

P.O. Box 1749 Halifax, Nova Scotia B3J 3A5 Canada

Item No. 8.1 January 14, 2019 February 11, 2019

	Request for N	lorth	West Community Council C	onsid	deration
х	Agenda Item (Submitted to Municipal Clerk's Office by Noon at least 5 working days prior to the meeting)		Added Item (Submitted to Municipal Clerk's Office by Noon at least one day prior to meeting)		Request from the Floor
Date	e of Meeting: January 14, 20	18			
<b>Sub</b> Cen		mon	Area Rate Funding Request –	Hamr	monds Plains Community
Mot	ion for North West Commun	ity C	ouncil to Consider:		

That North West Community Council recommend that Halifax Regional Council request a staff report on a one time allocation of \$345,000.00 from the Hammonds Plains Common Area Rate to the Hammonds Plains Community Centre Society to recapitalize the Hammonds Plains Community Centre.

#### Reason:

On June 19, 2018, Halifax Regional Council approved the Area Rates for fiscal 2018-19 and directed staff to update and combine the current Recreation Area Rate Policy and Interim Area Rates Guidelines into New Area Rate Administrative Order for 2019-2020. This policy is expected to return to Council for consideration in 2019. As part of the review, Council also directed the discontinuance of the Hammonds Plains Common Area Rate levied on each of the taxable residential and resource property assessments and that staff return with recommendations on the existing surplus. For further information please refer to the following:

February 12, 2018 staff report – Area Rate Review – June 19, 2018 Halifax Regional Council: https://www.halifax.ca/sites/default/files/documents/city-hall/regional-council/180619rc1416.pdf

#### June 19, 2018 Halifax Regional Council Meeting Minutes:

https://www.halifax.ca/sites/default/files/documents/city-hall/regional-council/c180619minutes.pdf In December 2018, the Hammonds Plains Community Centre, a registered non-profit society, submitted a funding proposal and business plan for the recapitalization the Hammonds Plains Community Centre (Attachment 1).

In consultation with staff, this proposal may be considered by North West Community Council with final approval at Regional Council, as a recommendation for funding from Hammonds Plains Common Area Rate surplus (\$393, 932).

Atta	ch	m	Δn	te:

Attachment 1: Request for Funding: Hammonds Plains Community Centre

Attachment 2: Balance of Hammonds Plains Common Area Rate

#### **Outcome Sought:**

To authorize a one-time allocation of \$345,000 for the recapitalization of the Hammonds Plains Community Centre from the Hammonds Plains Common Area Rate surplus.

Councillor Matt Whitman	District 13



# Request for Funding

# Hammonds Plains Area Rate



December 2018

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# 1. Summary

The Hammonds Plains Community Centre ("HPCC") building is going to be 80 years old in 2019. Constructed in 1939 as a two-room school house, it was doubled in size in the 1950's and then converted to a community hall in 1969. Over the following five decades, repairs, upgrades and renovations have been completed such that the building has remained functional. However, many building components are getting old and nearing the end of their useful life. Further, half of the basement area is unfinished and could be developed into additional meeting and activity space. We are seeking funding for \$345,000 to recapitalize the community centre for the next generation of Hammonds Plains residents.

This project has two goals. First, it preserves the community asset by renovating the entire building envelope, including new roof, siding, windows, doors and insulate where needed. Second, it assists the long-term sustainability of the community centre by making it more attractive to users. Specifically, it will replace exterior stairs that don't meet building code with a new deck that will improve the appeal for weddings and summer events. While the main hall has had many renovations, this will complete it with interior doors and fully renovated bar. Comfort will be improved with an energy efficient heating and cooling system and a new heat recovery ventilation system. Insulating the basement improves energy efficiency but also presents the opportunity to develop more meeting and activity space, improving revenues and community access.

The discontinuance of the Hammonds Plains Area Rate represents a once-in-a-lifetime opportunity to reinvest in HPCC. By organizing the work into one large project, it will ensure the work gets done quicker and with less interruption to users of the facility. It also opens additional community space sooner than what otherwise would be possible if funds must be directed to building envelope issues first.

HPCC represents a safe investment of the Area Rate funds. The investment secures and improves an existing facility which operates in a self-sufficient manner. Since incorporating in 2009, HPCC has operated as a successful social enterprise, maintaining small surpluses every year which are reinvested into maintaining and improving the building.

# II. Applicant

Hammonds Plains Community Centre (formerly Hammonds Plains Fire Hall and Community Center Association)

Hammonds Plains Community Centre ("HPCC") is a registered non-profit society which has operated the community hall located at 2041 Hammonds Plains Road, Hammonds Plains, Nova Scotia since 2009. The association's volunteer board of directors governs and oversees the operation of the Community Centre. The hall is used for fitness classes; Scout programs; historical society, business association and other community meetings; as well as weddings and other private events.

**Vision:** Supporting and enhancing the vibrant community of Hammonds Plains through the provision of a well-furnished community centre via a self-sustaining non-profit organization.

**Mission:** HPCC is a gathering place that supports first-rate recreational, cultural, and social programming, while promoting maximum community participation.

While the building was owned for many years by the Hammonds Plains Fire Department, ownership transferred to HRM upon amalgamation in 1996. Steps were undertaken in 2012 to return the property to the Hammonds Plains community. In March 2014, the Association completed the purchase of the property from HRM. For a full history of the building, please visit: <a href="https://hammondsplains.ca/hpcc/society/history/">https://hammondsplains.ca/hpcc/society/history/</a>.

Since its founding in 2009, the Association has operated with small annual surpluses. While HPCC is eligible for capital grants from the three levels of government, there are no operating grants received; only a reduced property tax rate (residential vs. commercial). All revenues generated are used to support the building's operation, maintenance and improvement. Financial Statements are attached (Attachment A).

# III. Needs/Problems

The Hammonds Plains Community Centre building will be 80 years old in 2019. Over the years, many repairs and improvements have been made; some by volunteers and some by professional contractors. While the building is solid and has lots of life left in it, many building components are getting old and will need replacement.

Small projects can be funded out of rental revenues. However, larger projects require a government grant to assist. These grant programs may be suitable to replace one building component at a time. They are not suitable to fund a large recapitalization project such as this because they usually limit the applicant to a specific component, such as a deck or a roof.

Given the disruptive nature of these projects, the centre will need to be shut down for two months. From a revenue perspective, it makes sense to minimize shut downs and replace as many components as possible during that limited time.

HPCC needs a large, one-time grant to recapitalize the facility for the continued enjoyment by the next generation of Hammonds Plains residents. The Hammonds Plains Area Rate discontinuance provides a once in a generation opportunity to invest the funds back into an existing community facility with a proven track record of growth and self-sustainability.

This capital investment will not cause an increase in annual operating costs for HPCC. The improved building envelope, insulation and new heating system, should lead to reduced utility costs. As a result, there will be no government operating assistance required as a result of this project.

# IV. Goals/Objectives

The goal is to recapitalize the community centre for the next generation of Hammonds Plains residents. This involves two objectives: (A) preserving the infrastructure by replacing aging building components; and (B) developing more usable space within the centre. This project will make the centre more attractive, comfortable, energy efficient. It will create two new spaces for community use and provide permanent storage space for three local not-for-profit organizations.

The project will address the following building areas or components:

- Building Envelope. At present, the roof has some leaks, the siding is getting old and brittle and the wood windows are well past their useful life. Parts of the kitchen and other exterior walls are uninsulated. A new roof line will correct issues with leaks and new 30-year shingles will keep the water out for the next few decades. Siding, windows and exterior doors will be replaced. Insulation will be added where needed.
- Exterior Stairs. The front and rear stairs were replaced in 2014 and meet building codes. The side stairs were repaired for safety but do not meet code. They will be replaced and a new 38x12 deck added. The deck will help make the community centre more attractive for weddings and summer events.
- 3. Electrical upgrade will include a new 200-amp panel. Oil furnace and air conditioner will be replaced with new heats pumps, electric baseboards, and Electric Thermal Storage Units. A Heat Recovery Ventilation system will be added. An emergency generator will be installed to service the backup needs for the facility and may help the building be used for an emergency shelter for the area if needed.

- 4. Main Floor has been extensively upgraded in the past five years with the kitchen renovated in 2016, lighting upgraded in 2017 and the flooring to be replaced in December 2018. The main hall and foyer will see the interior doors replaced. The bar is original from 1969 and will be completely renovated. The stairway to basement has low head room and would not be suitable for increased public access. This will be corrected by raising the floor in the closet directly above, which will allow further development of the basement.
- 5. Basement. The western half of the basement is accessed via its own exterior entrance and is fully developed and used for music lessons. The eastern half is unfinished, uninsulated and presently used for storage. With the stairs upgraded, this space can be developed for more rentable space. HPCC has no administrative office or place to secure records. The area at the bottom of the stairs will be converted to an office. The front part of the basement will contain a small meeting room and a storage room. The rear area will contain a multi-purpose room for fitness classes, activities (scouts, etc.) and small parties, and will contain a new washroom. Along the centre wall will be three storage lockers for use by local not-for-profit organizations, such as Hammonds Plains Historical Society, Hammonds Plains Area Business Association and First Hammonds Plains Scouts. All exterior walls and rim joists will be insulated and a minor leak in the rear wall will be repaired.

# V. Procedures/Scope of Work

An initial estimate was received from one contractor (refer Attachment B). Once funding is confirmed, the project timeline can be established, and priorities set. Further investigation will need to be done to determine the scope of work and then competitive, fixed-price quotes obtained.

## 1. Building Envelope

#### Roof:

- Restructuring the upper section of the roof to provide a simplified roof line to reduce the potential of future leaks
- Strip existing roof and apply new ice and water shield, roofing felt, drip edge, ridge vents and 30-year shingles

#### Siding:

- Remove existing vinyl siding, any cedar shingles to remain
- Install new vinyl siding, soffit, fascia & gutter
- Install accent siding at main entry of building

#### Insulate:

Insulate kitchen walls, entry, other walls as required with blown-in insulation

#### Windows:

- Remove existing windows on main floor and basement and replace with new vinyl windows
- Install window in basement office, currently blocked off
- Remove and replace 3 exterior doors (Front Entry, Side & Rear)
  - All windows to have Low-E and Argon

## 2. Exterior Stairs

#### Side Entry:

- Remove existing stairs and dispose of all waste
- Install new foundations
- Install new pressure treated stairs and railing
  - o Approx. 38 ft long x 12 ft projection

#### 3. Electrical

## New Heating System & Electrical Upgrade:

- Install new LG 18,000 BTU Prestige Zone
  - o Single Zone 18,000 BTU Prestige Heat Pump
  - o One 18,000 BTU Outdoor Unit LAU180HVY1
  - o One 18,000 Indoor Head LAN180HVY1
  - 10 Year warranty on Parts & Labour (no deductible on warranty service)
  - o Efficiency Nova Scotia Rebate (\$300/ton, 12,000 BTU = 1 ton)
- Install new Dimplex ETS Unit 4 KW
- 6 4 KW Electric Thermal Storage Units for Time of Day Rates
- Panel Change 200 Amp panel change and associated wiring at panel
- Install New HRV System throughout building
- Remove existing Oil tank & furnace
- Supply and install electric baseboard heaters in certain areas

## **Emergency generator:**

Install emergency propane fired generator to service backup needs for the facility

## 4. Main Floor:

#### Bar:

- Remove all drywall, flooring to studs
- Insulation, electrical, drywall, flooring, plumbing for wet bar, millwork

## New interior doors/trim:

- Install new interior doors and trim as follows:
  - entry to main hall; entry to kitchen including frosted sidelight and rear door to storage closet
  - o Doors to be solid wood core doors with steel frames

#### **Entry closet:**

Install new door, extend wall to ceiling, finish all drywall and paint as required

### Stairway Renovation:

- Remove existing interior finishes, including stairs treads & riser
- Restructure the floor joist below the entry closet allowing for increase headroom on stairs
- Install all new interior wall finished, mud and tape to paint ready
- Install new treads and risers and railing
  - Please note, this is an upgrade to the existing stairs and does not intend to have stairs meet current NBC

#### 5. Basement:

#### **Unfinished Basement Area:**

- All exterior walls and rim joints insulated in unfinished half of basement (right hand side)
- Install new ½' drywall on exterior walls and ceiling, mud and tape to paint ready
- Prime and paint (2 coats) on new drywall as noted above
- Install new flooring in above noted area
- Upgraded lighting, electrical to code, general clean up (wiring, plumbing, HVAC).

#### Office in Basement:

- Finished Office in front (under bar/entry), including framing, insulation, drywall, subfloor & flooring, trim & paint
- Replace existing door from Andrea Music Studio's space
- New wall/door at bottom of stairs
- Open existing window and install new window
- Finish electrical panel cover

## Basement (Front area/ waiting area):

- Frame all walls, insulate, vapour barrier & drywall (walls & ceiling)
- Frame waiting area, closet for recyclables, new wider door (36")/trim to Andrea's, storage room (oil tank), and small meeting room
- Subfloor, flooring & trim

#### Unfinished Rear Basement Area:

- Area to be finished for a multi-purpose room suitable for fitness classes and Scout meetings
- Construct 3 storage lockers along centre wall.
- Install 1 washroom (toilet & sink)
- New entry door from front basement to rear
- New closet for water softener system
- Highlight wood posts/beams where possible

#### Repair leak in foundation

Under rear window (by water softener system)

# VI. Timetable

The proposed timeline is based on having funds approved by January 31, 2019 and contractor availability. Otherwise, the project will likely be delayed a year.

	Description of Work	Start and End Dates
1	Building Envelope	July/August 2019
2	Exterior Stairs	July/August 2019
3	Electrical (incl HVAC & generator)	July/August 2019
4	Main Floor Renovation	July/August 2019
5	Basement Renovation	July-November 2019

# VII. Budget

A budget estimate has been received from Monk Renovations to help define the scope for this project. Further investigation and competitive, fixed-price quotes will be obtained prior to work commencing. HPCC is requesting funding of \$345,000 to cover the proposed project. Contingencies and taxes will be paid by HPCC via fundraising.

	Description of Work	<b>Anticipated Costs</b>
1	Building Envelope	\$111,500
2	Exterior Stairs	\$22,500
3	Electrical (incl HVAC & generator)	\$75,000
4	Main Floor Renovation	\$34,500
5	<b>Basement Renovation</b>	101,500
	Total	\$345,000 + HST

# VIII. Key Personnel

A general contractor will be selected to manage the project and various subcontractors may be hired to complete the work.

	<b>Description of Work</b>	Project Leader
1	Building Envelope	Tba
2	Exterior Stairs	Tba
3	Electrical (incl HVAC & generator)	Tba
4	Main Floor Renovation	Tba
5	Basement Renovation	Tba

## IX. Evaluation

The project will be considered a success if the project is completed on time and on budget.

# X. Expected Economic Impacts

Much of the \$345,000 cost of the project will be paid to Hammonds Plains based businesses, which employ local tradespeople to complete the work. As such, there will be spinoff benefits to the rest of the Hammonds Plains economy.

Any bridge financing requirements for the project will be sourced from CUA, a Halifax-based financial institution.

The project will not result in any new operating expenses for the Hammonds Plains Community Centre. In fact, with improved building envelope and heating system, operating expenses may decrease. Additional rental revenues may be generated from the additional meeting and activity space, and more weddings and other events as a result of the renovated main floor. This helps the community facility to continue to operate in a sustainable and self-sufficient manner.

## XI. Endorsements

HPCC has received letters of endorsements for this project from Geoff Regan, MP Halifax West, Ben Jessome, MLA Hammonds Plains-Lucasville, the Hammonds Plains Historical Society and the Hammonds Plains Area Business Association (refer Attachment C).

# XII. Questions

For questions or information requests, please contact:

Shaun MacIntyre, Treasurer

Email: hpcc@hammondsplains.ca

Tel:

# XIII. Attachment A: Financial Statements



# Hammonds Plains Community Centre

#### **BALANCE SHEET COMPARISON**

As of December 31, 2018

	TOTAL			
	AS OF DEC 31, 2018	AS OF DEC 31, 2017 (PY		
Assets				
Current Assets				
Cash and Cash Equivalent				
Cash on hand	885.00	729.75		
Chequing	5,886.11	9,604.49		
CUA Savings 20	563.24	2,751.71		
CUA Savings 21	19,748.56	0.00		
PayPal Account	0.00	0.00		
Stripe	-326.34	213.35		
Undeposited Funds	0.00	0.00		
Total Cash and Cash Equivalent	\$26,756.57	<b>\$13,299.3</b> 0		
Accounts Receivable (A/R)				
Accounts Receivable (A/R)	1,373.77	583.21		
Total Accounts Receivable (A/R)	\$1,373.77	\$583,21		
Inventory Asset	2,224.93	1,067.77		
Total Current Assets	\$30,355.27	\$1 <b>4,950.2</b> 8		
Non-current Assets	ψυσιουσ.Ε <i>1</i>	ψ1+1000.20		
Property, plant and equipment				
Land and Building	005 400 00			
Improvements	225,100.00	225,100.00		
Total Land and Building	125,956.00	125,956.00		
	351,056.00	351,056.00		
Total Property, plant and equipment	\$351,056.00	\$351,056.00		
Total Non Current Assets	\$351,056.00	\$351,056.00		
Total Assets	\$381,411.27	\$366,006.28		
labilities and Equity				
Liabilities				
Current Liabilities				
Accounts Payable (A/P)				
Accounts Payable (A/P)	0.00	2,709.85		
Total Accounts Payable (A/P)	\$0.00	\$2,709.85		
Deferred Revenue	0.00			
Deferred Donation Revenue - Bay Treasure Chest		0.00		
Deferred Revenue - Booking Deposits	12,745.78	6,342.16		
Deferred Revenue - Damage Deposits	51.00	0.00		
Deferred Revenue - Grants	1,265.00	394.00		
Total Deferred Revenue	7,700.00	0.00		
	21,761.78	6,736.16		
GST/HST Payable	-8,055.23	-8,507.66		
GST/HST Suspense	3,676.17	1,486.79		
Total Current Liabilities	\$17,382.72	\$2,425.14		
Non-current Liabilities				
Bank loans	17,152.63	18,496.93		
Other Long Term Liabilities	100,900.00	100,900.00		
		,		
Total Non-current Liabilities	\$118,052.63	\$119,396.93		

	TOTA	L
	AS OF DEC 31, 2018	AS OF DEC 31, 2017 (PY)
Equity		
Contributions	124,200.00	124,200.00
Internally Restricted	0.01	0.01
Invested in Capital Assets	125,956.00	125,956.00
Opening Balance Equity	-14,227.69	-14,227.69
Retained Earnings	8,255.89	6,785.31
Profit for the year	1,791.71	1,470.58
Total Equity	\$245,975.92	\$244,184.21
Total Liabilities and Equity	\$381,411.27	\$366,006.28



## Hammonds Plains Community Centre

## PROFIT AND LOSS COMPARISON

January - December 2018

INCOME Events Revenue Food & Beverage Revenue Bar Sales Total Food & Beverage Revenue Other Income Donations Grant Revenue Interest earned Total Other Income Rental Revenue Discounts given Other Services Sign Rentals Venue Rentals Total Rental Revenue Total Income  COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold	2,658.32 0.00 7,003.62 7,003.62 0.00 9,879.81 2,237.49 10.19 12,127.49 3,202.00 -2,245.44 3,205.15 915.27 24,954.82 30,031.80 51,821.23 2,499.79 0.00 \$2,499.79	JAN - DEC 2017 (PY)  0.00 0.00 7,186.05 7,186.05 0.00 7,090.51 7,319.00 1.06 14,410.57 26,989.57 -2,330.71 1,614.24 135.00 9,858.80 36,266.90 \$57,863.52 4,056.23 33.23 \$4,089.46
Events Revenue Food & Beverage Revenue Bar Sales Total Food & Beverage Revenue Other Income Donations Grant Revenue Interest earned Total Other Income Rental Revenue Discounts given Other Services Sign Rentals Venue Rentals Total Rental Revenue Total Income  COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold GROSS PROFIT EXPENSES Advertising Promotional Total Advertising Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	0.00 7,003.62 7,003.62 0.00 9,879.81 2,237.49 10.19 12,127.49 3,202.00 -2,245.44 3,205.15 915.27 24,954.82 30,031.80 351,821.23 2,499.79 0.00 \$2,499.79	0.00 7,186.05 7,186.05 0.00 7,090.51 7,319.00 1.06 14,410.57 26,989.57 -2,330.71 1,614.24 135.00 9,858.80 36,266.90 \$57,863.52 4,056.23 33.23
Food & Beverage Revenue Bar Sales  Total Food & Beverage Revenue  Other Income Donations Grant Revenue Interest earned  Total Other Income  Rental Revenue Discounts given Other Services Sign Rentals Venue Rentals  Total Rental Revenue  Total Income  COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS  Total Cost of Goods Sold  3ROSS PROFIT  EXPENSES Advertising Promotional  Total Advertising Bad debts Bank charges Credit Card Discounts & Fees  Total Bank charges	0.00 7,003.62 7,003.62 0.00 9,879.81 2,237.49 10.19 12,127.49 3,202.00 -2,245.44 3,205.15 915.27 24,954.82 30,031.80 351,821.23 2,499.79 0.00 \$2,499.79	0.00 7,186.05 7,186.05 0.00 7,090.51 7,319.00 1.06 14,410.57 26,989.57 -2,330.71 1,614.24 135.00 9,858.80 36,266.90 \$57,863.52 4,056.23 33.23
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Total Other Income  Rental Revenue Discounts given Other Services Sign Rentals Venue Rentals Total Rental Revenue  Total Income COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold  ROSS PROFIT EXPENSES Advertising Promotional Total Advertising Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	12,127.49 3,202.00 -2,245.44 3,205.15 915.27 24,954.82 30,031.80 351,821.23 2,499.79 0.00 \$2,499.79	14,410.57 26,989.57 -2,330.71 1,614.24 135.00 9,858.80 36,266.90 \$57,863.52 4,056.23 33.23
Rental Revenue Discounts given Other Services Sign Rentals Venue Rentals Total Revenue  Total Income COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold  3ROSS PROFIT EXPENSES Advertising Promotional Total Advertising Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	3,202.00 -2,245.44 3,205.15 915.27 24,954.82 <b>30,031.80</b> <b>51,821.23</b> 2,499.79 0.00 <b>\$2,499.79</b>	26,989.57 -2,330.71 1,614.24 135.00 9,858.80 <b>36,266.90 \$57,863.52</b> 4,056.23 33.23
Discounts given Other Services Sign Rentals Venue Rentals Total Rental Revenue  Total Income COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold GROSS PROFIT EXPENSES Advertising Promotional Total Advertising Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	-2,245.44 3,205.15 915.27 24,954.82 <b>30,031.80</b> <b>51,821.23</b> 2,499.79 0.00 <b>\$2,499.79</b>	-2,330.71 1,614.24 135.00 9,858.80 <b>36,266.90</b> <b>\$57,863.52</b> 4,056.23 33.23
Other Services Sign Rentals Venue Rentals Total Rental Revenue  Total income  COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold  SROSS PROFIT  EXPENSES Advertising Promotional Total Advertising Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	3,205.15 915.27 24,954.82 <b>30,031.80</b> <b>51,821.23</b> 2,499.79 0.00 <b>\$2,499.79</b>	1,614.24 135.00 9,858.80 <b>36,266.90</b> <b>\$57,863.52</b> 4,056.23 33.23
Sign Rentals Venue Rentals  Total Rental Revenue  Total income  COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS  Total Cost of Goods Sold  SROSS PROFIT  EXPENSES  Advertising Promotional  Total Advertising  Bad debts  Bank charges Credit Card Discounts & Fees  Total Bank charges	915.27 24,954.82 <b>30,031.80</b> <b>51,821.23</b> 2,499.79 0.00 <b>\$2,499.79</b>	135.00 9,858.80 <b>36,266.90</b> <b>\$57,863.52</b> 4,056.23 33.23
Venue Rentals  Total Rental Revenue  Total Income  COST OF GOODS SOLD  Cost of Goods Sold  Supplies and materials - COS  Total Cost of Goods Sold  GROSS PROFIT  EXPENSES  Advertising  Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	24,954.82 30,031.80 51,821.23 2,499.79 0.00 \$2,499.79	9,858.80 <b>36,266.90</b> <b>\$57,863.52</b> 4,056.23 33.23
Total Rental Revenue  Total Income  COST OF GOODS SOLD  Cost of Goods Sold  Supplies and materials - COS  Total Cost of Goods Sold  GROSS PROFIT  EXPENSES  Advertising  Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	30,031.80 351,821.23 2,499.79 0.00 \$2,499.79	<b>36,266.90</b> <b>\$57,863.52</b> 4,056.23 33.23
Total Income  COST OF GOODS SOLD  Cost of Goods Sold  Supplies and materials - COS  Total Cost of Goods Sold  GROSS PROFIT  EXPENSES  Advertising  Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	2,499.79 0.00 <b>\$2,499.79</b>	<b>\$57,863.52</b> 4,056.23 33.23
COST OF GOODS SOLD Cost of Goods Sold Supplies and materials - COS Total Cost of Goods Sold  GROSS PROFIT  EXPENSES Advertising Promotional Total Advertising Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	2,499.79 0.00 <b>\$2,499.79</b>	4,056.23 33.23
Cost of Goods Sold Supplies and materials - COS  Total Cost of Goods Sold  GROSS PROFIT  EXPENSES  Advertising Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	0.00 <b>\$2,499.79</b>	33.23
Supplies and materials - COS  Total Cost of Goods Sold  GROSS PROFIT  EXPENSES  Advertising  Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	0.00 <b>\$2,499.79</b>	33.23
Total Cost of Goods Sold  GROSS PROFIT  EXPENSES  Advertising  Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	0.00 <b>\$2,499.79</b>	33.23
EXPENSES Advertising Promotional  Total Advertising  Bad debts  Bank charges Credit Card Discounts & Fees  Total Bank charges		
EXPENSES Advertising Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges		4.,
Advertising Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	49,321.44	\$53,774.06
Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	4347711100
Promotional  Total Advertising  Bad debts  Bank charges  Credit Card Discounts & Fees  Total Bank charges	2,559.38	2,586.68
Bad debts Bank charges Credit Card Discounts & Fees Total Bank charges	213.40	271.20
Bank charges Credit Card Discounts & Fees Total Bank charges	2,772.78	2,857.88
Bank charges Credit Card Discounts & Fees Total Bank charges	0.00	605.65
Credit Card Discounts & Fees Total Bank charges	219.00	414.57
Total Bank charges	361.17	146.26
	580.17	560.83
	507.84	
Event Expenses		884.14
Garbage Disposal Fees	3,383.93 1,603.99	336.43
Insurance	0.00	1,569.68
Insurance - Directors Liability	570.00	0.00 570.00
Insurance - Property	2,794.77	
Total Insurance	3,364.77	2,901.44 <b>3,471.44</b>
Interest expense		
Legal and professional fees	1,248.95	1,163.62
Licenses and fees	388.85	379.18
Meals and entertainment	707.00	662.13
Office expenses	449.44	80.00
Other general and administrative expenses	538.39	768.22
Property Taxes		0.00 2,680.97
Stormwater Charge	130.00 3,489.84	9 690 07

	TOTAL			
	JAN - DEC 2018	JAN - DEC 2017 (PY		
Total Property Taxes	3,874.60	3,036.81		
Repair and maintenance	9,893.32	9,806.92		
Small Equipment & Tools	326.99	6,401.40		
Total Repair and maintenance	10,220.31	16,208.32		
Security	672.00	672.00		
Subcontractors	0.00	0.00		
Cleaning	3,007.50	2,965.00		
Events	1,302.39	2,072.50		
General Manager	4,200.00	5,000.00		
Grounds	97.50	320.00		
Repairs & Renovations	378.20	0.00		
Sign Changes	272.50	490.00		
Total Subcontractors	9,258.09	10,847.5		
Utilities	0.00	0.0		
Electricity	4,501.30	5,762.0		
Heating Oil	2,479.07	1,588.5		
Internet	675.40	661.2		
Telephone	172.85	187.9		
Total Utilities	7,828.62	8,199.6		
Total Expenses	\$47,529.73	\$52,303.4		
PROFIT	\$1,791.71	\$1,470.5		

# XIV. Attachment B: Budget Estimate







Date: November 1, 2018

Hammonds Plains Community Ctr c/o Shawn MacIntyre

Please accept the following budget estimate for renovations required for the Hammonds Plains Community Centre as discussed. The following budget values will have to be confirmed based on detailed investigation of the facility condition and final designs:

Based on the scope of work listed below the total estimate:

\$345,000 + HST

#### **Building Envelope:**

- 1) Roof:
  - a. Restructuring the upper section of the roof to provide a simplified roof line to reduce the potential of future leaks
  - b. Strip existing roof and apply new ice and water shield, roofing felt, drip edge, ridge vents and 30 year shingles
- 2) Siding:
  - a. Remove existing vinyl siding, any cedar shingles to remain
  - b. Install new vinyl siding, soffit, fascia & gutter
  - c. Install accent siding at main entry of building
- 3) Insulate:
  - a. nsulate kitchen walls, entry, other walls as required with blown-in insulation
- 4) Windows:
  - a. Remove existing windows on main floor and basement and replace with new vinyl windows
  - b. Install window in basement office, currently blocked off
  - c. Remove and replace 3 exterior doors (Front Entry, Side & Rear)
  - d. All windows to have Low-E and Argon

## **Exterior Stairs:**

- 5) Side Entry:
  - a. Remove existing stairs and dispose of all waste
  - b. Install new foundations
  - c. Install new pressure treated stairs and railing
    - i. Approx. 38 ft long x 12 ft projection



Tel: (902) 497-0011 Fax: (902) 404-5857

Web: www.monkreno.com

P.O. Box 48003, Bedford, NS, B4A 3Z2









#### Notes:

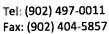
- Construction plans required for permit
- Site cleanup upon completion and disposal of all non-hazardous waste to be completed by MONK
- Any unforeseen issues are extra
- Taxes Extra
- Terms –50 % deposit & 50% upon significant completion

Please do not hesitate to contact me for any additional information you may require to assess this proposal. I can be reached at **(902) 497-0011** 

Regards,

Dan Monk, P.Eng.
Owner / Civil Engineer / Red Seal Carpenter
MONK Renovations





Web: www.monkreno.com

P.O. Box 48003, Bedford, NS, B4A 3Z2



XV. Attachment C: Letters of Endorsement



*Ottanea* 

Room 658 Confed. Bldg. House of Commons Ottawa, ON K1A 0A6 Tel.: 613-996-3085 Fax.: 613-996-6988 geoff.regan@parl.gc.ca

222 - 1496 Bedford Hwy Bedford, NS B4A 1E5 Tel.: 902-426-2217 Fax.: 902-426-8339 geoff@geoffregan.ca



Gaff Ragari

Member of Parliament Halifax West

> Député Halifax-Ouest

www.geoffregan.ca

December 3, 2018

Re: Letter of Support - Hammonds Plains Community Centre Funding Request

To whom it may concern:

As Member of Parliament for Halifax West, I would like to support the Hammonds Plains Community Centre in their application to receive funding for a total amount of \$345,000 to help preserve the infrastructure of their building; a well-used community asset in the Hammonds Plains area.

The Hammonds Plains Community Centre is seeking these funds as a portion of the total funds to be distributed from the now discontinued Hammonds Plains Area Rate. I feel that the Hammonds Plains Community Centre should be considered a well-suited recipient for these funds and can personally attest to the benefit this facility brings to community members.

The building, which is nearly 80 years old, needs renovation to be properly preserved as a community asset for Hammonds Plains residents. The recommended renovations include the entire building envelope, with a new roof, siding, windows, doors and insulation. With renovations completed, the long-term sustainability of the community centre may be more viable.

Sincerely,

**Original Signed** 

Geoff Regan, M.P. Halifax West





HOUSE OF ASSEMBLY NOVA SCOTIA

L'ASSEMBLÉE LÉGISLATIVE DE NOUVELLE-ÉCOSSE

2120 HAMMONDS PLAINS
ROAD, UNIT 3
HAMMONDS PLAINS,
NOVA SCOTIA
B4B 1P3
0: 9024049900
C: 9027172750
F: 9024048415
E: JESSOMEBEN@GMAIL.COM



BEN JESSOME

MEMBER OF THE LEGISLATIVE ASSEMBLY

HAMMONDS PLAINS-LUCASVILLE

BENJESSOME.CA

Dec. 10, 2018

Re: Letter of Support for Hammonds Plains Community Centre Funding Request

As the MLA for Hammonds Plains-Lucasville, I strongly support the Hammonds Plains Community Centre's request for funding through their application in the amount of \$345,000 from the Hammonds Plains Common Area Rate which is now discontinued and which is to be distributed to projects such as this.

These funds would be used to preserve and update the community centre that is nearly 80 years old. Originally, built as a two room schoolhouse, the community centre has been an integral part of the Hammonds Plains and surrounding area for all of those 80 years.

The replacement of the roof, windows, siding, insulation and doors plus other upgrades are needed so the community centre can continue to support the community by offering programs for youth and adults.

The community comes together here for many events throughout the year as we grow and share in our community. With these renovations completed the Hammonds Plains Community Centre will continue to provide a great number of services and opportunities for our community.

I respectfully ask you to accept their application so Hammonds Plains-Lucasville will continue to be served by our Community Centre.

Respectfully submitted,

**Original Signed** 

Ben Jessome, MLA Hammonds Plains-Lucasville



Re: Letter of Endorsement for Hammonds Plains Community Center's Recapitalization Project

Date: November 5, 2018

To: Partners in HPCC Recapitalization Project

The **Hammonds Plains Historical Society** are pleased to endorse and support the **Hammonds Plains Community Center** in their planned project to recapitalize the Center.

Our society, based in Hammonds Plains, is a community based non-profit organization that gathers, preserves and shares the rich history of Hammonds Plains. During the past three years we have been able to forge an ongoing partnership with the Community Center, through providing historical pictures for a picture display on one of their walls, holding general presentations and board of director meetings at the Center and using one of the storage rooms as our official collection area.

The Hammonds Plains Historical Society offers our support to the Center as it continues to provide the Hammonds Plains area with a well-used community facility. The society is excited to especially hear of plans to renovate the unfinished basement. We have already had preliminary discussions with the center about acquiring a much needed larger storage center for our resources and about a future space for a potential community museum, that a renovated basement might provide.

The Community Center has done a wonderful job during the past few years creating a viable, accessible community meeting place. It is a historical building, being the former community school and gives our society a sense of assurance in knowing that this community landmark will be able to provide sustainability well into the future, if this project moves ahead as planned.

We take great pride in being a partner with the Hammonds Plains Community Center and look forward in working collaboratively in bringing this project to life.

Sincerely;

**Hammonds Plains Historical Society Board of Directors** 



Hammonds Plains Area Business Association 2041 Hammonds Plains Road. Hammonds Plains, NS

To whom it may concern,

Letter of Endorsement to recommend the Hammonds Plains Community Center for the proposed changes that they are requesting within the building.

The Community Center is a huge asset to the Hammonds Plains and surrounding area, providing a venue that the area groups and residents can host a variety of events. e.g. meetings, weddings and community gatherings

The Hammonds Plains Area Business Association hosts their monthly meetings, Hammonds Plains Heritage Day event and the Hammonds Plains Christmas Tree Lighting event on an annual basis at the Center and have found that the local residents of the area support these events based on the location.

The Community Center is staffed by all Volunteers and the Association have found that they are extremely helpful in helping us organize our events and meetings

Please consider helping the Hammonds Plains Community Center to endeavor to meet the needs of the Hammonds Plains area at present and into the years ahead

Sincerely

**Original Signed** 

Doug Poulton President

## Attachment 2

## **Balance of Hammonds Plains Common Area Rate**

C135 Kingswood Ratepayers	12	Cost Elements	Actual	ommitment	Assigned	%Asn/FoAn
2 C140 Prospect	[ [ [ · 13	4200 Area Rate Revenue				
C142 Glengarry Estates HO	14	4201 AreaRate Residential				
C145 Westwood H Res Assoc	15	4206 Area Rate Resource				
C160 Musquodoboit Harbour	- 16	* Area Rate Revenue				
C170 Hammonds Pins Com.RT						
	18					
C180 Grand Lake Com. Ctr	E 19					
C185 District 3 Cap. Fund	- 20					
C190 Maplewood Subdivisio		9210 HR CATS OT Wage/Ben				
C196 Silverside Res.Assoc	- 22					
C198 St. Marg/Fox Hollow						
C210 LWF Recreation Ctr	- 24	* External Services				
R755 Private Roads	_ 26	* Other Goods & Services				
	Ţ · 27				ar same reserve	
	- 28	9000 Prior Yr. Sur/Def	393,932	-	393,932-	100
	29		A DOMESTICAL STREET		7,000,000,000	
	- 30	Other Fiscal	393,932		393,932-	
	- 31	** Total Expenditures	393,932		393,932-	8- N
	32	*** Net Surplus/Deficit	393,932		393,932-	