	<b>-537,360</b>
<b>% Change</b>		<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>4%</b>	<b>4%</b>	<b>4%</b>	<b>4%</b>	<b>8%</b>	<b>8%</b>

# APPENDIX B: COST ESTIMATE

# B



**Altus Group**

# **RICHMOND MULTI-PURPOSE CENTRE CLASS D ESTIMATE**

44318413

PREPARED FOR:

**Architecture 49**

1640 Market Street, Halifax, NS, B3J 2C8

PREPARED BY:

**Altus Group - Development Advisory**

1969 Upper Water Street, Suite 1701, Halifax, NS, B3J 3R7

Phone: (902) 420-8880

Issued Date: R0 - January 14, 2025

January 14, 2025

Project No.: 44318413

Architecture 49  
1640 Market Street  
Halifax, NS  
B3J 2C8

Attention: Christopher Bouey

**Re: Richmond Multi-Purpose Centre, Class D Estimate R0**

Dear Christopher Bouey,

We submit for your review our Class D Estimate, at Q4 2024 in accordance with the terms of our engagement.

The estimate includes all direct and indirect construction costs and general conditions, as well as, contractor's overheads and profit. The provisions for contingencies are based on the information provided and defined within the body of this report.

The estimate includes the following contingencies, which are defined within the body of this report.

- 20% for design and pricing contingency
- 6% for post-contract contingency
- 0% escalation contingency - EXCLUDED


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Furthermore, this report was written for the exclusive use of Architecture 49 and is not to be relied upon by any other party. Altus Group Limited does not hold any reporting responsibility to any other party.

Should you have questions related to this report please do not hesitate to contact the undersigned

Yours truly,

ALTUS GROUP LIMITED



Deanne Bain, MRICS, PQS, C.E.T.  
Associate



Tammy Stockley, MRICS, PQS(F), AET  
Director

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## **4 General Statement of Liability**

- 4.1 Probable Costs and Ongoing Cost Control

## **5 Estimate Documentation**

## **6 List of Appendices**

## **1 Introduction**

### **1.1 Scope**

This estimate consists of the Richmond Multi-Purpose Centre project located in Richmond County, Nova Scotia.

The Construction Estimate is intended to provide a realistic budget based on the information provided. The estimate reflects our opinion as to the fair market value for the construction of this proposed project and is not intended to predict the lowest bid.

The estimate includes all direct and indirect construction costs consistent with the information available. Certain exclusions and qualifications may apply; please refer to the detail within the estimate report.

### **1.2 Area / Project Statistics**

The areas have been measured in accordance with the Canadian Institute of Quantity Surveyors (CIQS) Standard Method of Measurement. Detailed areas and project statistics are included in Appendix A.

## **2 Project Details**

### **2.1 General Information**

From the information provided, we have measured quantities where possible and applied unit rates considered competitive for a project of this nature, based on historical and current cost data for this type of project. Where design information was limited, we have had discussions with the relevant design disciplines and/or made assumptions based on our experience with projects of a similar type, size, and standard of quality.

### **2.2 Location**

The location cost base for this estimate is Richmond County, Nova Scotia.

### **2.3 Measurement and Pricing**

The estimate has been derived using generally accepted principles on method of measurement as per the Canadian Institute of Quantity Surveyors Elemental Cost Analysis and/or Method of Measurement of Construction Works. Method of Measurement.

The rates used and developed for this estimate where applicable include labour and material, equipment, and subcontractor's overheads and profit. Pricing is based on our experience with similar projects, or quotes provided by subcontractors as noted within the estimate.

We have assumed that union contractors would perform the work. This estimate is not intended to be a prediction of the lowest bid and assumes competitive bidding for all aspects of the work.

### **2.4 Environmental Sustainability**

The estimate incorporates design elements consistent with Green Standards as identified within the design information. Although the design and pricing incorporates energy efficient and sustainable elements, actual certification with a regulatory body is not necessarily included. Premium costs could be applicable relating to additional site management required and submission of necessary documentation.

### **2.5 Taxes**

HST has been excluded.

### **2.6 General Requirements and Fees**

The fee for the General Contractor is included. The general requirements are based on our assumptions of the anticipated construction approach and schedule.

The estimate includes premiums associated with bonding and insurance.

## 2 Project Details

### 2.7 Procurement Methodology

We have assumed that the project would be procured with a General Contractor approach under a CCDC standard form of contract.

We have assumed a minimum of three bids would be received for all trade categories to establish competitive bidding and tender results. The estimate is a determination of fair market pricing and not a prediction of lowest bid in any trade category. Please note that should the above minimum bidding conditions not occur on this project, construction bids received could vary significantly from the estimated costs included within this report.

### 2.8 Schedule / Phasing

The project has been priced to be completed in single. The unit rates in our estimate are based on construction activities occurring during normal working hours and proceeding within a non-accelerated schedule.

### 2.9 Exclusions

The following items are excluded from the estimate:

1. Land and associated costs
2. Utility connection costs/charges
3. Soft costs and professional fees
4. Legal fees
5. Marketing/promotion
6. Realty taxes, levies, insurance
7. Operating expenses
8. Interest/finance charges
9. Remedial work to existing buildings/structures/property (unless noted)
10. Vibration/noise control premiums
11. Owner supplied FF&E (except as noted)
12. Municipal off site services connection

### **3 Contingencies**

#### **3.1 General**

The effective use of contingencies in construction cost planning requires a clear understanding of estimating risks in both a project specific and general construction market sense. The appropriate level of contingency is dependent on the amount of information available, knowledge of the design teams' methods and philosophy, the timing of the estimate preparation relative to the project design and construction schedule, and the anticipated complexity of the construction work.

#### **3.2 Design and Pricing**

A design and pricing contingency of 20% has been included in the estimate as requested by the Owner. This contingency covers the design and pricing evolution during the remaining design stages of the project. Please note this contingency is not intended to cover additional scope or additional functional program requirements.

#### **3.3 Escalation**

An escalation contingency has been excluded from the estimate. This contingency is intended to address anticipated changes in construction costs due to market fluctuations between the date of this report and the anticipated tender date.

#### **3.4 Construction Contingency (Post-Contract)**

A construction contingency of 6% has been included in the estimate. It is the intention of this contingency to cover post-contract change orders.

## **4 General Statement of Liability**

### **4.1 Probable Costs and Ongoing Cost Control**

Altus Group Limited does not guarantee that tenders or actual construction costs will not vary from this estimate. Acute market conditions, proprietary specifications, or competition/collaboration among contractors may cause tenders to vary from reasonable estimates based on normal and abnormal competitive conditions.

Altus Group Limited recommends the owner and/or design team review the cost estimate report including line item descriptions, unit prices, allowances, assumptions, exclusions, and contingencies to ensure the appropriate design intent has been accurately captured within the report.

It should be noted that the cost consultants are not qualified to confirm that construction work and design is in accordance with approved plans and specifications.

Details of our Client Data Policy can be found at [www.altusgroup.com](http://www.altusgroup.com)

## 5 Estimate Documentation

### 5.1 Documentation

Page Count	Description	Date
3	Arch Drawings	2024-08-08
22	Preliminary Energy Modelling Report	October 21,2024



# RICHMOND MULTI-PURPOSE CENTRE

## **6 List of Appendices**

### **6.1 Class D Estimate**

#### **A. Detailed Elemental Estimate**



## Detailed Elemental Estimate

# \$43,138,000

RICHMOND MULTI-PURPOSE CENTRE TOTAL

# \$6,327/m<sup>2</sup>

TOTAL /m<sup>2</sup>

# \$588/sf

TOTAL /sf

# 6,818 m<sup>2</sup>

73,393 sf  
COMP. GCA

Element	GCA Ratio	Element Quantity	Element Unit Rate	Cost Total	\$ Total /m <sup>2</sup> GCA	%
<b>A SHELL</b>				<b>12,809,300</b>	<b>1,879 /m<sup>2</sup></b>	<b>29.7%</b>
A1 Substructure				1,866,526	274 /m <sup>2</sup>	4.3%
A11 Foundations	0.77	5,264 m <sup>2</sup>	355 /m <sup>2</sup>	1,866,526	274 /m <sup>2</sup>	4.3%
A2 Structure				4,569,983	670 /m <sup>2</sup>	10.6%
A21 Lowest Floor Construction	0.77	5,264 m <sup>2</sup>	160 /m <sup>2</sup>	842,698	124 /m <sup>2</sup>	2.0%
A22 Upper Floor Construction	0.18	1,239 m <sup>2</sup>	841 /m <sup>2</sup>	1,041,857	153 /m <sup>2</sup>	2.4%
A23 Roof Construction	0.77	5,264 m <sup>2</sup>	510 /m <sup>2</sup>	2,685,427	394 /m <sup>2</sup>	6.2%
A3 Exterior Envelope				6,372,792	935 /m <sup>2</sup>	14.8%
A32 Walls Above Main Floor	0.54	3,667 m <sup>2</sup>	950 /m <sup>2</sup>	3,482,649	511 /m <sup>2</sup>	8.1%
A33 Windows & Entrances	0.06	415 m <sup>2</sup>	1,652 /m <sup>2</sup>	686,032	101 /m <sup>2</sup>	1.6%
A34 Roof Covering	0.77	5,264 m <sup>2</sup>	352 /m <sup>2</sup>	1,850,339	271 /m <sup>2</sup>	4.3%
A35 Projections	0.00	1 sum	353,772 /sum	353,772	52 /m <sup>2</sup>	0.8%
<b>B INTERIOR</b>				<b>5,425,899</b>	<b>796 /m<sup>2</sup></b>	<b>12.6%</b>
B1 Partitions & Doors				2,592,894	380 /m <sup>2</sup>	6.0%
B11 Partitions	0.80	5,472 m <sup>2</sup>	412 /m <sup>2</sup>	2,255,894	331 /m <sup>2</sup>	5.2%
B12 Doors	0.01	99 no	3,404 /no	337,000	49 /m <sup>2</sup>	0.8%
B2 Finishes				1,364,999	200 /m <sup>2</sup>	3.2%
B21 Floor Finishes	1.00	6,819 m <sup>2</sup>	95.34 /m <sup>2</sup>	650,090	95 /m <sup>2</sup>	1.5%
B22 Ceiling Finishes	1.00	6,819 m <sup>2</sup>	48.57 /m <sup>2</sup>	331,174	49 /m <sup>2</sup>	0.8%
B23 Wall Finishes	1.80	12,303 m <sup>2</sup>	31.19 /m <sup>2</sup>	383,735	56 /m <sup>2</sup>	0.9%
B3 Fitting & Equipment				1,468,006	215 /m <sup>2</sup>	3.4%
B31 Fitting & Fixtures	1.02	6,933 m <sup>2</sup>	194 /m <sup>2</sup>	1,348,006	198 /m <sup>2</sup>	3.1%
B33 Conveying Systems	0.00	1 no	120,000 /no	120,000	18 /m <sup>2</sup>	0.3%
<b>C SERVICES</b>				<b>9,672,460</b>	<b>1,419 /m<sup>2</sup></b>	<b>22.4%</b>
C1 Mechanical & Electrical				6,258,385	918 /m <sup>2</sup>	14.5%
C11 Plumbing & Drainage	1.02	6,933 m <sup>2</sup>	140 /m <sup>2</sup>	972,240	143 /m <sup>2</sup>	2.3%
C12 Fire Protection	1.02	6,933 m <sup>2</sup>	50.36 /m <sup>2</sup>	349,145	51 /m <sup>2</sup>	0.8%
C13 HVAC	1.02	6,933 m <sup>2</sup>	660 /m <sup>2</sup>	4,576,900	671 /m <sup>2</sup>	10.6%
C14 Controls	1.02	6,933 m <sup>2</sup>	51.94 /m <sup>2</sup>	360,100	53 /m <sup>2</sup>	0.8%
C2 Electrical				3,414,075	501 /m <sup>2</sup>	7.9%
C21 Service & Distribution	1.02	6,933 m <sup>2</sup>	258 /m <sup>2</sup>	1,788,325	262 /m <sup>2</sup>	4.1%
C22 Lighting, Devices & Heating	1.02	6,933 m <sup>2</sup>	141 /m <sup>2</sup>	975,450	143 /m <sup>2</sup>	2.3%
C23 Systems & Ancillaries	1.02	6,933 m <sup>2</sup>	93.80 /m <sup>2</sup>	650,300	95 /m <sup>2</sup>	1.5%
<b>D SITE &amp; ANCILLARY WORK</b>				<b>1,723,820</b>	<b>253 /m<sup>2</sup></b>	<b>4.0%</b>
D1 Site Work				1,723,820	253 /m <sup>2</sup>	4.0%
D11 Site Development	0.00	1 Sum	1,347,940	1,347,940	198 /m <sup>2</sup>	3.1%
D12 Mechanical Site Services	0.00	1 Sum	165,880 /Sum	165,880	24 /m <sup>2</sup>	0.4%
D13 Electrical Site Services	0.00	1 Sum	210,000 /Sum	210,000	31 /m <sup>2</sup>	0.5%
Net Construction Estimate				\$29,631,479	4,346 /m <sup>2</sup>	68.7%
<b>Z GENERAL REQUIREMENTS &amp; ALLOWANCES</b>				<b>13,506,143</b>	<b>1,981 /m<sup>2</sup></b>	<b>31.3%</b>
Z1 General Requirements & Fee				4,604,730	675 /m <sup>2</sup>	10.7%
Z11 General Requirements		9.0%		2,666,830	391 m <sup>2</sup>	6.2%
Z12 Contractor's Fee		6.0%		1,937,900	284 m <sup>2</sup>	4.5%
Total Construction Estimate (Excluding Contingencies)				\$34,236,209	5,021 /m <sup>2</sup>	79.4%
Z2 Contingencies				8,901,413	1,305 /m <sup>2</sup>	20.6%
Z21 Design and Pricing Contingency		20.0%		6,847,240	1,004 m <sup>2</sup>	15.9%
Z22 Escalation				EXCLUDED		
Z23 Construction Contingency		6.0%		2,054,173	301 m <sup>2</sup>	4.8%
<b>TOTAL CONSTRUCTION COST</b>				<b>\$43,137,622</b>	<b>6,327 /m<sup>2</sup></b>	<b>100%</b>

		Quantity	Unit Rate (\$)	Total (\$)
<b>A1 Substructure</b>				
A11 Foundations				
AA11.1	Reinforced concrete foundations	5,264.00 m2	201.15	1,058,854
AA11.2	Earthworks	5,264.00 m2	143.75	756,700
AA11.3	Elevator pit	1.00 no	17,500.00	17,500
AA11.4	Perimeter drain tile and granular fill	369.45 m	50.00	18,473
AA11.5	Dewatering - local pumping	1.00 sum	10,000.00	10,000
AA11.6	Erosion and sediment control	1.00 sum	5,000.00	5,000
<b>TOTAL FOR A11 FOUNDATIONS</b>		<b>5,264 m2</b>	<b>\$355 /m2</b>	<b>\$1,866,526</b>

<b>A2 Structure</b>				
A21 Lowest Floor Construction				
AA21.1	Reinforced concrete slab on grade, 125	2,992.89 m2	120.00	359,147
AA21.2	Reinforced concrete slab on grade, 150mm to Arena	2,271.11 m2	132.00	299,787
AA21.3	50mm rigid insulation	2,271.11 m2	45.00	102,200
AA21.4	Pits and trenches	1.00 sum	50,000.00	50,000
AA21.5	Stairs	11.83 m2	250.00	2,958

		Quantity	Unit Rate (\$)	Total (\$)
<b>A2 Structure</b>				
A21 Lowest Floor Construction				
AA21.6	Seating tiers	114.43 m2	250.00	28,608
<b>TOTAL FOR A21 LOWEST FLOOR CONSTRUCTION</b>		<b>5,264 m2</b>	<b>\$160/m2</b>	<b>\$842,698</b>
A22 Upper Floor Construction				
AA22.1	Upper floor steel framed construction	1,239.42 m2	287.50	356,333
AA22.2	Composite metal deck	1,239.42 m2	155.00	192,110
AA22.3	Spray-on fireproofing	1,239.42 m2	51.75	64,140
AA22.4	Precast concrete seating	315.06 m2	690.00	217,391
AA22.5	Potential mechanical mezzanine	298.04 m2	442.50	131,883
AA22.6	Lobby main c/w handrails, landing and finish	1.00 flight	75,000.00	75,000
AA22.7	Stair to roof	1.00 flight	5,000.00	5,000
<b>TOTAL FOR A22 UPPER FLOOR CONSTRUCTION</b>		<b>1,239 m2</b>	<b>\$841/m2</b>	<b>\$1,041,857</b>
A23 Roof Construction				
AA23.1	Structural steel framed roof construction	1,915.60 m2	300.00	574,680
AA23.2	E.O. Metal deck	1,258.10 m2	55.00	69,196
AA23.3	E.O. Metal deck acoustic - Gym	657.50 m2	65.00	42,738

		Quantity	Unit Rate (\$)	Total (\$)
<b>A2 Structure</b>				
A23 Roof Construction				
AA23.4	Structural steel framed roof construction - Arena long span girders	3,348.40 m2	530.00	1,774,652
AA23.5	E.O. Metal deck	3,348.40 m2	55.00	184,162
AA23.6	High performance paint to columns, bracing and horizontal steel	1.00 sum	40,000.00	40,000
<b>TOTAL FOR A23 ROOF CONSTRUCTION</b>		<b>5,264 m2</b>	<b>\$510/m2</b>	<b>\$2,685,427</b>

<b>A3 Exterior Envelope</b>				
A32 Walls Above Main Floor				
AA32.1	Wall assembly	3,667.00 m2	947.00	3,472,649
	Horizontal prefinished metal siding	3,667.00 m2	390.00	1,430,130
	200mm vert thermally broken z girts	3,667.00 m2	110.00	403,370
	150mm (R25) mineral fibre semi rigid insulation	3,667.00 m2	40.00	146,680
	Fully adhered air vapour barrier	3,667.00 m2	32.00	117,344
	200mm concrete tilt-up structural panels	3,667.00 m2	375.00	1,375,125
AA32.2	Sealant & caulking	1.00 sum	10,000.00	10,000
<b>TOTAL FOR A32 WALLS ABOVE MAIN FLOOR</b>		<b>3,667 m2</b>	<b>\$950/m2</b>	<b>\$3,482,649</b>

A33 Windows & Entrances				
<b>WINDOWS</b>				
AA33.1	Glazed curtain wall system	190.00 m2	1,500.00	285,000
AA33.2	Translucent glazing	147.24 m2	1,800.00	265,032

		Quantity	Unit Rate (\$)	Total (\$)
<b>A3 Exterior Envelope</b>				
A33 Windows & Entrances				
<b>DOORS</b>				
AA33.3	Aluminum framed door c/w frame and hardware	6.00 no.	6,166.67	37,000
	double	2.00 pair	10,000.00	20,000
	single	2.00 no.	5,000.00	10,000
	door operator	2.00 no.	3,500.00	7,000
AA33.4	Insulated hollow metal door c/w frame, hardware and finish	28.00 no.	3,000.00	84,000
	double	13.00 pair	6,000.00	78,000
	single	2.00 no.	3,000.00	6,000
AA33.5	O/H door	1.00 no	15,000.00	15,000
<b>TOTAL FOR A33 WINDOWS &amp; ENTRANCES</b>		415 m2	1,652 /m2	\$686,032
A34 Roof Covering				
AA34.1	Roof assembly	5,243.30 m2	345.00	1,808,939
AA34.2	Skylight	20.70 m2	2,000.00	41,400
<b>TOTAL FOR A34 ROOF COVERING</b>		5,264 m2	\$352 /m2	\$1,850,339
A35 Projections				
AA35.1	High roof edge	428.00 m	650.00	278,200
AA35.2	Low roof edge	48.00 m	650.00	31,200
AA35.3	Roof/wall junction	70.00 m	100.00	7,000
AA35.4	Roof hatch	1.00 no	7,000.00	7,000

		Quantity	Unit Rate (\$)	Total (\$)
<b>A3 Exterior Envelope</b>				
A35 Projections				
AA35.5	Roof ladder	1.00 no	3,500.00	3,500
AA35.6	Fall arrest system	1.00 sum	10,000.00	10,000
AA35.7	Skylight curb	21.09 m2	800.00	16,872
<b>TOTAL FOR A35 PROJECTIONS</b>		1 sum	353,772 /sum	\$353,772

<b>B1 Partitions &amp; Doors</b>				
B11 Partitions				
AB11.1	CMU, 250mm	3,718.00 m2	376.60	1,400,199
AB11.2	CMU, 150mm	765.00 m2	325.00	248,625
AB11.3	GWB/metal stud partitions at administration	216.76 m2	210.00	45,520
AB11.4	Glazing	339.00 m2	1,200.00	406,800
AB11.5	Partitions above glazing	433.00 m2	35.79	15,495
	Corridor	19.31 m2	250.00	4,828
	Fitness	23.70 m2	250.00	5,925
	Multipurpose and change room	5.18 m2	250.00	1,295
	Pool 3	13.79 m2	250.00	3,448
AB11.6	Sealing/ caulking/ firestopping	1.00 sum	14,000.00	14,000
AB11.7	Rough carpentry	1.00 sum	11,000.00	11,000
AB11.8	Folding partition and structural steel support at Multi-purpose	17.91 m	4,500.00	80,595

		Quantity	Unit Rate (\$)	Total (\$)
<b>B1 Partitions &amp; Doors</b>				
B11 Partitions				
AB11.9	Folding partition and structural steel support at Hospitality	7.48 m	4,500.00	33,660
<b>TOTAL FOR B11 PARTITIONS</b>		<b>5,472 m2</b>	<b>\$412 /m2</b>	<b>\$2,255,894</b>
B12 Doors				
AB12.1	Aluminum framed door c/w frame and hardware	4.00 no.	6,750.00	27,000
	double	2.00 pair	10,000.00	20,000
	door operator	2.00 no.	3,500.00	7,000
AB12.2	Hollow metal door c/w metal frame, hardware and finish	95.00 no.	3,000.00	285,000
	Double	15.00 pair	6,000.00	90,000
	Single	65.00 no.	3,000.00	195,000
AB12.3	Glazing, sidelites	1.00 sum	10,000.00	10,000
AB12.4	Extra over	1.00 sum	15,000.00	15,000
	Sealing and caulking	1.00 sum	5,000.00	5,000
	Rough carpentry	1.00 sum	10,000.00	10,000
<b>TOTAL FOR B12 DOORS</b>		<b>99 no</b>	<b>3,404 /no</b>	<b>\$337,000</b>
<b>B2 Finishes</b>				
B21 Floor Finishes				
AB21.1	Precast concrete seating stair markings	429.00 m2	10.00	4,290
AB21.2	Fluid applied resilient floor (Walking track)	680.18 m2	80.00	54,414
AB21.3	Sports floor (Gym)	799.00 m2	200.00	159,800
AB21.4	Arena back of house flooring	1,549.00 m2	80.00	123,920
AB21.5	Wood floor (Multi-purpose)	321.13 m2	250.00	80,283

		Quantity	Unit Rate (\$)	Total (\$)
<b>B2 Finishes</b>				
<b>B21 Floor Finishes</b>				
AB21.6	Hard tile (washroom/change rooms)	145.00 m2	150.00	21,750
AB21.7	Hard tile (showers)	36.00 m2	150.00	5,400
AB21.8	Hard tile (Lobby)	513.29 m2	150.00	76,994
AB21.9	Concrete sealer to mech spaces	1,948.00 m2	25.00	48,700
AB21.10	Luxury vinyl tile (Administration)	160.00 m2	70.00	11,200
AB21.11	Carpet tile (Boardroom/ Hospitality)	200.00 m2	70.00	14,000
AB21.12	Floor grilles (Vestibule)	38.80 m2	550.00	21,340
AB21.13	Bases, allow	1.00 sum	20,000.00	20,000
AB21.14	Tactile warning surfaces	1.00 sum	8,000.00	8,000
<b>TOTAL FOR B21 FLOOR FINISHES</b>		<b>6,819 m2</b>	<b>\$95/m2</b>	<b>\$650,090</b>
<b>B22 Ceiling Finishes</b>				
AB22.1	Exposed, painted	5,732.20 m2	20.00	114,644
AB22.2	ACT/GWB	343.80 m2	100.00	34,380
AB22.3	Ceramic tile (Showers)	36.00 m2	150.00	5,400

		Quantity	Unit Rate (\$)	Total (\$)
<b>B2 Finishes</b>				
B22 Ceiling Finishes				
AB22.4	Special ceilings	707.00 m2	250.00	176,750
<b>TOTAL FOR B22 CEILING FINISHES</b>		<b>6,819 m2</b>	<b>\$49/m2</b>	<b>\$331,174</b>
B23 Wall Finishes				
AB23.1	Paint	10,663.00 m2	25.00	266,575
AB23.2	Wall tile showers	143.00 m2	120.00	17,160
AB23.3	Gym / Multi-purpose acoustics	1.00 sum	50,000.00	50,000
AB23.4	Lobby / Reception special finishes	1.00 sum	50,000.00	50,000
<b>TOTAL FOR B23 WALL FINISHES</b>		<b>12,303 m2</b>	<b>\$31/m2</b>	<b>\$383,735</b>
<b>B3 Fitting &amp; Equipment</b>				
B31 Fitting & Fixtures				
AB31.1	Janitor	3.00 room	1,200.00	3,600
AB31.2	Washroom partitions	1.00 sum	31,200.00	31,200
	Standard	16.00 no	1,500.00	24,000
	Accessible	4.00 no	1,800.00	7,200
AB31.3	Washroom/ accessories	1.00 sum	71,450.00	71,450
	Showers	4.00 no	200.00	\$800
	Showers, accessible	2.00 no	1,350.00	2,700
	Water closets	24.00 no	170.00	4,080
	Water closets, accessible	10.00 no	520.00	5,200
	Sinks	33.00 no	550.00	18,150
	Vanity	20.62 m	1,000.00	20,620
	Baby change	3.00 no	2,500.00	7,500
	Change room	5.00 no	1,100.00	5,500
	Change room, accessible	2.00 no	1,450.00	2,900
	Gang washroom waste receptacle	4.00 no	1,000.00	4,000

		Quantity	Unit Rate (\$)	Total (\$)
<b>B3 Fitting &amp; Equipment</b>				
B31 Fitting & Fixtures				
AB31.4	Lockers	1.00 sum	4,950.00	4,950
	Gym/Fitness - double tier	11.00 no	450.00	4,950
AB31.5	Team change rooms	7.00 room	5,000.00	35,000
AB31.6	Walking track handrail	118.62 m	1,200.00	142,344
AB31.7	Arena seating	948.00 no	310.00	293,880
AB31.8	Scoreboards	1.00 sum	100,000.00	100,000
AB31.9	Arena dashboards	1.00 sum	300,000.00	300,000
AB31.10	Multi-purpose millwork	9.96 m	2,500.00	24,900
AB31.11	Reception desk	6.81 m	5,000.00	34,050
AB31.12	Hospitality kitchenette	3.12 m	2,500.00	7,800
AB31.13	Hospitality coat rod and shelf	2.01 m	150.00	\$302
AB31.14	Residential appliances	1.00 sum	5,000.00	5,000
AB31.15	Gym equipment	1.00 sum	100,000.00	100,000
AB31.16	Retractable seating	1.00 sum	50,000.00	50,000
AB31.17	Scoreboards	1.00 sum	50,000.00	50,000

		Quantity	Unit Rate (\$)	Total (\$)
<b>B3 Fitting &amp; Equipment</b>				
B31 Fitting & Fixtures				
AB31.18	Signage and communication boards	6,503.00 m2	10.00	65,030
AB31.19	Window coverings	1.00 sum	28,500.00	28,500
<b>TOTAL FOR B31 FITTING &amp; FIXTURES</b>		<b>6,933 m2</b>	<b>\$194 /m2</b>	<b>\$1,348,006</b>
AB32.1	Furnishings allowance			see Z24
B33 Conveying Systems				
AB33.1	Elevator, 2 stop	1.00 stop	120,000.00	120,000
<b>TOTAL FOR B33 CONVEYING SYSTEMS</b>		<b>1 no</b>	<b>120,000 /no</b>	<b>\$120,000</b>
<b>C1 Mechanical &amp; Electrical</b>				
C11 Plumbing & Drainage				
AC11.1	Equipment	6,503.00 m2	16.39	106,600
	Water incoming assembly c/w meter, BFP	1.00 sum	26,000.00	26,000
	Oil fired domesic hot water heater	1.00 sum	23,400.00	23,400
	DHW desuper heaterc/w storage tank, 1000 gal, 45 kw	1.00 sum	20,800.00	20,800
	Expansion tank	1.00 no.	8,840.00	8,840
	DHW recirculation pump	1.00 no	4,680.00	4,680
	Master thermostatic mixing valve assembly	1.00 no.	7,800.00	7,800
	Elevator sump pump - duplex c/w pit	1.00 sum	15,080.00	15,080
AC11.2	Plumbing Piping and Drainage	6,503.00 m2	83.68	544,150
	Domestic cold water	500.00 m	160.00	80,000
	Domestic hot water	350.00 m	150.00	52,500
	Domestic hot water recirculation	250.00 m	140.00	35,000
	Sanitary drain and vent - above grade	800.00 m	160.00	128,000
	Storm drainage - above grade	300.00 m	182.00	54,600
	Sanitary drain and vent - below grade	500.00 m	192.00	96,000
	Storm drainage - below grade	100.00 m	192.00	19,200
	Domestic water piping insulation	1,100.00 m	42.00	46,200
	Storm water piping insulation	300.00 m	68.00	20,400
	Allowance for plumbing piping miscellaneous valves, fittings, hangers, etc	1.00 sum	12,250.00	12,250

		Quantity	Unit Rate (\$)	Total (\$)
<b>C1 Mechanical &amp; Electrical</b>				
<b>C11 Plumbing &amp; Drainage</b>				
A.C11.3	<b>Plumbing Fixtures</b>	6,503.00 m2	37.53	244,090
	Water closet, wall hung, electronic flush valve	34.00 no.	2,340.00	79,560
	Urinal, wall hung, electronic flush valve	8.00 no.	2,550.00	20,400
	Lavatory, counter-top, electronic faucet	26.00 no.	1,920.00	49,920
	Lavatory, counter-top, electronic faucet, b/f	7.00 no.	2,130.00	14,910
	Janitor sink	4.00 no.	1,920.00	7,680
	Shower c/w trim-enclosure by others	4.00 no.	1,510.00	6,040
	Shower c/w trim, hand heldm b/f - enclosure by others	2.00 no.	1,720.00	3,440
	Drinking fountain c/w bottle filling	2.00 no.	3,380.00	6,760
	Miscellaneous sinks	4.00 no.	1,510.00	6,040
	Eye wash/shower station	2.00 no.	3,900.00	7,800
	Roof drains	1.00 sum	6,240.00	6,240
	Floor drains	1.00 sum	4,160.00	4,160
	Funnel Floor drains	1.00 sum	1,870.00	1,870
	Scupper drain c/w backwater valve	1.00 sum	1,400.00	1,400
	Hose bibs	1.00 sum	6,030.00	6,030
	Trap seal primer electronic station c/w piping	1.00 sum	21,840.00	21,840
A.C11.4	<b>Miscellaneous-General Requirements</b>	6,503.00 m2	11.90	77,400
	Setting out & sleeving, tagging & identification, core drilling & fire stopping, etc.	1.00 sum	8,950.00	8,950
	As built drawings	1.00 sum	8,950.00	8,950
	Pressure testing and piping flushing	1.00 sum	4,470.00	4,470
	Phasing premium			Excluded
	General site condition including coordination, site access, PM, etc	1.00 sum	55,030.00	55,030
<b>TOTAL FOR C11 PLUMBING &amp; DRAINAGE</b>		<b>6,933 m2</b>	<b>\$140 /m2</b>	<b>\$972,240</b>
<b>C12 Fire Protection</b>				
A.C12.1	<b>Building</b>	1.00 sum	349,144.80	349,145
	Fire protection water main entry c/w DCV-BFP assumbly,	1.00 sum	20,800.00	20,800
	Fire pump and jockey pump - assumed not required			Excluded
	Building sprinkler system c/w zone valve	6,503.00 m2	41.60	270,525
	Fire hose cabinet	no		Excluded
	Fire extinguishers	1.00 sum	8,950.00	8,950
	IT closet/Communication rooms pre-action / FM 200 system			Excluded
	Siamese connection c/w piping	1.00 sum	10,400.00	10,400
	Allowance for testing, balancing and certification	1.00 sum	7,250.00	7,250
	Allowance for x-rays, core drilling, fire and smoke seal, etc	1.00 sum	5,940.00	5,940
	As built drawings	1.00 sum	4,460.00	4,460
	Allowance for temporary services	1.00 sum	2,230.00	2,230
	Phasing and after hour work			Excluded
	General site condition including coordination, site access, PM, etc	1.00 sum	18,590.00	18,590
<b>TOTAL FOR C12 FIRE PROTECTION</b>		<b>6,933 m2</b>	<b>\$50 /m2</b>	<b>\$349,145</b>

		Quantity	Unit Rate (\$)	Total (\$)
<b>C1 Mechanical &amp; Electrical</b>				
<b>C13 HVAC</b>				
AC13.1	<b>Heating Plant</b>	6,503.00 m2	62.93	409,240
	Oil fired heating boilers 160 kw ea	2.00 no	31,460.00	62,920
	Boiler circulation pump	2.00 no	4,680.00	9,360
	Water to water heat pump unit, 92 kw ea	2.00 no	114,920.00	229,840
	Secondary heating pump - terminal devices	2.00 no	6,240.00	12,480
	Secondary heating pump, VFD - DOAS coil loop	2.00 no	7,800.00	15,600
	Expansion tank	1.00 sum	13,000.00	13,000
	Air separator	1.00 sum	8,840.00	8,840
	Heating system chemical treatment	1.00 sum	8,840.00	8,840
	Allowance for snow pit plate exchanger c/w pump	1.00 sum	21,840.00	21,840
	Miscellaneous - make-up water connection, gauges, valves, etc.	1.00 sum	18,200.00	18,200
	Boiler flue vent	1.00 sum	8,320.00	8,320
AC13.2	<b>Refrigeration System - Ice Rink</b>	6,503.00 m2	284.48	1,850,000
	Allowance for refrigeration plant c/w mechaical room piping, buried piping to the rink with headers, filling of ammonia, piping insulation, start-up & commissioning, , etc.- rink concrete floor by others	1.00 sum	1,850,000.00	1,850,000
AC13.3	<b>Air Handlers and Fans</b>	6,503.00 m2	133.31	866,930
	DOAS unit - hot water heating, DX cooling, heat recovery wheel, fans, VFD, filters, etc. - gym, 1,738 l/s	1.00 no	105,400.00	105,400
	DOAS unit - hot water heating, DX cooling , heat recovery wheel, fans, VFD, filters, etc. - multi-performance, 3,318 l/s	1.00 no	182,900.00	182,900
	DOAS unit - hot water heating, DX cooling, heat recovery wheel, fans, VFD, filter, etc. - change roomsm 1,479 l/s	1.00 no	89,700.00	89,700
	DOAS unit - hot water heating, DX cooling, desiccant wheel for dehumidification,, enthalpy heat recovery wheel, fans, filter, etc. - ice rink & seats, 7,551 l/s	1.00 no	441,000.00	441,000
	Elevator control room split AC unit	1.00 no	9,360.00	9,360
	Sanitary exhaust fans	1.00 sum	4,590.00	4,590
	General exhaust fans	1.00 sum	26,180.00	26,180
	Allowance for miscellaneous fans	1.00 sum	7,800.00	7,800
AC13.4	<b>HVAC Piping</b>	6,503.00 m2	49.36	321,000
	Mechanical room - hot water	250.00 m	360.00	90,000
	Hot water supply & retron - RHC	1,000.00 m	150.00	150,000
	Heating piping insulation	1,250.00 m	60.00	75,000
	Allowance for HVAC Piping miscellaneous valves, fittings, hangers, supports, etc	1.00 sum	6,000.00	6,000
AC13.5	<b>Heating and Cooling Terminal Devices</b>	6,503.00 m2	5.39	35,060
	Unit heater - electrical by Div. 16			By Others
	Force flow heater - electrical by Div. 16			By Others
	Hot water re-heat coil	1.00 sum	35,060.00	35,060

		Quantity	Unit Rate (\$)	Total (\$)
<b>C1 Mechanical &amp; Electrical</b>				
<b>C13 HVAC</b>				
A.C13.6	<b>Ductwork and Air Distribution</b>	6,503.00 m2	112.67	732,670
	Galvanized steel ductwork	12,970.00 kg	39.00	505,830
	Diffusers, registers and grilles	1.00 sum	75,870.00	75,870
	Ductwork insulation	1.00 sum	106,570.00	106,570
	Silencers	1.00 sum	11,640.00	11,640
	Dampers/louvers, etc. - excluding architectural louvers	1.00 sum	14,040.00	14,040
	VAV box	1.00 sum	18,720.00	18,720
A.C13.7	<b>Miscellaneous-General Requirements</b>	6,503.00 m2	55.67	362,000
	Allowance for fuel oil supply system and hook-up DHW heater and heating boilers	1.00 sum	41,600.00	41,600
	Setting out & sleeving, tagging & identification, core drilling & fire stopping, etc.	1.00 sum	14,800.00	14,800
	As built drawings	1.00 sum	21,100.00	21,100
	Testing, balancing and commissioning - excluding 3rd party scope	1.00 sum	31,600.00	31,600
	Phasing premium			Excluded
	General site condition including coordination, site access, PM, etc	1.00 sum	252,900.00	252,900
<b>TOTAL FOR C13 HVAC</b>		<b>6,933 m2</b>	<b>\$660/m2</b>	<b>\$4,576,900</b>

<b>C14 Controls</b>				
A.C14.1	<b>Controls</b>	1.00 sum	360,100.00	360,100
	Building DDC/BMS control system	1.00 sum	67,600.00	67,600
	Heating plant	1.00 sum	35,360.00	35,360
	Refrigeation system	1.00 sum	43,680.00	43,680
	DOAS units-without decent/ heeat recovery wheel	3.00 no	8,840.00	26,520
	DOAS units-with decent/ heat recovery wheel	1.00 no	15,600.00	15,600
	Re-heat coils	1.00 sum	31,200.00	31,200
	VAV box	1.00 sum	18,720.00	18,720
	Fans, dampers	1.00 sum	12,480.00	12,480
	Split AC unit	1.00 sum	1,300.00	1,300
	Plumbing equipment	1.00 sum	11,440.00	11,440
	Miscellaneous control points	1.00 sum	5,720.00	5,720
	Mechanical control (low voltage) wiring	1.00 sum	70,100.00	70,100
	Allowance for MCC - by Div. 16			Excluded
	Phasing premium			Excluded
	General site condition including coordination, site access, PM, etc	1.00 sum	20,380.00	20,380
<b>TOTAL FOR C14 CONTROLS</b>		<b>6,933 m2</b>	<b>\$52/m2</b>	<b>\$360,100</b>

		Quantity	Unit Rate (\$)	Total (\$)
<b>C2 Electrical</b>				
<b>C2 Electrical</b>				
C21 Service & Distribution				
AC21.1	Normal Power	6,503.00 m2	25.00	162,575
AC21.2	Emergency Power	6,503.00 m2	65.00	422,695
AC21.3	Distribution	6,503.00 m2	146.00	949,438
AC21.4	Motor Controls & Wiring	6,503.00 m2	27.00	175,581
AC21.5	Miscellaneous	6,503.00 m2	12.00	78,036
<b>TOTAL FOR C21 SERVICE &amp; DISTRIBUTION</b>		<b>6,933 m2</b>	<b>\$258 /m2</b>	<b>\$1,788,325</b>
C22 Lighting, Devices & Heating				
AC22.1	Lighting	6,503.00 m2	110.00	715,330
AC22.2	Branch Devices	6,503.00 m2	25.00	162,575
AC22.3	Heating	6,503.00 m2	15.00	97,545
<b>TOTAL FOR C22 LIGHTING, DEVICES &amp; HEATING</b>		<b>6,933 m2</b>	<b>\$141 /m2</b>	<b>\$975,450</b>
C23 Systems & Ancillaries				
AC23.1	Fire Alarm System	6,503.00 m2	40.00	260,120
AC23.2	Security System Infrastructure Only	6,503.00 m2	12.00	78,036

		Quantity	Unit Rate (\$)	Total (\$)
<b>C2 Electrical</b>				
C23 Systems & Ancillaries				
A.C23.3	Communication system Infrastructure Only	6,503.00 m2	18.00	117,054
A.C23.4	PA System Infrastructure Only	6,503.00 m2	5.00	32,515
A.C23.5	AV System Infrastructure Only	6,503.00 m2	5.00	32,515
A.C23.6	Emergency call system	6,503.00 m2	5.00	32,515
A.C23.7	Miscellaneous	6,503.00 m2	15.00	97,545
<b>TOTAL FOR C23 SYSTEMS &amp; ANCILLARIES</b>		<b>6,933 m2</b>	<b>\$94/m2</b>	<b>\$650,300</b>
<b>NET BUILDING COST (Excluding Site)</b>		<b>6,818 m2</b>	<b>4,093/m2</b>	<b>\$27,907,659</b>
<b>D1 Site Work</b>				
D11 Site Development				
A.D11.1	Site development	6,933.00 m2	180.00	1,247,940
A.D11.2	Reinforced concrete exit stairs	2.00 flight	50,000.00	100,000
<b>TOTAL FOR D11 SITE DEVELOPMENT</b>		<b>1 Sum</b>	<b>1,347,940</b>	<b>\$1,347,940</b>
D12 Mechanical Site Services				
A.D12.1	Domestic water services	1.00 sum	36,400.00	36,400
A.D12.2	Sanitary water services	1.00 sum	26,000.00	26,000

		Quantity	Unit Rate (\$)	Total (\$)
<b>D1 Site Work</b>				
D12 Mechanical Site Services				
AD12.3	Storm water services	1.00 sum	36,400.00	36,400
AD12.4	Site drainage	1.00 sum	67,080.00	67,080
AD12.5	Natural gas services - by local utility			Excluded
AD12.6	Irrigation - Capped water services c/w meter and BFP - Distribution by others			Excluded
AD12.7	Connections to street main c/w connection charges			Excluded
<b>TOTAL FOR D12 MECHANICAL SITE SERVICES</b>		1 Sum	165,880 /Sum	\$165,880
D13 Electrical Site Services				
AD13.1	Incoming power duct	1.00 sum	50,000.00	50,000
AD13.2	Incoming communication duct	1.00 sum	30,000.00	30,000
AD13.3	Site Lighting	1.00 sum	60,000.00	60,000
AD13.4	Site security	1.00 sum	20,000.00	20,000
AD13.5	Utility charge	1.00 no	50,000.00	50,000
<b>TOTAL FOR D13 ELECTRICAL SITE SERVICES</b>		1 Sum	210,000 /Sum	\$210,000
<b>NET BUILDING COST (Including Site)</b>		6,818 m2	4,346 /m2	\$29,631,479

	Quantity	Unit Rate (\$)	Total (\$)
<b>Z1 General Requirements &amp; Fee</b>			
General Requirements	9.00 %		2,666,830
<b>Z1 General Requirements &amp; Fee</b>			
Contractor's Fee	6.00 %		1,937,900
<hr/>			
TOTAL CONSTRUCTION ESTIMATE (Excluding contingencies)	6,818 m2	5,021 /m2	\$34,236,209
<b>Z2 Contingencies</b>			
Design and Pricing Contingency	20.00 %		6,847,240
Escalation			EXCLUDED
Construction Contingency	6.00 %		2,054,173
<hr/>			
TOTAL CONSTRUCTION ESTIMATE (Including contingencies)	6,818 m2	6,327 /m2	\$43,137,622

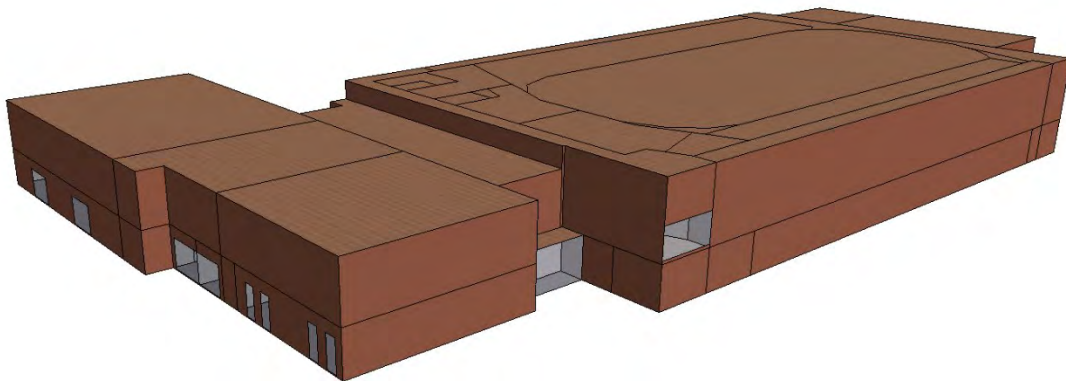
# APPENDIX C: ENERGY REPORT



REPORT N°: CA0041545.2427

# COUNTY OF RICHMOND - MULTI PURPOSE RECREATION FACILITY ENERGY MODELING REPORT

OCTOBER 21, 2024





COUNTY OF  
RICHMOND - MULTI  
PURPOSE  
RECREATION  
FACILITY  
ENERGY MODELING  
REPORT

WSP CANADA

PROJECT NO.: CA0041545.2427  
DATE: 2024-10-21

WSP CANADA INC.

WSP.COM

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# SIGNATURES

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Date: 2024-10-21

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Date: 2024-10-21

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# 1 INTRODUCTION

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## 1.1 PURPOSE

The objective of this report is to present the inputs and results of the preliminary energy model for the new multi-purpose recreation facility for the County of Richmond and the study of variants to aim for a net zero target. It should be noted that the study is based on a very preliminary design and should not be considered as the final project concept.

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## 1.2 REFERENCE DOCUMENTS

The energy model was prepared based on the following reference documents:

- Preliminary architectural drawings dating from 2024-08-08,
  - Preliminary architectural wall sections dating from 2024-08-08.
- 

## 1.3 DISCLAIMER

Please note that the simulations performed during this mandate are only intended to assess the energy performance of various preliminary mechanical concepts. The energy use results cannot be interpreted as actual expectations while the building is in operation. Variation in occupancy, variations in control and maintenance, variations in weather, and precision of the simulation program are potential reasons why the actual building performance may differ from the predictions. Also, the mechanical concept was not created by mechanical engineers. The proposed concept is based on similar projects to enable an initial estimate of consumption, but does not reflect the final concept.

# 2 MODELING PARAMETERS

---

## 2.1 BUILDING DESCRIPTION

- **Building description:**

The new building will have a surface area of around 10,676 m<sup>2</sup>, with a maximum of two levels. The building will mainly comprise of an ice rink, spectator areas, changing rooms, but also a multi-purpose area, a gymnasium, a lobby and ancillary areas (mechanical, toilets).

- **Building HVAC design description:**

The heating of the arena is primarily achieved through a hot water loop supplied by fossil fuel boilers and heat recovery from the refrigeration system via water-to-water heat pumps. Refrigeration is provided by an ammonia-based system. For other areas, DX systems are used to cool the spaces.

Dehumidification is first managed by an enthalpy wheel, followed by a desiccant wheel with regeneration air supplied by the heating loop to maintain a set point of 15°C and 40% RH in the rink enclosure. Domestic hot water is preheated using a desuperheater on the refrigeration system.

---

## 2.2 MODELING PARAMETERS

- **Modeling software:** IESVE 2024

- **Weather data:** CWEC weather file, CAN\_NS\_HART-ISLAND-(AUT)\_8202318\_CWEC.epw

- **Operating hours:** 8 A.M. to 10.50 P.M. every day. For this preliminary study, the arena is considered to be open year-round.

## 2.2.1 BUILDING ENVELOPE

The assumptions considered for the envelope are shown in the table below and are based on preliminary data of wall sections given by the architect.

**Table 1: Summary of building envelope thermal performance**

Proposed building
<b>Foundation walls</b>
Vertical insulation USI = 0.256 W/m <sup>2</sup> .K RSI = 3.9 m <sup>2</sup> .K/W
<b>Exterior walls</b>
USI = 0.344 W/m <sup>2</sup> .K RSI = 2.91 m <sup>2</sup> .K/W (Clearfield effective values)
<b>Roof</b>
USI = 0.146 W/m <sup>2</sup> .K RSI = 6.87 m <sup>2</sup> .K/W  Low emissivity for the interior of the ice rink roof.
<b>Windows</b>
FDWR Ratio: 9% USI = 1.68 W/m <sup>2</sup> .K SHGC = 0.40
<b>Air infiltration</b>
The infiltration is considered at 1.5 L/s.m <sup>2</sup> for exterior walls at 75 Pa as required by NECB 2020. Total infiltration airflow: 4,067 L/s

## 2.2.2 INTERNAL LOADS

**Table 2: Summary of internal loads**

Proposed building
<b>Lighting</b>
Based on NECB 2020 defaults values by space type Total interior lighting power: 78 kW Average lighting power density: 7.32 W/m <sup>2</sup>
<b>Receptacle load</b>
Based on NECB 2020 defaults values by space type Total receptacle power: 6.6 kW Average receptacle power density: 0.62 W/m <sup>2</sup>

## 2.2.3 HVAC SYSTEMS

The systems described below are preliminary and based on existing arenas. The mechanical systems have not been designed by a mechanical engineer and do not represent the final concept.

**Table 3: Summary of HVAC systems**

Proposed building
HVAC Systems
Airsides HVAC
<p><b>System for gymnasium:</b>            DOAS system with terminal reheat and cooling            Outside airflow: 1,738 l/s            Heat exchanger (wheel):                Sensible: 60%                Latent: 60%            Supply fan: 1.17 kW            Return fan: 0.58 kW            Supply temperature: 13°C with reset at 18°C            DX cooling coil:                Capacity: 25 kW                COP: 4.6            Hydronic heating coil:                Capacity: 78 kW            Terminal coil for gymnasium:                DX Cooling: 32 kW                Heating: 78 kW</p> <p><b>System for multi-use performance:</b>            DOAS system with terminal reheat and cooling            Outside airflow: 3,318 l/s            Heat exchanger (wheel):                Sensible: 60%                Latent: 60%            Supply fan: 2.11 kW            Return fan: 1 kW            Supply temperature: 13°C with reset at 18°C            DX cooling coil:                Capacity: 60 kW                COP: 4.6            Hydronic heating coil:                Capacity: 140 kW            Terminal coil for multi-use performance room:                DX Cooling: 20 kW                Heating: 40 kW</p> <p><b>System for change rooms:</b>            DOAS system with terminal reheat and cooling</p>

Outside airflow: 1,479 l/s  
Heat exchanger (wheel):  
    Sensible: 60%  
    Latent: 60%  
Supply fan: 1 kW  
Return fan: 0.5 kW  
Supply temperature: 13°C with reset at 18°C  
DX cooling coil:  
    Capacity: 22 kW  
    COP: 4.6  
Hydronic heating coil:  
    Capacity: 66 kW  
Terminal coil for heating and cooling

**System for ice rink and seats:**

CAV system with recirculation  
Outside airflow: 3,846 l/s (8,149 CFM)  
Supply airflow: 7,551 l/s (16,000 CFM)  
Heat exchanger (enthalpy wheel):  
    Sensible: 74.8%  
    Latent: 71.2%  
Supply fan: 5.88 kW  
Return fan: 4.8 kW  
Desiccant wheel for dehumidification with regeneration by means of a direct-fired burner to maintain the 35°F dewpoint setpoint for the return air:  
    Water absorption capacity: 220 lb/h  
Hydronic heating coil:  
    Capacity: 200 kW  
Terminal coil for heating and cooling

**Temperature setpoints**

Ice rink and view seats space:  
    Heating/cooling: 15°C (59°F), 1.66°C dewpoint (35°F), 40% relative humidity  
Multipurpose, gymnasium:  
    Heating: 22°C with setback at 18°C  
    Cooling: 24°C with setback at 26°C  
Auxiliary rooms:  
    Heating: 20°C

**Outdoor airflows**

Outside airflow for ice rink space: 3,846 l/s (8,150 CFM) based on required ventilation for ice rink  
*The outside airflow is provided only during occupied hours*  
  
Outside airflow for other spaces: based on minimum airflow from ASHRAE 62.1 – 2010 (see “Airside HVAC” section)

**Heating plant**

Heat can be injected into the network via heat recovery from the refrigeration system, using water-to-water heat pumps to raise the temperature of the water leaving the plate condensers.

Two water-to-water heat pump:

Capacity: 92 kW/each (314 MBH)  
COP: 5.5

Two oil-fired boilers will be used to supply the hot water network when heat rejection from the refrigeration system is insufficient. Each boiler has a unit capacity of 160 kW.

Snow pit heating uses water directly from the plate condensers, without the need for heat pumps.

### Cooling plant

Parameters affecting refrigeration load for ice rink:

Temperature of ice: -5.5°C (22°F)  
Indoor temperature: 15°C (59°F), 1.66°C dewpoint (35°F)  
Roof emissivity: 0.055  
Interior lighting: 18 W/m<sup>2</sup>, 0.45 radiant fraction  
Heated slab temperature under ice rink: 3°C  
Hot water volume for resurfacing: 454 liters  
Water temperature for resurfacing: 60°C (140°F)  
Number of resurfacings: 8 per day, every day

Refrigeration system:

Ammonia refrigeration systems are planned

One reciprocal compressor:

Capacity: 35 TR, power 40 kW (54 BHP), motor efficiency 95%, COP 3.1

Two reciprocal compressors:

Capacity: 17 TR, power 20 kW (27 BHP), motor efficiency 95%, COP 3.1

One desuperheater:

Capacity: 45 kW, preheats domestic cold water in a tank before use for domestic hot water and resurfacing.

One plate condenser:

Capacity: 360 kW, temperature ammonia inlet: 160°F, ammonia outlet temperature: 97°F, ethylene glycol inlet temperature glycol: 84.6°F, outlet temperature ethylene glycol: 94°F, flow 310 gpm

One brine cooler:

Capacity: 250 kW, brine inlet: 16.4°F, outlet temperature 12.0°F, flow rate: 451 gpm

Two brine pumps: power 11 kW (15 HP).

One evaporative fluid cooler:

Capacity: 380 kW, glycol inlet temperature: 94°F, glycol outlet temperature: 84°F, power: 50 HP, efficiency 94.5%, variable flow fans (VFD)

One cooler water pump: power 11 kW (15 HP)

One glycol condensate pump: power 5.6 kW (7.5 HP)

A compressor cooling circulator: power 2.24 kW (3 HP)

An oil pump: power 0.37 kW (1/2 HP)

Brine pump for floor heating: power 0.37 kW (1/2 HP)

### Domestic hot water

Domestic hot water and resurfacing hot water will be preheated via one desuperheater on the refrigeration system:

Capacity: 45 kW (152.6 MBH)  
Storage tank: 3,785 l (1,000 gallons)

Additional heating is provided by oil-fired water heaters.

### Greenhouse gas emission factors

Electricity (as per Nova Scotia Power Air emissions reporting from 2023)

450.6 gCO<sub>2</sub>e /kWh

Oil (distillate fuel oil) (as per U.S. Environmental Protection Agency, Inventory of U.S. Greenhouse Gas Emissions and Sinks)

252 gCO<sub>2</sub>e /kWh

---

## 2.3 ENERGY CONSERVATION MEASURES

In order to reduce energy consumption and greenhouse gas emissions, the following options will be analyzed:

- Variant 1: heat recovery from the refrigeration system for the regeneration of the desiccant wheel
- Variant 2: variant 1 + conversion to 100% electric energy

# 3 ENERGY MODELING RESULTS

## 3.1 PROPOSED BUILDING RESULTS

The following table presents the results of energy use breakdown for the proposed building.

**Table 4: Energy use for proposed building**

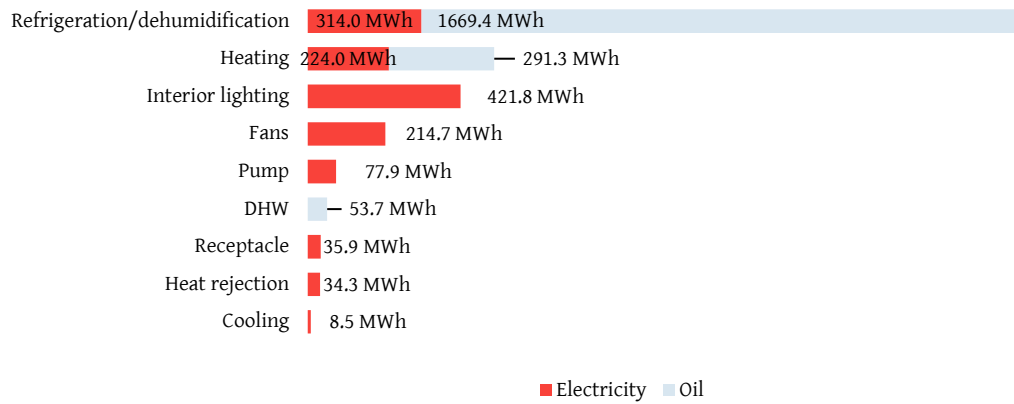
	Energy Use (MWh)			Load distribution (%)
	Proposed building			
	Electricity	Oil	Total	
Interior lighting	421.8	0.0	421.8	13%
Receptacle	35.9	0.0	35.9	1%
Heating	224.0	291.3	515.3	15%
Cooling	8.5	0.0	8.5	0%
Refrigeration/dehumidification	314.0	1,669.4	1,983.4	59%
Heat rejection	34.3	0.0	34.3	1%
Pump	77.9	0.0	77.9	2%
Fans	214.7	0.0	214.7	6%
DHW	0.0	53.7	53.7	2%
<b>Total</b>	<b>1,331</b>	<b>2,014.4</b>	<b>3,346</b>	-
<b>Total energy</b>		<b>3,346</b>		
<b>TEUI (GJ/m<sup>2</sup>)</b>		<b>1.13</b>		

The building's primary energy consumption comes from the dehumidification process. The ice rink is an area that generates a lot of humidity, particularly from resurfacing, but also from water evaporated by the occupants and from the moisture in the air that condenses upon contact with the cold ice.

To manage dehumidification, a desiccant wheel is used to reduce the amount of water in the supplied air through an absorbent material. However, it is necessary to regenerate this material, meaning it must be dried out with very hot, dry air. The regeneration air thus requires a lot of energy.

The indicated consumption can be greatly impacted by the set points chosen in areas near the ice rink. A higher set point in the stands can influence the cooling load of the ice rink, but also increase the condensation phenomenon, thus increasing the dehumidification load.

The heating system is supported by significant heat recovery from the refrigeration side.



**Figure 1: Breakdown of consumption by post**

**Table 5: CO2 emissions per energy**

GES	Proposed
Electricity (tCO2eq)	599
Oil (tCO2eq)	508
Total (tCO2eq)	1,106

The province of Nova Scotia still has electricity that emits a high level of CO<sub>2</sub>, due to its production from coal and other fossil fuels. However, the province is taking significant steps to green its electricity production, notably by relying on wind energy. The goal is to reach 80% renewable energy by 2030 and be net-zero by 2035.

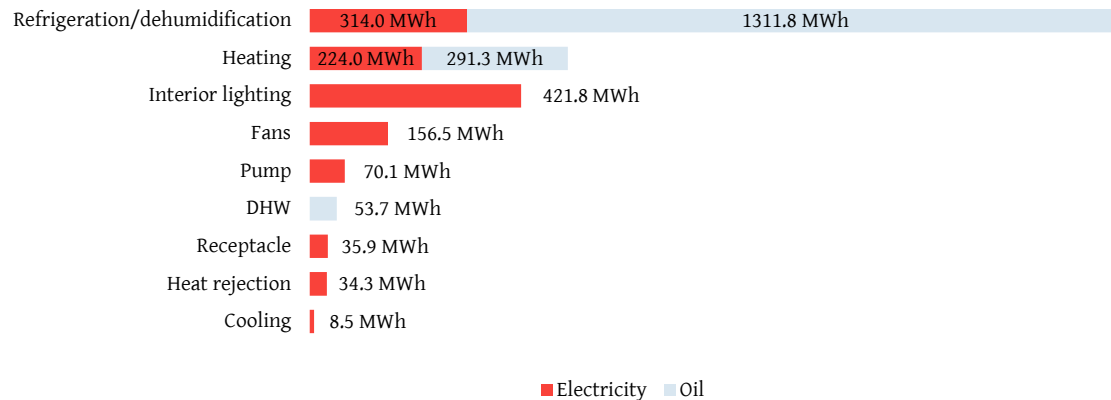
## 3.2 VARIANT 1 RESULTS

The following table presents the results of energy use breakdown for the variant 1, where heat recovery is used for the desiccant wheel regeneration air.

**Table 6: Energy use for variant 1**

	Energy Use (MWh)				
	Variant 1 building			Load distribution (%)	Savings compared to Proposed (%)
	Electricity	Oil	Total		
Interior lighting	421.8	0.0	421.8	14%	0%
Receptacle	35.9	0.0	35.9	1%	0%
Heating	224.0	291.3	515.3	18%	0%
Cooling	8.5	0.0	8.5	0%	0%
Refrigeration/dehumidification	314.0	1,311.8	1,625.8	56%	18%
Heat rejection	34.3	0.0	34.3	1%	0%
Pump	70.1	0.0	70.1	2%	10%
Fans	156.5	0.0	156.5	5%	27%
DHW	0.0	53.7	53.7	2%	0%
<b>Total</b>	<b>1,265</b>	<b>1,657</b>	<b>2,922</b>	-	
<b>Total energy TEUI (GJ/m<sup>2</sup>)</b>		<b>2,922</b>			<b>13%</b>
		<b>0.99</b>			

The consumption for heating the desiccant wheel is reduced by maximizing the use of the energy available from the condenser of the cooling loop.



**Figure 2: Breakdown of consumption by post**

**Table 7: CO2 emissions per energy**

GES	Variant 1	Savings compared to Proposed (%)
Electricity (tCO2eq)	569	5%
Oil (tCO2eq)	417	18%
<b>Total (tCO2eq)</b>	<b>986</b>	<b>11%</b>

Fossil energy consumption is reduced by 18% in this variant, allowing for a decrease in overall GHG emissions.

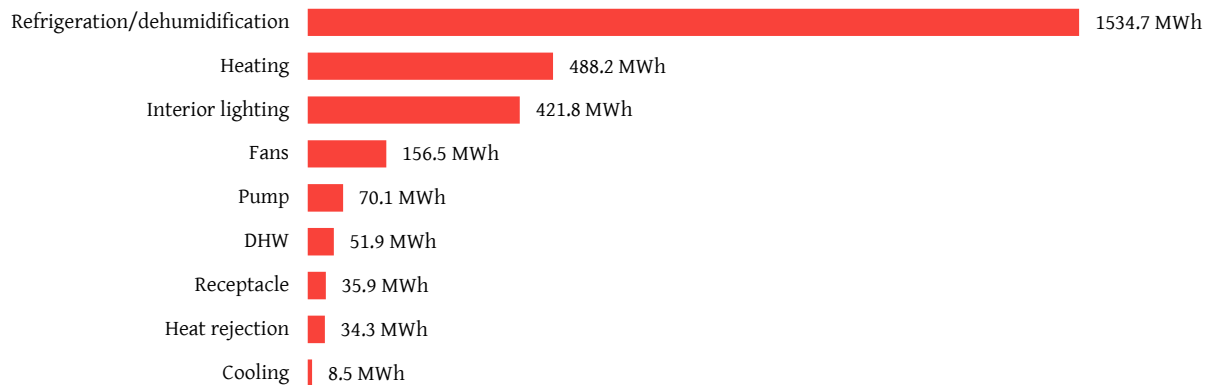
### 3.3 VARIANT 2 RESULTS

The following table presents the results of energy use breakdown for the variant 2, where electricity is the main source of energy for the building.

**Table 8: Energy use for proposed building**

	Energy Use (MWh)				
	Variant 2 building			Load distribution (%)	Savings compared to Proposed (%)
	Electricity	Oil	Total		
Interior lighting	421.8	0.0	421.8	15%	0%
Receptacle	35.9	0.0	35.9	1%	0%
Heating	488.2	0.0	488.2	17%	5%
Cooling	8.5	0.0	8.5	0%	0%
Refrigeration/dehumidification	1,534.7	0.0	1,534.7	55%	23%
Heat rejection	34.3	0.0	34.3	1%	0%
Pump	70.1	0.0	70.1	3%	10%
Fans	156.5	0.0	156.5	6%	27%
DHW	51.9	0.0	51.9	2%	3%
<b>Total</b>	<b>2,802</b>	<b>0</b>	<b>2,802</b>	-	
<b>Total energy TEUI (GJ/m<sup>2</sup>)</b>	<b>2,802</b>				<b>16%</b>
	<b>0.94</b>				

By switching to all-electric, consumption decreases slightly due to the 100% efficiency of electric production compared to the lower efficiency of combustion boilers.



**Figure 3: Breakdown of consumption by post**

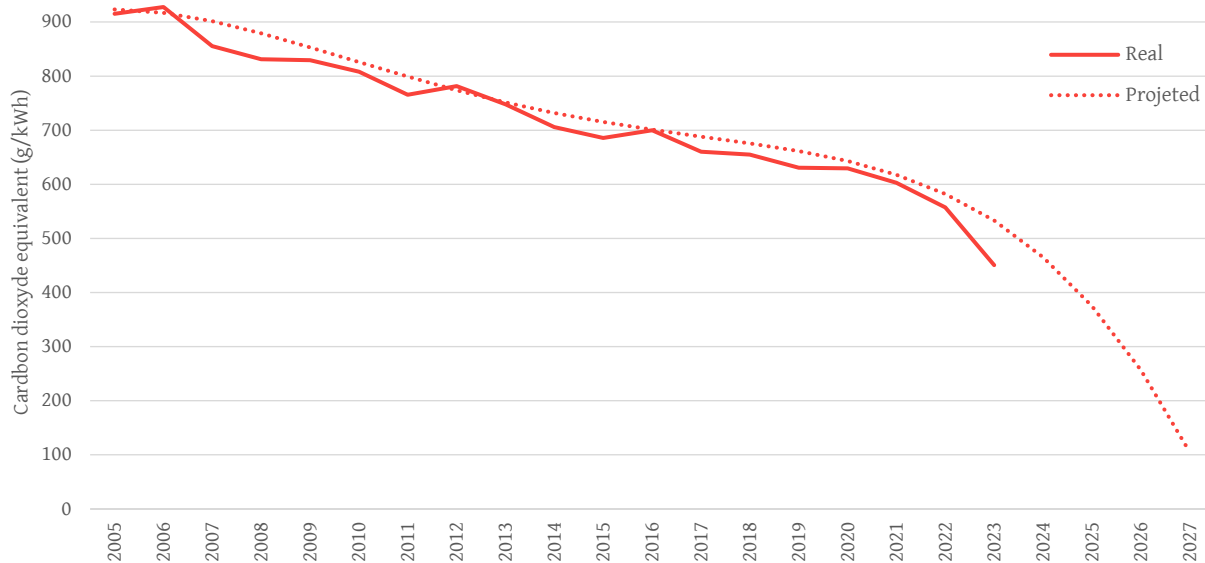
**Table 9: CO2 emissions per energy**

GES	Variant 2	Savings compared to Proposed (%)
Electricity (tCO2eq)	1261	-110%
Oil (tCO2eq)	-	-
Total (tCO2eq)	1260	-14%

In an all-electric system, greenhouse gas emissions increase by 14% compared to the hybrid version.

However, greenhouse gas emissions from electricity in Nova Scotia have already significantly decreased, with a reduction of 44% since 2010. The province's goal is to achieve 80% renewable energy production by 2030 and be net-zero by 2035.

The choice of an all-electric system is therefore an investment in the future and would allow for the use of decarbonized energy. Additionally, a 100% electric production system would enable the integration of technologies such as photovoltaic panels to harness energy directly on-site and greatly reduce consumption. As an example, the first arena to achieve Zero Carbon certification has a 100% electric production system and has installed photovoltaic systems.



**Figure 4: reduction of CO2 emissions in Nova Scotia (source: nspower.ca)**

Following the reduction curve based on historical data for CO2 emissions reduction in Nova Scotia, we can take as an example the year 2027, when emissions could fall below 100 gCO2/kWh.

**Table 10: CO2 emissions per energy**

GES	Variant 2	Savings compared to Proposed (%)
Electricity (tCO2eq)	280	53%
Oil (tCO2eq)	-	-
Total (tCO2eq)	280	75%

This would allow for a 75% reduction in greenhouse gas emissions. The challenge of achieving Zero Carbon is therefore related not only to the performance of the building but also, more importantly, to the actions of the province to green its electricity production.

## 4 CONCLUSION

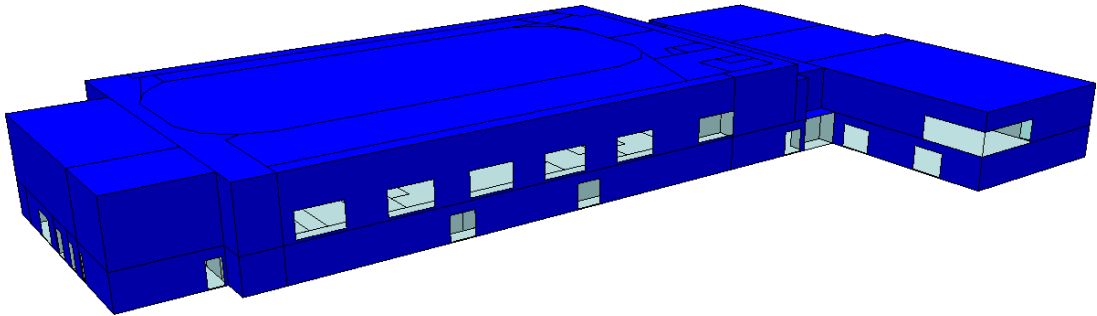
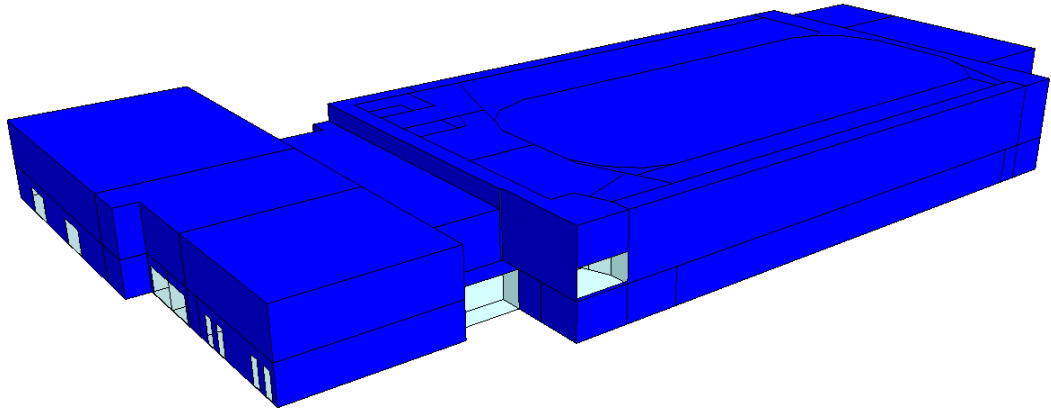
Arenas remain buildings with high energy consumption, and there is little flexibility in mechanical systems. To effectively reduce consumption, it will be necessary to implement highly efficient lighting, lower indoor heating set points, utilize reduced set points during unoccupied periods, and incorporate free production sources such as photovoltaic panels.

Currently, electrification appears to be more detrimental in terms of greenhouse gas emissions compared to the use of fossil fuels. This is due to Nova Scotia's electricity grid still being highly carbon-intensive, with electricity largely produced from fossil fuels, particularly coal. However, the province is making significant efforts to decarbonize its electricity production by relying on renewable energy sources such as wind power. The choice of an all-electric system is therefore a bet on the future, in anticipation of a greener electricity production. By 2030, 80% of electricity production is expected to come from renewable energy sources, with the goal of being zero carbon by 2035.

# APPENDIX

# A MODELED GEOMETRY

# APPENDIX



# APPENDIX D: WHAT WE HEARD (DESIGN REVIEW)



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## 1. Introduction

The Municipality of the County of Richmond (MOCR) is completing a feasibility study (the 'Study') for a new Multi-use Facility in the County. A feasibility study is undertaken to determine the anticipated level of service needs and associated costs as they relate to a potential new multi-use facility. The Study is a key document to guide MOCR through the decision to develop a new multi-use facility. This Study included two (2) phases with a series of subtasks, (1) Phase 1: Preliminary Review and Proposed Needs, and (2) Concept Design and Costing.

A full "What We Heard" Report was prepared as part of Phase 1 of the Study and should be referenced in addition to this Memo. The Phase 1 "What We Heard" Report can be found in **Appendix D**.

This "What We Heard" Memo provides a summary of the feedback received from the community through engagement tactics that were conducted during Phase 2 of the Study.

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## 2. Engagement Tactics

The engagement for Phase 2 of the Study took place over January 10<sup>th</sup> to January 20<sup>th</sup>, 2025. Engagement tactics during this phase of the project included:

- Three (3) Community Open Houses; and
- A Public Online Survey

The results of these events and the outcomes are summarized in greater detail below.

### 2.1 Community Open Houses

On January 16<sup>th</sup> and January 17<sup>th</sup>, 2025, the Project Team held three (3) Community Open Houses at local community spaces across MOCR. The Open Houses were promoted on the MOCR Webpage and Social Media channels. Each Open House event included informative and interactive posters that provided an overview of the project and engagement completed to date and presented the proposed facility design concept. The Open Houses were facilitated by two (2) members of the project team to engage with the community, and collect feedback and answer questions. The Open

Houses were held at strategic locations to try and reach as many community members as possible. Community Open House locations were as follows:

- Scratch Eats, Arichat - January 16, 2025, 11:30am -1:30pm
- Richmond Arena, Louisdale - January 16, 2025, 7:00pm – 9:00pm
- Farmers Pantry, St. Peter’s - January 17, 2025, 9:45am – 11:45am

The intent of these Community Open Houses was to provide an opportunity for the public to provide input and ask questions on the Study and the proposed facility design concept. The interactive boards posed the following questions:

1. What do you like most about the proposed design?
2. Are there any key spaces or features missing from the proposed plan?
3. How well does the proposed facility reflect the community’s needs?

A total of 112 individuals attended the Community Open Houses. Images of the Community Open House interactive boards can be found in **Appendix A**.

## 2.2 Community Survey

A Community Survey was launched on January 10<sup>th</sup> and was available until January 20<sup>th</sup>, 2025, using the virtual platform, SurveyMonkey. The objective of the Community Survey was to allow community members who were unable to attend the Community Open Houses, to have the opportunity to provide feedback on the proposed facility design concept. The survey was promoted during the Open Houses and on the MOCR Webpage and Social Media channels. The Survey received a total of 300 responses. A full summary of Survey responses can be found in **Appendix B**.

The Community Survey posed the same questions that were included on the interactive boards at the Community Open Houses. Section 3 below provides a detailed description of feedback and input received throughout the Phase 2 engagement sessions.

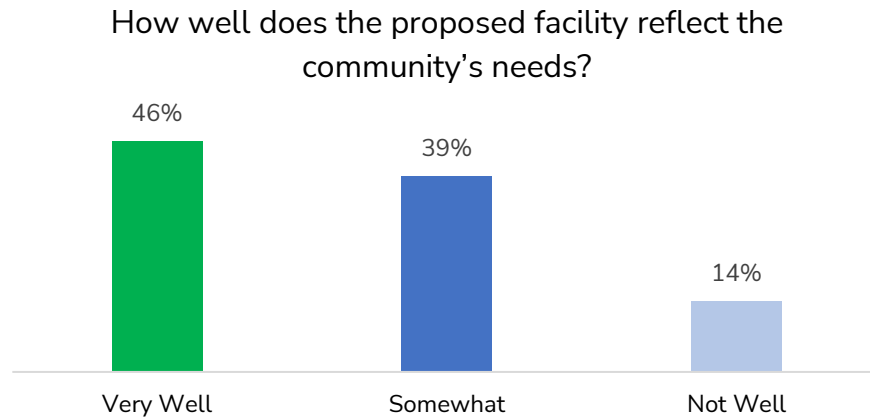
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## 3. What We Heard

Responses that arose from both the Community Open Houses and Online Survey were similar, with the majority of participants being supportive of the proposed design concept. As shown in **Figure 1** below, 46% of Survey respondents indicated that they

felt the proposed facility reflected the community’s needs very well, while 49% felt it somewhat reflected the community’s needs and only 14% felt that it did not.

**Figure 1: Survey Responses on the Proposed Facility Reflecting Community Needs**



The Phase 2 engagement included two (2) open ended questions, to understand what was most liked about the proposed design, and to identify if any key spaces or features are missing from the proposed facility design concept.

**Most Liked About the Proposed Design**

When participants were asked to share what they liked most about the proposed design, some key responses included, but are not limited to:

- A multi-use space that is accessible for people of all ages and abilities.
- There is a focus to increase healthy active living for all age groups with the walking track and gymnasium.
- The proposed facility will be a ‘community hub’ to bring community members together.
- Functional and multi-purposeful.
- Modern design.
- Has the potential for more activities, programming, tournaments, and events to be brought into the community.
- Opportunity to provide a safe, sustainable activity center in the community.

- Inclusive space for the community.
- Year-round access to a recreation facility for the community.
- Opportunity for revenue generating spaces (e.g., offices, meeting rooms, hospitality room, etc.)
- The proposed design concept would provide a new facility in the community, with a full sized, upgraded arena.
- A municipally-owned gymnasium would alleviate time constraints for gymnasium rentals/uses that currently exist at the local schools.
- Opportunity for this proposed facility to be multi-generational as much as it is multi-use.



**Figure 2: Survey Responses Summarizing What was most liked about the Proposed Design**

**Key Spaces or Features Missing from the Proposed Design Concept**

Participants were also asked to identify any key spaces or features missing from the proposed design concept, some responses included, but are not limited to:

- Strong desire for a pool to be included in the facility.
- Desire for outdoor recreation spaces to be included on the property.
- The integration of a space for local history, art and/or culture.
- Incorporating commercial long-term rental spaces (e.g., restaurant, physiotherapy office, etc.).
- Space for a child daycare centre.
- More formal spaces for activities (i.e. bowling space, pickleball courts, squash ball courts, running track, outdoor trails around the facility).
- Food service spaces.

- Other non-sport spaces (i.e. activity/learning space for young children, library)
- A fitness centre and spaces for organized fitness classes (i.e. weights, cardio equipment, yoga/Pilates rooms).
- Medical or first aid room.


**Figure 3:** Survey Responses Summarizing What is missing from the Proposed Plan



Participants were given the opportunity to provide any additional comments they wished to share with the project team on the proposed design, and Feasibility Study. The additional comments have been summarized below:

- Participants expressed concerns regarding taxes and how a new facility will impact them.
- Participants expressed desire to include some sort of eating establishment in the facility that encourages healthy eating.
- There was concern regarding competing spaces in the community and the importance of not creating spaces that take away from the existing facilities and community spaces.
- Interests in a fieldhouse.
- Interest in exploring a phased development approach that would allow the facility to grow as the community does.
- Desire for the facility to be located in a central area that is easily accessible to community members.
- Participants expressed for washrooms, changerooms, and hospitality rooms to be well designed to ensure they are inclusive and accessible to people of all ages and abilities.
- Desire for spaces that can be rented out to support economic development in MOCR.
- Interests in an energy efficient design.

## Appendix A: Community Open House Boards



THE MUNICIPALITY  
OF THE COUNTY OF  
**RICHMOND**


### Welcome to the Community Open House for the Municipality of the County of Richmond Multi-Use Feasibility Study!

#### Project Overview


The Municipality of the County of Richmond is completing a feasibility study for a new **Multi-Use Facility**. The primary goal of this project is to enhance the health and well-being of the community's residents by developing a modern, multi-purpose facility to meet the community's needs.

As part of the study, the project team has evaluated community needs, defined the facility's program, explored potential site locations, and estimated both capital and operational costs.


#### Key Steps in the Planning Process




Background Review



Community Engagement and Interviews



Needs Assessment




Concept Design Development

#### Engagement Completed To Date


- Councillor Meeting
- Mi'kmaq Community Outreach
- Staff Interviews (4)
- Stakeholder Meetings (3)
- Community Pop-ups (4 – 85 participants)
- Request for Briefs (stakeholders/user groups)
- Community Survey (409 responses)

#### Key Findings from the Engagement

- **Community Support:** Over 75% of survey respondents indicated a need for additional indoor multi-use recreation spaces and programs to address community demands.
- **Diverse Facility Needs:** Key desired amenities include a walking track, multi-purpose spaces and spaces to accommodate youth and senior programming.
- **Facility Gaps:** Current spaces are overcapacity, have limited hours, and lack accessibility for diverse users.
- **Year-round Use:** A central, inclusive facility with year-round access is essential for addressing winter activity needs and broader accessibility.
- **Collaboration Focus:** The facility should complement existing infrastructure in the Municipality and leverage partnerships for maximum community benefit.



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## Proposed Multi-Use Facility: A Hub for the Community

### Key Features

- Building Size: 73,393 sq.ft.
- Floors: 2
- Both floors are wheelchair accessible



### Floor Plan Overview

- Full-sized Arena
  - 6 locker rooms and spectator seating
- Gymnasium
- Multi-use/Performance Space
- Indoor Walking Track
- Board Room
- Offices
- Hospitality Room



### Give your input!

Write your ideas on a sticky note and place it in the box below.



What do you like **most** about the proposed design?

Are there any **key spaces or features missing** from the proposed plan?

Use a dot sticker to vote here!

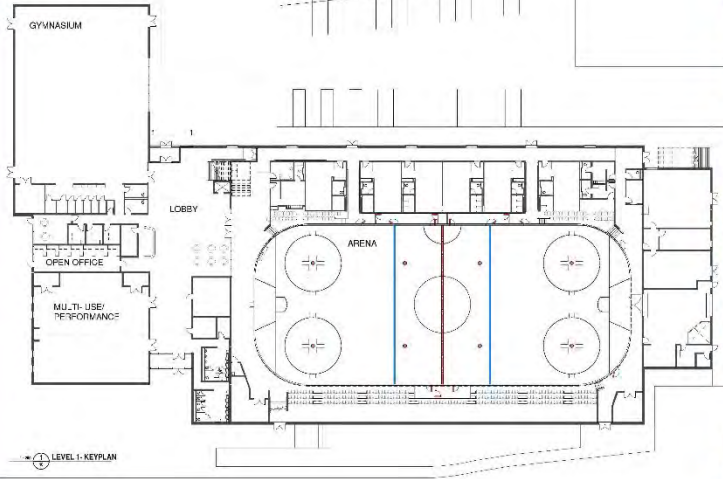


How well does the proposed facility reflect the community's needs?

Very Well	Somewhat	Not Well

# Proposed Multi-Use Facility: A Hub for the Community

## Floor 1



Full-sized Arena



Multi-Purpose/Performance Space



Gymnasium



Offices



Board Room



Lobby

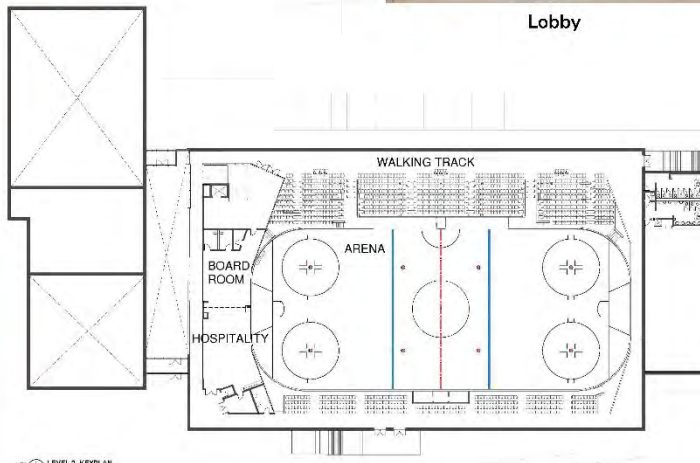


Hospitality



Walking Track

## Floor 2



## Appendix B: Survey Responses

## Q1 What do you like most about the proposed design?

Answered: 273 Skipped: 27

#	RESPONSES	DATE
1	Walking track	1/20/2025 9:06 PM
2	None	1/20/2025 8:15 PM
3	Community space and walking track	1/20/2025 6:05 PM
4	It's pretty	1/20/2025 5:42 PM
5	Improved rink and indoor rec space/gym	1/20/2025 3:19 PM
6	The walking track	1/20/2025 3:09 PM
7	Indoor walking track. Wheel chair accessible on both floors.	1/20/2025 2:53 PM
8	Indoor walking track.	1/20/2025 11:45 AM
9	The undisclosed financial impact to permanent resident and property owners tax bills	1/20/2025 11:18 AM
10	The arena/indoor walking track	1/20/2025 9:49 AM
11	Nice plan, but not suitable for a large rural area.	1/20/2025 9:45 AM
12	Walking track	1/20/2025 8:16 AM
13	your current needs assessment reflects the input of 400 people. That's a start! I would like that demographically broken down to look at equity (age/sex/income)	1/20/2025 6:15 AM
14	Multi-purpose spaces are so important - there is an unfortunate lack of spaces for dance classes, gymnastics, etc. However, the rink and the gymnasium are two key spaces that my community desperately needs. This would bring a lot of people together and would allow for much more opportunity for active living of all ages.	1/19/2025 10:55 PM
15	Gymnasium	1/19/2025 9:57 PM
16	The new ice surface	1/19/2025 7:23 PM
17	Includes many needed spaces	1/19/2025 3:22 PM
18	Seating on both sides of the arena	1/19/2025 3:19 PM
19	New infrastructure in the area is always a positive. But I think if an investment of this size is to be considered, it should also include things that are not currently available in the county.	1/19/2025 1:19 PM
20	Updated facilities, walking track.	1/19/2025 1:16 PM
21	The fact that it will support community members with multiple interests	1/19/2025 11:49 AM
22	I believe that having a large sports facility is a fantastic opportunity	1/19/2025 11:44 AM
23	very nice great layout	1/19/2025 11:30 AM
24	There are a lot of great elements. Including the gymnasium and multipurpose facilities and walking track.	1/19/2025 10:55 AM
25	It's multipurpose and looks modern, but I think it misses the needs of the community. Why do we need three hockey rinks or would this replace the current one?	1/19/2025 10:01 AM
26	Modern	1/19/2025 9:57 AM
27	Arena	1/19/2025 9:55 AM
28	I love the idea of a community hub with multiple elements to enjoy! The gymnasium/multi use area is great for all ages to enjoy multiple activities.	1/19/2025 8:50 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

29	The new arena and the walking trail. Nice large building	1/19/2025 8:26 AM
30	Similar to port Hawkesbury civic Center. - will create jobs.	1/19/2025 8:19 AM
31	The indoor, all season walking trail, the new arena, the multi purpose spaces, the gymnasium.	1/19/2025 8:06 AM
32	All around looks great	1/19/2025 6:58 AM
33	Too much for building for this County aging and declining population. Also present rental of the exciting arena is also an issue. How do we pay for this?	1/19/2025 5:17 AM
34	Walking track	1/19/2025 1:21 AM
35	Modern space which, if executed with thought, will enhance the community.	1/18/2025 11:26 PM
36	The many uses it will meet	1/18/2025 10:53 PM
37	Walking track	1/18/2025 10:01 PM
38	Availability of space and accessibility.	1/18/2025 9:02 PM
39	Availability of space and accessibility.	1/18/2025 9:00 PM
40	Full size arena & Multipurpose performance space	1/18/2025 8:44 PM
41	Full sized arena	1/18/2025 8:06 PM
42	Beautiful It looks great.	1/18/2025 7:44 PM
43	Performance centre	1/18/2025 7:23 PM
44	Nothing	1/18/2025 7:21 PM
45	Not much fancy hockey arena Why need offices ? Boardroom!? What happened to the library? Think no one reads ? Offers employment as well Safe place for students and seniors to meet	1/18/2025 6:40 PM
46	The indoor walking track and gymnasium	1/18/2025 6:40 PM
47	The modern design is great. Richmond county has many ageing facilities for receptions or meetings, schools provide some access to exercise after hours, during the school year... It can/will be tweaked as things go along. I like that it is a stand alone facility, not dependent on the school year for after hours (ie. pickleball). It's accessible, and modern design techniques will no doubt be more environmentally aware	1/18/2025 6:37 PM
48	That it's multi purpose. Hopefully it would bring more activities to the area	1/18/2025 6:37 PM
49	The walking track	1/18/2025 6:30 PM
50	Indoor walking track. Gymnasium.	1/18/2025 6:27 PM
51	Gym and arena , walking track	1/18/2025 6:25 PM
52	Performance space, meeting rooms, and the indoor walking track. But it's all great!	1/18/2025 6:24 PM
53	Walking track	1/18/2025 6:11 PM
54	Basic and uncomplicated	1/18/2025 6:07 PM
55	Very good design. Needs to be near a hub of activity for food/drinks etc.	1/18/2025 5:16 PM
56	Rink	1/18/2025 5:14 PM
57	The rink. Seems like wasted space on tall entrance.	1/18/2025 5:06 PM
58	Walking track	1/18/2025 4:38 PM
59	Indoor walking track, rink	1/18/2025 4:32 PM
60	The rink	1/18/2025 3:53 PM
61	Cannot identify anything	1/18/2025 3:53 PM
62	Walking Track	1/18/2025 3:46 PM
63	I think everything would be great but the walking track would be my number one	1/18/2025 3:38 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

64	upgraded arena	1/18/2025 2:54 PM
65	It's nice to have so many facilities in one spot.	1/18/2025 2:47 PM
66	Very inviting	1/18/2025 2:47 PM
67	That it includes a performance space which we badly need.	1/18/2025 2:44 PM
68	Very promising to finally see the need for a safe, positive activity center in the community. This addresses the single largest void in the community we have seen since moving back with a young family. Besides the interest from currently active members of the community, this will undoubtedly give access to those who aren't involved in physical activity currently as the time to travel elsewhere makes it unreasonable for some with a busy schedule.	1/18/2025 2:32 PM
69	Nothing only the arena needed renovations	1/18/2025 2:19 PM
70	Is it possible to see the design drawings? Larry Lorimer 250 898-9525. larlorimer@gmail.com Past experience Director of Facilities Calgary Centre for Performing Arts, Chief Engineer, Montreal Forum	1/18/2025 1:58 PM
71	It's multifaceted use for purpose.	1/18/2025 1:54 PM
72	INDOOR WALKING TRACK WILL BE A GREAT ASSET AS WELL AS NEW ARENA .	1/18/2025 1:37 PM
73	Dance studio/performance space and gymnasium - we are in serious need of a facility that supports accessible physical activity of all ages.	1/18/2025 1:33 PM
74	The walking track	1/18/2025 1:03 PM
75	Nothing	1/18/2025 1:02 PM
76	Walking track and arena	1/18/2025 12:49 PM
77	Walking track	1/18/2025 12:46 PM
78	The walking track is nice.	1/18/2025 12:14 PM
79	Meeting spaces as an alternative to our aging community spaces.	1/18/2025 11:54 AM
80	Multi purpose for maybe yoga studio	1/18/2025 11:53 AM
81	Walking track	1/18/2025 11:35 AM
82	New ice surface	1/18/2025 11:21 AM
83	Modern	1/18/2025 11:08 AM
84	The walking track, arena, gym, and hospitality room.	1/18/2025 11:06 AM
85	Nice building for many different groups to be able to use.	1/18/2025 10:55 AM
86	I like the whole plan	1/18/2025 10:51 AM
87	I like that is well lit, spacious and modern looking.	1/18/2025 10:50 AM
88	Walking track and multi-purpose room	1/18/2025 10:34 AM
89	Fixes the outdated ice rink problem, and an opportunity to relocate to a place that could benefit the broader social and economic interests.	1/18/2025 10:29 AM
90	Everything	1/18/2025 10:24 AM
91	Indoor walking trail	1/18/2025 10:18 AM
92	I love the office space/board room	1/18/2025 10:16 AM
93	Office space	1/18/2025 10:04 AM
94	Multipurpose. Hoping the gymnasium will host pickleball. Love that it will enhance healthy and active living and community.	1/18/2025 9:56 AM
95	There is something for everyone	1/18/2025 9:52 AM
96	The accessibility for everyone to take part.	1/18/2025 9:51 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

97	It seems to be a well thought out design.	1/18/2025 9:47 AM
98	Includes lots of things for many individuals	1/18/2025 9:39 AM
99	Indoor walking track	1/18/2025 9:37 AM
100	Walking track	1/18/2025 9:33 AM
101	Modernized full size arena	1/18/2025 9:26 AM
102	The gym	1/18/2025 9:18 AM
103	The multi use capabilities	1/18/2025 9:16 AM
104	The layout and floor plan.	1/18/2025 9:14 AM
105	The multipurpose room!!	1/18/2025 9:12 AM
106	combing multiple facilities into one	1/18/2025 9:10 AM
107	That there is availability for more than just one sport	1/18/2025 9:08 AM
108	Walking track	1/18/2025 9:05 AM
109	Because there is something for everybody.	1/18/2025 9:04 AM
110	Track and multi purpose space	1/18/2025 9:02 AM
111	That something new is happening but we there is no need to duplicate what we already have in the area ...	1/18/2025 8:54 AM
112	Indoor walking track!	1/18/2025 8:50 AM
113	The walking track	1/18/2025 8:49 AM
114	The indoor walking space	1/18/2025 8:47 AM
115	The indoor walking space	1/18/2025 8:46 AM
116	LOOKS LIKE IT IS WELL LAYED OUT	1/18/2025 8:45 AM
117	Something for everyone! Looks wonderful	1/18/2025 8:37 AM
118	Walking track	1/18/2025 8:35 AM
119	Walking track	1/18/2025 8:35 AM
120	The fact that this is contemplated almost seems like a political game. A teaser to excite taxpayers who no doubt will carry the construction and operational costs.	1/18/2025 8:35 AM
121	The rink and how everything is under one roof.	1/18/2025 8:33 AM
122	I like everything about this idea.	1/18/2025 8:29 AM
123	The walking track	1/18/2025 8:26 AM
124	The walking track	1/18/2025 8:26 AM
125	Walking track.	1/18/2025 8:22 AM
126	I like that we will not be loosing the ice rink. The walking track is an added bonus.	1/18/2025 8:22 AM
127	Appeals to multiple ages (youth, seniors etc)	1/18/2025 8:19 AM
128	arena and walking track	1/18/2025 8:16 AM
129	That it's a multipurpose building	1/18/2025 8:14 AM
130	The walking track.	1/18/2025 8:12 AM
131	That it is multi purpose and serves many people.	1/18/2025 8:11 AM
132	Walking track	1/18/2025 8:07 AM
133	Gym & walking track	1/18/2025 8:06 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

134	arena	1/18/2025 7:54 AM
135	The multiple uses that could be used by participants year round	1/18/2025 7:51 AM
136	I love the ideas of what is being proposed. I would utilize the space for sure living in Evanston, I would use the gym space and walking track and think it's a great area to host events.	1/18/2025 7:39 AM
137	The arena	1/18/2025 7:37 AM
138	Walking track	1/18/2025 7:32 AM
139	Little bit for everyone!	1/18/2025 7:31 AM
140	The ability to make it as inclusive as possible.	1/18/2025 7:19 AM
141	The walking track and storage spaces.	1/18/2025 7:19 AM
142	Not needed	1/18/2025 7:13 AM
143	Arena with walking track	1/18/2025 7:01 AM
144	The new facility is long over due	1/18/2025 6:51 AM
145	Walking track	1/18/2025 6:50 AM
146	Has everything we need love it	1/18/2025 6:39 AM
147	It has everything in one place I love it !!!	1/18/2025 6:39 AM
148	It's a beautiful design .	1/18/2025 6:33 AM
149	The hockey rink	1/18/2025 5:55 AM
150	Multi purpose use.	1/18/2025 5:49 AM
151	It looks like a prison. The design provided no character, nor does it represent the culture of Richmond County.	1/18/2025 5:22 AM
152	Very nice and well laid out	1/18/2025 4:44 AM
153	Comfortable seating for hockey, walking track indoors.	1/18/2025 4:31 AM
154	fantastic	1/18/2025 1:49 AM
155	New arena, full sized gymnasium, walking track	1/18/2025 12:34 AM
156	Arena, walking track and gym	1/18/2025 12:31 AM
157	Inclusive for all of events activities etc	1/18/2025 12:13 AM
158	Nothing	1/17/2025 11:19 PM
159	Gymnasium which will hopefully include several volleyball courts, walking track and possibly office space (if closed offices and not cubicles).	1/17/2025 11:15 PM
160	I like the idea of the gym, ice surface and walking track. I believe they are all needed and will add great value to our area.	1/17/2025 10:56 PM
161	Functional and multi-purposeful.	1/17/2025 10:47 PM
162	Really not sure	1/17/2025 10:45 PM
163	Something for everybody	1/17/2025 10:37 PM
164	Modern, walking track, facilities to host various events.	1/17/2025 10:34 PM
165	It gives us a new arena but at a cost	1/17/2025 10:32 PM
166	The seize of the facility	1/17/2025 10:27 PM
167	Arena, walking track	1/17/2025 10:26 PM
168	Indoor walking track	1/17/2025 10:25 PM
169	Somewhere that everyone can enjoy	1/17/2025 10:24 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

170	Walking track!!!!	1/17/2025 10:22 PM
171	Gymnasium, walking track	1/17/2025 10:10 PM
172	Walking track	1/17/2025 10:09 PM
173	The space!!	1/17/2025 10:07 PM
174	Upgraded, full sized arenas	1/17/2025 9:51 PM
175	i like it all, there's lots of space to do activities	1/17/2025 9:23 PM
176	Arena/walking	1/17/2025 8:24 PM
177	Indoor walking track	1/17/2025 8:22 PM
178	Arena	1/17/2025 8:15 PM
179	The walking track ( in terms of facilities available) and the openness and airiness ( if that's a word) of the design.	1/17/2025 7:56 PM
180	Love the arena and gymnasium.	1/17/2025 5:03 PM
181	Modern and accessible.	1/17/2025 1:50 PM
182	nothing	1/17/2025 1:43 PM
183	NOTHING - it's completely redundant to things we already have in Richmond County, and missing the one thing we don't, a POOL.	1/17/2025 1:38 PM
184	It's openness - it doesn't feel closed in, which is especially important to me as the walking track is something I hope to use a lot.	1/17/2025 10:11 AM
185	The walking track is a great idea for those of us living in a rural area with no sidewalks.	1/17/2025 10:05 AM
186	Modern	1/17/2025 9:21 AM
187	Arena	1/17/2025 9:16 AM
188	walking track. not sure about how the hospitality room and offices are proposed to be used.	1/17/2025 8:59 AM
189	Inclusive	1/17/2025 8:09 AM
190	Nothing	1/17/2025 5:45 AM
191	I like the walking area.	1/16/2025 11:24 PM
192	an indoor walking track	1/16/2025 9:49 PM
193	Walking track and arena	1/16/2025 9:25 PM
194	It's new, but we do not need a facility of that size	1/16/2025 8:58 PM
195	Multi purpose	1/16/2025 8:42 PM
196	The arena and the gym!	1/16/2025 7:50 PM
197	Rental spaces that can be rented for meetings/gatherings/study sessions for students. Without having to commit to purchasing anything in the building, there's def a need for gathering spaces for local non profit organizations.	1/16/2025 11:31 AM
198	The multiple facilities within the building.	1/16/2025 9:38 AM
199	Nice open lobby. Ample parking?	1/16/2025 9:32 AM
200	Two levels with seating on both levels - hopefully both levels will be heated	1/16/2025 9:10 AM
201	The rink	1/15/2025 11:55 PM
202	Very nice design, love the walking track	1/15/2025 9:37 PM
203	It's a big improvement over the existing arena	1/15/2025 9:26 PM
204	Walking track	1/15/2025 9:18 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

205	Walking gtrack	1/15/2025 8:24 PM
206	Full size arena, walking track, and office space	1/15/2025 7:36 PM
207	?	1/15/2025 1:08 PM
208	The walking track and the gym.	1/15/2025 11:19 AM
209	Rink looks great	1/15/2025 9:45 AM
210	It looks fancy and modern.	1/15/2025 8:03 AM
211	There is nothing in particular that stands out as a favorite part.	1/15/2025 7:50 AM
212	looks pretty but not needed	1/15/2025 7:29 AM
213	Interesting 😞 would be great	1/15/2025 7:08 AM
214	nothing, feels like tan ugly civic center	1/14/2025 9:59 PM
215	The gym and walking track	1/14/2025 9:56 PM
216	The gym and indoor walking track (which is hopefully accessible to those with mobility issues).	1/14/2025 9:52 PM
217	The rink	1/14/2025 9:47 PM
218	Walking track and gym	1/14/2025 9:32 PM
219	Performance space	1/14/2025 9:25 PM
220	The walking track is a nice feature.	1/14/2025 9:17 PM
221	Love the new rink and gym space	1/14/2025 9:07 PM
222	The new rink	1/14/2025 8:29 PM
223	It looks a great facility and it is good for all (wheelchair accessible)	1/14/2025 8:16 PM
224	Rink and track	1/14/2025 7:56 PM
225	- New arena, public gymnasium and multi-use/performance space much needed in the community. - Good start for the design. - Walking track - A facility of this calibre is very important to retain and attract residence (and tax payers)	1/14/2025 7:38 PM
226	The proposed design appears to have almost everything you could want. It is wheelchair accessible which is a most important component that allows for everyone to attend the centre.	1/14/2025 7:15 PM
227	Arena	1/14/2025 6:51 PM
228	The proposed design appears to have almost everything you could want.	1/14/2025 6:49 PM
229	I like the arena and walking track.	1/14/2025 4:51 PM
230	I appreciate the incorporation of diverse community needs into the facility. It encourages people to stay active through features like the walking track, gymnasium, performance space, and arena, while also addressing the critical demand for meeting spaces. As someone involved in numerous volunteer groups, I've noticed a significant need for accessible and functional meeting spaces, which this facility could greatly help fulfill.	1/14/2025 3:07 PM
231	Indoor walking track around the arena.	1/14/2025 12:37 PM
232	Walking track	1/14/2025 10:39 AM
233	The multi-use design will bring community members together more. The performance space is versatile.	1/14/2025 9:23 AM
234	This online survey is incredibly lacking. Firstly your in person sessions are impossible to attend for the working person. Two during working hours and one on a Friday night at a hockey arena? Who's idea was that?! Seems intentional to get no one to attend, or to only get hockey families to give their positive feedback since of course they want more hockey space, funded by the rest of us. We don't need this, just repair the space you already have.	1/14/2025 5:55 AM
235	It's wheelchair accessible, It's new, It's needed, it's all inclusive	1/13/2025 1:02 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

236	The arena and the walking track	1/13/2025 12:16 PM
237	Walking track	1/13/2025 8:58 AM
238	Can't say, with knowing the efficiency designs	1/12/2025 12:38 PM
239	Multi purpose facility design ..	1/11/2025 6:42 PM
240	I love all of it!! Love the big gymnasium & multi purpose space.	1/11/2025 9:59 AM
241	Fantastic design. No issues there	1/11/2025 4:44 AM
242	It looks great	1/10/2025 10:16 PM
243	Multi use facility that can be open and used year round for a variety of different activities	1/10/2025 9:34 PM
244	Everything	1/10/2025 8:57 PM
245	New arena, walking track, lots of space for events and meetings. Awesome building	1/10/2025 8:31 PM
246	love the design	1/10/2025 6:45 PM
247	It's new.	1/10/2025 6:33 PM
248	Rink and walking Track	1/10/2025 6:11 PM
249	Multipurpose space for more potential classes	1/10/2025 5:57 PM
250	It seems to be quite comprehensive	1/10/2025 5:48 PM
251	Layout	1/10/2025 5:38 PM
252	Walking track	1/10/2025 5:30 PM
253	Looks nice I like the design.	1/10/2025 5:07 PM
254	The multi use factor	1/10/2025 4:43 PM
255	The walking track. It will provide a safe space for residents of all ages to use all year around.	1/10/2025 4:23 PM
256	Walking track around the ice surface	1/10/2025 3:38 PM
257	The walking track, board room and multipurpose room	1/10/2025 3:27 PM
258	Nothing	1/10/2025 3:07 PM
259	The propose design offers something for all ages which is very important for our community.	1/10/2025 2:28 PM
260	That this facility will allow my family the opportunity to actively participate in individual programming simultaneously under 1 roof. This is a multigenerational facility as much as it is a multi use facility.	1/10/2025 2:21 PM
261	It's neededddd	1/10/2025 2:07 PM
262	The multi-use capabilities	1/10/2025 1:23 PM
263	Modern	1/10/2025 1:15 PM
264	It's allowing for future growth of our County, not just looking at what it can accomplish today. It's important this not just be a new rink. it has to be so much more. Indoor court sports, performance spaces, business opportunities, etc. This needs to be a space the community is welcomed into EVERY day without excpetion, through sports, programming, classes, entertainment, food, and so much more.	1/10/2025 12:32 PM
265	The only thing I like is the ice renovation , which is frankly all I believe we really need.	1/10/2025 12:05 PM
266	Arena/Walking Track	1/10/2025 12:01 PM
267	The gym space so organized sports such as Richmond rize will have a place to practice. They currently use school gyms and getting court time is a challenge	1/10/2025 11:42 AM
268	Gymnasium is not a bad idea but should be structured for pickle ball has this is currently the biggest uptake in county for all ages.	1/10/2025 11:06 AM
269	I love how the focus is to increase healthy active living for all age groups with the walking	1/10/2025 10:44 AM

# Richmond County Multi-Use Facility Feasibility Study - Open House Survey

	track and gymnasium.	
270	The new ice surface	1/10/2025 10:43 AM
271	nothing	1/10/2025 10:35 AM
272	Accessibility, walking track.	1/10/2025 9:25 AM
273	the variety of options it provides	1/8/2025 11:55 AM

## Q2 Are there any key spaces or features missing from the proposed plan?

Answered: 260 Skipped: 40

#	RESPONSES	DATE
1	Required price tag, cost to taxpayers	1/20/2025 8:15 PM
2	Pool	1/20/2025 6:05 PM
3	What will the costs be and where is the funds coming from to pay for this building?	1/20/2025 5:42 PM
4	A pool!	1/20/2025 3:19 PM
5	I might be misreading the floor plan, but it would be nice to have an accessible washroom closer to the board room and hospitality room.	1/20/2025 3:09 PM
6	Use of the outdoor space.	1/20/2025 2:53 PM
7	Medical center, business offices,	1/20/2025 11:18 AM
8	The photo of the multi-purpose/performance space looks more like a dance studio. Will this space be suitable to host events like weddings, small concerts, craft shows, etc. Similar to the Bear Head room at the civic center in Port Hawkesbury?	1/20/2025 9:49 AM
9	No	1/20/2025 9:45 AM
10	Art gallery , pool	1/20/2025 8:16 AM
11	A pool is missing. Please do a home to pool analysis of port hawkesbury & demographic cohort of users of pools. While you have gym space options but our community has no plan to open up school gyms on weekends (paying custodian is cheaper than new facility builds & we all contribute to school tax)	1/20/2025 6:15 AM
12	Dressing Rooms and storage space (i.e. Lockers, cubbies, etc.) linked to Arena / Gymnasium. Refreshments options in lobby area such as a small cafe or canteen. Indoor Swimming Pool Facilities would be exceptional. Utility rooms. Possibly smaller court spaces such as pickleball courts. An auditorium / stage space would also be great for community events, concerts / recitals, local events, etc. just some ideas.	1/19/2025 10:55 PM
13	Field house for soccer, baseball turf sports. Hall of fame display area would be nice. Outdoor areas, trails, splash pad? Basketball courts? Tennis, pickleball?	1/19/2025 9:57 PM
14	Pool	1/19/2025 7:23 PM
15	Perhaps bowling lanes would be an interest.	1/19/2025 3:19 PM
16	I think I pool should be included. Something we currently do not have in the county. Swimming is one of the best forms of exercise for any age.	1/19/2025 1:19 PM
17	A space for local art/ culture would be fantastic.	1/19/2025 1:16 PM
18	Commercial long-term rental space to support the operational costs of the facility.	1/19/2025 11:49 AM
19	A pool is something that should absolutely be included. It would be a fail to not add a pool. Important for swimming lessons, recreational swimming and low impact exercise classes. Tennis court/squash court	1/19/2025 11:44 AM
20	Swimming pool	1/19/2025 10:55 AM
21	Yes! How about a couple studio spaces for exercise/music classes to be offered? Richmond reflections is filled with classes and those instructors are often struggling to find spaces in which to offer them. What exactly is there for our many senior residents?	1/19/2025 10:01 AM
22	Swimming pool	1/19/2025 10:01 AM
23	Visual/Creative Arts space	1/19/2025 9:57 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

24	From my experience a hospitality room viewing space is under utilized. Leasing an open space to a restaurant with tables overlooking the ice surface is preferred.	1/19/2025 9:55 AM
25	Rather than a skating rink because there is one in Louisdale, I would love to see a community pool! Myself and other moms in the area travel to Port Hawkesbury for swimming lessons/family swims and it would be awesome to have something closer to home. A pool would also be great for our elderly population with aquatic fitness classes, its low impact and so good for the joints! Skating may be intimidating for the fragile elderly population. Memberships, lessons, open swim hours, and rentals could generate a consistent income. People would enjoy it all throughout the year, as Pondville Beaches water tends to be on the colder side.	1/19/2025 8:50 AM
26	No food service that I see. Indoor walking trail should be well lit, like being outside, light natural colours.	1/19/2025 8:26 AM
27	Children Day care. Adult day care. Cultural exhibit center for locals to highlight their art/craft	1/19/2025 8:19 AM
28	Food service, not enough directed activities; for example, bowling, outdoor nature trail(1km) around periphery of the facility.	1/19/2025 8:06 AM
29	Don't think so	1/19/2025 6:58 AM
30	refer to answer on top.	1/19/2025 5:17 AM
31	No	1/19/2025 1:21 AM
32	Pool, library, fitness centre	1/18/2025 11:26 PM
33	Pickle ball/-squash ball courts	1/18/2025 10:53 PM
34	Pool, activity/learning space for young children or children facing ability challenges and library/learning space.	1/18/2025 9:02 PM
35	Pool, activity/learning space for young children or children facing ability challenges and library/learning space.	1/18/2025 9:00 PM
36	Indoor swimming pool	1/18/2025 8:44 PM
37	No	1/18/2025 7:44 PM
38	Reception area at entrance. Welcoming guests, collecting tickets, intermission breaks during performances, security.	1/18/2025 7:23 PM
39	No	1/18/2025 7:21 PM
40	Library? Seniors? Place to work out? Why such a huge "gymnasium"?	1/18/2025 6:40 PM
41	A small kitchen would be useful. If there is a small kitchen and some showers (there may already be some planned for locker rooms) then it could be used as a warming center in an emergency as well perhaps. It would be nice to have a space close to the gymnasium for a party room to be rented out for birthdays, there aren't many options for birthday party rentals in the area, just a space that would work for some snacks, cake and presents	1/18/2025 6:40 PM
42	What are the outdoor facilities (ie. running tracks, tennis/pickleball/basketball courts) available? Any gym space with weights/machines, or Pilates?	1/18/2025 6:37 PM
43	A pool would be nice. Instead of office space I think it'd be nice to have the library there.	1/18/2025 6:37 PM
44	Pool. We already have an arena. Put money into fixing the arena in Louisdale. Then we can have both options. Also a sensory friendly room would be great	1/18/2025 6:30 PM
45	Gym, pool.	1/18/2025 6:27 PM
46	Fitness room weights / cardio	1/18/2025 6:25 PM
47	Not that I'm aware of.	1/18/2025 6:24 PM
48	Pool	1/18/2025 6:11 PM
49	More parking space	1/18/2025 6:07 PM
50	I think it fits the needs well. What about child care during events	1/18/2025 5:16 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

51	Looks great	1/18/2025 5:14 PM
52	An indoor playroom space for young children. Could have zip line climb wall jungle gym slides foam Pitt. Space for birthday parties. What about indoor soccer space could a turf roll out in gym?	1/18/2025 5:06 PM
53	A pool!!!!!!	1/18/2025 4:38 PM
54	It would be nice instead of a gymnasium which all the schools in the area have. there was a pool area for swimming lessons as there is non available in the area and we need to travel to port Hawksbury for that	1/18/2025 3:53 PM
55	Unclear as to why we need such an elaborate approach.	1/18/2025 3:53 PM
56	Pool, restaurants, parking and entrances all around the building.	1/18/2025 3:46 PM
57	Nothing missing	1/18/2025 3:38 PM
58	A place to eat.	1/18/2025 2:47 PM
59	Canteen.	1/18/2025 2:46 PM
60	Cannot locate information of the size of the performance space. We have enough medium size spaces. We need a large one. If it is not larger, it's not needed.	1/18/2025 2:44 PM
61	Multi use area to have a gym?	1/18/2025 2:32 PM
62	Space that will actually make money and not just cost money.	1/18/2025 2:19 PM
63	Floor 1 plan? Food facility, pickle ball courts, weight room with equipment, more when I can see first floor.	1/18/2025 1:54 PM
64	THE PLAN FOR VARIOUS SPACES LOOKS GOOD. PARKING SPACES WILL HAVE TO REFLECT MORE THAN ONE AREA BEING UTILIZED	1/18/2025 1:37 PM
65	A rock wall would be a fabulous addition; similar to the Rath Center in Truro. It provides physical activity that can be done year round, all ages and promotes strength and wellness. It could be managed via a drop in fee or membership program.	1/18/2025 1:33 PM
66	A pool, opportunity for hot yoga with properly heated space, library space with children's play/craft area	1/18/2025 1:03 PM
67	No	1/18/2025 1:02 PM
68	No	1/18/2025 12:49 PM
69	Something the strait area/richmond county doesnt have. Indoor soccer or golf simulator etc	1/18/2025 12:46 PM
70	Swimming pool. Concert theatre rather than a gym as how many gyms in Richmond already?	1/18/2025 12:14 PM
71	Too many office spaces and board rooms. We already have an arena so I feel like another one isn't needed. I think we need to focus more on activities for kids. The gym is kind of a nice idea I guess, but they have that at school anyways. Maybe it would open the door for more planned activities though. A swimming pool would be great, an indoor playroom, etc.	1/18/2025 12:14 PM
72	This facility focuses on hockey as the main physical fitness. We are in an aged population. No match to demographics. Pool and workout gym with equipment, group class events such as yoga or Pilates area perhaps a squash court.	1/18/2025 11:54 AM
73	Pool facilities	1/18/2025 11:53 AM
74	They should have something indoor playground for children !! Some parents can't afford sports and this would be a great idea for little ones and toddlers to have something to do in the winter time! .. or even just a daycare attached.	1/18/2025 11:40 AM
75	Swimming Pool - even a scaled down pool for exercise classes.	1/18/2025 11:35 AM
76	Arts and Culture	1/18/2025 11:21 AM
77	Yes, we need an indoor pool	1/18/2025 11:08 AM
78	Multi-media room ( to watch movies) and a pool.	1/18/2025 11:06 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

79	No	1/18/2025 10:55 AM
80	No	1/18/2025 10:51 AM
81	We need more than just a rink. We need a pool and a dog park. If we want young families to come, live and stay, we need things for them to do.	1/18/2025 10:50 AM
82	Community pool; indoor dog park	1/18/2025 10:34 AM
83	Cultural component is very weak, almost non-existent. There is a need for social and economic opportunities now missing in the community for quality performance, exhibition and maker space. Proximity of the facility to complementary businesses and services could be a huge benefit especially if it will be an 'event' destination for sports, markets, artistic performances and exhibitions, etc.	1/18/2025 10:29 AM
84	We should have a pool for swimming lessons. People have to drive long distances for children's swimming lessons.	1/18/2025 10:25 AM
85	no	1/18/2025 10:24 AM
86	Would prefer a pool instead of a skating rink as we already have one in Richmond county,	1/18/2025 10:18 AM
87	I would of love an indoor pool for richmond County.	1/18/2025 10:16 AM
88	Running lanes with the walking track and storage space that community groups need for their equipment if renting/occupying office space long term. Classroom spaces.	1/18/2025 10:04 AM
89	It is a shame that a pool could not have been included in the plan. As many of our students and seniors enjoy swimming especially children with disabilities.	1/18/2025 9:56 AM
90	Yoga/concert Studio. Cultural/Music Space? Perhaps it could be an all in one multi purpose space if designed properly.	1/18/2025 9:56 AM
91	Would love to see an outdoor skating oval like guysborough	1/18/2025 9:52 AM
92	Would there be a dedicated space for canteen services?	1/18/2025 9:51 AM
93	Not that I can think of	1/18/2025 9:47 AM
94	Pool	1/18/2025 9:39 AM
95	Possibly a pool and work out facility but not necessary. A cafe/coffee house would have been good as well.	1/18/2025 9:37 AM
96	Pool	1/18/2025 9:33 AM
97	Gym with workout equipment (treadmills, weight machines, elliptical, etc.)	1/18/2025 9:26 AM
98	There should be at least 2 gyms. Young people need some place to let loose and that's not going to happen if adults are using the same space.	1/18/2025 9:18 AM
99	No	1/18/2025 9:16 AM
100	Some sort of healthy snack bar where people can get health snack and nonalcoholic drink such as smoothies, while they use the facility.	1/18/2025 9:14 AM
101	Swimming pool	1/18/2025 9:12 AM
102	i think another fitness centre would be great for the community. As for people on the opposite side of richmond county it's a long drive to isle madame for a workout	1/18/2025 9:10 AM
103	Will the hospitality room be able to accommodate events and parties?	1/18/2025 9:08 AM
104	Pool &/or gym with work out equipment	1/18/2025 9:05 AM
105	Swimming pool and coffee shop/health food	1/18/2025 9:04 AM
106	Convert halls into an art gallery type space to highlight local artists.	1/18/2025 9:02 AM
107	Yes ! A Performing Arts Centre not a rink We need Great sound and Acoustics. This will pay for the operational expense.	1/18/2025 8:54 AM
108	Somewhere the younger generation can enjoy, perhaps pool tables, dart board... game room.	1/18/2025 8:50 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

109	A gym (with workout equipment) and a swimming pool	1/18/2025 8:49 AM
110	An indoor pool. That would be a key interest for seniors and mobility issues	1/18/2025 8:47 AM
111	An indoor pool. That would be a key interest for seniors and mobility issues	1/18/2025 8:46 AM
112	PICKLE BALL COURTS	1/18/2025 8:45 AM
113	Don't think so	1/18/2025 8:37 AM
114	The cost, where it would be built, how it will be financed and the proposed hours of operation. Nobody wants to drive a half hour in winter to use a recreational facility, for me this is the dilemma. You may construct this somewhere in Richmond County but it can never serve the needs of the entire county just based on location.	1/18/2025 8:35 AM
115	A pool.	1/18/2025 8:33 AM
116	A gym would be the only suggestion to add	1/18/2025 8:29 AM
117	A food vendor. Always will need food, water, coffee, healthy lunches for those exercising people.	1/18/2025 8:26 AM
118	Outdoor spaces	1/18/2025 8:26 AM
119	No, not that I can see.	1/18/2025 8:22 AM
120	A gym. While communities have small gym facilities, a larger gym with more workout equipment and bigger space for classes in a central location would promote a healthier life style.	1/18/2025 8:22 AM
121	Fitness center	1/18/2025 8:19 AM
122	pool	1/18/2025 8:16 AM
123	Yes. A pool is missing	1/18/2025 8:14 AM
124	A pool.	1/18/2025 8:12 AM
125	Coffee shop or snack shop	1/18/2025 8:11 AM
126	Swimming pool	1/18/2025 8:07 AM
127	Indoor pool	1/18/2025 8:06 AM
128	pool	1/18/2025 7:54 AM
129	A swimming pool for community use.	1/18/2025 7:51 AM
130	I'm a curler and would love to see the space host curling events! I would also love to see power lifting events being held in the space as they are usually held in Sydney, Halifax but not local. I think the proposed plan has included lots of great ideas	1/18/2025 7:39 AM
131	A pool	1/18/2025 7:37 AM
132	Pool	1/18/2025 7:32 AM
133	Library, curling rink.	1/18/2025 7:19 AM
134	A place for children to play.	1/18/2025 7:19 AM
135	An indoor pool	1/18/2025 7:01 AM
136	Pool	1/18/2025 6:51 AM
137	Pool....but that would be expensive	1/18/2025 6:50 AM
138	No	1/18/2025 6:39 AM
139	No	1/18/2025 6:39 AM
140	Swimming pool added in would be nice	1/18/2025 5:55 AM
141	Maybe retail space for rent or lease.	1/18/2025 5:49 AM
142	Needs a fitness centre, and does not need gym space; there are already 5 strategically located	1/18/2025 5:22 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

gymnasiums throughout the county in our schools. The Port Hawkesbury Civic Centre struggles to survive; how do we think we will be any better? How high will you hike our yaxed which we already cannot afford?

143	A pool	1/18/2025 4:44 AM
144	I don't see a kitchen area for the hospitality?	1/18/2025 4:31 AM
145	no	1/18/2025 1:49 AM
146	Restaurant - Tim's or subway something that's open year round and the kids can access during the day	1/18/2025 12:42 AM
147	A different sport space (maybe squash or something of that nature)	1/18/2025 12:34 AM
148	Not that I can think of.	1/18/2025 12:31 AM
149	.	1/18/2025 12:13 AM
150	A gym	1/17/2025 11:50 PM
151	Why no pool, sauna, steamroom.	1/17/2025 11:19 PM
152	Yoga studio, canteen/food availability	1/17/2025 11:17 PM
153	I have been to similar spaces that also include a rock climbing wall and a small turf area for play.	1/17/2025 10:56 PM
154	Pool	1/17/2025 10:47 PM
155	Pool	1/17/2025 10:45 PM
156	No basic needs are all there	1/17/2025 10:37 PM
157	Not understand the offices and boardroom for a community facility. In my experience they tend to segregate the folk who run the facility to what is actually happening in the facility - a bit of an "ivory tower" situation unless addresses.	1/17/2025 10:34 PM
158	None	1/17/2025 10:32 PM
159	Work out gym...	1/17/2025 10:27 PM
160	Pool	1/17/2025 10:26 PM
161	Food service canteen	1/17/2025 10:25 PM
162	Indoor swimming pool	1/17/2025 10:24 PM
163	Indoor pool	1/17/2025 10:10 PM
164	Fitness center.	1/17/2025 10:09 PM
165	I would prefer a pool over rink	1/17/2025 10:07 PM
166	Indoor tennis Racket all/squash court	1/17/2025 9:51 PM
167	the only thing i would say that i would like to be added on to it is a pool so that children in our area could take swimming lessons throughout the year	1/17/2025 9:23 PM
168	Pool	1/17/2025 8:24 PM
169	Will these spaces be full accessible to all residents?	1/17/2025 8:22 PM
170	I do wonder about a pool. They are expensive but maybe costs could be cut by introducing geothermal as a heating source. ....?	1/17/2025 7:56 PM
171	A pool	1/17/2025 5:03 PM
172	Additional multi use spaces for programming.	1/17/2025 1:50 PM
173	COST. No costs at all shown to residents.	1/17/2025 1:43 PM
174	Yes, a swimming pool.	1/17/2025 1:38 PM
175	Spaces that can be rented / loaned for short meetings. Right now I have to go to the library at	1/17/2025 10:11 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

NSCC if I need to meet with someone but need some privacy, yet also be in public. (Parent meeting with clients, students for tutoring, etc).

176	A pool	1/17/2025 10:05 AM
177	Pool. Plans for energy efficiency, environmental assessment, and conservation. Proposed location.	1/17/2025 9:21 AM
178	a more informal community gathering space with kitchen facilities for drop-in coffee breaks/luncheon gatherings etc. ?child minding areas, for one stop shopping...?library of available resources in the area, place for health professionals to do monthly blood pressure/diabetic/kidney disease checks for example. a pool. will it include safety features for those who are blind/hard of hearing? are there wheelchair spots to watch the rink?	1/17/2025 8:59 AM
179	Looks great	1/17/2025 8:09 AM
180	Pool	1/17/2025 5:45 AM
181	Weight room, stationary bikes, rowing machines. Concessions Rock climbing wall Indoor pool/spa	1/16/2025 11:24 PM
182	retail space instead of office space	1/16/2025 9:49 PM
183	Think it looks great!	1/16/2025 9:25 PM
184	Swimming pool	1/16/2025 8:58 PM
185	Workout equipment	1/16/2025 8:42 PM
186	A room for parties/ rental	1/16/2025 7:50 PM
187	Warm Area to watch sports on the ice from	1/16/2025 2:23 PM
188	I'd like to see a tennis court outside.	1/16/2025 9:38 AM
189	Meetings are generally in local halls or community centers, hotels or over a meal. They work fine. The hospitality room could also work as a board room and the other space may be better used as an opportunity to have some inclusion of the arts and culture dept which seems to have been completely left out. A gallery ? Art class studios? Local art displays? Just something to consider. An indoor playground would be such an amazing, safe space to provide to the community as well. I think the performance room at another local centre is mostly used for selfies. Might be a better space to get the little onces moving and for parents and children to connect in a safe environment, year round. Young parents struggle with mental health issues due to isolation and little to do, especially in the winter.	1/16/2025 9:32 AM
190	Swimming pool Convention centre suitable for wedding receptions	1/16/2025 9:10 AM
191	Instead of having two courts in the gym could one side have weights? This would benefit people from St Peters to Louisdale since the closet gym is Arichat or Port Hawkesbury.	1/15/2025 11:55 PM
192	With the increase in the popularity of pickle ball for all ages it is very important that the gym be designed to accommodate pickle ball courts	1/15/2025 9:37 PM
193	One of the fastest and most popular sport for all ages now is Pickle ball. Must be included.	1/15/2025 9:26 PM
194	A swimming pool	1/15/2025 9:18 PM
195	Pool	1/15/2025 8:24 PM
196	A gym work out space with equipment like treadmills, stationary bikes, and weight machines A swimming facility	1/15/2025 7:36 PM
197	county offices	1/15/2025 1:08 PM
198	Four regulation size pickleball courts in the gym with industry standard clearance between courts and courts and the wall. Pickleball is a multigenerational sport that can be enjoyed from age 6 to 86! Municipal registrations are always full. I've seen upwards of 30 show up at the drop in days in St. Peter's. If the arena isn't used in the summer months, this could also easily be lined for pickleball. One outdoor tennis court could hold four pickleball courts for summer play (and also have basketball ball nets).	1/15/2025 11:19 AM
199	Pool and office space to rent out for physiotherapy, message therapy and wellness.	1/15/2025 9:45 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

200	Swimming pool	1/15/2025 9:12 AM
201	Looks to be missing a pool, which would be an incredible asset to our county. We have all other proposed amenities already existing in Richmond county, but not a pool. Missing features include plans into implementing environmentally friendly lighting, heating, and plumbing practices for such a large facility. Available wifi for the offices and meeting spaces. Safety and security lighting for the parking lot.	1/15/2025 8:03 AM
202	I think the facility should have a pool. The pool in Port Hawkesbury is always so packed for public swim we don't even bother going because you can't move. Booking birthday parties( atleast for winter birthdays) has to be done months in advance which means unless you start asking your child to make up their mind months ahead they don't get to go. I think perhaps some of the space such as boards rooms etc could likely be moved up stairs and have the pool. It would most definitely get used. When you do go to public swims most of the participants seem to be from Richmond county.	1/15/2025 7:50 AM
203	senior living space	1/15/2025 7:29 AM
204	A indoor pool would be an assist	1/15/2025 7:08 AM
205	as most asked for in the original survey an indoor pool	1/14/2025 9:59 PM
206	A pool would be an amazing addition to these communities.	1/14/2025 9:56 PM
207	An indoor pool. We already have an arena in Richmond (although it needs upgrades). Could the area surface be tuned into a turf style field for soccer in the spring summer months??	1/14/2025 9:52 PM
208	A pool would be an amazing addition	1/14/2025 9:47 PM
209	A indoor pool would be fantastic	1/14/2025 9:32 PM
210	Pool	1/14/2025 9:25 PM
211	A party rental room, if not included in the hospitality area. A workout area? Pool? Indoor play area for young children.	1/14/2025 9:17 PM
212	Is there any sort of kitchen or party room?	1/14/2025 9:07 PM
213	Local first nations cultural room for art and history.	1/14/2025 8:29 PM
214	Not that i can see right now.	1/14/2025 8:16 PM
215	Pickleball court. Squash court	1/14/2025 7:56 PM
216	- There should be an area in/near the lobby to contract out canteen services / café. With the arena, gym and multi-use space, this facility will be used much more than the current arena. - Court based activities ranked relatively high in the feedback. Missed opportunity.. especially for squash courts. There are no squash courts in the area (Civic Centre in Port Hawkesbury has Racket Ball only). Closest squash courts are in Sydney or Antigonish. There is a lot of interest for squash in the 30s-40s age group as many of us had access in university or in the city. This will help generate revenue through rentals. Low overhead cost as court based activities do not require paid staff to operate. - Climbing wall could be a missed opportunity for recreational tourism. There are no climbing walls in Cape Breton. The closest is in Truro. Climbing has become more popular (see bouldering walls as well).	1/14/2025 7:38 PM
217	There isn't anything I can see at present but I just wanted to mention wheelchair accessible bathroom stalls also.	1/14/2025 7:15 PM
218	Gym	1/14/2025 6:51 PM
219	I don't see bathrooms. One thing I would like to mention about bathrooms: I (and many other people who care for young children) would like to see a family bathroom with room for a stroller, and a change table.	1/14/2025 4:51 PM
220	The recreational facility could also include event space available for rental purposes, such as weddings. Alternatively, the lobby or multi-purpose performance space could be designed to accommodate these needs, providing a flexible solution for various community and private events.	1/14/2025 3:07 PM
221	Location for multi-use facility.	1/14/2025 12:37 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

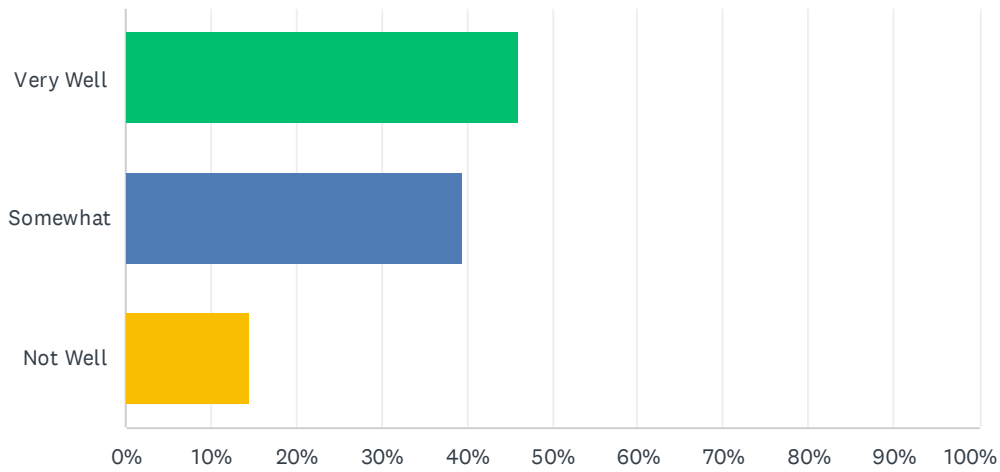
222	More than one large access door to the arena would be helpful in case of larger flea markets or Home Shows. Outdoor amenities like playground, benches, picnic tables etc.	1/14/2025 10:39 AM
223	A pool. SAERC pool has limited lessons and often sell out. Public swims (especially senior swims) are disproportionately made up of Richmond County residents- having a local option would undoubtedly increase community fitness.	1/14/2025 9:23 AM
224	If you are actually going to do this, and it seems like the decision is already made and these surveys are just to make us feel like we have a say in how our tax money is spent (and it seems like you didn't have a majority positive feedback from the first one - this is Reeves St and the Civic Centre vibes all over again)...there should always be double the number of toilet fixtures for women as what you have for toilets/urinals for men. It is well known that line ups build for women, not men. Having everything equal is silly. And only one toilet per change room?? Little kids need more than that for options.	1/14/2025 5:55 AM
225	An indoor pool	1/13/2025 3:56 PM
226	Important that all spaces within the facility including bathrooms be wheelchair accessible.	1/13/2025 1:02 PM
227	No , too much already	1/13/2025 12:16 PM
228	Concession area, Medical or first aid room	1/13/2025 8:58 AM
229	Pickle ball, Richmond's most current popular past time for many age groups.	1/12/2025 12:38 PM
230	Space dedicated for the creation of a sports hall of fame	1/11/2025 6:42 PM
231	I love to see an indoor pool rather then a rink as we currently have a rink in the community.	1/11/2025 9:59 AM
232	No	1/11/2025 4:44 AM
233	The plan to make it pay for itself.	1/10/2025 10:16 PM
234	No	1/10/2025 9:34 PM
235	Nope Perfect	1/10/2025 8:57 PM
236	an indoor pool would be wonderful	1/10/2025 6:45 PM
237	Cafe, gym, pool, commercial kitchens, indoor playground of sorts aside from a rink. So much potential and opportunity in a venue this large.	1/10/2025 6:33 PM
238	Work out facility	1/10/2025 6:11 PM
239	A workout gym? Location?	1/10/2025 5:57 PM
240	I think the walking track should be more seperated from the seating are of the rink. Maybe permanent walls with windows. Other wise during events people my wander onto the track impeading thos walking/jogging. I would ensure the design is such that it can be easily modified at a later date - eg. space to add another connected arena or a pool if the need arries in the future	1/10/2025 5:48 PM
241	Spa type facilities - Infra Red Sauna, Steam Room, Hot Tub, Cold therapy Room. Google Thornton Hall and Spa they have a neat little set up Infra Red Sauna seated area with Himalyan Salt wall Opposite, an Ice Cave Room , 3 phase Shower	1/10/2025 5:38 PM
242	N/a	1/10/2025 5:30 PM
243	Swimming pool	1/10/2025 5:07 PM
244	Swimming pool. There is no swimming pools accessible to Richmond county and people have to travel to port hawkesbury and compete for a spot in lessons with other counties	1/10/2025 4:43 PM
245	A small restaurant/canteen.	1/10/2025 4:23 PM
246	Nothing	1/10/2025 3:38 PM
247	access to healthy food while individuals and family are in the facility. Quality nutrition is important for engaging in sports & an economic benefit for a local company to fill this gap. The physical area this facility is going is limited in its food options.	1/10/2025 3:27 PM
248	Other than the ice nothing else is necessary space	1/10/2025 3:07 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

249	An adequate updated swimming pool	1/10/2025 2:26 PM
250	Outdoor Recreation opportunities : accessible trail with play pockets, outdoor pickleball courts, splash pad.	1/10/2025 2:21 PM
251	A gym, work out equipment. Spin classes, pickle ball, etc etc.	1/10/2025 2:07 PM
252	A food-focused business (canteen, restaurant, kitchen, etc)	1/10/2025 12:32 PM
253	There are already so many things in the proposed plan that are absolutely unnecessary. Massive lobby for what ? What revenue is that space generating? To justify its cost to build and maintain.	1/10/2025 12:05 PM
254	Indoor Swimming Pool	1/10/2025 12:01 PM
255	Pickle ball courts. Would have been nice to see some water activities pool, slides, lazy river. Something more than just a pool currently like port hawkesbury has.	1/10/2025 11:06 AM
256	I would of like to see the food bank have a space in the facility.	1/10/2025 10:44 AM
257	lobby should be larger to showcase local art and culture.	1/10/2025 10:43 AM
258	Indoor soccer venue instead of gymnasium every school has a gym but there is no indoor soccer turf in the area. Indoor kids play area not much here for kids.	1/10/2025 10:35 AM
259	Community kitchen, a more classroom-like learning spaces, general space for public and/or kids & teens to study/work/socialize, pool, games/technology room, library/internet access space, stage space, electric car charger(s), small retail space (to be rented out to perspective retailers), art/creative area and displays, I don't see an elevator, space for equipment storage.	1/10/2025 9:25 AM
260	sauna	1/8/2025 11:55 AM

### Q3 How well does the proposed facility reflect the community's needs?

Answered: 291 Skipped: 9



ANSWER CHOICES	RESPONSES
Very Well	46.05% 134
Somewhat	39.52% 115
Not Well	14.43% 42
TOTAL	291

## Q4 Are there any additional comments you would like to share with the Richmond County Multi-Purpose Feasibility Study project team?

Answered: 239 Skipped: 61

#	RESPONSES	DATE
1	Need construction cost/operation cost. Cost needs to be distributed evenly to all residents/properties and operational cost to end users!	1/20/2025 8:15 PM
2	A pool is a great low impact activity for the community. The water aerobics, water exercise and lane swims are well attended at SAERC. It would be great to offer this in the St Peters area.	1/20/2025 6:05 PM
3	Just wondering about the accessibility to those with disabilities developmental and physical as well. Is this just a new arena?	1/20/2025 5:42 PM
4	Will this raise our taxes?	1/20/2025 2:53 PM
5	Where will this facility be built? Will the taxpayers taxes go up for this facility?	1/20/2025 11:45 AM
6	Who is the team comprised of? Is there representation from across the county from all levels of life? How will this benefit the average homeowner/ resident? Not the above average income level / new residents.	1/20/2025 11:18 AM
7	-ample changing stations in both women's AND men's washrooms. Dad's are often left scrambling when out in public with children.	1/20/2025 9:49 AM
8	There are two things that would change the comments made on survey forms. These are COST and LOCATION. As an aside, would it be possible to get the cost of the consultants? COST: -the price tag within a couple of million and who are the contributors (levels of government involved. Richmond County isn't big enough to pay for it). -will there be an estimate of tax increases added to tax assessments before the decision is made? -the cost of full time employees necessary to run such a facility ( including janitorial duties, snow clearing etc.) -has maintenance cost been factored in? -rental fees for space usage (higher than fees paid now for dance, yoga, gym etc. paid by people using local facilities now for these activities? LOCATION: this will very much affect who uses this building. Richmond County is too vast for any location to be described as "centrally located"for all ages. -while the idea sounds wonderful, many people will make their decision to use such a facility WHEN THE SITE HAS BEEN CHOSEN. This is why I wonder why consultants were hired to do surveys before the location was chosen. -great idea to get seniors meeting up for game nights or simply reminiscing. How many would drive any distance, especially in winter, when they have more local facilities. I'm sure both West and East Richmond have places used now for seniors to get together. -great idea to get youth together for gaming etc. How many parents would drive any distance to drop kids off and return a couple hours later to pick them up? -there are gyms already existing or being planned in East and West Richmond, so will they abandon their local gyms to join one they have to drive a longer distance to use? -yoga instructors offer classes now in both East and West. Were they asked if the local facilities weren't big enough for the numbers signing up. Just guessing the attendees will not suddenly decide to drive a distance when they are happy with spaces used locally. This might also apply to dance instructors and participants. -volunteers will be needed, How many will step forward if it means 30 or 40 minute drive? -the description stated that this facility would not interfere with existing activities. Then I see the architectural drawings of a building that includes a new ice rink? Would this not affect the Richmond Arena? -I noted that many people said they would use an indoor pool. That initial cost and maintenance would be very costly. SERAC could offer that information. What is the Port Hawkesbury facility missing that a new one would offer? -how could it not affect all the community halls, both East and West who work so hard with various fund raising events to keep their local halls maintained and open? No one can deny that opportunity for exercise and in person communication is important for all ages, but how to achieve it in an area so rural is the question. Would it not make more sense to spread, even a fraction of the cost for this facility, around to offer activities closer to home for many residents. Do senior facilities need more accessible bathrooms, more comfortable chairs to improve it for them? Could some of	1/20/2025 9:45 AM

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the money be given to halls for much needed new roofing? Improvement to outdoor play and walking trails? Tennis courts added or improved? This is a guess that if all the local requests from both East and West were approved, the price just might come in a few million dollars less and be more convenient for all. We can't always get what we want, but we might just get what we need. Hoping that results of meetings held and online surveys will be discussed at the next meeting of councillors and the public will be able to read the minutes. Perhaps I miss read many of the details included in the recreation/activities link.

9	We need to be creative in programming.	1/20/2025 8:16 AM
10	Why not locate your consultations at community hall breakfasts where hundreds of people attend weekly? most important is transportation in rural living/access and spaces for coop-styled childcare so parents can use facilities to get fit please design facilities for SAT access (commit to circulate municipally funded SAT bus some weekday evenings and weekends). there is a rumour that a private individual wants to build a swimming pool and rent it to youth programming...it's time to launch a municipal/community fundraiser to harness private capital to build what we really need (pool) in our publicly owned rink space. Municipalities must design for everyone access to fitness: by indemnifying (municipal insurance) to raise public use of school gyms and our community halls so we may not need more rooms for sport space in a new rink facility but we may need a rink/pool facility and open our school gyms weekends and open our community halls with paid staff for more pickle ball/dance/exercise classes. -instead of bemoaning the lack of volunteers...do a pilot year of paying people or SAT pilot to transport people to events held in halls and gyms.	1/20/2025 6:15 AM
11	There should have been much more community engagement and participation in the conduct of this project. We need to hear from the voices of Richmond County first and foremost. The proposed idea is great - What's the next step to ensure the plan goes forward?	1/19/2025 10:55 PM
12	Perhaps a display area to honour Richmond Sports hall of fame per se.	1/19/2025 9:57 PM
13	No	1/19/2025 7:23 PM
14	A Central Location, Louisdale would be ideal	1/19/2025 3:22 PM
15	I strongly think a pool should be considered.	1/19/2025 1:19 PM
16	Conceded how this will impact our taxes and local facilities like halls.	1/19/2025 1:16 PM
17	Location of this facility is vital to it being successful. This facility should be located in St. Peter's, which it the county's most dense populations as well as the most amenities.	1/19/2025 11:49 AM
18	It would be a better use of space to have pool/rink and perhaps move the library into the space somewhat like the Cole harbour sports plex. The space has so much opportunity- it would be fantastic.	1/19/2025 11:44 AM
19	locate in a easy access area	1/19/2025 11:30 AM
20	I believe a swimming pool would be a great addition. Also a rock climbing wall, similar to Rath centre.	1/19/2025 10:55 AM
21	If this is a plan to replace the current aging arena in Louisdale, it's great. If we are adding another recreation centre elsewhere in Richmond I'd rather have a pool before another hockey rink	1/19/2025 10:01 AM
22	Several gyms at local schools not being fully used, arena in area already could be upgraded, lots of community halls under utilized, we really need to add to our services like a pool. We seem to be duplicating services we already have	1/19/2025 10:01 AM
23	Keep future expansion of the building in mind during design.	1/19/2025 9:55 AM
24	Thank you for all that you do!	1/19/2025 8:50 AM
25	Should be located along a busy road, not too far off the main highway through Richmond where people live.	1/19/2025 8:26 AM
26	Much needed center. Well done all.	1/19/2025 8:19 AM
27	This facility should be located along a well used highway, be clearly visible and inviting to all residents and visitors. It's time we show off our facilities instead of hiding them down	1/19/2025 8:06 AM

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secondary roads. It should be located within the most populous region of Richmond with only a short drive for students of the main schools within the area.

28	1. Where is this place going to be? Out of reach of people who can't drive? 2. Who's paying for this?	1/19/2025 6:58 AM
29	Lot more important issue this County needs, more sidewalk, nature trails , industry to increase the population, and I could go on and one.	1/19/2025 5:17 AM
30	No	1/19/2025 1:21 AM
31	Should be located in East Richmond	1/18/2025 11:26 PM
32	The location should be central with other facilities or spaces close. St. Peter's are would be most central for the county at large.	1/18/2025 9:02 PM
33	Location of facility should be in St. Peter's or River Bourgeois	1/18/2025 8:44 PM
34	Put it in St. Peter's	1/18/2025 8:06 PM
35	Where will it be built?	1/18/2025 7:44 PM
36	Performance Centre should be acoustically correct and possibly expandable to gymnasium.	1/18/2025 7:23 PM
37	We do not need a center.	1/18/2025 7:21 PM
38	Where are the windows ? Need to let light in! Cold and institutional just a fancy hockey arena and place for business people. Totally misses the point As usual	1/18/2025 6:40 PM
39	I look forward to see what will come of this. So happy there will be modern facilities.	1/18/2025 6:37 PM
40	I'd like to see this in a central location to all neighbouring communities such as St. Peter's.	1/18/2025 6:37 PM
41	This facility would probably be suited best in the middle like louisdale or river b	1/18/2025 6:30 PM
42	An outdoor rink would be nice , that could be used for hockey in winter / ball hockey summer	1/18/2025 6:25 PM
43	Would love to see this in St. Peters or River Bourgeois!	1/18/2025 6:24 PM
44	Would like to see this facility in Louisdale !	1/18/2025 6:11 PM
45	The emphasis should be on an ice surface, dressing rooms, canteen, washrooms, and hospitality area.	1/18/2025 6:07 PM
46	Location is the key to success. That I am sure is going to have lots of best locations. Works best when other amenities are close by. All would love a pool, just hard to justify the costs with our population base. Good job so far	1/18/2025 5:16 PM
47	Richmond county needs this for our future.	1/18/2025 5:14 PM
48	Would the arena be set up for performances like sound wise	1/18/2025 5:06 PM
49	I think it should be be built somewhere around River Bourgeois as we have people all the way in Johnstown.	1/18/2025 4:32 PM
50	Other than the need for a new ice surface, we do not want to duplicate what is already in place in many of our communities. We have one Civic Center in the Strait Area and cannot afford a second one.	1/18/2025 3:53 PM
51	Place the facility in the geographical center of the county of Richmond.	1/18/2025 3:46 PM
52	Well done hope to see it up and running soon	1/18/2025 3:38 PM
53	When office spaces are closing all over the country, do you not feel that a hospitality room, office spaces and a board room overkill? furthermore, we have many centers across the island and the rest of Richmond County that presently offer such a space.	1/18/2025 2:54 PM
54	Would get better utilized in St.Peter's., than anywhere else in the county.	1/18/2025 2:47 PM
55	Remove offices and boardroom spaces, there are many commu ity halls to accommodate meeting spaces and the county building has office space. If can't remove all. Office spaces, make very minimal. This building should be situated were the old arena is now.	1/18/2025 2:46 PM

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56	Ben decided where this will be located and is it central,	1/18/2025 2:44 PM
57	Positive proposal all around.	1/18/2025 2:32 PM
58	It's an arena with office space that will sit empty like the offices next to the mail in arichat, the empty spaces in Lennox passage industrial building, the empty space that is about to be the st peters library when it moves to its new location . There are board rooms available at the county office , dundee resort , bra dors inn, clarestone would also be able to accommodate meeting space. There are 5 schools spread out evenly throughout richmond county that each have a gymnasium in them making recreation close to home for everyone. This is all just off the top of my head and that doesn't even mention the dozen or more community halls hosting these recreation programs that will loose funding when everyone wants to rent in the fancy new building instead. There is no canteen in the building plans for the arena.. something that would actually make money and not just cost it. The dance studio in the plans offers direct competition to Islandview View athletics dance studio located Centrally in lousidale and we were told nothing would compete with existing businesses. This lady invested a significant amount of money to build a studio for the kids of our island. Your hospitality area is useless without a food/beverage vendor. Honestly the whole thing is waste of money expect for renovating the arena (but it still needs a canteen) . If you claim it's been difficult to staff or sublet to caterers as a reason not to have one built , then why continue making recreation space when we have no instructors ? There are never enough instructors but that isn't slowing you down from spending millions to billions on this facility to sit empty most of the time and cost tax payers money . Can't wait to get a second job to afford my taxes to watch this place hemorrhage money	1/18/2025 2:19 PM
59	Please send me 1st floor. I have been in facility manage to for years. I would love to meet and review. Unfortuneatly I missed the dates. What are the potential site locations?	1/18/2025 1:54 PM
60	Pool	1/18/2025 1:49 PM
61	HOPEFULLY IN A CENTRAL LOCATION. RICHMOND COUNTY GOES AS FAR AS FRAMBOISE AREA TO EVANSTON TO DUNDEE TO IRISH COVE. BIG DECISION.	1/18/2025 1:37 PM
62	My wish is for rooms that can be used for recreation classes, as well as a space that is designed specifically for live performances (similar to the Shannon Studio) with proper acoustics and sound requirements. And a rock wall as mentioned in an earlier question. A space designated for a full, ongoing gymnastics program would be ideal, as right now there are families traveling to Sydney multiple times a week for a full gymnastics program so their child can have quality coaching to improve their skills.	1/18/2025 1:33 PM
63	Why are we looking at building a new facility of this magnitude? There are less and less children playing hockey because there are fewer young families living in the area. There is a first class arena/walking/facility in Port Hawkesbury and another one is not needed in the area. Instead there needs to be discussion to share facilities. How much is the feasibility study going to cost the tax payers? I'm all about active living but let's utilize the facilities we have. The Walter Fougere school sat idle for how many years when that easily could have been an active living centre/performance centre with likely much less money than to build this facility. And money could also have been allocated for the Richmond arena to bring it up to more modern standards. Please reconsider this waste of money.	1/18/2025 1:02 PM
64	Where is the money coming from	1/18/2025 12:49 PM
65	If location could stay relatively close to the current area it would be ideal	1/18/2025 12:46 PM
66	One more item..any consideration on a pool??Swimming lessons...great low pact cardio exercise wonderful family activity	1/18/2025 12:20 PM
67	Does Richmond County really need this, I really don't know. We have gym schools, a rink, etc. How will we pay for it??	1/18/2025 12:14 PM
68	No thank you	1/18/2025 12:14 PM
69	Please locate this in the St Peter's or East as a location.	1/18/2025 11:54 AM
70	This building needs to have a pool	1/18/2025 11:53 AM
71	Yes, have free sporting events for kids of different age groups. Have someone go in teach them the basics of skating, basics of sports and maybe a daycare center that could help	1/18/2025 11:40 AM

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benefit more parents as the lack of daycares in the area. Make location in Louisdale middle between all town.

72	Make sure it is in a central location with easy access. Not at any end of the county. Central	1/18/2025 11:35 AM
73	Should be located central to population base in a serviced area. Where visitors at close to services and lodging.	1/18/2025 11:21 AM
74	It should include an indoor pool	1/18/2025 11:08 AM
75	This facility is so very much needed in our community. I hope it moves forward soon and efficiently.	1/18/2025 11:06 AM
76	Would be a very good space for Richmond County and a lot of Inverness county residents.	1/18/2025 10:55 AM
77	No	1/18/2025 10:51 AM
78	This facility needs to be close to services like restaurants and hotel rooms. A location that's easily reached from such establishments and not a stand alone location. We also need a well equipped performance space in Richmond County.	1/18/2025 10:50 AM
79	Location? I hope the St. Peter's area is being considered as opposed to Louisdale.	1/18/2025 10:34 AM
80	This is basically looks like a sports facility focussed on ice surface and a poorly defined gymnasium. Call it a rink with some extra rooms and it is accurate. It does not serve the multiple social, recreational and cultural needs of the community as proposed here.	1/18/2025 10:29 AM
81	Ideal location is St. Peter's as it is in the center of Richmond County.	1/18/2025 10:25 AM
82	If it was built in a central area, it would be used more by everyone.	1/18/2025 10:24 AM
83	As stated above a pool would be more useful as kids in the area couldn't have swimming lessons last year as there were no sites to hold lessons	1/18/2025 10:18 AM
84	It should be in a more central location where there are other services for visitors, ie, restaurants, accommodations etc. St. Peter's is more centrally located and offers those services.	1/18/2025 10:17 AM
85	Facility is very sports centric. Other community groups needs large space to conduct their activities but aren't sports related.	1/18/2025 10:04 AM
86	Maybe the gym space could have been used as a pool, as Richmond does not have one of those and the we already have gyms at the the schools in Richmond.	1/18/2025 9:56 AM
87	Music is a huge part of our culture. It would be great to have a space to host small community concerts. All washrooms should be single use and not gendered. Walking track should be accessible. Elevator if necessary. Would be good if the hospitality room could accommodate children birthday parties. It would be cool to also have an outdoor space too. A patio. Place to sit. Meditation garden. Community garden.	1/18/2025 9:56 AM
88	Great job!	1/18/2025 9:51 AM
89	No	1/18/2025 9:47 AM
90	No	1/18/2025 9:39 AM
91	Will this facility be a warming / comfort station in emergency situations. Looks beautiful	1/18/2025 9:37 AM
92	Will this raise taxes? Hopefully located in Louisdale not Arichat which is more out of the way.	1/18/2025 9:33 AM
93	The new plan proposes things we already have (gymnasium at the high school, arena at the Richmond arena) not much new is being proposed for things we don't have (pool, athletic gym, sauna, etc.)	1/18/2025 9:26 AM
94	Depending on where this facility is built will depend on what community benefits from it. We need a place for young people	1/18/2025 9:18 AM
95	Should be located in or near St. Peter's. It would be nice to have some sort of county infrastructure in areas other than Louisdale/Isle Madame, we pay taxes too.	1/18/2025 9:16 AM
96	It seems like a great plan, my only concern is where it will be located? It needs to be in a high traffic area so that people will be able to have easy access. St. Peter's is the business hub for	1/18/2025 9:14 AM

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Richmond County and offers an area with many different businesses and resources and would be able to help support such a project. Richmond County is bad to build facilities in the middle of nowhere with low traffic and no other resources.

97	Hopeful that St Peters will be highly considered as a location.It is central for all the communities so more people will have easier access to it.	1/18/2025 9:13 AM
98	It's so exciting! We need a centre like this for all ages.	1/18/2025 9:04 AM
99	Arichat is not a great location for this facility. No one wants to travel out to the island for everything. I think it should be located centrally and taxpayers should have a say in location not government.	1/18/2025 9:02 AM
100	A new facility of this type should be built with care guy or all and be fair on its placement in the county.	1/18/2025 8:54 AM
101	Location should be St. Peter's as we have other businesses to support it !	1/18/2025 8:50 AM
102	I've seen many comments wishing there was a workout gym and swimming pool, and I agree.	1/18/2025 8:49 AM
103	We need a pool. Thanks	1/18/2025 8:47 AM
104	We need a pooy	1/18/2025 8:46 AM
105	WE NEED REGULATED SIZED PICKLE BALL COURTS AS THE SPORT HAS INCREASED IMMENSELY IN OUR COMMUNITY AND SURROUNDING COMMUNITIES	1/18/2025 8:45 AM
106	Would like to see it in the St Peter's area as it would cover quite a few surrounding places & would be great for tourism too ! I do not live in St Peter's I live in one of the surrounding communities.	1/18/2025 8:37 AM
107	Location should be in st peters	1/18/2025 8:35 AM
108	I do not see this happening; I am interested in a recreation facility close to me and this cannot happen for everyone in the county. I would like to see our current facilities put to better use. We have a high school in St. Peter's with a gymnasium that is closed to us if it snows or the school is closed for whatever reason. We, the taxpayers are already paying for the operation and maintenance of a structure that is often closed to us. Why can't this be rectified rather creating another facility that will sit vacant most of the time.	1/18/2025 8:35 AM
109	When I first heard about this, I'd imagined it to be more like the wellness centers, ie, Truro/New Glasgow. Rinks, gyms, pools...	1/18/2025 8:33 AM
110	This should be closer to St. Peters as Louisdale already has an arena	1/18/2025 8:29 AM
111	Please include lots of parking for further expansion	1/18/2025 8:26 AM
112	If it's in Arichat my family would not use it we would do as we do now and go to Port Hawkesbury because it's the same distance to drive but at least we can run errands and get groceries	1/18/2025 8:26 AM
113	A great place for this would be to replace the current Richmond Arena, in Louisdale, with a multipurpose building. It would be central to all surrounding areas.	1/18/2025 8:22 AM
114	Please choose a central location. The existing location of the rink is an easy access point.	1/18/2025 8:22 AM
115	St. Peter's has the potential to generate revenue from the with the amenities that are available now as well as the ease of access to the shops being conveniently close on one short section of the main road.	1/18/2025 8:19 AM
116	location should be around st. peter's area	1/18/2025 8:16 AM
117	I believe this facility should be put in an area like St. Peter's or Louisdale so that it's a central location for all of the surrounding neighborhoods	1/18/2025 8:14 AM
118	Please put this facility in St. Peter's. Isle Madame is too far away from the rest of the county.	1/18/2025 8:12 AM
119	Will this be in st.peters? It makes no sense to have it in louisdale or porthawksbury as they both have rinks/rec areas.	1/18/2025 8:11 AM
120	Building to be located in St Peter's	1/18/2025 8:06 AM

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121	Trying to keep it affordable for everyone!!! Renting this ice over the holidays was NOT affordable. This will make our taxes higher and some people on fixed income will not be able to pay for it.	1/18/2025 7:31 AM
122	This facility should not go to Louisdale where there is already a rink, ball field, school, and a close proximity to Port Hawkesbury Civic Centre. This building should be more centralized within the county, but very accessible and visible - perhaps St. Peter's.	1/18/2025 7:19 AM
123	My biggest concern is the location. The majority of resources in the municipality tend to be allocated toward Louisdale/Arichat. There are people in Framboise, Fourchu, St Esprit and Grand River who have to drive anywhere between 40-70min to get to Louisdale. Having the facility near St Peter's would be a fair location for all residents of Richmond. It would also be ideal to see the facility from the highway to draw more people to use the amenities. It may be worth looking into land near the River Bourgeois turnoff on the highway.	1/18/2025 7:19 AM
124	Yes we got to many buildings now not being used so this would be a waste of money	1/18/2025 7:13 AM
125	This should be centralized for all of Richmond county district 10 communities are often left out of planning these projects	1/18/2025 7:01 AM
126	This project is long overdue, Richmond needs these types of facilities to attract new residents	1/18/2025 6:51 AM
127	No	1/18/2025 6:39 AM
128	No	1/18/2025 6:39 AM
129	That's not for Richmond County. Our taxes will be unaffordable here in Richmond County.	1/18/2025 6:33 AM
130	Where would the location be? I propose that the multipurpose center be located in or around the Barra Head area, perhaps strike a deal with Potlotek First Nation on usage/rental on their land on Lester Robertsons old piece of land just before you enter Chapel Island	1/18/2025 5:55 AM
131	I'd like to see it centrally located in the county if all residents of the county are to be paying for this. East Richmond should have equal access.	1/18/2025 5:49 AM
132	Don't do it. We do not need it and we cannot afford it!	1/18/2025 5:22 AM
133	Wondering if a pool would be a good addition to the plans, as my family and friends seem to often drive 30 minutes to Port Hawkesbury to attend the pool up there for pool parties and general swimming especially in the winter months. Would be a great idea for the Summer months also with swimming lessons.	1/18/2025 4:44 AM
134	Where is the planned location?	1/18/2025 4:31 AM
135	Pickle ball lines in the gymnasium would ensure daily daytime use from older demographic. Arena hours should start with rentals as of 7am on weekends.	1/18/2025 12:34 AM
136	Great of you guys to help make this a possibility. Thank you!	1/18/2025 12:31 AM
137	Keeping the facility in Richmond County is key, however putting it in Louisdale keeps the issue of all to go to Port Hawkesbury for lodging and meals as well as shopping... putting it nearer or in St Peter's would have dollars of visitors (tournaments/conferences) spent in Richmond County not Inverness County	1/18/2025 12:13 AM
138	With an aging population swimming, sauna, steam room, hot tub would better serve the community.	1/17/2025 11:19 PM
139	Please locate it centrally, either near RECA or somewhere between there and St Peter's. This side of the county needs better access.	1/17/2025 11:15 PM
140	We really hope it can be put in St Peter's it would be nice to see something come this way everything always goes to Arichat or Louisdale	1/17/2025 11:11 PM
141	As a family from L'Ardoise area with young children, it is difficult to have them participate in extracurricular activities as most are held in the Louisdale/Arichat area. We hope for a location closer to "central" Richmond County (for example, St. Peter's).	1/17/2025 10:47 PM
142	Do we really need this. Why can't school gyms be used? A lot of expense here!!!!	1/17/2025 10:45 PM
143	-what will the availability of the walking track be during events? A walking track where those who wish to use it (I expect in this case mostly seniors) and youth (ice time) conflict or is not	1/17/2025 10:34 PM

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managed , can quickly become an issue where is gets left unused. Been there. -is the plan for there to be open (free or reduced cost) ice time for locals vs this becoming costly ice time where folks outside of Richmond County, bump us from our new facility (again, been there before) -are facilities being tagged (boardroom, gym) going to be available for all sorts of events - sports as well as events, with support to have then (tables, chairs, sound systems, etc)

144	I don't feel we need the facility. It would be more cost effective to fix the old one and use the existing community halls for the other options that were discussed at the St. Peter's meeting. The issue is the arena and not the space in the communities to carry out activities. There are plenty of halls where pickleball can be arranged, it just takes someone to take the initiative to make it happen.	1/17/2025 10:32 PM
145	Richmond county is very large and there is only one gym in Richmond... arichat which is 20mins away and the other is and fantasy land not built or don't know if it will...	1/17/2025 10:27 PM
146	A central location would be key. Please don't put it in Arichat.	1/17/2025 10:26 PM
147	Thank you for your efforts.	1/17/2025 10:25 PM
148	This would be awesome	1/17/2025 10:24 PM
149	Very realistic proposed facility suiting what the community needs now and long term. A lot of other wonderful ideas but no feasible to maintain and operate like a pool. I think this proposed design is perfect and includes what is needed!!	1/17/2025 10:22 PM
150	Love to see it in St.Peter's	1/17/2025 10:07 PM
151	Arena: (1)Locker Rooms should be on the same side as the benches with access for one half of locker rooms to one bench (2) penalty boxes on opposite sides of ice (and benches) (3) have an automated, cash/debit operated skate sharpening machine Staff not always available for skate sharpening a (3) all locker rooms should have heat/outlets for radios etc. (4) 2 level combo (youth/adult height) stick racks should be mandatory in all dressing rooms to avoid sticks on the floor and tripping hazards (4) all locker rooms should have sinks/faucets tall enough to be able to fill a sports water bottle	1/17/2025 9:51 PM
152	I think #3 should have another option available. I think it should be higher than somewhat, but lower than very well. The majority of the building includes space for active recreation for youth, young adults, middle-aged adults and also for seniors. I think that having a pool would make this a perfect solution to our needs.	1/17/2025 7:56 PM
153	It would be really nice to see a pool with decent rates. My daughter uses swimming as a therapy for her adhd and the nearest pool is 45 mins away and there swim team practice 4 times a week. It's not feasible with travel. I feel it would be something that would totally be utilized by the community.	1/17/2025 5:03 PM
154	Should be centrally located.	1/17/2025 1:50 PM
155	There are no transit options in Richmond County: the SAT is a joke. Folks who can drive can go to any of these types of spaces much closer to home, that are already built up for free. Why do we need another arena? None of the other spaces are useful	1/17/2025 1:43 PM
156	We already have an areana that's underused. We already have several school gyms, a workout iFit equipment gym We already have multi-use / performance spaces in old churches and Legion Hall Indoor walking track is a stupid idea: if the weather is nice we walk outside, if the weather is bad no one wants to DRIVE to walk. We already have meeting areas in the Municipality office, libraries, and again old churches and Legion Hall. OFFICES? how many commercial spaces are sitting empty? What on earth is a hospitality room? These are all redundant spaces and going to raise taxes without providing something we actually lack: a pool.	1/17/2025 1:38 PM
157	No, not beyond expressing how exciting it is that this is being considered.	1/17/2025 10:11 AM
158	We have an area, unless this is intended to be a revitalization of the current arena, I think a pool or an indoor roller rink/rock climbing/bowling area would more suitable for children and adults in the area.	1/17/2025 10:05 AM
159	Consider location. Near motels and inns would ensure places for teams to stay if hosting tournaments. Would hate to see this built on a dump site (like RECA was).	1/17/2025 9:21 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

160	I would love to see more things to promote fitness, & outdoors. I'd love to see a swimming pool, where swimming lessons are offered all year round. And outside walking track (like the oval) something everyone could benefit from. Young kids could learn to drive their bikes, older kids could roller blade/ skateboard. People could just walk/ run, and not worry about having no sidewalks, and cars driving fast. The track could also be flooded in the winter to have an outdoor skating rink, where people go skating with their family and friends, all while being outside and getting fresh air. Or an off leash dog park, In my opinion, I don't feel like this project would benefit people and there needs to be more in the community for everyone to do not just offices spaces and board rooms.	1/17/2025 9:16 AM
161	it is a start ;)	1/17/2025 8:59 AM
162	This would be perfect in St. Peter's	1/17/2025 8:09 AM
163	We already have an area, why waste money on another.	1/17/2025 5:45 AM
164	I think the arena should have more seating to attract events to our county.	1/16/2025 11:24 PM
165	location is important, if its not near the motels then its still a problem for having venues and tournament. People will still choose phk over us and it will be left under-utilized	1/16/2025 9:49 PM
166	Looks awesome! Hoping it comes to fruition.	1/16/2025 9:25 PM
167	The majority of residents are senior,I do not think they will be playing hockey or volleyball	1/16/2025 8:58 PM
168	Where is the proposed location?	1/16/2025 8:56 PM
169	Hockey shouldn't be the primary focus.	1/16/2025 8:42 PM
170	Could the lobby shown be better utilized? Squash courts or something and less open concept space for an entrance?	1/16/2025 7:50 PM
171	The current location is perfectly central to St.Peters/arichat & Lousidale. Please keep the location in a similar place	1/16/2025 2:23 PM
172	Outdoor dog park, there's barely any in cape Breton to let the furry friends run freely. Furry friends should be included in the proposed plan.	1/16/2025 11:31 AM
173	I don't think this would be used in Richmond County. Definitely not needed.	1/16/2025 11:27 AM
174	I would love the facility to be located on Innovation Drive in Lennox Passage.	1/16/2025 9:38 AM
175	Nice plan and design!	1/16/2025 9:10 AM
176	Will there be a canteen?	1/15/2025 11:55 PM
177	I am concerned about out tax rate increasing.	1/15/2025 9:37 PM
178	How will it affect our property taxes. It's my understanding that some counties have/are already phasing out the "cap" on property taxes following a couple of years of property assessments experiencing drastic increases. 85% in my personal case with no change or improvements on my property.	1/15/2025 9:26 PM
179	A pool would be a great add. Many from young to old would use it. Could have swimming classes. Senior water exercise birthday parties. Large revenue maker	1/15/2025 8:24 PM
180	Too elaborate for our needs	1/15/2025 6:29 PM
181	I cannot see how this type of infrastructure would be feasible in our county. Can we please see some numbers on how this is going to affect the taxpayers instead of seeing pretty photos of what the building would look like? I also see 75% of respondents indicate a need for this space. How many people is that? And are we verifying that these respondents are indeed residents? Are we going to be spending millions of dollars on something random people on the internet say they wanted?	1/15/2025 3:51 PM
182	where is the Centre of county is their room for county offices & meetings	1/15/2025 1:08 PM
183	See question 2!!	1/15/2025 11:19 AM
184	There is one pool on Cape Breton outside CBRM. It's over crowded and old. It would be a much greater benefit to community and gymnasium and walking track because we already have several of those.	1/15/2025 9:45 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

185	This building looks expensive to maintain. Considerable thought should be put into what utilities the community it's built in has available, and the quality of these utilities (for example, plumbing, sewer, electrical grid), to ensure long term sustainability to the facility.	1/15/2025 8:03 AM
186	I think the facility should be located either off the river bourgeois ramp or closer to st.peters making it more central for everyone.	1/15/2025 7:50 AM
187	I think this is a total waste of tax payer money what we need is a space for seniors to live and not nursing homes the Maples in Antigonish is what we need the rink in louisdale is perfectly fine and several schools have gyms that are never used Look at the civic center a huge facility not being used or even paying for itself.	1/15/2025 7:29 AM
188	It's great to start doing things to get people motivated	1/15/2025 7:08 AM
189	Not in louisdale	1/15/2025 1:45 AM
190	A pool would be a great addition.	1/14/2025 9:56 PM
191	We already have a good arena but have to travel to PH for a swim!	1/14/2025 9:25 PM
192	Add a swimming pool.	1/14/2025 9:17 PM
193	I'm not sure there is a need for the gymnasium as the local schools have full-size gymnasiums available to use. I'd like to see the location in a more central location, rather than Louisdale. River Bourgeois seems like a fair location where all areas of Richmond County can access it within a reasonable driving distance.	1/14/2025 9:17 PM
194	It should be located off the highway intersection in River Bourgeois. Central location and closer to places to stay in St. Peters.	1/14/2025 8:29 PM
195	I would like to share with the Project Team my comments. When the school board was picking a site for Richmond Academy, we found out that Rockdale is the geographical centre of Richmond County. I would like to see this Multipurpose Facility go to St. Peter'd area. That is because St. Peter's has all the amenities like stores, motels, restaurants, First Responders, an Ambulance Station, 2 Doctors, a nurse practitioner, a wellness spa, a garage, convenience store, grocery store and pharmacies. There is everything here for ssports teams like places to stay, eat and activities. If there is concerts or conferences, it has places for people to stay. It also has a playground. It is my hope serious consideration be given to the St. Peter's area for this facility.	1/14/2025 8:16 PM
196	It should go in St Peters	1/14/2025 7:56 PM
197	Location is important. We are very fortunate to have a Gentlemen Hockey League with 8 teams while living in a rural area. The league is compromised of 3 teams from Isle Madame, 1 team from Louisdale, 2 teams from Port Hawkesbury, 1 team from St.Peters, 1 team from River Bourgeois/l'Ardoise. The new facility should stay in the general area of the current Richmond Arena. Ideally in Lennox Passage which is central and close to the highway.	1/14/2025 7:38 PM
198	It is my hope that this facility will be placed at the centre of the County, where we have places to stay for hockey teams, concert goers or what ever would take place at this facility. This would be St. Peter's where we have motels, Inns, cottages, AirBnb's and many restaurants for anyone coming to the area. It has many extras and provide things to do and see. The St. Peter's Canal which boasts the Canal Landing (1st Nations Centre) where you can have a burger, rent a canoe, Kayak or pedal boat. We have a Library, Visitor Information Centre, a garage, at least 4 restaurants (in winter) 6 or 7 in summer time, many stores, 3 gift shops, a Convenience Store, 2 coffee shops, a Fire Department, a Provincial Camp and Picnic Park and a beautiful full service Marina as well as 2 Museums, 2 pharmacies and a grocery store as well as a wellness centre. We also have 3 or 4 physiotherapists, an osteopath, Massage Therapists and Estheticians. These are most important reasons to place a Multipurpose Facility in the St. Peter's area. These are All the things visitors and children can be a part of.	1/14/2025 7:15 PM
199	Hope that it would be located in central Richmond. River bourgeois or St. Peter's.	1/14/2025 6:51 PM
200	It is my hope that this facility will be placed at the centre of the County, where we have places to stay for hockey teams, concert goers or what ever would take place at this facility. This would be St. Peter's where we have motels, Inns, cottages, AirBnb's and many restaurants for anyone coming to the area. It has many extras and provide things to do and see. The St. Peter's Canal which boasts the Canal Landing (1st Nations Centre) where you can have a burger, rent a canoe, Kayak or pedal boat. We have a Library, Visitor Information Centre, a	1/14/2025 6:49 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

garage, at least 4 restaurants (in winter) 6 or 7 in summer time, many stores, 3 gift shops, a Convenience Store, 2 coffee shops, a Fire Department, a lovely

201	I think it is important to consider children as well. My children like skating at the arena. Having family friendly bathrooms, spaces, and programs is important to me.	1/14/2025 4:51 PM
202	St. Peter's is an ideal location for a recreational facility, offering hotels and accommodations capable of supporting hockey tournaments, concerts, and other large-scale events. Hosting these events would not only generate sufficient revenue to offset the facility's operating costs but also contribute additional economic benefits to the county. Moreover, the village's many restaurants can accommodate the needs of visiting tourists, enhancing the overall experience for attendees. Since the town is centrally located, it also provides an ideal location. Currently, the community lacks adequate space for popular events like Pirate Days, Nicholas Denys Days, and Kitchen Fest, which attract significant participation from across the county. A recreational facility would address this need, providing vital support for these growing events and delivering lasting benefits to the county.	1/14/2025 3:07 PM
203	While a good use of space, I see duplicates of several spaces already existing in our communities, like a multi-use space and gymnasium but lacks a pool- something we don't have and have to travel to Port Hawkesbury to use.	1/14/2025 9:23 AM
204	Taxpayer money could be better spent elsewhere. We already have so many community halls, schools, and other venues that can be used for various events, sports, etc. The location will be useless to the vast majority of the county's population, and with high fuel and electricity prices, it will be cost prohibitive to drive to for all except those who live nearby. This should be going to be plebesite for the taxpayers to decide on!!	1/14/2025 5:55 AM
205	How much will this up our taxes? Can't afford them now, if this will affect our taxes and make them go up then I don't want this in our area.	1/13/2025 3:56 PM
206	Hoping that our tax rates do not go up to help finance the project?	1/13/2025 1:02 PM
207	We need to be mindful of the cost to the tax spare in Richmond County. We do not need a Cadillac. All we need is a Corolla. An ice surface with seating around and a walking track and the associated dressing rooms that comes with the arena and a conference room. We do not need a gymnasium. There's two schools very close to the existing arena. Why do we need another gymnasium again let's get this right let's get it. Make sure that's affordable and there's a facility there for future generations That is affordable to the taxpayers in future.	1/13/2025 12:16 PM
208	Central location is important to serve the entire county. Accessibility & availability of use is also key.	1/13/2025 8:58 AM
209	Ice making capabilities efficiency, building efficient(lighting,heating, design for net zero) and does it incorporate green incentives. Are we using solar? Utilizing green incentives may open the door from other government funding partners.	1/12/2025 12:38 PM
210	What options have been looked at for heating and ventilation..ie renewables and climate friendly operations	1/11/2025 6:42 PM
211	I don't think this is needed since it will increase our taxes at a time when people are barely able to pay for	1/11/2025 11:06 AM
212	I am super excited about this project. We definitely need more space to host events & offer classes like dance, gymnastics etc. I assume the multi space & gym can be sectioned into different rooms to host more then one class at a time?	1/11/2025 9:59 AM
213	Current Facility is costing taxpayers about 200k per year. And we own it outright. It is also underutilized currently. We have many great halls that are under used. Even if we get this project for 0 dollars this will be a large burden to the taxpayers	1/11/2025 4:44 AM
214	I don't think, based on so few respondents to the survey, that we should be going ahead with this project. Our taxes will go up at a time when many people can barely make ends meet as is.	1/10/2025 10:16 PM
215	Nope	1/10/2025 8:57 PM
216	Hopefully becoming a reality	1/10/2025 8:31 PM
217	I think it's a great thing you are doing but would really love to see a pool.	1/10/2025 6:45 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

218	Great concept, but all currently available in Richmond local venues- rink, gymnasiums, space (lots of halls, centers, and venues for rent in the area)... Would be a great opportunity to bring something new to the area.	1/10/2025 6:33 PM
219	I would like to see something like this in St. Peter's.	1/10/2025 5:57 PM
220	Looks like a Remodel of Civic Centre Port Hawksbury.	1/10/2025 5:38 PM
221	No	1/10/2025 5:30 PM
222	Make it affordable to rent for groups. And free where you can.	1/10/2025 5:07 PM
223	Urging the need for a community swimming pool.	1/10/2025 4:43 PM
224	Arena must be kept cold, most modern facilities like this one are very warm decreasing the quality of the ice surface, this will be a great addition to Richmond county	1/10/2025 3:38 PM
225	Why a board room? The county can't allow use of their beautiful board room? How does most of these spaces contribute financially? Who is banging down doors to pay to rent board rooms and offices in Richmond County? And are tax payers footing the bill to maintain office space for companies to benefit from ? Have you solved the primary issue of lack of instructors to fill spaces like multipurpose and gymnasium rooms ? We don't have instructors for the programs we wish we had already. So if these spaces sit vacant a good amount of the time who pays the cost related to keeping it operational ? Tax payers. Why were tax payers not asked if they wanted to spend millions on a feasibility study before it even got this far ? I'd like to speak to 1 person or organization that tried to book a school gym or community hall and was unable to "due to over booking " we have more halls than I can count and multiple schools (5 at least) I'm all for investing in Richmond County but invest with sense ! Where is the part of this study that shows the return on this investment ? What financial gain is there for richmond county ? *insert tourism card here right* great... where is everyone staying ? Especially in the winter for your bigger and better hockey tournaments? Parents can't afford the few over priced air b n b options we have and the clarestone is closed in the winter . The bras dor has like a dozen rooms ? We do not have the population to sustain such a building especially with the county being spread out over such a large geographic area. It's great for phk where their residents are all a stones throw away from the civic centre but that type of location doesn't exist in Richmond. Who is going to want to drive 30 mins + to use a walking track on a regular basis?	1/10/2025 3:07 PM
226	I believe a facility like this will attract people to our community.	1/10/2025 2:28 PM
227	Though there are different monies for different areas, I feel this is a waste of money and taxpayer money..especially since the poverty level, housing crisis and food insecurity is so incredibly high in our communities already, and the fact that there is a civic centre mere minutes away that's barely used to its potential as it is. I think change can be good, but I don't think this is something that's needed based on the state of the communities as they are unfortunately. If it is a go, why isn't there anywhere for things besides sports, and an updated pool, since the one in SAERC is aged and barely open as it's often 'closed for maintenance'.	1/10/2025 2:26 PM
228	Without this facility the economic growth of this county will deplete faster than it already has. If council chooses NOT to move ahead with this plan or one like it we will have nothing for newcomers or our residents. We will be isolated from basic services because skilled trades people, medical professionals and new business opportunities will NOT give us a thought.	1/10/2025 2:21 PM
229	Who much it this going to increase taxes? What's the cost? What will it cost the community if port hawkesbury papers tax contributions folds due to USA tariffs?	1/10/2025 1:25 PM
230	Some questions: Who is paying for the building? How exactly has feasibility and need for this facility been determined? Are there numbers to support the feasibility for the ice surface, offices, meeting spaces, etc.? Have they been compared to use in all of the local halls, current usage of the Richmond Arena, number of requests and in which areas? How will this affect the local community halls? Has there been a risk assessment completed for each? What will the energy costs be for this building and how will they be paid? What will the staffing costs be? Who will staff this building (maintenance, arena staff, performance venue, etc.) number of staff, hours of operation, salaries, etc. Will free or discounted space be offered to community groups and non-profits? What will this process look like? What is the timeline, and how would the Richmond Arena continue to operate throughout the process? Where will it be located? How do you best determine where? Is it based on areas with the most meeting space/recreation requests, or areas where more people are vocal about the need? Is there transparency on where the money is coming from and how it affects tax payers?	1/10/2025 1:23 PM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

231	Why are we not being given impact assessments on tax impacts. It's fine to offer nice things, but residents should know how their taxes will be impacted for construction and continued operational costs.	1/10/2025 1:15 PM
232	Our County has a long history of focusing on the past, or worst, assuming it will always look like it does today. I can't recall a single point in our history where we thought about the future in the development of any community asset, building, or initiative. Our seniors are important, and should be valued and served. BUT, our YOUTH are also important, and they represent a longer timeline of needing our support and efforts. Our County does not regularly serve our youth (at least historically) and needs to if it wants to have a future. When it comes to a facility like this, it has to be more than the new location for our struggling minor hockey teams and beer leagues. It has to be a space that welcomes in new sports and activities (pickle ball, cricket, washer toss, golf simulator, whatever). At minimum, it needs to assume that our future residents have a different interest than we do today, and needs to be able to adapt as that change happens. It needs to go beyond recreation, and lead our community development efforts. When someone considers moving here, this facility CAN and SHOULD be a factor when they make that decision, as well as those who are wondering if they should leave or stay. Additionally, it should put a heavy focus on those other community development activities (host community groups for meetings/workshops, offer classes in non-recreation topics, and much more). Finally, it should also help boost our economy, through event attraction AND embedded business oppostunities. It should also have full time staff located on-site every day. Not just a few people like the current arena, but a staff to keep it maintained. Think like the Town of Port Hawksbury's team with maintenance people, events people, catering people, etc. There should also be full time persons focused seperately on facility management (maintenance, repairs, housekeeping, etc) and event manegement (bookings, scheduling, marketing, etc). This is a great initiative, and it reminds us that our County cares about the future, not just today or yesteray. Yesterday's over... Today's almost gone. But there's always going to be a Tomorrow, and unless we plan and prepare for it, we will repeatedly fail Tomorrow.	1/10/2025 12:32 PM
233	I have several things to say. First of all to suggest 75% of the county wants this based on your survey is ridiculous since only 409 people filled out that survey ! And i don't know if you read different comments then I did from those surveys but more than the majority explained in their comments they didn't think the facility was necessary but the questions were set up to offer an option to choose that but to only choose from what they would use if it was available. I can't comprehend the size , need and use of that giant lobby area. What revenue is that space generating to justify the tax dollars residents will be pouring into that building ? I don't see much space utilized for revenue generating things. There has been zero local need for board rooms and offices. And frankly there's a beautiful board room at the county office that could be offered for community use that sits vacant most of the time outside of council meetings. If there was even a need for that , which there isn't. And when you rent your office spaces ? Does the rent cover EVERYTHING for that square footage ? Power , utilized , maintenance and repair... or will those things be partially funded by our tax dollars as well ? How could we possibly need a gymnasium with 4 schools in our county with the exact same space to offer. Taking all these programs from our schools and community halls with reduce the funding they get towards maintaining their spaces we have used and cherished for years. I'm frankly frustrated by the amount of time and money wasted entertaining this project at tax papers expense when all we needed was to have the arena renovated and with all this lost time that could have already been done by now. 90% or more of the population of richmond county is barely getting by. We are not wealthy . We are struggling in this economy and the thought of you raising my taxes more and more and more for a money pit like this.... where I could see myself not be able to afford a tax payment on a home that's been in our family a hundred years and I would lose that home because you made it impossible to afford to live here. I already struggle to understand why we pay water and sewer bills all year long when maintenance comes up we have to pay that as an extra add on to our bills. I thought my regular payments paid for those services already to be regularly maintained and available to me. So if you don't have the money to maintenance the infrastructure we already have, maybe you shouldn't be looking at building more we can't afford to maintain.	1/10/2025 12:05 PM
234	Multi use performance is it really required with all the non profit halls existing in pretty much every community. Could this space be utilized for something different which communities don't have existing and/or Port Hawkesbury don't have. Movie Theatre?	1/10/2025 11:06 AM
235	This is a wonderful initiative to make available for everyone in our community . I'm hoping the rooms will be able to house some great programs for our community .	1/10/2025 10:44 AM
236	There is no doubt the community is in need of a new ice surface in a central location. I'm sure	1/10/2025 10:43 AM

## Richmond County Multi-Use Facility Feasibility Study - Open House Survey

the next step will examine the affordability of such a building. Hopefully, new developments in Point Tupper will bring with it more opportunities and a greater tax base. We are at a time when most residents are feeling the strain under the cost of living.

237	Need more spaces for kids, indoor soccer turf	1/10/2025 10:35 AM
238	Though understandable that not all community recommendations and wants are within reason to put into the project, I feel like many of the main answers from the first public survey are not represented in the plans, which makes this building seem more like a replacement to the current arena more than a expansion of facilities for residents, and many will feel that given the current infrastructure available in the area, this proposal doesn't really add anything new to Richmond. If the project is going to be put forward, it may as well go big and cover as many new possibilities as possible. Going bigger and adding more facilities and public requests will probably get more support than just going for a more modern ice arena with a gymnasium attached, as this design seems to be suggesting.	1/10/2025 9:25 AM
239	hockey boards should be transparent, similar to the CBU Canada Games Centre!	1/8/2025 11:55 AM



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**BRIEFING NOTE**  
**Municipality of the County of Richmond**  
**Planning Variance Notification Procedure**  
February 6, 2025

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**Purpose**

The purpose of this briefing note is to update Council on the recent amendments to the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County, which extend the variance appeal period from 14 to 21 days.

**Background**

The amendments to the above-noted Land Use By-Laws were approved by Council on November 24, 2024. Municipal Affairs contacted our office to inform us that the amendments conflict with Section 236 of the Municipal Government Act (MGA) and advised seeking legal counsel, as this change may lead to challenges before the Utilities and Review Board. Legal has confirmed that the amendments do, in fact, conflict with Section 236 of the MGA.

**Recommendations**

It is recommended that the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County be amended to reduce the variance appeal period from 21 days to 14 days.

**Action Required**

Amendments to the above-noted Land Use By-Laws require a First Reading, followed by a Public Hearing, and then Second Reading approval.

**Suggested motion:**

That the Committee of the Whole recommend to Council to direct EDPC staff to prepare the amending pages for the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County, decreasing the variance appeal period from 21 days to 14 days.

## Shelley David

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**From:** Shelley David  
**Sent:** February 6, 2025 4:12 PM  
**To:** Shelley David  
**Subject:** FW: Planning Variance appeal timelines

**From:** MacDonald, Ross <[Ross.MacDonald@novascotia.ca](mailto:Ross.MacDonald@novascotia.ca)>  
**Sent:** December 11, 2024 10:09 AM  
**To:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** Planning Variance appeal timelines

Hello Troy;

Just by way of follow up from our call yesterday, we received the certified amendment to increase the variance appeal period in the Richmond plans from 14 to 21 days. We suggest that the municipality receive legal advice on this matter as this change may open up the possibility of challenges before the Utilities and Review Board.

The MGA section 236 states

*(1) Within seven days after granting a variance, the development officer shall give notice in writing of the variance granted to every assessed owner whose property is within the greater of thirty metres and the distance set by the land-use by-law or by policy of the applicant's property.*  
*(3) Where a variance is granted, a property owner served a notice may appeal the decision to the council within **fourteen** days after receiving the notice."*

Let me know if you have any questions.

Much appreciated.

Ross



**Ross MacDonald**  
Municipal Advisor

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**A BYLAW TO AMEND THE WEST RICHMOND LAND USE BY-LAW  
FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND**

The West Richmond Land Use By-law is hereby amended by:

in Part 2: “Administration” of the Land Use By-law adding to the following subsection immediately after Subsection 2.12 the subsequent and renumbering the part accordingly:

Variances

13. Notwithstanding anything in this By-law, the Development Officer may vary:
  - a) the percentage of land that may be built upon;
  - b) the size or other requirements relating to setbacks;
  - c) lot frontage;
  - d) lot area;
  - e) the location and number of parking spaces and loading spaces required;
  - f) the ground area of a structure;
  - g) the height of a structure;
  - h) the floor area occupied by a home-based business; and/or
  - i) the height and area of a sign.
14. In accordance with the Municipal.Government.Act, a variance shall not be granted if:
  - a) the variance violates the intent of the Land Use By-law;
  - b) the difficulty experienced is general to properties in the area; or
  - c) the difficulty experienced results from an intentional disregard for the requirements of this Land Use By-law.
15. Where the Development Officer has granted or refused a variance in the requirements of this Bylaw, notification of the variance shall be served upon all assessed property owners as follows:
  - a) entitled in the manner prescribed by the Variance Sections of the Municipal.Government.Act;
  - b) such notice shall be served ordinary mail;
  - c) **where a variance is granted, a property owner served a notice may appeal the decision to the Council within twenty-one days after receiving the notice;** and
  - d) where a variance is refused, the applicant may appeal the refusal to council within seven days after receiving notice of the refusal (by email where available), by giving written notice to the clerk who shall notify the development officer.

This is to certify that the resolution of which this is a true copy, was duly passed at a duly called meeting of the Council for the Municipality of the County of Richmond held on the \_\_\_\_ day of \_\_\_\_\_ 2024

Given under the hand of the Chief Administrative Officer and under the corporate seal of the said Municipality this \_\_\_\_ day of \_\_\_\_\_ 2024

Troy MacCulloch, CAO

**A BYLAW TO AMEND THE CENTRAL RICHMOND LAND USE BY-LAW  
FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND**

The Central Richmond Land Use By-law is hereby amended by adding to the following Part immediately after Part 4 “Interpretation” and renumbering the part accordingly:

**PART. 1- .VARIANCES**

1. Notwithstanding anything in this By-law, the Development Officer may vary:
  - a) the percentage of land that may be built upon;
  - b) the size or other requirements relating to setbacks;
  - c) lot frontage;
  - d) lot area;
  - e) the location and number of parking spaces and loading spaces required;
  - f) the ground area of a structure;
  - g) the height of a structure;
  - h) the floor area occupied by a home-based business; and/or
  - i) the height and area of a sign.
2. In accordance with the Municipal.Government.Act, a variance shall not be granted if:
  - a) the variance violates the intent of the Land Use By-law;
  - b) the difficulty experienced is general to properties in the area; or
  - c) the difficulty experienced results from an intentional disregard for the requirements of this Land Use By-law.
3. Where the Development Officer has granted or refused a variance in the requirements of this Bylaw, notification of the variance shall be served upon all assessed property owners as follows:
  - a) entitled in the manner prescribed by the Variance Sections of the Municipal.Government Act;
  - b) such notice shall be served ordinary mail;
  - c) **where a variance is granted, a property owner served a notice may appeal the decision to the Council within twenty-one days after receiving the notice;** and
  - d) where a variance is refused, the applicant may appeal the refusal to council within seven days after receiving notice of the refusal (by email where available), by giving written notice to the clerk who shall notify the development officer.

This is to certify that the resolution of which this is a true copy, was duly passed at a duly called meeting of the Council for the Municipality of the County of Richmond held on the \_\_\_\_ day of \_\_\_\_\_ 2024

Given under the hand of the Chief Administrative Officer and under the corporate seal of the said Municipality this \_\_\_\_ day of \_\_\_\_\_ 2024

Troy MacCulloch, CAO

**A BYLAW TO AMEND THE ST. PETER'S LAND USE BY-LAW  
FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND**

The St.Peter's Land Use By-law is hereby amended by:

In Part 2: "Administration" of the Land Use By-law is hereby amended by adding to the following section immediately after Subsection 2.10 and renumbering the part accordingly:

Variances

11. Notwithstanding anything in this By-law, the Development Officer may vary:
  - a) the percentage of land that may be built upon;
  - b) the size or other requirements relating to setbacks;
  - c) lot frontage;
  - d) lot area;
  - e) the location and number of parking spaces and loading spaces required;
  - f) the ground area of a structure;
  - g) the height of a structure;
  - h) the floor area occupied by a home-based business; and/or
  - ri the height and area of a sign.
  
12. In accordance with the Municipal.Government.Act, a variance shall not be granted if:
  - a) the variance violates the intent of the Land Use By-law;
  - b) the difficulty experienced is general to properties in the area; or
  - c) the difficulty experienced results from an intentional disregard for the requirements of this Land Use By-law.
  
13. Where the Development Officer has granted or refused a variance in the requirements of this Bylaw, notification of the variance shall be served upon all assessed property owners as follows:
  - a) entitled in the manner prescribed by the Variance Sections of the Municipal.Government.Act;
  - b) such notice shall be served ordinary mail;
  - c) **where a variance is granted, a property owner served a notice may appeal the decision to the Council within twenty-one days after receiving the notice;** and
  - d) where a variance is refused, the applicant may appeal the refusal to council within seven days after receiving notice of the refusal (by email where available), by giving written notice to the clerk who shall notify the development officer.

This is to certify that the resolution of which this is a true copy, was duly passed at a duly called meeting of the Council for the Municipality of the County of Richmond held on the \_\_\_\_ day of \_\_\_\_\_ 2024

Given under the hand of the Chief Administrative Officer and under the corporate seal of the said Municipality this \_\_\_\_ day of \_\_\_\_\_ 2024

Troy MacCulloch, CAO

**A BYLAW TO AMEND THE ISLE MADAME LAND USE BY-LAW  
FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND**

The Isle Madame Land Use By-law is hereby amended by:

In Part 2: “Administration” of the Land Use By-law is hereby amended by adding to the following section immediately after Subsection 2.10 and renumbering the part accordingly:

Variances

11. Notwithstanding anything in this By-law, the Development Officer may vary:
  - a) the percentage of land that may be built upon;
  - b) the size or other requirements relating to setbacks;
  - c) lot frontage;
  - d) lot area;
  - e) the location and number of parking spaces and loading spaces required;
  - f) the ground area of a structure;
  - g) the height of a structure;
  - h) the floor area occupied by a home-based business; and/or
  - i) the height and area of a sign.
  
12. In accordance with the Municipal Government Act, a variance shall not be granted if:
  - a) the variance violates the intent of the Land Use By-law;
  - b) the difficulty experienced is general to properties in the area; or
  - c) the difficulty experienced results from an intentional disregard for the requirements of this Land Use By-law.
  
13. Where the Development Officer has granted or refused a variance in the requirements of this Bylaw, notification of the variance shall be served upon all assessed property owners as follows:
  - a) entitled in the manner prescribed by the Variance Sections of the Municipal Government Act;
  - b) such notice shall be served ordinary mail;
  - c) **where a variance is granted, a property owner served a notice may appeal the decision to the Council within twenty-one days after receiving the notice;** and
  - d) where a variance is refused, the applicant may appeal the refusal to council within seven days after receiving notice of the refusal (by email where available), by giving written notice to the clerk who shall notify the development officer.

This is to certify that the resolution of which this is a true copy, was duly passed at a duly called meeting of the Council for the Municipality of the County of Richmond held on the \_\_\_\_ day of \_\_\_\_\_ 2024

Given under the hand of the Chief Administrative Officer and under the corporate seal of the said Municipality this \_\_\_\_ day of \_\_\_\_\_ 2024

Troy MacCulloch, CAO

**A BYLAW TO AMEND THE MUNICIPALITY OF THE COUNTY OF RICHMOND LAND USE BY-LAW  
FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND**

The Municipality of the County of Richmond Land Use By-law for the Municipality of the County of Richmond is hereby amended by:

In Section 4.9: "Variances" of the Land Use By-law, adding to the following Subsection immediately after Subsection 4.9.2:

4.9.3 Where the Development Officer has granted or refused a variance in the requirements of this Bylaw, notification of the variance shall be served upon all assessed property owners as follows:

- a) entitled in the manner prescribed by the Variance Sections of the Municipal Government Act;
- b) such notice shall be served ordinary mail;
- c) where a variance is granted, a property owner served a notice may appeal the decision to the Council within twenty-one days after receiving the notice; and
- d) where a variance is refused, the applicant may appeal the refusal to council within seven days after receiving notice of the refusal (by email where available), by giving written notice to the clerk who shall notify the development officer.

This is to certify that the resolution of which this is a true copy, was duly passed at a duly called meeting of the Council for the Municipality of the County of Richmond held on the \_\_\_\_ day of \_\_\_\_\_ 2024

Given under the hand of the Chief Administrative Officer and under the corporate seal of the said Municipality this \_\_\_\_ day of \_\_\_\_\_ 2024

Troy MacCulloch, CAO



## Warden's Report: January 2025

Event	Organization/Issue	Date(s)
Installation of Officers Event: RC Legion Branch 150	Meeting and meal	Jan. 3, 2025
Attended (virtually) PHP announcement	Funding Announcement	Jan. 6, 2025
Interview re: Deer – 101.5 Hawk	Media	Jan. 7, 2025
Housing Meeting: Legal and EDPC Staff	Meeting – Housing	Jan. 8, 2025
Rich. Co. Collaborative Network meeting	Meeting	Jan. 8, 2025
Interview with CBC Radio re: Deer	Media	Jan. 9, 2025
EDPC Board Meeting	Meeting	Jan. 9, 2025
Meeting of Recreation Advisory Committee	Meeting	Jan. 9, 2025
DMA Training (virtual) – Rules of Order	Virtual lunch and learn	Jan. 13, 2025
Meeting with Gina MacDonald – CB South Recruiting	Meeting- Introduction	Jan. 14, 2025
Strait of Canso Offshore Wind Task Force (virtual) Mtg	Meeting	Jan. 14, 2025
CEPI Meeting (virtual)	Meeting	Jan. 15, 2025
Everwind Community Liaison Committee (virtual)	Meeting	Jan. 15, 2025
Multiuse Facility Engagement – Scratch Eats	Community Consultation	Jan. 16, 2025
CBREN Liaison Oversight Committee Meeting	Meeting	Jan. 16, 2025
IDEA Committee meeting (ex officio)	Meeting	Jan. 16, 2025
Multiuse Facility Engagement – Louisdale Arena	Community Consultation	Jan. 16, 2025
Multiuse Facility Engagement – Farmer's Pantry	Community Consultation	Jan. 17, 2025
Open House Trail St. Peter's	Open House	Jan. 18, 2025
Housing Symposium (Affordable Housing Coalition)	Conference	Jan. 20, 2025
Housing Conversation: Developer	Meeting – Housing	Jan. 21, 2025
Adult Drop in Visit: St. Peter's	Meet the Warden	Jan. 22, 2025
Regional Solid Waste Committee Meeting (virtual)	Meeting	Jan. 24, 2025
New Investor Meeting with Town of Port Hawkesbury	Meeting	Jan. 24, 2025
Meeting with CAO re: annual performance appraisal	Meeting	Jan. 30, 2025

*Note: For review; list does include council/committee meetings where all councillors were present, or matters related to District 2 residents' concerns*

**MEMO TO:** Richmond County Council

**MEMO FROM:** Councillor Amanda Mombourquette, District 4

**DATE:** February 6, 2025

**RE:** Atlantic Hydrogen Alliance Membership

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### **Background on the Atlantic Hydrogen Alliance**

The Atlantic Hydrogen Alliance (AHA) supports the development of an economically-viable clean hydrogen value chain that will enable the transition to a prosperous low-carbon economy in Atlantic Canada. Work of the AHA will focus on four key deliverables that will be supported by dedicated Working Groups. The deliverables are to:

- Complete an Atlantic Hydrogen Roadmap that describes the optimal low-carbon hydrogen production methods, distribution systems, and end-uses for the development and deployment of hydrogen in Atlantic Canada. The Roadmap will lead to a thorough understanding of hydrogen supply and demand in Atlantic Canada and international hydrogen demand opportunities that could be supplied by Atlantic Canada.
- Identify and develop the key enabling conditions for hydrogen development in Atlantic Canada, including policies, regulations, codes, and standards. This work will be developed through collaboration with regional and national stakeholders and hydrogen experts.
- Facilitate the creation of one or more hydrogen 'hubs' in Atlantic Canada to develop and deploy local hydrogen projects across the full hydrogen value chain by identifying and establishing a pipeline of potential pilot, demonstration, and commercialization hydrogen projects, including project scope, funding requirements, timeline, project developers, and partners. Hydrogen hubs create a framework for the strategic coordination of public and private investments that enable a scale of hydrogen production, storage, transportation, and demand capable of achieving long-term economic viability.
- Develop and execute a communications, engagement, and advocacy plan that will support the other three deliverables. The plan will promote the development of hydrogen in Atlantic Canada through regular communication with stakeholders and the public, advocacy, and engagement with government and other key stakeholders to raise awareness of the economic and environmental potential for hydrogen in the region.

The Board of Directors of the AHA includes representatives from local industries including:

- President: Matthew Tinari (Everwind Fuels)
- Director: Paul MacLean (Bear Head Energy)

Additional members of the Board include Michelle Robichaud (Atlantica Centre for Energy), Jennifer Cleversey-Moffitt (Port of Belledune), John Hawkins (Eastward Energy), Sean Leet (World Energy GH2), Cindy Matthews (Irving Oil), Alisdair McLean (Net Zero Atlantic), Ivette Vera-Perez (the Canadian Hydrogen Association), and Gilles Volpé (Liberty Utilities New Brunswick).

## Membership Proposal

Richmond County is the home of both EverWind Fuels and Bear Head Energy who intend to develop hydrogen production facilities in our Point Tupper Heavy Industrial Park. These projects are export focused, however both have pledged support for Richmond County's recent Clean Fuels Fund application to develop a strategy and methodology for the application of clean fuels domestically, in the local Strait of Canso economy.

Richmond County has a vested interest in supporting the development of a hydrogen economy in the region. A domestic use strategy layered over the existing export one will help us achieve positive outcomes for our County, including:

### Environmental

- Lower emissions and GHG.
- Lower fossil fuel resource depletion.

### Economic

- Increased demand for offtake leading to more viable business cases – allowing for scalability and cost savings for hydrogen developers.
- Potential hydrogen-use pilot projects in the Strait will further innovation and industry growth.
- Infrastructure developments that could benefit several businesses and stakeholders in the Strait of Canso and beyond.
- Improved energy security for people and businesses in the Strait Area.

### Social

- Local job creation.
- Local stakeholders are empowered to partake in the energy transition.
- Educational opportunities in applied STEM subjects at all levels of education.
- Local populations experiencing first-hand the benefits of the product being produced in their vicinity.
- Reduce urban-rural inequalities around access to jobs and high-quality training by continuing to build a Hydrogen Hub in the Strait of Canso.
- Increased social acceptance for clean fuels and renewable energy generation.

The AHA is interested in developing key enabling conditions for hydrogen development and would be an extremely valuable partner in maximizing local benefits. They have a membership structure (see Appendix A) that enables governments to participate as Catalyst Members at no charge.

**I recommend that Municipal Council authorize staff to make application for the Municipality of the County of Richmond to become a Catalyst Member of the Atlantic Hydrogen Alliance.**

# Appendix A

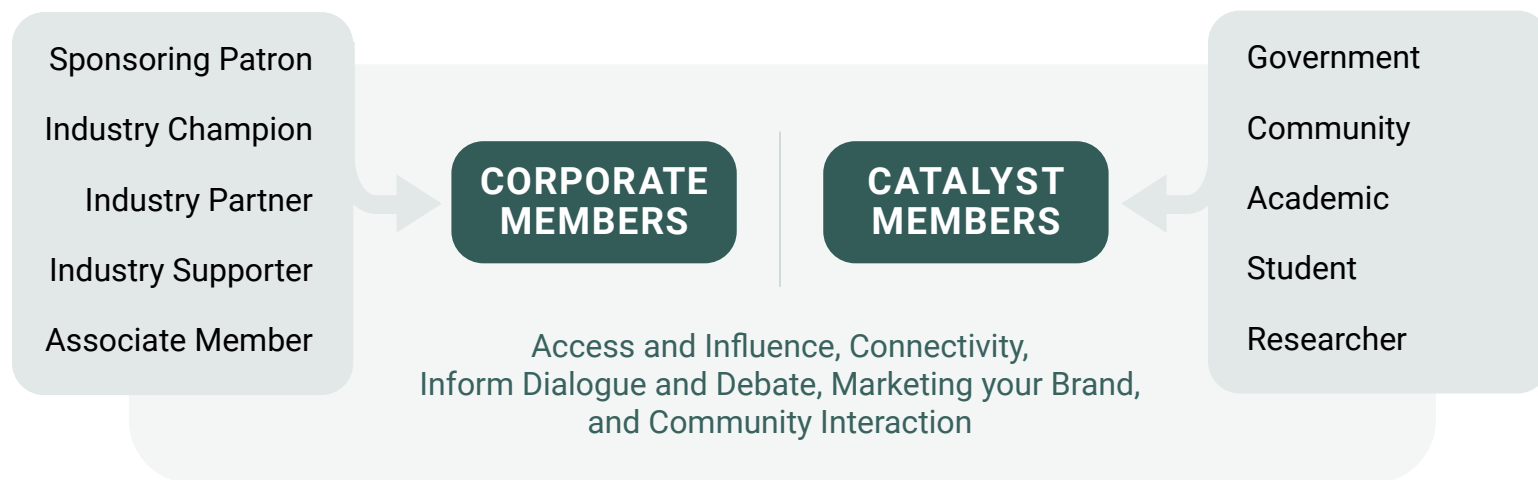


## Signature Membership Opportunities

# Atlantic Hydrogen Alliance Signature Member Program

Designed with the unique needs of each member in mind

At the **Atlantic Hydrogen Alliance**, our mission is to support the development of an economically-viable clean hydrogen value chain that will support the transition to a prosperous low-carbon economy in Atlantic Canada. Our **Signature Member Program** is designed to deliver value – community access, influence and brand awareness – at each membership level for our Corporate and Catalyst Members.



From a powerful voice that is respected by Atlantic Canadian energy and environmental policy decision makers, to collective advocacy to promote the role that hydrogen can play in Atlantic Canada's future low-carbon energy system, we offer members the opportunity to contribute to our region's growing hydrogen sector. Join us in making important connections to leaders and other stakeholders in Atlantic Canada's hydrogen industry. No matter where you begin your journey with us, our comprehensive member opportunities provide ample opportunity for your organization to benefit and grow with us.

## Sponsoring Patron | \$15,000

- ✓ Premium 12-month brand placement on AHA website.
- ✓ Company logo featured as a sponsor of Annual Report on inside cover.
- ✓ Recognition of your organization as a hydrogen leader to government, energy stakeholders, and the public.
- ✓ Opportunities to share resources and information to advance the work of the AHA through board and staff committees.
- ✓ Opportunities to jointly advocate and promote the AHA throughout annual outreach and community engagement.
- ✓ Speaking opportunity at AGM or other AHA events (introduction or closing).

## Industry Champion | \$10,000

- ✓ High-profile 12-month brand placement on AHA website.
- ✓ Company logo and advertisement featured as a sponsor in Annual Report.
- ✓ Recognition of your organization as a hydrogen leader to government, energy stakeholders, and the public.
- ✓ Opportunities to jointly advocate and promote AHA throughout annual outreach and community engagement. Opportunities to share resources and information to advance the work of the AHA through board and staff committees.
- ✓ Speaking opportunity at AGM or other AHA events (introduction or closing).

## Industry Partner | \$7,500

- ✓ 12-month brand placement on AHA website.
- ✓ Company logo and advertisement featured as a sponsor in Annual Report.
- ✓ Identification of your organization as a hydrogen leader to government, energy stakeholders, and the public.
- ✓ Opportunities to share resources and information to advance the work of the AHA through staff committees and special working groups.
- ✓ Opportunity to host and co-promote one AHA webinar.

## Industry Supporter | \$5,000

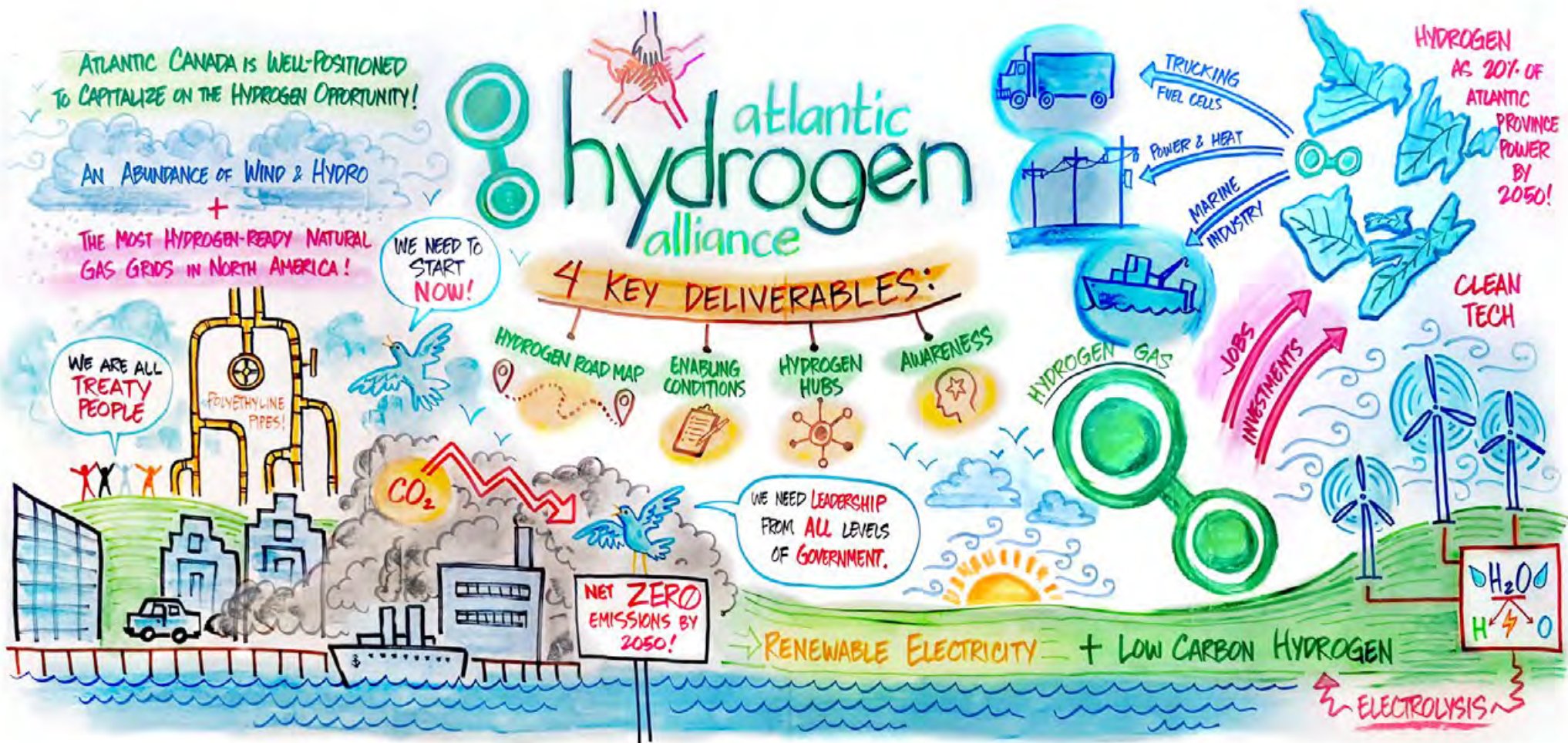
- ✓ 12-month brand placement on AHA website.
- ✓ Company logo and advertisement featured as a sponsor in Annual Report.
- ✓ Identification of your organization as a hydrogen leader to government, energy stakeholders, and the public.
- ✓ Opportunities to jointly advocate and promote AHA throughout annual outreach and community engagement.

## Associate Member | \$2,500

- ✓ 12-month brand placement on AHA website.
- ✓ Company name featured as a sponsor in Annual Report.
- ✓ Identification of your organization as a hydrogen leader to government, energy stakeholders, and the public.
- ✓ Opportunities to jointly advocate and promote AHA throughout annual outreach and community engagement.

## Catalyst Member | In-Kind Membership

- ✓ Catalyst Members are individuals and organizations that are interested in and support the development of the hydrogen sector in Atlantic Canada.
- ✓ Catalyst Members may include hydrogen experts, participants in the energy industry, and environmental or energy-related not-for-profit organizations that are willing to occasionally contribute resources to support the work of the AHA.
- ✓ Catalyst Members agree to support the work of the AHA by reviewing work, project proposals, and reports by providing input and feedback, and at their discretion, participate on or support one or more staff committees and special working groups.



# THANK YOU FOR YOUR SUPPORT

[www.atlantichydrogen.ca](http://www.atlantichydrogen.ca)

902.209.7609

[SteveRankin@AtlanticHydrogen.ca](mailto:SteveRankin@AtlanticHydrogen.ca)



**MEMO TO:** Richmond County Council

**MEMO FROM:** Deputy Warden Brent Sampson

**DATE:** February 6, 2025

**RE:** Property assessment caps and homes destroyed by fire or other disaster

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First, I want to commend the province on their recent decision to maintain the property assessment cap on those affected by the wildfires in both Tantallon and Shelburne in 2023. Second, I'd like to have council consider asking if that same idea could be extended to add those Nova Scotians who lose their homes to disaster.

The initiative that was brought forward will allow residents to rebuild their homes after disaster without incurring sudden large increases in their property taxes. I feel this is only fair because those building new homes are doing it out of necessity and should not be financially punished for it. Over the last few years we've seen several tragic events within our own county from fires and storms that caused the loss of homes. I'd like to see this extend to anyone needing to rebuild after loss due to fire or other disaster.

I have attached a link to better illustrate the program that was announced recently.

<https://waterfrontmediahfx.the902hxir.ca/83211-2>

**I move that we ask the Warden to draft a letter to the provincial Department of Municipal Affairs asking for this change and as well include our local NSFM representatives Amanda Mombourquette and John Dunbar to be made aware and advocate on our behalf.**



# Memo

**To:** Municipal Council  
**From:** Troy MacCulloch, CAO  
**Date:** February 11, 2025  
**Re:** Administration Operations Report, January – February 2025

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## Administration

- Bylaw and Policy work continues
  - Current: Grants Policy, Dog Control By-Law, Travel and Expense Policy, Hospitality Policy, Presentations and Delegations Appearing before Committee of the Whole (COW) or Municipal Council
  - Upcoming: Dry Fire Hydrant Policy, Fire Protection Services Committee Terms of Reference
  - Completed: Inclusive, Diverse, Equitable, Accessible (IDEA) Committee Terms of Reference
- Green Hydrogen meetings: Sector Dev – monthly, Everwind and Bearhead bi-weekly, Net Zero Quarterly, Clean Foundation and numerous Provincial Department meetings as required.
- Landrie Lake and Little River Project – weekly
- Working with our new Economic Development Officer on establishing priorities and goals – Land inventory ledger and Map [along with the Eastern District Planning Commission (EDPC)] – this work is in progress now. Hope to see something in draft by end of February
  - Continue our site visits to various businesses/employers in the region
  - Working on a webpage for Point Tupper or re-development of revised page that currently sits on the Strait of Canso webpage – held and updated by CB Part.
- Working with our Energy Sector Manager on our two projects
- Working with Clerk/Comms officer, EMO, and IT to prepare for the release of our Voyent Alert Messaging app and the Vulnerable Persons Voluntary Registry – both slated for release in Winter 2025.
- Work with EDPC /Destination Cape Breton and the Province of Nova Scotia regarding Short Term Rentals/Marketing Levy
- Work with EDPC and Public Safety NS regarding proposed new Cell Tower installs and replacement
- Working with NSCC to schedule the work for the Deer Count – conversations are ongoing and we are now on their project list for their students this Spring.
- HR related activities and Collective Bargaining prep for new CBA slated for Spring of 2025.

- Continue working with local developers to see how our municipality can further assist housing development in our area. First meeting was Jan 08. These meetings are still ongoing.

## **Energy Sector Development**

- **Strait of Canso Sustainable Infrastructure Strategy**

- The report was presented to MOCR and ToPH Councils on 14<sup>th</sup> and 21<sup>st</sup> January respectively.
- Minor adjustments were made to the report following the presentations, and a final version was released on 24<sup>th</sup> of January.
- The report will be published on TheStraitofCanso.Ca in the week of Monday 3<sup>rd</sup> of February. Currently finalizing a press release to go with the publication.
- Started the work of drawing out information regarding infrastructure assets that can play a role in the green energy industries for a digital marketing initiative.
- The Project Steering Committee will be having a project wrap-up meeting in the week of the 10<sup>th</sup> of February to evaluate the process, end-product and discuss which recommendations should be prioritized and how to proceed.

- **Offshore Wind Centre of Excellence**

- The consultants, AECOM, are still developing a 2<sup>nd</sup> draft of the report following the Project Steering Committee's review of the 1<sup>st</sup> draft on 28<sup>th</sup> of November 2024.
- It is expected that the 2<sup>nd</sup> draft will be ready on 14<sup>th</sup> of February and reviewed by the Committee during February.
- Weekly update calls with the Project Manager from AECOM.

- **Other**

- Nova Scotia Clean Fuels Fund Application – Have been in touch with the Department of Energy, who now manages the Fund. The Team is still reviewing applications, whilst juggling other priorities, so they are not in a position to provide a date for when we will hear the outcome of our application.
- Working with a couple of interested businesses in the green energy sector that are considering starting operations in the area. Currently at 'Request for Information (Rfi) stage' and helping to answer queries on available land, relevant connections, infrastructure, etc.
- Attended webinar on Germany's Hydrogen Import Strategy on 17<sup>th</sup> of January.
- Attended (virtually) Nova Scotia Electricity Sector Community of Practice workshop on 17<sup>th</sup> of January.
- Attending EverWind Fuels' Open House regarding Strait of Canso crossing in Port Hawkesbury on 6<sup>th</sup> of February.

## **Information Technology (IT)**

- Maintenance of the tenant is ongoing as well as the supporting documentation for all IT.
- The Municipal Office is now operating under a completely new network setup. With the new firewall/UTM, the network will now begin to be segregated and isolated into virtual networks according to special criteria. In short, segregating the network increases security across all the different departments, devices, etc. This is a time-consuming process as it essentially requires every device IP address to be changed, drives re-mapped, etc.
- All the Municipal Office core equipment has been upgraded with the Network Attached Storage (NAS) as the only major exception. The options and costs for upgrading the NAS will be presented in this year's budget.
- Our first invoice for online backup was \$84.30 for the month of January 2025. This includes all emails, OneDrive storage, and Tenant configuration info since our migration from Notes, roughly 12 months. The cost is charged relative to the amount of online storage that is used, so as our data accumulates, so does our bill. Over the next few months this will be monitored to establish baseline usage.
- The Municipality is severely lacking in policies regarding IT. I have started to identify the areas where policies are needed and began creating them where possible. However, there are many policies that will require a game plan regarding the directions the Municipality wants to go. Data Storage is one of these areas. In short, I will begin moving forward addressing these issues.
- \*UPDATE: IT and PW should have this completed in the next couple of weeks allowing the charger to be used with costs charged to the user. \* The electric vehicle charger needs to be hardwired into the municipal building network, I will be working with Public Works to install the conduit etc.
- \*UPDATE: This was delayed due to a software licensing issue. We had to get a refund from the vendor due to an issue with their distributor we made the purchase through. We will re-license the software and continue. \* Data from the old Notes server is being converted and made available for employees to view emails from before our migration to Microsoft.
- Training documentation is in progress, the first focus is on council packages.
- The Vulnerable Persons Registry website/database is going to be under construction as soon as some of the above items are completed.

## **Emergency Management and Fires Services**

- VVPR – Voluntary Vulnerable Persons registry is in the final stages of approval for rollout – Policy, registration form, information sheet - Ongoing  
Voyent Alert has been purchased and work continues – templates, procedure for use, policy, and information sheet – Ongoing

- Committees
  - Fire Protection Services Committee quarterly meeting met on November 27<sup>th</sup>, next meeting is February 19<sup>th</sup>, 2025
  - FPSC Meeting packages – sent out February 4, 2025 - Completed
  - Municipal Emergency Management Advisory Committee (MEMAC) / Municipal Emergency Management Planning Committee (MEMPC) – Ongoing – MEMAC meeting Feb 10<sup>th</sup>.
  - Municipal Emergency Management Plan (MEMP) revision – Ongoing
  - SRH Emergency Preparedness Committee – meeting April 7<sup>th</sup>.
- TMR Radios (EMO/VFD)
  - Encrypted TMR radios are online as of November 22<sup>nd</sup> – Completed
  - Working with NSEMO on return – meeting on the 9<sup>th</sup> with EMO partners – Completed
  - Waiting on final decision on collection by PSFC - Ongoing
- Updating Comfort Centre Lists and Generator maintenance – Ongoing
- Region 1 EMC Meeting March 20<sup>th</sup>
- Seniors Take Acton Coalition (STAC) – General Meeting December 2<sup>nd</sup>, February 3<sup>rd</sup>, - next meeting April 7<sup>th</sup>
- Attended the St. Peter's VFD training night on December 12<sup>th</sup>, Training on their new dry hydrant in River Bourgeois - Completed
- Conducted emergency generator testing and AED checks for the AED's registered with EHS – December 18<sup>th</sup> and 24<sup>th</sup> – Completed, January 22<sup>nd</sup> - Completed
- Comfort Centre program file updates (contacts and requirements) – ongoing
- Working on mapping for emergency responses like wildfires and evacuations – ongoing
- ICS Training for staff and Council – ongoing
- Fire Department Registration info request due February 28<sup>th</sup>, sent out February 4<sup>th</sup> – Completed
- NSEMO ICS 305 Course – Feb 24 – 28
- Fire Service Coordinators meeting – February 11<sup>th</sup>
- Richmond Reflections submissions
- Emergency Preparedness Education Documents (Presentation, Pamphlets, etc.)

### **Department of Community Development and Recreation**

- Multi Use Feasibility Study Final Engagement Plan completed, final plan will be presented to Council on February 11, 2025.
- Recreation Spring program planning is underway, submissions for content due February 14<sup>th</sup>
- The Recreation Advisory Committee currently has two citizen appointee vacancies
- The January 2025 Volunteer of the Month is Charlie Martell, District 5
- An RFQ has been prepared for the printing and delivery of the quarterly Richmond Reflections Municipal Newsletter. Details on the tender are available on the provincial procurement website and municipal website.
- The department has secured \$10,000 in funding through the department of Communities, Culture, Tourism and Heritage to provide micro grants. Deadline for application submission is February 20<sup>th</sup>; deadline for project completion March 20, 2025

- Rick Hansen Facility Access Upgrades efforts continue to achieve certification by March 2025 for three Municipal Buildings (Transfer Station Scale House, Petit de Grat Library, Admin Building)
- Accessibility Plan: A working committee has been created, in partnership with the Village of St. Peters, to update the MOCR/VSP Accessibility (IDEA) Plan. Upgrades will include incorporating a Diversity, Equity and Inclusion component to meet provincial requirements.
  - Community Development/Special Projects Officer is working with the Village of St. Peter's and AMANS to meet the requirements of the updated plan for Spring 2025.
  - The IDEA Committee currently has three citizen appointee vacancies.
- The Community Development and Special projects Officer (CDSP) continues to support MOCR organizations navigate municipal, provincial and federal funding opportunities, in addition to:
  - Facilitating the quarterly Richmond County Collaborative Network
  - Collaborating with various organizations to support targeted groups in accessing resources and supports such as Older Adults, Not for Profits, Trails Associations, etc
  - On-going community networking with community organizations
  - Circulating a quarterly grant guide for community to have as a resource
  - Meeting with various partnering organizations to discuss potential projects for the county
  - Participating in the GMIST ACTivate program to create a Community Development Plan with various community representatives in Richmond County. The working group meets regularly to complete the objectives of the program.
  - In partnership with the GMIST ACTivate cohort, facilitate and organize Activate Richmond events. The first of several, sessions is scheduled to take place Monday, February 24<sup>th</sup> from 9:00 am – 11:00 am at the Louisdale Parish Hall. This session will target the food industry.

### **Department of Finance**

- Staff have been working on completing our reporting for DMAH (Capital Investment Plan (CIP)/Pre-construction Report).
- The 2025 Assessment Roll has been imported and balanced.
- Fire Department Reconciliations are being prepared.
- Updating grant applications.
- Year-end preparations have begun.
- Ongoing training to backfill Manager of Accounting and Finance Position as well as Financial Reporting & Accounts Payable and Receivable position are ongoing.
- Awaiting auditors to complete the audited financials for the year ending 2023-24.

## Department of Public Works

### Capital Projects Update

- EV charging station – Installation complete. Awaiting setup of the payment function.
- Sewer System Renewal – In progress.
- Bulk water filling station – Tender in development. Awaiting response from DNR on proposed location (crown land) before finalizing scope of work. Installation will not take place before 2025/26, subject to pricing falling within approved budget.
- Arichat / Evanston Tower Upgrades – Generators installed and functional. Chemical dosing upgrades to follow – equipment received and awaiting installation.
- Accessibility Upgrades - In progress.
- Municipal Building Solar PV – Consultant engaged to complete design. Installation tender to follow. Installation cannot be completed until 2025/26 but tender to be issued in the coming weeks.
- Waste Facility Transfer Station Renewal – Tender awarded.
- Arichat WTP Filter Rebuild – Material received. Awaiting contractor availability.
- Arichat WTP – New Distribution Pump. Deferred.
- Arichat WTP Upgrades – In development. Deferred.
- Water Utility Hydrants / Meter Replacements – In progress.
- Water / Wastewater Capacity / Condition Assessment – In progress.

### Solid Waste Management

- Extended Producer Responsibility Regulation implementation date December 1, 2025. Municipality must decide if it will enter into an agreement to provide curbside collection services for eligible material or if industry will be responsible. Briefing note to follow.
- Consultant engaged to complete pre-engineering complete with cost estimates for construction and demolition site expansion. New site must adhere to Province's revised guidelines and is expected to increase cost of disposal. Costs will be considered in upcoming budget. Draft report received. Decision required on whether the Municipality will expand its C&D operation or transport C&D material offsite for disposal. Briefing note to follow.
- Curbside Collection contracts for zone 1 and zone 2 expire March 31, 2025. Tender to be issued prior to the end of the calendar year. Tender issued for services from April 1, 2025 to November 30, 2025, to cover period leading up to implementation of new regulations. Tender closed January 7, 2025. Tender Awarded.

- New applications for amendment to be submitted to NSECC for Solid Waste Transfer Station and Construction and Demolition Site at the along with supporting documents and reports. Submitted.
- NSECC audit carried out in December for C&D Facility and Transfer Station.

### **Richmond Water Utility**

- Continuing to work on process improvements to address challenges posed by higher organics in the raw water during the fall/winter months.

### **Richmond Sewer**

- The Municipality continues to seek funding opportunities for replacement of the Arichat and Petit de Grat sewer treatment plants which are at end of life and do not meet regulatory effluent quality requirements.

### **Upcoming Events**

- April 30 - NSFM 2025 Spring Conference

### **Upcoming Meetings**

- February 12- Richmond Villa Board Meeting
- February 25- Regular Council Meeting
- February 26- Fire Protection Services Committee Meeting
- March 3 - By-Law/Policy Committee Meeting
- March 4 - Planning Advisory Committee Meeting
- March 6 - IDEA Committee Meeting
- March 10 - By-Law/Policy Committee Meeting
- March 11 - COW Meeting
- March 19 - RCMP Advisory Board Meeting
- March 20 - Regular Council Meeting



## January 2025 Volunteer of the Month – Charlie Martell

Charlie Martell is a catalyst of change for his community. Through his generosity, leadership, and vision he donated his time and supplies to help support a community initiative that brought together numerous volunteer efforts in Richmond County.

On December 29, 2024, a long-time L'Ardoise community member lost their home to a devastating fire. Without hesitation, Charlie stepped forward, offering support to help rebuild.

His efforts inspired local contractors, community members, and business owners to come together to make this new home a reality. Charlie's ability to unite others, in a time of need, did not go unnoticed, he is a true community champion.

Please join us in recognizing Charlie for his hard work, dedication, and commitment to his community.

We thank you for all you do for Richmond County!





THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

*Department of Finance*

---

**MEMO TO:** TROY MACCULLOCH, CAO

**MEMO FROM:** KATHLEEN JEFFREY

DATE: January 23, 2025

RE: Type 2 - Start-up Activity

Dear CAO,

Attached is a grant application from the Acadiaville Community Centre Society for Start-up Activity Grant Funds in the amount of \$500. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey  
Interim Director of Finance

**This project aligns with the following County initiatives or plans:**

- |   |  |
|---|--|
| <input type="checkbox"/> Accessibility Plan                         | <input type="checkbox"/> Economic Development          |
| <input checked="" type="checkbox"/> Active Living / Recreation Plan | <input checked="" type="checkbox"/> The Strategic Plan |
| <input type="checkbox"/> Age Friendly Initiative                    | <input type="checkbox"/> Trails Development Strategy   |
| <input checked="" type="checkbox"/> Community Development           | <input type="checkbox"/> Waterfront Development        |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u>           |  |



Grant/Funding Application

Organization Legal Name

Acadiaville Community Centre Society

Contact Person

Christine Babin

Position in Organization

Secretary

Email

acadiaville.wa@gmail.com

Telephone

Mailing Address

PO Box 429 West Arichat, NS B0E 3J0

Signature

Christine Babin

Date

January 22/2025

Are you registered through the Registry of Joint Stocks?

Yes

No

\* Please note that all requests for funding (except Section C2) require your organization to be registered through the Registry of Joint Stocks

Please check the box corresponding to the grant for which you are requesting funding.

Type 1	Infrastructure	<input type="checkbox"/>
Only complete Section A (page 2)		
Type 2	Start-up Activity	<input checked="" type="checkbox"/>
Only complete Section B (page 3)		
Type 3	Recreation/Sponsorship	<input type="checkbox"/>
Only complete Section C1 for Physical Activity (page 4)		
Only complete Section C2 for Instructor/Facilitator Development (page 5)		
Only complete Section C3 for Sponsorships (page 6)		
Only complete Section C4 for Canada Day (page 7)		
Type 4	Regional/Health/General	<input type="checkbox"/>
Only complete Section D (page 8)		

What you need to know before applying for funding

- i) Please only fill one application per grant type (i.e. If you want to apply for both Start-up Activity and Canada Day grants, you must fill out 2 separate application forms.)
- ii) Failure to correctly complete this application may delay funding review/approval.
- iii) Your project cannot start before approval is given. Failure to do so may result in your funding request being denied.
- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
- v) The Municipality of the County of Richmond reserves the right to request more information regarding the grant application.
- vi) The Municipality of the County of Richmond reserves the right to conduct a site inspection.
- vii) Please allow 6 - 8 weeks for processing.

Please forward applications to:  
Danielle Martell, Community Development & Special Projects Officer  
2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0  
cdspofficer@richmondcounty.ca  
Telephone: 902-226-3982 Fax: 902-226-0295

Grant Type  
**2**



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

**Section B - Start-Up Activity - 50% of costs, Maximum of \$500 per application**  
Maximum of two applications per year, per organization (must be for two different events)

**Application checklist:**

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year

\* Organizations cannot apply for funding for the same event/activity in subsequent years.

**Official Name of Event/Activity**  
*Spring Fling Community Breakfast*

**Overview of Event/Activity**  
Please describe the event/activity in as much detail as possible.

If you need additional space please use the Additional Information Sheet attached to this application.

We hold an annual Spring Fling every Easter Saturday which includes a breakfast. This year we would like to give back to our community by holding a Free breakfast. Usually there is a charge. At our breakfast we also have a visit from the Easter bunny and treats for the kids, with a photo option. We also draw our 50/50 tickets that are sold during the winter. The breakfast is a full menu including, eggs, ham, sausages, pancakes, toast, beans, fruit, cereal, tea, coffee and juice.

**Event/Activity budget**

Cost of the project		Financing the project/Other revenue	
Costs		Organization's costs	\$ 500
Labour		Have you had to borrow for this project?	<del>7000.00</del> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Materials	\$1000.00	Loan/Debt	
Other Costs		Other Funding (Specify):	
Specify:		Funding requested from Municipality	500.00
	1000.00	If approved, funds must be spent by March 31.	
<b>TOTAL</b>	\$0.00	<b>TOTAL</b>	\$0.00 / 600.00

# ACADIAVILLE COMMUNITY CENTRE SOCIETY

[Profile](#) [Relationships](#) [Events \(19\)](#)

Reg. Number

3218263

Reg. Name

ACADIAVILLE COMMUNITY CENTRE SOCIETY

Type

Society

Status

Active

Effective Date

21-Nov-2018

Registered on

11-Jun-2007

Next Annual Return

30-Jun-2025

## Addresses

Reg. Address

1436 HIGHWAY 206, PO BOX 429, WEST ARICHAT, NOVA SCOTIA, B0E 3J0, CANADA

Mailing Address

1436 HIGHWAY 206, PO BOX 429, WEST ARICHAT, NOVA SCOTIA, B0E 3J0, CANADA

## Annual Statement

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### Entity Details

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Registry ID	3218263
Name	ACADIAVILLE COMMUNITY CENTRE SOCIETY
Type	Society
Home Jurisdiction	Nova Scotia
Registered Date	11 June 2007

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### Registered Office

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Civic Address	1436 HIGHWAY 206, PO BOX 429, WEST ARICHAT, NOVA SCOTIA, B0E 3J0, CANADA
Mailing Address	1436 HIGHWAY 206, PO BOX 429, WEST ARICHAT, NOVA SCOTIA, B0E 3J0, CANADA

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### Directors and Officers Detail Updates

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Name	BRITTANY DOREY-PARDY
Role	Officer-Social Media Officer
Civic Address	[REDACTED]

---

### Directors and Officers Added

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Name	LORI FORGERON
Role	Officer-Treasurer
Civic Address	[REDACTED]

Name	CHRISTINE BABIN
Role	Officer-Secretary
Civic Address	[REDACTED]

---

**Directors and Officers Removed**

---

Name TAMMY MALAY  
Role Officer  
Civic Address [REDACTED]

---

**Directors and Officers (following changes)**

---

Name LORI FORGERON  
Role Officer-Treasurer  
Civic Address [REDACTED]

Name CHRISTINE BABIN  
Role Officer-Secretary  
Civic Address [REDACTED]

Name DAVID COVIN  
Role Director  
Civic Address [REDACTED]

Name MICHAEL DIGGDON  
Role Officer-President  
Civic Address [REDACTED]

Name RODNEY DIGGDON  
Role Director  
Civic Address [REDACTED]

Name GLADYS FITZPATRICK  
Role Director  
Civic Address [REDACTED]

Name MELANIE SAMSON  
Role Director  
Civic Address [REDACTED]

Name RHONDA COVIN  
Role Officer-Vice-president  
Civic Address [REDACTED]

Name BRITTANY DOREY-PARDY  
Role Officer-Social Media Officer  
Civic Address [REDACTED]

---

### Recognized Agent

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Name TANYA MARTELL  
Civic Address [REDACTED]  
Mailing Address [REDACTED]

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### Confirmation

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I hereby confirm that I am authorized to submit this filing and that the information is true to the best of my knowledge. I understand that it is an offence to knowingly provide false or incorrect information.

Submitter Tanya Martell

Acadlavlle Community Centre Society

INCOME STATEMENT

June 1, 2023 to May 31st, 2024

2023/2024

**Revenue**

Bar/Canteen	\$ 12,696.20
Donation	\$ 3,693.14
Hall rentals	\$ 6,450.00
Community events and fund raising	\$ 11,601.15
misc	\$ 35.29
<b>Subtotal</b>	<b>\$ 34,475.78</b>
Less - loss of revenue bounce cheque	\$ 362.75
<b>Total revenue</b>	<b>\$ 34,113.03</b>

**Cost of goods sold**

Bar/Canteen expense	\$ 4,935.49
<b>Other expenses</b>	
Community service (Funeral supplies)	\$ 330.96
Event expenses and prizes	3700.24
<b>Total expenses</b>	<b>\$ 8,966.69</b>
<b>Gross Profit</b>	<b>\$ 25,146.34</b>

**Operating expenses**

Utilities	\$ 6,988.76
telecoms-phone	\$ 865.44
Insurance	\$ 5,401.95
Repairs and Maintenance	\$ 438.29
Licenses, registration	\$ 591.85
inspections	\$ 632.39
loan	\$ 4,212.36
Banking Fees	\$ -
Pay roll deductions	\$ -
Cleaning supplies	\$ 76.65
<b>Total operating expenses</b>	<b>\$ 19,207.69</b>
<b>Net profit -pre-grant</b>	<b>\$ 5,938.65</b>

**Grant Funding**

Grant 1 Warming Centre. (deposit Apr fiscal year 22/23)	\$ 20,808.00
Grant 1 (Cost of Generac) and installation parts (pd previous fiscal year)	\$ (11,275.75)
Grant 1 expense - installation Isle madame electrical	\$ (11,034.25)
Grant 1 expense (propane tanks)	\$ -

	<u>\$ (1,502.00)</u>
Grant 2 (Summer Student)	\$ 4,308.00
Grant 2 expenses	<u>\$ (4,627.76)</u>
	<u>\$ (319.76)</u>
Grant 3 (Accessibility)	\$ 10,955.54
Grant 3 expense	\$ -
	<u>\$ 10,955.54</u>
<b>Net profit</b>	<b>\$ 5,618.89</b>

**Acadiaville Community Centre Society**  
**Balance Sheet**  
**31-May-24**

**General Fund**

**Current Assets**

Cash	\$	15,486.64
Undeposited funds	\$	424.00
Inventory	\$	1,499.28
<b>Total</b>	<b>\$</b>	<b>17,409.92</b>

**Capital Fund**

building and land	\$	175,600.00
Equipment	\$	11,275.75
<b>Total</b>	<b>\$</b>	<b>186,875.75</b>

**Renovation Fund (Grant)**

**Current Asset**

Cash	\$	11,467.73
<b>Total</b>	<b>\$</b>	<b>11,467.73</b>

**General Fund**

**Current Liabilities**

Acct payable	
Revenue	
Owner equity	
<b>Total</b>	

**Capital Fund**

Long term liability	
Owner's equity	
<b>Total</b>	

**Renovation Fund (Grant)**

**Net Assets**

Owner equity	
<b>Total</b>	

\$ 1,262.15  
\$ 5,618.89  
\$ 10,528.88  
**\$ 17,409.92**

\$ 12,347.31  
\$ 174,528.44  
\$ 186,875.75

\$ 11,467.73  
\$ 11,467.73

**Acadiaville Community Centre Society Budget**  
**2024/2025 budget**  
**June 1, 2024 to May 31, 2025**

**Revenue** **Yearly**

Hall Rental. Approx	\$ 6,500.00	
Donations	\$ 2,500.00	
Bar/Canteen	\$ 7,000.00	
Community events and fundrasing	\$ 10,000.00	
<b>Total estimated revenue</b>		<b>\$ 26,000.00</b>

**Expenses**

**Operating expenses**

Licenses and registrations	\$ 600.00	
Heat and power	\$ 7,000.00	
Propane warming centre	\$ 1,000.00	
Phone utilities	\$ 875.00	
Insurance	\$ 5,500.00	
loan	\$ 6,000.00	
Community events	\$ 1,500.00	
cleaning supplies	\$ 300.00	
Repairs and maingtenance	\$ 500.00	
<b>Total estimate of operating expenses</b>		<b>\$ 22,175.00</b>

**Renovation projects**

Accessibility Door	\$ 10,339.65	
Electrician for Accessiblity Door	\$ 2,000.00	
Propane tanks for warming centre	\$ 3,500.00	
<b>Total estimate cost of renovation projects</b>		<b>\$ 15,839.65</b>

**Activities expenses**

Washer Toss -Wall panels	500
Cardplays - New cards	100.02

Spring Fling ( breakfast, tickets, prizes, easterbunny suit, egg hunt not including prize draw)	2000	
Tree lighting	400	
New Years Eve (Band, snacks, decorations)	\$1,200.00	\$ 4,200.02

**Required fundraising/Donations needed**

Fundraising spring Fling	\$ 4,000.00	
Other Fund raising	\$ 4,000.00	
Donations/ grants	\$ 12,000.00	
		\$ 20,000.00

**Total revenue \$ 3,785.33**



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

*Department of Finance*

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**MEMO TO:** TROY MACCULLOCH, CAO

**MEMO FROM:** KATHLEEN JEFFREY

DATE: January 23, 2025

RE: Type 4 – Regional/Health/General Grant Request

Dear CAO,

Attached is a grant application from the Coastal Riders ATV Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$3,050. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey  
Interim Director of Finance

**This project aligns with the following County initiatives or plans:**

- |   |   |
|---|---|
| <input type="checkbox"/> Accessibility Plan                         | <input type="checkbox"/> Economic Development                   |
| <input checked="" type="checkbox"/> Active Living / Recreation Plan | <input checked="" type="checkbox"/> The Strategic Plan          |
| <input type="checkbox"/> Age Friendly Initiative                    | <input checked="" type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development           | <input type="checkbox"/> Waterfront Development                 |
| <br><input type="checkbox"/> Other: <u>Canada Day Funding</u>       |   |

---

2357 Highway 206  
P.O. Box 120  
Arichat, NS B0E 1A0

Telephone: (902) 226-3973  
Fax: (902) 226-0295



**Grant/Funding Application**

<b>Organization Legal Name</b>	<b>Contact Person</b>
Coastal Riders ATV Club	Shane Prout
<b>Position in Organization</b>	<b>Email</b>
Vice President	Coastal.riders22@gmail.com
<b>Mailing Address</b>	<b>Telephone</b>
2958 Point Michaud Rd Lwr. L'Ardoise, NS B0E 1W0	
<b>Signature</b>	<b>Date</b>
Shane Prout	December 21, 2024

Are you registered through the Registry of Joint Stocks?  Yes  No

\* Please note that all requests for funding (except Section C2) require your organization to be registered through the Registry of Joint Stocks

Please check the box corresponding to the grant for which you are requesting funding.

<b>Type 1 Infrastructure</b>	<input type="checkbox"/>
Only complete Section A (page 2)	
<b>Type 2 Start-up Activity</b>	<input checked="" type="checkbox"/>
Only complete Section B (page 3)	
<b>Type 3 Recreation/Sponsorship</b>	<input checked="" type="checkbox"/>
Only complete Section C1 for Physical Activity (page 4)	
Only complete Section C2 for Instructor/Facilitator Development (page 5)	
Only complete Section C3 for Sponsorships (page 6)	
Only complete Section C4 for Canada Day (page 7)	
<b>Type 4 Regional/Healthy/General</b>	<input checked="" type="checkbox"/>
Only complete Section D (page 8)	

**What you need to know before applying for funding**

- i) Please only fill one application per grant type (i.e. if you want to apply for both Start-up Activity and Canada Day grants, you must fill out 2 separate application forms.)
- ii) Failure to correctly complete this application may delay funding review/approval.
- iii) Your project cannot start before approval is given. Failure to do so may result in your funding request being denied.
- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
- v) The Municipality of the County of Richmond reserves the right to request more information regarding the grant application.
- vi) The Municipality of the County of Richmond reserves the right to conduct a site inspection.
- vii) Please allow 6 - 8 weeks for processing.

Please forward applications to:  
 Danielle Martell, Community Development & Special Projects Officer  
 2357 Hwy 206, P.O. Box 120  
 Arichal, NS B0E 1A0  
 edsppofficer@richmondcounty.ca  
 Telephone: 902-226-3952 Fax: 902-226-0295

Grant Type  
**4**



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTE DE  
**RICHMOND**

**Section D - Regional/Health/General - Maximum of \$10,000**

**Maximum of one application per year, per organization**

**Application checklist:**

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year

**Overview of Request:**

Please describe the request in as much detail as possible.

If you need additional space please use the Additional Information Sheet attached to this application.

We are requesting \$3050 (Quote attached) which is the unit price of a RR608 Dump Trailer which will be used for trail maintenance where heavy machinery cannot be taken in because of narrow trails and bridges.

**If approved, what will the funds be used for? Please note: Approved funds must be spent by March 31.**

Purchase of RR608 Dump Trailer

**Other Financial Assistance**

Have you applied for other financial assistance?  Yes  No

If yes, please list all other funding sources, including amounts received.

Funding Source 1:	_____	\$	_____
Funding Source 2:	_____	\$	_____
Funding Source 3:	_____	\$	_____

MARIE T PROUT  
COASTAL RIDERS ATV ASSOCIATION  
2958 PT MICHAUD RD  
LOWER L'ARDOISE NOVA SCOTIA B0E 1W0

Annual Filing Requirements

- Annual Statement
- Annual Registration Fee
- Financial Statements

The Annual Statement and Annual Registration Fee must be filed together. Financial Statements must be filed 14 days after the Society's Annual General Meeting. Financial Statements must be signed by the society's auditor, or if there is no auditor, by two directors. If all annual filings are not received by your due date your registration will be revoked.

Amount due:

\$31.15

Due date:

31 January 2024

You can complete your renewal online at:

**[rjsc.novascotia.ca](http://rjsc.novascotia.ca)**

Create a free account to quickly update your business information and renew your registration. Get started at [rjsc.novascotia.ca](http://rjsc.novascotia.ca)



**Step 1:** Sign in or create an account

**Step 2:** Search for your Society by name or RJSC number under "Renew or update my business or non-profit"

**Step 3:** Click "Renew Registration"

Email Address: \_\_\_\_\_ [will not be viewable by the public]

Please check to receive future Renewal Notices and related communication by email.

**Other options to renew:**

Complete the Annual Statement form and mail to **Registry of Joint Stock Companies, PO Box 1529, Halifax, NS B3J 2Y4** or deliver in person to any Access Nova Scotia location.

Payments made by cheque must be in Canadian funds, payable to: **Registry of Joint Stock Companies.** Cheques cannot be post-dated. The information included in this page will not be made available to the public.

Cheque  Money order  Visa  MasterCard  American Express  Discover Card

Credit card account number

Phone

Card holder's name (PLEASE PRINT)

Expiry month

Expiry year

Signature \_\_\_\_\_

# COASTAL RIDERS ATV ASSOCIATION

[Profile](#) [Relationships](#) [Events \(18\)](#)

Reg. Number

3224935

Reg. Name

COASTAL RIDERS ATV ASSOCIATION

Type

Society

Status

Active

Effective Date

07-Jan-2008

Registered on

02-Jan-2008

Next Annual Return

31-Jan-2025

## Addresses

Reg. Address

2958 PT MICHAUD RD, LOWER L'ARDOISE, NOVA SCOTIA, B0E 1W0, CANADA

Mailing Address

2958 PT MICHAUD RD, LOWER L'ARDOISE, NOVA SCOTIA, B0E 1W0, CANADA

# COASTAL RIDERS ATV ASSOCIATION

## Profile Relationships Events (18)

Name	Relationship	Effective From
MARIE T PROUT	Director	15-Mar-2022

Name	Relationship	Effective From
SHANE T PROUT	Director	15-Mar-2022

Name	Relationship	Effective From
RAYMOND G BARRETT	Director	15-Mar-2022

Name	Relationship	Effective From
ROGER NEWELL	Director	19-Jan-2023

Name	Relationship	Effective From
MARIE T PROUT	Officer( President )	31-Mar-2020

## COASTAL RIDERS ATV ASSOCIATION

Profile Relationships Events (18)

Name SHANE T PROUT Relationship Officer( Vice-president ) Effective From 31-Mar-2020

Name RAYMOND G BARRETT Relationship Officer( Secretary, Treasurer ) Effective From 31-Mar-2020

Name MARIE T PROUT (2958 PT MICHAUD RD, LOWER L'ARDOISE, NOVA SCOTIA, B0E 1W0, CANADA ) Relationship Recognized Agent Effective From 13-Mar-2019

STATEMENT OF INCOME AND EXPENDITURES FOR

Coastal Riders ATV

(society name)  
for the fiscal period ending

2023-12-31

(currency)

20 24

Income

- Membership fees
- Fund raising
- Other revenue
- Other revenue

2,293  
7,650  
6,300  
15,483

A. Total Income

Expenditures

- Administration
- Education and training
- Insurance
- Professional fees
- Salaries
- Other expenditures
- Other expenditures

1,269  
  
  
  
15,138  
10,398

B. Total Expenditures

C. Net Surplus or (Deficit) (A - B = C)

-818

D. Surplus or (Deficit), beginning of year

2,900

E. Surplus or (Deficit), end of year (C + D = E)

1,984

Auditor or

Director:

Director:

(signature)

(signature)

(name)

(name)

**BALANCE SHEET FOR**

**Coastal Riders ATV**

(company name)

for the fiscal period ending 2023-12-31  
December 31, 2024

2024

**Assets**

**Current Assets**

Cash and deposits

777

Accounts receivable

Prepaid expenses

**Capital/Fixed Assets**

Equipment

Land and buildings

13,890

Other capitalised Assets

**A. Total Assets**

20,767

**Liabilities**

**Current liabilities**

Accounts payable

Taxes payable

**Long Term Debt**

Mortgage

Other

**B. Total Liabilities**

0

**Equity**

Retained earnings/deficit

General reserve

**C. Total Equity**

0

**Total Liabilities and Equity (A must equal B + C)** 20,767

0

Auditor or

Director:

Director:

(signature)

(signature)

(name)

(name)

# Coastal Riders ATV Club 2025 Budget

	<u>In</u>	<u>Out</u>
Membership Dues	\$1200	
Income from fund Raisers	\$2000	
Power to clubhouse		\$270
Property Taxes		\$204
Office Supplies		\$120
Track Truck (diesel, oil)		\$350
Equipment Maintenance		\$100
Lift of Boards for Bridges		\$1800
Gravel (4" stone)		\$400
Donations	<u>\$300</u>	
	\$3500	\$3244

Total Income: \$3500

Total Expenses: \$3244

Marie Prout - President

2958 Pt. Michaud Rd

Lower L'Ardoise, NS

BOE 1W0

Shane Prout - Vice President

2958 Pt. Michaud Rd

Lower L'Ardoise, NS

BOE 1W0

Currently we are without a secretary and treasurer and these duties are being performed by Marie Prout.

Our current budget for this year consists of the following:

Property taxes: \$204.02

Nova Scotia Power: \$270.00

# Philip Mclellan

# QUOTE

Range Road Dealer - N.S.  
 2352 River John Road  
 Poplar Hill, N.S.  
 B1E1 1R9  
 902-485-8824  
 phil@mclellan2014@gmail.com

**Bill To**  
 Coastal Riders ATV Club (Sams  
 Proud)  
 2958 Port Michaud  
 Lunenburg, N.S.  
 B0E 1W0  
 sprou0523763@gmail.com  
 902-629-2893

**Ship To**  
 Coastal Riders ATV Club  
 (Sams Proud)  
 2958 Port Michaud  
 Lunenburg, N.S.  
 B0E 1W0  
 sprou0523763@gmail.com  
 902-629-2893

**Quote #** 153  
**Quote Date** 04/12/2014

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	89904 Comp Fork	3,050.00	3,050.00
1	High Torque Axle	675.00	675.00
	<b>Subtotal</b>		<b>3,725.00</b>
	<b>15.0%</b>		<b>558.75</b>
	<b>TOTAL</b>		<b>\$ 4,283.75</b>

**Terms & Conditions**

All items must be paid when ordered.

Our store is located at the Lunenburg  
 Mall on 2nd Ave. N.S.

Our phone number is 902-485-8824

1-877-707-1555



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

*Department of Finance*

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**MEMO TO:** TROY MACCULLOCH, CAO

**MEMO FROM:** KATHLEEN JEFFREY

DATE: January 23, 2025

RE: Type 4 – Regional/Health/General Grant Request

Dear CAO,

Attached is a grant application from the Isle Madame Boat Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$20,000. Please note the maximum for a Type 4 grant request is \$10,000. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey  
Interim Director of Finance

**This project aligns with the following County initiatives or plans:**

- |   |  |
|---|--|
| <input type="checkbox"/> Accessibility Plan                         | <input type="checkbox"/> Economic Development              |
| <input checked="" type="checkbox"/> Active Living / Recreation Plan | <input checked="" type="checkbox"/> The Strategic Plan     |
| <input type="checkbox"/> Age Friendly Initiative                    | <input type="checkbox"/> Trails Development Strategy       |
| <input checked="" type="checkbox"/> Community Development           | <input checked="" type="checkbox"/> Waterfront Development |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u>           |  |



**Grant/Funding Application**

<b>Organization Legal Name</b>	Isle Madame Boat Club		<b>Contact Person</b>	Bob Martel	
<b>Position in Organization</b>	Commodore / Chair	<b>Email</b>	[Redacted]	<b>Telephone</b>	[Redacted]
<b>Mailing Address</b>	376 Robin's Rd, Quichat, NS B0E 1A0				
<b>Signature</b>	[Signature]	<b>Date</b>	Jan 10/25		

Are you registered through the Registry of Joint Stocks?  Yes  No

\* Please note that all requests for funding (except Section C2) require your organization to be registered through the Registry of Joint Stocks

Please check the box corresponding to the grant for which you are requesting funding.

<b>Type 1</b>	<b>Infrastructure</b>	<input type="checkbox"/>
Only complete Section A (page 2)		
<b>Type 2</b>	<b>Start-up Activity</b>	<input checked="" type="checkbox"/>
Only complete Section B (page 3)		
<b>Type 3</b>	<b>Recreation/Sponsorship</b>	<input checked="" type="checkbox"/>
Only complete Section C1 for Physical Activity (page 4)		
Only complete Section C2 for Instructor/Facilitator Development (page 5)		
Only complete Section C3 for Sponsorships (page 6)		
Only complete Section C4 for Canada Day (page 7)		
<b>Type 4</b>	<b>Regional/Health/General</b>	<input checked="" type="checkbox"/>
Only complete Section D (page 8)		

**What you need to know before applying for funding**

- i) Please only fill one application per grant type (i.e. If you want to apply for both Start-up Activity and Canada Day grants, you must fill out 2 separate application forms.)
- ii) Failure to correctly complete this application may delay funding review/approval.
- iii) Your project cannot start before approval is given. Failure to do so may result in your funding request being denied.
- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
- v) The Municipality of the County of Richmond reserves the right to request more information regarding the grant application.
- vi) The Municipality of the County of Richmond reserves the right to conduct a site inspection.
- vii) Please allow 6 - 8 weeks for processing.

Please forward applications to:  
 Danielle Martell, Community Development & Special Projects Officer  
 2357 Hwy 206, P.O. Box 10  
 Arichat, NS B0E 1A0  
 cdsppofficer@richmondcounty.ca  
 Telephone: 902-226-3982 Fax: 902-226-0295

Grant Type  
**4**



THE MUNICIPALITY OF THE COUNTY OF RICHMOND  
LA MUNICIPALITÉ DU COMITÉ DE RICHMOND

**Section D - Regional/Health/General - Maximum of \$10,000**

**Maximum of one application per year, per organization**

**Application checklist:**

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year

**Overview of Request:**

Please describe the request in as much detail as possible.

If you need additional space please use the Additional Information Sheet attached to this application.

*Please see attached info.*

**If approved, what will the funds be used for? Please note: Approved funds must be spent by March 31.**

*Please see attached info*

**Other Financial Assistance**

Have you applied for other financial assistance?  Yes  No

If yes, please list all other funding sources, including amounts received.

Funding Source 1:	<i>Madame Boats Club</i>	\$	<i>79,000</i>	-
Funding Source 2:	<i>Community Economic Development fund</i>	\$	<i>800,000</i>	-
Funding Source 3:	<i>Community Facility Improvement fund</i>	\$	<i>50,000</i>	-
	<i>AcOA</i>		<i>251,000</i>	-

## **Overview and Funding/ Cost Allocation Isle Madame Boat Club Renewal Project**

The Isle Madame Boat Club is unique for several reasons. As a registered non-profit, its members have been very mindful of its role as a fixture of Isle Madame life. Isle Madame, is promoted as the "island with 100 coves" with Arichat being the most historic of these "coves". The IMBC was incorporated in 1976 and the marina was created some 30 years ago from nothing - by reclaiming and remediating donated marshland, constructing a large breakwater and dredging part of Arichat harbour. We believe we have been good stewards of government and private sector investment. The IMBC has become a place where boaters can keep their boats safe, enjoy socializing with each other and the broader community and feel part of something worthwhile. Aesthetically, it is regarded as an "anchor" to the village of Arichat. We are managing several millions in assets but the time has come to look forward to the future.

Our membership has steadily grown to 91 in 2024. The marina, which holds 27 boats, is full and we have a wait-list. Social membership is up 20%. The organization has functioned with volunteers dedicated to balanced budgets and frugal management. There are only two recreational marinas/boat clubs on Isle Madame each serving different demographic and geographic criteria.

Located in an historical harbour that has hosted fishers since the 16<sup>th</sup> century, its deep natural harbour has provided shelter from hurricanes and bad weather for centuries. It once was the largest ship registry east of Boston.

To survive as an organization and as a critical piece of infrastructure for recreational boating on Isle Madame and the broader communities served by the IMBC, including several French speaking provinces and visiting boaters from the US and Europe, change must come to the IMBC.

Our goal is to expand our membership by 100% over next decade with a 60-40 social to active boater ratio. This will provide us with volunteers to manage the more demanding aspects of the organization: the marina facility which we hope to expand but also develop as a destination venue for larger passenger carrying vessels. It our hope that the improvement to infrastructure proposed in this application would support small cruise vessels that could tie up for hours to overnight and where their passengers could disembark to experience the beauty of Isle Madame.

This would have tremendous economic impact on local vendors and suppliers. Tour guide operations could pick up passengers at the IMBC to permit clients to take in several restaurants, tours of the Cathedral and historic sites including the Cannons, the local museum and forge, our own "Peggy's Cove", Little Anse, surfing at several beaches, walking trails etc.

Each year the IMBC welcomes boaters from many parts of the continent. We would hope that the expansion, as planned, would increase our visiting boater population from 2 per day to 5 per day and provide space for 55-75 foot intermediate yachts and tour boats. This has the potential to increase fuel sales for local dealers by 25 to 30,000 litres annually, restaurant patrons by several thousands and tourist traffic by several hundred. For example, our hosting of Bluenose II last year attracted over 1000 people to Arichat in 36 hours. Unfortunately, there was no community, municipal or private sector infrastructure or resources to leverage the good will and effort the IMBC had created in those 36 hours. They came and they left. Opportunity lost.

To enable us to present ourselves as a boating tourism hub, we hope to partner with Destination Cape Breton, the private sector such as Superyacht East Coast, Tourism NS and the Municipality. Developing a synergistic relationship with these key stakeholders will enhance the economic impact of the IMBC and help sustain the organization going forward. We recognize that we are a small player but it is the sum of the parts that will create and broaden the appeal attracting boaters to Cape Breon.

Our plan is to 1) increase the size of our clubhouse so that we can seat a total of 80 people and adding two heat pumps plus insulation 2) create a land based berm to protect the integrity of the access road from weather related events 3) repair and widen the cement boat ramp 4) create a new 125 foot pier with 45 foot docks attached 5) dredge the channel and 6) double the size of the mooring anchors that secure the marina, electrify and add water to a modified south dock and the new dock.

## **Overview and Funding/ Cost Allocation Isle Madame Boat Club Renewal Project**

The impact on revenue is difficult to calculate and hinges upon the synergy developed amongst partners such as Destination Cape Breton, Superyachts East, Tourism NS, the Municipality and others. Below is a table of the estimated cost and funding plan.

We are asking the Municipality of Richmond for a grant of \$20,000. In addition to contribution made by the IMBC, as outlined below, this will leverage a total of \$1, 00,000 from ACOA and the provincial government for a total investment of \$1.200,000 on Isle Madam. This investment will have the following impact:

- 1) Protect the Isle Madame Boat Club from imminent destruction from climate related events.
- 2) Increase our capacity to service pleasure boating crafts in the area.
- 3) Improve our clubhouse facility to provide more opportunity for year-round use.
- 4) Provide infrastructure to attract more and larger vessels but also vessels that are part of the network of small cruise ships that want to visit small harbours like Arichat and the potential financial spinoffs associated.
- 5) Create 10 local jobs over the 20 weeks of work estimated for the multiple phases of this project.
- 6) Increase Richmond County's in the Cape Breton tourist industry.
- 7) Secure the future of the Isle Madame Club for another 20 years.
- 8) Assist as a recruitment and retention tool for young professionals.

### **Conclusion:**

Other funding partners have clearly stated that unless we secure a commitment from the 5 funding streams listed on the detail worksheet , none will commit to the project. On Monday January 6, the Atlantic Canada Opportunities Agency committed to contribute \$251,000 (22%) of the financing of we can get confirmed commitments from the municipality, the province and the Isle Madame Boat Club.

The Isle Madame Boat Club has managed several large projects as it developed from a marshland to what we have today. We have the expertise to deliver this project, in association with reputable local contractors, on time and on budget.



ISLE MADAME BOAT CLUB  
2134 WEST BAY ROAD  
WEST BAY  
NOVA SCOTIA, B0E 3K0

Dear ISLE MADAME BOAT CLUB,

The following submission has been approved.

Entity Name:	ISLE MADAME BOAT CLUB
Submission Reference No:	SR6669418
Submission Type:	Society Annual Renewal Statement
Received Date:	30-Dec-2024
Status:	Approved
Status Date:	30-Dec-2024

The next renewal date for the above noted entity is 31-Dec-2025 .

If you have any questions, please contact the Registry.

Sincerely,

Registry of Joint Stock Companies

Registry of Joint Stock Companies  
PO Box 1529  
Halifax, NS, B3J 2Y4

902 424-7770  
1-800-225-8227  
rjsc@novascotia.ca

## Isle Madame Boat Club Board of Directors 2024

### **Executive**

Commodore        Robert Martel, Arichat, NS

Vice Commodore    Gary Landry, Petit de Grat

Treasurer/Secretary Michèle Babin, Arichat

### **Members at Large**

David Covin        West Arichat

Leo Patrick Samson Petit De Grat

Kevin Marchand    Arichat

Jöel Samson        Arichat

Michael Jarman    Arichat

Brenda Boudreau   Arichat

# ISLE MADAME BOAT CLUB

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(38\)](#)

Reg. Number  
**1675712**

Reg. Name  
**ISLE MADAME BOAT CLUB**

Type  
**Society**

Status  
**Active**

Effective Date  
**12-Oct-2004**

Registered on  
**24-Dec-1986**

Next Annual Return  
**31-Dec-2025**

## ISLE MADAME BOAT CLUB

[Profile](#)
[Previous Names](#)
[Relationships](#)
[Events \(38\)](#)

Name  
**MICHAEL JARMAN**  
 Relationship  
 Director  
 Effective From  
 25-Jul-2019

Name  
**GARY LANDRY**  
 Relationship  
 Director  
 Effective From  
 11-May-2018

Name  
**BRENDA BROUDEAU**  
 Relationship  
 Director  
 Effective From  
 04-Nov-2020

Name  
**MICHÈLE BABIN**  
 Relationship  
 Director  
 Effective From  
 06-Jun-2022

Name  
**JOEL SAMSON**  
 Relationship  
 Director  
 Effective From  
 28-Feb-2023

# ISLE MADAME BOAT CLUB

[Profile](#)
[Previous Names](#)
[Relationships](#)
[Events \(38\)](#)

Name <b>LEO PATRICK SAMSON</b>	Relationship Director	Effective From 28-Feb-2023
Name <b>KEVIN MARCHAND</b>	Relationship Director	Effective From 25-May-2023
Name <b>DAVID COVIN</b>	Relationship Director	Effective From 28-May-2024
Name <b>ROBERT MARTEL</b>	Relationship Director	Effective From 19-Jun-2024
Name <b>MICHÈLE BABIN</b>	Relationship Officer( Treasurer, Secretary )	Effective From 06-Jun-2022

# ISLE MADAME BOAT CLUB

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(38\)](#)

Name  
**GARY LANDRY**

Relationship  
Officer( Vice-Commodore )

Effective From  
06-Jun-2022

Name  
**ROBERT MARTEL**

Relationship  
Officer( Commodore )

Effective From  
19-Jun-2024

Name  
**MICHÉLE BABIN**

Relationship  
Recognized Agent

Effective From  
23-Dec-2024

# IMBC RENEWAL PROJECT

## Detail work/cost/ financing plan

### Estimated Cost

Work Description	Cost	Funder	Financing	
			In-kind	Total
Clubhouse 400 feet x \$200 per square foot	\$ 80,000.00	\$ 55,000.00	\$ 25,000.00	\$ 80,000.00
Site Preparation	\$ 17,000.00	\$ 8,000.00	\$ 9,000.00	\$ 17,000.00
2 heat pumps	\$ 25,000.00	\$ 23,000.00	\$ 2,000.00	\$ 25,000.00
Deck railing and ramp	\$ 12,000.00	\$ 7,000.00	\$ 5,000.00	\$ 12,000.00
Kitchen appliances, furnishings	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00	\$ 3,000.00
Flooring	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00
				\$ -
<b>Subtotal</b>	<b>\$ 142,000.00</b>	<b>\$ 99,000.00</b>	<b>\$ 43,000.00</b>	<b>\$ 142,000.00</b>
Insulating Clubhouse Floor,	\$ 35,000.00	\$ 29,000.00	\$ 6,000.00	\$ 35,000.00
Electrifying new and south dock , providing water to north dock, diving on dock moorings, moving dock moorings-upgrade electrical system, landscaping	\$ 123,000.00	\$ 94,000.00	\$ 29,000.00	\$ 123,000.00
				\$ -
<b>Subtotal</b>	<b>\$ 158,000.00</b>	<b>\$ 127,000.00</b>	<b>\$ 35,000.00</b>	<b>\$ 158,000.00</b>
Add lone meter in height to the 400 ft Berm , ramp repair and widening, 125 pier plus 4 docks, dredging channel, site remediation- disposal of dredged materials				
<b>Subtotal</b>	<b>\$ 900,000.00</b>	<b>\$ 900,000.00</b>		<b>\$ 900,000.00</b>
<b>Total</b>	<b>\$ 1,200,000.00</b>	<b>\$ 1,126,000.00</b>	<b>\$79,000.00</b>	<b>\$ 1,200,000.00</b>
<b>Funding Partner Distribution</b>				
<b>Provincial Government CFIP</b>	<b>\$ 50,000.00</b>			
<b>Provincial Government CEDF</b>	<b>\$ 800,000.00</b>			
<b>ACOA</b>	<b>\$ 251,000.00</b>			
<b>Municipality</b>	<b>\$ 20,000.00</b>			
<b>IMBC</b>	<b>\$ 79,000.00</b>			
	<b>\$ 1,200,000.00</b>			

# IMBC - INTERIM YTD Financials

<b>BALANCE SHEET</b>		<b>INCOME STATEMENT</b>	<b>2024 YTD</b>
<b>Cash</b>		<b>Revenue</b>	
Chequing	5,272.91	Membership - new application	890.00
Savings	132.71	Membership - renewal	1,950.00
HISA	6,526.56	Services - new dock application	1,350.00
Term - 1 yr (due Mar 11/25)	45,000.00	Services - berthage	10,846.50
Term - 1 yr (due Mar 11/25)	35,000.00	Services - ramp	400.00
<b>Total</b>	<b>91,932.18</b>	Services - discounts	(760.00)
		Visitor berthage	1,636.50
<b>Inventory</b>	<b>2,768.50</b>	Inventory sales	537.40
		Ice	228.50
<b>Receivables</b>	<b>0.00</b>	Social/work Events	627.42
		Interest	2,056.78
<b>Fixed Assets</b>		Miscellaneous donations	406.58
Boat ramp	61,734.63	<b>Total Revenue</b>	<b>20,169.68</b>
Garage	53,560.00	<b>Expenses</b>	
Breakwater	220,000.00	NSPC - marina (9)	934.96
Club house	45,000.00	NSPC - club (3)	879.42
Pump out	10,945.81	Water	215.65
Land	30,000.00	Maintenance and grounds	9,691.81
Marina	240,000.00	Club supplies	573.82
Utility shed	1,500.00	Social-work events	1,844.10
<b>Total</b>	<b>662,740.44</b>	Office	43.57
<b>Payables</b>	<b>0.00</b>	Inventory cost of goods sold	588.28
		Ice cost	0.00
<b>Pre-paid revenue</b>	<b>(480.00)</b>	Joint Stocks	31.15
		Insurance	6,763.00
<b>Retained earnings</b>	<b>759,049.09</b>	Website hosting	24.09
		Internet	667.80
<b>2024 Retained earnings</b>		Miscellaneous	0.00
2023 year-end	759,049.09	<b>Total Expenses</b>	<b>22,257.65</b>
Current	(2,087.97)		
<b>2024 YTD</b>	<b>756,961.12</b>	<b>Surplus / (Deficit)</b>	<b>(2,087.97)</b>

Revenue	Proposed Budget		
	2025	2024	
		ACTUAL	Projected
Membership - new application		890	400.00
Membership - renewal		1,950.00	2810.00
Services - new dock application		1,350.00	
Services - berthage		10,846.50	12196.00
Services - ramp		400	600.00
Services - discounts		-760	
Visitor berthage		1,636.50	2200.00
Inventory sales		537.4	250.00
Ice		228.5	300.00
Social/work Events		642.42	750.00
Interest		2,056.78	
Miscellaneous donations		406.58	500.00
<b>Total Revenue</b>		<b>\$ 20,184.68</b>	<b>\$ 20,006.00</b>
			2100.00
			Not regarded as operational revenue
<b>Expenses</b>			
NSPC - marina (9)		934.96	1100.00
NSPC - club (3)		879.42	975.00
Water		215.65	250.00
Maintenance and grounds		9,691.81	5000.00
Club supplies		573.82	600.00
Social-work events		1,844.10	2500.00
Office		43.57	200.00
Inventory cost of goods sold		588.28	150.00
Ice cost		0	
Joint Stocks		31.15	31.50
Insurance		6,763.00	7000.00
Website hosting		24.09	125.00
Internet		667.8	725.00
Miscellaneous		0	250.00
<b>Total Expenses</b>		<b>\$ 22,257.65</b>	<b>\$ 18,906.50</b>
<b>Surplus / (Deficit)</b>		<b>\$ - 2,072.97</b>	<b>\$ 1,099.50</b>



**BY EMAIL AND MAIL**

January 16, 2025

Lois Landry, Warden  
Municipality of Richmond County  
PO Box 120 2357 Hwy 206  
Arichat, NS B0E 1A0

Dear Lois Landry:

**RE: Industrial Inquiry Commission Reviewing Canada Post**

As you may know, the Canada Industrial Relations Board, as instructed by the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission led by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

The Commission has been tasked with reviewing the obstacles to negotiated collective agreements, as well as making recommendations about the future structure of Canada Post. The Commission has until May 15, 2025, to submit its final report to the government.

While time is extremely short, the good news is that there is an opportunity for you to make a submission as part of the Commission's public review. CUPW would like to ensure that the views of municipalities are considered. Therefore, if at all possible, we would like you to provide input to the Commission.

During the last public review on the mandate of Canada Post in 2016, the active engagement of municipalities was critical in the decision to maintain door-to-door delivery and immediately stop the further rollout of community mailboxes. However, there is nothing to stop the Commission from making recommendations to bring that back or to suggest other cutbacks.

We have enclosed a sample resolution that your municipality can adopt about making a submission to the Commission, expanding services at the public post office, and the need for more robust public stakeholder consultation. We have also included a document with some suggested themes to consider for your written submission. If you can, please let us know if you plan to participate, pass a resolution, and can send us copies of the materials you submit.

**Upcoming Federal Election**

We also find ourselves in a period of federal political uncertainty, with the possibility of a federal election only months away. This will raise public discussion and debates on many issues affecting the public and all municipalities.

In all likelihood, it will be the next federal government that will determine what will be done with the Commission's report.



In the run-up to the federal election, we urge you to question the political parties on their intentions for Canada Post, and insist they make clear their public commitments regarding the following issues:

- Preserving our universal and public postal service;
- Maintaining the moratorium on post office closures;
- Maintaining door-to-door mail delivery; and,
- Establishing postal banking to offset the loss of financial services in many communities.

Thank you very much for considering our request. There's a lot at stake and we appreciate anything you can do to help. CUPW is confident that we can build on our past success and convince the Commission to recommend against service cuts, to maintain good jobs in our communities, expand services that generate additional revenues to keep Canada Post self-sustaining and allow us to build a universal, affordable and green public postal system for future generations.

For more information, please visit [deliveringcommunitypower.ca](http://deliveringcommunitypower.ca) or contact Brigitte Klassen at [bklassen@cupw-sttp.org](mailto:bklassen@cupw-sttp.org).

Sincerely,



Jan Simpson  
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, Regional and National Union Representatives, CUPW Locals, Specialists





## Canada Post is Under Review through Section 108 of the *Canada Labour Code*

As you may know, the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post just before the holiday break, ordering CUPW members to return to work under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission lead by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

It will review Canada Post's financial situation, the possible diversification or alteration of delivery models, Canada Post's viability as it is currently configured, as well as bargaining issues, including full-time employment, health and safety and job security and produce a report not later than May 15, 2025. Accordingly, Kaplan's "recommendations may include amendments to the collective agreement, and any other changes to be implemented, including the structures, rights and responsibilities of the parties in the collective bargaining process."

### The Commission is Seeking Input

We have an incredibly short timeline to follow. Hearings will begin January 27 with statements from both CUPW and Canada Post. The good news is that there is an opportunity for third parties to send in a written submission to the Commission as part of its public review. CUPW and Canada Post must have their bilingual submissions in to the commission by end of day Monday, January 20. We do not have a date or mechanism yet for third-party submissions, but it could be very soon. CUPW would like to ensure that the views of community groups, municipalities, allied organizations and labour are also considered. Therefore, if at all possible, we would like you to provide input to the Commission.

**Please let us know if you will be making a submission. Please contact Brigitte Klassen at [bklassen@cupw-sttp.org](mailto:bklassen@cupw-sttp.org), so we can provide you with more details on how to send it to the Commission as soon as we have more information.**

**As time is of the essence and to help get you started on your submission, here are some suggested themes to consider that are important supplements to CUPW's bargaining demands.**

- Keep Canada Post a Public Service
- Maintain universal service at a uniform price
- Expanded services to diversify and generate new revenue streams, no service cuts
  - add financial services
  - maintain the moratorium on post office closures to enable community hubs (meeting spaces, sales of local crafts, community gardens, government services for all levels of government)
  - maintain door-to-door delivery and increase where financially viable
- Major changes to Canada Post should not be made without full public consultation conducted through a mandate review involving all stakeholders

## Keep Canada Post a Public Service

The Commission will examine the financial situation at Canada Post. Currently, the Crown Corporation is required only to be self-sufficient. It is completely user-funded and does not rely on taxpayer dollars. Canada Post still tends to prioritize major, high-profit customers over the public and providing a public service. Canada Post must not lose sight of its public interest objectives.

Major changes to Canada Post and the *Canadian Postal Service Charter* should not be made without full public consultation and hearings conducted through a mandate review involving all stakeholders. There is simply not enough time to do this under the Labour Minister's *Canada Labour Code* Section 108 order.

## Maintain universal service at a uniform price

There have also been calls in the media and by various think tanks to privatize or deregulate Canada Post with little regard for the impact on public service or working conditions. Though transaction mail has been in decline, there are still over 2 billion letters delivered every year to an increasing number of addresses. Canada Post has an exclusive privilege (a monopoly) to handle letters so that it is able to generate enough money to provide affordable postal service to everyone, no matter where they live, be it a large urban centre or a rural or isolated community. There is no comparison in the world of a deregulated or privatized post office that serves anything near Canada's vast size and geography.

It will become increasingly difficult for our public post office to provide universal postal service if the exclusive privilege is eroded or eliminated. The exclusive privilege funds its universality. If parts of the service are deregulated or privatized, competitors will leave it to Canada Post alone to provide increasingly expensive delivery service to rural and remote communities, while they compete in profitable urban areas.

Providing Canada Post with an exclusive privilege to handle addressed letters is a form of regulation. Reducing or eliminating this privilege is deregulation. We have this regulation for a reason.

## Expanded services to diversify and generate new revenue streams, no service cuts

For years, CUPW has been advocating for new and expanded services to help diversify and create new revenue streams as a direct means to handling decline in letter volumes. Many of these services, such as postal banking, already exist in many other post offices around the world and they generate significant revenue. Around the world, more than 1.2 billion people hold postal bank accounts.

Providing new services through the existing corporate retail network ensures that good jobs remain for workers and their families in the communities in which they live.

## Financial Services

Given Canada Post's vast retail network, postal banking would offer in-community service for those who are underbanked or who have had their financial institutions close and leave town. Today, there are many rural communities with post offices, but no banks or credit unions. Very few Indigenous communities are served by local bank branches. Hundreds of thousands of low-income Canadians don't have bank

accounts at all, and almost 2 million Canadians rely on predatory payday lenders for basic financial services.

Postal banking is relatively straightforward. Like commercial banks, post offices would provide everyday financial services like chequing and savings accounts, loans and insurance. Postal banking could also be used to deliver government loans, grants and subsidies to boost renewable energy projects and energy-saving retrofits.

In many countries, postal banking is also mandated to provide financial access for all citizens and to play a role in addressing social inequalities. Postal banking could provide reliable financial services that everyone needs at affordable rates.

## Community Hubs and Moratorium on Post Office Closures

We have also advocated community hubs (provide government services for all levels of government, meeting space, sales of local crafts, community gardens) and EV charging stations.

One of Canada Post's demands during Negotiations was to have the *flexibility* to close more than 130 of the 493 corporate Retail Post Offices that are protected under the current CUPW-Canada Post Urban Postal Operations collective agreement. These are post offices that are run by Canada Post and are not franchises located inside another host business.

While about three-quarters of these are also covered by an additional 1994 moratorium on closures, for those that are not, they could end up being privatized or disappear altogether if we lose this contract language. Residents may then have to travel further for their postal needs. No franchise host business is going to give up retail space for community hubs, nor parking space for charging stations that generate revenue for Canada Post. Longstanding, good-paying, full-time jobs in our communities could be replaced with low-wage, part-time work.

You can find a list of the post offices under the moratorium and how they are protected here:

<https://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/bureaux-outlets-eng.html>

## Senior Check-Ins

We have proposed creating a senior check-in service as well. Senior check-ins could bring peace of mind to loved ones and relatives who don't live nearby. Japan, France and Jersey in the British Isles currently offer effective and successful senior check-in services through their national postal services. Door-to-door postal workers are already watchful for signs that something isn't quite right. They could be allotted extra time on their routes to simply check in on seniors or people with mobility issues who sign up for the service to make sure everything is okay and deliver peace of mind.

Find out more about our service expansion proposals at <https://www.deliveringcommunitypower.ca>



## Canada Post and the Industrial Inquiry Commission

**Whereas** the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*.

**Whereas** the Federal Minister of Labour, Steven MacKinnon, created an *Industrial Inquiry Commission* under Section 108 of *Canada Labour Code*, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the *Canadian Postal Service Charter*.

**Whereas** Canada Post is, first and foremost, a public service.

**Whereas** the *Commission* has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers.

**Whereas** the *Commission* only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post.

**Whereas** while there is room for written input, the *Commission* process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments.

**Whereas** it will be crucial for the *Commission* to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure Canada Post's financial self-sustainability.

**Therefore, be it resolved** that (name of municipality) provide input to the *Commission* in the form of a written submission.

**Therefore, be it resolved** that (name of municipality) will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the *Canada Post Corporation Act*, Canada Post's mandate or the *Canadian Postal Service Charter* without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

**PLEASE SEE THE MAILING INFORMATION FOR RESOLUTIONS ON REVERSE SIDE**

## MAILING INFORMATION

1) Please send your resolution to the Commission:

- We do not have a mailing address at this time. As we understand it, this is the email address that will collect the documents on behalf of the Commission:  
edsc.cdi-iic.esdc@labour-travail.gc.ca

2) Please send your resolution to the Ministers responsible for Labour and Canada Post, and your Member of Parliament:

- Steven MacKinnon, Federal Minister of Labour, House of Commons, Ottawa, Ontario, K1A 0A6
- Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

3) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3



## WARDEN

February 3, 2025

Communities, Culture, Tourism, and Heritage  
Communities Nova Scotia Unit  
PO Box 456 STN Central  
1741 Brunswick Street  
Halifax, NS B3J 2R5

To whom it may concern:

This letter is being provided to the Isle Madame Historical Society in support of their application to the *Facility Improvement Grant*. Their application is related to much needed work to the building that houses their exhibits and includes replacing part of the roof, shingles, and doors to their boat barn.

The work of the Isle Madame Historical Society is important to the community and the Municipality of the County of Richmond as a whole. The buildings in need of repair contain the exhibits of our seafaring past and are their main programming spaces. These buildings must be maintained to remain open to both residents and visitors alike.

The Historical Society's work aligns with the *Strategic Plan Refresh* document that guides the Municipality's priorities. One of the four goals identified in our Strategic Plan Refresh is to "Grow the Economy". One of the objectives attached to that goal is to *advocate for tourism development to build-up 12-month tourism experiences*. The work that the Isle Madame Historical Society does is firmly in line with this objective. Residents and visitors alike are welcomed to their space to see how our past connects to present day through exhibits, programs, and workshops.

It is also worth noting that our Municipality has held many events here over the past several years in partnership with the Historical Society. They help us host *Concerts by the Sea*, outdoor yoga, as well as Canada Day and other holiday events. As such, we are very supportive of this application and the important work they do in and for the Municipality.

The Isle Madame Historical Society, like any community group, can certainly review our Grants' Policy to consider options for support from the Municipality. As our policies and budgets indicate, however, those funds are very limited and will not be anywhere sufficient for this work to be completed.



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

We wish the Isle Madame Historical Society all the best in both this application and in the work this important organization, and its volunteers, does for the community.

Sincerely,

Lois Landry, Warden  
Municipality of the County of Richmond

cc: Troy McCulloch, CAO Municipality of the County of Richmond  
Councillors, Municipality of the County of Richmond



NOVA SCOTIA  
FEDERATION OF  
MUNICIPALITIES

## **NSFM Emphasizes Collaboration with Province on U.S. Tariff Concerns**

**Halifax, Nova Scotia – February 4, 2025** – As the collective voice for municipalities in the province, the Nova Scotia Federation of Municipalities (NSFM) expresses concern over the potential economic impact of U.S. tariffs on Canadian goods and underscores the importance of a strong, coordinated response.

NSFM proudly represents all 49 municipalities with over 370 municipally elected officials, and we stand with the government of Nova Scotia in working toward solutions that protect local economies, businesses, and workers across the province.

"Municipalities are at the heart of Nova Scotia's economy, fostering growth, innovation, and job creation," said NSFM President Pam Mood. "While we are encouraged by the 30-day delay in implementing these tariffs, the threat remains. Tariffs harm not only local businesses and supply chains but also the well-being of our communities. We are committed to working with the provincial government to ensure a unified response that safeguards our economic interests."

NSFM urges the federal and provincial governments to continue urgent discussions on reducing interprovincial trade barriers and diversifying trading partners to strengthen economic resilience. We remain actively engaged with provincial and federal partners to navigate this challenge. Coordination across all orders of government is essential to mitigate the impact of trade disruptions and ensure the long-term stability of our communities.

Additionally, we recognize the importance of fostering strong cross-border relationships and remain committed to advocating for the interests of Nova Scotia's municipalities in the face of shifting trade policies.

For more information, please contact:

**Charlene Fekeshazy** | Communications Advisor

**Nova Scotia Federation of Municipalities**

cfekeshazy@nsfm.ca | 902-266-2739

[www.nsfm.ca](http://www.nsfm.ca)



**WARDEN**

February 5, 2025

Hon. Tory Rushton, Minister  
Department of Natural Resources  
PO Box 698  
Halifax, NS B3J 2T9

Minister Rushton:

At our January 28, 2025, meeting, Richmond County Council reaffirmed our support for the Province to issue a Letter of Authority (LOA) to the East Richmond ATV Riders to assume management of the 3 km of the rail bed from River Tillard to the Village of St. Peter's. This letter is to inform you of that reaffirmation.

In April of 2021, Council sent a letter of support for the East Richmond ATV Riders to then-Minister of Lands and Forestry, the Hon. Chuck Porter. That letter spoke of the fact that the 3 km corridor from River Tillard to the Village of St. Peter's had been underutilized and was steadily eroding over the last 30 plus years. Further, Council argued that an accessible and inclusive multi-use trail option would be a game changer for the Village of St. Peter's and for the Municipality overall.

Current council continues to support the East Richmond ATV Rider's application to assume management of this trail through a Letter of Authority from the Department of Natural Resources. This decision aligns with our **Strategic Plan Refresh** in that a multi-use trail can support tourism development to build up 12-month tourism experiences.

I'm attaching the letter from Council that was sent in April of 2021, as the rationale for a multi-use trail outlined in that letter remain relevant. We were pleased to see a community consultation in St. Peter's in January of this year and that it was so well attended. While we appreciate that there have been opposing views on the best path forward for the trail, the ability for this section of abandoned rail corridor to serve as an economic driver in the community as well as a venue for ATV Riders, walkers, and bikers alike has led us to the conclusion that the East Richmond ATV Rider's proposal to develop and maintain this section of trail is in the best interest of residents.

Sincerely,

Lois Landry, Warden  
Municipality of the County of Richmond

cc: Troy McCulloch, CAO Municipality of the County of Richmond  
Councillors, Municipality of the County of Richmond

Encl



## WARDEN

April 9, 2021

The Honourable Chuck Porter, Minister of Lands and Forestry  
3rd Floor, Founders Square  
1701 Hollis Street, P.O. Box 698  
Halifax, NS B3J 2T9V  
Via Email: [mindnr@novascotia.ca](mailto:mindnr@novascotia.ca)

**RE: River Tillard to St. Peter's Abandoned Rail Bed**

Dear Minister Porter,

This letter is to inform you that the Municipality of the County of Richmond is in support of the Province designating the abandoned rail bed between River Tillard and St. Peter's as a multi-use trail and is further supporting that a Letter of Authority be issued to the East Richmond ATV Riders to assume management of the trail.

The 3km corridor from River Tillard to the Village along the coast is underutilized and has been steadily eroding over the last 30 years. It's a great asset for the region, and every effort must be made not only to save it, but to also to develop it to its full potential.

The Municipality of the County of Richmond is home to endless coastlines along the Bras D'Or Lake and Atlantic Ocean; it includes hidden gems of rural seaside life with historic architecture, the St Peters Canal, winding country roads, and beautiful trails. Our municipality is interested in opportunities for growth and development, including trails development, such as the proposal by East Richmond ATV Riders to link to the commercial district of St. Peter's. Over the years, local trails groups have committed countless volunteer hours to the development of much-loved trails through the region. It's clear that local residents use and appreciate the trails. They provide opportunities for economic growth, recreation and physical activity, connection with nature, and fun and active sport.

East Richmond ATV Riders propose connecting the existing multi-use trail system to the 3 kilometers coming in along the rail bed to the Village of St. Peter's, and bring it up to a standard that will enable use for both "wheels and heels" as they work towards a strategy that connects "canal to canal" (Causeway to St. Peter's), other trails in the County, and across Cape Breton Island. Designating the River Tillard/St. Peter's rail bed as multi-use makes both economic and social sense for the community. According to Nova Scotia Trails in their [Construction Standards for Multi-use Trail on Abandoned Rail Corridors](#), "the existing, on average, rail bed width of 3.5 meters (12 + feet) is a resource in itself, acting as a potential base from which a tread can be developed to accommodate multi-users in all seasons." With limited available financial resources from community and all levels of government, designating the trail as multi-use will create conditions to enable future investments that achieve a double bottom line for the community (economic and social).

East Richmond ATV Riders are modelling their efforts after the Celtic Shores Coastal Trail (CSCT) which also uses the rail bed in Inverness County, is well signed, and has clear rules for use established (ex. <http://www.celticshores.ca/maps-info/trail-rules-and-etiquette>). The key will be connecting this small stretch



of trail to the wider multi-use network so that it becomes a destination like CSCT, and so that the commercial district of St. Peter's becomes a premiere stop/launch pad along that destination trail. Richmond County is interested in strategic trails developments of this nature. In designating this trail for multi-use and having it maintained to a standard developed by Nova Scotia Trails, we have an opportunity to work together to create a trail to the Village, and a trail system throughout the County, that not only improves the quality of life for local users, but also becomes an attraction for visitors.

Public access to Nova Scotia coastlines, including in Richmond County, has declined significantly over the last number of years, which further adds to the social imperative of ensuring accessibility to these areas. In its current state, this rare piece of public coastline along the rail bed is only accessible to those with the physical capacity to be fully mobile; that excludes a significant number of users from being able to enjoy the area, including some of our most vulnerable citizens. The corridor is not accessible, not inclusive, not well maintained, and not an economic driver for the community. Built to the multi-use standard mentioned above, the 3-kilometre section of rail bed from River Tillard to the Village will become an active transportation corridor that is accessible to all types of trail users.

The abandoned railway bed is eroding at three significant areas and will need armour rock work done before it's lost for use by the community due to safety concerns. The East Richmond ATV Riders have demonstrated their capacity and willingness to invest in and maintain multi-use trails infrastructure. Over the past two years, they have been working towards upgrading existing trails on the rail bed system, including installing gates at every entrance along with barricades, signage, new gravel, grating, rolling, etc. In the spring they'll be finishing the connection to the new fully accessible bridge in River Tillard which they installed several years back. They've spent in excess of \$120,000.00 in doing these upgrades and are now ready to move forward with new projects, specifically this 3km section to connect to the Village.

Among the drivers for a community to improve the quality of life for its residents are access to inclusive economic, physical activity, and recreation/active transportation opportunities. The creation of a multi-use trail along the 3km section of rail bed from River Tillard to the Village will directly support each of those drivers by providing greater access to the commercial district, making the trail more accessible to a wider variety of pedestrian and cycling users, and enabling programming and activities for both residents and visitors.

A strategic and accessible/inclusive network of multi-use, walking, and cycling trail options together will be a game changer for the Village of St. Peter's, and for the County overall.

Sincerely,

Warden Amanda Mombourquette  
Municipality of the County of Richmond

cc: Ricky Stone, President, East Richmond ATV Riders  
Councillors, Municipality of the County of Richmond



## WARDEN

February 5, 2025

Accessibility Directorate  
c/o Nova Scotia Department of Justice  
PO Box 7, Halifax NS B3J 2L6

To whom it may concern:

At a recent meeting, Richmond County Council was asked to reach out to the Accessibility Directorate to review a concern identified by the Inclusive, Diverse, Equitable, and Accessible (IDEA) Committee.

The *Accessibility Act* outlines the standards for committees intended to do the important work of achieving an accessible Nova Scotia. Section 19 of the *Act* outlines the composition of committees that guide municipalities' work in this area. That section stipulates that *"(a) one half of its membership consist of persons with disabilities or representatives from organizations representing persons with disabilities; (b) representatives of organizations and classes of organizations likely to be affected by the standard being developed; and (c) representatives from departments of the Government that have responsibilities related to the standard being developed."*

Our committee's concern is that *"persons with disabilities or representative from organizations representing persons with disabilities"* may exclude family members and caregivers who often speak on behalf of people with disabilities that make speaking for themselves impossible. Family members or caregivers, with or without Adult Representation, are often called upon to provide care, comfort, and advocacy to individuals with disabilities that make communication challenging. As it stands now, Section 19 of this *Act* prohibits these caregivers from being included as First Voice. Our concern is the that the section in question silences a group of people whose "voice", albeit silent, should be at the forefront of this important work of achieving an accessible Nova Scotia.



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

We are open to more dialogue on this matter and respectfully request a review of the role of caregivers and family members on these important committees.

Sincerely,

Lois Landry, Warden  
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond  
Troy MacCulloch, CAO, Municipality of the County of Richmond  
Thivjan Tharmaratnam, Executive Director, Inclusion Nova Scotia



## WARDEN

February 5, 2025

Department of Communities, Culture, Tourism, and Culture  
c/o Larry Maxwell, Regional Manager  
Cape Breton Region  
850 Grand Lake Road  
Sydney, NS B1P 5T9

RE: Richmond Warriors' Boxing Club's Application to the *Recreation Facility Development Grant*

Dear Mr. Maxwell:

This letter is to indicate our support for The Richmond Warriors' Boxing Club's application for funding toward the replacement of their roof.

The Boxing Club successfully applied for funding through our Municipal Grants Policy earlier this year. Their application for those funds included an impressive amount of information about the impact their work is already having in the community. Boxing is a sport that requires discipline and focus, and it is one of many ways our residents can stay active and healthy. This organization has already found themselves working with women entering and exploring the sport, and the Indigenous community has benefitted from a place of empowerment and cultural pride. The reference to seniors' programming was also noted by Council as good news for residents.

To support this new organization, the Municipality of the County of Richmond has committed \$10,000 in funding toward the replacement of the roof. This work must be done to allow the Boxing Club to remain open.

We are very supportive of additional funding applications that they are pursuing, and we wish them all the best in their efforts to offer programming and space to residents of Richmond County.

Sincerely,

Lois Landry, Warden  
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond  
Troy MacCulloch, CAO, Municipality of the County of Richmond



## WARDEN

February 5, 2025

The Office of Healthcare Professionals Recruitment Community Fund  
c/o Health and Wellness  
PO Box 488  
Halifax, NS B3J 2R8

To whom it may concern:

This letter is being provided to the Program Director at the Cape Breton South Recruiting for Health as part of a funding application through the Office of Healthcare Professional Recruitment's Community Fund.

As Warden of the Municipality of the County of Richmond, I have met with the Program Director and have reviewed the important and impactful work that organization does in the recruitment and retention of healthcare professionals. I was especially impressed by the *Career Catalogue* they produced to encourage individuals to learn about careers in the healthcare fields they may not have otherwise considered. This work is critical, as there is no doubt that the best person to fill a role in a rural community is someone with ties to that community. Our efforts to recruit and retain, therefore, should absolutely include encouraging residents to consider these careers as they plan their entry or re-entry into the workforce.

While I can certainly speak highly of this *Career Catalogue* as the Warden, I would be remiss if I didn't add how impactful they will be to young people making important decisions about their future. As a former principal and guidance counsellor in Richmond County's largest high school, I can say with absolute certainty that this information will help recruit young people to these professions. The information is clear, concise, and will help those planning for post-secondary studies with valuable insights into these careers. One of the best ways to retain staff is to ensure they pick careers well in the first place, and this *Career Catalogue* can be an important tool to that end.

I wish Ms. MacDonald, the Program Director at the Cape Breton South Recruiting for Health, much success in this application and in all the work she does on behalf of residents in the Strait Region.

Sincerely,

Lois Landry, Warden  
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond  
Troy McCulloch, CAO, Municipality of the County of Richmond



THE MUNICIPALITY OF THE COUNTY OF  
LA MUNICIPALITÉ DU COMTÉ DE  
**RICHMOND**

*Department of Finance*

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**MEMO TO:** TROY MACCULLOCH, CAO

**MEMO FROM:** KATHLEEN JEFFREY

DATE: January 23, 2025

RE: Type 1 – Infrastructure

Dear CAO,

Attached is a grant application from the Whiteside Church Preservation Society for Infrastructure Grant Funds in the amount of \$5,000. Please note when considering eligibility, Grant Policy – Schedule A – Limits/Policy Details “Own/lease the assets being upgraded/improved,” the PIDS indicate ownership by the Episcopal Corp of Antigonish.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey  
Interim Director of Finance

**This project aligns with the following County initiatives or plans:**

- |   |  |
|---|--|
| <input type="checkbox"/> Accessibility Plan               | <input type="checkbox"/> Economic Development        |
| <input type="checkbox"/> Active Living / Recreation Plan  | <input type="checkbox"/> The Strategic Plan          |
| <input type="checkbox"/> Age Friendly Initiative          | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development      |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u> |  |



Grant/Funding Application

Organization Legal Name

Whiteside Church Preservation Society

Contact Person

Karen Walker (or Brenda White at 631-5239)

Position in Organization

President

Email

Walkerville9478@gmail.com

Telephone

705-761-9199

Mailing Address

St. Patrick's Church Preservation Society - Module 3, P. O. #7, Whiteside Road, Whiteside, Cape Breton, B0E 1J0

Signature

*Karen Marie Walker*

Date

October 22, 2024

Are you registered through the Registry of Joint Stocks?

Yes

No

\* Please note that all requests for funding (except Section C2) require your organization to be registered through the Registry of Joint Stocks

Please check the box corresponding to the grant for which you are requesting funding.

Type 1 Infrastructure

Only complete Section A (page 2)

Type 2 Start-up Activity

Only complete Section B (page 3)

Type 3 Recreation/Sponsorship

Only complete Section C1 for Physical Activity (page 4)

Only complete Section C2 for Instructor/Facilitator Development (page 5)

Only complete Section C3 for Sponsorships (page 6)

Only complete Section C4 for Canada Day (page 7)

Type 4 Regional/Health/General

Only complete Section D (page 8)

What you need to know before applying for funding

- i) Please only fill one application per grant type (i.e. If you want to apply for both Start-up Activity and Canada Day grants, you must fill out 2 separate application forms.)
- ii) Failure to correctly complete this application may delay funding review/approval.
- iii) Your project cannot start before approval is given. Failure to do so may result in your funding request being denied.
- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
- v) The Municipality of the County of Richmond reserves the right to request more information regarding the grant application.
- vi) The Municipality of the County of Richmond reserves the right to conduct a site inspection.
- vii) Please allow 6 - 8 weeks for processing.

Please forward applications to:  
Danielle Martell, Community Development & Special Projects Officer

2357 Hwy 206, P.O. Box 120

Arichat, NS B0E 1A0

cdspofficer@richmondcounty.ca

Telephone: 902-226-3982 Fax: 902-226-0295

Grant Type

1



THE MUNICIPALITY OF THE COUNTY OF RICHMOND LA MUNICIPALITÉ DU COMITÉ DE RICHMOND

Section A - Infrastructure - 50% of costs, Maximum of \$5,000 per application

Maximum of one application per year, per organization

Application checklist:

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
Names and addresses of your organization's directors
Most recent Annual Financial statements (Balance Sheet and Income Statement)
Budget for current fiscal year
3 Quotes for proposed project with an explanation of award

Overview of Project

Please describe the project in as much detail as possible.

If you need additional space please use the Additional Information Sheet attached to this application.

Church Window Restoration.

12 windows in total (upper and lower sashes) by qualified historic restoration speicalists.

In order to preserve the building, the windows must be repaired. A great amount of basic maintenance has been completed by local volunteers, however this project requires knowledge of preservaiton, so that we continue to align with our historic property designation.

Does your organization own the assets for which you are applying for funding to upgrade/improve? Yes No

Project budget

Cost of the project

Capital Costs

Land \$ 0.00

Materials

Labour Costs

Other Capital Costs \$ 28,635.00

Specify:

Other Capital Costs

Specify:

TOTAL

\$ 28,635.00

Financing the project/Other revenue

Organization's costs

Have you had to borrow for this project? Yes No

Loan/Debt

Funding Agency

Provincial

Federal

Other (Specify):

Amount requested from Municipality \$ 5,000.00

If approved, funds must be spent by March 31.

TOTAL

\$ 5,000.00



Nova Scotia

CERTIFICATE OF INCORPORATION  
Societies Act


Registry Number

3285230

Name of Society

WHITESIDE CHURCH PRESERVATION SOCIETY

Thereby certify that the above-mentioned society was incorporated this  
date under the Societies Act.

  
Registrar of Joint Stock Companies

October 24, 2014  
Date of Incorporation

### Names and Addresses of Organization's Director

Name	Position	Contact Address
Karen Walker	President	2928 Jennifer Drive, Peterborough, Ontario, K9L1Z9 <a href="mailto:Walkerville8478@gmail.com">Walkerville8478@gmail.com</a>
Brenda White	Secretary	205 Tilled Shore Road, Whiteside, Cape Breton, B0E 1J0 <a href="mailto:fcw@seasidehighspeed.com">fcw@seasidehighspeed.com</a>
Paul and Lorna Tyrell	Treasurer	<a href="mailto:palor@eastlink.ca">palor@eastlink.ca</a>
Marilyn Demers	Board Member	P.O. Box 3 Whiteside, Cape Breton, B0E 1J0
Frank Meagher	Board Member	<a href="mailto:meaherf@yahoo.ca">meaherf@yahoo.ca</a>
Michelle Hayes	Board Member	<a href="mailto:Milhayes1970@hotmail.com">Milhayes1970@hotmail.com</a>
Elaine and Richard Cook	Board Members	<a href="mailto:Elainemc54@gmail.com">Elainemc54@gmail.com</a>

# WHITESIDE CHURCH PRESERVATION SOCIETY

Profile Relationships Events (10)

**Reg. Number**

3285230

**Reg. Name**

WHITESIDE CHURCH PRESERVATION SOCIETY

**Type**

Society

**Status**

Active

**Effective Date**

25-Nov-2014

**Registered on**

24-Oct-2014

**Next Annual Return**

31-Oct-2025

## Addresses

**Reg. Address**

1621 WHITESIDE RD, WHITESIDE, NOVA SCOTIA, B0E 1J0, CANADA

**Mailing Address**

MODULE 3, P.O. BOX 7, WHITESIDE, NOVA SCOTIA, B0E 1J0, CANADA

Documents (16) Reports (4)

*Type to filter*

**Society Annual Renewal Statement (SR628547)**

Registered on: 01-Oct-2024, Effective from: 01-Oct-2024

Standard \$12.45

Certified \$12.45

**Society Annual Renewal Statement (SR446590)**

Registered on: 10-Oct-2023, Effective from: 05-Oct-2023

Standard \$12.45

Certified \$12.45

**Society Annual Renewal Statement (SR291904)**

Registered on: 03-Nov-2022, Effective from: 02-Nov-2022

Standard \$12.45

# WHITESIDE CHURCH PRESERVATION SOCIETY

[Profile](#) [Relationships](#) [Events \(10\)](#)

Name: [KAREN WALKER](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [BRENDA A. WHITE](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [MARILYN DEMERS](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [FRANCIS MEAGHER](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [ELAINE COOK](#)

Relationship: Director

Effective From: 13-Oct-2016

Items per page 5 1 - 5 of 10 < >

[Documents \(16\)](#) [Reports \(4\)](#)

Type to filter

# WHITESIDE CHURCH PRESERVATION SOCIETY

[Profile](#) [Relationships](#) [Events \(10\)](#)

Society Annual Renewal Statement Submission Registered	01-Oct-2024
Society Annual Renewal Statement Submission Registered	05-Oct-2023
Society Annual Renewal Statement Submission Registered	02-Nov-2022
Society Annual Renewal Statement Submission Registered	13-Oct-2021
Annual Renewal	24-Sep-2020
Annual Renewal	25-Sep-2019
Annual Renewal	11-Oct-2018
Annual Renewal	02-Nov-2017
Annual Renewal	13-Oct-2016
Annual Renewal	22-Sep-2015

[Documents \(16\)](#) [Reports \(4\)](#)

Type to filter

## Society Annual Renewal Statement (SR628547)

Registered on: 01-Oct-2024, Effective from: 01-Oct-2024

Standard \$12.45

Certified \$12.45

## Society Annual Renewal Statement (SR446590)

Registered on: 10-Oct-2023, Effective from: 05-Oct-2023

Standard \$12.45

**Whiteside Church Preservation Society**  
**Prepared Income Statement**  
**December 31, 2023**

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	<u>2023</u>
<b>Revenue</b>	
<i>Memorial donations</i>	\$ 2,870
	<hr/>
<b>Expenditures</b>	
<i>Business fees</i>	303
<i>Community programs</i>	591
<i>Donations</i>	50
<i>Office</i>	166
<i>Maintenance</i>	50
<i>Utilities</i>	116
	<hr/>
	1,276
	<hr/>
<i>Excess of revenues over expenditures for the year</i>	1,594
	<hr/>
<i>Net assets, beginning of year</i>	4,848
	<hr/>
<i>Net assets, end of year</i>	\$ 6,442
	<hr/> <hr/>

**Whiteside Church Preservation Society**  
**Prepared Balance Sheet**  
**December 31, 2023**

---

	<u>2023</u>
Bank	\$ 6,442
	<u>6,442</u>
 Net assets	
Surplus	6,442
	<u>\$ 6,442</u>

*Laura M. Lyrell*  
Treasurer

*Cherie Cook*  
Director

Whiteside Church Preservation Society ( St. Patrick's )  
 "Current fiscal year budget"  
 Estimate for 2025 for " Municipal Grant Application "

	\$2000.00
Revenue: Memorial & Mss donations	\$30.00
GST refund	
<b>Total Revenue</b>	<b>\$2030.00</b>
<b>Expenses:</b>	
Church Insurance	\$510.00
Fr.Duncan (March/25)	\$150.00
Fr.Duncan (July/25 )	\$150.00
Elizabeth&choir (July/25)	\$50.00
Antigonish Taxes	\$276.00
Nova Scotia Power	\$122.91
Joint Stock	\$ 31.15
Riverdale Community Service Society	\$50.00
Luncheon Expenses for July Mass	\$115.00
Royal Canadian Legion	\$ 60.00
Breton Petroleum	\$400.00
<b>Total Expenses</b>	<b>\$1915.06</b>
<b>Net Assets</b> December 31 , 2024	<b>\$7473.76</b>
<b>Revenue</b>	<b>\$2030.00</b>
<b>Expenses</b>	<b>\$1915.06</b>
<b>Net Assets</b> December 31 , 2025	<b>\$7588.70</b>

**Project Budget**

**Whiteside Church Preservation Society**

**Cost of the Project**

Capital Costs: 28,635.00

Other Costs: 0.00

**Total Costs: 28,635.00**

**Financing the Project/Other Revenue**

Organization's current available funds: 7,000.00

Fundraising Goal: min. of 6,635.00 (but will hope to exceed this)

Potential Provincial Grant: 10,000.00 (application in process)

Other: 0.00

Among requested from the Municipality: 5,000.00

**Total Financing: 28,635.00**

## Whiteside Church Preservation Society

January-September 30, 2024

<i>Revenue</i>	\$2356.70
<i>Memorial Donations</i>	\$48.25
<i>PayPal</i>	\$36.79
<i>GST Refund</i>	\$463.00
<i>Tickets sold on Veggie Bin</i>	\$2904.74
<i>Total Revenue</i>	
<i>Expenses</i>	
<i>NSPC</i>	\$42.20
<i>Stapples Cards &amp; Envelopes</i>	\$66.00
<i>Church Insurance</i>	\$510.00
<i>Antigonish Taxes</i>	\$276.00
<i>Fr. D. MacIsaac ( March 17/24 Mass)</i>	\$150.00
<i>Fr. D MacIsaac ( July 14/24 Mass)</i>	\$150.00
<i>Paul Tyrrell (Gift Card/Service Rendered)</i>	\$50.00
<i>Michelle Hayes ( Service Rendered)</i>	\$100.00
<i>Riverdale Community Center</i>	\$50.00
<i>Elizabeth McNamara</i>	\$50.00
<i>Expenses for Luncheon after July 14/24 Mass</i>	\$115.00
<i>Paint for windows to be painted inside &amp; out</i>	\$142.50
<i>Total Expenses</i>	\$1701.70
<i>Net Assets December 31/23</i>	\$6442.58
<i>Revenue</i>	\$2904.74
	\$1701.70
<i>Expenses</i>	
<i>Net Assets September 16/24</i>	\$7645.62

MUNICIPALITY OF RICHMOND COUNTY

NOTICE OF REGISTRATION OF THE WHITESIDE CHURCH IN RICHMOND COUNTY

MUNICIPAL REGISTRY OF HERITAGE PROPERTY

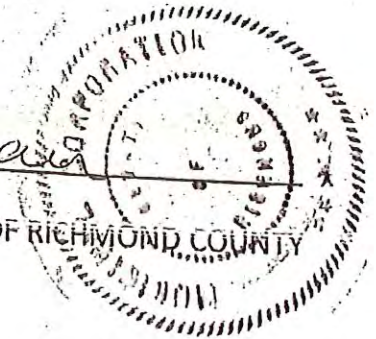
TO: WHITESIDE CHURCH PRESERVATION SOCIETY  
CATHOLIC EPISCOPAL CORPORATION OF ANTIGONISH

You are hereby notified that:

- a) You are hereby notified that properties (PID 75033100 & 75209700) at Whiteside, Richmond County have been registered in the Richmond County Municipal Registry of Heritage Property, by resolution of Council adopted at a meeting held the 27<sup>th</sup> day of May, 2019.
- b) The Municipal Heritage By-Law stipulates that the effect of registration in the Municipal Registry of Heritage Property is that no demolition or substantial alteration in the exterior appearance of the building may be undertaken without the approval of the Municipality of Richmond. An application for permission to substantially alter the exterior appearance, or demolish this property, shall be made in writing to the Municipality, and the Municipality may grant the application, with or without conditions, or may refuse it. Where an application is refused, the owner may make the alteration described in his application, or carry out the proposed demolition, at any time after one year from the date of the application, provided the alteration or demolition shall not be undertaken more than two years of the date of the application.

Dated this 28<sup>th</sup> day of May, 2019

*Grome Boudreau*  
 \_\_\_\_\_  
 CLERK OF THE MUNICIPALITY OF RICHMOND COUNTY



DOCUMENT E-SUBMITTED  
 LRO: Richmond County  
 DATE: June 4, 2019  
 DOC#: 114557060

## Three Quotes for Proposed Project with an explanation of award:

Quote of the work to be done is attached. Please note that we reached out to three experts in historic restoration and the quote provided is one from Sherbrook Restoration Commission who has extensive experience with Sherbrooke Village. We cannot simply entrust historic preservation to any business that repairs or replaces window/sashes/etc. We contacted Louisburg Historic Site, and they recommended we contact Sherbrook Restoration. I have provided the guidelines for historic preservation below and by choosing this contractor, we can be assured of quality work and preservation of church.

### 1. General Standards (for preservation, rehabilitation and restoration)

1. Conserve the *heritage value* of a historic place. Do not remove, replace or substantially alter its intact or repairable *character-defining elements*. Do not move a part of a *historic place* if its current location is a *character-defining element*. **We are repairing the windows and sashes without altering the defining elements.**
2. Conserve changes to a *historic place* that, over time, have become *character-defining elements* in their own right. **The windows have allowed the congregation to overlook the water for over a century. They are a defining feature of the church.**
3. Conserve *heritage value* by adopting an approach calling for *minimal intervention*. **The work done, will be executed by someone who has vast experience in preservation and only the affected areas will be repaired.**
4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted. **No other elements from any other historic place will be added.**
6. Protect and, if necessary, stabilize a *historic place* until any subsequent *intervention* is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information. **No part of this restoration will impact the adjoining parish cemetery.**
7. Evaluate the existing condition of *character-defining elements* to determine the appropriate *intervention* needed. Use the gentlest means possible for any intervention. **We have carefully researched and selected a craftsman who can ensure the gentlest means of restoration.**

# Working together

What an amazing community!

A very special thank-you to **Lester Morgan** for hosting visitors to the church during the 2018 Celtic Colours weekend; to **Rhonda Barrett** for taking the lead in organizing the July 2019 community dance; to **Anthony Barrett** for graciously donating the disc jockey service for the upcoming dance; to graphic designer **Shaylynn Hayes** of East Coast Designs for developing our beautiful new website; to **Michelle Hayes** for donating her time and talent to provide uploads and helping to manage the website; for **Francis McEachern** for overseeing the completion of the new church accessibility ramp; and to **Frank Meagher** for a donation to offset the cost of the luncheon for the July Mass.



**Since July 2018 generous donations were made in memory of:**

- |   |                 |
|---|-----------------|
| Bill Macdonald                                  | Kurt Frei       |
| Rose Ann Proctor                                | Jolene Boudreau |
| Alex Cogswell                                   | Ray McNamara    |
| Brian Johnson                                   | Bernie Walker   |
| Duncan and Mame White                           |                 |
| John & Clara McNamara                           |                 |
| Joey McNamara                                   |                 |
| Celina Malatesta                                |                 |
| John Jack Hennigan                              |                 |
| Gus and Annie McNamara                          |                 |
| Rose Marie Mathews                              |                 |
| Arlene Faith Leblanc                            |                 |
| Geraldine MacLeod                               |                 |
| Marie White Lynch Peacocke                      |                 |
| Jean Jenkin (for her 90 <sup>th</sup> birthday) |                 |
| Gus and Mary Walker                             |                 |

New Volunteers Welcomed: No experience needed. Time commitment is just a few hours a year to assist the executive committee with a variety of small tasks (many of which can be done remotely). The society is well-established, and now is the time to join. Don't be shy. Email or leave your name with one of our members. (Brenda White, Elaine and Richard Cook, Karen Walker, Frank Meagher, Marilyn Demers, Michelle Hayes, and Rhonda Barrett).

We remember those who were buried in St. Patrick's Cemetery this past year. Eternal rest grant unto them O Lord, and let Your perpetual light shine upon them.

Wishing to donate in 2019? Cheques may be mailed to the address below or visit our website to make a convenient online donation:  
 St. Patrick's Church Preservation Society, Madule 3, P.O. Box 7, 1621 Whiteside Rd., Whiteside, Cape Breton, Nova Scotia, B0E 1J0.

Website: [www.stpatrickswhiteside.com](http://www.stpatrickswhiteside.com)

Email: [stpatrickswhiteside@outlook.com](mailto:stpatrickswhiteside@outlook.com)

All donors will be recognized on our website unless you indicate you wish to remain anonymous.

# Sherbrooke Restoration Commission

# Quote

42 Main Street, PO Box 295  
Sherbrooke, Nova Scotia B0J 3C0  
Phone: 902-522-2400 Ext:232 Fax: 902-522-2974

DATE October 1,2024

## Quotation For:

Richard Cooke  
Member Preservation Society  
St. Patrick's Church  
Whiteside, Nova Scotia

Prepared by: Rodney MacDougall

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE	AMOUNT
10 pairs	To Supply upper and lower window sashes.	\$ 1800.00/pair	x	\$ 18,000.00
2 pairs	To Supply upper and lower window sashes.	\$ 1200.00/pair	x	\$ 2,400.00
	Extra Trim work for inside and outside	\$ 2,000.00	x	\$ 2,000.00
	Woodworking Shop Supplies	\$ 1,000.00	x	\$ 1,000.00
	Glass	\$ 1,500.00	x	\$ 1,500.00
			SUBTOTAL	\$ 24,900.00
			TAX RATE	15.00%
			SALES TAX	\$ 3,735.00
			OTHER	\$ -
			TOTAL	\$ 28,635.00

If you have any questions concerning this quotation, Rodney MacDougall ,902-318-5449, [rodney.macdougall@novascotia.ca](mailto:rodney.macdougall@novascotia.ca)

THANK YOU FOR YOUR BUSINESS!

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 1/1/2025 1/31/2025  
 Vendor ID First Last Chequebook ID GENERAL GENERAL  
 Vendor Name First Last

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26707	00426	DIGGDON'S FREIGHT SERVICE	1/10/2025	GENERAL	PMCHQ00002356	\$ 131.10
26708	00701	LANDRY BROTHERS LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 55.18
26709	01104	THE REPORTER	1/10/2025	GENERAL	PMCHQ00002356	\$ 496.03
26710	01295	STRAIT SUPPLIES LIMITED	1/10/2025	GENERAL	PMCHQ00002356	\$ 509.58
26711	01686	T. SAMPSON & SONS BACKHOE AND	1/10/2025	GENERAL	PMCHQ00002356	\$ 460.00
26712	03123	PETER COVIN'S CONTRACTING LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 1,932.00
26713	03166	KEVIN'S COURIER LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 43.47
26714	03174	CHARLES FOREST CO-OP LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 159.96
26715	03549	MBW COURIER INC.	1/10/2025	GENERAL	PMCHQ00002356	\$ 287.49
26716	03824	FROST, CECIL J.	1/10/2025	GENERAL	PMCHQ00002356	\$ 412.24
26717	04863	CBCL LIMITED	1/10/2025	GENERAL	PMCHQ00002356	\$ 9,696.23
26718	06386	ATLANTIC MARINE & IND. RIGGING	1/10/2025	GENERAL	PMCHQ00002356	\$ 18.98
26719	07170	MORRIS, SONIA	1/10/2025	GENERAL	PMCHQ00002356	\$ 362.00
26720	08508	TELILE	1/10/2025	GENERAL	PMCHQ00002356	\$ 931.50
26721	10049	BABIN'S SERVICE CENTRE LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 175.29
26722	10529	DESJARDINS FINAN.SECURITY	1/10/2025	GENERAL	PMCHQ00002356	\$ 34,274.48
26723	12563	LA PICASSE CENTRE COMMUNAUTAIR	1/10/2025	GENERAL	PMCHQ00002356	\$ 4,038.47
26724	15882	MACDONALD, JUSTIN	1/10/2025	GENERAL	PMCHQ00002356	\$ 25.00
26725	17091	SULLIVAN FUELS	1/10/2025	GENERAL	PMCHQ00002356	\$ 2,978.86
26726	17705	PUBLIC ELECTRIC 2015	1/10/2025	GENERAL	PMCHQ00002356	\$ 425.49
26727	17985	EMM LAW INCORPORATED	1/10/2025	GENERAL	PMCHQ00002356	\$ 3,867.48
26728	18673	BOUDREAU, RONALDA	1/10/2025	GENERAL	PMCHQ00002356	\$ 89.32
26729	19862	NOVA CONSTRUCTION CO LTD	1/10/2025	GENERAL	PMCHQ00002356	\$ 94,831.88
26730	21784	FORD, JEROME W.	1/10/2025	GENERAL	PMCHQ00002356	\$ 60.00
26731	24988	HIGHLAND BEVERAGES 2004 LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 80.00
26732	25048	AGAT LABORATORIES LTD	1/10/2025	GENERAL	PMCHQ00002356	\$ 1,035.59
26733	28207	MARCHAND, BRIAN	1/10/2025	GENERAL	PMCHQ00002356	\$ 184.48
26734	28401	SAMSON, LAURIER	1/10/2025	GENERAL	PMCHQ00002356	\$ 800.00
26735	30600	PARTS CONNECTION	1/10/2025	GENERAL	PMCHQ00002356	\$ 113.85
26736	31050	NSGEU	1/10/2025	GENERAL	PMCHQ00002356	\$ 1,809.89
26737	31057	B&F ELECTRICAL LTD	1/10/2025	GENERAL	PMCHQ00002356	\$ 65,290.10
26738	31713	JB & BOYS AUTO & SALVAGE	1/10/2025	GENERAL	PMCHQ00002356	\$ 157.09
26739	33115	EXP SERVICES INC	1/10/2025	GENERAL	PMCHQ00002356	\$ 3,349.93
26740	33345	CALDON MAINTENANCE	1/10/2025	GENERAL	PMCHQ00002356	\$ 13,918.45
26741	34582	BESSEM, BEVERLY	1/10/2025	GENERAL	PMCHQ00002356	\$ 28.00
26742	35106	BONNIE BRAE SENIORS CLUB	1/10/2025	GENERAL	PMCHQ00002356	\$ 450.00
26743	35138	GFL ENVIRONMENTAL SERVICES INC	1/10/2025	GENERAL	PMCHQ00002356	\$ 25,692.42
26744	35144	MARTELL, DANIELLE	1/10/2025	GENERAL	PMCHQ00002356	\$ 162.47
26745	35165	MAPLE SIGNS & ENGRAVING	1/10/2025	GENERAL	PMCHQ00002356	\$ 26.45
26746	35174	MARCELLUS, STEVEN	1/10/2025	GENERAL	PMCHQ00002356	\$ 613.57
26747	35178	HOMWOOD HEALTH INC	1/10/2025	GENERAL	PMCHQ00002356	\$ 3,560.40
26748	35289	GENO POLEGATO TRUCKING	1/10/2025	GENERAL	PMCHQ00002356	\$ 5,987.75
26749	35785	MURY, SHANNON	1/10/2025	GENERAL	PMCHQ00002356	\$ 430.30
26750	35807	PROPERTY VALUA. SERV.CORP	1/10/2025	GENERAL	PMCHQ00002356	\$ 68,792.18
26751	36609	STRAIT AREA TRANSIT CO-OPERATI	1/10/2025	GENERAL	PMCHQ00002356	\$ 25,000.00
26752	37151	CANOE PROCUREMENT GROUP OF CAN	1/10/2025	GENERAL	PMCHQ00002356	\$ 381.00
26753	37621	MPWWA	1/10/2025	GENERAL	PMCHQ00002356	\$ 181.13
26754	38164	ST. PETER'S UNITED CHURCH	1/10/2025	GENERAL	PMCHQ00002356	\$ 3,140.00
26755	38385	CORNERBRIDGE STORE	1/10/2025	GENERAL	PMCHQ00002356	\$ 42.99
26756	38466	CANADIAN ASSOCIATION OF	1/10/2025	GENERAL	PMCHQ00002356	\$ 638.25
26757	38712	CANAL HOLDINGS LTD	1/10/2025	GENERAL	PMCHQ00002356	\$ 306.36
26758	38962	SEAL COVE HOLDING	1/10/2025	GENERAL	PMCHQ00002356	\$ 1,756.10
26759	39187	STRAIT REGIONAL CENTRE FOR EDU	1/10/2025	GENERAL	PMCHQ00002356	\$ 260,482.05
26760	39446	ZUTPHEN CONTRACTORS INC	1/10/2025	GENERAL	PMCHQ00002356	\$ 98,049.00
26761	40145	TOROMONT CAT (MARITIMES)	1/10/2025	GENERAL	PMCHQ00002356	\$ 425.42
26762	41888	FOUGERE, TYLER	1/10/2025	GENERAL	PMCHQ00002356	\$ 25.00

County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26763	42530	OFFICE INTERIORS	1/10/2025	GENERAL	PMCHQ00002356	\$ 408.05
26764	46302	ASSOCIATION OF MUNICIPAL	1/10/2025	GENERAL	PMCHQ00002356	\$ 4,312.50
26765	46450	DAVID, SHELLEY	1/10/2025	GENERAL	PMCHQ00002356	\$ 42.50
26766	46778	ST. LOUIS PARISH	1/10/2025	GENERAL	PMCHQ00002356	\$ 300.00
26767	46825	RONA ARICHAT	1/10/2025	GENERAL	PMCHQ00002356	\$ 568.59
26768	47562	SCOTIA RECYCLING LTD.	1/10/2025	GENERAL	PMCHQ00002356	\$ 230.00
26769	48121	K & D PRATT GROUP INC	1/10/2025	GENERAL	PMCHQ00002356	\$ 66.99
26770	48617	MINISTER OF FINANCE	1/10/2025	GENERAL	PMCHQ00002356	\$ 556,109.00
26771	48625	LA GOELETTE A PEPE CAFE	1/10/2025	GENERAL	PMCHQ00002356	\$ 955.01
26772	48743	JOHNSTON'S HARBOUR WHARF ASSOC	1/10/2025	GENERAL	PMCHQ00002356	\$ 489.12
26773	49382	ARTHUR J. GALLAGHER CANADA LIM	1/10/2025	GENERAL	PMCHQ00002356	\$ 111,424.00
26774	00426	DIGGDON'S FREIGHT SERVICE	1/16/2025	GENERAL	PMCHQ00002360	\$ 55.20
26775	00701	LANDRY BROTHERS LTD.	1/16/2025	GENERAL	PMCHQ00002360	\$ 16.09
26776	01104	THE REPORTER	1/16/2025	GENERAL	PMCHQ00002360	\$ 388.48
26777	01643	BOUDREAU, CHRIS A.	1/16/2025	GENERAL	PMCHQ00002360	\$ 21.02
26778	01903	AECOM CANADA LIMITED	1/16/2025	GENERAL	PMCHQ00002360	\$ 32,630.96
26779	03123	PETER COVIN'S CONTRACTING LTD.	1/16/2025	GENERAL	PMCHQ00002360	\$ 27,108.64
26780	03201	ADVOCATE MEDIA INC	1/16/2025	GENERAL	PMCHQ00002360	\$ 5,403.85
26781	06262	WILF'S DEMOLITION & SALVAGE LT	1/16/2025	GENERAL	PMCHQ00002360	\$ 49.45
26782	06904	BURKE, GARY	1/16/2025	GENERAL	PMCHQ00002360	\$ 13,749.04
26783	13722	CANSO FORD SALES LTD.	1/16/2025	GENERAL	PMCHQ00002360	\$ 175.85
26784	13776	WATERFORD ENERGY SERVICES INC	1/16/2025	GENERAL	PMCHQ00002360	\$ 37,113.38
26785	15229	SUPERIOR PROPANE	1/16/2025	GENERAL	PMCHQ00002360	\$ 2,335.41
26786	15644	LYNK ELECTRIC LIMITED	1/16/2025	GENERAL	PMCHQ00002360	\$ 1,090.43
26787	17091	SULLIVAN FUELS	1/16/2025	GENERAL	PMCHQ00002360	\$ 1,952.12
26788	17701	PUROLATOR INC.	1/16/2025	GENERAL	PMCHQ00002360	\$ 77.52
26789	17705	PUBLIC ELECTRIC 2015	1/16/2025	GENERAL	PMCHQ00002360	\$ 718.69
26790	18673	BOUDREAU, RONALDA	1/16/2025	GENERAL	PMCHQ00002360	\$ 11.50
26791	20110	ARCHITECTURE49 INC	1/16/2025	GENERAL	PMCHQ00002360	\$ 65,387.62
26792	24988	HIGHLAND BEVERAGES 2004 LTD.	1/16/2025	GENERAL	PMCHQ00002360	\$ 72.10
26793	26204	MCLENNAN SALES	1/16/2025	GENERAL	PMCHQ00002360	\$ 3,174.00
26794	28665	LAVANDIER, RENE	1/16/2025	GENERAL	PMCHQ00002360	\$ 6,017.21
26795	29057	RECEIVER GENERAL	1/16/2025	GENERAL	PMCHQ00002360	\$ 2,248.64
26796	31713	JB & BOYS AUTO & SALVAGE	1/16/2025	GENERAL	PMCHQ00002360	\$ 634.40
26797	35788	THE PORT HOOD & DISTRICT RECRE	1/16/2025	GENERAL	PMCHQ00002360	\$ 287.50
26798	36304	NAPA ROBERTSON AUTOMOTIVE	1/16/2025	GENERAL	PMCHQ00002360	\$ 108.41
26799	37151	CANOE PROCUREMENT GROUP OF CAN	1/16/2025	GENERAL	PMCHQ00002360	\$ 69.54
26800	38712	CANAL HOLDINGS LTD	1/16/2025	GENERAL	PMCHQ00002360	\$ 506.00
26801	38962	SEAL COVE HOLDING	1/16/2025	GENERAL	PMCHQ00002360	\$ 2,414.66
26802	39211	PEEPLES, MONA	1/16/2025	GENERAL	PMCHQ00002360	\$ 56.00
26803	40515	ACTION JANITORIAL SUPPLIES LTD	1/16/2025	GENERAL	PMCHQ00002360	\$ 120.19
26804	43652	SANTANA CONTRACTING LTD	1/16/2025	GENERAL	PMCHQ00002360	\$ 23,608.08
26805	44180	BURCHELL WICKWIRE BRYSON LLP	1/16/2025	GENERAL	PMCHQ00002360	\$ 305.90
26806	45241	DOYLE, WAYNE	1/16/2025	GENERAL	PMCHQ00002360	\$ 40.00
26807	46825	RONA ARICHAT	1/16/2025	GENERAL	PMCHQ00002360	\$ 227.29
26808	48160	LANMAR DEVELOPMENTS LTD.	1/16/2025	GENERAL	PMCHQ00002360	\$ 1,595.63
26809	48624	CAMDON RECYCLING LIMITED	1/16/2025	GENERAL	PMCHQ00002360	\$ 3,045.72
26810	48625	LA GOELETTE A PEPE CAFE	1/16/2025	GENERAL	PMCHQ00002360	\$ 815.01
26811	00016	MARSHALL, TRACY	1/23/2025	GENERAL	PMCHQ00002367	\$ 65.00
26812	00701	LANDRY BROTHERS LTD.	1/23/2025	GENERAL	PMCHQ00002367	\$ 5.51
26813	01066	PITNEY BOWES	1/23/2025	GENERAL	PMCHQ00002367	\$ 254.58
26814	01104	THE REPORTER	1/23/2025	GENERAL	PMCHQ00002367	\$ 282.07
26815	01295	STRAIT SUPPLIES LIMITED	1/23/2025	GENERAL	PMCHQ00002367	\$ 142.89
26816	02240	JEANTIE'S MINI MART	1/23/2025	GENERAL	PMCHQ00002367	\$ 9.00
26817	03174	CHARLES FOREST CO-OP LTD.	1/23/2025	GENERAL	PMCHQ00002367	\$ 69.64
26818	03549	MBW COURIER INC.	1/23/2025	GENERAL	PMCHQ00002367	\$ 213.41
26819	04863	CBCL LIMITED	1/23/2025	GENERAL	PMCHQ00002367	\$ 33,936.79
26820	04928	SUPERIOR CONTRACTING LTD.	1/23/2025	GENERAL	PMCHQ00002367	\$ 5,175.00
26821	05711	RANKIN, CLAIR	1/23/2025	GENERAL	PMCHQ00002367	\$ 70.06
26822	06200	ISLE MADAME IFIT CENTRE	1/23/2025	GENERAL	PMCHQ00002367	\$ 320.00
26823	15229	SUPERIOR PROPANE	1/23/2025	GENERAL	PMCHQ00002367	\$ 286.35
26824	15245	PARDY, KEVIN	1/23/2025	GENERAL	PMCHQ00002367	\$ 373.74
26825	17091	SULLIVAN FUELS	1/23/2025	GENERAL	PMCHQ00002367	\$ 2,923.31

County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26826	18562	BOUDREAU, SHAUN	1/23/2025	GENERAL	PMCHQ00002367	\$ 20.00
26827	19108	STRUM CONSULTING	1/23/2025	GENERAL	PMCHQ00002367	\$ 1,725.00
26828	19766	BOUDREAU, AMANDA	1/23/2025	GENERAL	PMCHQ00002367	\$ 55.00
26829	19828	MAC MOTORS LTD.	1/23/2025	GENERAL	PMCHQ00002367	\$ 892.72
26830	25267	MATTHEWS, C. DELBERT	1/23/2025	GENERAL	PMCHQ00002367	\$ 20.00
26831	28207	MARCHAND, BRIAN	1/23/2025	GENERAL	PMCHQ00002367	\$ 75.31
26832	33115	EXP SERVICES INC	1/23/2025	GENERAL	PMCHQ00002367	\$ 5,662.03
26833	35138	GFL ENVIRONMENTAL SERVICES INC	1/23/2025	GENERAL	PMCHQ00002367	\$ 20,967.19
26834	37151	CANOE PROCUREMENT GROUP OF CAN	1/23/2025	GENERAL	PMCHQ00002367	\$ 443.40
26835	39103	LANDRY, LOIS NADINE	1/23/2025	GENERAL	PMCHQ00002367	\$ 486.52
26836	41888	FOUGERE, TYLER	1/23/2025	GENERAL	PMCHQ00002367	\$ 20.00
26837	45144	SOURCE ATLANTIC	1/23/2025	GENERAL	PMCHQ00002367	\$ 33.74
26838	46825	RONA ARICHAT	1/23/2025	GENERAL	PMCHQ00002367	\$ 61.03
26839	48002	SAMSON, MARLENE	1/23/2025	GENERAL	PMCHQ00002367	\$ 150.00
26840	48160	LANMAR DEVELOPMENTS LTD.	1/23/2025	GENERAL	PMCHQ00002367	\$ 261.56
26841	48625	LA GOELETTE A PEPE CAFE	1/23/2025	GENERAL	PMCHQ00002367	\$ 30.00
26842	10011	DE LAGE LANDEN FINANCIAL SERVI	1/23/2025	GENERAL	PMCHQ00002368	\$ 414.00
26843	12440	DOIRON, JASON	1/23/2025	GENERAL	PMCHQ00002368	\$ 60.00
26844	23728	ROCK-DALE OVERHEAD DOORS LIMIT	1/23/2025	GENERAL	PMCHQ00002368	\$ 4,007.75
26845	35084	ACADIAVILLE COMMUNITY	1/23/2025	GENERAL	PMCHQ00002368	\$ 500.00
26846	39201	NOVA SCOTIA FEDERATION OF MUNI	1/23/2025	GENERAL	PMCHQ00002368	\$ 10,856.59
26847	47083	BURNS, DARLENE ARLENE	1/23/2025	GENERAL	PMCHQ00002368	\$ 150.00
26848	00133	MACKENZIE, CAROL	1/29/2025	GENERAL	PMCHQ00002374	\$ 32.00
26849	00701	LANDRY BROTHERS LTD.	1/29/2025	GENERAL	PMCHQ00002374	\$ 226.25
26850	01295	STRAIT SUPPLIES LIMITED	1/29/2025	GENERAL	PMCHQ00002374	\$ 79.37
26851	03174	CHARLES FOREST CO-OP LTD.	1/29/2025	GENERAL	PMCHQ00002374	\$ 22.36
26852	03549	MBW COURIER INC.	1/29/2025	GENERAL	PMCHQ00002374	\$ 326.47
26853	08656	THE ISLAND NEST RESTAURANT LIM	1/29/2025	GENERAL	PMCHQ00002374	\$ 107.26
26854	22942	DESTINATION CAPE BRETON	1/29/2025	GENERAL	PMCHQ00002374	\$ 10,835.72
26855	35092	MARY ANN'S CATERING	1/29/2025	GENERAL	PMCHQ00002374	\$ 180.00
26856	38491	MACINNIS, BEVERLY ANN	1/29/2025	GENERAL	PMCHQ00002374	\$ 150.00
26857	38962	SEAL COVE HOLDING	1/29/2025	GENERAL	PMCHQ00002374	\$ 2,929.91
26858	39151	RICHARD PEST SOLUTIONS	1/29/2025	GENERAL	PMCHQ00002374	\$ 140.00
26859	40145	TOROMONT CAT (MARITIMES)	1/29/2025	GENERAL	PMCHQ00002374	\$ 460.00
26860	42530	OFFICE INTERIORS	1/29/2025	GENERAL	PMCHQ00002374	\$ 404.02
26861	46825	RONA ARICHAT	1/29/2025	GENERAL	PMCHQ00002374	\$ 76.19
26862	48625	LA GOELETTE A PEPE CAFE	1/29/2025	GENERAL	PMCHQ00002374	\$ 1,279.55

Total Cheques: 156

Total Amount of Cheques: \$ 1,755,977.83

County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	1/1/2025
Vendor ID	First	Last	Chequebook ID	WATER
Vendor Name	First	Last		WATER

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
3121	00426	DIGGDON'S FREIGHT SERVICE	1/9/2025	WATER	PMCHQ00002355	\$ 117.30
3122	00701	LANDRY BROTHERS LTD.	1/9/2025	WATER	PMCHQ00002355	\$ 109.21
3123	03549	MBW COURIER INC.	1/9/2025	WATER	PMCHQ00002355	\$ 41.07
3124	05010	B & N DISTRIBUTORS LTD.	1/9/2025	WATER	PMCHQ00002355	\$ 29.38
3125	15202	ATLANTIC PURIFICATION SYSTEMS	1/9/2025	WATER	PMCHQ00002355	\$ 759.00
3126	19809	BUREAU VERITAS CANADA (2019) I	1/9/2025	WATER	PMCHQ00002355	\$ 1,089.18
3127	19862	NOVA CONSTRUCTION CO LTD	1/9/2025	WATER	PMCHQ00002355	\$ 8,610.62
3128	23130	ATLANTIC CONTROLS	1/9/2025	WATER	PMCHQ00002355	\$ 5,861.71
3129	25048	AGAT LABORATORIES LTD	1/9/2025	WATER	PMCHQ00002355	\$ 175.38
3130	37621	MPWWA	1/9/2025	WATER	PMCHQ00002355	\$ 90.56
3131	45144	SOURCE ATLANTIC	1/9/2025	WATER	PMCHQ00002355	\$ 1,617.08
3132	46825	RONA ARICHAT	1/9/2025	WATER	PMCHQ00002355	\$ 13.71
3133	00701	LANDRY BROTHERS LTD.	1/15/2025	WATER	PMCHQ00002359	\$ 13.09
3134	09415	ACKLANDS-GRAINGER INC.	1/15/2025	WATER	PMCHQ00002359	\$ 82.00
3135	15229	SUPERIOR PROPANE	1/15/2025	WATER	PMCHQ00002359	\$ 1,709.08
3136	19809	BUREAU VERITAS CANADA (2019) I	1/15/2025	WATER	PMCHQ00002359	\$ 363.06
3137	26204	MCLENNAN SALES	1/15/2025	WATER	PMCHQ00002359	\$ 3,052.10
3138	31005	NORTHEAST EQUIPMENT LIMITED	1/15/2025	WATER	PMCHQ00002359	\$ 525.50
3139	45705	LONG POINT SERVICES SEPTIC DIV	1/15/2025	WATER	PMCHQ00002359	\$ 690.00
3140	15229	SUPERIOR PROPANE	1/16/2025	WATER	PMCHQ00002361	\$ 68.94
3141	35782	JV VISSERS SALES CORP.	1/16/2025	WATER	PMCHQ00002361	\$ 1,725.00
3142	04928	SUPERIOR CONTRACTING LTD.	1/23/2025	WATER	PMCHQ00002366	\$ 345.00
3143	15229	SUPERIOR PROPANE	1/23/2025	WATER	PMCHQ00002366	\$ 1,910.39
3144	15644	LYNK ELECTRIC LIMITED	1/23/2025	WATER	PMCHQ00002366	\$ 2,309.20
3145	19315	BRENNTAG CANADA INC	1/23/2025	WATER	PMCHQ00002366	\$ 2,671.68
3146	19809	BUREAU VERITAS CANADA (2019) I	1/23/2025	WATER	PMCHQ00002366	\$ 363.06
3147	26204	MCLENNAN SALES	1/23/2025	WATER	PMCHQ00002366	\$ 437.00
3148	46625	SCP DISTRIBUTORS CANADA INC.	1/23/2025	WATER	PMCHQ00002366	\$ 5,118.42
3149	46825	RONA ARICHAT	1/23/2025	WATER	PMCHQ00002366	\$ 95.47
3150	00701	LANDRY BROTHERS LTD.	1/29/2025	WATER	PMCHQ00002373	\$ 413.98
3151	01686	T. SAMPSON & SONS BACKHOE AND	1/29/2025	WATER	PMCHQ00002373	\$ 4,640.25
3152	15229	SUPERIOR PROPANE	1/29/2025	WATER	PMCHQ00002373	\$ 4,062.37
3153	17705	PUBLIC ELECTRIC 2015	1/29/2025	WATER	PMCHQ00002373	\$ 1,547.84
3154	30310	MACDONALD, GRAHAM	1/29/2025	WATER	PMCHQ00002373	\$ 618.28

Total Cheques: 34

Total Amount of Cheques: \$ 51,275.91  
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County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	1/1/2025
Vendor ID	First	Last	Chequebook ID	ONLINE UTILITY
Vendor Name	First	Last		ONLINE UTILITY

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
329	01023	NOVA SCOTIA POWER INC.	1/8/2025	ONLINE UTILITY	PMCHQ00002353	\$ 295.29
330	34886	EASTLINK	1/15/2025	ONLINE UTILITY	PMCHQ00002357	\$ 163.24
332	00825	BELL ALIANT	1/29/2025	ONLINE UTILITY	PMCHQ00002371	\$ 304.92
333	01023	NOVA SCOTIA POWER INC.	1/30/2025	ONLINE UTILITY	PMCHQ00002376	\$ 2,227.78
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Total Cheques:	4			Total Amount of Cheques:		\$ 2,991.23
						=====

County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	1/1/2025
Vendor ID	First	Last	Chequebook ID	ONLINE PAYMENTS
Vendor Name	First	Last		ONLINE PAYMENTS

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
1254	01023	NOVA SCOTIA POWER INC.	1/9/2025	ONLINE PAYMENTS	PMCHQ00002354	\$ 6,211.71
1255	01090	RECEIVER GEN. FOR CANADA	1/9/2025	ONLINE PAYMENTS	PMCHQ00002354	\$ 44,941.78
* 1256	10010	TELUS HEALTH	1/9/2025	ONLINE PAYMENTS	PMCHQ00002354	\$ 22,960.03
1257	20265	ROYAL BANK VISA	1/9/2025	ONLINE PAYMENTS	PMCHQ00002354	\$ 5,928.14
1258	36914	ROGERS COMMUNICATIONS CANADA I	1/9/2025	ONLINE PAYMENTS	PMCHQ00002354	\$ 1,737.41
1259	39100	DIRECTOR OF MAINTENANCE ENFORC	1/9/2025	ONLINE PAYMENTS	PMCHQ00002354	\$ 775.72
1260	01023	NOVA SCOTIA POWER INC.	1/15/2025	ONLINE PAYMENTS	PMCHQ00002358	\$ 40.26
1261	01457	BELL MOBILITY INC.	1/15/2025	ONLINE PAYMENTS	PMCHQ00002358	\$ 846.28
1262	10010	TELUS HEALTH	1/15/2025	ONLINE PAYMENTS	PMCHQ00002358	\$ 23,310.49
1263	34886	EASTLINK	1/15/2025	ONLINE PAYMENTS	PMCHQ00002358	\$ 1,722.04
1264	39100	DIRECTOR OF MAINTENANCE ENFORC	1/15/2025	ONLINE PAYMENTS	PMCHQ00002358	\$ 387.86
1265	01090	RECEIVER GEN. FOR CANADA	1/16/2025	ONLINE PAYMENTS	PMCHQ00002362	\$ 40,653.29
1266	01090	RECEIVER GEN. FOR CANADA	1/21/2025	ONLINE PAYMENTS	PMCHQ00002363	\$ 15,061.32
1267	20265	ROYAL BANK VISA	1/22/2025	ONLINE PAYMENTS	PMCHQ00002364	\$ 20,236.10
1268	00825	BELL ALIANT	1/23/2025	ONLINE PAYMENTS	PMCHQ00002365	\$ 984.83
1269	39100	DIRECTOR OF MAINTENANCE ENFORC	1/23/2025	ONLINE PAYMENTS	PMCHQ00002365	\$ 387.86
1271	00825	BELL ALIANT	1/29/2025	ONLINE PAYMENTS	PMCHQ00002372	\$ 189.52
1272	39100	DIRECTOR OF MAINTENANCE ENFORC	1/29/2025	ONLINE PAYMENTS	PMCHQ00002372	\$ 387.86
1273	07714	RECEIVER GENERAL FOR CAN.	1/29/2025	ONLINE PAYMENTS	PMCHQ00002375	\$ 1,696.69
1274	01023	NOVA SCOTIA POWER INC.	1/30/2025	ONLINE PAYMENTS	PMCHQ00002377	\$ 39,179.68

Total Cheques: 20

Total Amount of Cheques: \$ 204,678.84

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# ACTION LIST 2022-2025

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status
1	The Municipality conduct a flag raising ceremony, on a date to be determined, in honor and recognition of Truth and Reconciliation Day.	2021-09-27	Municipal Council	TBD	Complete
2	The Warden and Councillor Shawn Samson prepare a letter to the Province, copied to Council, regarding water damage along Veteran's Memorial Drive in Arichat as a result of heavy rains and requesting a resolution.	2022-01-24	Warden/Councillor Samson	Immediately	Complete
3	Staff create a draft "Procedural Policy" for Committees of Council meetings and that the draft be reviewed at a future By-Law/Policy Committee meeting.	2022-02-08	CAO / Warden	Future By-Law/Policy Committee Meeting	Complete
4	The Warden and Deputy Warden draft a letter to the Department of Public Works indicating safety issue concerns with erosion and flooding on Evanston Road and Langley Lane in District #3.	2022-02-28	Warden & Deputy Warden	Immediately	Complete
5	A letter of concern be drafted by the Warden and Deputy Warden in collaboration with the MLA regarding the landline issues occurring during power outages in Dundee, St. George's Channel and Grand River	2022-02-28	Warden & Deputy Warden	Immediately	Complete
6	Warden Mombourquette, in collaboration with the Cape Breton Partnership, coordinate a meeting with Develop Nova Scotia and Bell Aliant in order to gather information regarding the Broadband Expansion Project.	2022-02-28	Warden	Immediately	Complete
7	The addition of a storm reporting form be referred to Emergency Management Advisory Committee and the By-Law/Policy Committee for review and discussion for potential addition to the plan or by-law.	2022-02-28	Steve Marcellus	Immediately	Complete
8	The matter of the School/Municipal Office Driveway safety concerns be moved to budget deliberations and that the CSAP be approached about their ability to cost-share any work that may be proposed.	2022-03-21	Director of Public Works/CFO	Immediately	Complete
9	The request from the Village of St. Peter's regarding access to the Canada Community Building fund be referred to By-Law/ Policy Committee and also to budget deliberations.	2022-03-21	CFO/Municipal Clerk	Immediately	Complete
10	The Municipality adjust the rates for hauling municipal solid waste and recyclables in accordance with the Truckers Association of Nova Scotia (TANS) monthly diesel fuel price as posted on the Nova Scotia Government website.	2022-04-25	Director of Public Works/CFO	Immediately	Complete

11	The Municipality forward correspondence to Nova Scotia Public Works with a copy to Jamie Chisholm, District Director, PW Eastern, Paul Colton, Construction manager, PW Eastern and Laura Cunningham, Capital Program Administration Office, Pw Head Office, notifying them of the municipality's acceptance of the list and cost estimate for the cost shared program for the paving of Langley Lane, from Pulp Mill Road to end for a distance of .36 kilometers.	25/04/2022	Director of Public Works/CFO	Immediately	<b>Complete</b>
12	The minimum acceptable bid be as follows on the listed properties, which did not sell at previous tax sales, and will be listed for the June 2022 Tax Sale: District #1 - Property #01415298; PID 75011015, Assessed to Mary Gail Rude, Land - 3661 Highway 206, Petit De Grat Minimum Bid: \$10,000 / District #2 - Property #03222241; PID 75100677, Land, Cove Road, West Arichat, Assessed to Household Realty Corporation Limited ,Minimum Bid: \$2,000 / District #1 - Property #09630309; PID 75003947, Assessed to Gordon Edwin (Jr) Short & Shelley Esther Stewart, Land - Highland Street, Arichat, Minimum Bid: Principal Only / District #5 - Property #09055363; PID 75119214, Minimum Bid: Principal Only, Assessed to Gary & Kathleen Pretty, Land - St. Peter's Fourchu Road, Framboise	2022-04-25	Revenue Manager	Immediately	<b>Complete</b>
13	That a \$10,000 Plamu Sponsorship be added to the draft budget for the Nova Scotia Mi'kmaw Summer Games being hosted by Potlotek First Nation from July 17th to July 24th, 2022.	2022-04-25	Chief Financial Officer	Immediately	<b>Complete</b>
14	Esther MacDonnell be appointed to the Accessibility Advisory Committee.	2022-04-25	Warden	Immediately	<b>Complete</b>
15	That the Municipality of Richmond County sign on as an endorser of the National Coalition for Healthy School Food and that correspondence be forwarded to Coalition for Healthy School Food at Food Secure Canada indicating that the Municipality of Richmond County endorses the Coalition's call for the development of a universal cost-shared healthy school food program.	25/04/2022	Municipal Council (Warden)	Immediately	<b>Complete</b>
16	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSFM, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating the Municipality of Richmond County's opposition to this initiative.	2022-04-25	Warden	Immediately	<b>Complete</b>
17	Post the Non-Union Salary Administration Policy adopted as a policy of the Municipality of the County of Richmond.	2022-04-25	Municipal Clerk	Immediately	<b>Complete</b>
18	Post to Website- the Amended the Flag Policy in order to add the "Review" Section noting that "A review of this policy and the "Flags to be Flown" will be reviewed by Municipal Council on a yearly basis (January) to determine if additional flags are required to be added to the list"	2022-04-25	Municipal Clerk	Immediately	<b>Complete</b>
19	Post to Website - Municipal Council Adopt the Virtual Meeting Policy as a policy of the Municipality of the County of Richmond.	2022-04-25	Municipal Clerk	Immediately	<b>Complete</b>

20	Municipal Council approve the following additional services estimates from FBM: Item 1: 3rd in person meeting in the Louisdale/West Bay Area \$1,985, plus HST, Item 2: Targeted additional 1 hour focus group meetings \$ 880, plus HST	2022-04-25	Chief Financial Officer	Immediately	Complete
21	Municipal Council authorize Staff to proceed with application to the Province's PCAP funding program for the purpose of conducting an Inflow and Infiltration Study on the Arichat sewage collection system.	2022-04-25	Director of Public Works	Immediately	Complete
22	The Municipality use the color red, wherever possible, in all the gardens and landscapes the municipality maintains and supports, supports the nomination of the Isle Madame Garden Club Garden Hero, Lillian O'Hearn, with an honorary certificate, purchase a flag for the "Year of the Garden 2022" and recognize June 18th, 2022 as Garden Day in the Municipality of Richmond County.	2022-04-25	Municipal Clerk/Municipal Council/Director of Public Works	Immediately	Complete
23	The following proclamation be adopted: "Year of the Garden 2022"	2022-04-25	Warden	Immediately	Complete
24	The following proclamation be adopted: May 2022 as "Lyme Disease Awareness Month".	2022-04-25	Warden	Immediately	Complete
25	Update on Code of Conduct Complaint will be provided at a future meeting once the investigation has been Completed.	2022-04-25	Municipal Council	Upcoming Meeting	Complete
26	Council of Municipality of the County of Richmond amend a previously approved motion approved at the January 24, 2022, Council meeting noted in the Review of Minutes which read as follows: "Moved by Councillor Brent Sampson, seconded by Councillor Diggdon that the minutes of the December 20, 2021 Regular Council meeting be approved with amendments. Motion carried." by correcting the vote on Review of Minutes of December 20, 2021 by replacing the words "Motion carried" with "4 in favour, 1 opposed."	2022-04-25	Municipal Clerk	Immediately	Complete
27	Forward Motion to EDPC - Municipal Council give Second Reading and approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to add Craft Beverage Facilities as a permitted use in the Village Commercial (VC) Zone and insert accompanying definitions	2022-05-24	Municipal Clerk	Immediately	Complete
28	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	2022-05-24	Warden Mombourquette	Immediately	Complete
29	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSFM, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating that Municipal Council is thankful for the removal of the proposed non-resident Provincial property tax and their willingness to listen to the feedback received on the issue.	2022-05-24	Warden Mombourquette	Immediately	Complete

30	Send to CFO that the grant request from the River Bourgeois Community Services Society be approved in the amount of \$9,000 with the following allocation:: Regional /Health/General \$5,000, District #4 \$2,500, District #1, 2 and 3(each) \$ 500	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
31	Send to CFO that the grant request from the St. Peter's RCL Branch 47 be approved in the amount of \$3,924.44 and be allocated as follows: Regional /Health/General \$ 3,000.00, District # 3 and 4 \$ 462.22 each.	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
32	Send to CFO that The grant request from the South Mountain Arm of Gold Community Association in the amount of \$5,000 be approved from the Regional /Health/General Fund contingent on securing other sources of funding.	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
33	The following proclamation be approved: May 29th – June 4th, 2022 is recognized as Access Awareness Week.	2022-05-24	Warden / Municipal Clerk	Immediately	<b>Complete</b>
34	Notify the Board that Mr. Richie Cotton was re-nominated by the Municipality of Richmond County to serve his second term on the Strait of Canso Superport Corporation Board of Directors.	2022-05-24	Municipal Clerk	Immediately	<b>Complete</b>
35	Notify Applicant that an exemption to the Richmond County Noise By-Law #65 be granted to Epic Trip Productions and the Inspiration Point Lodge for June 18th and 19th, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 3 AM to allow the event to engage in any activity until 3 AM which tends to disturb the peace and tranquility of a neighborhood to which the By-Law applies.	2022-05-24	Municipal Clerk	Immediately	<b>Complete</b>
36	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	24/05/2022	Warden	Immediately	<b>Complete</b>
37	The 30 day Clean-up Order issued by the Eastern District Planning Commission regarding PID (75105304) and AAN (10494923) be amended from a 30 day to a 90 day Clean-up Order and that day one of the Order begin on the day the Order is posted.	2022-06-27	Municipal Clerk/EDPC	Immediately	<b>Complete</b>
38	The NSFM Service Exchange Renegotiation and MGA Review Committee survey be Completed by Warden Mombourquette and Deputy Warden Melanie Sampson in collaboration with the remaining Councillors and Municipal Staff.	2022-06-27	Warden/Deputy Warden	Immediately	<b>Complete</b>
39	Staff reach out to other municipal units regarding a Special Events By-Law and Complete an analysis/comparison of data to be provided to Committee Members at a future By-Law/Policy Committee meeting.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>

40	Staff be requested to do an assessment/investigation regarding the potential of expanding the Babin's Hill Look-off.	2022-06-27	CAO/Director of Public Works	Immediately	<b>Complete</b>
41	The building permit fees be amended as recommended by the Director of the Eastern District Planning Commission and that the amended fee structure be effective July 1, 2022.	2022-06-27	Municipal Clerk/EDPC	Immediately	<b>Complete</b>
42	PID (75034520), 1/3 owned by the Municipality of the County of Richmond, consisting of the 100 acre municipal property on Plumb Island and 2/3 owned by Barbara Malcolm, be declared surplus to municipal requirements, and the Municipality's interest sold for fair market value.	2022-06-27	Revenue Manager	Immediately	<b>Complete</b>
43	The request from Marg Herdman for funding for four lighthouses and one governance panel at a cost of approximately \$3,000 each be investigated by Staff in collaboration with MLA Trevor Boudreau regarding funding opportunities which could potentially be available to aid with the project.	2022-06-27	CAO	Immediately	<b>Complete</b>
44	Staff investigate the request from Potlotek First Nation to access Richmond County's garbage and recycling services.	2022-06-27	CAO/Director of Public Works	Immediately	<b>Complete</b>
45	Taxes be written off in the amount of \$356.94 on property AAN 01720872, located at 47 South Side, Petit de Grat, NS, owned by Lillian Gionet, which represents taxes on the dwelling only from May 6, 2022 to March 31, 2023.	2022-06-27	Revenue Manager	Immediately	<b>Complete</b>
46	The fuel price adjustments based on the Truckers Association of Nova Scotia's monthly diesel fuel price be retroactive to April 1, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	<b>Complete</b>
47	The request from the Isle Madame New Horizons Seniors Club, Type 1-Infrastructure Grant fund in the amount of \$5,000 be approved and allocated as follows: Regional/Health/General Grant Funds \$3,500, District #1 \$ 750, District #2 \$ 750	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
48	The request from St. Joseph Parish for the Type 4 – Regional/Health/General Grant Fund in the amount of \$10,000 be allocated and approved from District #1- \$1,500 and District #2 - \$1,500 for a total of \$3,000.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
49	The grant request from Pitu'paq Partnership Society in the amount of \$2,000 for the Type 4 – Regional/Health/General Grant fund be approved.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
50	The request from Development Isle Madame Association for the Type 1 – Infrastructure Grant Funds in the amount of \$3,500 be approved for a total of \$1,500 and allocated as follows: District #1 \$750 and District #2 \$750	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
51	The Canada Day 2022 Funding request received from Johnston's Harbour Wharf Association in the amount of \$450 be approved.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>

52	First Reading to amend the Private Ways By-Law #66 in order to add to section 3.2 the wording "Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days" AND to include an additional section stating: "Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors)".	2022-06-27	Municipal Clerk/Municipal Council	September 26, 2022 Regular Council Meeting	<b>Complete</b>
53	An exemption to the Richmond County Noise By-Law #65 be granted to Development Isle Madame Association for the Codstock 2022 event beginning on July 2nd, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 1:30 AM July 3, 2022	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
54	The Town of Port Hawkesbury staff, CAO Terry Doyle and CFO Erin MacEachern be extended an invitation to review/present the Airport Terms of Reference at a Fall Committee of the Whole meeting.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
55	The CAO follow-up with Justin Forbes of Stantec regarding a potential start-up meeting date regarding the Governance and Boundary Review.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
56	That an Electric Vehicle Charger for the Richmond Arena location be forwarded to budget deliberations for review.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
57	Staff advertise/promote the review of the Nova Scotia Accessibility Act on the Richmond County Website and Richmond County Facebook page.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
58	Staff forward the information regarding the re-opening of the Business ACCESS Ability Program to the Chamber of Commerce and also that the information be promoted on the Richmond County Website and via Social Media.	2022-06-27	CAO/Municipal Clerk	Immediately	<b>Complete</b>
59	A letter be sent from Municipal Council regarding littering and the return of garbage cans which had previously been located at various provincial parks throughout Richmond County AND that Warden Amanda Mombourquette reach out the RCMP regarding statistics of littering offences over the past number of years.	2022-06-27	Warden	Immediately	<b>Complete</b>
60	The possibility of hiring summer students for summer 2023 to deal with the littering issues be forwarded to budget deliberations.	2022-06-27	Director of Public Works/CFO	Immediately	<b>Complete</b>
61	The grant request from the Royal Canadian Legion Branch 150 be approved and allocated as follows: District #1 \$500, District #2 \$500, Type 1- Infrastructure Grant Funds \$4,000.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
62	The Grant Policy be referred to the By-Law/Policy Committee meeting for discussion regarding the question of Registry of Joint Stocks.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
63	Grant request from Lakeside Community Association be approved in the amount of \$5,000, contingent on other confirmed sources of funding and allocated as follows: District #4 \$1,000, Type 1- Infrastructure Grant Funds \$4,000.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>

64	The curbside collection contracts be amended to reflect quarterly fuel price adjustments rather than annual adjustments; AND FURTHER MOVED that the next adjustment be implemented July 1, 2022 and apply for the period from July 1 to September 30, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	Complete
65	That Chris Boudreau be appointed as the Interim Chief Administrative Officer, in addition to his Director of Public Works responsibilities from July 1, 2022 until August 31, 2022 or until a permanent Chief Administrative Officer is hired; AND FURTHER MOVED that the interim appointment be compensated with a Salary Level #11, Step #6 on the current salary scale.	2022-06-27	Municipal Council/Chief Financial Officer	Immediately	Complete
66	That funding be approved for travel/expenses related to the interview process for two potential candidates for the Chief Administrative Officer position; AND FURTHER MOVED that the approval would be based on pricing by the Warden in consultation with the CFO, Jason Martell	2022-06-27	CAO/Chief Financial Officer	Immediately	Complete
67	<b>Second Reading By-law #66 /</b> To Amend the Private Ways By-Law #66 to add the following clauses: In s.3.2 - Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days AND include an additional section stating: Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors).	2022-09-26	Municipal Clerk/Municipal Council	November 28 <sup>th</sup> Regular Council Meeting	Complete
68	<b>Holy Guardian Angels /</b> That Council accept the recommendation of the Committee of the Whole to provide funding to the Holy Guardian Angels Parish in amount of \$3,750.00, with the allocation of funds as follows, \$2,000.00 from the District 5 Activity Fund and \$1,750.00 from the Regional Fund.	2022-09-26	Chief Financial Officer	Immediately	Complete
69	<b>Rural Communities Foundation /</b> That the Council accept the recommendation of the Committee of the Whole to provide funding from the Regional Fund to the Rural Communities Foundation in the amount of \$500.00.	2022-09-26	Chief Financial Officer	Immediately	Complete
70	<b>ACTing Collectively /</b> That Council accept the recommendation of the Committee of the Whole to provide financial support, in the amount of \$669.00, to fund a mail out to seniors.	2022-09-26	CAO/Chief Financial Officer	Immediately	Complete
71	<b>Awards of Recognition Policy /</b> That Council accept the recommendation of the Committee of the Whole to refer the Awards of Recognition policy to the Bylaw and Policy Committee for review.	2022-09-26	Municipal Clerk	Immediately	Complete
72	<b>Strategic Plan Refresh /</b> That Council accept the recommendation of the Committee of the Whole to approve the Strategic Plan Refresh as presented by Preferred Choice.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	Complete

73	<b>Heritage Submissions</b> / That Council accept the recommendation of the Committee of the Whole to refer the Heritage submissions to the Heritage Advisory Committee for review.	2022-09-26	Municipal Clerk	Immediately	<b>Complete</b>
74	<b>NSCC Lease</b> / That Council accept the recommendation of the Committee of the Whole to offer Nova Scotia Community College a 15 month lease for their Heavy Equipment Operator course starting on October 1st, 2022.	2022-09-26	Warden/CAO	Immediately	<b>Complete</b>
75	<b>Letter of Support / Broadband</b> / That Council accept the recommendation of the Committee of the Whole to write a letter of support to the advancement of Broadband agenda to MP Kelloway AND FUTURE MOVE that staff continue to explore funding opportunities.	2022-09-26	Warden	Immediately	<b>Complete</b>
76	<b>Hydrant/Langley Lane</b> / That Council accept the recommendation of the Committee of the Whole to have staff explore the feasibility of installing a hydrant on Langley Lane.	2022-09-26	Director of Public Works	Immediately	<b>Complete</b>
77	<b>Offshore Wind/ Point Tupper Energy</b> / That Council accept the recommendation of the Committee of the Whole to request to have a staff member and a councillor attend future Offshore Wind and Ongoing Point Tupper Energy Developments meetings.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	<b>Complete</b>
78	<b>Louisdale Lions Club</b> / That Council accept the recommendation of the Committee of the Whole to have staff explore funding opportunities for the washrooms being used by patrons of the recreation facilities located at the Louisdale Lions Club AND FURTHER MOVE that staff contact the Louisdale Lions Club regarding the request put forward.	2022-09-26	Recreation Manager	Immediately	<b>Complete</b>
79	<b>RCMP Letter of Concern</b> / That Council accept the recommendation of the Committee of the Whole to write a letter of concern to MP Kelloway regarding retroactive pay for the RCMP.	2022-09-26	Warden	Immediately	<b>Complete</b>
80	<b>Proclamation FDAS Awareness</b> / That Council accept the recommendation of the Committee of the Whole to declare the month of September as Fetal Alcohol Spectrum Disorder (FDAS) Awareness Month.	2022-09-26	Warden	Immediately	<b>Complete</b>
81	<b>Accessibility Advisory Committee</b> / Approve Ashley Lavandier and Shelley Dorey as members of the Accessibility Advisory Committee.	2022-09-26	Recreation Manager	Immediately	<b>Complete</b>
82	<b>J Road Classification List 2022/2023</b> / Staff notify the Province that the Municipality does not wish to proceed with the cost-shared road upgrades for Langley Lane in Point Tupper.	2022-09-26	Director of Public Works	Immediately	<b>Complete</b>
83	<b>J Road Classification List 2022/2023</b> / Staff inquire with the Province about the possibility of three-way cost sharing between the Province, Municipality and a Commercial enterprise for upgrades to Lobster Plant Road and FURTHER MOVED that, in order of priority, Marchand Lane and Sampson Road be submitted to the Province for the cost-shared upgrades to J-class roads for the 2023-24 construction season and FURTHER MOVED that Lobster Plant Road be included in the application subject to approval by the Province for three-way cost sharing.	2022-09-26	Director of Public Works	Immediately	<b>Complete</b>

84	<b>Proclamation Right to Know Week</b> / September 26 to October 2, 2022 to be Right to Know Week in the Municipality of the County of Richmond.	2022-09-26	Warden	Immediately	<b>Complete</b>
85	<b>Chamber Upgrades</b> / Staff contact Backman Vidcom for another quote.	2022-09-26	Warden/CAO	Immediately	<b>Complete</b>
86	<b>Truth and Reconciliation Day</b> / Designate the business day prior to September 30th of each calendar year as the flag raising ceremony in honor and recognition of Truth and Reconciliation Day.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	<b>Complete</b>
87	<b>By-Law Partnership Opportunity</b> / For CAO and Warden to explore the by-law enforcement officer partnership opportunity and report back to council at a future meeting	2022-10-11	CAO/Warden	Future Council meeting.	<b>Complete</b>
88	<b>Destination Cape Breton re: Provincial Amendments to Marketing Levies, Request of Support</b> / To defer the decision of Council support to the next Regular Council meeting in order to acquire additional information. <b>**</b> (Contact other Municipalities regarding the levies.) 24/10/2022	2022-10-11	Municipal Councillors/ Warden	Immediate	<b>Complete</b>
89	<b>Accessibility Advisory Committee</b> / That Staff create and submit an advertisement in the local paper, inviting community members with lived experience to consider applying to become a member of the Accessibility Advisory Committee.	2022-10-24	Recreation Manager	Immediate	<b>Complete</b>
90	<b>Tax Reduction due to Fire</b> / That taxes in the amount of \$153.15 be written off, which represents taxes on the dwelling only from August 17, 2022 to March 31, 2023, for property AAN 03000672, owned by Sheila Latimer, which was Completely destroyed by fire.	2022-10-24	Chief Financial Officer	Immediate	<b>Complete</b>
91	<b>Cellular Advocacy Letter</b> / That Council support the Cellular Advocacy Letter as drafted by Glenn Home, Chief Administrative Officer for the Municipality of the County of Antigonish.	2022-10-24	Warden	Immediate	<b>Complete</b>
92	<b>Isle Madame Historical Society, Type 1 Infrastructure Grant</b> / To defer the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	2022-10-11	Chief Financial Officer	Moved to October 24, 2022 Regular Council Unfinished Business	<b>Complete</b>
93	<b>Heritage By-Law #49</b> / That Council refer Heritage Property By-Law #49 to the By-Law/Policy Committee.	2022-10-24	CAO / Municipal Clerk	Immediate	<b>Complete</b>
94	<b>Strait Area Transit</b> / That staff investigate options for improving transit service in Richmond County.	2022-10-24	CAO	Immediate	<b>Complete</b>
95	<b>Water Utility – Water Line Relocation</b> / That Council have staff explore the Canada Community Building Fund for funding opportunities related to the expenditures from the water main relocation on Whiteside Road and FURTHER MOVE that staff proceed with payment of this non-budgeted expenditure through the Richmond Water Utility if there are no funding opportunities with the CCBF.	2022-10-24	Director Public Works/CFO	Immediate	<b>Complete</b>

96	<b>Non Budgeted Expenditures</b> / That staff contact the department of Municipal Affairs and Housing to discuss non-budgeted expenditures led by the Province and report back to Council.	2022-10-24	CAO	Immediate	<b>Complete</b>
97	<b>Municipality of the County of Guysborough re: Premier Houston's correspondence to Minster Champagne</b> / That Council write a letter of support to Premier Tim Houston regarding the recent correspondence to Hon. Francois-Philippe Champagne for the lack of support and participation from telecommunications companies before, during and after Hurricane Fiona.	2022-10-24	Warden	Immediate	<b>Complete</b>
98	<b>Yarmouth Ferry Service</b> / That Council write a letter of support to Premier Tim Houston regarding the impact the Yarmouth Ferry has on our community and the Province.	2022-10-24	Warden	Immediate	<b>Complete</b>
99	<b>Isle Madame Historical Society, Type 1 Infrastructure Grant</b> / That the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500 to upgrade and improve the retaining wall and front and back decks of the Lorenzo building to improve safety and accessibility for visitors and patrons to the site be approved and allocated under the Cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2022-10-24	CFO	Immediate	<b>Complete</b>
100	<b>Langley Lane</b> / That Staff inquire with the Province about the possibility of cost sharing between the Province and the Municipality for upgrades and maintenance for Langley Lane and report back to Council.	2022-10-24	Director of Public Works	Immediate	<b>Complete</b>
101	<b>Accessibility Committee Appointee</b> / That Council accept the following applicant to be appointed to the Accessible Advisory Committee for the Municipality of the County of Richmond, Chantal Boudreau.	11-14-2022	Recreation/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
102	<b>Oban Road Washouts</b> / That Council have Warden Mombourquette draft a letter of concern to the Minister of Public Works regarding the Oban road washouts and FURTHER MOVE that a request be made for a time line on the scheduled repairs.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
103	<b>Babins Hill Lookoff</b> / The Committee agreed to have staff explore pricing for the volume of fill and related expenses that may be required for the potential expansion of the Babins Hill Lookoff and report back to Council at a future meeting.	11-14-2022	CAO, Director of Public Works	Immediate	<b>Complete</b>
104	<b>Administration Portuaire de Petit de Grat Grant Request</b> / That Council defer the Administration Portuaire de Petit de Grat, Type 1 – Infrastructure Grant Fund request in the amount of \$10,000.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	11-14-2022	CFO	Immediate	<b>Complete</b>
105	<b>Village on the Canal Grant Request</b> / That Council approve the Village on the Canal Association, Type 4 – Regional/Health/General Grant request in the amount of \$1,000.00 and allocated as follows: \$200.00 from each District Fund.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>

106	<b>Highland Village Grant Request</b> / That Council refer the request for financial support from Murdock MacPherson and Rodney Chaisson of Highland Village Museum to budget deliberations.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
107	<b>PVSC Virtual Assessment 101 Session</b> / That Council have staff contact the Property Valuation Services Corporation to inquire if the Virtual Assessment 101 Session can be made available for an evening session, as a group in the New Year, and report back to Council at a future meeting.	11-14-2022	CAO/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
108	<b>Destination Cape Breton Letter of Support</b> / That Council have Warden Mombourquette draft a letter to the Province in support of the following amendments to the Marketing Levy legislation proposed by Destination Cape Breton: (a) that the new legislation state that the levy will apply to all fixed-roof accommodations, as defined in the Tourism Accommodation Registration Act (which includes Airbnb and VRBO), regardless of the number of rooms, (b) That the language for usage of the funds be changed to "Funds collected will be used exclusively on activities and programs that directly support the development of the tourism industry and the marketing of destinations from which they were generated.", (c) that there is a seamless process to replace the current Cape Breton Island Marketing Levy Act with the new legislation., and FURTHER MOVE that the letter encourage all Cape Breton Municipal units to participate.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
109	<b>The Office of Healthcare Professionals Recruitment (OHPR) re: Community Fund</b> / That Council have staff reach out to the Program Director at Cape Breton South Recruiting for Health to offer support in the application process.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
110	<b>NS Early Childhood Development Intervention Services</b> / That Staff advertise/promote the NS Early Childhood Development Intervention Services on the Richmond County Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	<b>Complete</b>
111	<b>Littering</b> /That Staff advertise and promote litter prevention as well as the ability of the RCMP to issue a \$467.50 littering fine under Section 99 of the NS Environment Act on the Municipal Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	<b>Complete</b>
112	<b>Major Event Planning Proposal from Sergeant Nugent</b> / To refer Sergeant Nugent's request regarding major event planning to the By-Law/Policy Committee for investigation into the development of the Municipality's Special Events by-law.	11-28-2022	CAO	Immediate	<b>Complete</b>
113	<b>Recommendation from Planning Advisory/Heritage Committee</b> / That the CAO investigate if the Eastern District Planning Commission can issue summary offence tickets and/or why they don't have the authority to do so and to report back to the Committee at a future meeting.	11-28-2022	CAO	Immediate	<b>Complete</b>
114	<b>Travel and Expense Policy</b> / That the amended Travel and Expense Policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
115	<b>Awards of Recognition Policy</b> / That the Awards of Recognition policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>

116	<b>Second Reading By-law #66</b> / That the Second Reading approval be given to adopt the amended Private Ways By-Law #66 as a By-Law of the Municipality of the County of Richmond.	11-28-2022	CAO/Municipal clerk	Immediate	<b>Complete</b>
117	<b>Terms of Reference - By-Law/Policy Committee</b> / That Council amend the By-Law/Policy Committee Terms of Reference to include the membership of the public who are residents of the Municipality of the County of Richmond and FURTHER MOVE that public members' terms shall be two years, and FURTHER MOVE that members may be re-appointed to the committee for a further two year term, but shall not exceed two consecutive terms.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
118	<b>Committee Terms of Reference</b> /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Immediate	<b>In Progress</b>
119	<b>Atlantic Biosphere Project, Proposal to Participate in Weston Foundations Homegrown Innovation Challenge</b> / That staff reach out to the proponent of the Atlantic Biosphere Project to explore resourcing options and report back to Council at the next scheduled meeting on December 12, 2022.	11-28-2022	CAO	Immediate	<b>Complete</b>
120	<b>Federal Boundary Review/</b> That the Warden draft a letter of support to MP Mike Kelloway expressing concerns regarding the proposed Federal boundaries in terms of geography, service and that the proposed boundary either be reconsidered or extra funds be provided to allow for more constituency offices in order to maintain the level of service and FURTHER MOVE to request that MP Kelloway forward the letter to the appropriate body.	11-28-2022	Warden	Immediate	<b>Complete</b>
121	<b>Louisdale Lions Club Type 4 - Regional/Health/General Grant Request/</b> That the grant request from the Louisdale Lions Club for the Type 4-Regional/Health/General Grant fund request in the amount of \$2,500.00 be approved and be allocated as follows: \$1,000.00 from the Type 4 - Regional/Health/General Grant Fund and \$1,500.00 from District 3 Fund.	11-28-2022	CFO	Immediate	<b>Complete</b>
122	<b>Administration Portuaire de Petit de Grat Grant Request</b> / That the Administration Portuaire de Petit de Grat Type 1 Grant request in the amount of \$10,000.00 to purchase a commemorative monument in recognition of the expulsion of the Acadians be approved as an eligible project and allocated under the cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000.00 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	11-28-2022	CFO	Immediate	<b>Complete</b>
123	<b>Trail Strategy</b> / Schedule pre-budget meetings to allow time to discuss the items in the trail strategy.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>

124	<b>Irish Cove Reclaimed Limestone Quarry Walking Trails</b> /That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of support to the Department of Natural Resources for the Irish Cove Reclaimed Limestone Quarry Walking Trails project.	2022-12-12	Warden	2022-12-12	<b>Complete</b>
125	<b>Strategic Communications Plan.</b> (June 2021-Draft ) / That Council accept the recommendation of the Committee of the Whole to have staff reach out to the Cape Breton Partnership for support in revising the June 4, 2021 Draft Strategic Communications Plan. January 2024 Draft Strategic Communications Plan & Associated Policies/ that Council accept the recommendation from the By-Law/Policy Committee to proceed with the adoption of the Strategic Communications Plan and associated policies. ( Delegation to Appear Before Municipal Council Policy, Social Media Policy, Website Content and Maintenance Policy,Communications Policy)	2022-12-12	CAO/Municipal Clerk	Immediate	<b>Complete</b>
126	<b>Saltwire- Chronicle Herald &amp; Cape Breton Post</b> / That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of concern to Saltwire requesting the resumption of rural door to door delivery or consider semi-central drop off locations and encourage other Municipalities to do the same.	2022-12-12	Warden	Immediate	<b>Complete</b>
127	<b>February Tax Sale</b> / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property number 01415298 for a minimum acceptable bid of \$5,000 and if this property does not sell for the minimum acceptable bid, to proceed and sell the property for any bid.	2022-12-12	CFO	Immediate	<b>Complete</b>
128	<b>February Tax Sale</b> / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property numbers 02465418, 03739511, 03927415, 04537521, 05176328, 07944063 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	2022-12-12	CFO	Immediate	<b>Complete</b>
129	<b>Village of St. Peter's Guarantee</b> / That Council accept the recommendation of the Committee of the Whole that Council approve the draft loan guarantee requested by the Village of St. Peter's in the amount of \$56, 407.50 for the purposes of purchasing a new sidewalk tractor.	2022-12-12	CFO	Immediate	<b>Complete</b>
130	<b>PVSC Inactive Accounts</b> / That the recommendation of the Committee of the Whole that Council authorize the Manager of Accounting & Finance and CFO to proceed and write off the principal and interest associated with the inactive accounts in the total amount of \$28,209.44.	2022-12-12	CFO	Immediate	<b>Complete</b>

131	<b>Richmond River Roots</b> / That Council accept the recommendation of the Committee of the Whole that Warden Mombourquette draft a letter of support for the Richmond River Roots Market Garden Society for their Sustainable Communities Challenge Fund proposal to obtain a second climate battery greenhouse.	2022-12-12	Warden	Immediate	<b>Complete</b>
132	<b>NSCC Report to the Community</b> / Staff to share information on the Municipal Website and Facebook page.	12-19-2022	Municipal Clerk	Immediate	<b>Complete</b>
133	<b>St. Peter's Community Hub Project</b> / That Council provide support of principle only for the St. Peter's Community Hub Project.	12-19-2022	Municipal Council	Immediate	<b>Complete</b>
134	<b>EverWind Fuels, re: Public Comments Period</b> - Due Date Jan. 18 / post on Municipal FB and Website	2023-09-01	Municipal Clerk	Immediate	<b>Complete</b>
135	<b>Babins Hill Lookoff</b> / that Council accept the recommendation of the Committee of the Whole that Council defer the estimated costs to carry out the work to expand the Babins Hill Lookoff by 40 meters west along Highway 206 to the 2023/24 budget deliberations.	2023-09-01	CFO	Immediate	<b>Complete</b>
136	<b>Fleet Vehicle</b> / that Council accept the recommendation of the Committee of the Whole that Council approve the purchase of a new fleet vehicle at the tendered cost of \$72, 369 plus HST with the costs being incurred in the 2023/24 fiscal year and FURTHER MOVE that the CAO be authorized to negotiate any increase in price resulting from supply of a 2024 model vehicle if no 2023 model vehicles are available at the time of order/delivery.	2023-09-01	CFO/CAO	Immediate	<b>Complete</b>
137	<b>Marketing Levy Update</b> / that Council refer the Municipality of the County of Richmond Marketing Levy By-Law #60 to the By-Law/Policy Committee for review and recommendation.	2023-09-01	Municipal Clerk	Immediate	<b>Complete</b>
138	<b>CAO Employee Success Plan</b> / that Council refer the CAO Employee Success Plan to the By-Law/Policy Committee.	2023-09-01	CAO / Municipal Clerk	Immediate	<b>Complete</b>
139	<b>By-Law / Policy Committee</b> / that Council approve Lois Landry as a member of the By-Law and Policy Committee.	1/23/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
140	<b>Storm Policy</b> / that the Storm Policy be adopted as a policy of The Municipality of the County of Richmond.	1/23/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
141	<b>Second Reading</b> / that Council give the second reading to approve entering into a Development Agreement for 4 tourist cabins/cottages on Lot 18, PID 75144063, Orion Crescent, Walkerville, Richmond County.	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	<b>Complete</b>
142	<b>Second Reading</b> / that Council give the second reading to approve the proposed Land Use By-law amendment to rezone the portions of the properties identified as PID 75086868, 75136218, 75052530, 75219568, and 75086397 from the Residential Rural (R-2) Zone to the Residential Village (R-1) Zone to allow for smaller lot subdivision	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	<b>Complete</b>

143	<b>Governance and Boundary Review/</b> that the Warden and CAO work with Stantec on a new map that includes the following changes: Move Lennox Passage to District 3 Create more equitable division on Isle Madame between Councillors Move Grande Greve to District 4 Move Thibeaupville to District 4	1/23/2023	Warden/CAO	Immediate	Complete
144	<b>Strait Area Transit /</b> that Council invite the Board of Executives and the support staff as required from Strait Area Transit to the next meeting of Council to discuss and continue contract negotiations.	1/23/2023	CAO/ Municipal Clerk	Immediate	Complete
145	<b>Richmond Villa Board Request /</b> that Staff create and submit advertisements in local media inviting Richmond County residents to consider applying to become a member of the Richmond Villa Board and FURTHER MOVE that the term for this position will be until the next organizational meeting.	1-31-2023	Municipal Clerk	Immediate	Complete
146	<b>Governance and Boundary Review/</b> that the CAO and Warden work together on the application and supporting documents for the Nova Scotia Utility and Review Board.	1-31-2023	CAO	Immediate	Complete
147	<b>Heritage Plaques /</b> that Council pursue the idea of having heritage plaques made and given to heritage building upon designation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
148	<b>Lighthouse Heritage Properties /</b> that staff explore funding options for the support of interpretive panels for lighthouse heritage properties on Isle Madame and FURTHER MOVE that staff contact the proponent to inquire on the progress of the project.	2-27-2023	CAO & Cllr M. Diggdon	Immediate	PENDING
149	<b>Municipal Heritage Property Designation Scoring Criteria/</b> to adopt the Municipal Heritage Property Designation Scoring Criteria as presented and FURTHER MOVE that the Planning Commission carry out the scoring, which can then be reviewed, revised as necessary, and agreed to by the Planning Advisory / Heritage Committee.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
150	<b>Public Participation Program Regarding Engagement with Abutting Municipalities/</b> to refer the public participation program regarding engagement with abutting municipalities staff report as presented by the Eastern District Planning Commission to the By-Law/Policy Committee for review.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
151	<b>Provincial Snow Clearing/</b> that Council accept the recommendation of the Committee of the Whole that staff request a meeting of Council and Department of Public Works in our region to discuss concerns regarding provincial snow clearing and FURTHER MOVE that the Warden draft a letter requesting a meeting with the Minister of Transportation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete

152	<b>Province's Introduction to Bill 225 /</b> that Council accept the recommendation of the Committee of the Whole to have the Warden draft a letter to the Minister of Municipal Affairs and Housing acknowledging that we are confident Bill 225 was passed with positive intentions to address the housing crisis, but that Council has concerns about the process and requests that the Province consider repealing the Bill which grants Ministerial authority to override lawfully established by-laws of the Halifax Regional Municipality.	2-27-2023	Warden	Immediate	<b>Complete</b>
153	<b>AccessAbility Week/</b> that the request for funds to support activities in recognition of AccessAbility Week from May 29th – June 4th, 2023 be deferred to budget deliberations.	2-27-2023	CAO/Chief Financial Officer	Immediate	<b>Complete</b>
154	<b>Administration Portuaire de Petit de Grat Grant Request/</b> that Council approve the Administration Portuaire de Petit De Grat grant request in the amount of \$15,000 to install water and sewer connections as eligible projects and allocated under the drinking water/wastewater categories respectively from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2-27-2023	Chief Financial Officer	Immediate	<b>Complete</b>
155	<b>Bonnie Brae Seniors Club Type 4 -Grant Request/</b> that Council approve the Bonnie Brae Seniors Club grant request for purchasing and installing an automated external defibrillator (AED) in the amount of \$ 1,000.00 and allocated as follows: District 1: \$150.00, District 2: \$150.00, District 4: \$ 337.78, Regional Fund: \$362.22.	2-27-2023	Chief Financial Officer	Immediate	<b>Complete</b>
156	<b>Private Ways By-Law # 66 -First Reading/</b> to amend the Private Ways By-Law #66 in order to add Section 5 Repeal and Replace, and shall read as follows: The previous version #1, dated June 28, 2021, and all other versions of the By-Law 66, Private Ways By-Law, are repealed and replaced by this by-law.	2-27-2023	Municipal Clerk	Immediate	<b>Complete</b>
157	<b>Richmond Villa Board /</b> that Council accept Robert Wambolt as the appointed community member to the Richmond Villa Board.	2-27-2023	Municipal Clerk	Immediate	<b>Complete</b>
158	<b>Spring 2023 Heavy Collection/</b> that Council accept the recommendation from the Director of Public Works to issue a tender for collection services for the 2023 Spring Heavy Collection.	2-27-2023	Director of Public Works	Immediate	<b>Complete</b>
159	<b>Bras d'Or Lakes Collaborative Environmental Planning /</b> that the CEIP request for financial support for the Etuaptmuk (Two-Eyed Seeing) Conference being held in October 2023 be deferred to budget deliberations.	2-27-2023	Chief Financial Officer	Immediate	<b>Complete</b>
160	<b>Special Event By-Law/</b> that Council move the Special Event By-Law to the adoption process as presented with amendments to section 8.5, adding item iii for school based events and to section 6.3c adding, unless exempted through section 8.1.	2-27-2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>

161	<b>Public Participation Program Regarding Engagement with Abutting Municipalities</b> / that Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the Eastern District Planning Commission report dated February 14, 2023.	2-27-2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
162	<b>Canada Community Building Fund Discussion (Gas Tax )</b> /It was the consensus of the Committee to defer non-profit organizations discussion to a future meeting.	2-27-2023	CAO / CFO	Immediate	<b>Complete</b>
163	<b>Canada Community Building Fund Discussion (Gas Tax )</b> / that staff produce a draft policy for the use of the Canada Community-Building Fund by the Village Commission.	2-27-2023/ 03/27/2023	CAO/Staff	Immediate	<b>Complete</b>
164	<b>Comfort Center &amp; Emergency Shelter Policy</b> / The Committee unanimously agreed that have staff prepare a second draft to include a section on Municipal responsibilities to be presented at a future meeting.	2-27-2023	CAO/Steve Marcellus	Immediate	<b>Complete</b>
165	<b>Eastern District Planning Commission Appointments and Positions of the District Planning Staff</b> / Council to approve the following EDPC Commission staff appointments and the positions for 2023-2024, effective April 1, 2023 as follows: Building Inspectors: Harry Martell, André Samson and Sean Donovan -Alternates: David MacKenzie, Johnathan Martin and Luke Ross- Special Constable: Sean Donovan and Johnathan Martin - Development Officer: Andrew Jones -Alternates: John Bain; Wanda Ryan; Dawn Sutherland; Kristen Knudskov and Mikayla Tait - Fire Inspectors: Harry Martell and André Samson -Alternates: Sean Donovan, David MacKenzie, Jonathan Martin and Luke Ross - Dangerous or Unsightly Premises - Administrators: Jonathan Martin and John Bain- Alternates: Luke Ross, Harry Martell and André Samson Special Constable: Sean Donovan and Jonathan Martin	3-13-2023	Municipal Council/ Mun. Clerk	Immediate	<b>Complete</b>
166	<b>Autism Acceptance Month Flag Raising</b> /Council to have staff organize the Autism Acceptance Month flag raising and proclamation ceremony on April 3rd, 2023, and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	<b>Complete</b>
167	<b>Gaelic Nova Scotia Month Flag Raising</b> / Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	<b>Complete</b>
168	<b>Purple Day for Epilepsy Awareness</b> / that the proclamation be accepted to proclaim that March 26, 2023 be "Purple Day", in an effort to raise awareness of epilepsy in Canada.	3-13-2023	Municipal Clerk	Immediate	<b>Complete</b>

169	<b>Grant Request from Raising the Villages Cooperative Ltd. for the Type 4 – Regional/Health/General Grant Funds in the amount of \$5,000./</b> that the Raising the Villages Cooperative Ltd. grant request in the amount of \$ 3,000 for the purpose of supporting the costs of communications and network development, be approved and allocated as follows: \$150 from District 1, \$350 from District 2, \$1,000 from District 5 and \$ 1,500 from the Type 4 General Fund.	3-13-2023	CFO	Immediate	<b>Complete</b>
170	<b>Constituent/ Question Period /</b> Develop a service standard for responding to public inquires.	3-13-2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
171	<b>Constituent/ Question Period /</b> To post EDPC public meetings on the Municipal schedule of meeting calendar.	3-13-2023	Municipal Clerk	Immediate	<b>Complete</b>
172	<b>Constituent/ Question Period /</b> Create an Appeal Process for Land Development	3-13-2023	n/a	Immediate	<b>Complete</b>
173	<b>Constituent/ Question Period Inquiry,</b> Re Property Tax Sale: If there is a lean on a property and the County accepts less than what is owing, is the remainder put out as a lean on the property owner?	3-13-2023	CFO, Revenue Manager	Immediate	<b>Complete</b>
174	<b>Constituent/ Question Period Inquiry,</b> Re: Property Tax Sale: If the Municipality gets excess money for a property that is sold at a tax sale can the property owner ask for the difference between what is owed and what was received by the County?	3-13-2023	CFO, Revenue Manager	Immediate	<b>Complete</b>
175	<b>Cape Breton Fiddlers Association, Re: Proposal for Richmond County/</b> Provide the association with the grant application forms and provide assistance as needed with the application process.	3-13-2023	CFO/ Recreation Manager	Immediate	<b>Complete</b>

176	<p><b>Point Tupper Industrial Zones /</b> that Council accept the recommendation of the Planning Advisory / Heritage Committee to accept the recommendation from the Eastern District Planning Commission to approve the proposed amendments to the West Richmond Plan Area Municipal Strategy and Land Use By-law to allow:</p> <p>a) The creation of a new Heavy Industrial Restricted (1-4) zone which allows a limited number of industrial uses including Green Energy Facilities subject to special provisions specifically designed to address the protection of the Landrie Lake Water Supply Area;</p> <p>b) A concurrent rezoning of portion of the property identified by PID 7511767 from the Light Industrial (I-1) Zone to the new 1-4 Zone;</p> <p>c) The addition of Green Energy Facilities as permitted use within the Watershed Protection Periphery (W-2) Zone subject to special provisions;</p> <p>d) The addition of Green Energy Facilities as permitted use within the Heavy Industrial (1-3) Zone subject to existing zone provisions;</p> <p>e) The addition of rezoning Policy for the new Heavy Industrial Restricted (1-4) Zone;</p> <p>f) The addition of a definition of “ Green Energy Facility/Facilities” in the Land Use By-law and;</p> <p>g) Removal of single unit dwellings as permitted use within the Heavy Industrial (1-4) Zone;</p> <p>and FURTHER MOVE that Council give first reading and set a public hearing date.</p>	3/21/2023	CAO	Immediate	Complete
177	<p><b>Land Use By-Law Summary Offence Tickets /</b> that Council accept the recommendation of the Planning Advisory/ Heritage Committee to approve the Eastern District Planning Commission appointment of staff as Special Constables for Land Use By-law enforcement for 2023-2024, effective April 1, 2023; Sean Donovan, Manager of Inspection Services and Jonathan Martin, Senior Building Official.</p>	3/21/2023	CAO/Warden	Immediate	Complete
178	<p><b>Welcoming Food Trucks/</b> to refer Food Trucks to the By-Law / Policy Committee and FURTHER MOVE that staff explore examples of how Food Trucks are welcomed in other communities.</p>	3/27/2023	CAO/Staff	Immediate	Complete
179	<p><b>Regional/Shared By-Law Enforcement Officer Update/</b> that the agenda item “Regional/Shared By-Law Enforcement Officer Update be added to the next By-Law/Policy Committee for discussion.</p>	3/27/2023	Municipal Clerk	Immediate	Complete
180	<p><b>Travel for Wind Europe 2023/</b> that Council preapprove the Wardens travel to cover the costs to accompany the Nova Scotia Delegation on their mission to Copenhagen, including Wind Europe 2023, as per our current travel policy and FURTHER MOVE that Council support 25% of the costs for the Economic Development and Innovation Officer to attend subject to securing the additional funds required.</p>	3/27/2023	CAO/Municipal Clerk	Immediate	Complete
181	<p><b>Lyme Disease Awareness Month /</b> that the Lyme Disease Awareness Month Proclamation be approved.</p>	3/27/2023	Warden/Municipal Clerk	Immediate	Complete

182	<b>No Mow May</b> / that the Municipality support the campaign launched by Plantlife called "No Mow May" by erecting signage at Municipal sites and advertising on the Municipal Website and Facebook page	3/27/2023	CAO/Staff	Immediate	<b>Complete</b>
183	<b>Multi-Use Facility Feasibility Study</b> / have staff explore additional sources of funding opportunities and report back at the next Committee of the Whole meeting for further discussion.	3/27/2023	Director of Public Works/ Recreation Manager	Immediate	<b>Complete</b>
184	<b>Marketing Levy Update</b> /that staff contact Terry Smith from Destination Cape Breton to get clarification on 5.1, 5.1 (d), 7.6 and 8.3.	3/27/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
185	<b>Comfort Center &amp; Emergency Shelter Policy</b> / that Council accept the recommendation from the By-Law/Policy Committee to adopt the Comfort Center & Emergency Shelter Policy as a Policy of the Municipality of the County of Richmond.	3/27/2023	CAO/Steve Marcellus	Immediate	<b>Complete</b>
186	<b>Constituent/ Question Period</b> / What is the appeal process for sot's? What is the process EDCP uses to issue sot's?	3/27/2023	CAO	Immediate	<b>Complete</b>
187	<b>L'Ardoise Acadian Heritage Society</b> / that the Committee recommend to Council that the L'Ardoise Acadian Heritage Society Grant Request for Type 2- Start-up Activity Grant Funds in the amount of \$500 for the purpose of supporting the costs of equipment and supplies, be approved and allocated as follows: \$ 500.00 from District 5 Funds.	2023-11-04	CFO	Immediate	<b>Complete</b>
188	<b>St. Peter's Grand River Loch Lomond Pastoral Charge</b> / that the Committee recommend to Council that the St. Peter's Grand River Loch Lomond Pastoral Charge Grant Request for Type 4 - Regional/Health/General Grant Funds be the amount of \$3,000 for the purpose of supporting the costs of building repairs and allocate as follows: \$3,000.00 from General Grant Funds.	2023-11-04	CFO	Immediate	<b>Complete</b>
189	<b>Strait Area Mutual Aid Association Grant Request</b> / that the Committee recommend to Council to have the CAO ask the CFO if the funding request from the Strait Area Mutual Aid Association would fit the criteria for the Grant/Funding application process and FURTHER MOVE that the funding request be referred to Budget deliberations if the association does not meet the requirements.	2023-11-04	CAO/CFO	Immediate	<b>Complete</b>
190	<b>RCMP Retroactive Costs</b> / that the Committee recommend to Council to support the Federation of Canadian Municipalities resolution opposing the decision of the Federal Government to not absorb retroactive RCMP costs and FURTHER MOVE that the Warden issue a press release.	2023-11-04	Warden	Immediate	<b>Complete</b>
191	<b>Landrie Lake Water Utility Board, Re: Letter to Minister of Public Works regarding Green Hydrogen Development Support</b> / that the Committee recommend to Council to support the letter to the Minister of Public Works requesting that the Nova Scotia Department of Public Works work with the utility to re-establish water transfer from the Little River Reservoir to Landrie Lake.	2023-11-04	CAO/Municipal Council	Immediate	<b>Complete</b>

192	<del>Meeting with Council to Discuss Shared Municipal Files</del> /that the Committee recommend to Council to have staff organize and coordinate a meeting with the Port Hawkesbury Town Council to discuss shared files. <del>May 27, 2024 Moved by Councillor Melanie Sampson, seconded by Councillor Michael Diggdon that Council have staff proceed to schedule a meeting for a date in June, if possible, for a joint meeting with the Town of Port Hawkesbury.</del>	2023-11-04	CAO	Immediate	Complete
193	<b>Doug Griffiths, President &amp; CEO, 13 Ways Inc. &amp; Cape Breton Regional Enterprise Network Event/</b> that the Committee recommend to Council to have the CAO and staff pursue a community focused event with Doug Griffiths.	2023-11-04	CAO	Immediate	Complete
194	<b>Acting Collectively Year End Report</b> / to share the report on the Municipal website/Facebook page.	2023-11-04	Municipal Clerk	Immediate	Complete
195	<b>Raising the Village/</b> Request video from Jim Mustard to share with Council/staff	2023-11-04	Municipal Clerk	Immediate	Complete
196	<b>Fire Services/ TOR and Committee Structure</b> / inquire with Staff (EMO) regarding how to move to a more structured committee and provide assistance where needed.	2023-11-04	CAO/EMO	Immediate	Complete
197	<b>CAO, Re: 2023/2024 Budget Planning Discussion/</b> to have meetings set up similar to last year and to provide Council with dates as soon as they are made available.	2023-11-04	CAO	Immediate	Complete
198	<b>Budget Release Policy</b> - that staff prepare a 2nd draft with the recommendations from the By-Law/Policy committee.	2023-11-04	CAO/Municipal Clerk	Immediate	Complete
199	<b>Storm Reporting Form</b> - The Committee unanimously agreed that the form would be used for post storm reporting and that the data collected will need to be tracked	2023-11-04	EMO	Immediate	Complete
200	<b>Regional/Shared By-Law Enforcement Officer</b> - provide the other participating Municipalities our top three by-laws for the purpose of enforcement: Animal, Noise and Special Event By-Laws	2023-11-04	CAO	Immediate	Complete
201	<b>Fences Arbitration Committee/</b> that the By-Law Policy Committee recommend to Council to form a Fences Arbitration Committee.	2023-11-04	CAO/Municipal Clerk	Immediate	Complete
202	<b>Food Truck/Vending By-Law</b> / that staff provide the first draft for a future By-Law /Policy meeting.	2023-11-04	CAO / Municipal Clerk	Immediate	Complete
203	<b>Clean Up Order</b> / that Council accept the recommendation from the Eastern District Planning Commission that the 30 day Clean Up order be upheld to remove everything that renders the property dangerous or unsightly as outlined and FURTHER MOVE that the 30 day starts from April 24, 2023.	4/24/2023	CAO/Municipal Clerk	Immediate	Complete
204	<b>Flag Policy</b> / to refer the Municipal Flag Policy to the By-Law/Policy Committee for revisions. <b>June 24, 2024:</b> that Council adopt the Flag Policy as amended	4/24/2023	CAO / Municipal Clerk	Immediate	Complete
205	<b>Arichat Pedestrian Side Walk/</b> that Council not proceed with the Arichat Pedestrian Sidewalk this season and FURTHER MOVE to defer the Arichat Pedestrian Sidewalk project to budget deliberations.	4/24/2023	CFO	Immediate	Complete
206	<b>2023/24 Cost Shared Road Upgrades J-Class Roads/</b> that Council enter into the cost shared paving agreement with the Province for Marchand Land for the 2023/24 fiscal year at the estimated Municipal portion of approximately \$43,000 net of HST rebate.	4/24/2023	Director of Public Works	Immediate	Complete

207	<b>Point Michaud Beach Building/</b> that Council pre approve an additional \$28, 100 from CCBF funds in the 2023/24 budget in order to cover the costs of the new Point Michaud beach building.	4/24/2023	Director of Public Works	Immediate	<b>Complete</b>
208	<b>Riverdale Senior Club /</b> that Council have staff contact the Riverdale Senior Club to provide information on the Grant Application Process for requesting funds.	4/24/2023	Municipal Clerk	Immediate	<b>Complete</b>
209	<b>Recreation Vehicles /</b> that the Planning Advisory / Heritage Committee recommend to Council to approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as seasonal main dwellings or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompany definitions; and to remove the requirement of have coverings for all windows to reduce light pollution and FURTHER MOVE that Council give first reading and schedule a Public Hearing.	4/25/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
210	<b>Heritage Plaques/</b> that the Planning Advisory/Heritage Committee recommend to Council to purchase 9 inch x 5 inch bronze plaque, and FURTHER MOVE to defer discussion to budget deliberations.	4/25/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
211	<b>Budget Release Policy /</b> that the Committee recommend to Council to adopt the Budget Release Policy with the following changes: In Section 4 (a) remove the wording “ cost increases” to “changes”, remove Section 5(a), remove Section 3 and renumber the document accordingly.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
212	<b>Marketing Levy /</b> The Committee unanimously agreed to have staff reach out to Terry Smith and suggest a word change for Section 7 (e), to replace the word “Municipality” with “resides on Cape Breton Island”.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
213	<b>CCBF Policy /</b> The Committee unanimously agreed to have staff prepare a third draft to include the Committee recommendations and to provide the supporting information used to formulate the percentages for funding amounts for the next By-Law/Policy Committee.	2023-08-05	CAO, CFO	Immediate	<b>Complete</b>
214	<b>National Accessibility Awareness /</b> that the Committee recommend to Council to have staff raise the Accessibility Flag for National Accessibility Awareness week, from May 29th – June 3rd.	2023-08-05	Director of Public Works, Municipal Clerk	Immediate	<b>Complete</b>
215	<b>Tax Sale /</b> that Council accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property numbers 00366722, 10534461, and 10534471 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	2023-08-05	CFO	Immediate	<b>Complete</b>
216	<b>River Bourgeois Mariner Society</b> for the Type 4 – Regional/Health/General Grant Funds request / that the Committee recommend to Council to defer the grant request from the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1500 to the June Committee of the Whole meeting.	2023-08-05	Municipal Clerk	Immediate	<b>Complete</b>
217	<b>Cape Breton Fiddlers Association /</b> to defer the grant request to the June Committee of the Whole meeting and to have staff reach out to the proponent to gather information regarding what events are taking place in Richmond County	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>

218	<b>VON Week</b> / that the Committee recommend to Council to support the request from VON to celebrate VON Week by using blue lights on the Municipal Office building, request, from VON, a Victorian Order of Nurses for Canada (VON) flag and further make every effort to recognize VON week from May 21-27, 2023 on the Municipal Website and local media.	2023-08-05	Director of Public Works/Municipal Clerk	Immediate	<b>Complete</b>
219	<b>Richmond Wildlife Association</b> / that the Committee recommend to Council to approve the grant request from the Richmond Wildlife Association for the Type 3 – C1 Physical Activity Grant Funds in the amount of \$172.50 and be allocated at follows:\$ 172.50 from the District 2 funds.	2023-08-05	CFO	Immediate	<b>Complete</b>
220	<b>Louisdale Fleur de Lis Seniors &amp; Pensioners Club</b> / that the Committee recommend to Council to approve the grant request from the Louisdale Fleur de Lis Seniors & Pensioners Club for the Type 3 – C3 Sponsorship Grant Funds in the amount of \$500.00 and be allocated at follows: \$500.00 from the Regional General funds.	2023-08-05	CFO	Immediate	<b>Complete</b>
221	<b>Sidewalk Project</b> / The Committee unanimously agreed to defer the Arichat Pedestrian Sidewalk Project to budget discussions.	2023-08-05	CAO, CFO	Immediate	<b>Complete</b>
222	<b>Mawio'mi Friendship Gala Sponsorship Opportunities</b> / the Committee unanimously agreed to purchase the \$600.00 Friends of Mawio'mi sponsorship level.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
223	<b>Pondville Beach</b> / Council to draft a letter with input from the Save the Beach Provincial Park Group to the MLA and the Minister to address the infrastructure needs of the Pondville Beach Provincial Park.	2023-08-05	Warden	Immediate	<b>Complete</b>
224	<b>Broadband/</b> contact Bell to get some pricing on a Broadband/Cell Tower for the Loch Lomond area and report back to Council with an estimate of pricing so they could decide whether they want to add it to the 5 Year Capital Investment Plan.	05/15/2023	CAO	Immediate	<b>Complete</b>
225	<b>Collaborative Session/</b> that Council approve the requested amount of up to \$5,000 to provide catering for the June 23rd Richmond County Collaborative Session with Dough Griffiths.	5/23/2023	CAO/CFO	Immediate	<b>Complete</b>
226	<b>NSCC HEO Lease/</b> that Council approve in principle to have a 5 year lease with an appropriate out clause granted to the Nova Scotia Community College Strait Area Campus and FURTHER MOVE to refer the matter to Port Hawkesbury and the Joint Park Commission.	5/23/2023	CAO/CFO	Immediate	<b>Complete</b>
227	<b>Three year share agreement- Jclass road/</b> that Council defer to June 1, 2023 Special Meeting	5/23/2023	CAO	Immediate	<b>Complete</b>
228	<b>Hanging Flower Baskets/</b> that Council approve the request from Telile Community Television to place and care for hanging flower baskets on the lampposts that line the Arichat sidewalk conditional on staff approval.	5/23/2023	CAO/ Director of Public Works	Immediate	<b>Complete</b>
229	<b>Question Period Procedure</b> / that Council defer the discussion to the June COW Meeting	5/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
230	<b>Arichat Pedestrian Side Walk/</b> that Council defer a decision to June 1, 2023 Special Meeting	5/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
231	<b>NSFM Policing Survey /</b> that Council defer to staff to coordinate a response from Council and the Police Advisory Board.	5/23/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
232	<b>CCBF Policy Section 4 (a)</b> / to have staff provide the By-Law / Policy Committee with a staff report for data on 8% and 10% allocation for the next meeting.	5/23/2023	CAO/CFO	Immediate	<b>Complete</b>

233	<b>CCBF Policy Section 4 (f) / to reword as follows:</b> The Municipality will contribute to a maximum of 50% of the total CCBF eligible project costs net of any other external funding , from the allocated account for water and sewer projects and with no percentage limits on other projects.	5/23/2023	CAO/ Municipal Clerk	Immediate	Complete
234	<b>Marketing Levy, 3rd Draft</b> - Question for Terry Smith from Council regarding Section 7 e: Why do we need to specify the geography?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
235	<b>Question Period</b> - questions from the public regarding the proposed changes to the Isle Madame Municipal Planning Strategy and Land use By-law. (1) Whether or not the policy change for Isle Madame is in keeping with the norms in other areas of the province? (2) What substantiates a mini campground and is it based on any size of lot as the old by-law would apply to any land owner?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
236	<b>CCBF Policy</b> moved to adoption process	2023-06-06	Municipal Clerk	Immediate	Complete
237	<b>Marketing Levy</b> moved to the adoption process	2023-06-06	CAO / Municipal Clerk	Immediate	Complete
238	<b>Food Cycle Science, Municipal Food Waste Pilot Project</b> - that Council refer to staff for further investigation.	2023-12-06	CAO	Immediate	Complete
239	<b>Acting Collectively</b> - send email to Councillors with information on the Council Recruitment Campaign..	2023-12-06	Municipal Clerk	Immediate	Complete
240	<b>Waste Receptacles-</b> that Council refer the topic of Waste Receptacles for further discussions to the By-law / Policy Committee	2023-12-06	CAO / Municipal Clerk	Immediate	Complete
241	<b>Arichat Community Development Grant Extension</b> - that the Committee recommend to Council to approve the Arichat Community Development Association grant request extension for an additional year, to March 31, 2024	2023-12-06	CFO	Immediate	Complete
242	<b>IMVFD</b> - that Council have staff draft a letter outlining the limitations on private property and to provide information on who may be contacted.	2023-12-06	CAO	Immediate	Complete
243	<b>Louisdale &amp; Area Food Bank</b> - that Council approve the grant request from the Louisdale & Area Food Bank Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
244	<b>River Bourgeois Community Services Society</b> - that Council have staff reach out to the proponent for further information on the designated funds and defer to June Council.	2023-12-06	CFO	Immediate	Complete
245	<b>Re-Nest</b> - that Council approve the grant request from the Re-Nest Furniture Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 600 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
246	<b>Re-Nest</b> - reach out to the organization how we can help promote them.	2023-12-06	Municipal Clerk	Immediate	Complete
247	<b>Little Harbour Comm. Pasture</b> - that Council approve the grant request from the Little Harbour Community Pasture for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$2000 from District 5 and \$3000 from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
248	<b>Strait Mutual Aid</b> - that Council have staff reach out to the proponent to gather more information on what other Municipalities have granted funding and FURTHER MOVE that Council have the Emergency Services Coordinator provide a staff report for the next meeting.	2023-12-06	CFO	Immediate	Complete

249	<b>River Bourgeois Mariner Society</b> - that Council approve the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1000 and be allocated as follows: \$500 from District 4 and \$500 from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
250	<b>Cape Breton Fiddlers Association</b> - that Council approve the Cape Breton Fiddlers Association for the Type 4 – Regional/Health/General Grant Funds in the amount of \$ 2000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
251	<b>Question Period</b> - that Council refer the revision of the procedures for question period to the Warden and CAO.	2023-12-06	CAO / Warden	Immediate	Complete
252	<b>World Elder Abuse Day</b> - provide information on social media.	2023-12-06	Municipal Clerk	Immediate	Complete
253	<b>CSAP &amp; Arichat Side Walk Project Update-</b> that Council have staff proceed with exploring options for the exit side paving and report back to Council.	2023-12-06	Director of Public Works	Immediate	Complete
254	<b>Strait Area Chamber Housing</b> - that Council support, in principle, the Strait Area Chamber of Commerce formation of a not-for-profit entity with the mandate to create and execute a housing action plan for Richmond County and the Town of Port Hawkesbury and FURTHER MOVE that staff arrange a joint council meeting in the fall.	6/26/2023	CAO	Immediate	Complete
255	<b>Provincial Capital Assistance Program (PCAP)</b> - that Council support an application to the Province's PCAP for the purpose of the Arichat and Evanston water towers.	6/26/2023	Director of Public Works/CAO	Immediate	Complete
256	<b>IMV Food Bank</b> - that staff work with the society to bring awareness to the searching of a permanent location.	6/26/2023	CAO	Immediate	Complete
257	<b>Loch Lomond Volunteer Fire Department</b> - that Council approve the LLVFD Type 1 - Infrastructure Grant Request in the amount of \$5000 and be allocated as follows: \$1000 from District 5 Funds and \$4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
258	<b>River Bourgeois Community Service Society</b> - that Council approve the RBCSS Type 4 Regional/Health/General Grant Funds in the amount of \$5000 and be allocated as follows: \$1000 from District 4 Funds and \$ 4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
259	<b>Strait Area Mutual Aid Association</b> - that Council approve the SAMAA Type 1 - Infrastructure Grant Funds in the amount of \$5000 and be allocated as follows: \$5000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
260	<b>Supporting Affordable Housing</b> - that Council have staff explore what other Municipal units are doing to support affordable housing and report back to Council.	6/26/2023	CAO	Immediate	In Progress
261	<b>Council Chamber Upgrades</b> - Moved by Councillor Michael Diggdon, seconded by Councillor Melanie Sampson that Council proceed with the Mastercontrol Proposal in the amount of \$51,200.00 plus hst to upgrade the Council Chamber video/audio production system and FURTHER MOVE that the funds be allocated from the Capital Reserve. Motion carried with four in favor and one against.	8/21/2023	CAO / CFO	Immediate	Complete
262	<b>Cape Breton Partnership</b> - Moved by Councillor Shawn Samson, seconded by Councillor Michael Diggdon that Council approve the requested amount of up to \$1,500 to sponsor the Cape Breton Partnership Investor Summit. Motion carried.	8/21/2023	CAO / CFO	Immediate	complete

263	<b>Active Living Strategy and Recreation Plan</b> - that the Committee of the Whole recommend to Council to defer the decision to adoption the Active Living Strategy and Recreation Plan to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
264	<b>Two Eyed Seeing Conference</b> - that the Committee of the Whole recommend to Council to defer the decision of sponsorship for the Two Eyed Seeing Conference to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
265	<b>MEMAC - Committee Appointment</b> - that the Committee of the Whole recommend to Council that Councillor Melanie Sampson and Warden Amanda Mombourquette be appointed to the Municipal Emergency Management Advisory Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	<b>Complete</b>
266	<b>MEMPC - Committee Appointment</b> - that the Committee of the Whole recommend to Council that Councillor Michael Diggdon and Councillor Shawn Samson be appointed to the Municipal Emergency Management Planning Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	<b>Complete</b>
267	<b>Fences Arbitration Committee Appointment</b> - that the Committee of the Whole recommend to Council that Deputy Warden Brent Sampson be appointed to the Fences Arbitration Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	<b>Complete</b>
268	<b>Health Information Magnets</b> - that the Committee of the Whole recommend to Council to have staff investigate whether other Municipalities and Emergency Health Services have programs for Health Information Magnets or similar currently in place and report back to Council.	2023-11-09	Emergency Services Coordinator	Future Council meeting.	<b>Complete</b>
269	<b>Cost-Shared Road Paving J-Class</b> - The Committee of the Whole unanimously agreed to defer the discussion on selecting J-Class Roads for the application for cost-shared paving to the next Regular Council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
270	<b>Voluntary Vulnerable Person Registry</b> - that the Committee of the Whole recommend to Council to support the resolution for a Province wide Voluntary Vulnerable Person Registry and FURTHER MOVE to defer the reading of the resolution to the next Regular Council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
271	<b>Fetal Alcohol Spectrum Disorder</b> - that the Committee of the Whole recommend to Council to support the request to declare the month of September as Fetal Alcohol Spectrum Disorder (FASD) Awareness Month and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
272	<b>Right To Know Week</b> - that the Committee of the Whole recommend to Council to support the request to declare September 25 to October 1, 2023 as Right to Know Week and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>

273	<b>Food Cycle Science, Municipal Food Waste Pilot Project</b> - The Committee of the Whole unanimously agreed to accept the Food Cycle Science - Municipal Pilot Program as information only and defer the discussion to budget time.	2023-11-09	CAO/CFO	After adoption of COW Report.	<b>Complete</b>
274	<b>Question Period - Claire Doyle - Isle Madame Garden Club/</b> Will the Municipality help the community deal with the woodland angelica invasive weed?	2023-11-09	CAO / Municipal Clerk	For next COW meeting.	<b>Complete</b>
275	<b>Road Name Change</b> - that the Planning Advisory/Heritage committee recommend to Council to have the EDPC provide guidance on the process of renaming the existing road names of Cannes Pt. Rd and Cannes Pt. Extension to Canns Pt Rd and Canns Pt Extension Rd. <b>Road Name Change</b> - that Council accept the recommendation from the Planning Advisory/Heritage Committee to change the road name of Cannes Point Road Extension to Canns Point Road Extension(omitting the e) and FURTHER MOVE that Council recommend to the province to change the road name of Cannes Point Road to Canns Point Road (omitting the e).	09/26/2023 - 01-31-2024	Municipal Clerk	Immediate	<b>In Progress</b>
276	<b>Wind Turbine Overlay Mapping</b> - that Council give second reading approval for the amendments to the Richmond County Municipal Planning Strategy and Land Use By-law addressing the Development of Wind Energy to allow the creation of the Utility Scale Wind Development (WD-2) Zone which permits Utility Scale Wind Turbines as of right subject to special requirements and the rezoning map in Schedule A. (attached)	09/26/2023	Municipal clerk	For next Reg Council meeting	<b>Complete</b>
277	<b>RCMP Advisory Board By-Law</b> - that Council give first reading approval for the RCMP Advisory Board By-Law.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
278	<b>Recreation Vehicles</b> - that Council give First Reading approval for the proposed amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as a seasonal main dwelling or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompanying definitions and schedule a public hearing.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
279	<b>DNRR / ACOA Project Proposal</b> - that Council approve the project proposal for the staff position of Energy Transition Manager and pay the share at \$25,000.00 per year over the next three years and FURTHER MOVE that the 2023 payment be allocated from the un-used portion of the IT Technician salary from April 1- Oct 1 and future contributions shall be budgeted and assigned in ongoing budgets over the next two years.	09/26/2023	CAO / CFO	Immediate	<b>Complete</b>
280	<b>Application for Cost-Shared J-Class Road Paving</b> - that Council submit the following application to the Province for cost-shared paving of J-class roads in order of priority as follows: Lobster Plant Road, Sampson Road, Kings Road, and Forgeron Road.	09/26/2023	Director of Public Works	Immediate	<b>Complete</b>
281	<b>Active Living Strategy and Recreation Plan</b> - that Council approve the Active Living Strategy and Recreation Plan as presented by Upland REConsulting Group.	09/26/2023	Recreation Manager	Immediate	<b>Complete</b>
282	<b>CEPI Conference Sponsorship Opportunity</b> - that Council refer the CEPI Conference sponsorship opportunity to staff and FURTHER MOVE that staff provide a recommendation for the next Committee of the Whole meeting.	09/26/2023	CFO	Immediate	<b>Complete</b>

283	<b>FASD Proclamation-</b> that Council support the Fetal Alcohol Spectrum Disorder (FASD) Awareness Month proclamation	09/26/2023	Municipal clerk	Immediate	complete
284	<b>Right to Know Week Proclamation</b> - that Council support the Right to Know Week proclamation.	09/26/2023	Municipal clerk	Immediate	Complete
285	<b>VVPR Resolution</b> - that Council approve the resolution and forward it to the Nova Scotia Federation of Municipalities	09/26/2023	Municipal clerk	Immediate	Complete
286	<b>Speed Radar Unit</b> - that Council refer the Speed Radar Unit discussion to the By-law and Policy Committee.	09/26/2023	Municipal clerk	Immediate	Complete
287	<b>Speed Radar Unit</b> - Council unanimously agreed to recommend to staff that the speed radar unit located in West Arichat be moved to the Northside area and to place the currently unused unit along Hwy 206 in the Arichat area.	09/26/2023	Director of Public Works	Immediate	Complete
288	<b>Question Period / - Class Road List</b> - Provide Lisa Boudreau list via email.	09/26/2023	Municipal clerk	Immediate	Complete
289	<b>Question Period / Financial Health Index Report</b> - Provide Robbie Fougere with the report	09/26/2023	Municipal clerk	Immediate	Complete
290	<b>Question Period / Grant Disclosures for 2022-2023</b> - Check to ensure local paper publication.	09/26/2023	Municipal clerk	Immediate	Complete
291	<b>Acting Collectively Project</b> / Council to provide the Acting Collectively project team direction on what the best options are for presenting the Richmond County project findings.	2023-10-10	Warden	Immediate	Complete
292	<b>Zone 3 Curbside Collection Tender</b> /that Council accept the recommendation from the Committee of the Whole to authorize staff to EXCEED BUDGET IN ORDER TO proceed with award of the Zone 3 curbside tender to the lowest priced bidder.	2023-10-10	Director of Public Works	Immediate	Complete
293	<b>New Rules for Off-Highway Vehicles/</b> that Council accept the recommendation from the Committee of the Whole to have staff begin looking into the next steps for the Municipality to develop a plan of action and FURTHER MOVE that staff reach out the ATV Association of Nova Scotia, and place the New Rules for Off-Highway Vehicles on the agenda for discussion at the next Police Advisory board meeting.	2023-10-10	Recreation Department	Immediate	Complete
294	<b>Bell Alliant to Appear before Council</b> / that Council accept the recommendation from the Committee of the Whole to have staff invite a Bell Aliant representative to appear before Council at a future date to discuss the lack of coverage throughout many areas of the county.	2023-10-10	CAO	Immediate	In Progress
295	<b>NSUARB Order</b> / that Council accept the recommendation from the Committee of the Whole to have the Warden draft a press release regarding the Nova Scotia Utility Review Board Order, confirming the number of Councillors and polling districts.	2023-10-10	Warden	Immediate	Complete
296	<b>Wastewater Management District Funds</b> / that Council accept the recommendation from the Committee of the Whole to have staff explore the feasibility and sustainability of perusing the Wastewater Management District funding program and report back to council	2023-10-10	CAO	Immediate	Complete

297	<b>Deer Population</b> / to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.	2023-10-10	CAO	Immediate	<b>Complete</b>
298	<b>Municipality of the County of Richmond Organizational Chart</b> / that Council accept the recommendation from the Committee of the Whole to adjust the organizational chart as presented including the position classifications.	2023-10-10	CAO	Immediate	<b>Complete</b>
299	<b>Purchasing and Tendering Policy</b> - that council refer the Purchasing and Tendering Policy to the By-Law/Policy Committee for review. <b>June 24, 2024:</b> that Council adopt the Purchasing and Tendering Policy as amended.	10/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
300	<b>Travel and Expense Policy/</b> That the amendments to the Travel and Expense Policy be adopted.	10/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
301	<b>Grant Disclosure Policy</b> - that the Grant Disclosure Policy be adopted as a policy of the Municipality of the County of Richmond.	10/23/2024	Municipal Clerk	Immediate	<b>Complete</b>
302	<b>Bras d'Or Lakes CEPI grant application</b> / that Council approve the Bras d'Or Lakes CEPI grant application for the Type 4 - Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$500 District 1, \$500 District 2, \$500 District 3, \$500 District 4, \$3000 Regional Grant Funds.	10/23/2025	CFO	Immediate	<b>Complete</b>
303	<b>SERMGAR Legislation-Bill 340</b> / that the Warden draft a letter on behalf of Richmond Municipal Council with clear restrictions that Council supports bill 340 as a path to achieve what was consulted on with the membership; specifically, that the Roads Stream B proposal regarding transfer of ownership of roads to municipalities be moved to Schedule A for further discussion.	10/23/2026	Warden	Immediate	<b>Complete</b>
304	<b>Calvin Presbyterian Church Grant Request</b> / that the Committee of the Whole recommend to Council to approve the Calvin Presbyterian Church Grant Application for the Type 1- Infrastructure Grant Funds in the amount of \$1,000 and be fully allocated from the District 5 Funds.	2023-06-11	CFO	Immediate	<b>Complete</b>
305	<b>Hearts Ability Society Wreaths Fundraiser/</b> The committee unanimously agreed to refer the request from the Hearts Ability Society to Staff	2023-06-11	CAO	Immediate	<b>Complete</b>
306	<b>Destination Cape Breton MOU</b> / that the Committee of the Whole recommend to Council to approve the MOU among the five Cape Breton Island municipalities and Destination Cape Breton.	2023-06-11	CAO	Immediate	<b>Complete</b>
307	<b>Municipal Housing Needs Report</b> / create an article and upload the document on Municipal website and create a fb post	2023-06-11	Municipal Clerk	Immediate	<b>Complete</b>

308	<b>Municipality of the County of Richmond Planning Strategy and Land Use By-Law</b> / that Council give First Reading approval for the Municipality of the County of Richmond Planning Strategy and Land Use By-Law and FURTHER MOVE to have staff schedule a public hearing.	11/20/2023	Municipal Clerk	Immediate	<b>Complete</b>
309	<b>École Beau Port Sidewalk/Driveway Project and Additional Accessibility Projects at Various Municipal Owned Facilities/</b> that Council supports the submission of applications for the École Beau Port Municipal Office Sidewalk Extension Project and the Accessibility Municipal Facility Upgrades Project, prioritized in order, for funding consideration under Municipal Capital Growth Program.	11/20/2023	Director of Public Works	Immediate	<b>Complete</b>
310	<b>Affordable Housing Project, SRD International Limited/</b> staff to provide an update for the December 18, 2023	2023-07-12	CAO	Immediate	<b>Complete</b>
311	<b>Extended Producer Responsibility (EPR) for Packaging, Paper Products/</b> that the Committee of the Whole recommend to Council to support the recommendation from staff to register for the new industry-led EPR for PPP program.	2023-07-12	Director of Public Works	Immediate	<b>Complete</b>
312	<b>Grant request from the Isle Madame Food Bank (Stella Maris Pastoral Unit) for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,000-\$2,000./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Isle Madame Food Bank (Stella Maris Pastoral Unit) for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,500 and be allocated as follows: \$750 from the District 1 funds, and \$750 from the District 2 funds.	2023-07-12	CFO	Immediate	<b>Complete</b>
313	<b>Question Period - Claire Doyle - Seniors Take Action Coalition, Re: Volunerable Person Registry</b>	2023-07-12	Warden	Immediate	<b>Complete</b>
314	<b>Sale of Property PID 750144654 / AAN 01525956 -</b> Council accept the recommendation from the Committee of the Whole to accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property number 01525956 at the February 9th, 2024 tax sale for the minimum acceptable bid(s) as discussed "In camera".	12/19/2023	CFO	Immediate	<b>Complete</b>
315	<b>Member at Large/ By-Law Policy Committee -</b> to accept Stacey Morrison as the appointed community member to the By-Law/Policy Committee.	12/19/2023	Municipal Clerk	Immediate	<b>Complete</b>
316	<b>Gilles Subdivision, St. Peter's -</b> that Council approves the quit deed as presented.	12/19/2024	CAO	Immediate	<b>Complete</b>
317	<b>Purchase of PID 75220756 /</b> that the Committee of the Whole recommend to Council to authorize staff to negotiate and execute the purchase of PID 75220756 as discussed in camera.	01-31-2024	Director of Public Works	Immediate	<b>Complete</b>
318	<b>Engage NS Quality of Live Survey /</b> It was the consensus of the Committee to defer Engage to budget discussions.	01-15-2024	CFO	Immediate	<b>Complete</b>
319	<b>Low Income Tax Exemption /</b> that the Committee of the Whole recommend to Council to have staff investigate the cost of such a program at multiple income levels and relief levels and refer the information collected to budget discussions.	01-31-2024	CAO	Immediate	<b>Complete</b>

320	<b>Coastal Riders ATV group request for a letter of authorization</b> / that the Committee of the Whole recommend to Council to refer the Coastal Riders ATV group request for a letter of authorization for trail access along municipal property to staff to investigate on an optimum access route.	01-31-2024	CAO	Immediate	<b>Complete</b>
321	<b>2024 Municipal Elections Voting Method</b> / that the Committee of the Whole recommend to Council to use paper ballots for the 2024 Municipal Election.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>
322	<b>Appointment of Returning Officer</b> / that Committee of the Whole recommend to Council to delegate its powers of appointment for a returning officer for the 2024 Municipal Election to the Chief Administrative Officer as per section 4 (1C ) of the Municipal Elections Act .	01-31-2024	CAO	Immediate	<b>Complete</b>
323	<b>Advance Poll Day</b> / that the Committee of the Whole recommend to Council to set the one other fixed advance poll day for or Saturday October 12th, 2024.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>
324	<b>Enumeration or use of lists or permanent register</b> / that the Committee of the Whole recommend to Council to proceed with option (c) use any permanent register of electors established and maintained for use in the federal or provincial election, if more recent than option (b) use the list of electors prepared in the most recent federal or provincial election or in an election held pursuant to Municipal Elections Act and FUTHER MOVE that staff investigate whether or not the complete list is used in its form or can be revised by staff for accuracy.	01-31-2024	CAO	Immediate	<b>Complete</b>
325	<b>Tariff Fees and Expenses</b> /that the Committee of the whole recommend to Council to delegate its authority to the Chief Administrative Officer, Per section 139 (1A) of the Municipal Elections Act, to make, revise and amend the tariff of fees and expenses and provide for a method of rendering and verifying accounts for payment relating to the 2024 Municipal Election.	01-31-2024	CAO	Immediate	<b>Complete</b>
326	<b>Raising the Village Grant Request</b> / that the Committee of the Whole recommend to Council to approve the Raising the Villages Cooperative Ltd. grant application for the Type 4 – Regional/Health/General Grant Funds in the amount of \$2,500 and be allocated from the Regional Funds.	01-31-2024	CFO	Immediate	<b>Complete</b>
327	<b>Village of St. Peter's Guarantee</b> / that the Committee of the Whole recommend to Council to approve a loan guarantee in the amount of not more than \$185,000 for the purpose of the Village to conduct lift station upgrades and WWTP electrical upgrades.	01-31-2024	CFO	Immediate	<b>Complete</b>
328	<b>ECRL request for additional rent</b> / that the Committee of the Whole recommend to Council to approve the allocate funds to support rental fees for the relocation of the ECRL Petit de Grat Library for a period of up to two months during which time the renovations take place in February 2024.	01-31-2024	Director of Community Development and Recreation	Immediate	<b>Complete</b>
329	<b>Richmond County Water Utility-Water Rate Study</b> / that the Richmond County Water Utility Water Rate Study be placed on the agenda for the next Committee of the Whole meeting for further discussion.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>

330	<b>Request to Purchase PID 75142133/</b> Moved by Council/ that Council accept the recommendation from the Planning Advisory / Heritage Committee to proceed with the process of the sale of PID 75142133, ensuring proper procedures are followed.	01-31-2024	CFO / Revenue Manager	Immediate	<b>Complete</b>
331	<b>Land/Legal Document from In camera session/</b> that Council accept the recommendation from the Planning Advisory / Heritage Committee that the document discussed in-camera be presented in-camera at the next Committee of the Whole meeting.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>
332	<b>Bona Road and Bona Lane in L'Ardoise/</b> that Council have the EMO/Fire Services Coordinator investigate if the naming of Bona Road and Bona Lane in L'Ardoise has been an issue with Emergency Health Services and FURTHER MOVE if a road name change required that a staff report be prepared for the Planning/Advisory Committee.	01-31-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>
333	<b>Contract Negotiations /</b> that Council accept the proposal from Conseil scolaire acadien provincial (CSAP) for the side walk project as discussed in camera and FURTHER MOVE to enter into partnership with CSAP.	02-26-2024	Director of Public Works	Immediate	<b>Complete</b>
334	<b>Request for Proposals for the Purchase and Use of 19 School Road, Evanston, NS, PID 75221366,75035865 /</b> that Council accept the recommendation from the Committee of the Whole to proceed, as discussed in camera, with the Request for Proposals for the purchase and use of 19 School Rd., Evanston, NS, PID # 75221366, 75035865.	02-26-2024	CAO	Immediate	<b>Complete</b>
335	<b>Richmond Water Utility Water Rate Study/</b> that Council accept the recommendation from the Committee of the Whole that the Municipality of the County of Richmond apply to the Nova Scotia Utility and Review Board for changes in its rates for water and water service, fire protection to the municipality of the county of Richmond and changes to its rules and regulations for customers served by the Municipality of the County of Richmond water utility, as set out in the water rate study prepared by G.A. Isenor Consulting Limited in association with Blaine s. Rooney Consulting Limited.	02-26-2024	Director of Public Works	Immediate	<b>Complete</b>
336	<b>Voluntary Vulnerable Persons Registry/</b> Moved by Deputy Warden Shawn Samson, seconded by Councillor Brent Sampson that Council accept the recommendation from the Committee of the Whole to refer the Voluntary Vulnerable Persons Registry to the Municipal Emergency Management (MEM) Advisory Committee as an action item.	02-26-2024	EMO / Fire Services Coordinator	Immediate	<b>Complete</b>
337	<b>Speed Radar Request for Information /</b> that Council accept the recommendation from the Committee of the Whole to approve the request for access to data from speed radar signs in Richmond County and FURTHER MOVE that staff provide Sgt. Brad Kelly with the requested information.	02-26-2024	Director of Public Works	Immediate	<b>Complete</b>
338	<b>Planning Advisory/Heritage Committee /</b> that Council accept the recommendation from the Committee of the Whole to appoint Warden Mombourquette and Councillor Michael Diggdon as members of the Planning Advisory/Heritage Committee effective immediately and FURTHER MOVE that the committee terms of reference be updated accordingly.	02-26-2024	Municipal Clerk	Immediate	<b>Complete</b>
339	<b>Grants Policy /</b> that the Grants Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	<b>Complete</b>
340	<b>Sale of Municipal Property Policy /</b> that the Sale of Municipal Property Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	<b>complete</b>

341	<b>Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units./</b> Sampson that Council give first reading approval for the Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units and FURTHER MOVE that staff schedule a public hearing.	02-26-2024	Municipal Clerk	Immediate	<b>Complete</b>
342	<b>Amyloidosis Awareness Month Proclamation /</b> that Council approve the request to proclaim the month of March as Amyloidosis Awareness Month in the Municipality of the County of Richmond County.	02-26-2024	Municipal Clerk	Immediate	<b>Complete</b>
343	<b>Mary Beth Doucette, Co-Chair CEPI Management Committee, Re: Requestfor the continued financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan. /</b> that Council defer the request for financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan to budget discussions.	02-26-2024	CFO	Immediate	<b>Complete</b>
344	<b>Question Period - Regular Council, Re: Port Royal Bridge/</b> that Council have the Warden draft a letter to Trevor Boudreau, MLA and the Honourable Kim Masland regarding the removal of the Port Royal Bridge.	02-26-2024	Warden	Immediate	<b>Complete</b>
345	<b>RCLN Funding Request/</b> that Council accept the recommendation from the Committee of the Whole to approve the RCLN funding request for the Type 4-Regional/Health/General Grant in the amount of \$1,000.00 and be allocated as follows: District 4 Funds: \$500.00 and District 5 Funds: \$500.00. <b>April 8 2024-that the Committee of the Whole recommend to Council to amend the previously adopted motion made on March 11th, 2024 for the Richmond County Literacy Network Type 4-Regional/Health/General Grant request and adjusted to the amount to the original ask to \$2600 and FURTHER MOVE that the funds be allocated from the 2023/2024 budget as follows: District 1 Funds: \$500.00, District 3 Funds: \$600.00, District 4 Funds: \$1000.00, and District 5 Funds: \$500.00.</b>	03-25-2024	CFO	Immediate	<b>Complete</b>
346	<b>Isle Madame Garden Club Funding Request/</b> that Council accept the recommendation from the Committee of the Whole to approve the Isle Madame Garden Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 4500.00 and be allocated as follows: District 1 Fund: \$1500.00, District 2 Fund: \$1500.00, and Regional Fund \$1500.00.	03-25-2024	CFO	Immediate	<b>Complete</b>
347	<b>New Horizons Seniors Club Funding Request/</b> to approve the Isle Madame New Horizons Seniors Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 5000.00 and be allocated as follows: District 1 Funds: \$1750.00, District 2 Funds: \$1750.00, Regional Fund: \$1500, and FURTHER MOVE, that if there is a short fall, the remaining funds are to be allocated from the Regional Fund.	03-25-2024	CFO	Immediate	<b>Complete</b>
348	<b>Request for Tax Reduction due to Fire-Micheline Landry/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 003320456 owned by Micheline Landry, which was completely destroyed by fire, in the amount of \$762.72, which represents taxes on the dwelling only from April 27, 2023, to March 31, 2024.	03-25-2024	CFO, Revenue Manager	Immediate	<b>Complete</b>

349	<b>EDPC Revised Appointments effective April 1 2024/</b> that Council accept the recommendation from the Committee of the Whole to approve the following Eastern District Planning Commission revised appointments, effective April 1, 2024	03-25-2024	CAO	Immediate	<b>Complete</b>
350	<b>Purple Day Proclamation Request/</b> that Council accept the recommendation from the Committee of the Whole to proclaim March 26th, 2024, as Purple Day to help raise awareness and show support for all those living with epilepsy.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
351	<b>Operation Veterans Build /</b> that Council accept the recommendation from the Committee of the Whole to refer the Operation Veterans Build to staff to explore the opportunity to support the program.	03-25-2024	Director of Community Development and Recreation	Immediate	<b>Complete</b>
352	<b>Central Richmond Secondary Plan and LUBL /</b> that Council give second reading approval to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
353	<b>Sale of Municipal Property – Undersized Lot Adjacent to Property Owner, PID # 75112144 /</b> that Council declare property PID #75122144 as surplus and FURTHER MOVE that staff proceed with the sale of the undersized lot to the adjacent property owner, R & L Rentals, at the appraised fair market value plus HST and migration costs	03-25-2024	CFO, Revenue Manager	Immediate	<b>Complete</b>
354	<b>Richmond Arena Refrigerant Purchase /</b> that Council support the staff recommendation to purchase the available refrigerant and FURTHER MOVE to proceed with the purchase on or after April 1, 2024, in advance of budget approval.	03-25-2024	Director of Public Works	Immediate	<b>Complete</b>
355	<b>Autism Acceptance Month Flag Raising Request/</b> that Council have staff organize the Autism Acceptance Month flag raising and proclamation ceremony for a date in April, and FURTHER MOVE that staff advertise an invitation to residents in local media.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
356	<b>Land-Legal / Open Tender Competition PID # 75142133/</b> that Council to accept the recommendation from staff to sell property PID# 142133 to the highest bidder as a result of the open tender competition.	04-22-2024	CFO, Revenue Manager	Immediate	<b>Complete</b>
357	<b>Personnel / Additional Professional Finance Services /</b> that Council to empower the CAO to engage additional professional financial services and to include such costs in the 2024/25 budget.	04-22-2024	CAO	Immediate	<b>Complete</b>
358	<b>Municipal Growth Framework /</b> that Council support the Municipal Growth Framework resolution.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
359	<b>2024 Heavy Collection /</b> that Council proceed with the 2024 Heavy Collection at an estimated cost of \$160,000 with the funds to be allocated in the 2024/25 budget.	04-22-2024	Director of Public Works	Immediate	<b>Complete</b>
360	<b>Village of St. Peter's Gurantee /</b> that Council provide a guarantee for the Village of St. Peter's for the purpose of borrowing to convert their balloon payment into a new 5-year debenture in the amount of \$497,300.00.	04-22-2024	CFO	Immediate	<b>Complete</b>
361	<b>RB Mariners Society /</b> that the Committee of the Whole recommend to Council to approve the grant request from the River Bourgeois Mariner Society for the Type 4-Regional/Health/General Grant Fund in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds, subject to assessment by staff as to the project's eligibility.	04-22-2024	CFO	Immediate	<b>Complete</b>

362	<b>Gaelic Awareness Month</b> / that the Committee of the Whole recommend to Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to members of the public in local media.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
363	<b>River Bourgeois Community Services for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500</b> / to table the River Bourgeois Community Services grant request for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500 to the next Council meeting following Grants and Contributions budget discussions. <b>June 24, 2024:</b> that Council approve the grant request from the River Bourgeois Community Services for the Type 03 - Recreation Sponsorship Grant funding in the amount of \$500 and be allocated from the District 4 funds.	04-22-2024	Director of Finance	Immediate	<b>Complete</b>
364	<b>Richmond Education Center/Academy</b> / to Council to defer the request to contribute to the Richmond Education Center/Academy Bursary/Scholarship fund to budget discussions.	04-22-2024	CFO	Immediate	<b>Complete</b>
365	<b>Tourism Nova Scotia Emerging Destinations Program</b> / that Council have staff connect with Cindy Walker to explore the program to see if there are opportunities to participate.	04-22-2024	Department of Community Development and Recreation	Immediate	<b>Complete</b>
366	<b>Access Awareness Week</b> / that MOCR host a flag raising and proclamation event on May 27.	04-22-2024	Department of Community Development and Recreation	Immediate	<b>Complete</b>
367	<b>Appointment of Auditors</b> / that Council appoint Grant Thornton as auditors for the March 31, 2024 fiscal year end.	04-22-2024	CAO, CFO	Immediate	<b>Complete</b>
368	<b>Financial Statements Year Ended March 31, 2023</b> / that Council accept the financial statements with the non-substantive amendments as presented.	04-22-2024	CAO, CFO, Warden, DW	Immediate	<b>Complete</b>
369	<b>Variance Notification Procedures</b> / that Council have staff review the Land Use By-Laws to determine if an extension on the time frame for appeals can be extended from 14 to 21 days and FURTHER MOVE to prepare amending pages.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
370	<b>Richmond County Subdivision By-Law</b> / tha Council have staff prepare amending pages to the Richmond County Subdivision By-Law for the purpose of removing the term “clearly survey” and further clarify that the use of an easement (new or existing) will require a survey.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
371	<b>Buidling Permits and Fees</b> / that Council have staff amend By-Law 61- Building Permits and Fees for the purpose of updating the fee structure as presented by the Eastern District Planning Commission.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
372	<b>Dry Hydrant Installation</b> / that Council review the submission from the St. Peter’s Volunteer Fire Department for the approval of \$5000 for the installation of their dry hydrant at the next Committee of the Whole with our Emergency Service Coordinator.	04-22-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>
373	<b>Fire Service Review Document</b> / that Council review the 2019 Fire Service Review and recommendations submitted by Goudreault Associates at the next Committee of the Whole with our	04-22-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>

374	<b>Lyme Disease Awareness Month</b> / that the Lyme Disease Awareness Month Proclamation be approved.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
375	<b>MOCR 2024036 Tender</b> - that Council authorize the CAO to award the MOCR 2024036 Former West Richmond Education Centre/Walter Fougere School Tender to the proponent as discussed in camera.	05-09-2024	CAO	Immediate	<b>Complete</b>
376	<b>No Mow May</b> - that Council observe 'No Mow May' as a standing practice, however, staff are authorized to mow, when it is deemed necessary, at the Department of Public Work's discretion	05-27-2024	Director of Public Works	Immediate	<b>Complete</b>
377	<b>Roaming Farm Animals</b> - that Council refer the discussion to the Bylaw / Policy Committee.	05-27-2024	Municipal Clerk	Immediate	<b>Complete</b>
378	<b>Street Light Policy</b> - that Council refer the Street Light Policy to the By-Law/Policy Committee for Review	05-27-2024	Municipal clerk	Immediate	<b>Complete</b>
379	<b>VON Week</b> / that Council accept the recommendation from the Committee of the Whole to approve the VON Proclamation, the raising of the VON Flag for a date in May, and FURTHER MOVE that staff make the arrangements to light up the Municipal Building in Blue and make every effort to recognize VON week on social media.	05-27-2024	Municipal clerk	Immediate	<b>Complete</b>
380	<b>Richmond River Root Richmond River Roots Market Green Society that the grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,200</b> / that Council accept the recommendation from the Committee of the Whole to defer to the next Council meeting following Grants and Contributions budget discussions. <b>June 24, 2024:</b> that Council approve the grant request from the Richmond River Roots Market Green Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$6,650 and be allocated as follows: General Funds: \$4400, District 1:\$ 500, District 2:\$ 500, District 3:\$ 500, District 4:\$ 500, District 5:\$ 250	05-27-2024	Director of Finance	Immediate	<b>Complete</b>
381	<b>SPVFD Dry Fire Hydrant</b> -that Council accept the recommendation from the Committee of the Whole to approve the funding of five thousand dollars for the installation of the dry fire hydrant.	05-27-2024	Director of Finance	Immediate	<b>Complete</b>
382	<b>Dry Fire Hydrant</b> - that Council accept the recommendation from the Committee of the Whole to refer the Dry Fire Hydrant Policy to the Fire Service Protection Committee and the By-Law/Policy Committee for review.	05-27-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>
383	<b>Grant request from the Administration Portuaire de Petit-de-Grat for Infrastructure Grant Funds in the amount of \$20,000</b> / that Council approve the grant request from the Administration de Petit-de-Grat for the Type 1- Infrastructure Grant Funds in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds.	05-27-2024	Director of Finance	Immediate	<b>Complete</b>
384	<b>Lennox Place Limited support letter</b> / that Council have the Warden provide a letter of support, in principle, for their application for the Nova Scotia Affordable Housing Development Program to fund the conversion of a building into a 7-unit apartment building located at 818 Veterans Memorial Drive, Arichat.	05-27-2024	Warden	Immediate	<b>Complete</b>

385	<b>Lennox Place Limited permitting fees</b> / that Council refer the discussion on covering the Lennox Place Limited associated permitting fees to the next meeting of Council following budget discussions and FURTHER MOVE that Staff contact the other proponents to identify their current interest in Municipal support and hold a Special meeting as soon as possible, following the budget discussions, to discuss covering permitting fees. June 24, 2024: that Council approve the request from Lennox Place Limited for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	05-27-2024	CAO	Immediate	<b>Complete</b>
386	<b>5 year captial investment Plan</b> / that Council approve the 5 year Capital Investment Plan for the Municipality of the County of Richmond for the fiscal year ending March 31, 2025.	06-13-2024	Municipal Council	Immediate	<b>Complete</b>
387	<b>Area Rates</b> / that Council accept the recommendation of the Director of Finance and that the following area rates be approved:	06-13-2024	Municipal Council	Immediate	<b>Complete</b>
388	<b>Final Budget for year ending March 31, 2025</b> / that Municipal Council give approval to the municipal estimates of revenues and expenditures for the year ending March 31, 2025 in the amount of \$17,459,364; AND FURTHER MOVED THAT WHEREAS pursuant to the Municipal Government Act, the Municipal Council of the Municipality of Richmond estimates that sums amounting to \$10,714,430 are required for the lawful purpose of the said Municipality for the year ending March 31, 2025, after crediting the probable revenue from all sources other than rates for the said year and making due allowance for the abatement and losses which may occur in the collection of the taxes and for taxes for the said year which may not be collectible or collected; BE IT THEREFORE RESOLVED that Richmond Council hereby authorizes the levying and collection of a residential rate of 0.85¢ on each \$100 of the assessed value of residential property assessed on the assessment roll and a commercial rate of \$2.15; which rates said Council deems sufficient to raise the sums required to defray the expenditures of the said Municipality for this year, and any deficit from the preceding years; AND BE IT FURTHER RESOLVED that Richmond Council hereby imposes an additional percentage charge of 18 percent per annum on all rates and taxes remaining unpaid; AND BE IT FURTHER RESOLVED that Richmond Council hereby fixes the 30th day of September 2024 as the day on which the Tax Collector or Treasurer may proceed to issue warrants for the collection of all rates and taxes then unpaid.	06-13-2024	Municipal Council	Immediate	<b>Complete</b>
389	<b>Canada Day Funding</b> / that Council approve the following Canada Day Funding Applications as follows: a) L'Ardoise Mens Club \$ 1,577.00 b) Loch Lomond Heritage Association\$ 500.00 c) St. Louis Parish\$ 2,500.00 d) St. Peter's Lions Club\$ 5,800.00 e) Bras d'Or Lakes Seniors Association\$ 300.00	06-13-2024	Director of Finance	Immediate	<b>Complete</b>

390	<b>Sale of property PID 75079954 and PID 75026898 for the upcoming tax sale on August 23, 2024</b> / that Council accept the recommendation from the Committee of the Whole to accept the recommendation from staff to sell property PID 75079954 and PID 75026898 at the tax sale on August 23, 2024, as discussed in closed session.	06-24-2024	Director of Finance / Revenue Manager	Immediate	Complete
391	<b>Cape Breton Partnership - Forward Together Plan</b> / that Council accept the recommendation from the Committee of the Whole to endorse the Liaison Oversight Committee's (LOC) acceptance of the Forward Together plan as the Economic Development Strategy of the Cape Breton Regional Enterprise Network (CB REN), and FURTHER MOVE, commit to aligning Richmond County's economic development efforts with Forward.Together.	06-24-2024	CAO		Complete
392	<b>Share the Road Project</b> / that Council accept the recommendation from the Committee of the Whole to refer the discussion to the By-Law and Policy Committee for the development of a by-law that would permit MOCR to designate a municipal roadway or part of a roadway as a road trail.	06-24-2024	Municipal Clerk	Immediate	Complete
393	<b>River Bourgeois Mariner Society for the Type 4 – Regional /Health/General grant funds in the amount of \$1,500 / June 10, 2024:</b> that Council accept the recommendation from the Committee of the Whole to defer the request from the River Bourgeois Mariner Society for the Type 4 – Regional /Health/General Grant Funds in the amount of \$1,500 to the next meeting following budget discussions. <b>June 24, 2024</b> : that Council approve the grant request from River Bourgeois Mariner Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$1,500 and be allocated as follows: \$1000 from District 4 Fund and \$500 from the Reginal Fund.	06-24-2024	Director of Finance	Immediate	Complete
394	<b>Brela Homes, Jeremy Carroll request for financial support for building permitting fees / June 10, 2024:</b> that Council accept the recommendation from the Committee of the Whole to defer the request from Jeremy Carroll, Brela Homes, for financial support for building permitting fees to the next meeting following budget discussions. <b>June 24, 2024:</b> that Council approve the request from Jeremy Carroll, Brela Homes, for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	06-24-2024	CAO	Immediate	Complete
395	<b>Request from Anne Leavitt, board chair of the Isle Madame Historical Society, to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week</b> / that Council accept the recommendation from the Committee of the Whole to approve the request from Anne Leavitt, board chair of the Isle Madame Historical Society to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week.	06-24-2024	Municipal Clerk	Immediate	Complete
396	<b>Canada Post rural mail service interruptions</b> / that Council accept the recommendation from the Committee of the Whole to have staff invite a representative from Canada Post to a future meeting of Council for discussion on the rural mail service interruptions.	06-24-2024	CAO/Municipal Clerk	Immediate	In Progress
397	<b>Committees Policy</b> / that Council adopt the Committees Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete

398	<b>Low Income Tax Exemption Program Policy /</b> that Council adopt the Low Income Tax Exemption Program Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	<b>Complete</b>
399	<b>Richmond Housing Corporation By-Laws /</b> that Council approve the amendments to the Richmond Housing Corporation by-laws.	06-24-2024	Municipal Clerk	Immediate	<b>Complete</b>
400	<b>Climate Emergency Planning /</b> that Council refer to staff to commence a review and further update our climate action plan with the assistance of EDPC staff, through the lens of coastal protection and emergency management planning and FURTHER MOVE to have staff work with a Provincial Funding Navigator to investigate any funding opportunities that could be applied for such as the Green Municipal Fund (FCM) and the Community Capacity Grant (Province).	06-24-2024	CAO	Immediate	<b>In Progress</b>
401	<b>Louisdale Lions Club grant request for the Type 04 – General/Waterfront Development Funding for \$20,000 /</b> that Council approve the grant request from the Louisdale Lions Club for the Type 04 – General/Waterfront Development Funding for \$20,000, and be allocated from the CCBF Waterfront Development Fund, subject to assessment by staff as to the project’s eligibility.	06-24-2024	Director of Finance	Immediate	<b>Complete</b>
402	<b>Requests for the Type 03 – Canada Day Grant Funds for the Johnstown’s Harbour Wharf for \$ 500 and the South Mountain Arm of Gold Community Association for \$400 /</b> that Council approve the grant requests for the Type 03 – Canada Day Grant Funding for the Johnstown’s Harbour Wharf of \$ 500 and the South Mountain Arm of Gold Community Association of \$500 and be allocated from the Canada Day Grant Fund.	06-24-2024	Director of Finance	Immediate	<b>Complete</b>
403	<b>Colin MacDougall, One of a Kind Design, Re: Pole Banner Kits /</b> that Council refer the request from Colin MacDougall regarding pole banner kits to staff.	06-24-2024	Director of Public Works	Immediate	<b>Complete</b>
404	<b>Terry Doyle, CAO, Town of Port Hawkesbury, Re: Joint Industrial Park – Use of 38 Unity Drive for the Strait Truck and Tracker Pull event /</b> that Council approve the use of Unity Drive property for the Strait Truck and Tracker Pull event.	06-24-2024	CAO	Immediate	<b>Complete</b>
405	<b>Multi-Party First Nations and Municipal Agreement /</b> Council unanimously agreed to defer the Multi-Party First Nations and Municipal Agreement to a future meeting and to invite Tyler Matheis, CEO of Cape Breton Partnership, to engage in further discussion.	06-24-2024	CAO	Immediate	<b>In Progress</b>
406	<b>NSFM Council Invitation /</b> that Council refer to staff to coordinate the arrangements.	06-24-2024	Municipal Clerk	Immediate	<b>Complete</b>
407	<b>Landfill Closure /</b> that Council approve the change to the budget for the West Arichat disposal site closure by an additional \$665,000 of the Capital Fund Budget, preferably under Canada Community Building Fund (CCBF).	08-07-2024	Director of Public Works	Immediate	<b>Complete</b>

408	<b>Capital Improvement and Development Policy</b> / that Council adopt the Capital Improvement and Development Policy as a policy of the Municipality of the County of Richmond	08-07-2024	CAO	Immediate	<b>Complete</b>
409	<b>Dog By-Law</b> / that Council refer the Dog By-Law to the By-Law/Policy Committee for review.	08-07-2024	Municipal Clerk	Immediate	<b>Complete</b>
410	<b>Seniors Take Action Coalition, Re: Request for the Type 4 -Regional/Heath/General Grant Funds</b> in the amount of \$9,400.00 / that Council defer the request for the Type 4 - Regional/Heath/General Grant Funds in the amount of \$9,400.00 to the next Committee of the Whole.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
411	<b>Festival Acadien de Petit-de-Grat, Re: Request for the Type 3 - Sponsorship Funds in the amount of \$500.00</b> / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 - Sponsorship Funds in the amount of \$500.00 and be allocated from the District 1 Funds.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
412	<b>Festival Acadien de Petit-de-Grat, Re: Grant request for the Type 3 C1 -Physical Activity Grant Funds in the amount of \$1,000.00</b> / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 C1 -Physical Activity Funds in the amount of \$1000.00 and be allocated as follows: Regional Funds: \$500, District 1 Funds: \$250, and District 2 Funds: \$250.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
413	<b>D'Escousse Civic Improvement Society, Re: Grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00</b> /that Council approve the D'Escousse Civic Improvement Society grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00 and be allocated from the District 2 Funds.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
414	<b>Grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50</b> / that Council accept the recommendation from the Committee of the Whole to approve the grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50, to be allocated from the Regional Fund.	09-23-2024	Director of Finance	Immediate	<b>Complete</b>
415	<b>Office of the Information and Privacy Commissioner for Nova Scotia to proclaim September 23-29<sup>th</sup> as Right to Know Week in the County of Richmond</b> / that Council accept the recommendation from the Committee of the Whole to proclaim September 23-29 <sup>th</sup> 2024 as Right to Know Week in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
416	<b>October 1, 2024, as Seniors for Climate Day in the County of Richmond</b> / that Council accept the recommendation from the Committee of the Whole to proclaim October 1, 2024, as Seniors for Climate Day in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>

417	<b>Request from Amy Wagg for English-Gaelic Boundary Signage in the County of Richmond/</b> that Council accept the recommendation from the Committee of the Whole to have staff collaborate with the Minister of Gaelic Affairs and the Minister of Public Works to install the new signs as requested when the Provincial budget permits.	09-23-2024	CAO	Immediate	Complete
418	<b>Request to write off taxes for property AAN 02913135, owned by Donald Frost, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 02913135 owned by Donald Frost, which was completely destroyed by fire, in the amount of \$205.87, which represents taxes on the dwelling only from December 16, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	Complete
419	<b>Request to write off taxes for property AAN 04126068, owned by James White, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 04126068 owned by James White, which was completely destroyed by fire, in the amount of \$61.85, which represents taxes on the dwelling only from December 24, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	Complete
420	<b>Request to write off taxes for property AAN 06373917, owned by Colton Gillis &amp; Keisha Morrison, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 06373917 owned by Colton Gillis & Keisha Morrison, which was completely destroyed by fire, in the amount of \$463.04, which represents taxes on the dwelling only from October 31, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	Complete
421	<b>Grant request from the Seniors Take Action Coalition for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,400 /</b> that Council accept the recommendation from the Committee of the Whole to approve the Seniors Take Action Coalition grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 6,400.00, to be allocated as follows: \$480.00 from each District Fund and \$4000.00 from the Regional Funds, and FURTHERMOVE that staff explore options for in-kind contributions, such as photocopying and others as deemed appropriate and within MOCR policy.	09-23-2024	Director of Finance	Immediate	Complete
422	<b>Mapping for ESC and VFD's/</b> that the FPSC recommend to Council to support the investigation of the procurement of mapping using a 3rd party aside from EDPC to produce current mapping for Emergency Management and the VFD's.	09-23-2024	CAO/ESC	Immediate	In Progress
423	<b>Provincial road re-opening/maintenance/</b> that the FPSC recommend to Council to draft a letter to the province to have old provincial roads re-opened and maintained as a secondary means of travel for emergencies/evacuations and with the increase in MVC's and rerouting of traffic.	09-23-2024	Warden	Immediate	Complete
424	<b>Sub-division planning with EDPC/</b> that the FPSC recommend to Council to have staff investigate the planning of new areas have two lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning.	09-23-2024	CAO/ EDPC	Immediate	In Progress
425	<b>Previous decisions to remove West Bay Road VFD from meetings/</b> that the FPSC recommend to council to reverse the decision to remove West Bay Road VFD from the Committee as they cover a portion of the County.	09-23-2024	ESC	Immediate	Complete

426	<b>Strait Area Transit, Articles of Incorporation and By-Laws/</b> that Council approve the amendments to the Strait Area Transit Articles of Incorporation and By-Laws as presented.	09-23-2024	Municipal Council	Immediate	<b>Complete</b>
427	<b>Receipt of Donations Policy/</b> that Council refer the Receipt of Donations Policy to the By-Law/Policy Committee for further investigation and discussion.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
428	<b>Taxi Liscence/</b> that Council approve the request for Willy's Taxi to operate a taxi in the Municipality of the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
429	<b>Taxis By-law/</b> that Council refer the Taxis By-Law to the By-Law/Policy Committee for review.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
430	<b>Communications related to the municipal election /</b> that the Committee of the Whole recommend to Council to refer the Strategic Communications Plan to the By-law/Policy Committee for the purpose of incorporating communications related to the municipal election	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
431	<b>Good Neighbour Project proposal/</b> that the Committee of the Whole recommend to Council to refer the Good Neighbour Project proposal to staff for further investigation	11-25-2024	CAO	Immediate	<b>In Progress</b>
432	<b>Members of Council ABCC appointments/</b> that the Committee of the Whole recommend to Council to approve the Committee Matrix with the changes as discussed.	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
433	<b>Low Income Tax Exemption Program Policy/</b> that the Committee of the Whole recommend to Council to extend the deadline for applications to the Low Income Tax Exemption Program Policy to February 28, 2025, for this year only.	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
434	<b>Royal Canadian Legion Br. 150 grant request for the Type 1, Infrastructure Grant Funds in the amount of \$5,000./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Royal Canadian Legion Br. 150 for the Type 1 Infrastructure Grant Funds in the amount of \$5,000, pending the submission of their balance sheet; and FURTHER MOVE that the funds be allocated as follows: \$1,000 from District 1 Funds, \$1,000 from District 2 Funds, and \$3.000 from the Regional Funds.	11-25-2024	Department of Finance	Immediate	<b>Complete</b>
435	<b>Acadiaville Community Centre Society grant request for the Type 2 Start-up Activity Grant Funds in the amount of \$500./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Acadiaville Community Centre Society for the Type 2 Start-up Activity Grant Funds in the amount of \$500 and be allocated from the District 2 Funds.	11-25-2024	Department of Finance	Immediate	<b>Complete</b>
436	<b>Isle Royale ATV Club's request for a letter of support/</b> that the Committee of the Whole recommend to Council to have the Warden prepare a non-monetary letter of support for the Isle Royale ATV Club regarding the Capelin Cove Wilderness Area as outlined in the request.	11-25-2024	Warden	Immediate	<b>Complete</b>
437	<b>Dr. Kingston Memorial Community Health Centre's request for letters of support/</b> that the Committee of the Whole recommend to Council to have the Warden prepare letters of support for the Dr. Kingston Memorial Community Health Centre for their application to the Community Foundation of Nova Scotia Visions Fund Grant and the Age-Friendly Communities Grant Program as outlined in the request.	11-25-2024	Warden	Immediate	<b>Complete</b>

438	<b>Contact information/</b> that the Committee of the Whole recommend to Council to have staff investigate the use of generic email addresses and landline phone numbers for members of Council.	11-25-2024	Technology Specialist	Immediate	<b>Complete</b>
439	<b>New Code of Conduct/</b> that the By-Law/Policy Committee recommend to Council to adopt the new Code of Conduct for Elected Officials as mandated by the Province by the following resolution (see Nov 25/2024 Regular Council minutes)	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
440	<b>Second Reading Approval/</b> that council give second reading approval to the amendment to the West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County Land Use ByLaws (5 motions, see Nov 25, 2024 Regular Council Minutes)	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
441	<b>Registered Mail/</b> that Council refer the matter of registered mail to Planning Advisory/Heritage Committee	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
442	<b>International Day of Persons with Disabilities</b> Proclamation/ that Council approve the proclamation to proclaim December 3 as International Day of Persons with Disabilities in the Municipality of the County of Richmond.	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
443	<b>Appointment of Investigator for the new Code of Conduct/</b> that Council appoint Noal Landry of EMM Law as the interim investigator for the complaint and investigation process under the Code of Conduct for Elected Officials of the Municipality of the County of Richmond.	11-25-2024	CAO	Immediate	<b>Complete</b>
444	<b>Citizen Appointments /</b> that Council accept the recommendation from Committee of the Whole and appoint Dorothy Booher to the IDEA Committee for a 5-year term, Robbin Cotton and Robert Wambolt to the Planning Advisory/Heritage Committee, both for 5-year terms, Stacey Morrison to the RCMP Advisory Board for a 5-year term, Cindy Walker to the Destination Cape Breton Association Board for a 3-year term; and FURTHER MOVE that Council direct staff to advertise any remaining vacancies to ABCCs.	12-16-2024	Municipal Clerk	Immediate	<b>Complete</b>
445	<b>Destination Cape Breton Association (DCBA) /</b> that Council accept the recommendation from the Committee of the Whole and designate Destination Cape Breton Association as the administrator of the Marketing Levy for Richmond County.	12-16-2024	CAO	Immediate	<b>Complete</b>
446	<b>DCBA /</b> that Council accept the recommendation from the Committee of the Whole and direct the CAO to request the financial statements for the past four years from the Destination Cape Breton Association.	12-16-2024	CAO	Immediate	<b>Complete</b>
447	<b>Deer Population /</b> to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.	12-16-2024	CAO	Immediate	<b>In Progress</b>
448	<b>Approved Fire Equipment Reallocation/</b> that Council accept the recommendation from the Committee of the Whole and accept the Volunteer Fire Department Equipment Funding Memo from the Emergency Services Coordinator.	12-16-2024	Municipal Council	Immediate	<b>Complete</b>

449	<b>Property AAN 04127455 which was damaged by fire/</b> that Council accept the recommendation from the Committee of the Whole and write off the taxes for property AAN 04127455 owned by Rodney Samson, which was completely destroyed by fire, in the amount of \$400.69, which represents taxes on the dwelling only from August 7, 2024, to March 31, 2025.	12-16-2024	Revenue Manager	Immediate	<b>Complete</b>
450	<b>Invitation to join the Rural Region 1 Solid Waste Committee/</b> that Council accept the recommendation from the Committee of the Whole and have the Director of Public Works and one member of Council, pending selection, attend the Rural Region 1 Solid Waste Committee meetings.	12-16-2024	Municipal Council	Immediate	<b>Complete</b>
451	<b>Recruitment of Volunteer Firefighters /</b> that Council accept the recommendation from the Fire Protection Services Committee and have municipal staff meet with the Volunteer Fire Departments to discuss advertising in the Richmond Reflection for the recruitment of volunteer firefighters in Richmond County.	12-16-2024	ESC	Immediate	<b>In Progress</b>
452	<b>Electric Vehicles /</b> that Council refer this item to staff to investigate the feasibility of gradually integrating more EVs into our public fleet vehicles, looking at it from a perspective of both GHG reduction and saving taxpayers dollars.	12-16-2024	CAO	Immediate	<b>In Progress</b>
453	<b>Exploration of a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park /</b> that Council authorize staff and Council team to work with the Province and Invest NS on how a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park could work.	12-16-2024	CAO	Immediate	<b>In Progress</b>
454	<b>Village of St. Peter's guarantee request for the Community Hub Project/</b> that Council approve a loan guarantee in the amount of \$206,000 for the purpose of the Village of St. Peter's Community Hub Renovation Project.	12-16-2024	Director of Finance	Immediate	<b>Complete</b>
455	<b>Alzheimer Awareness Month/</b> that Council approve the proclamation as presented.	12-16-2024	Municipal Clerk	Immediate	<b>Complete</b>
456	<b>Destination Cape Breton Association financial documents/</b> that Council accept the recommendation of the Committee of the Whole and direct the CAO to speak to the CEO and/or the Board of Destination of Cape Breton Association to allow Richmond County Council to release the financials without the confidentiality component.	1-28-2025	CAO	Immediate	<b>In Progress</b>
457	<b>Proclamation request from Jennifer Enright of the Canadian Amyloidosis Support Network/hat</b> Council accept the recommendation of the Committee of the Whole and approve the proclamation to proclaim March 2025 as Amyloidosis Awareness Month in Richmond County.	1-28-2025	Municipal Clerk	Immediate	<b>In Progress</b>
458	<b>Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5000.00/</b> hat Council accept the recommendation of the Committee of the Whole and approve the grant request from the Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5000.00 and be allocated as follows: \$ 750.00 from District One Funds, \$750.00 from District Two Funds, and \$ 3,500.00 from the Infrastructure Grant Funds.	1-28-2025	Director of Finance	Immediate	<b>Complete</b>

459	<b>Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000/</b> that Council accept the recommendation of the Committee of the Whole and approve the grant request from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000 and be allocated as follows: \$ 500.00 from District Four Funds, \$2,000.00 from District Five Funds, and \$7,500.00 from the Regional Funds.	1-28-2025	Director of Finance	Immediate	<b>Complete</b>
460	<b>Travel and Expense Policy - Re-adoption /</b> that Council accept the recommendation of the By-Law/Policy Committee and re-adopt the Travel and Expense Policy.	1-28-2025	Municipal Clerk	Immediate	<b>Complete</b>
461	<b>Hospitality Expense Policy - Re-adoption /</b> hat Council accept the recommendation of the By-Law/Policy Committee and re-adopt the Hospitality Expense Policy.	1-28-2025	Municipal Clerk	Immediate	<b>Complete</b>
462	<b>Holy Guardian Angels Parish grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5000 /</b> that Council approve the Holy Guardian Angels Parish grant request in the amount of \$1,500.00 to be allocated from the District 5 Funds.	1-28-2025	Director of Finance	Immediate	<b>Complete</b>
463	<b>Whiteside Church Preservation Society grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5,000 /</b> that Council defer the Whiteside Church Preservation Society grant request to the next Committee of the Whole meeting.	1-28-2025	Municipal Clerk	Immediate	<b>Complete</b>
463	<b>Role of caregivers who participate on the Inclusive, Diverse, Equitable, Accessible Advisory Committee/</b> that Council accept the recommendation of the Inclusive, Diverse, Equitable, Accessible Advisory Committee and have the Warden prepare a letter addressed to the Nova Scotia Directorate, requesting clarification on the role of caregivers who are members of an accessibility advisory committee, AND FURTHER MOVE that a copy of the letter be sent to Inclusion Nova Scotia.	1-28-2025	Warden	Immediate	<b>Complete</b>
464	<b>Crime Stopper decals at appropriate locations in Richmond County/</b> that Council accept the recommendation of the RCMP Advisory Board and approve the request from Sgt. Mike Lidstone to display Crime Stopper decals throughout Richmond County and FURTHER MOVE to refer to staff for installation and determining the appropriate locations.	1-28-2025	CAO	Immediate	<b>In Progress</b>
465	<b>Sgt. Brad Kelly's initiative to organize a Town Hall meeting with residents and local law enforcement/</b> that Council accept the recommendation of the RCMP Advisory Board and support Sgt. Brad Kelly's initiative to organize a Town Hall meeting with residents and local law enforcement.	1-28-2025	CAO	Immediate	<b>Complete</b>
466	<b>River Tillard to St. Peter's 3km Trail/</b> that Council reaffirm Council's support for the Province to issue the East Richmond ATV Riders a Letter of Authority to assume management of the trail and to encourage trail users to work together on accessible and reasonable solutions.	1-28-2025	Warden	Immediate	<b>Complete</b>