

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed by 

Jacques Dubé, Chief Administrative Officer

DATE: February 19, 2019

SUBJECT: Parks and Recreation Fee Structure Review

ORIGIN

- January 6, 2016 - Committee of the Whole approved in the 2016/17 Parks and Recreation Business Plan an initiative to assess recreation fees for facilities and programming offerings and develop an on-going fee strategy.
- March 6, 2018 – Regional Council amended motion:
MOVED by Councillor Craig, seconded by Councillor Blackburn THAT Halifax Regional Council:
 1. Maintain 2017/2018 ice and dry-floor rates for HRM operated arenas for the 2018/19 fiscal year; and
 2. Set interim dry-floor rates for the BMO Centre and Dartmouth 4-Pad for the 2018/19 fiscal year at
 - a. \$65/hr plus HST for youth groups; and
 - b. \$75/hr plus HST for adult groups.
 3. That the ice rental rates for the LeBrun Arena, be adjusted to be the same as St. Margaret's Centre and the Spryfield Lions Rink, for this season only, until the full Parks and Recreation Fee Structure Review returns to Regional Council next year.

LEGISLATIVE AUTHORITY

- *HRM Charter*, S.N.S. 2008, c. 39
61(3) The property vested in the Municipality, absolutely or in trust, is under the exclusive management and control of the Council...
- *HRM Charter*, S.N.S. 2008, c. 39
71(2) The Municipality may not grant a . . . form of direct financial assistance to a business or industry.
- Administrative Order 58, *the Delegation of Certain Authorities Administrative Order*.

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Adopt Administrative Order 2019-002-ADM, Respecting Recreation Rates, as set out in Appendix A;
2. Pursuant to the Recreation Rates Administrative Order and subject to 2019/20 budget,

...RECOMMENDATION CONTINUED ON PAGE 2

- a. Approve proposed rental rates for all-weather fields, sport fields, sport courts, ball diamonds, recreation facility room rentals and gymnasium rentals, effective April 1, 2019, as attached at Appendix B;
 - b. Approve proposed updated Sport Field and Ball Diamond classifications and service standards effective April 1, 2019, as outlined in Appendix C and Appendix D;
 - c. Maintain 2017/18 ice rates for all HRM and Nustadia operated arenas for the Spring/Summer 2019 season;
 - d. Maintain 2017/18 dry-floor rates for all HRM and Nustadia operated arenas for the Spring/Summer 2019 season;
 - e. Approve new ice and dry-floor arena rates for all HRM and Nustadia operated arenas effective September 1, 2019, as attached at Appendix B; and
3. Adopt amendments to Administrative Order 58, the Delegation of Certain Authorities Administrative Order, as set out in Appendix H.

BACKGROUND

In 2003, HRM implemented a servicing plan for sport fields and ball diamonds. The plan focused primarily on improving the condition of the field infrastructure, as well as maintaining the facilities to specified service standards. In addition to this commitment, resources were aligned, staff were trained, grass cutting services were outsourced, specialized equipment was purchased, and turf rehabilitation programs were developed.

Subsequently, Regional Council approved an increase to rental rates for sport fields in January 2011, the first increase since fees were implemented in 1999. There have not been any subsequent adjustments since that time. In addition, in the 2012/13 business plan for the then Community & Recreation Services business unit, staff proposed that all recreation fees be frozen, with no increases. Fees were subsequently able to be maintained at that level for the following 4 business cycles.

During the 2016/17 budget and business planning process, Parks and Recreation identified the need to conduct a review of all recreation fees to assess the existing fee structure of various services offered and to develop fee optimization practices that will improve the consistency and sustainability of service delivery to HRM citizens.

As a result, an external consultant, KPMG, was engaged to assist with that analysis, including completion of a jurisdictional scan of best practices and provision of recommendations. Their analysis and final report was recommended that the Municipality implement a fee structure based on cost per utilized hour for each rental type.

Several factors were determined in the fee review:

- A comparable scan of fees in other cities across Canada in Spring 2018 found that HRM fees are generally below other cities surveyed.
- KPMG's analysis report recommended the Municipality implement a fee structure based on the cost per utilized hour for each rental type.
- HRM currently does not have a consistent approach when determining rental rates for bookings. Pricing models differ in a number of areas including between hourly rates to daily rates, prime time versus non-prime time usage, as well as variation in prices for similar assets and application of subsidies.

While the work was being completed on the fee analysis, the new 4-Pad opened in Dartmouth (RBC Centre) and existing stand-alone arenas were closed, which necessitated the setting of rates for ice and dry floor usage. Therefore, in 2018, Regional Council approved interim dry floor rates for HRM owned arenas and an interim ice rate for the Lebrun Arena for 2018/19.

This report outlines a proposed overall recreation rate Administrative Order (AO), which provides principles upon which HRM recreation rates will be administered. The AO will provide consistent application of the principles to all recreation rates and provide residents with clear expectation. This report also includes proposed rates for recreation bookings, including arenas, sport fields, sport courts, all-weather fields, ball

diamonds, facility rooms and gymnasiums based on the proposed AO. Fees related to recreation programming, in contrast to specific rates for recreation facility rentals (both in-door and field rentals), are not included as those will be the subject of a future report with a related fee by-law.

DISCUSSION

As noted, through the analysis, it was determined that HRM currently does not have a consistent approach to the determination and administration of recreation fees. Many of the current fees are based on historical rates with some related to fees implemented in prior to amalgamation. While there have been some consideration and review of specific fees over the years, there has not been a comprehensive review of all recreation fees and consideration of the overall principles upon which those fees are based.

Jurisdictional Scan and Best Practices

As noted, as part of their analysis, KPMG undertook a jurisdictional scan which included cities such as London, Hamilton, Ottawa, Mississauga and Fredericton. The cities were selected based on population size, urban characteristics and geography in order to have a good cross section for comparison. The jurisdictional scan found that the municipalities had consistent processes for the determination and administration of fees. Further, those processes generally followed industry best practices. Through the scan and analysis, KPMG determined that best practices included consistent processes, standardization of fees, cost recovery models and clear subsidy applications. Those best practices ensure that recreation fees are transparently and consistently applied for all users.

The first step to streamline a consistent fee structure is to outline principles and criteria upon which to base the administration of fees. A proposed Recreation Rate AO which outlines those principles and criteria is included as Appendix A.

Recreation Rate Administrative Order

This AO outlines how recreation rates are to be determined, evaluated, and delivered to users. The Recreation Rate AO was developed with the aim of promoting participation, increasing transparency and improving consistent access to HRM recreation facilities and services. One of the many functions of Parks and Recreation is to provide recreation services at an affordable price for all participants.

While the specific details are outlined in the draft AO, a brief overview of the following aspects are outlined below:

1. Rental Rate Structure
2. Field Classifications and Service Standards
3. Facility Room and Gymnasium Classification
4. Annual 2% Increase
5. Five-Year Review Period

Rental Rate Structure

A Rental Rate Structure was developed as part of the Recreation Rate AO to ensure that rates were designed in a consistent manner. This means having consistent definitions and applications for the following aspects:

- Time Types (Prime & Non-Prime)
- User Groups (Adult, Youth, Community & Corporate)
- Rental Types (Arenas, All-Weather Fields, Ball Diamonds, Sport Fields, Sport Courts, Gymnasias, and Recreation Facility Rentals)
- Cost Per Utilized Hour
- Cost Recovery
- Percentage Cost Recovery

KPMG recommended a Cost Per Utilized Hour as the methodology for determining rates, based on the jurisdictional scan and best practice review. This ensures that rates are based on appropriate and consistent costing and methodology. Cost recovery percentages have been calculated based on the financial impact to overall revenues and consideration of appropriate balance of ability to pay. The cost recovery percentages were then validated through the jurisdictional scan of similar cities.

Based on the Recreation Rate AO and overall analysis, Cost per Utilized Hours have been determined for each recreation asset. Table 1 outlines the proposed rental rates based on the calculated cost per utilized hour for each rental type. It also includes the various proposed cost recovery rates for user groups.

Table 1 - Utilized Cost per Hour and Cost Recovery by Rental Type

Asset Rental Type	Cost Per Utilized Hour	Cost Recovery					
		Corporate	Community	Adult Prime	Adult Non-Prime	Youth Prime	Youth Non-Prime
Arenas (Ice)	\$ 225.00	100%	NA	100%	60%	80%	40%
Arenas (Dry-floor)*	\$76.00	100%	NA	100%	60%	80%	40%
All-weather Fields	\$76.00	100%	NA	100%	60%	80%	40%
Sport Courts	\$13.00	100%	NA	100%	60%	80%	40%
Ball Diamonds*	\$18.71	100%	NA	100%	60%	50%	25%
Sport Fields*	\$18.71	100%	NA	100%	60%	50%	25%
REC Facility Rental Rooms	\$22.21	100%	50%	100%	60%	80%	40%
REC Facility Gymnasiums*	\$41.70	100%	NA	100%	60%	80%	40%

*Adjusted cost per hour

All recommended user fees determined by the proposed Recreation Rental Rate Structure can be found in Appendix B – Recreation Rental Rates.

User groups are organized based on age or type of organization. Youth includes those groups who are 18 years and younger as well as sports groups representing post secondary educational institutions. “Corporate” user groups include those renting space on behalf of a for profit business or entity. Under HRM’s Charter, the Municipality is not permitted to provide financial support to a business. Therefore, the corporate rate must achieve full cost recovery. Under section 12 of the *Delegation of Certain Authorities Administrative Order*, Regional Council has delegated to staff the authority to enter into market value rental agreements, including for the purpose of securing “Corporate” rates and rental rates approved by Council.

The “Community” user group is defined as a not-for-profit organization renting facility rental rooms only, to assist with operational delivery of their organization. Under section 14 of the *Delegation of Certain Authorities Administrative Order*, Regional Council authorized less than market value rent to be charged to a non-profit organization carrying on activity that is beneficial to the Municipality; further, per section 15 Council has delegated to staff the authority to enter into less than market value rental agreements, including for the purpose of securing “Community” rates and rental rates approved by Council.

Further, with the adoption of the Recreation Rate AO, a minor amendment is also required to the *Delegation of Certain Authorities Administrative Order*. The amendment will revise the definition of “market value rent” to also include those rates set out in the Recreation Rate AO, as shown in Appendices G and H. Since AO 58 delegates the authority for staff to enter into rental agreements for recreation facilities, it is necessary to update the definition to authorize staff to be able to implement the rates outlined in the Recreation Rate AO.

Removal of Administrative and Extra Fees

HRM currently charges a \$15 application fee for many rental applications. Other extra fees include Lighting Fees, Electrical fees, and Tournament Rates. The Recreation Rate AO states that recreation rental rates are determined by the Cost Per Utilized Hour. Therefore, administrative and extra fees were removed from the fee structure as they are accounted for in the Cost Per Utilized Hour of each rental type.

Adjusted Cost Per Utilized Hour

The Cost Per Utilized Hour for certain assets was determined to be significantly higher than current rates. Therefore, an adjusted rental rate was determined in order to be able to ensure that an affordable pricing model could be provided to users. These adjustments were applied to an asset if it met the following criteria:

1. Cost per utilized hour was higher than the recreational rental rate of all comparators from the jurisdictional scan, or
2. Current recreation rental rates were substantially lower than the Cost Per Utilized Hour

An average of the adjustment per rentable hour is shown below. Each rental type that adjusted varied due to the differences in costs and utilization.

Table 2 – Adjusted Cost Per Utilized Hour

Rental Type	Cost per Utilized Hour (\$/hr)	Less: Adjustment (\$/hr)	Adjusted Cost per Utilized Hour (\$/hr)
Arenas (Dry Floor)	\$225.00	(\$149.00)	\$76 .00
Sport Fields	\$44.20	(\$25.49)	\$18.71
Ball Diamonds	\$44.20	(\$25.49)	\$18.71
Recreation Gymnasiums	\$66.04	(\$24.34)	\$41.70
Average		\$56.08	

Field Classifications and Service Standards

HRM owns and operates 295 bookable ball diamonds and sport fields. The ball diamonds and sport fields are classified based on service standards. They are classified from AA (highest) to D (lowest) as outlined in Appendix C - Sport Field & Ball Diamond Classifications. The service standards as well as the configuration and size of the field and diamond impact the overall quality of the asset and type of activities for which the asset can be used. Therefore, the proposed rental rates for these assets are based on the classification of the ball diamonds and sports fields.

The ball diamonds and sport fields are currently available for booking approximately 35 weeks of the year. Many of the sites receive excessive usage while others have excess capacity. To improve the overall condition of the fields and diamonds, it is important that the usage of assets is balanced in order to allow fields to “rest” and receive necessary maintenance. Therefore, it is recommended that the service standards (Appendix D – Sport Field & Ball Diamond Service Standards) be adjusted to reflect later opening and earlier closing dates for some classifications to allow staff more time to carry out important maintenance tasks in the shoulder seasons.

The proposed classification list (Appendix C) also recommends changes to the classification of some fields with under-utilized fields being converted to greenspace, thereby allowing more opportunity to improve the fields that are heavily used in terms of maintenance and capital improvements

Facility Room and Gymnasium Classification

Because of the wide variation of sizes of both gymnasias and facility rooms, it was impractical and inappropriate to assign a single unit cost for these assets. Further, the size and configuration of the gymnasias and rooms impacts the type of activity which can be accommodated. Therefore, a classification model was developed based on square footage. The new classifications, ranging from A-D, are outlined in Appendix E – Classifications for Recreation Facility Room Rentals and Gymnasias. The rental rates are then based on these classifications.

It should be noted that the rental rates proposed for rental rooms do not apply to Halifax Regional Centre for Education (HRCE) room rentals and gymnasia. While HRM provides booking services for HRCE, the rental fees for their assets are determined by HRCE.

Annual Recreation Rate Increases

Historically, recreation fees have not been adjusted for significant periods at a time. As a result, recreation rates are often not reflective of the service being provided. However, associated costs with maintaining recreation asset have increased on average approximately 2% per year as a result of inflationary pressures. This results in a shared burden between the overall tax base and user fees.

To maintain recreation rates which are reflective of the cost per utilized hour and consistent with cost recovery principles, it is recommended that all recreation rental rates include an annual 2% increase effective April 1, 2020. This is consistent with industry best practices and other municipalities as confirmed by the jurisdictional scan. By including nominal, annual increases, HRM will be providing predictability and reducing the impact of unexpected fee increases for sport organizations and user groups which will assist with setting their registration rates and budgets for future years.

Recreation Rate Review

Aligned with the annual rental rate increases, the proposed Recreation Rate AO includes a requirement to undertake an updated analysis of all recreation rates on a 5-year cycle. This review will include a jurisdictional scan, as well as revision of the Cost Per Utilized hour of each rental type. This will help ensure that HRM Recreation rental rates continue to be appropriate to services and relative costs.

Partner Asset and Facility Rates

HRM's recreation service delivery is provided through a hybrid model with some facilities directly operated by HRM staff and others operated by Community Boards. Board run facilities are operated under management agreements with HRM that outline the responsibilities of the community boards, including the provision of programming and setting of fees. As well, HRM has a number of partnership agreements related to the maintenance and scheduling of fields. While HRM will be able to provide significant improvements in consistency and transparency in the determination and application of recreation rates with the implementation of the Recreation Rate AO and recommended rental rates, there will still be some variations across HRM partners.

The negotiation and approval of new management agreements for the regional facilities included in the Multi-District Facility Project provided an opportunity to socialize the work being done on recreation rates and the expectation for improved alignment of all rates in the future. Similar discussions will also be held with other facility and partnership groups. Full implementation of the principles within the AO may not be possible across the partner assets and facilities. However, upon approval of the new AO and rental rates, staff will socialize Regional Council's direction related to rates with its recreation partners to ensure they are considered in their future operating budgets.

Budget Implications

Should Regional Council approve the recommended rate structure, the impact to the HRM Parks and Recreation annual revenue is estimated to decrease by \$293,000 (4.91%). Table 3 below lists each rental type and the estimated revenue variance from switching to the recommended rate structure.

Table 3 - HRM Parks and Recreation Impact to Revenue

Facility Rental Type	Revenue Based on Current Fees (\$)	Revenue Based on Recommended Rental Rates (\$)	Variance	% Change in Revenue
Arenas (ice)	\$4,067,660.82	\$3,743,887.50	(\$323,773.32)	-7.96%
Arenas (dry-floor)	\$281,272.50	\$230,257.20	(\$51,015.30)	-18.14%
All-weather Fields	\$423,863.61	\$437,969.77	\$14,106.16	3.33%
Sport Courts	\$23,775.00	\$29,718.00	\$5,943.00	25.00%

Sport Fields & Diamonds	\$477,942.49	\$548,379.19	\$70,436.70	14.74%
Rental rooms	\$409,606.67	\$433,806.92	\$24,200.25	5.91%
Gymnasia	\$275,259.60	\$242,461.98	(\$32,797.62)	-11.92%
Total	\$5,959,380.69	\$5,666,480.56	(\$292,900.13)	-4.91%

A full detailed impact analysis for all rental types can be found in Appendix F- Detailed Impact of Rental Rates.

At the time of writing this report, Regional Council was deliberating the 2019/20 operating budget and considering a maximum overall tax increase of 1.9%. Based on that amount, the overall Parks & Recreation budget would be reduced from the 2018/19 amounts. An additional reduction in revenue due to the proposed new fee structure would not be able to be achieved without significant impact to the overall budget. If budget capacity was not available, it would be prudent to defer the implementation of the new fee structure until 2020/21. That would allow for completion of the recreation programming fees and further implementation of the new Legend recreation software which are anticipated to provide additional revenue through increased programming demand. That additional revenue would be able to offset the impact of the above noted reductions.

FINANCIAL IMPLICATIONS

As noted, the recommendations outlined in this report would result in a reduction in overall revenue to the Parks & Recreation operating budget. A total annual reduction in the amount of \$293,000 would be expected and would need to be offset by other reductions in the overall operating budget or increased funding. This item is currently being considered by Regional Council in its 2019/20 budget deliberations.

RISK CONSIDERATION

Risks associated with the recommendations in this report rate moderate and include an ongoing deficit in revenue which would add to budgetary pressures. This risk will be mitigated through additional programming demand and review of other recreation fees. There is also risks associated with not adopting a standardization model in that recreation rates and their administration will continue to be inconsistent for users.

COMMUNITY ENGAGEMENT

No community engagement was undertaken in the preparation of this report. Staff have completed an expanded analysis of data obtained from the KPMG report. Staff consulted key stakeholders associated with facility and field bookings to determine recommendations in this report.

ENVIRONMENTAL IMPLICATIONS

Not applicable.

ALTERNATIVES

Alternative 1: Regional Council may choose not to adopt the proposed Administrative Order 2019-002-ADM, the Recreation Rates Administrative Order and maintain the existing rate structure and processes.

Alternative 2: Regional Council may choose to direct staff to defer implementation of any or all fee changes until 2020/21 fiscal year regardless of the 2019/20 budget deliberations to allow for the completion of new proposed recreation programming fees and fee by-law as well as consideration of the new fee structure in all partner facilities' budgets.

Alternative 4: Regional Council may choose to amend the amounts recommended within the proposed Rental Rate Structure. This would require additional analysis by staff to determine the impact on users, Parks & Recreation revenue and budget as well as impact to the overall Recreation Rate AO principles.

ATTACHMENTS

Appendix A – Administrative Order 2019-002-ADM, Respecting Recreation Rates

Appendix B – Recreation Rental Rates

Appendix C – Sport Field & Ball Diamond Classifications

Appendix D – Sport Field & Ball Diamond Service Standards

Appendix E – Classifications for Recreation Facility Room Rentals & Gymnasiums

Appendix F – Detailed Impact of Rental Rates

Appendix G – Showing Proposed Changes to the *Delegation of Certain Authorities Administrative Order*
Administrative Order 58

Appendix H – Amendments to Administrative Order 58, *Delegation of Certain Authorities Administrative Order*

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

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Appendix A

Administrative Order 2019-002-ADM, Respecting Recreation Rates

Halifax Regional Municipality Administrative Order Number 2019-002-ADM Respecting Recreation Rates

WHEREAS the Council wishes to establish guiding principles for establishing recreation rates for certain recreation facilities;

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality under the authority of the *Halifax Regional Municipality Charter* as follows:

Short Title

1. This Administrative Order may be known as Administrative Order No. 2019-002-ADM, the Recreation Rates Administrative Order.

Purpose

2. The purpose of this Administrative Order is to outline the guiding principles upon which the Halifax Regional Municipality designs and delivers recreation rates.

Interpretation

3. In this Administrative Order,

(a) “cost per utilized hour” means the cost incurred for every hour that the asset is rented by a user;

(b) “Council” means the Regional Council of the Halifax Regional Municipality;

(c) “Municipality” means the Halifax Regional Municipality;

(d) “non-profit organization” means a group, organization or incorporated body that is not conducted primarily for profit;

(e) “recreation facility” includes arenas, all-weather fields, sports courts, ball diamonds, sport fields, REC Facility rental rooms, and REC Facility gymnasiums;

(f) “recreation rate” includes rental rates and program rates charged by Parks & Recreation;

4. This Administrative Order applies to:

(a) all recreation facilities owned and operated directly by the Municipality, and to recreation services offered directly by the Municipality; and

- (b) the arenas at the BMO Centre and RBC Centre.

PART I – Principles for Establishing Recreation Rates

Overarching Principles

5. The following are the principles that Council may consider in establishing recreation rates:
 - (a) recreation rates are to be based on cost recovery, including assessment of operating and full life cycle costs;
 - (b) recreation rates will consider industry best practices;
 - (c) subsidization of recreation rates will only be considered for:
 - (i) youth users; and
 - (ii) community users;
 - (d) corporate users shall pay full cost recovery;
 - (e) recreation rates should be consistent and standardized across all rates, hours and categorization of assets to the extent possible.
6. Where Council is establishing recreational rental rates, the following additional principles may be considered:
 - (a) recreation rental rates may reflect prime time and non-prime time rates; and
 - (b) categorization of assets will be based on size, service standard classification and resulting applicable use.
7. Recreation rates shall increase two percent (2%) each fiscal year to address inflationary pressures.
8. Recreation rates shall be reviewed every five years to ensure that rates are appropriate to services and relative costs.
9. Council may consider adjustments to recreation rates as a method to mitigate significant increases from current rates. Adjusted rates may be applied in the following circumstances:
 - (a) cost per utilized hour is higher than the recreational rental rate of all comparators from jurisdictional scan; or
 - (b) current recreational rental rate is substantially lower than the cost per utilized hour.

PART II - Recreation Rental Rates

10. (1) Recreation rental rates apply to the following asset classes:

Asset Rental Type
Arenas (Ice)
Arenas (Dry-floor)
All-weather Fields
Sport Courts
Ball Diamonds
Sport Fields
REC Facility Rental Rooms
REC Facility Gymnasiums

(2) Categorization within the asset classes is based on the size of the asset and the maintenance service standard as it impacts the usage of the asset.

(3) Recreation rental rates do not apply to rooms and gymnasia owned by the Halifax Regional Centre for Education and booked by the Municipality. Rental rates for those facilities are established by the Halifax Regional Centre for Education.

11. Recreation rental rates shall take into account the following:

- (a) time type;
- (b) user group;
- (c) cost per utilized hour;
- (d) percentage cost recovery, including field classification and service standards, and facility room and gymnasium classification.

Time Types

12. (1) The time types are based on the hours as defined in the Community Access Plan.
- (2) Rental hours are to be applied to all facilities, fields, and courts.
- (3) The time types are:

Time Type	Weekdays (M-F)	Weekends (Sat & Sun)
Prime	4:00 pm to 10:00 pm	6:00 am to 10:00 pm
Non-Prime	6:00 am to 4:00 pm & 10:00 pm to 12:00 am	10:00 pm to 12:00 am

User Groups

13. (1) The user group categories shall be applied consistently across recreation rental types.
- (2) The user groups are defined by age or type of organization as follows:

User Group	Description
Adult	User or Group of users who are 19 years of age or older.
Youth	Group of users who are 18 years of age or younger, or who are affiliated with a post-secondary educational institution.
Community	Non-profit organizations, renting REC facility rental rooms to assist with operational delivery of their organization.
Corporate	Users who are renting on behalf of a for-profit business or entity.

Cost Per Utilized Hour

14. (1) Calculation of the cost per utilized hour shall be determined by staff.
- (2) Cost per utilized hour is calculated by dividing the annual costs by the total booked hours for the rental type.
- (3) The annual costs include the life cycle, corporate overhead, and operating expenditures for the space being rented, as a percentage of the overall facility costs.

Cost Recovery Percentages

15. (1) Cost recovery percentages shall be determined based on impact analysis and jurisdictional scans of similar municipalities.
- (2) Rental rates for each asset rental type shall be based on the applicable percentage of the cost per utilized hour as outlined in the following table:

Asset Rental Type	*Cost Per Utilized Hour	Cost Recovery					
		Corporate	Community	Adult Prime	Adult Non-Prime	Youth Prime	Youth Non-Prime
Arenas (Ice)	\$X	100%	N/A	100%	60%	80%	40%
Arenas (Dry-floor)	\$X	100%	N/A	100%	60%	80%	40%
All-weather Fields	\$X	100%	N/A	100%	60%	80%	40%
Sport Courts	\$X	100%	N/A	100%	60%	80%	40%
Ball Diamonds	\$X	100%	N/A	100%	60%	50%	25%
Sport Fields	\$X	100%	N/A	100%	60%	50%	25%
REC Facility Rental Rooms	\$X	100%	50%	100%	60%	80%	40%
REC Facility Gymnasiums	\$X	100%	N/A	100%	60%	80%	40%

16. (1) Ball Diamonds and Sport Fields shall be sub-classified by staff based on the "HRM Ball Diamond and Sport Field Service Standards".
- (2) The sub-classifications will range from AA (highest) to D (lowest).

(3) Rental rates for each sub-classification of Ball Diamond and Sport Field shall be based on the applicable percentage of the cost per utilized hour as outlined in the following table:

Classification	Cost Per Hour	Corporate	Community	Adult Prime	Adult Non-Prime	Youth Prime	Youth Non-Prime
AA	\$X	100%	N/A	100%	60%	50%	25%
A	\$X	100%	N/A	100%	60%	50%	25%
B	\$X	100%	N/A	100%	60%	50%	25%
C	\$X	100%	N/A	100%	60%	50%	25%
D	\$X	100%	N/A	100%	60%	50%	25%

17. (1) Recreation Facility Rental Rooms and Gymnasiums shall be sub-classified by staff based on the size of space and any other factors that impact the applicable use of the space.

(2) The sub-classifications will range from A (largest) to D (smallest).

(3) Rental rates for each sub-classification of Recreation Facility Rental Rooms and Gymnasiums shall be based on the applicable percentage of the cost per utilized hour as outlined in the following tables:

Rental Rooms

Classification	Square Footage	Cost Per Hour	Corporate	Community	Adult Prime	Adult Non-Prime	Youth Prime	Youth Non-Prime
A	1501+	\$X	100%	50%	100%	60%	80%	40%
B	501-1500	\$X	100%	50%	100%	60%	80%	40%
C	201-500	\$X	100%	50%	100%	60%	80%	40%
D	<200	\$X	100%	50%	100%	60%	80%	40%

Gymnasiums

Classification	Square Footage	Cost Per Hour	Corporate	Community	Adult Prime	Adult Non-Prime	Youth Prime	Youth Non-Prime
A	8000+	\$X	100%	N/A	100%	60%	80%	40%
B	6000-8000	\$X	100%	N/A	100%	60%	80%	40%
C	3000-6000	\$X	100%	N/A	100%	60%	80%	40%
D	Multipurpose Room Gym	\$X	100%	N/A	100%	60%	80%	40%

General Rental Conditions

- 18. Standard HRM contracts will be used for rentals of all asset rental types.
- 19. All refunds for any recreation user fees will adhere to the terms and conditions outlined in the “Contract Terms and Conditions”.
- 20. No application fees, lighting fees, electrical fees, or tournament rates will be applied to any rental contract.

PART III – General

- 21. Rental Rates shall be adopted by Council by resolution, and posted by staff on the www.halifax.ca website.
- 22. This Administrative Order shall be in force upon its adoption by Council, but shall only apply to recreation rates adopted by Council after its coming into force.

Done and passed in Council this _____ day of _____, A.D. 2019.

MAYOR

MUNICIPAL CLERK

Appendix B – Recreation Rental Rates

All rental rates listed in this document will be effective April 1, 2019 with the exception of Arenas Ice which will be effective September 1, 2019.

Note: All rental rates are based on an hourly rate and do not include HST.

All Rates from 2020/21 onward reflect an annual increase of 2% to address inflationary pressures.

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
All-weather Field Adult Prime	\$60.58 + lights	\$76.00	\$77.52	\$79.07	\$80.65	\$82.26
All-weather Field Adult Non-Prime	\$47.54 + lights	\$45.60	\$46.51	\$47.44	\$48.39	\$49.36
All-weather Field Youth Prime	\$60.58 + lights	\$60.80	\$62.02	\$63.26	\$64.52	\$65.81
All-weather Field Youth Non-Prime	\$47.54 + lights	\$30.40	\$31.01	\$31.63	\$32.26	\$32.91
All-weather Field Corporate	N/A	\$76.00	\$77.52	\$79.07	\$80.65	\$82.26
Arenas Ice Adult Prime	\$240.00	\$225.00	\$229.50	\$234.09	\$238.77	\$243.55
Arenas Ice Adult Non-Prime	\$135.00	\$135.00	\$137.70	\$140.45	\$143.26	\$146.13
Arenas Ice Youth Prime	\$195.00	\$180.00	\$183.60	\$187.27	\$191.02	\$194.84
Arenas Ice Youth Non-Prime	\$135.00	\$90.00	\$91.80	\$93.64	\$95.51	\$97.42
Arenas Ice Corporate	N/A	\$225.00	\$229.50	\$234.09	\$238.77	\$243.55
Arenas Dry-floor Adult Prime	\$75.00	\$76.00	\$77.52	\$79.07	\$80.65	\$82.26
Arenas Dry-floor Adult Non-Prime	\$75.00	\$45.60	\$46.51	\$47.44	\$48.39	\$49.36
Arenas Dry-floor Youth Prime	\$65.00	\$60.80	\$62.02	\$63.26	\$64.52	\$65.81
Arenas Dry-floor Youth Non-Prime	\$65.00	\$30.40	\$31.01	\$31.63	\$32.26	\$32.91
Arenas Dry-floor Corporate	N/A	\$76.00	\$77.52	\$79.07	\$80.65	\$82.26
Ball Diamonds AA Adult Prime	\$20.00 + lights	\$31.00	\$31.62	\$32.25	\$32.90	\$33.56

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
Ball Diamonds AA Youth Prime	\$10.00 + lights	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24
Ball Diamonds AA Youth Non-Prime	\$10.00 + lights	\$8.00	\$8.16	\$8.32	\$8.49	\$8.66
Ball Diamonds AA Corporate	N/A	\$31.00	\$31.62	\$32.25	\$32.90	\$33.56
Ball Diamonds A Adult Prime	\$19.00 + lights	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
Ball Diamonds A Adult Non-Prime	\$19.00 + lights	\$12.00	\$12.24	\$12.48	\$12.73	\$12.99
Ball Diamonds A Youth Prime	\$ 9.50 + lights	\$10.00	\$10.20	\$10.40	\$10.61	\$10.82
Ball Diamonds A Youth Non-Prime	\$ 9.50 + lights	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41
Ball Diamonds A Corporate	N/A	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
Ball Diamonds B Adult Prime	\$18.00	\$18.00	\$18.36	\$18.73	\$19.10	\$19.48
Ball Diamonds B Adult Non-Prime	\$18.00	\$11.00	\$11.22	\$11.44	\$11.67	\$11.91
Ball Diamonds B Youth Prime	\$9.00	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74
Ball Diamonds B Youth Non-Prime	\$9.00	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41
Ball Diamonds B Corporate	N/A	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
Ball Diamonds C Adult Prime	\$17.00	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24
Ball Diamonds C Adult Non-Prime	\$17.00	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74
Ball Diamonds C Youth Prime	\$8.50	\$7.00	\$7.14	\$7.28	\$7.43	\$7.58
Ball Diamonds C Youth Non-Prime	\$8.50	\$4.00	\$4.08	\$4.16	\$4.24	\$4.33
Ball Diamonds C Corporate	N/A	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
Ball Diamonds D Adult Non-Prime	\$10.00	\$6.00	\$6.12	\$6.24	\$6.37	\$6.49
Ball Diamonds D Youth Prime	\$5.00	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41
Ball Diamonds D Youth Non-Prime	\$5.00	\$2.00	\$2.04	\$2.08	\$2.12	\$2.16
Ball Diamonds D Corporate	N/A	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74
REC Facility Rental Room A Adult Prime	\$24.09	\$35.85	\$36.57	\$37.30	\$38.04	\$38.81
REC Facility Rental Room A Adult Non-Prime	\$24.09	\$21.51	\$21.94	\$22.38	\$22.83	\$23.28
REC Facility Rental Room A Youth Prime	\$24.09	\$28.68	\$29.25	\$29.84	\$30.44	\$31.04
REC Facility Rental Room A Youth Non-Prime	\$24.09	\$14.34	\$14.63	\$14.92	\$15.22	\$15.52
REC Facility Rental Room A Community	N/A	\$17.93	\$18.29	\$18.65	\$19.02	\$19.41
REC Facility Rental Room A Corporate	N/A	\$35.85	\$36.57	\$37.30	\$38.04	\$38.81
REC Facility Rental Room B Adult Prime	\$20.10	\$25.28	\$25.79	\$26.30	\$26.83	\$27.36
REC Facility Rental Room B Adult Non-Prime	\$20.10	\$15.17	\$15.47	\$15.78	\$16.10	\$16.42
REC Facility Rental Room B Youth Prime	\$20.10	\$20.22	\$20.62	\$21.04	\$21.46	\$21.89
REC Facility Rental Room B Youth Non-Prime	\$20.10	\$10.11	\$10.31	\$10.52	\$10.73	\$10.94

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
REC Facility Rental Room B Community	N/A	\$12.64	\$12.90	\$13.15	\$13.42	\$13.68
REC Facility Rental Room B Corporate	N/A	\$25.28	\$25.79	\$26.30	\$26.83	\$27.36
REC Facility Rental Room C Adult Prime	\$18.40	\$20.82	\$21.24	\$21.66	\$22.09	\$22.54
REC Facility Rental Room C Adult Non-Prime	\$18.40	\$12.49	\$12.74	\$12.99	\$13.25	\$13.52
REC Facility Rental Room C Youth Prime	\$18.40	\$16.66	\$16.99	\$17.33	\$17.68	\$18.03
REC Facility Rental Room C Youth Non-Prime	\$18.40	\$8.33	\$8.50	\$8.67	\$8.84	\$9.02
REC Facility Rental Room C Community	N/A	\$10.41	\$10.62	\$10.83	\$11.05	\$11.27
REC Facility Rental Room C Corporate	N/A	\$20.82	\$21.24	\$21.66	\$22.09	\$22.54
REC Facility Rental Room D Adult Prime	\$8.70	\$6.89	\$7.03	\$7.17	\$7.31	\$7.46
REC Facility Rental Room D Adult Non-Prime	\$8.70	\$4.13	\$4.21	\$4.30	\$4.38	\$4.47
REC Facility Rental Room D Youth Prime	\$8.70	\$5.51	\$5.62	\$5.73	\$5.85	\$5.96
REC Facility Rental Room D Youth Non-Prime	\$8.70	\$2.76	\$2.82	\$2.87	\$2.93	\$2.99
REC Facility Rental Room D Community	N/A	\$3.45	\$3.52	\$3.59	\$3.66	\$3.73

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
REC Facility Rental Room D Corporate	N/A	\$6.89	\$7.03	\$7.17	\$7.31	\$7.46
REC Facility Gymnasium A Adult Prime	\$49.30	\$65.03	\$66.33	\$67.66	\$69.01	\$70.39
REC Facility Gymnasium A Adult Non-Prime	\$49.30	\$39.02	\$39.80	\$40.60	\$41.41	\$42.24
REC Facility Gymnasium A Youth Prime	\$49.30	\$52.02	\$53.06	\$54.12	\$55.20	\$56.31
REC Facility Gymnasium A Youth Non-Prime	\$49.30	\$26.01	\$26.53	\$27.06	\$27.60	\$28.15
REC Facility Gymnasium A Corporate	N/A	\$65.03	\$66.33	\$67.66	\$69.01	\$70.39
REC Facility Gymnasium B Adult Prime	\$36.52	\$40.88	\$41.70	\$42.53	\$43.38	\$44.25
REC Facility Gymnasium B Adult Non-Prime	\$36.52	\$24.53	\$25.02	\$25.52	\$26.03	\$26.55
REC Facility Gymnasium B Youth Prime	\$36.52	\$32.70	\$33.35	\$34.02	\$34.70	\$35.40
REC Facility Gymnasium B Youth Non-Prime	\$36.52	\$16.35	\$16.68	\$17.01	\$17.35	\$17.70
REC Facility Gymnasium B Corporate	N/A	\$40.88	\$41.70	\$42.53	\$43.38	\$44.25
REC Facility Gymnasium C Adult Prime	\$33.04	\$32.82	\$33.48	\$34.15	\$34.83	\$35.53

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
REC Facility Gymnasium C Adult Non-Prime	\$33.04	\$19.69	\$20.08	\$20.49	\$20.90	\$21.31
REC Facility Gymnasium C Youth Prime	\$33.04	\$26.26	\$26.79	\$27.32	\$27.87	\$28.42
REC Facility Gymnasium C Youth Non-Prime	\$33.04	\$13.13	\$13.39	\$13.66	\$13.93	\$14.21
REC Facility Gymnasium C Corporate	N/A	\$32.82	\$33.48	\$34.15	\$34.83	\$35.53
REC Facility Gymnasium D Adult Prime	\$41.39	\$28.08	\$28.64	\$29.21	\$29.80	\$30.39
REC Facility Gymnasium D Adult Non-Prime	\$41.39	\$16.85	\$17.19	\$17.53	\$17.88	\$18.24
REC Facility Gymnasium D Youth Prime	\$41.39	\$22.46	\$22.91	\$23.37	\$23.83	\$24.31
REC Facility Gymnasium D Youth Non-Prime	\$41.39	\$11.23	\$11.45	\$11.68	\$11.92	\$12.16
REC Facility Gymnasium D Corporate	N/A	\$28.08	\$28.64	\$29.21	\$29.80	\$30.39
Sport Courts Adult Prime	25.00/day	\$13.00	\$13.26	\$13.53	\$13.80	\$14.07
Sport Courts Adult Non-Prime	25.00/day	\$7.80	\$7.96	\$8.12	\$8.28	\$8.44
Sport Courts Youth Prime	25.00/day	\$10.40	\$10.61	\$10.82	\$11.04	\$11.26
Sport Courts Youth Non-Prime	25.00/day	\$5.20	\$5.30	\$5.41	\$5.52	\$5.63

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
Sport Courts Corporate	N/A	\$13.00	\$13.26	\$13.53	\$13.80	\$14.07
Sport Fields AA Adult Prime	N/A	\$31.00	\$31.62	\$32.25	\$32.90	\$33.56
Sport Fields AA Adult Non-Prime	N/A	\$18.00	\$18.36	\$18.73	\$19.10	\$19.48
Sport Fields AA Youth Prime	N/A	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24
Sport Fields AA Youth Non-Prime	N/A	\$8.00	\$8.16	\$8.32	\$8.49	\$8.66
Sport Fields AA Corporate	N/A	\$31.00	\$31.62	\$32.25	\$32.90	\$33.56
Sport Fields A Adult Prime	\$19.00	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
Sport Fields A Adult Non-Prime	\$19.00	\$12.00	\$12.24	\$12.48	\$12.73	\$12.99
Sport Fields A Youth Prime	\$9.50	\$10.00	\$10.20	\$10.40	\$10.61	\$10.82
Sport Fields A Youth Non-Prime	\$9.50	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41
Sport Fields A Corporate	N/A	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
Sport Fields B Adult Prime	\$18.00	\$18.00	\$18.36	\$18.73	\$19.10	\$19.48
Sport Fields B Adult Non-Prime	\$18.00	\$11.00	\$11.22	\$11.44	\$11.67	\$11.91
Sport Fields B Youth Prime	\$9.00	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74
Sport Fields B Youth Non-Prime	\$9.00	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41
Sport Fields B Corporate	N/A	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
Sport Fields C Adult Prime	\$17.00	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24
Sport Fields C Adult Non-Prime	\$17.00	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74

Appendix B – Recreation Rental Rates

Facility Type	Existing Rate	2019/20 Proposed Rate	2020/21 Proposed Rate	2021/22 Proposed Rate	2022/23 Proposed Rate	2023/24 Proposed Rate
Sport Fields C Youth Prime	\$8.50	\$7.00	\$7.14	\$7.28	\$7.43	\$7.58
Sport Fields C Youth Non-Prime	\$8.50	\$4.00	\$4.08	\$4.16	\$4.24	\$4.33
Sport Fields C Corporate	N/A	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24
Sport Fields D Adult Prime	\$10.00	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74
Sport Fields D Adult Non-Prime	\$10.00	\$6.00	\$6.12	\$6.24	\$6.37	\$6.49
Sport Fields D Youth Prime	\$5.00	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41
Sport Fields D Youth Non-Prime	\$5.00	\$2.00	\$2.04	\$2.08	\$2.12	\$2.16
Sport Fields D Corporate	N/A	\$9.00	\$9.18	\$9.36	\$9.55	\$9.74

Appendix C - Sport Field Classifications effective April 1, 2019

Existing Classification	Proposed Classification	Dst	Facility Name	Street Address	Community
C		15	AJ Smeltzer JH	46 Prince St	Sackville
B		1	Ash Lee Jefferson E	10 Lockview Rd	Fall River
C		4	Astral Drive JH	238 Astral Drive	Cole Hbr
D	Greenspace	11	Atlantic Memorial	3591 Prospect Rd	Whites Lake
D	Greenspace	11	Atlantic Memorial	1714 Lower Prospect Rd	Terence Bay
D	Greenspace	2	Atlantic View E	3391 Lawrencetown Rd	Lawrencetown
A		4	Auburn HS	330 Auburn Dr	Cole Hbr
B		16	Basinview E	273 Basinview Dr	Bedford
C	Greenspace	14	Beaverbank Kinsac E	28 Kinsac Rd	Beaverbank
C	Greenspace	14	Beaverbank Monarch E	38 Monarch Dr	Beaverbank
A		5	Beazley	38 Caledonia Rd	Dartmouth
B		16	Bedford Education Ctr	462 Rocky Lake Dr	Bedford
B		16	Bedford South E	2 Oceanview Dr	Bedford
	Greenspace	3	Bel Ayr E	4 Bell St	Dartmouth
D	Greenspace	2	Bell Park Academic Ctr	4 Thomas St	Lake Echo
D		12	BLT Former E Sport Field	22 James St	Timberlea
C		12	BLT Jr E (Mini Field) Dog Patch	22 James St	Timberlea
C		12	BLT Timberlea JH Field	24 James St	Timberlea
B		11	Brookside JH (Romano R Janc)	2239 Prospect Rd	Hatchet Lake
B		5	Brownlow Park	40 Peddars Way	Dartmouth
D		6	Burnside (Don Bayer)	134 Akerley Dr	Dartmouth
B		15	Cavalier Drive E	116 Cavalier Dr	Sackville
D		9	Chain Lake Park	531 Crown Dr	Halifax
B		10	Clayton Park JH	45 Plateau Cres	Halifax
D		4	Colby Village E	92 Colby Dr	Cole Hbr
C		4	Cole Harbour DH	2 Chameau Cres	Cole Hbr
D		7	Conrose Park 1	6510 Jubilee Rd	Halifax
C		7	Conrose Park 2	6510 Jubilee Rd	Halifax
D		6	Craigburn Estates	33 Charles Keating Dr	Dartmouth
C		5	Dartmouth HS	95 Victoria Rd	Dartmouth
	B		Dartmouth South Academy	111 Prince Arthur Ave	Dartmouth
D		2	Duncan MacMillan HS	481 Church Point Rd	Sheet Hbr
B		3	Eastern Passage EC	93 Samuel Danial Dr	Eastern Passage
C		2	Eastern Shore DH	35 West Petpeswick Rd	Musq Hbr
B		16	Ecole Beaubassin	54 Larry Uteck Blvd	Halifax
B		6	Ecole Bois Joli	211 Avenue du Portage	Dartmouth
D	Greenspace	2	Ecole Des Beaux-Marais	5261 Hwy 7	Porters Lk
B		16	Ecole Secondaire du Sommet	500 Larry Uteck Blvd	Halifax
C		6	Ellenvale JH	88 Belle Vista Dr	Dartmouth
D		6	Eric Curry	22 Glencoe Dr	Dartmouth
C		3	Eric Graves JH	70 Dorothea Dr	Dartmouth
B		10	Fairview JH	155 Rosedale Ave	Halifax
B		13	Five Bridges JH	66 Hubleys Rd	Hubleys
D	Greenspace	4	Forest Hills Common (Scotia)	51 Forest Hills Parkway	Cole Hbr
B		4	Forest Hills Common (Wagner)	51 Forest Hills Parkway	Cole Hbr
B		7	Fort Needham Park	3255 Needham St	Halifax
C		2	Gaetz Brook JH	6856 Hwy 7	Gaetz Brook
		8	George Dixon CC	2502 Brunswick St	Halifax

Appendix C - Sport Field Classifications effective April 1, 2019

Existing Classification	Proposed Classification	Dst	Facility Name	Street Address	Community
C		1	Georges P Vanier JH	1410 Fall River Rd	Fall River
C		12	Glenbourne Sports Complex	655 Parkland Dr	Halifax
D		7	Gorsebrook JH	5966 South St.	Halifax
C		2	Graham Creighton JH	72 Cheery Brook Rd	Cherry Brook
B		11	Graves Oakley Rugby 1	104 Leblin Dr	Halifax
A		11	Graves Oakley Rugby 2	104 Leblin Dr	Halifax
C		11	Graves Oakley Sport Field	104 Leblin Dr	Halifax
D	Greenspace	10	Grosvenor Wentworth E	4 Downing St	Halifax
C		13	Hammonds Plains Cons	2180 Hammonds Plains Rd	Hammonds Plains
D		6	Harbourview E	25 Alfred St	Dartmouth
C		14	Harold T Barrett JH	862 Beaverbank Rd	Beaverbank
D		11	Harrietsfield E	1150 Old Sambro Rd	Harrietsfield
C		14	Harry R Hamilton E	40 Hamilton Dr	Sackville
C		11	Herring Cv JH	7 Lancaster Dr	Herring Cove
D		13	Highland Park	21 Deepwood Dr	Hammonds Plains
C		14	Holland Rd E	181 Holland Rd	Fletchers Lake
B	Greenspace	6	Ira Settle Mini Field	17 First St	Dartmouth
B		6	Ira Settle Sport Field	17 First St	Dartmouth
B		9	J Albert Walker Complex	300 Cowie Hill Rd	Halifax
B		11	JL Ilsley HS	38 Sylvia Ave	Halifax
	Greenspace	3	Joseph Giles E	54 Gregory Dr	Cole Hbr
C		9	JW MacLeod (Fleming Tower)	25 Randolph St	Halifax
B		13	Kingswood E	34 Vrege Ct	Hammonds Plains
	Greenspace		Lake & Shore CC Sport Field	40 Inspiration Dr	Porters Lake
	Greenspace		Lakefront Consolidated	17286 Hwy#7	Tangier
C		7	LeMarchant St Thomas	6141 Watt St	Halifax
D		15	Leslie Thomas JH	100 Metropolitan Ave	Sackville
A		1	Lockview HS	148 Lockview Rd	Fall River
B		13	Madeline Symonds	290 White Hills Run	Hammonds Plains
B		8	Merv Sullivan Park	3791 Novalea Dr	Halifax
B		15	Metropolitan Park	94 Metropolitan Ave	Sackville
B		5	Mic Mac 1	1188 Mic Mac Blvd	Dartmouth
B		5	Mic Mac 2	1188 Mic Mac Blvd	Dartmouth
D		14	Millwood E	190 Beaverbank Cross Rd	Sackville
C		14	Millwood HS	141 Millwood Dr	Sackville
B		6	Montebello (Craig Blake Memorial)	110 Appian Way	Dartmouth
D	Greenspace	1	Musq Rural HS	11980 Hwy 224	Middle Musq
D	Greenspace	1	Musq Valley Ed Ctr	12046 Hwy 224	Middle Musq
	Greenspace	8	North Common Cricket	North Park St.	Halifax
	Greenspace	8	North Common 5&6	North Park St.	Halifax
A		8	North Common Field 13	Robie St & Cogswell St	Halifax
A		8	North Common Field 14	Robie St & Cogswell St	Halifax
B		3	Oceanview E	51 Oceanview School Rd	Eastern Passage
B		2	O'Connell Dr E	40 O'Connell Dr	Porters Lk
D		2	Oyster Pond	10583 Hwy 7	Oyster Pond
B		12	Park West School	206 Langbrae Dr	Halifax
B		2	Porters Lake E	40 Inspiration Dr	Porters Lk
B		3	Portland Estates E (#1)	45 Portland Hills Dr	Dartmouth

Appendix C - Sport Field Classifications effective April 1, 2019

Existing Classification	Proposed Classification	Dst	Facility Name	Street Address	Community
D		3	Portland Estates Mini (#2)	149 Portland Hills Dr	Dartmouth
C		11	Prospect Rd E	2199 Prospect Rd	Hatchet Lake
C	Greenspace	1	Purl E Gilby	19 Davis Drive	Beaverbank
B		16	Range Pk (Bud Bremner)	1800 Bedford Hwy	Bedford
A		9	Ravenscraig	15 Ravenscraig Dr	Halifax
B		12	Ridgecliff MS	35 Beech Tree Run	Beechville
B		11	Rockingstone Heights E	1 Regan Dr	Halifax
C		16	Rocky Lake JH	670 Rocky Lake Dr	Bedford
B		2	Ross Rd School	336 Ross Rd	Westphal
D		1	Ryan Rosen Memorial	60 Foster Ave	Fall River
B		14	Sackville Heights E	1225 Old Sackville Rd	Sackville
B		14	Sackville Heights JH	956 Sackville Dr	Sackville
C		15	Sackville HS	1 Kingfisher Way	Sackville
B		3	Seaside E	1881 Caldwell Rd	Eastern Passage
	Greenspace	1	Sheet Hbr Cons	479 Church Point Rd	Sheet Hbr
D		10	Sheffield in the Park	47 Meadowlark Cres	Halifax
B		13	Sir John A HS	31 Scholars Rd	Upper Tantallon
C		4	Sir Robert Borden JH	16 Evergreen Dr	Cole Hbr
B		7	South Common #16	1845 Bell Rd	Halifax
C		9	Springvale E (Edward Drillo)	92 Downs Ave	Halifax
C		9	St Agnes JH	6981 Mumford Rd	Halifax
C		8	St Catherine's E	3299 Connolly St	Halifax
		7	St Francis Cricket		
B		7	St Francis Sport Field	5985 Inglis St	Halifax
B	Greenspace	13	St Margaret's E	24 Ridgewood Dr	Head of St Margaret's Bay
C		8	St Stephen's E	3669 Highland Ave	Halifax
B		9	Stanley Park	56 Tamarack Dr	Halifax
D		16	Sunnyside (Eaglewood)	210 Eaglewood Dr	Bedford
D	Greenspace	15	Sycamore Lane	69 Sycamore Lane	Sackville
B		3	Tallahassee	168 Redoubt Way	Eastern Passage
D	Greenspace	1	Tamarack Hills	15 Tailsman Dr	Fall River
B		13	Tantallon Jr E (Bryan Harvey)	1 French Village Station Rd	Upper Tantallon
C		13	Tantallon Sr E	3 French Village Station Rd	Upper Tantallon
A		10	Tremont Plateau Park	45 Trailwood Place	Halifax
	Greenspace	1	Upper Musq Cons	8416 Highway 224	Upper Musq
A	AA	7	Wanderers Grounds	1690 Bell Rd	Halifax
D		1	Waverley Memorial E	2393 Rocky Lake Dr	Waverley
C		10	WD Piercey	119 Frederick Ave	Halifax
C		9	Westmount E	6700 Edward Arab Ave	Halifax
	Greenspace	8	Westwood	2502 Brunswick St	Halifax

Appendix C - Ball Diamond Classifications effective April 1, 2019

Existing Classification	Proposed Classification	Dst	Lights	Facility	Street Address	Community
C		13	N	Allen Heights (R.S. Allen Memorial)	5688 St Margaret's Bay Rd	Head of St Margaret's Bay
C		4	N	Astral Drive E	236 Astral Dr	Dartmouth
C		4	N	Astral Drive JH	238 Astral Dr	Dartmouth
C	D	14	N	Beaverbank Kinsac Sports Ctr #1	1701 Beaverbank Rd	Beaverbank
B	D	14	Y	Beaverbank Kinsac Sports Ctr #2	1701 Beaverbank Rd	Beaverbank
AA		6	Y	Beazley (Big)	38 Caledonia Rd	Dartmouth
B	A	6	N	Beazley (Kinsman)	38 Caledonia Rd	Dartmouth
B		6	N	Beazley (Little)	38 Caledonia Rd	Dartmouth
D		2	N	Beech Hill	16 Beech Hill Rd	Beech Hill
D	Greenspace	2	N	Bell Park Academic Ctr	4 Thomas St	Lake Echo
B		11	N	Bill Zinck Memorial	2105 Prospect Rd	Hatchet Lk
D		2	N	Billy Bollong Memorial Park	19046 Hwy 7	Spry Harbour
B		4	N	Bissett Lk #1	350 Colby Dr	Cole Harbour
C		4	N	Bissett Lk #2	350 Colby Dr	Cole Harbour
C		4	N	Bissett Lk #3	350 Colby Dr	Cole Harbour
B		3	N	Bob Hilchie	110 Oceanview School Rd	Eastern Passage
B		13	N	Boutilliers Point	259 Island View Dr	Boutilliers Point
A		11	Y	Brookside JH (#1)	2239 Prospect Rd	Hatchet Lk
C		11	Y	Brookside JH (#2)	2239 Prospect Rd	Hatchet Lk
B	A	6	N	Burnside (Don Bayer)	26 Troop Ave	Dartmouth
D		10	N	Burton Ettinger	52 Alex St	Halifax
D		1	N	Carroll's Corner #1	9 Milford Rd	Carrolls Corner
D		1	N	Carroll's Corner #2	9 Milford Rd	Carrolls Corner
D		15	N	Caudle Park E	35 McGee Dr	Sackville
C		2	N	Cheviot Hills	50 Cheviot Hills Rd	Porters Lake
D		9	N	Chocolate Lake CC	14 Purcells Cove Rd	Halifax
C		4	N	Colby Village E	92 Colby Drive	Dartmouth
D	Greenspace	4	N	Colonel John Stuart E	5 John Stewart Dr	Cole Harbour
A	AA	3	Y	Conrad Memorial	192 Mount Edward Rd	Dartmouth
B		7	N	Conrose Park	6510 Jubilee Rd	Halifax
D		9	N	Cunard JH #2	121 Williams Lake Rd	Halifax
D		2	Y	Dale Bennet Memorial Park	104 Park Rd	Musq Hbr
C		5	N	Dartmouth Common (East)	85 Victoria Rd	Dartmouth
C		5	N	Dartmouth Common (West)	85 Victoria Rd	Dartmouth
A	AA	3	Y	Dennis Naugle	51 Oceanview School Rd	Eastern Passage
D		1	N	Dutch Settlement (Grono Rd)	7 Back Gate Rd	Dutch Settlement
D	Greenspace	1	N	Dutch Settlement E	990 Hwy 277	Dutch Settlement
D		2	N	East Jeddore Park	1405 East Jeddore Rd	East Jeddore
C		2	N	East Preston District Park	25 Brooks Drive	East Preston
B		13	N	East St Margarets E	8671 Peggys Cove Rd	Indian Harbour
D		2	N	Eastern Consolidated E	28875 Hwy 7	Moser River
D	Greenspace	2	N	Eastern Shore HS	35 West Petpeswick Rd	Musq Hbr
C		2	N	Ecole Des Beaux-Marais #2	5261 Highway 7	Porters Lake
D		2	Y	Ecole Des Beaux-Marais Kevin Shea	5261 Highway 7	Porters Lake
A	AA	15	N	Eddie LeBlanc #1	385 First Lake Dr	Sackville
C		15	N	Eddie LeBlanc #2	385 First Lake Dr	Sackville
A		13	Y	Eisenhauer Park	2043 Hammonds Plains R	dHammonds Plains
D		1	N	Elderbank Park	5808 Hwy 357	Elderbank
C		11	N	Elizabeth Sutherland #1	66 Rockingstone Rd	Halifax
D		11	N	Elizabeth Sutherland #2	66 Rockingstone Rd	Halifax
Existing Classification	Proposed Classification	Dst	Lights	Facility	Street Address	Community
D	C	4	N	Dan C MacDonald Memorial (Flagston	280 Caldwell Rd	Cole Harbour

Appendix C - Ball Diamond Classifications effective April 1, 2019

D	C	4	N	Flagstone #1	280 Caldwell Rd	Cole Harbour
D		4	N	Flagstone #3	280 Caldwell Rd	Cole Harbour
C		9	N	Flinn Park	6956 Flinn St	Halifax
C	AA	4	Y	Forest Hills Common (BJ Higgins)	460 Auburn Dr	Dartmouth
B		4	N	Forest Hills Common (John Russell)	460 Auburn Dr	Dartmouth
D	Greenspace	2	N	Gaetz Brook JH	6856 Hwy 7	Gaetz Brook
	Greenspace	8	N	George Dixon Old Diamond Space	2501 Gottingen St	Halifax
D	Greenspace	15	N	Gertrude Parker E	100 Stokil Dr	Sackville
D	Greenspace	2	N	Gordon J Stevens Park	520 Little Harbour Rd	Little Harbour
D		7	N	Gorsebrook JH	5966 South St	Halifax
C	D	2	N	Grand Desert (Duane Ervanowitz Mem	17 Conrod Rd	Grand Desert
B		11	Y	Graves Oakley #1 (Lights)	104 Leiblin Dr	Halifax
A		11	N	Graves Oakley #2	104 Leiblin Dr	Halifax
D	Greenspace	5		Green Rd	139 Victoria Rd	Dartmouth
C	A	3	N	Greenough Park	192 Mount Edward Rd	Dartmouth
D		12	Y	Greenwood Heights (Kevin Cox)	124 Greenwood Ave	Timberlea
D		10	N	Grosvenor Wentworth E	4 Downing St	Halifax
D		11	N	Hartlen Park #1	25 Lois Ln	Halifax
D		11	N	Hartlen Park #2	25 Lois Ln	Halifax
D	Greenspace	5	N	Hawthorn E (Little League Diamond)	10 Hawthorne St	Dartmouth
C		13	N	Highland Park #1	21 Deepwood Dr	Hammonds Plains
D		13	N	Highland Park #2	21 Deepwood Dr	Hammonds Plains
A		13	N	Hubbards Rec Ctr #1	9856 St Margaret's Bay Rd	Queensland
C		13	N	Hubbards Rec Ctr #2	9856 St Margaret's Bay Rd	Queensland
C		4	N	Humber Park E	5 Smallwood Ave	Westphal
B		6	N	Ira Settle #1	17 First St	Dartmouth
D	Greenspace	6	N	Ira Settle #2	17 First St	Dartmouth
A		9	N	J Albert Walker (Adult)	300 Cowie Hill Rd	Halifax
B		9	N	J Albert Walker (Little League)	300 Cowie Hill Rd	Halifax
A		6	Y	John MacNeil E	62 Leaman Dr	Dartmouth
B		6	Y	John Martin JH	7 Brule St	Dartmouth
D	Greenspace	14	N	Lakecrest Community Park	82 Lakecrest Dr	Sackville
D		12	N	Lakeside CC	1492 St Margaret's Bay Rd	Lakeside
D		13	N	Lake of the Woods Park	119 Silver Birch Dr	Hubley
B		13	N	Lapierre (Kingswood)	20 Lakeshore Dr	Hammonds Plains
B		9	N	Larry O'Connell	6691 Fourth St	Halifax
C		8	N	Lou Goddard	Highland Ave	Halifax
D		6	N	Main Street	60 Robert Dr	Dartmouth
AA		12	Y	Mainland Common	44 Thomas Raddall Dr	Halifax
A		12	N	Mainland Common (Westridge)	Westridge Dr	Halifax
A	AA	5	Y	Maybank #1	1115 MicMac Blvd	Dartmouth
C	B	5	N	Maybank #2	1115 MicMac Blvd	Dartmouth
C	B	5	N	Maybank #3	1115 MicMac Blvd	Dartmouth
C	B	16	N	Meadowbrook Park #1	19 Beech St	Bedford
D		16	N	Meadowbrook Park #2	19 Beech St	Bedford
D	Greenspace	1	N	Meaghers Grant	4413 Hwy 357	Meaghers Grant
B		3	N	Mel Braine Park	70 Evelyn Wood Place	Cole Harbour
A		8	Y	Merv Sullivan Park	3791 Novalea Dr	Halifax
D		3	N	Mount Edward E	3 Windward Ave	Dartmouth
Existing Classification	Proposed Classification	Dst	Lights	Facility	Street Address	Community
A	AA		Y	Mount Edward Road	192 Mt Edward Rd	Dartmouth
D	Greenspace	1	N	Musq Valley Education Ctr	12046 Hwy 224	Middle Musq
C		2	N	Nathan Smith Rec Ctr #1 (Nelson Gae	796 East Chezzetcook Rd	East Chezzetcook
C		2	N	Nathan Smith Rec Ctr #1 (Jerry Melvin	796 East Chezzetcook Rd	East Chezzetcook

Appendix C - Ball Diamond Classifications effective April 1, 2019

C		8	N	North Common 1	Robie St	Halifax
B		8	N	North Common 10	Cogswell St	Halifax
B		8	N	North Common 11	Robie St	Halifax
C		8	N	North Common 2	Robie St	Halifax
C		8	N	North Common 3	Cunard St	Halifax
C		8	N	North Common 4	Robie St	Halifax
B		8	N	North Common 7	North Park St	Halifax
B		8	N	North Common 8	North Park St	Halifax
D	Greenspace	5	N	Northbrook CC	1 Chapman St	Dartmouth
D		1	N	Oldfield Consolidated	72 Halls Rd	Oldfield
D		2	Y	Peace Park Rink Field (Eastern Shore	67 Park Rd	Musq Hbr
B		6	N	Penhorn Park #1	50 Athorpe Dr	Dartmouth
B		6	N	Penhorn Park #2 (Julieann O'Brien)	50 Athorpe Dr	Dartmouth
D		6	N	Penhorn Park #3	50 Athorpe Dr	Dartmouth
D		1	N	Pleasant Valley	7137 Hwy 224	Pleasant Valley
D		3	N	R.O.S.T.	51 Oceanview School Rd	Eastern Passage
A	AA	16	Y	Range Pk #1 (Joan Lenihan)	1800 Bedford Hwy	Bedford
A	AA	16	Y	Range Pk #2 (Robert Lenihan)	1800 Bedford Hwy	Bedford
C	Greenspace	11	N	Roaches Park	610 Herring Cv Rd	Halifax
C	Greenspace	3	N	Robert Kemp Turner E	141 Circassion Dr	Cole Harbour
B		4	N	Robert Morash	280 Caldwell Rd	Cole Harbour
D		11	N	Rockingstone Heights #1	1 Regan Dr	Halifax
D		11	N	Rockingstone Heights #2	1 Regan Dr	Halifax
D	Greenspace	2	N	Samuel R Balcom	25718 Hwy 7	Port Dufferin
C		5	N	Schultz Park	35 Howe St	Dartmouth
C		14	N	Seymour Hankey Park	479 Patton Rd	Sackville
C		6	N	Shubie Park	30 John Brenton Dr	Dartmouth
D		13	N	Shatford Memorial E	10089 St Margarets Bay Rd	
D	Greenspace	13	N	Silas Quintin Patterson Memorial Park	119 Norman Blvd	Hammonds Plains
D	Greenspace	14	N	Smokey Drive E	241 Smokey Dr	Sackville
B		7	Y	South Common 9 Canada Games	5792 Cogswell St	Halifax
A		14	N	Springfield Lake #1	266 Lakeview Ave	Sackville
B		14	Y	Springfield Lake #2	266 Lakeview Ave	Sackville
B		9	N	Springvale E (Edward Drillo)	92 Downs Ave	Halifax
C		7	N	St Francis	5985 Inglis St	Halifax
C		4	N	Sunset Acres	24 Hillsboro Dr	Westphal
A		15	Y	Superstore Field	101 Old Beaverbank Rd	Sackville
C		11	N	Terence Bay	5 Demers Rd	Terence Bay
B		3	N	Tommy Davies	110 Oceanview School Rd	Eastern Passage
A		10	N	Tremont Plateau Park	45 Trailwood Place	Halifax
D	Greenspace	13	N	Upper Hammonds Plains Rec Ctr	711 Pockwock Rd	Upper Hammonds Plains
C		13	N	Uplands Park	6 Crestfield Dr	Hammonds Plains
D	Greenspace	1	N	Upper Musq Consolidated	8416 Hwy 224	Upper Musq
B		10	N	WD Piercey #1	119 Frederick Ave	Halifax
B		10	N	WD Piercey #2	119 Frederick Ave	Halifax
B		1	N	Waverley Sports Park (MacDonald)	1390 Cobeguid Rd	Waverley
Existing Classification	Proposed Classification	Dst	Lights	Facility	Street Address	Community
AA		14	Y	Weir	2476 Sackville Dr	Sackville
A		11	N	West Dover	7150 Prospect Rd	West Dover
B		4	N	William Ross	950 Main St	Dartmouth
B		11	N	Williamswood #1	2240 Old Sambro Rd	Williamswood
C		11	N	Williamswood #2	2240 Old Sambro Rd	Williamswood
C		2	N	Wonderland Trailer Pk #1 (Bob Norwo	990 Circle Dr	Lake Echo
D		2	N	Wonderland Trailer Pk #2	46 Circle Dr	Lake Echo

Appendix C - Ball Diamond Classifications effective April 1, 2019

Existing Classification	Proposed Classification	Dst	Lights	Facility	Street Address	Community
A		3	Y	Woodside Park #1 (Carl Morash)	6 Mount Hope Avenue	Dartmouth
A		3	Y	Woodside Park #2	6 Mount Hope Avenue	Dartmouth



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

Appendix D - Sport Fields Service Standards effective April 1, 2019

Maintenance Activity	Description	Timing	Service Level					Quality Standard
			CLASS AA	CLASS A	CLASS B	CLASS C	CLASS D	
Liming	Application of lime to established turf areas	A,M,O,N	As required	Once per year based on soil testing	Once/year based on soil testing	Once/year based on soil testing	Once/year	Calculated application of lime is even and free of burn spots
Fertilizing	Application of fertilizers to established turf areas	A,M,J,S,O	As required	Three times a year depending on soil testing	Two times/year depending on need. Based on soil testing	Twice/year as required depending on soil testing	Once/year	Calculated application of fertilizer is even and free of burn spots
Weed Spraying				Not permitted unless organic, as per By- Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic, as per By- Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic, as per By- Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic, as per By- Law P-800 Pesticides, Herbicides and Insecticides	
Layout (Survey) Check	Field is squared	A,M	As required	Every Spring	Every Spring	Every Spring	Every Spring	Field surveyed and corners pegged to ensure field is squared
Sodding	Stripping of sod/soil, leveling, sod bed preparation and laying of sod where required		As required	Goal mouths and worn areas annually	Goal mouths and worn areas every second year	As required, every second year	Not available	Turf established to comparable level of surrounding turf area with no sod separation
Irrigation Watering	The watering of field	J,A	As required during dry periods	As required during dry periods	As and when required during dry periods	Not available	Not available	Thorough soaking to depth of root zone applied over consecutive days
Goal Posts	Repair or replacement of goal posts	J,J,A,S,O	As required	Place in Spring and remove at end of season, dependent on site location	Supply in Spring and remove in Fall dependent on site location	Supply in Spring and remove in Fall, dependent on site location	May be available, not guaranteed	Safe and free of damages Secured solidly to ground. Painted white and numbered if located at multiple field site
Rest Periods			As required	Every Friday including Friday night	None (only scheduled 16-20 hrs/week)	None, only scheduled 18-20 hrs/week	None, only scheduled 18-20 hrs/week	Scheduled 12-16 hours/week
Opening Date			May 1st	June 1st	June 1st	June 1st	June 1st	
Closing Date				October 15th	October 15th	September 30th	September 30th	
Uses			Games only - no practices or training	Games only - no practices or camps	Games and practices	Games and/or practices and/or camps	Games and/or practices and/or camps	
Playing Conditions			Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	



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Maintenance Activity	Description	Timing	Service Level					Quality Standard
			Class AA	CLASS A	CLASS B	CLASS C	CLASS D	
Grooming Dragging	Scarify, pulverize and roll with a bannerman or screen drag. Re-distribution of material to level and flush with surround turf. Light rolling of infield included.	M,J,J,A,S,O	Once per day. (Monday to Friday)	Three times per week	Two times per week	Once per week	Up to three times per season. All additional times are users responsibility	Pattern varied each time and groomed to a depth of 2" - 4".
Home Plates	Safety inspection, repair, replacement or new installation of rubber home plates. Realign, raise area to a safe condition.	M,J,J,A,S,O	Installed in Spring and area maintained level to surrounding area five days/week	Installed in Spring and area maintained level to surrounding area three days/week	Installed in Spring and area maintained level to surrounding area two days/week	Installed in Spring and area maintained level to surrounding area once/week	Installed once per season	All home plates installed level with existing ground surface. All home plates aligned with optimum outfield clearances along first and third base lines. Rubber plate is attached to wooden base.
Pitching Mound Area	Safety inspection, repair, replacement or new installation of pitching rubber. Realign, raise or lower existing pitching rubber to restore pitching mound/area to a safe condition.	M,J,J,A,S,O	Check for damage and reshape to return to original shape daily (5 days/week)	Checked for damage and reshape to return to original shape three times/week	Checked for damage and reshape to return to original shape two times/week	Checked for damage and reshape to return to original shape one time/week	Pitching rubber installed once per season	All pitching rubbers installed level with existing ground surface and aligned with home plate and attached to wooden base. Pitching mound to be made up of heavier clay mixture to maintain compaction. Constructed to proper dimensions.
Bases Pegged	The installation in the ground of a base distance peg with attached string at appropriate distances.	M,J,J,A,S	Check daily and replace as needed	Check three times per week	Checked two per week	Checked once per week	Supplied once per season	Base area pegged at proper distance(s) for use and a string is visible to determine base placement
Base Areas	Safety inspection of area to ensure level and flush with surrounding area.	M,J,J,A,S,O	Check daily	Level and rake three times per week	Not available, responsibility of user	Not available, responsibility of user	Not available, responsibility of user	Hand rake area to ensure level with surround area

Appendix D - Ball Diamond Service Standards effective April 1, 2019

Maintenance Activity	Description	Timing	Service Level					Quality Standard
			Class AA	CLASS A	CLASS B	CLASS C	CLASS D	
Lining	The painting of lines using athletic field marking paint for outfield foul lines.	M,J,J,A,S	Foul line extension painted on grass once per week, all other lines done by users.	Foul line extension painted on grass every second week, all other lines done by user.	Not available, responsibility of user	Not available, responsibility of user	Not available, responsibility of user	Fields marked with clearly visible white paint - outfield foul lines only
Grass Cutting	Cutting turf areas using ride on mowing equipment.	M,J,J,A,S	17 cuts per season with provision to add up to 3 cuts if required	13 cuts per seasons with provision to add up to 3 cuts if required	10 cuts per season with provision to add up to 3 cuts if required	10 cuts per season with provision to add up to 3 cuts if required	8 cuts per season with provision to add up to 3 cuts if required	Maintained at a minimum height of 2.5" and maximum 3"
Field Repairs - holes	Checking of field for minor holes and depressions that may be trip points.	M,J,J,A,S,O	Check daily, users to assist.	Check three times per week and repaired as necessary	Twice per week, users to assist	Once per week, users to assist	Users to repair with soil provided	Areas filled with top soil or top-dressing material or top-dressing material at grade level and flush with surrounding area
Watering - Infields	Watering of infield to reduce dust when grooming.	J,A	Infields watered during dry spells prior to grooming	Not available	Not available	Not available	Not available	Thorough soaking to depth of groomers capability
Litter Pick-up	Clean up of litter from playing field area.	M,J,J,A,S,O	Five days per week	Three times per week. Users responsible to assist.	Once per week. Users responsible to assist.	Once per week. Users responsible to assist.	Users responsible.	Site free of litter when cleaned
Players Benches & Dugouts	Repair or replacement of players benches, if on site.	M,J,J,A,S,O	Check daily, repair as required	Check three times per week, repair as required	Check twice per week, repair as required	Check weekly, repair as required	Check three times per season, repair as required	Safe and free of damage
Bleachers	Repair or replacement of bleachers, if on site.	M,J,J,A,S,O	Check daily, repair as required	Check three times per week, repair as required	Check twice per week, repair as required	Check weekly, repair as required	Check three times per season, repair as required	Safe and free of damage.
Backstops & Fencing	Repair or replacement of fencing, if on site.	M,J,J,A,S,O	Check weekly, repair for safety	Check three times per week, repair for safety	Check twice per week, repair as required	Check weekly, repair as required	Check twice per week, repair as required	Safe and free of damage or snag points

Appendix D - Ball Diamond Service Standards effective April 1, 2019

Maintenance Activity	Description	Timing	Service Level					Quality Standard
			Class AA	CLASS A	CLASS B	CLASS C	CLASS D	
Addition of Infield Mix	Addition, grading and leveling of sport field mix to infield.	M,J,J,A,S,O	Check monthly, add as required	Check monthly, add as required	Check monthly and repaired as necessary, users to assist	Check monthly and repaired as necessary, users to assist	Users to check and repair with soil provided by HRM upon request	Infield mix added to grade and flush to surrounding outfield
Warning Tracks	Grading and leveling of warning track surfaces, which includes the addition of surface material, removal of debris/weeds and packing of the surface.	M,J,J,A,S	Pulverized minimum of four times per year. Edged once per year		Not available	Not available	Not available	Ensure surface is free of debris at grade and flush to surrounding turf. Surface must remain firm underfoot when complete.
Liming	Application of lime to established turf areas.	A,M,O,N	Once per year based on soil testing.	Once per year based on soil testing	Once per year	Once per year	Once per year	Calculated application of lime is even and free of burn spots
Fertilizing	Application of fertilizer to established turf areas.	A,M,J,S,O	Three times per year based on soil testing.	Outfield rim to infield every second year, if needed.	Twice per year	Twice per year	Once per year	Calculated application of fertilizer is even, uniform and free from burn spots.
Aerating	The use of tractor drawn aerating equipment to punch holes/slice into soil to relieve compaction.	A,M,J,S,O	Minimum of twice per year	Minimum of twice per year	Twice per year	Twice per year	Once per year	Uniform coverage depth at 2 to 4 inches.
Weed Spraying			Not permitted unless organic as per By-Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic as per By-Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic as per By-Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic as per By-Law P-800 Pesticides, Herbicides and Insecticides	Not permitted unless organic as per By-Law P-800 Pesticides, Herbicides and Insecticides	
Repair Sod/Resodding	Stripping, leveling and sod base preparation and laying of sod.	M,S	Outfield rim to infield once per year, if needed	Outfield rim to infield every second year, if needed	Only as required	Only as required	As budget permits	Turf established to comparable level of surrounding area with no sod separation.
Press Boxes		M,J,J,A,S,O	Cleaned and checked weekly	Cleaned and checked weekly	Not available	Not available	Not available	
Lighting Repairs			As required - light bulbs will not be replaced if only one light is burnt out	As required - light bulbs will not be replaced if only one light is burnt out	Not available	Not available	Not available	95% of lights always working whenever needed.

Appendix D - Ball Diamond Service Standards effective April 1, 2019

Maintenance Activity	Description	Timing	Service Level					Quality Standard
			Class AA	CLASS A	CLASS B	CLASS C	CLASS D	
Light Operation			Key will be given to user to use as required. All groups charged for lights	Key will be given to user to use as required. All groups charged for lights	Not available	Not available	Not available	
Rest Periods			As required	As required	As required	As required	As required	
Opening Dates			May 15th	May 15th	May 15th	May 30th	May 30th	
Closing Dates			October 15th	October 15th	September 30th	September 30th	September 30th	
Uses			Fastball, baseball games	Fastball, baseball, slopitch games	Fastball, baseball, slopitch games and practices. Field sport practices as needed.	Fastball, baseball, slopitch games and practices. Field sport practices as needed.	Fastball, baseball, slopitch games and practices. Field sport practices as needed.	
Playing Conditions			Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	Field closures based on field conditions as per Rain Out Policy	

Appendix E - Classifications for Recreation Facility Room Rentals & Gymnasiums

Classification Model

A classification model was developed for both gymnasiums and facility rentals. Classifications from A-D (see table A). User fees are determined by a cost per square foot measure.

Table A - Facility Rental Room and Gymnasium Classification Model

Room Classification	Square Foot Range (sqft)	Average of Current Rate (\$/hr)	Gym Classification	Square Foot Range (sqft)	Average of Current Rate (\$/hr)
A	1501+	\$24.09	A	8000>	\$49.30
B	501- 1500	\$20.10	B	6000-8000	\$36.52
C	201- 500	\$18.40	C	3000-6000	\$33.04
D	<200	\$8.70	D	Multipurpose Gym	\$41.39

Table B - Rental Rooms by Classification

A Rooms		
Facility	Room Name	Square Footage
Bedford Hammonds Plains CC	Dance Studio	2463
Captain William Spry CC	Kidston Room	1637
Captain William Spry CC	Community Multipurpose Room CMR	2359
Findlay CC	Conrad Room full	1625
Commons Pavilion	Multipurpose Room	1678
Gordon R Snow CC	Multipurpose Room	2247
LeBrun CC	Lion's Den	3697
North Preston CC	Multipurpose Room	1556
Sackville Sports Stadium	REC Zone	1724
Sackville Sports Stadium	Multi-Purpose Room	1724
Sackville Sports Stadium	Studio A	2864
Tallahassee CC	Room 3/4 Multipurpose Room	1686.75
B Rooms		
Facility	Room Name	Square Footage
Bedford Hammonds Plains CC	Arts and Crafts Room	710
Bedford Hammonds Plains CC	Boardroom	741
Bedford Hammonds Plains CC	Preschool Room	833
Bedford Hammonds Plains CC	Activity Room	840
Bedford Hammonds Plains CC	Fitness Studio	1468
Bedford Hammonds Plains CC	Youth/Senior Room	1485
Captain William Spry CC	Conference Room 3	559
Captain William Spry CC	Conference Room 2	690
Captain William Spry CC	Macintosh Dance	1069
Chocolate Lake CC	Armdale Room	540
Chocolate Lake CC	Craft Room	770
Chocolate Lake CC	Project Room	806.25
Chocolate Lake CC	Dance Studio	990

Appendix E - Classifications for Recreation Facility Room Rentals & Gymnasiums

Chocolate Lake CC	Multipurpose Room	1147
Chocolate Lake CC	Games Room	1296
Citadel CC	Activity Studio	800
Dartmouth North CC	Pinecrest Room	584
Dartmouth North CC	Highfield Room	588
Findlay CC	Room 101	793
Findlay CC	Conrad Room half	812.5
George Dixon CC	Multipurpose Room	1138
Gordon R Snow CC	Preschool Room	571
Gordon R Snow CC	Arts and Crafts Room	608
Gordon R Snow CC	A Multipurpose Room 1/2	1028
Gordon R Snow CC	B Multipurpose Room 1/2	1219
Isleville CC	Large Classroom	1000
Lakeside CC	Lower Classroom	630
Lakeside CC	Upper Activity Room	663
Lakeside CC	Multipurpose Room	1092
LeBrun CC	Lion's Den Kitchen	526
LeBrun CC	Nauss Room	587
LeBrun CC	Tucker Room	633
LeBrun CC	Multipurpose Room	802
Musquodoboit Harbour RC	Piping Plover Studio	725
Needham CC	Dance Studio	557
Needham CC	Boardroom (Downstairs)	637
Needham CC	Multipurpose Room	720
North Preston CC	Craft Room	590
North Preston CC	Seniors Room	795
North Preston CC	Games Room	1191
Sackville Sports Stadium	Party Lounge	800
Sackville Sports Stadium	Yoga Studio	848
Sackville Sports Stadium	Studio B	861
Sackville Sports Stadium	Training Zone	937
St. Andrews CC Temp	Multipurpose Room	1290
Tallahassee CC	Room 5 - Dance Studio	844.8
Tallahassee CC	Room 7 - Art Studio	868.4
Tallahassee CC	Room 6 - Art Studio	868.4
C Rooms		
Facility	Room Name	Square Footage
Captain William Spry CC	Conference Room 1	253
Captain William Spry CC	Aquatic Room	453
Captain William Spry CC	Shared Program Room	479
Chocolate Lake CC	Kitchen	221
Dartmouth North CC	Boardroom	320
Dartmouth North CC	Kitchen	359
Findlay CC	Boardroom	337
George Dixon CC	Youth Room	263
George Dixon CC	Boardroom	266

Appendix E - Classifications for Recreation Facility Room Rentals & Gymnasiums

Gordon R Snow CC	Classroom	301
Gordon R Snow CC	Boardroom	347
Gordon R Snow CC	Youth Room	500
Lakeside CC	Boardroom	283.5
Lakeside CC	Art Room	499
LeBrun CC	Morrison Room	491
Musquodoboit Harbour RC	Sand Dollar Studio	360
North Preston CC	Computer Lab	227
North Preston CC	Boardroom/Meeting Room	237
North Preston CC	Kitchen	359
Sackville Sports Stadium	Aquatics Classroom	428
Sackville Sports Stadium	Conference Room	477
St. Andrews CC Temp	Preschool Room	143
St. Andrews CC Temp	Small Meeting Room	150
D Rooms		
Facility	Room Name	Square Footage
Bedford Hammonds Plains CC	Community Kitchen	15

Table C - Gymnasiums by Classification

A Gyms		
Facility	Room Name	Square Footage
BHPCC	A	8524
BHPCC	A	10531
Citadel CC	A	10531
Citadel CC	A	8524
B Gyms		
Facility	Room Name	Square Footage
Gordon R Snow	B	7689
Tallahassee CC	B	6440
C Gyms		
Facility	Room Name	Square Footage
Chocolate Lake CC	C	3157
North Preston CC	C	6871
George Dixon	C	3885
Needham CC	C	4334
Multipurpose Gyms		
Facility	Room Name	Square Footage
Findlay CC	Multipurpose Gym	2213
Sackville Sports Stadium	Multipurpose Gym	3339
Dartmouth North CC	Multipurpose Gym	2997

* North Preston was added to classification C instead of B so that the increase from the current rate to recommended was not substantial.

Appendix F – Detailed Impact of Rental Rates

Arenas – ICE

Impact to Providers

The table below shows what the expected impact would be to each arena's ice rental revenue if the proposed user fees were approved. Projections were made using historical utilized hour data from 2017-2018 regular ice season, current user fees, and recommended user fees.

Facility	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	Variance Per Hour	%Δ in Revenue
RBC Centre	\$1,673,550.00	\$1,497,150.00	(\$176,400)	(\$19.57)	-10.54%
Sackville Sports Stadium	\$448,162.50	\$401,962.50	(\$46,200)	(\$19.81)	-10.31%
BMO Centre	\$1,612,687.50	\$1,497,150.00	(\$115,538)	(\$13.78)	-7.16%
LeBrun Arena	\$333,260.82	\$347,625.00	\$14,364	7.15	4.31%
Total	\$4,067,660.82	\$3,743,887.50	(\$323,774.00)	(\$14.89)	-7.96%

*Includes Nustadia operated and HRM operated facilities.

Impact to Users

The table below shows what the hourly increase would be for each user group if the proposed user fees are approved.

Category	User Group	Average Hourly Increase/Decrease
Adult Hockey	Adult	(\$7.06)
Skating	Youth	(\$8.53)
Ringette	Youth	(\$10.40)
Female Hockey	Adult	(\$15.00)
Minor Hockey	Youth	(\$16.80)
Corporate	Adult	(\$20.60)
Female Hockey	Youth	(\$24.76)
High School Hockey	Youth	(\$29.71)
Adult Hockey	Adult	(\$7.06)

Impact to Operators

The table below shows what the hourly impact would be for each operator if the proposed user fees are approved.

Operator	Average Hourly Increase/Decrease
HRM	(\$7.33)
Nustadia	(\$16.78)

Impact to User Group

The table below shows the impact to each user group if the proposed user fees are approved.

User Group	%Δ in Cost	Total Hours	Variance Per Hour
Adult	-4.61%	5,482.50	(\$8.75)
Youth	-9.11%	16,260	(\$16.96)

Appendix F – Detailed Impact of Rental Rates

Arenas – DRY-FLOOR

Impact to Providers

This table shows what the expected impact would be to each arena's dry-floor rental revenue if the proposed user fees were approved. Projections were made using historical utilized hour data from 2017-2018 summer season, current user fee, and recommended user fees.

Facility	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	Variance Per Hour	%Δ in Revenue
BMO Centre	\$199,712.50	\$156,362.40	(\$43,350)	(\$14.13)	-21.71%
LeBrun Arena	\$22,935.00	\$18,346.40	(\$4,589)	(\$13.30)	-20.01%
RBC Centre	\$58,625.00	\$55,548.40	(\$3,077)	(\$3.67)	-5.25%
Total	\$281,272.50	\$230,257.20	(\$51,016.00)	(\$12.00)	-18.14%

Impact to Users

The table below shows what the hourly increase would be for each user group if the proposed user fees were approved.

Category	Age Group	Average Hourly Increase/Decrease
Ball Hockey	Adult	(\$3.40)
Lacrosse	Adult	(\$3.84)
Lacrosse	Youth	(\$14.20)

Impact to Operators

The table below shows the impact to each operator if the proposed user fees were approved.

Operator	Average Hourly Increase/Decrease
Nustadia	(\$11.89)
HRM	(\$13.30)

Impact to User Group

The table below shows the impact to each user group if the fee model were to be adopted.

User Group	%Δ in Cost	Total Hours	Variance Per Hour
Adult	-5.65%	914.5	(\$3.98)
Youth	-21.85%	3,336.5	(\$14.20)

Appendix F – Detailed Impact of Rental Rates

All-Weather Fields

Impact to Providers

The below table shows what the expected impact would be to each all-weather field revenue if the proposed user fees are approved. Projections were made using historical utilized hour data from 2017-2018 regular season, current user fee, and recommended user fees.

Facility	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	Variance Per Hour	%Δ in Revenue
Mainland Common Field 1	\$84,924.20	\$75,659.52	(\$9,265)	(\$7.04)	-10.91%
Cole Harbour	\$70,786.99	\$63,211.23	(\$7,576)	(\$6.94)	-10.70%
Bedford Hammonds Plains	\$69,438.12	\$63,044.03	(\$6,394)	(\$6.02)	-9.21%
Harbour East Field 1	\$78,601.37	\$73,172.29	(\$5,429)	(\$4.55)	-6.91%
Harbour East Field 2	\$53,467.86	\$72,043.95	\$18,576	\$14.88	34.74%
Mainland Common Field 2	\$66,645.07	\$90,838.75	\$24,194	\$16.14	36.30%
Total	\$423,863.61	\$437,969.77	\$14,106.00	\$1.09	3.33%

*Fields 1 have Football uprights.

Impact to Users

The table below shows what the hourly increase would be for each user group if the proposed user fees are approved.

Category	Age Group	Average Hourly Increase/Decrease
Ultimate Frisbee	Adult	\$29.91
Lacrosse	Adult	\$21.22
Soccer	Adult	\$14.81
Football	Adult	\$8.17
Rugby	Adult	\$7.07
Soccer	Youth	(\$0.95)
Ultimate Frisbee	Youth	(\$3.18)
Flag Football	Youth	(\$7.03)
Lacrosse	Youth	(\$7.03)
Football	Youth	(\$11.27)
Rugby	Youth	(\$16.19)

Impact to Operators

The table below shows the impact to HRM if the proposed user fees are approved.

Operator	Average Hourly Increase/Decrease
HRM	\$1.90

Impact to User Group

The table below shows the impact to each age group if the fee model were to be adopted.

User Group	%Δ in Revenue	Total Hours	Variance Per Hour
Adult	26.23%	2118.1	\$15.05
Youth	-5.88%	5292	(\$3.36)

Appendix F – Detailed Impact of Rental Rates

Sport Courts

Impact to Providers

The table below shows what the expected impact would be to each sport court revenue if the proposed user fees are approved. Projections were made using historical utilized hour data from 2017-2018 fiscal year, current user fee, and recommended user fees.

Only tennis courts were included in this analysis because they have the highest usage for sport court bookings.

Sport courts such as basketball and volleyball are typically not booked and are used on a first come first serve basis. They were excluded from this analysis.

Facility	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	Variance Per Hour	%Δ in Revenue
Bedford Teachery	\$7,950.00	\$4,862.00	(\$3,088)	(\$5.61)	-38.84%
MET Athletic Park	\$500.00	\$520.00	\$20	\$0.50	4.00%
Headstart Tennis Centre	\$1,950.00	\$2,522.00	\$572	\$2.70	29.33%
South Common	\$5,075.00	\$7,618.00	\$2,543	\$4.08	50.11%
Morash Courts	\$25.00	\$39.00	\$14	\$4.67	56.00%
Gorsebrook	\$1,150.00	\$1,872.00	\$722	\$5.01	62.78%
St. Mary's Boat Club	\$4,950.00	\$8,223.80	\$3,274	\$5.18	66.14%
Conrose Park	\$1,300.00	\$2,319.20	\$1,019	\$5.71	78.40%
Westmount School	\$875.00	\$1,742.00	\$867	\$6.47	99.09%
Total	\$23,775.00	\$29,718.00	\$5,943.00	\$2.36	25.00%

Impact to Users

The table below shows what the hourly increase would be for each user group if the proposed user fees are approved.

Category	Age Group	Average Hourly Increase/Decrease
Tennis	Adult	\$5.97
Tennis	Corporate	\$4.91

Impact to Operators

The table below shows the impact to HRM if the proposed user fees are approved.

Operator	Average Hourly Increase/Decrease
HRM	\$4.93

Impact to User Group

The table below shows the impact to each age group if the fee model is adopted.

User Group	%Δ in Cost	Total Hours	Variance Per Hour
Adult	84.89%	32	\$5.97
Corporate	60.78%	2254	\$4.91

All Youth bookings were done through corporate bookings by private tennis clubs. No other Youth bookings were identified.

Appendix F – Detailed Impact of Rental Rates

Sport Fields and Ball Diamonds

Impact to Providers

The table below shows what the expected impact would be to each field classification revenue if the proposed user fees are approved. Projections were made using historical utilized hour data from 2017-2018 fiscal year, current user fee, and recommended user fees.

Field Class	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	%Δ in Revenue (%)
AA	\$49,233.55	\$84,809.27	\$35,575.72	72.26%
A	\$94,025.65	\$110,527.97	\$16,502.32	17.55%
B	\$159,925.57	\$180,894.54	\$20,968.97	13.11%
C	\$137,433.83	\$133,300.64	(\$4,133.19)	-3.01%
D	\$37,323.89	\$38,846.77	\$1,522.88	4.08%
Total	\$477,942.49	\$548,379.19	\$70,436.70	14.74%

Impact to Users

The tables below show what the hourly increase would be for each user category if the proposed user fees are approved.

Youth

Category	Utilized Hours	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	Δ in Revenue (\$)	%Δ in Revenue
Baseball	10,784.75	\$81,327.80	\$99,461.61	\$18,134.00	\$1.68	22.30%
Cross Country	21.00	\$143.91	\$148.40	\$4.00	\$0.21	2.78%
Fastball	47.00	\$394.38	\$500.78	\$106.00	\$2.26	26.88%
Flag Football	35.00	\$261.30	\$269.80	\$8.00	\$0.24	3.06%
Football	2,697.75	\$19,516.04	\$21,274.25	\$1,758.00	\$0.65	9.01%
Lacrosse	160.50	\$1,188.26	\$1,188.40	\$-	\$-	0.00%
Rugby	21.00	\$157.81	\$191.80	\$34.00	\$1.62	21.54%
Slo-Pitch	419.50	\$2,142.81	\$2,273.60	\$131.00	\$0.31	6.11%
Soccer	12,822.00	\$90,729.08	\$91,445.30	\$716.00	\$0.06	0.79%
Other Sports	184.00	\$1,389.54	\$1,456.80	\$67.00	\$0.37	4.82%
Total	27,192.50	\$197,250.93	\$218,210.7	\$20,958.00	\$0.77	10.63%

Adult

Category	Utilized Hours	Current Fees (\$)	Recommended Fees (\$)	Revenue Variance (\$)	Δ in Revenue (\$)	%Δ in Revenue
Baseball	1567.45	\$25,133.96	\$37,201.00	\$12,066.56	\$7.70	48.01%
Fastball	257.5	\$4,215.72	\$4,839.00	\$622.88	\$2.42	14.78%
Kickball	312	\$2,713.06	\$2,870.00	\$157.34	\$0.50	5.80%
Rugby	1173.5	\$18,495.55	\$20,768.00	\$2,272.81	\$1.94	12.29%
Slo-Pitch	3267.5	\$48,049.50	\$59,557.00	\$11,507.51	\$3.52	23.95%
Soccer	1033.5	\$16,101.27	\$17,702.00	\$1,600.65	\$1.55	9.94%
Soccer Baseball	16	\$246.96	\$280.00	\$33.04	\$2.07	13.38%
Softball	8673.25	\$128,948.45	\$147,604.00	\$18,655.67	\$2.15	14.47%
Touch Football	365	\$5,974.26	\$7,289.00	\$1,314.30	\$3.60	22.00%
Ultimate Frisbee	652.5	\$10,121.85	\$11,907.00	\$1,785.55	\$2.74	17.64%
Total	17,319	\$260,000.58	\$310,017.00	\$50,016.31	\$2.89	19.24%

Appendix F – Detailed Impact of Rental Rates

Recreation Facilities – Rental Rooms and Gymnasiums

The table below shows what the expected impact would be to each rental type revenue if the proposed user fees are approved.

Rental Rooms

Size Class	Current Fees (\$)	Recommended Fees (\$)	Variance (\$)	% Change in Revenue
A	\$94,585.75	\$115,422.88	\$20,837.13	22.03%
B	\$253,585.50	\$261,528.66	\$7,943.16	3.13%
C	\$60,906.24	\$56,511.73	\$(4,394.52)	-7.22%
D	\$529.18	\$343.65	\$(185.53)	-35.06%
Grand Total	\$409,606.67	\$433,806.91	\$24,200.24	5.91%

Impact to Users

The tables below show what the hourly increase would be for each user category if the proposed user fees are approved.

Gymnasiums

Size Class	Current Fees (\$)	Recommended Fees (\$)	Variance (\$)	% Change in Revenue
A	\$105,787.41	\$114,410.46	\$8,623.05	8.15%
B	\$52,536.52	\$48,216.10	\$(4,320.42)	-8.22%
C	\$57,282.52	\$46,653.99	\$(10,628.53)	-18.55%
D	\$59,653.15	\$33,181.43	\$(26,471.72)	-44.38%
Grand Total	\$275,259.60	\$242,461.98	\$(32,797.62)	-11.92%

Rental Rooms

User Group	Total Hours	% Change in Rev	Variance (\$)	Variance per Hour (\$/hr)
Youth	7,965.40	-22.80%	\$(43,757.20)	\$(5.49)
Adult	11,948.09	31.21%	\$67,957.44	\$5.69

Gymnasiums

User Group	Total Hours	% Change in Rev	Variance (\$)	Variance per Hour (\$/hr)
Youth	2,703.54	-24.81%	\$(27,311.94)	\$(10.10)
Adult	4,055.31	-3.32%	\$(5,485.67)	\$(1.35)

**Appendix G
(Showing Proposed Changes to Administrative Order 58)**

**HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER NUMBER 58
RESPECTING THE DELEGATION OF
CERTAIN AUTHORITIES**

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality as follows:

6. When determining the delegated authorities for approving and signing less than market value rent, the approving and signing authorities shall be determined by reference to the actual market value of the rent without reduction.

8. In this Administrative Order, a delegation up to a specific dollar amount for market value rent shall:
 - (a) include a delegation up to and including the expressed dollar amount.
 - (b) exclude any Harmonized Sales Tax that may be payable.

Interpretation

9. In this Administrative Order,
 - (a) “CAO” means the Chief Administrative Officer of the Municipality;
 - (aa) “Canadian Municipality” means a municipal body that is located within the boundaries of Canada, such as a regional municipality, city, town, village, and municipality of a county or district;
 - (ab) “Chief” means the Chief of Police of the Halifax Regional Police and includes:
 - (i) an officer acting as the Chief of Police, and
 - (ii) the Deputy Chief or a Superintendent pursuant to section 21;
 - (b) “DCAO” means the Deputy Chief Administrative Officer of the Municipality;
 - (c) “Director” means a Director of a Department of the Municipality;
 - (d) “facility” means a building or part of a building that:

- (i) is owned or leased by the Municipality;
 - (ii) is operated by the Municipality; and
 - (iii) is used, in whole or in part, for athletic, cultural, recreational or sporting Purposes;
- (da) “HRPA” means the Halifax Regional Police Association;
- (e) “market value rent” means:
 - (i) where Council has adopted a rental rate in accordance with Administrative Order 2019-002-ADM, Respecting Recreation Rates, the rental rate so adopted; or
 - (ii) in all other instances, the most probable rent which municipal land or a facility should bring in a competitive and open market under conditions requisite to a fair agreement;
- (f) “municipal land” means real property owned or leased, in whole or in part, by the Municipality for athletic, recreational or sporting purposes;
- (g) “non-disclosure agreement” means an agreement relative to an exchange of confidential information between the Municipality and other persons, whether or not the Municipality is negotiating or has entered into an agreement with such person;
- (ga) “Municipality” means the Halifax Regional Municipality;
- (h) “non-profit organization” means a group, organization or incorporated body that is not conducted primarily for profit;
- (ha) “revenue agreement” means an agreement between the Municipality and another person or entity wherein,
 - (i) the Municipality accepts or receives money from such person or entity;
 - (ii) the Municipality is not required, pursuant to the agreement, to make an expenditure of money; and
 - (iii) there is an exchange of obligations; and
- (i) “maximum rental period” includes all renewal periods.

Delegation – Market Value Rent

- 10. All renters of a facility or municipal land must pay market value rent.
- 11. Council hereby delegates the authorities to approve and sign a rental agreement for a facility or municipal land, at market value rent, as follows:

Maximum Rental Period or Term	Annual Market Value Rent (excluding HST)	Approval Authority	Signing Authority
one (1) year	\$1 - \$25,000	Divisional Manager	Divisional Manager
one (1) year	\$1 - \$50,000	Director	Director
one (1) year	\$1 - \$100,000	DCAO or CAO	DCAO or CAO
as approved by Council	\$100,001 and over	Council	Mayor and Clerk

Delegation - Less than Market Value Rent

12. Council hereby considers a non-profit organization to be carrying on an activity that is beneficial to the Municipality, if in the opinion of the delegate:

- (a) the entity is a non-profit organization;
- (b) the non-profit organization is using, in whole or in part, a facility or municipal lands; and
- (c) the non-profit is holding a sporting event, community event, recreational event, entertainment event, or cultural event including artistic performances.

13. Notwithstanding section 11, Council hereby authorizes less than market value rent to be charged to a non-profit organization who is carrying on an activity that is beneficial to the Municipality pursuant to clause 13(c) of this Administrative Order.

14. Subject to sections 13 and 14, Council hereby delegates the authorities to approve and sign rental agreements for a facility or municipal land, with a non-profit organization at less than market value rent, as follows:

Annual Market Value Rent (excluding HST)	Approval Authority	Signing Authority	Maximum Rental Period or Term
\$1 - \$25,000	Divisional Manager or Director	Divisional Manager or Director	one (1) year

**Appendix H
(Amending Administrative Order)**

**HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER NUMBER 58
RESPECTING THE DELEGATION OF
CERTAIN AUTHORITIES**

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality that Administrative Order 58, the *Delegation of Certain Authorities Administrative Order*, is further amended as follows:

1. Clause (e) of section 9 is amended by:

- (a) adding the words and comma “in all other instances,” after the word “means”;
- (b) adding a semi-colon after the words “means”;
- (c) numbering the words after the word “means” and the newly added colon as subclause (ii) of clause (e); and
- (d) adding subclause (i) of clause (e) after the word “means” and the newly added colon as follows:
 - (ii) where Council has adopted a rental rate in accordance with Administrative Order 2019-002-ADM, Respecting Recreation Rates, the rental rate so adopted; or

Done and passed in Council this day of , A.D. 2019.

MAYOR

MUNICIPAL CLERK