Minutes

Village Commission Monthly Meeting
Wednesday, May 20, 2026 – 6:00 pm
In-Person & Virtual Meeting
Village/Library Boardroom, 63 Regent Street, Chester
Video Archive https://www.youtube.com/@villageofchesterns

Present: Geraldine Pauley, Chair
Randall O'Malley, Vice-chair
Laura Mulrooney, Commissioner
Tom Mulrooney, Commissioner
Gloria Nauss, Commissioner

Staff: Heather McCallum, Clerk/Treasurer (C/T)
Maxine Veinot, Recording Secretary

Guests: Colin MacDoanld, Chair, Chester Fire Services Committee (CFCS)
Kirk Collicutt, Secretary-Treasurer, CFSC
Wilson Fitt, Project Director on New Station Project, CFSC
Tom Bremner, Municipality of Chester Councillor, District 3

1.0 Call to Order

Chair Pauley called the May 20, 2026 Regular Monthly Meeting of the Village of Chester Commission to order at 6:02 pm.

Chair Pauley stated the Land Acknowledgement:
As we meet today, we acknowledge that we live in Mi'kma'ki, the traditional and ancestral territory of the Mi'kmaq people. We are all treaty people with a responsibility to each other and to this land.

2.0 Public Forum

Colin MacDonald, Chair of Chester Fire Services Committee (CFSC), stated that the CFSC members were here to solicit the Commission's support and authorization to procure a loan to build the new Chester Fire Station.

Mr. MacDonald explained: "We are replacing a 66-year-old building that is not only on its last legs, but even more importantly, doesn't provide the protection and safety considerations needed in today's challenging firefighting environment." He noted recent headlines about firefighters contracting fire-related cancers and outlined the significant demands on the volunteers' time and safety.

3.0 Approval/Amendment of Agenda

Motion #26-027: Commissioner Nauss moved; Commissioner T. Mulrooney seconded: That the Agenda of the Chester Village Commission's May 20, 2026 Regular Monthly Meeting be approved as presented.
Motion carried unanimously.

4.0 Approval/Amendment of Minutes

4.1 Monthly Commission Meeting: Apr 22, 2026

Motion #26-028: Commissioner T. Mulrooney moved; Vice-Chair O'Malley seconded: That the Minutes of the Chester Village Commission's Apr 22, 2026 Monthly Meeting be approved as presented.
Motion carried unanimously.

5.0 Business Arising – Nil

6.0 New Business

6.0 New Business

6.1 Request for Decision: Chester Fire Station Build Loan

Presented by Colin MacDonald, Wilson Fitt, Kirk Collicutt *(Schedule 6.1)*.

The CFSC held a Public Information Meeting was held on May 11, 2026 to present the design and financial planning of the new station.

Wilson Fitt reported that the design has been vetted by the Chester Volunteer Fire Department (CVFD) firefighters. Cody Stevens and Jared MacDonald have both stepped away from their former roles with CVFD but are still involved.

Mr. Fitt's role is to ensure the construction proceeds on schedule and stays within the hard financial boundary of $20 million, which includes ALL costs – the pre-design phase, design phase (and the current design phase loan), engineering, construction, furnishings, soft costs like legal, permits, and project management, payable HST – everything.

Kirk Collicutt reviewed financial planning for the new build, which is being based on the worst-case scenario – no grants, no donations, no change in assessments, and a higher loan interest rate. The interest rate for the current design phase loan is prime minus 0.75%. The CFSC plans to work with the same lender (Scotiabank) for the construction loan.

Mr. MacDonald repeated his commitment made at the CFSC's May 11th public meeting of $5 million in fundraising.

In response to a question, the Clerk/Treasurer stated that Municipal Affairs have confirmed that a public meeting of electors to approve borrowing is not required by the *Municipal Government Act* for the CFSC, nor for the Village to approve the CFSC's borrowing.

ACTION: C/T McCallum will request a confirmation of the above in writing from Municipal Affairs. [UPDATE: Completed.]

She noted that Municipal Affairs is in the loop on the CFSC's project and has provided the approval resolution text before the Commission tonight.

Motion #26-026: Commissioner Nauss moved; Vice-Chair O'Malley seconded:

WHEREAS the Chester Fire Services Committee (hereinafter referred to as the CFSC) was incorporated on Oct 17, 2023 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the CFSC has determined to borrow the aggregate principal amount of Twenty Million Dollars ($20,000,000) for the purpose of New Chester Fire Station: Phase 3/Construction.

WHEREAS the CFSC has requested the Commission of the Village of Chester, a village commission that has executed the instrument of incorporation for the CFSC, to guarantee said borrowing; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a village commission shall have effect unless the Minister of Municipal Affairs has approved of the proposed borrowing or debenture and of the proposed guarantee;

THEREFORE BE IT RESOLVED

THAT the Commission of the Village of Chester does hereby approve the borrowing of the aggregate principal amount of Twenty Million Dollars ($20,000,000) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the CFSC and the approval of the Minister of Municipal Affairs of the guarantee, the Commission unconditionally guarantee repayment of Ten Million Dollars ($10,000,000) for the purpose set out above; and,

THAT upon the issue of the debentures, the Commission Chair and the Clerk-Treasurer of the Village Commission do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Village Commission.

Motion carried.

Mr. MacDonald, Mr. Fitt, and Mr. Collicutt thanked the Commission and left the meeting at 6:35 pm.

6.2 By-laws/Policies for Annual Review

Certain by-laws and policies require an annual review to either maintain as-is or to amend. The Reimbursement and Hospitality Policies must be addressed at the AGM next month.

(a) Tax Exemption for Non-Profit Organizations By-law

Motion #26-029: Commissioner Nauss moved; Vice Chair O'Malley seconded: To re-approve the Tax Exemption for Non-Profit Organizations By-law as-is.
Motion carried unanimously.

(b) Property Tax Exemption Policy

Motion #26-030: Vice-chair O'Malley moved; Commissioner T. Mulrooney seconded: To re-approve the Property Tax Exemption Policy as-is.
Motion carried unanimously.

(c) Reimbursement Policy

Motion #26-031: Commissioner T. Mulrooney moved; Commissioner L. Mulrooney seconded: To re-approve the Reimbursement Policy as-is.
Motion carried unanimously.

(d) Hospitality Policy

Motion #26-032: Commissioner T. Mulrooney moved; Commissioner Nauss seconded: To re-approve the Hospitality Policy as is.

Motion carried unanimously.

7.0 Correspondence

7.1 Municipal Affairs: Overview of Legislative Amendments

The overview was provided for information *(Schedule 7.1)*.

7.2 Emergency Management: 12 Months' Notice

The notification was provided for information *(Schedule 7.2)*.

8.0 Reports

8.1 Report from the Chair

- Visitor Information Centre (VIC)

Chair Pauley commented that the Province recently cancelled all funding for Visitor Information Centres in Nova Scotia. Some are funded by local governments or chambers of commerce. The Village's VIC opened in 2025 and was well attended by tourists.

In 2026 a summer student has been hired as full-time staff at the VIC. MODC's Economic Development department has committed to giving the VIC one day per week from their allotment of summer student staff as well.

VIC Volunteers will be recruited for three-hour morning or afternoon shifts to keep the VIC open daily.

- Zoé Vallé Memorial Library

The Library will re-open to the public on June 1st. Chair Pauley noted that in the Warranty Deed it states the building must be run as a public library and civic centre.

There is a volunteer gardener working wonders on the gardens.

The largest outstanding project is for accessibility retrofits for a public entrance at the Ondaatje Room door and the public washroom there. Doorways on the ground floor will be slightly widened for wheelchair access while maintaining the historic style. Heritage at MODC has signed off on the project.

The South Shore Public Library (SSPL) is providing a self-serve check-out machine for borrowers and is training the Library volunteers next week. The partnership with SSPL has been great.

8.2 Clerk/Treasurer Report

C/T McCallum presented the monthly administration and financial update *(Schedule 8.2)*.

The AGM for the Village is scheduled for June 17, 2026. Location to be announced when confirmed. [Update: St. Stephen's Community Centre.]

8.3 (a) Chester Fire Services Committee (CFSC) & (b) MODC Fire Advisory Committee (FAC)

(a) The CFSC's approved minutes of Apr 8, 2026 were shared for information *(Schedule 8.3(a))*. [www.chesterfirecommittee.ca]

(b) Nil

8.4 Lunenburg County Accessibility Advisory Committee (LCAAC)

Minutes of the Apr 8, 2026 meeting were provided for information *(Schedule 8.4).* [www.accessiblelunenburgcounty.ca]

9.0 Commissioner Roundtable

Commissioner L. Mulrooney attended a Mi'kmaq Day of Learning workshop put on at Gold River by the Municipality, and she felt it was a terrific if sometimes difficult day. She would attend again.

10.0 In-Camera

Motion #26-033: Commissioner L. Mulrooney moved; Vice-Chair O'Malley seconded: That the Commission move in camera as per Section 408B(2) of the *Municipal Government Act* to discuss contract negotiations and legal advice eligible for solicitor-client privilege.
Motion carried unanimously.

The Commission recessed at 7:18 pm to go in camera.

11.0 Resumption of Public Meeting

The public meeting resumed at 7:48 pm.

11.1 RFQ Award: Flower Basket Maintenance

Motion 26-034: Commissioner Nauss; seconded by Commissioner L. Mulrooney: That the Chester Village Commission award Request for Quotation #VOC-2026-01 “Flower Basket Installation and Maintenance” for Summer 2026 to Kerry Keddy for a quoted cost of $17,900 + applicable HST.
Motion carried unanimously.

Note: The Request for Quotation indicated that the duration of this contract is for up to three years.

12.0 Adjournment

There being no further business, the meeting was adjourned at 7:49 pm.

Next Meeting(s)

- Monthly: Wednesday, Jun 17, 2026 - 5:00 pm at St. Stephen’s Community Centre, 54 Regent St.
- Annual General Meeting: Wednesday, Jun 17, 2026 – 6:30 pm at St. Stephen’s Community Centre, 54 Regent St.

Commission Chair Geraldine Pauley	Clerk/Treasurer Heather McCallum

Schedule 6.1

REQUEST FOR DECISION

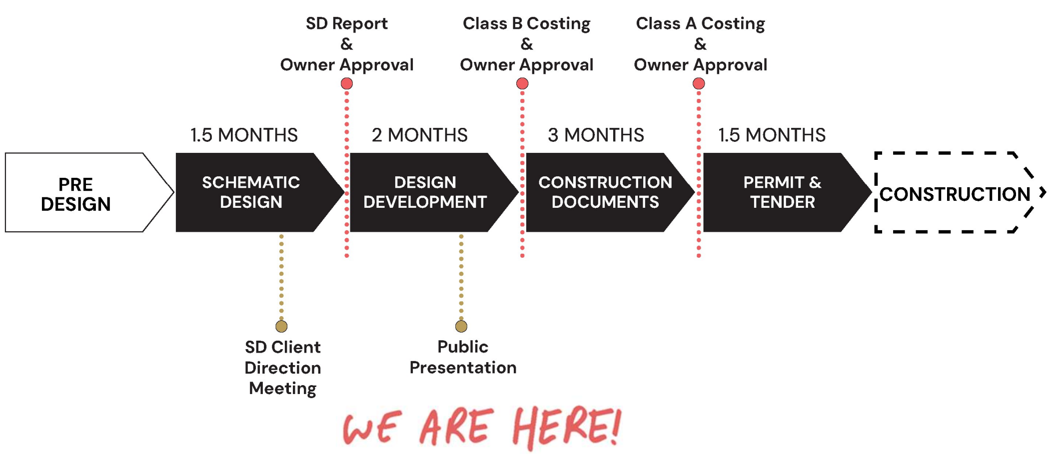
Report to: Village of Chester Commission
Date: May 20, 2026
From: Chester Fire Services Committee (CFSC)
Subject: New Chester Fire Station: 2026 Capital Loan Approval & 50% Guarantee

SUMMARY

The new Chester Fire Station project will be built at 4070 Highway 3 to replace the current 66-year-old building at 149 Central Street. It will be the new home of the Chester Volunteer Fire Department, whose service area includes Districts 3, 7, and part of 1.

The capital cost will be financed by a loan of $20M. The Chester Fire Services Committee (CFSC) is requesting approval and a 50% each guarantee of that loan by the Village of Chester and Municipality of the District of Chester, the partners who created and own the Committee.

PROJECT STATUS



The Chester Fire Station Project is about halfway through the design process. The firefighters have been fully involved at each stage of the process, and the community was engaged through a public information meeting held on May 11, 2026. Costs are being reviewed and updated by a professional cost consultant on an ongoing basis and current estimates are within budget.

A $1.3M pre-construction loan provided by Scotiabank and approved the Municipality, Village, and the Minister of Municipal Affairs is being used to pay the architects, engineers, project managers, and cost consultants to get us to the "shovel ready" stage. The interest rate on that loan is prime minus 0.75%, currently 3.7%.

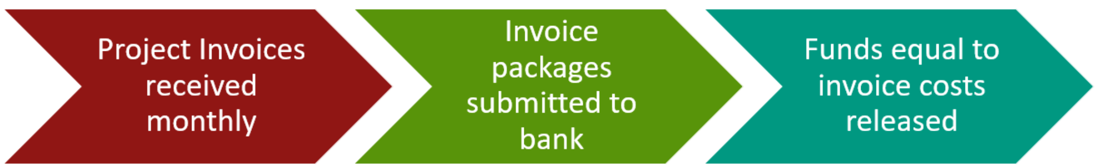
BUDGET & LOAN

Project Budget

The $20M budget encompasses all the costs to date, all upcoming hard construction costs, and soft costs including design fees, interest costs, and non-refundable HST.

The budget ceiling is a real limit. CFSC's project director, Wilson Fitt, will ruthlessly ensure that the station DOES NOT exceed the budget ceiling. He has a strong track record in doing so in his professional life as a construction project manager on projects such as the NSCC Ivany Campus.

Construction Loan Drawdowns & Interest Payments



As you know, commercial loans are not like personal loans – the $1.3M did not come as a lump sum, it is being released in installments based on actual spend. Copies of supplier invoices received are provided to the bank, and a loan drawdown matching the amount of the invoices is subsequently released to the Committee.

The monthly interest-only payments the CFSC is making are only on the amount the Committee has drawn down at the time, so payments are different every month.

For ratepayers this means that during the project construction period, the required rate increase will ramp up over a couple of fiscal years before full principal and interest payments become applicable at the end.

Long-Term

The CFSC anticipates that the commercial loan will be refinanced at the end of construction through a Provincial debenture, with the building itself as collateral.

FINANCING

Funding Sources

As a public sector entity and in the interests of caution, the Committee is planning on the assumption that the full project cost will be financed from the area tax rate, without any other sources like grants or donations. This is the "worst case scenario". Infrastructure grants and building donations will reduce the borrowing amount and the cost of servicing the debt, thus easing the tax burden.

An aggressive fundraising program has started with significant early results. To date $695K in donations and budget allocations have been invested into the building capital reserve, and another $300K is earmarked in the 2026-27 budget. CFSC Chair Colin MacDonald announced at the May 11th final design presentation that he is committed to sourcing $5M in donations.

Historically, grants have not been available for fire station infrastructure, but there is a promising new Federal program that we will be applying for.

Area Rate Impact

The project management team has run projections of borrowing costs during construction using the "worst case scenario":

- NO grants or donations, i.e., the full ticket price.
- Interest rate of 4.5%, which is higher than we are currently paying (3.7%), to allow for Prime rate fluctuations.
- 2025 property assessments in the fire service area, which can be expected to increase in future, thus reducing the rate needed to meet the annual payments.

Estimated annual loan payments (worst case):	
2025/26	$402 (actual)
2026/27	$65,298
2027/28	$556,123
2028/29	$1,338,635
2029/30 ++	$1,450,000

Given the fluidity of these variables, the necessary tax rate to finance the real annual loan payments is impossible to predict with certainty. In the worst case we would be looking at 10-12¢ total over two fiscal years, but again, we don't expect that. Actual costs are constantly being tracked and re-evaluated and the projections updated accordingly, which will factor into future budget and rate deliberations.

Financial Planning

Some of the documents the CFSC has been using for planning purposes are attached for reference, including:

- The latest Master Project Budget. The Committee's cost consultant will have a Class B estimate ready next month and the Class A estimate ready at the end of the phase. The interim numbers are tracking where we want to see them.
- A Cash flow chart which shows the projected expenditure month-by-month over the duration of the project, organized by fiscal year.
- The latest Construction Schedule update.

The CFSC recognizes the balance needed between the cost of building a station for the next 50 years and what ratepayers can accommodate. It is committed to prudent financial stewardship.

THE REQUEST

Per the new Second Revising Agreement Clause 2:

> The Municipality and the Village shall guarantee the approved borrowing of the Chester Fire Services Committee as required to implement the annual capital budget. As between the parties any payments by them pursuant to the guarantee shall be in the same percentage as required to fund the annual capital budget.

Therefore, the Chester Fire Services Committee, a body corporate under Section 60 of the *Municipal Government Act*, requests approval and a 50% guarantee of its proposed $20,000,000 capital loan to finance Phase 3/Construction of the Chester Fire Station Project. Construction will take place over two years 2026-2028, and the loan amortized over 20 years.

The finished building will be owned by the Chester Fire Services Committee, and therefore 50% each by the two partners. If ever needed, the 2022 Fire Services Agreement contains direction around dissolution "Term" or disputes "Dispute Resolution".

DRAFT MOTION

Municipal Affairs have provided the text for the motion – see next page:

CHESTER FIRE SERVICES COMMITTEE
PARTNER GUARANTEE RESOLUTION
COMMISSION OF THE VILLAGE OF CHESTER

Guarantee Share Amount: $10,000,000 Purpose: New Chester Fire Station: Phase 3/Construction

WHEREAS the Chester Fire Services Committee (hereinafter referred to as the CFSC) was incorporated on Oct 17, 2023 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the CFSC has determined to borrow the aggregate principal amount of Twenty Million Dollars ($20,000,000) for the purpose of New Chester Fire Station: Phase 3/Construction.

WHEREAS the CFSC has requested the Commission of the Village of Chester, a village commission that has executed the instrument of incorporation for the CFSC, to guarantee said borrowing; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a village commission shall have effect unless the Minister of Municipal Affairs has approved of the proposed borrowing or debenture and of the proposed guarantee;

THEREFORE BE IT RESOLVED

THAT the Commission of the Village of Chester does hereby approve the borrowing of the aggregate principal amount of Twenty Million Dollars ($20,000,000) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the CFSC and the approval of the Minister of Municipal Affairs of the guarantee, the Commission unconditionally guarantee repayment of Ten Million Dollars ($10,000,000) for the purpose set out above; and,

THAT upon the issue of the debentures, the Commission Chair and the Clerk-Treasurer of the Village Commission do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Village Commission.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a public meeting of the Commission of the Village of Chester held on the 20th day of May 2026.

GIVEN under the hands of the Clerk-Treasurer and under the seal of the Village Commission on the _____ day of May, 2026.

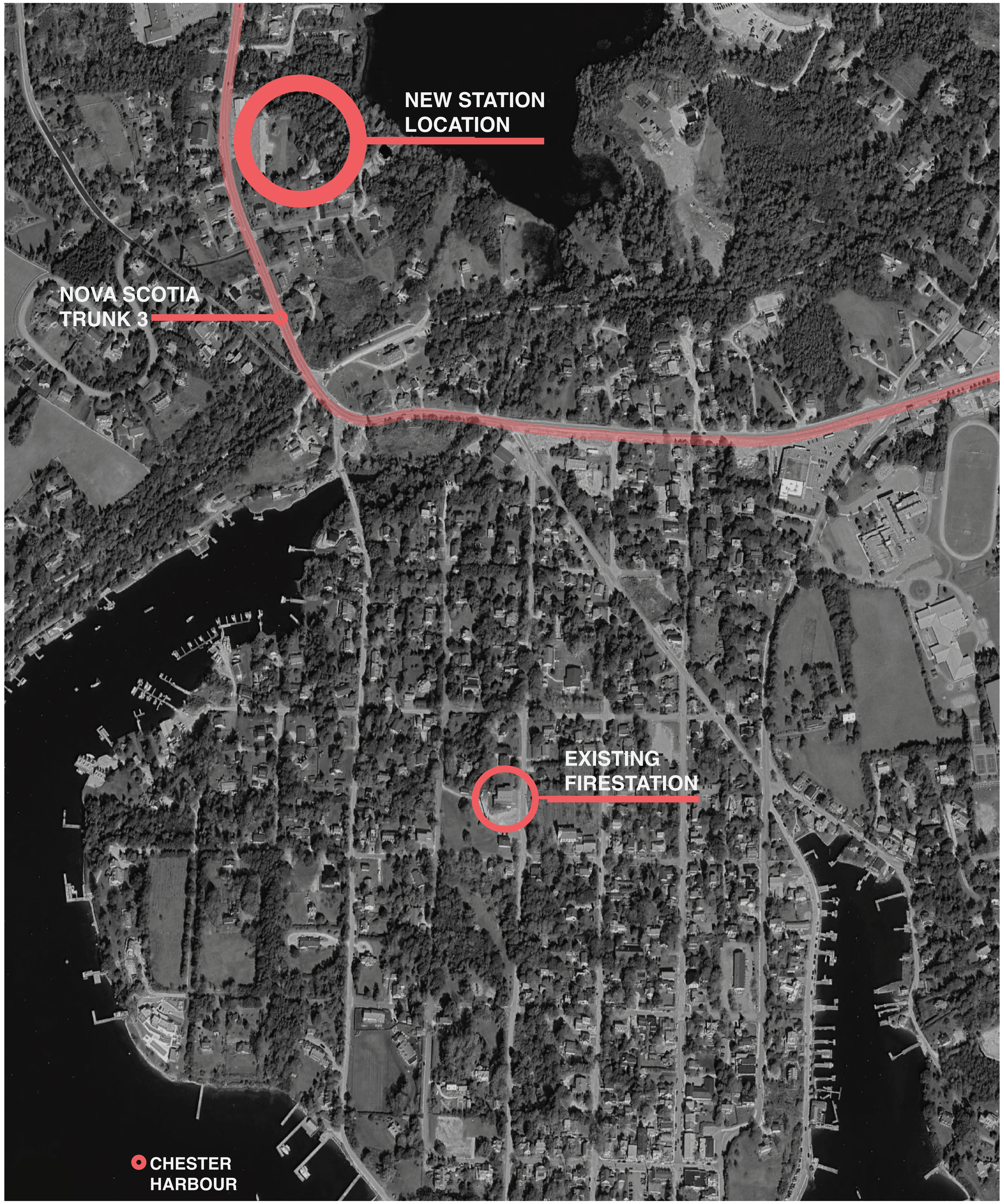
____

Clerk-Treasurer

APPENDICES

1. "CFS Public Presentation – Acre Design Renderings" p. 7
2. Budget Master for Fire Station Project p. 13
3. Cash Flow Charts by Fiscal Year p. 14
4. Project Schedule p. 22
5. "CFSC – Resolution – New Capital 2026" *(signed & sealed)* p. 24

CONTEXT PLAN



STORIED ELEMENTS

CBCL

acre
STORIED ARCHITECTURE

01	SAFE ZONES, STRONG FUTURES	A resilient and inclusive design that supports and protects every individual into the future.
02	BEACON OF SERVICE	A visible presence which strengthens the connection with the community and celebrates Chester's heritage.
03	HELPING FIREFIGHTERS HELP OTHERS	A functional space that clears a path for fast & safe operations to minimize response times.
04	PRIDE IN PROTECTION	A station that honors the fire department's legacy and its vital role in Chester's future.
05	I WANT TO WORK THERE	A quality space that improves recruiting, retention & camaraderie of volunteers.

SUSTAINABILITY

ENERGY EFFICIENCY

- Targeting 25% reduction in energy consumption beyond Canada's National Energy Code for Buildings (NACB) reference model
-
- HVAC system will be air-to-water heat pump HVAC system for reduced Greenhouse Gas emissions, reduced energy consumption and low life cycle cost
- High-efficiency building envelope

SOLAR READY

- Building roof and electrical room designed to accommodate future solar panels
- Potential capacity for 100kWpDC - 300kWpDC solar array

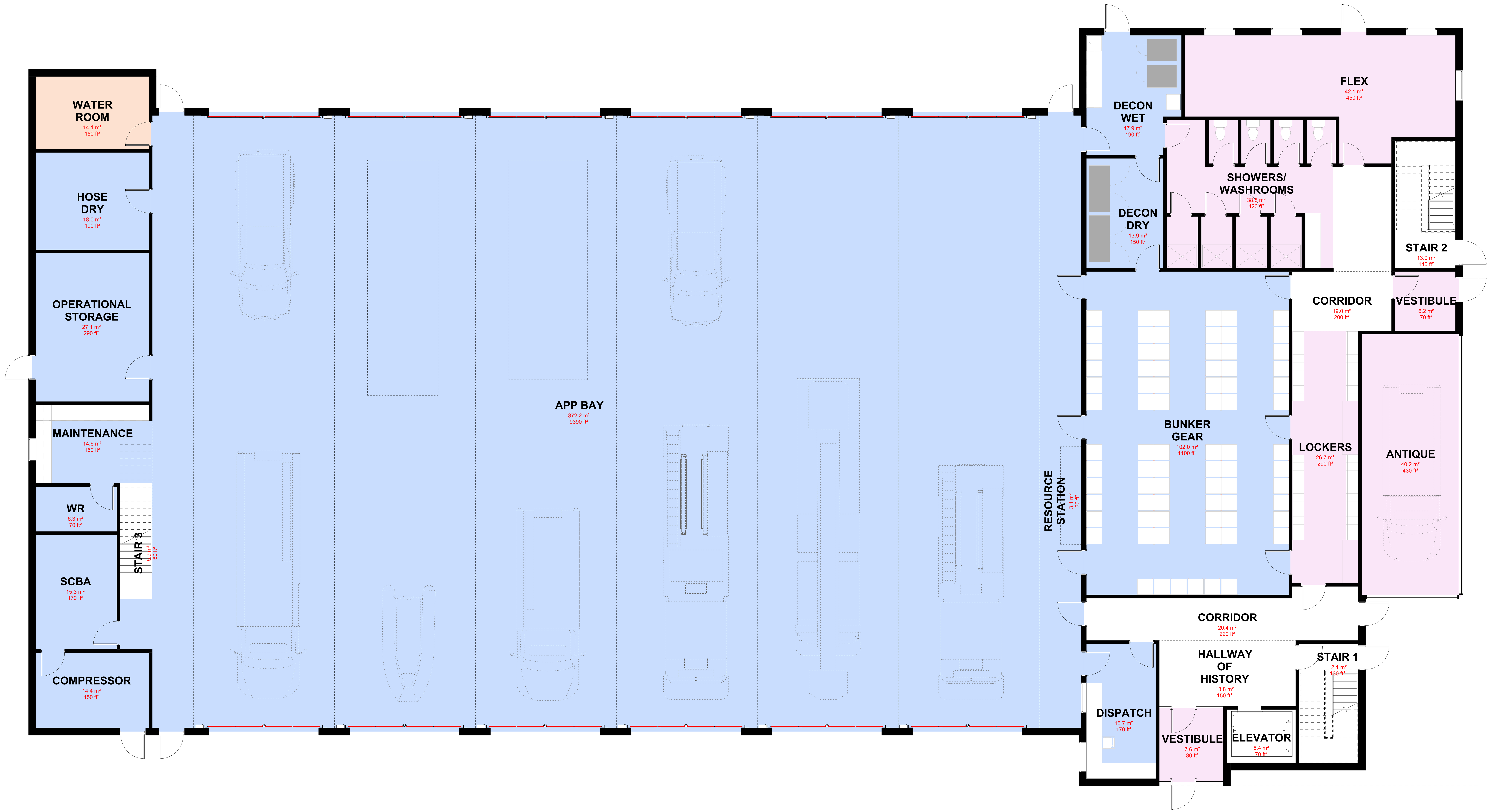
LANDSCAPE PLAN

LEGEND

1. CIVIC FORECOURT W/ REINFORCED PAVERS + SEATING
2. FLAGPOLE + MEMORIAL
3. PLANTING TO SEPARATE APPARATUS BAY
4. MOUNTABLE CURB
5. PERENNIAL PLANTING GARDEN
6. BIO-SWALE DRAINAGE FEATURE
7. INFILTRATION BEDS
8. OIL/WATER SEPARATOR
9. ROCK SWALE FOR DRAINAGE
10. LAKEFRONT INFILTRATION GARDEN
11. TIMBER FENCE
12. CRUSHED GRANITE ACCESS PATH
13. FIREFIGHTER AMENITY SPACE
14. PLANTED SLOPE
15. CRUSHED GRANITE OVERFLOW PARKING

LEVEL 1 FLOOR PLAN

Area: ~ 15 850 ft²



ADMINISTRATION

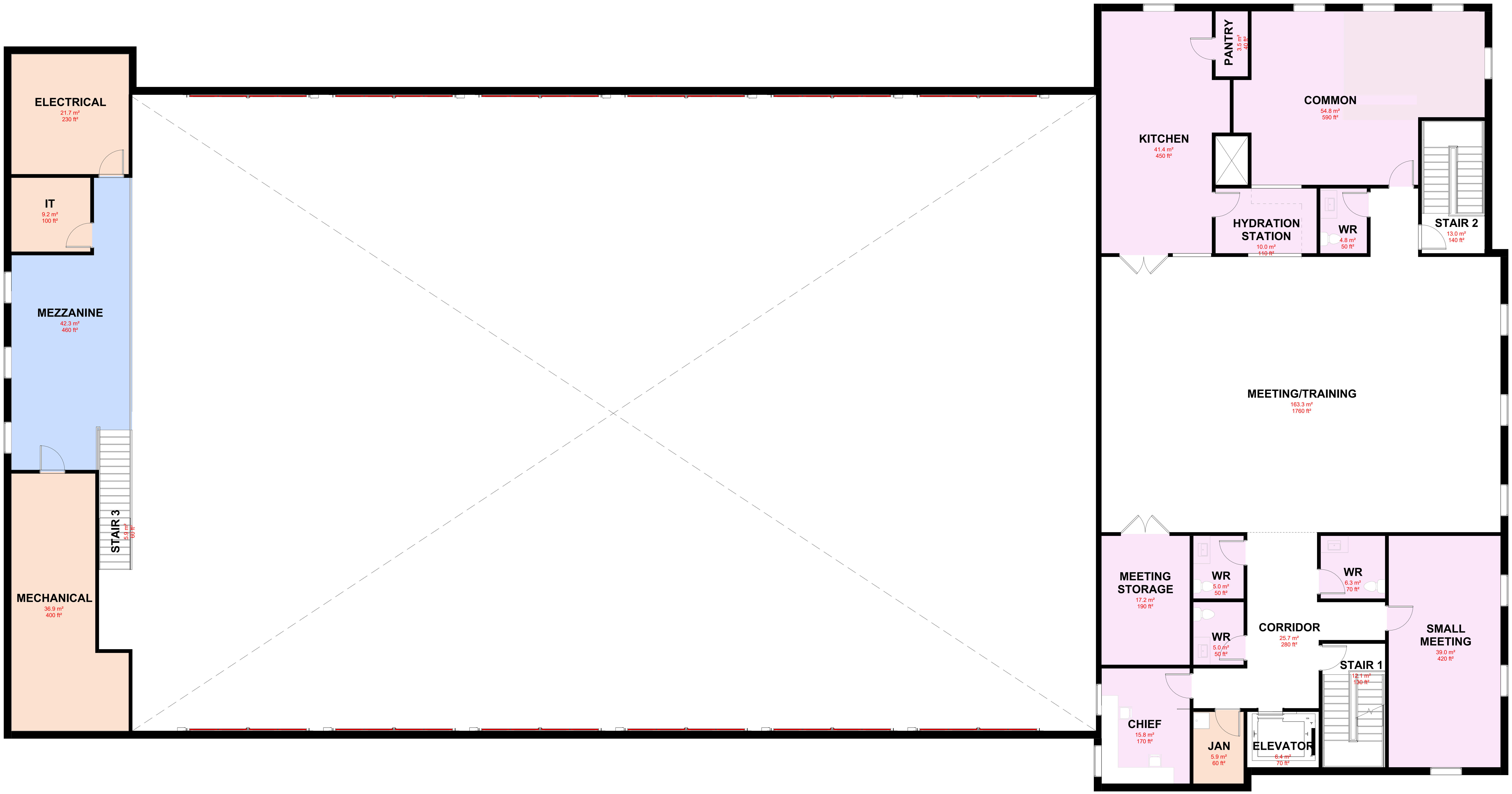
APPARATUS BAY

CIRCULATION

SUPPORT

LEVEL 2 FLOOR PLAN

Area: ~ 5 650 ft²



ADMINISTRATION | APPARATUS BAY | CIRCULATION | SUPPORT

VIEW FROM HIGHWAY 3

CONTEXT-DRIVEN FORM

- Composed as smaller volumes, reflecting local scale and rhythm to break down the building length
- Varied rooflines reduce perceived scale and break down the mass
- Scaled to sit comfortably within the existing village fabric by minimizing overall height and perceived mass
- Simple, durable materials with restrained, timeless detailing
- Clear street-facing civic entry with minimal decoration, relying on form and proportion

A QUIET CIVIC BEACON

- Warm, controlled lighting strategy
- Building glows rather than floods
- Acts as a quiet beacon in the community giving a community presence and safety
- Enhances visibility without commercial brightness
- Reinforces safety, calm, and readiness

A DISTINCT NOVA SCOTIA REGIONAL IDENTITY

- Strengthens Chester's cohesive identity
- Rooted in restraint, repetition, and unity
- Reflects coastal village traditions and patterns
- Contributes to Nova Scotia's broader architectural story

A CLEAR CIVIC ADDRESS

- Easy to find, easy to understand, easy to use
- Clear entry and intuitive organization
- Reads immediately as a place of service and safety
- Proportioned to reduce perceived scale - articulated rooflines and volumes break down the mass
- An address of civic pride - welcoming, not exaggerated, conveying trust through restraint and order

RELATIONSHIP TO NATURE & LANDSCAPE

- Sits low and close to the ground, consistent with surrounding buildings and existing topography
- Uses simple, durable landscape strategies to stabilize terrain and manage runoff
- Works with natural systems to protect land and water, reinforcing the ecological buffer to the lake
- Integrates biophilic connections through orientation, views, and direct access to the landscape
- Recovery spaces are oriented toward nature, with private forest-facing views that support rest, wellbeing, and long-term resilience

SHARED MATERIAL LANGUAGE

- Embeds the building within Chester's shared architectural language
- Rooted in coastal performance - salt air, sunlight, durability
- Reflects light and resists weathering, supporting long-term use
- Simple, maintainable materials that reinforce longevity and stewardship
- Contributes to a historical collective identity - part of a shared pattern, not an individual statement

SOUTH ELEVATION

MASSING OF A VILLAGE - NOT A FACILITY

- Composed as a series of smaller, familiar volumes
- Reflects the rhythm of local houses, sheds, and boathouses
- Reads as a cluster rather than a single institutional block
- Breaks down scale to feel approachable and integrated
- A village composition rather than a singular object

FUNCTION AS FOUNDATION

- Plan shaped by response time, safe movement, and readiness
- Optimized and right-sized – efficient, purposeful, no excess
- Apparatus flow, adjacencies, and efficiency drive layout
- Clear, short, intuitive routes reduce friction in critical moments that do not cross with pubic circulation
- On-going planning for flexibility and future change

MATERIAL LANGUAGE WITH DEPTH

- Material expression is shaped through shifting volumes rather than applied trims.
- Depth created through massing – reflecting the quiet, restrained ornament of Chester's houses.
- Material expressed through form and texture, using variation within the consistent fresh palette.
- Wood and natural materials at key touchpoints, soffit and antique bay introduce warmth, tactility, and human-scale quality

OPERATIONAL CLARITY

- Supports readiness and response through clear, short, intuitive routes
- Function legible from exterior to interior, reinforcing safety and flow
- Zones and circulation clearly expressed in the plan
- Clear sightlines and movement paths reduce complexity in high-pressure situations
- Apparatus movement is prioritized, and no crossing of public and response circulation

INSPIRED BY OUR PAST - LOOKING TO OUR FUTURE

- Draws from historic forms and material traditions
- Interprets local forms through massing and rooflines, not imitation
- Integrates contemporary response, safety, and operational demands without compromising architecture
- Adapts familiar building patterns to support modern apparatus, crews, and 24/7 use
- Moments of heritage – where the antique grounds the building in lived history and community memory

A GREAT PLACE TO WORK

- A workplace that fosters pride, ownership, and reflects the dignity of service
- Access to nature supports decompression and recovery – with views, daylight, and quiet spaces oriented to the landscape
- Clear zoning with direct access to decontamination spaces supports readiness and recovery – separating apparatus, transition, and quiet spaces to reduce stress and contamination while supporting firefighter health and safety

Appendix 2

25277 - Budget Master

GREY CARDINAL

Cost Code	Budget Item Description	Budget	Commitment Breakdown	Commitments to Date	Invoiced to Date	Forecast Additional Cost to Complete	Forecast Cost at Completion	(Over)/Under Budget
+	BUILDING SHELL	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
+	INTERIORS	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
+	SERVICES	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
+	SITE & ANCILLARY WORK	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
+	GENERAL REQUIREMENTS AND ALLOWANCES	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
	Construction	$16,000,000.00		$0.00	$0.00	$16,000,000.00	$16,000,000.00	$0.00
900.0	Total Construction Costs	$15,238,096.00		$0.00	$0.00	$15,238,096.00	$15,238,096.00	$0.00
910.0	**Construction Contingency (5%)**	$761,904.00		$0.00	$0.00	$761,904.00	$761,904.00	$0.00
−	Pre-Design	$160,500.00		$145,970.00	$145,920.00	$13,600.00	$159,570.00	$930.00
1801.0	Program & Preliminary Design (Phase 1)	$117,500.00		$117,500.00	~~$117,500.00~~	$0.00	$117,500.00	$0.00
1802.0	Archaeological Assessment	$9,000.00		$0.00	$0.00	$9,000.00	$9,000.00	$0.00
1803.0	Surveys (Utility Inverts)	$5,000.00		$400.00	$350.00	$4,600.00	$5,000.00	$0.00
1804.0	Surveys (Phase I ESA)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
1805.0	Surveys (Phase II ESA)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
1806.0	Surveys (Topographical)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
1807.0	Surveys (Geotechnical)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
1808.0	Aquifer Testing and Analysis	$29,000.00		$28,070.00	$28,070.00	$0.00	$28,070.00	$930.00
1809.0	Energy Modeling	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
1810.0	NSP Energy Model Rebate	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
−	Design	$1,416,843.75		$1,295,000.00	$411,124.89	$121,843.75	$1,416,843.75	$0.00
1901.0	Design Consultants (Prime)	$1,295,000.00		$1,295,000.00	$411,124.89	$0.00	$1,295,000.00	$0.00
1902.0	Design Consultants Expenses (Prime)	$12,000.00		$0.00	$0.00	$12,000.00	$12,000.00	$0.00
1903.0	Design Consultants FF&E	$32,375.00		$0.00	$0.00	$32,375.00	$32,375.00	$0.00
1904.0	Design Consultants Signage & Wayfinding	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
1905.0	Well Pump, Treatment, and Equipment Design	$10,000.00		$0.00	$0.00	$10,000.00	$10,000.00	$0.00
1906.0	Contingency (5%)	$67,468.75		$0.00	$0.00	$67,468.75	$67,468.75	$0.00
−	Land Purchase	$30,000.00		$0.00	$0.00	$30,000.00	$30,000.00	$0.00
2001.0	Land Purchase	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2002.0	Demolition	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2003.0	NS Power	$30,000.00		$0.00	$0.00	$30,000.00	$30,000.00	$0.00
2004.0	Property Tax	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2005.0	Landscaping	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2006.0	Unsuitable Soils (Allowance)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2007.0	Rock Breaking (Allowance)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
−	Project Management & Other Soft Costs	$613,481.14		$380,007.85	$60,253.25	$233,473.29	$613,481.14	$0.00
2101.0	Project Management Fees	$365,978.75		$365,978.75	$58,513.15	$0.00	$365,978.75	$0.00
2102.0	Project Management Expenses	$2,500.00		$0.00	$0.00	$2,500.00	$2,500.00	$0.00
2103.0	Cost Consulting	$13,289.00		$13,289.00	$1,000.00	$0.00	$13,289.00	$0.00
2104.0	Materials Testing (Steel and Geotech)	$125,000.00		$0.00	$0.00	$125,000.00	$125,000.00	$0.00
2105.0	Well Drilling	$50,000.00		$0.00	$0.00	$50,000.00	$50,000.00	$0.00
2106.0	Legal Advice	$10,000.00		$0.00	$0.00	$10,000.00	$10,000.00	$0.00
2107.0	Accounting (Loan Monitoring, Draws, Financing)	$10,000.00		$0.00	$0.00	$10,000.00	$10,000.00	$0.00
2108.0	Printing/Tendering	$1,500.00		$740.10	$740.10	$759.90	$1,500.00	$0.00
2109.0	Owner Expenses (Meetings, Travel, etc.)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2110.0	Interim Insurance	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2111.0	Public Relations	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2112.0	Backflow Prevention Testing	$1,500.00		$0.00	$0.00	$1,500.00	$1,500.00	$0.00
2113.0	Permits (Highway ROW)	$1,500.00		$0.00	$0.00	$1,500.00	$1,500.00	$0.00
2114.0	Elevator Licensing	$500.00		$0.00	$0.00	$500.00	$500.00	$0.00
2115.0	Department of Environment (Wells, Kitchen)	$2,500.00		$0.00	$0.00	$2,500.00	$2,500.00	$0.00
2116.0	PM Contingency (5%)	$29,213.39		$0.00	$0.00	$29,213.39	$29,213.39	$0.00
−	Furnishings & Equipment	$507,725.00		$0.00	$0.00	$507,725.00	$507,725.00	$0.00
2201.0	General Equipment Allowance	$300,000.00		$0.00	$0.00	$300,000.00	$300,000.00	$0.00
2202.0	Kitchen	$25,000.00		$0.00	$0.00	$25,000.00	$25,000.00	$0.00
2203.0	Emergency Signalling	$10,000.00		$0.00	$0.00	$10,000.00	$10,000.00	$0.00
2204.0	Window Treatments	$5,000.00		$0.00	$0.00	$5,000.00	$5,000.00	$0.00
2205.0	Interior Signage/Wayfinding	$1,500.00		$0.00	$0.00	$1,500.00	$1,500.00	$0.00
2206.0	Exterior Signage	$25,000.00		$0.00	$0.00	$25,000.00	$25,000.00	$0.00
2207.0	Access Control	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2208.0	Security Equipment (Intrusion and Cameras)	$15,000.00		$0.00	$0.00	$15,000.00	$15,000.00	$0.00
2209.0	AV Equipment (Tv's, Meeting, Speakers)	$30,000.00		$0.00	$0.00	$30,000.00	$30,000.00	$0.00
2210.0	Comms Equipment (Internet, Cellular, Phones etc)	$30,000.00		$0.00	$0.00	$30,000.00	$30,000.00	$0.00
2211.0	Well Pump and Treatment Equipment	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
2212.0	FF&E Contingency (15%)	$66,225.00		$0.00	$0.00	$66,225.00	$66,225.00	$0.00
−	Start-Up/Occupancy	$88,750.00		$0.00	$0.00	$88,750.00	$88,750.00	$0.00
2301.0	Cleaning (Outsourced)	$2,250.00		$0.00	$0.00	$2,250.00	$2,250.00	$0.00
2302.0	Moving Expenses	$5,000.00		$0.00	$0.00	$5,000.00	$5,000.00	$0.00
2303.0	Opening Ceremonies	$1,500.00		$0.00	$0.00	$1,500.00	$1,500.00	$0.00
2304.0	Post Occupancy Changes	$80,000.00		$0.00	$0.00	$80,000.00	$80,000.00	$0.00
−	Commissioning	$819,500.00		$0.00	$0.00	$1,589,500.00	$1,589,500.00	$0.00
2401.0	Commissioning	$45,000.00		$0.00	$0.00	$45,000.00	$45,000.00	$0.00
2402.0	Commissioning Contingency (10%)	$4,500.00		$0.00	$0.00	$4,500.00	$4,500.00	$0.00
	Interest	$0.00		$0.00	$0.00	$770,000.00	$770,000.00	$0.00
2501.0	Interest	$770,000.00		$0.00	$0.00	$770,000.00	$770,000.00	$0.00
	Total Other Costs	$3,636,799.89		$1,820,977.85	$617,298.14	$3,354,892.04	$5,175,869.89	$930.00
0								
XX	TOTAL PROJECT	$19,636,799.89		$1,820,977.85	$817,298.14	$19,354,892.04	$21,175,869.89	$930.00
14%	HST @ 14%	$2,749,151.98		$254,936.90	$98,168.86	$2,709,684.88	$2,964,621.78	$130.20
XX	PROJECT TOTAL INCLUDING HST	$22,385,951.87		$2,075,914.75	$715,467.00	$22,064,576.92	$24,140,491.67	$1,060.20
0%	Rebate Amount	$2,643,117.19		$245,103.98	$94,382.49	$0.00	$2,850,276.32	$0.00
XX	PROJECT TOTAL AFTER REBATE	$19,742,834.68		$1,830,810.77	$621,084.51	$22,064,576.92	$21,290,215.35	$1,060.20
	Donations	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
	Final Finance Amount	$19,742,834.68		$1,830,810.77	$621,084.51	$22,064,576.92	$21,290,215.35	$1,060.20
2								
3								

Appendix 3

Row #	Cost Code	Budget Item	Budget	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026
1	*	**GENERAL REQUIREMENTS AND ALLOWANCES**		0	1	2	3	4	5
9	*	**Construction**							
10	900.0	Total Construction Costs	$15,238,096.00		$0.00	$0.00	$0.00	$0.00	$0.00
11	910.0	Construction Contingency (5%)	$761,904.00		$0.00	$0.00	$0.00	$0.00	$0.00
12	*	**Pre-Design**							
13	1801.00	Program & Preliminary Design (Phase 1)	$117,500.00		$0.00	$0.00	$0.00	$0.00	$0.00
14	1802.00	Archaeological Assessment	$9,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
15	1803.00	Surveys (Utility Inverts)	$5,000.00		$0.00	$0.00	$0.00	$0.00	$350.00
16	1804.00	Surveys (Phase I ESA)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
17	1805.00	Surveys (Phase II ESA)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
18	1806.00	Surveys (Topographical)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
19	1807.00	Surveys (Geotechnical)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
20	1808.00	Aquifer Testing and Analysis	$29,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
21	1809.00	Energy Modeling	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
22	1810.00	NSP Energy Model Rebate	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
23	*	**Design**							
24	1901.00	Design Consultants (Prime)	$1,295,000.00		$0.00	$13,750.00	$27,500.00	$36,750.00	$161,000.00
25	1902.0	Design Consultants Expenses (Prime)	$12,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
26	1903.00	Design Consultants FF&E	$32,375.00		$0.00	$0.00	$0.00	$0.00	$0.00
27	1904.00	Design Consultants Signage & Wayfinding	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
28	1905.00	Well Pump, Treatment, and Equipment Design	$10,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
29	1906.00	Contingency (5%)	$67,468.75		$0.00	$0.00	$0.00	$0.00	$0.00
30	*	**Land Purchase**							
31	2001.00	Land Purchase	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
32	2002.00	Demolition	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
33	2003.00	NS Power	$30,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
34	2004.00	Property Tax	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
35	2005.00	Landscaping	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
36	2006.00	Unsuitable Soils (Allowance)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
37	2007.00	Rock Breaking (Allowance)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
38	*	**Project Management & Other Soft Costs**							
39	2101.00	Project Management Fees	$365,978.75		$0.00	$0.00	$11,702.63	$11,702.63	$11,702.63
40	2102.00	Project Management Expenses	$2,500.00		$0.00	$0.00	$0.00	$0.00	$0.00
41	2103.00	Cost Consulting	$13,289.00		$0.00	$0.00	$0.00	$0.00	$1,000.00
42	2104.00	Materials Testing (Steel and Geotech)	$125,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
43	2105.00	Well Drilling	$50,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
44	2106.00	Legal Advice	$10,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
45	2107.00	Accounting (Loan Monitoring, Draws, Financing)	$10,000.00		$0.00	$0.00	$0.00	$0.00	$0.00
46	2108.00	Printing/Tendering	$1,500.00		$0.00	$0.00	$0.00	$0.00	$0.00
47	2109.00	Owner Expenses (Meetings, Travel, etc.)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
48	2110.00	Interim Insurance	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00

49	2111.00	Public Relations	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
50	2112.00	Backflow Prevention Testing	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
51	2113.00	Permits (Highway ROW)	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
52	2114.00	Elevator Licensing	$500.00	$0.00	$0.00	$0.00	$0.00	$0.00
53	2115.00	Department of Environment (Wells, Kitchen)	$2,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
54	2116.00	PM Contingency (5%)	$29,213.39	$0.00	$0.00	$0.00	$0.00	$0.00
55	*	**Furnishings & Equipment**						
56	2201.00	General Equipment Allowance	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
57	2202.0	Kitchen	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
58	2203.0	Emergency Signalling	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
59	2204.00	Window Treatments	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
60	2205.00	Interior Signage/Wayfinding	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
61	2206.00	Exterior Signage	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
62	2207.00	Access Control	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
63	2208.00	Security Equipment (Intrusion and Cameras)	$15,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
64	2209.00	AV Equipment (Tv's, Meeting, Speakers)	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
65	2210.00	Comms Equipment (Internet, Cellular, Phones etc)	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
66	2211.00	Well Pump and Treatment Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
67	2212.00	FF&E Contingency (15%)	$66,225.00	$0.00	$0.00	$0.00	$0.00	$0.00
68	*	**Start-Up/Occupancy**						
69	2301.00	Cleaning (Outsourced)	$2,250.00	$0.00	$0.00	$0.00	$0.00	$0.00
70	2302.00	Moving Expenses	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
71	2303.00	Opening Ceremonies	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
72	2304.00	Post Occupancy Changes	$80,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
73	*	**Commissioning**						
74	2401.00	Commissioning	$45,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
75	2402.00	Commissioning Contingency (10%)	$4,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
76	*	**Financing/Interest**						
77	2501.00	Interest	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Total	$18,866,799.89	$0.00	$13,750.00	$39,202.63	$48,452.63	$174,052.63
		HST	14%	$0.00	$1,925.00	$5,488.37	$6,783.37	$24,367.37
		Total Monthly Invoice (Less Rebate)		$0.00	$15,675.00	$44,691.00	$55,236.00	$198,420.00
		Cumulative Total (excl Holdback and HST)			$13,750.00	$52,952.63	$101,405.26	$275,457.89

	**	Loan Draw #				1	2	3
		Loan Draws			$0.00	$52,952.63	$48,452.63	$174,052.63
		HST	14%		$0.00	$7,413.37	$6,783.37	$24,367.37
		Total Loan Draw			$0.00	$60,366.00	$55,236.00	$198,420.00
		Cumulative Loan Draws (excl HST)			$0.00	$52,952.63	$101,405.26	$275,457.89
		Cumulative Loan Draw less Cumulative Total			-$13,750.00	$0.00	$0.00	$0.00

Row #	Cost Code	Budget Item	Budget	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026	Dec 2026	Jan 2027	Feb 2027	Mar 2027
1	*	**GENERAL REQUIREMENTS AND ALLOWANCES**		6	7	8	9	10	11	12	13	14	15	16	17
9	*	**Construction**													
10	900.0	Total Construction Costs	$15,238,096.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$371,809.54	$452,571.45	$1,066,666.72	$1,056,000.05
11	910.0	Construction Contingency (5%)	$761,904.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$76,190.40	$19,047.60	$19,047.60	$19,047.60
12	*	**Pre-Design**													
13	1801.00	Program & Preliminary Design (Phase 1)	$117,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
14	1802.00	Archaeological Assessment	$9,000.00	$0.00	$0.00	$0.00	$2,250.00	$2,250.00	$2,250.00	$2,250.00	$0.00	$0.00	$0.00	$0.00	$0.00
15	1803.00	Surveys (Utility Inverts)	$5,000.00	$0.00	$0.00	$2,500.00	$2,150.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
16	1804.00	Surveys (Phase I ESA)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
17	1805.00	Surveys (Phase II ESA)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
18	1806.00	Surveys (Topographical)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
19	1807.00	Surveys (Geotechnical)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
20	1808.00	Aquifer Testing and Analysis	$29,000.00	$28,070.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
21	1809.00	Energy Modeling	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
22	1810.00	NSP Energy Model Rebate	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
23	*	**Design**													
24	1901.00	Design Consultants (Prime)	$1,295,000.00	$46,000.00	$126,124.89	$79,337.56	$79,337.56	$142,450.00	$142,450.00	$19,425.00	$19,425.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00
25	1902.0	Design Consultants Expenses (Prime)	$12,000.00	$0.00	$0.00	$600.00	$600.00	$300.00	$600.00	$360.00	$720.00	$360.00	$720.00	$360.00	$720.00
26	1903.00	Design Consultants FF&E	$32,375.00	$0.00	$0.00	$0.00	$0.00	$8,093.75	$8,093.75	$8,093.75	$0.00	$0.00	$4,856.25	$3,237.50	$0.00
27	1904.00	Design Consultants Signage & Wayfinding	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
28	1905.00	Well Pump, Treatment, and Equipment Design	$10,000.00	$0.00	$0.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
29	1906.00	Contingency (5%)	$67,468.75	$0.00	$0.00	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44
30	*	**Land Purchase**													
31	2001.00	Land Purchase	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
32	2002.00	Demolition	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
33	2003.00	NS Power	$30,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
34	2004.00	Property Tax	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
35	2005.00	Landscaping	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
36	2006.00	Unsuitable Soils (Allowance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
37	2007.00	Rock Breaking (Allowance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
38	*	**Project Management & Other Soft Costs**													
39	2101.00	Project Management Fees	$365,978.75	$11,702.63	$11,702.63	$11,711.32	$11,711.32	$11,711.32	$11,711.32	$11,711.32	$11,711.32	$17,572.67	$17,572.67	$17,572.67	$17,572.67
40	2102.00	Project Management Expenses	$2,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$125.00	$125.00	$125.00	$125.00	$125.00
41	2103.00	Cost Consulting	$13,289.00	$0.00	$0.00	$0.00	$7,805.96	$0.00	$0.00	$4,482.38	$0.00	$0.00	$0.00	$0.00	$0.00
42	2104.00	Materials Testing (Steel and Geotech)	$125,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$12,500.00	$12,500.00	$12,500.00	$0.00
43	2105.00	Well Drilling	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
44	2106.00	Legal Advice	$10,000.00	$0.00	$0.00	$0.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
45	2107.00	Accounting (Loan Monitoring, Draws, Financing)	$10,000.00	$0.00	$0.00	$0.00	$1,000.00	$1,000.00	$1,500.00	$2,000.00	$250.00	$250.00	$250.00	$250.00	$250.00
46	2108.00	Printing/Tendering	$1,500.00	$0.00	$740.10	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$759.90	$0.00	$0.00	$0.00
47	2109.00	Owner Expenses (Meetings, Travel, etc.)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
48	2110.00	Interim Insurance	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
49	2111.00	Public Relations	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
50	2112.00	Backflow Prevention Testing	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
51	2113.00	Permits (Highway ROW)	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
52	2114.00	Elevator Licensing	$500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
53	2115.00	Department of Environment (Wells, Kitchen)	$2,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
54	2116.00	PM Contingency (5%)	$29,213.39	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
55	*	**Furnishings & Equipment**													
56	2201.00	General Equipment Allowance	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
57	2202.0	Kitchen	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
58	2203.0	Emergency Signalling	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
59	2204.00	Window Treatments	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
60	2205.00	Interior Signage/Wayfinding	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61	2206.00	Exterior Signage	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62	2207.00	Access Control	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
63	2208.00	Security Equipment (Intrusion and Cameras)	$15,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
64	2209.00	AV Equipment (Tv's, Meeting, Speakers)	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
65	2210.00	Comms Equipment (Internet, Cellular, Phones etc)	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
66	2211.00	Well Pump and Treatment Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
67	2212.00	FF&E Contingency (15%)	$66,225.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
68	*	**Start-Up/Occupancy**													
69	2301.00	Cleaning (Outsourced)	$2,250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
70	2302.00	Moving Expenses	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
71	2303.00	Opening Ceremonies	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

72	2304.00	Post Occupancy Changes	$80,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
73	*	**Commissioning**													
74	2401.00	Commissioning	$45,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
75	2402.00	Commissioning Contingency (10%)	$4,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
76	*	**Financing/Interest**													
77	2501.00	Interest	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Total	$18,866,799.89	$85,772.63	$138,567.62	$107,522.32	$108,728.28	$199,678.51	$170,478.51	$103,695.89	$36,104.76	$505,455.95	$533,531.41	$1,145,647.93	$1,119,603.76
		HST	14%	$12,008.17	$19,399.47	$15,053.12	$15,221.96	$27,954.99	$23,866.99	$14,517.42	$5,054.67	$70,763.83	$74,694.40	$160,390.71	$156,744.53
		Total Monthly Invoice (Less Rebate)		$97,780.80	$157,967.09	$122,575.44	$123,950.23	$227,633.50	$194,345.50	$118,213.31	$41,159.42	$576,219.78	$608,225.81	$1,306,038.64	$1,276,348.29
		Cumulative Total (excl Holdback and HST)		$361,230.52	$499,798.14	$607,320.46	$716,048.73	$915,727.24	$1,086,205.75	$1,189,901.64	$1,226,006.39	$1,731,462.34	$2,264,993.75	$3,410,641.68	$4,530,245.44
	**	Loan Draw #		4	5	6	7	8	9						
		Loan Draws		$85,772.63	$138,567.62	$107,522.32	$108,728.28	$199,678.51	$170,478.51	$103,695.89	$36,104.76	$505,455.95	$533,531.41	$1,145,647.93	$1,119,603.76
		HST	14%	$12,008.17	$19,399.47	$15,053.12	$15,221.96	$27,954.99	$23,866.99	$14,517.42	$5,054.67	$70,763.83	$74,694.40	$160,390.71	$156,744.53
		Total Loan Draw		$97,780.80	$157,967.09	$122,575.44	$123,950.23	$227,633.50	$194,345.50	$118,213.31	$41,159.42	$576,219.78	$608,225.81	$1,306,038.64	$1,276,348.29
		Cumulative Loan Draws (excl HST)		$361,230.52	$499,798.14	$607,320.46	$716,048.73	$915,727.24	$1,086,205.75	$1,189,901.64	$1,226,006.39	$1,731,462.34	$2,264,993.75	$3,410,641.68	$4,530,245.44
		Cumulative Loan Draw less Cumulative Total		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1	2	3	4	11	12	13	14	15	16	17	18	19	20	21	22

Row #	Cost Code	Budget Item	Budget	Apr 2027	May 2027	Jun 2027	Jul 2027	Aug 2027	Sep 2027	Oct 2027	Nov 2027	Dec 2027	Jan 2028	Feb 2028	Mar 2028
1	*	**GENERAL REQUIREMENTS AND ALLOWANCES**		18	19	20	21	22	23	24	25	26	27	28	29
9	*	**Construction**													
10	900.0	Total Construction Costs	$15,238,096.00	$1,601,523.89	$1,624,381.03	$1,468,952.45	$1,336,381.02	$1,302,857.21	$1,127,619.10	$988,952.43	$667,428.60	$540,952.41	$435,809.55	$342,857.16	$220,952.39
11	910.0	Construction Contingency (5%)	$761,904.00	$19,047.60	$57,142.80	$57,142.80	$57,142.80	$19,047.60	$19,047.60	$19,047.60	$38,095.20	$38,095.20	$38,095.20	$38,095.20	$76,190.40
12	*	**Pre-Design**													
13	1801.00	Program & Preliminary Design (Phase 1)	$117,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
14	1802.00	Archaeological Assessment	$9,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
15	1803.00	Surveys (Utility Inverts)	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
16	1804.00	Surveys (Phase I ESA)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
17	1805.00	Surveys (Phase II ESA)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
18	1806.00	Surveys (Topographical)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
19	1807.00	Surveys (Geotechnical)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
20	1808.00	Aquifer Testing and Analysis	$29,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
21	1809.00	Energy Modeling	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
22	1810.00	NSP Energy Model Rebate	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
23	*	**Design**													
24	1901.00	Design Consultants (Prime)	$1,295,000.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00	$22,015.00
25	1902.0	Design Consultants Expenses (Prime)	$12,000.00	$360.00	$720.00	$360.00	$720.00	$360.00	$720.00	$360.00	$720.00	$360.00	$720.00	$360.00	$600.00
26	1903.00	Design Consultants FF&E	$32,375.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
27	1904.00	Design Consultants Signage & Wayfinding	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
28	1905.00	Well Pump, Treatment, and Equipment Design	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
29	1906.00	Contingency (5%)	$67,468.75	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$3,373.44	$0.00	$0.00
30	*	**Land Purchase**													
31	2001.00	Land Purchase	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
32	2002.00	Demolition	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
33	2003.00	NS Power	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
34	2004.00	Property Tax	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
35	2005.00	Landscaping	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
36	2006.00	Unsuitable Soils (Allowance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
37	2007.00	Rock Breaking (Allowance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
38	*	**Project Management & Other Soft Costs**													
39	2101.00	Project Management Fees	$365,978.75	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67	$17,572.67
40	2102.00	Project Management Expenses	$2,500.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$250.00
41	2103.00	Cost Consulting	$13,289.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
42	2104.00	Materials Testing (Steel and Geotech)	$125,000.00	$12,500.00	$12,500.00	$12,500.00	$0.00	$0.00	$12,500.00	$0.00	$12,500.00	$0.00	$0.00	$0.00	$12,500.00
43	2105.00	Well Drilling	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
44	2106.00	Legal Advice	$10,000.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$0.00
45	2107.00	Accounting (Loan Monitoring, Draws, Financing)	$10,000.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00
46	2108.00	Printing/Tendering	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
47	2109.00	Owner Expenses (Meetings, Travel, etc.)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
48	2110.00	Interim Insurance	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
49	2111.00	Public Relations	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
50	2112.00	Backflow Prevention Testing	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
51	2113.00	Permits (Highway ROW)	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
52	2114.00	Elevator Licensing	$500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$500.00
53	2115.00	Department of Environment (Wells, Kitchen)	$2,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,500.00
54	2116.00	PM Contingency (5%)	$29,213.39	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
55	*	**Furnishings & Equipment**													
56	2201.00	General Equipment Allowance	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$75,000.00	$75,000.00	$150,000.00
57	2202.0	Kitchen	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$25,000.00
58	2203.0	Emergency Signalling	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$10,000.00	$0.00
59	2204.00	Window Treatments	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,500.00
60	2205.00	Interior Signage/Wayfinding	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$750.00
61	2206.00	Exterior Signage	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62	2207.00	Access Control	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
63	2208.00	Security Equipment (Intrusion and Cameras)	$15,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$7,500.00
64	2209.00	AV Equipment (Tv's, Meeting, Speakers)	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
65	2210.00	Comms Equipment (Internet, Cellular, Phones etc)	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$15,000.00
66	2211.00	Well Pump and Treatment Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
67	2212.00	FF&E Contingency (15%)	$66,225.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$66,225.00
68	*	**Start-Up/Occupancy**													
69	2301.00	Cleaning (Outsourced)	$2,250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
70	2302.00	Moving Expenses	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$5,000.00
71	2303.00	Opening Ceremonies	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
72	2304.00	Post Occupancy Changes	$80,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
73	*	**Commissioning**													
74	2401.00	Commissioning	$45,000.00	$2,250.00	$2,250.00	$2,250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$11,250.00	$11,250.00
75	2402.00	Commissioning Contingency (10%)	$4,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

76	*	**Financing/Interest**													
77	2501.00	Interest	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Total	$18,866,799.89	$1,679,517.60	$1,740,829.94	$1,585,041.36	$1,438,079.93	$1,366,100.92	$1,203,722.81	$1,052,196.14	$762,579.91	$623,243.72	$593,460.85	$518,025.03	$636,555.46
		HST	14%	$235,132.46	$243,716.19	$221,905.79	$201,331.19	$191,254.13	$168,521.19	$147,307.46	$106,761.19	$87,254.12	$83,084.52	$72,523.50	$89,117.76
		Total Monthly Invoice (Less Rebate)		$1,914,650.06	$1,984,546.13	$1,806,947.15	$1,639,411.12	$1,557,355.04	$1,372,244.01	$1,199,503.60	$869,341.10	$710,497.84	$676,545.37	$590,548.53	$725,673.23
		Cumulative Total (excl Holdback and HST)		$6,209,763.04	$7,950,592.98	$9,535,634.34	$10,973,714.27	$12,339,815.18	$13,543,537.99	$14,595,734.13	$15,358,314.04	$15,981,557.76	$16,575,018.61	$17,093,043.64	$17,729,599.10
	**	Loan Draw #													
		Loan Draws		$1,679,517.60	$1,740,829.94	$1,585,041.36	$1,438,079.93	$1,366,100.92	$1,203,722.81	$1,052,196.14	$762,579.91	$623,243.72	$593,460.85	$518,025.03	$636,555.46
		HST	14%	$235,132.46	$243,716.19	$221,905.79	$201,331.19	$191,254.13	$168,521.19	$147,307.46	$106,761.19	$87,254.12	$83,084.52	$72,523.50	$89,117.76
		Total Loan Draw		$1,914,650.06	$1,984,546.13	$1,806,947.15	$1,639,411.12	$1,557,355.04	$1,372,244.01	$1,199,503.60	$869,341.10	$710,497.84	$676,545.37	$590,548.53	$725,673.23
		Cumulative Loan Draws (excl HST)		$6,209,763.04	$7,950,592.98	$9,535,634.34	$10,973,714.27	$12,339,815.18	$13,543,537.99	$14,595,734.13	$15,358,314.04	$15,981,557.76	$16,575,018.61	$17,093,043.64	$17,729,599.10
		Cumulative Loan Draw less Cumulative Total		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1	2	3	4	23	24	25	26	27	28	29	30	31	32	33	34

Row #	Cost Code	Budget Item	Budget	Apr 2028	May 2028	Jun 2028	Jul 2028	Aug 2028	Sep 2028	Oct 2028	Nov 2028	Dec 2028	Jan 2029	Feb 2029	Mar 2029
1	*	**GENERAL REQUIREMENTS AND ALLOWANCES**		30	31	32	33	34	35	36	37	38	39	40	41
9	*	**Construction**													
10	900.0	Total Construction Costs	$15,238,096.00	$175,238.10	$457,142.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
11	910.0	Construction Contingency (5%)	$761,904.00	$76,190.40	$76,190.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
12	*	**Pre-Design**													
13	1801.00	Program & Preliminary Design (Phase 1)	$117,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
14	1802.00	Archaeological Assessment	$9,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
15	1803.00	Surveys (Utility Inverts)	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
16	1804.00	Surveys (Phase I ESA)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
17	1805.00	Surveys (Phase II ESA)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
18	1806.00	Surveys (Topographical)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
19	1807.00	Surveys (Geotechnical)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
20	1808.00	Aquifer Testing and Analysis	$29,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
21	1809.00	Energy Modeling	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
22	1810.00	NSP Energy Model Rebate	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
23	*	**Design**													
24	1901.00	Design Consultants (Prime)	$1,295,000.00	$22,015.00	$22,015.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
25	1902.0	Design Consultants Expenses (Prime)	$12,000.00	$300.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
26	1903.00	Design Consultants FF&E	$32,375.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
27	1904.00	Design Consultants Signage & Wayfinding	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
28	1905.00	Well Pump, Treatment, and Equipment Design	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
29	1906.00	Contingency (5%)	$67,468.75	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
30	*	**Land Purchase**													
31	2001.00	Land Purchase	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
32	2002.00	Demolition	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
33	2003.00	NS Power	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
34	2004.00	Property Tax	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
35	2005.00	Landscaping	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
36	2006.00	Unsuitable Soils (Allowance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
37	2007.00	Rock Breaking (Allowance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
38	*	**Project Management & Other Soft Costs**													
39	2101.00	Project Management Fees	$365,978.75	$17,572.67	$17,566.98	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
40	2102.00	Project Management Expenses	$2,500.00	$250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
41	2103.00	Cost Consulting	$13,289.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
42	2104.00	Materials Testing (Steel and Geotech)	$125,000.00	$12,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
43	2105.00	Well Drilling	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
44	2106.00	Legal Advice	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
45	2107.00	Accounting (Loan Monitoring, Draws, Financing)	$10,000.00	$250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
46	2108.00	Printing/Tendering	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
47	2109.00	Owner Expenses (Meetings, Travel, etc.)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
48	2110.00	Interim Insurance	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
49	2111.00	Public Relations	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
50	2112.00	Backflow Prevention Testing	$1,500.00	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
51	2113.00	Permits (Highway ROW)	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
52	2114.00	Elevator Licensing	$500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
53	2115.00	Department of Environment (Wells, Kitchen)	$2,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
54	2116.00	PM Contingency (5%)	$29,213.39	$29,213.39	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
55	*	**Furnishings & Equipment**													
56	2201.00	General Equipment Allowance	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
57	2202.0	Kitchen	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
58	2203.0	Emergency Signalling	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
59	2204.00	Window Treatments	$5,000.00	$2,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
60	2205.00	Interior Signage/Wayfinding	$1,500.00	$750.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61	2206.00	Exterior Signage	$25,000.00	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62	2207.00	Access Control	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
63	2208.00	Security Equipment (Intrusion and Cameras)	$15,000.00	$7,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
64	2209.00	AV Equipment (Tv's, Meeting, Speakers)	$30,000.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
65	2210.00	Comms Equipment (Internet, Cellular, Phones etc)	$30,000.00	$15,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
66	2211.00	Well Pump and Treatment Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
67	2212.00	FF&E Contingency (15%)	$66,225.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
68	*	**Start-Up/Occupancy**													
69	2301.00	Cleaning (Outsourced)	$2,250.00	$0.00	$2,250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
70	2302.00	Moving Expenses	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
71	2303.00	Opening Ceremonies	$1,500.00	$0.00	$1,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
72	2304.00	Post Occupancy Changes	$80,000.00	$0.00	$80,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
73	*	**Commissioning**													
74	2401.00	Commissioning	$45,000.00	$11,250.00	$4,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
75	2402.00	Commissioning Contingency (10%)	$4,500.00	$4,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
76	*	**Financing/Interest**													
77	2501.00	Interest	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Total	$18,866,799.89	$431,529.56	$661,165.26	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		HST	14%	$60,414.14	$92,563.14	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

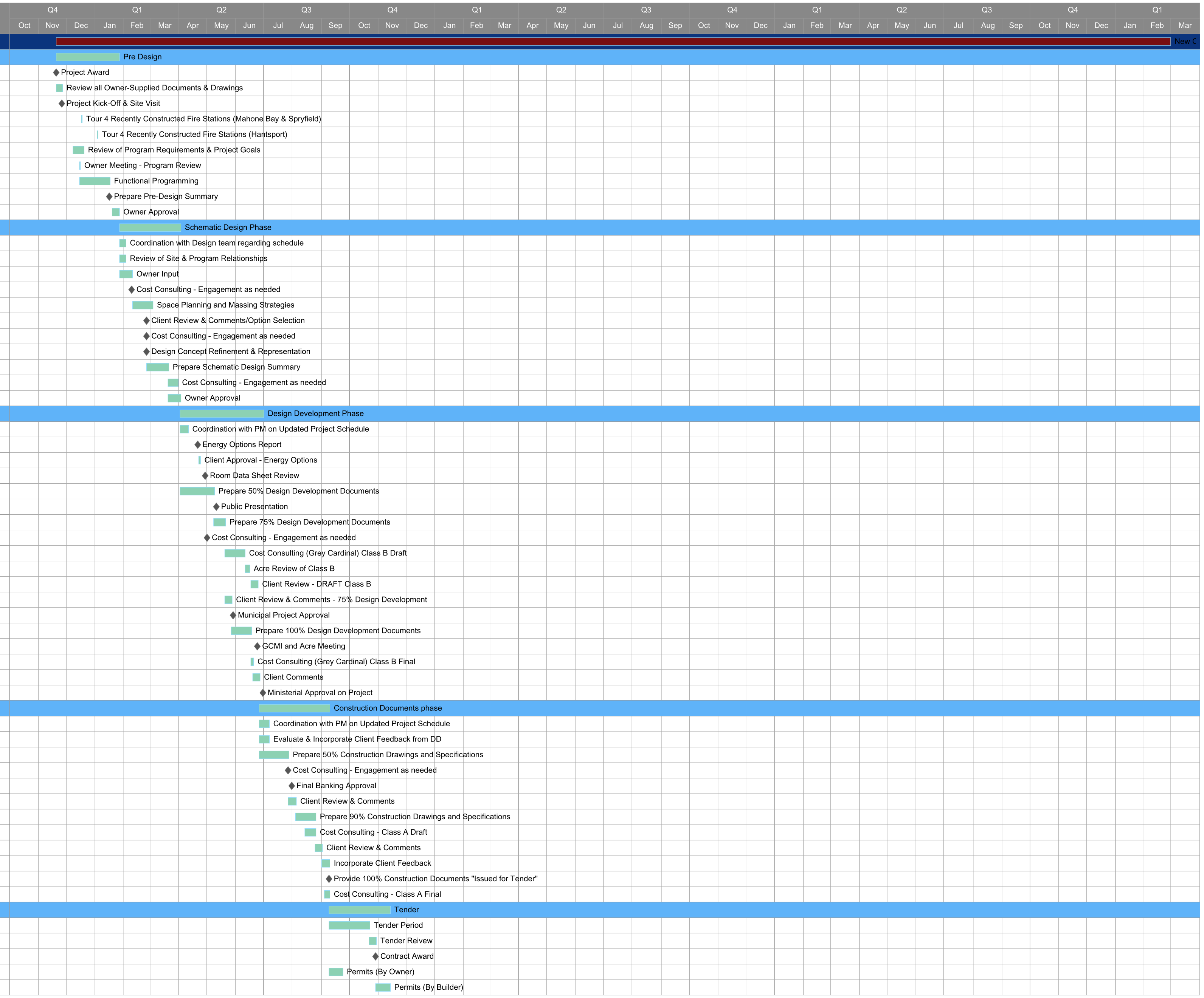
		Total Monthly Invoice (Less Rebate)		$491,943.70	$753,728.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Cumulative Total (excl Holdback and HST)		$18,161,128.67	$18,822,293.93										
	**	Mortgage Draw #													
		Loan Draws		$431,529.56	$661,165.26	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		HST	14%	$60,414.14	$92,563.14	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Total Loan Draw		$491,943.70	$753,728.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Cumulative Loan Draws (excl HST)		$18,161,128.67	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93	$18,822,293.93
		Cumulative Loan Draw less Cumulative Total		$0.00	$0.00										
1	2	3	4	35	36	37	38	39	40	41	42	43	44	45	46

Appendix 4

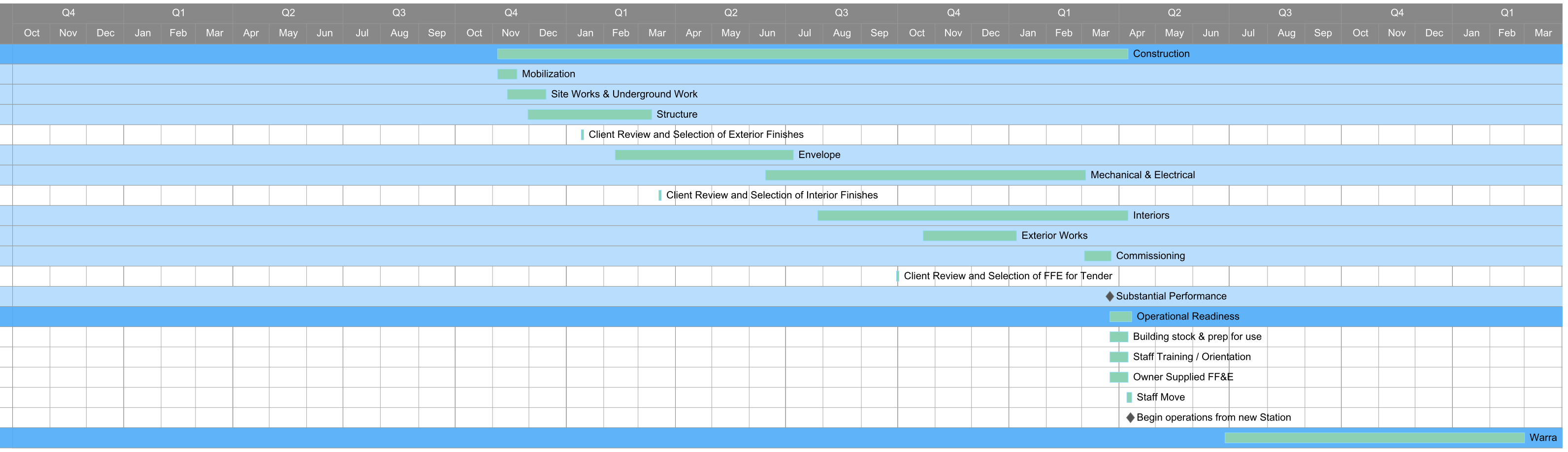
25277 - Project Schedule Report

GREY CARDINAL

	Primary	Duration	Start Date	End Date	% Complete
1	**New Chester Fire Station**	819.5d	20-Nov-2025	Feb 28, 2029	14%
2	**Pre Design**	38d	Nov 20, 2025	Jan 26, 2026	100%
3	Project Award	0	Nov 20, 2025	Nov 20, 2025	100%
4	Review all Owner-Supplied Documents & Drawings	1w	Nov 20, 2025	Nov 26, 2025	100%
5	Project Kick-Off & Site Visit	0	Nov 26, 2025	Nov 26, 2025	100%
6	Tour 4 Recently Constructed Fire Stations (Mahone Bay & Spryfield)	1d	Dec 17, 2025	Dec 17, 2025	100%
7	Tour 4 Recently Constructed Fire Stations (Hantsport)	1d	Jan 3, 2026	Jan 3, 2026	100%
8	Review of Program Requirements & Project Goals	2w	Dec 8, 2025	Dec 19, 2025	100%
9	Owner Meeting - Program Review	1d	Dec 15, 2025	Dec 15, 2025	100%
10	Functional Programming	15d	Dec 15, 2025	Jan 16, 2026	100%
11	Prepare Pre-Design Summary	0	Jan 16, 2026	Jan 16, 2026	100%
12	Owner Approval	6d	Jan 19, 2026	Jan 26, 2026	100%
13	**Schematic Design Phase**	46.5d	Jan 27, 2026	Apr 2, 2026	100%
14	Coordination with Design team regarding schedule	1w	Jan 27, 2026	Feb 2, 2026	100%
15	Review of Site & Program Relationships	1w	Jan 27, 2026	Feb 2, 2026	100%
16	Owner Input	10d	Jan 27, 2026	Feb 9, 2026	100%
17	Cost Consulting - Engagement as needed	0	Feb 9, 2026	Feb 9, 2026	100%
18	Space Planning and Massing Strategies	3w	Feb 10, 2026	Mar 3, 2026	100%
19	Client Review & Comments/Option Selection	0	Feb 25, 2026	Feb 25, 2026	100%
20	Cost Consulting - Engagement as needed	0	Feb 25, 2026	Feb 25, 2026	100%
21	Design Concept Refinement & Representation	0	Feb 25, 2026	Feb 25, 2026	100%
22	Prepare Schematic Design Summary	3.5w	Feb 25, 2026	Mar 20, 2026	100%
23	Cost Consulting - Engagement as needed	6d	Mar 20, 2026	Mar 30, 2026	100%
24	Owner Approval	9d	Mar 20, 2026	Apr 2, 2026	100%
25	**Design Development Phase**	60.5d	Apr 2, 2026	Jun 30, 2026	44%
26	Coordination with PM on Updated Project Schedule	1w	Apr 2, 2026	Apr 10, 2026	100%
27	Energy Options Report	0	Apr 21, 2026	Apr 21, 2026	100%
28	Client Approval - Energy Options	2d	Apr 22, 2026	Apr 23, 2026	100%
29	Room Data Sheet Review	0	Apr 29, 2026	Apr 29, 2026	100%
30	Prepare 50% Design Development Documents	5w	Apr 2, 2026	May 8, 2026	100%
31	Public Presentation	0	May 11, 2026	May 11, 2026	100%
32	Prepare 75% Design Development Documents	7d	May 8, 2026	May 20, 2026	90%
33	Cost Consulting - Engagement as needed	0	May 1, 2026	May 1, 2026	100%
34	Cost Consulting (Grey Cardinal) Class B Draft	3w	May 20, 2026	Jun 10, 2026	0%
35	Acre Review of Class B	2d	Jun 11, 2026	Jun 15, 2026	0%
36	Client Review - DRAFT Class B	5d	Jun 17, 2026	Jun 24, 2026	0%
37	Client Review & Comments - 75% Design Development	1w	May 20, 2026	May 27, 2026	0%
38	Municipal Project Approval	0	May 29, 2026	May 29, 2026	0%
39	Prepare 100% Design Development Documents	3w	May 27, 2026	Jun 17, 2026	0%
40	GCMI and Acre Meeting	0	Jun 24, 2026	Jun 24, 2026	0%
41	Cost Consulting (Grey Cardinal) Class B Final	2d	Jun 17, 2026	Jun 19, 2026	0%
42	Client Comments	1w	Jun 19, 2026	Jun 26, 2026	0%
43	Ministerial Approval on Project	0	Jun 30, 2026	Jun 30, 2026	0%
44	**Construction Documents phase**	50d	Jun 26, 2026	Sep 9, 2026	0%
45	Coordination with PM on Updated Project Schedule	1w	Jun 26, 2026	Jul 6, 2026	0%
46	Evaluate & Incorporate Client Feedback from DD	1w	Jun 26, 2026	Jul 6, 2026	0%
47	Prepare 50% Construction Drawings and Specifications	4w	Jun 26, 2026	Jul 27, 2026	0%
48	Cost Consulting - Engagement as needed	0	Jul 27, 2026	Jul 27, 2026	0%
49	Final Banking Approval	0	Jul 31, 2026	Jul 31, 2026	0%
50	Client Review & Comments	1w	Jul 27, 2026	Aug 4, 2026	0%
51	Prepare 90% Construction Drawings and Specifications	3w	Aug 4, 2026	Aug 25, 2026	0%
52	Cost Consulting - Class A Draft	7d	Aug 14, 2026	Aug 25, 2026	0%
53	Client Review & Comments	1w	Aug 25, 2026	Sep 1, 2026	0%
54	Incorporate Client Feedback	1w	Sep 1, 2026	Sep 9, 2026	0%
55	Provide 100% Construction Documents "Issued for Tender"	0	Sep 9, 2026	Sep 9, 2026	0%
56	Cost Consulting - Class A Final	2d	Sep 4, 2026	Sep 9, 2026	0%
57	**Tender**	45d	Sep 9, 2026	Nov 13, 2026	0%
58	Tender Period	30d	Sep 9, 2026	Oct 22, 2026	0%
59	Tender Reivew	5d	Oct 22, 2026	Oct 29, 2026	0%
60	Contract Award	0	Oct 29, 2026	Oct 29, 2026	0%
61	Permits (By Owner)	2w	Sep 9, 2026	Sep 23, 2026	0%
62	Permits (By Builder)	2w	Oct 29, 2026	Nov 13, 2026	0%



	Primary	Duration	Start Date	End Date	% Complete
63	**Construction**	**356d**	**Nov 5, 2026**	**Apr 7, 2028**	**0%**
64	**Mobilization**	**10d**	**Nov 5, 2026**	**Nov 20, 2026**	**0%**
65	**Site Works & Underground Work**	**21d**	**Nov 13, 2026**	**Dec 14, 2026**	**0%**
66	**Structure**	**70d**	**Nov 30, 2026**	**Mar 11, 2027**	**0%**
67	Client Review and Selection of Exterior Finishes	1d	Jan 13, 2027	Jan 14, 2027	0%
68	**Envelope**	**100d**	**Feb 10, 2027**	**Jul 6, 2027**	**0%**
69	**Mechanical & Electrical**	**180d**	**Jun 14, 2027**	**Mar 3, 2028**	**0%**
70	Client Review and Selection of Interior Finishes	1d	Mar 18, 2027	Mar 19, 2027	0%
71	**Interiors**	**175d**	**Jul 27, 2027**	**Apr 7, 2028**	**0%**
72	**Exterior Works**	**50d**	**Oct 22, 2027**	**Jan 6, 2028**	**0%**
73	**Commissioning**	**15d**	**Mar 3, 2028**	**Mar 24, 2028**	**0%**
74	Client Review and Selection of FFE for Tender	1d	Sep 30, 2027	Oct 1, 2027	0%
75	**Substantial Performance**	**0**	**Mar 24, 2028**	**Mar 24, 2028**	**0%**
76	**Operational Readiness**	**11d**	**Mar 24, 2028**	**Apr 10, 2028**	**0%**
77	Building stock & prep for use	10d	Mar 24, 2028	Apr 7, 2028	0%
78	Staff Training / Orientation	10d	Mar 24, 2028	Apr 7, 2028	0%
79	Owner Supplied FF&E	10d	Mar 24, 2028	Apr 7, 2028	0%
80	Staff Move	1d	Apr 7, 2028	Apr 10, 2028	0%
81	Begin operations from new Station	0	Apr 10, 2028	Apr 10, 2028	0%
82	**Warranty**	**175d**	**Jun 27, 2028**	**Feb 28, 2029**	**0%**



Appendix 5

CHESTER FIRE SERVICES COMMITTEE

BORROWING RESOLUTION

Amount: $ 20,000,000

Capital Projects Description:
New Chester Fire Station: Phase 3/Construction

WHEREAS the Chester Fire Services Committee (hereinafter referred to as the CSFC) was incorporated on 10/17/23 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Village of Chester and the Municipality of the District of Chester entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the CSFC pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of New Chester Fire Station: Phase 3/Construction;

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for the municipal parties are attached at Schedule "A"; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing and municipal guarantees have been approved by the Minister of Municipal Affairs;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 92 of the Municipal Government Act, and subject to the approval of the Minister of Municipal Affairs, the CSFC borrow a sum or sums not to exceed Twenty Million Dollars ($ 20,000,000) for the purpose set out above;

THAT the sum be borrowed by the issue and sale of debentures of the CSFC of an amount as the CSFC deems necessary;

THAT pursuant to Section 92 of the Municipal Government Act, the issue of debentures be postponed and that a sum or sums not to exceed Twenty Million Dollars ($ 20,000,000) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twenty Four (24) Months from the date of the approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and,

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Chester Fire Services Committee held on the __13__ day of ____May_____, 2026.

GIVEN under the hands of the Chair and the Clerk and under the seal of the Committee this _____ day of ____May______, 2026.

____
Chair

____
Secretary-Treasurer

CHESTER FIRE SERVICES COMMITTEE
NOVA SCOTIA CORPORATION

CHESTER FIRE SERVICES COMMITTEE

BORROWING RESOLUTION

Amount: $ 20,000,000

Capital Projects: Detailed in Schedule "B"
New Chester Fire Station: Phase 3/Construction

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Village of Chester	50%	$10,000,000
Municipality of the District of Chester	50%	$10,000,000
Total Capital Requirements for Borrowing Resolution	**100%**	**$20,000,000**

Schedule 6.2.a

Village of Chester

Tax Exemption for Non-Profit Organizations By-law

A By-law of the Village of Chester, in the Province of Nova Scotia, to authorize a tax exemption for property of a non-profit community group pursuant to the provisions of the ***Municipal Government Act***, article 71.

WHEREAS the Commission of the Village of Chester has the powers of a municipality to make by-laws pursuant to the Municipal Government Act, article 429(1) for tax reductions, exemptions, and deferrals; and

WHEREAS the Commission of the Village of Chester has authority to pass a bylaw to exempt non-profit organizations from taxation pursuant to article 71(1) of the Municipal Government Act; and

BE IT RESOLVED that the following By-law is hereby approved as the Tax Exemption By-law for the Village of Chester,

NOW THEREFORE PURSUANT to the provisions of the Municipal Government Act, Chapter 21, the Commission of the Village of Chester, Nova Scotia, in regular session duly assembled, enacts as follows:

1. Severability

If any provision of this by-law is declared invalid because of any word, phrase, clause, sentence, paragraph or section of this by-law or any documents which form part of this by-law or an application thereof to any person or circumstance is declared invalid, the remaining provisions shall not be affected thereby, but shall remain in force.

2. Real Property

2.1 This by-law allows for non-profit organization exemptions in full or in part from the Village of Chester's Property Tax levy for General Government Services only.

2.2 An exemption to the Property Tax levy for Fire and Emergency Services is not permitted under this by-law.

2.3 Subject to this by-law, the non-profit organizations named in Appendix A shall be granted full or partial exemptions from the Village Commission's Property Tax as listed therein.

2.4 When the named non-profit organization(s) cease to occupy the property cited, then the exemption from taxation shall cease and the owner of the real property shall immediately be liable for the real property tax on such real property for the portion of the year unexpired.

2.5 A registered non-profit organization that is not named in Appendix A may apply to the Commission for consideration using the form in Appendix B.

2.6 The Appendices may be amended by Commission motion.

3. Eligibility

3.1 To be eligible the organization must be incorporated as:

- A registered society or a registered non-profit cooperative under the Societies Act (Nova Scotia Registry of Joint Stocks Companies); or
- A registered not-for-profit corporation under the Canada Not for Profit Corporations Act (Industry Canada); or
- A registered Canadian charity (Canada Revenue Agency); or
- An organization incorporated by an Act of the Nova Scotia Legislature or the Parliament of Canada

3.2 The organization must be located within the boundaries of the Village of Chester.

4. Effective Date

This amended by-law shall come into force and effect commencing in the Fiscal Year on April 1st, 2024.

5. Repeal and Replace

Previously adopted versions of the Village of Chester's Tax Exemptions for Non-Profit Organizations By-law are hereby repealed and replaced upon the effective date of adoption of this amended by-law.

Village of Chester
Clerk's Annotation for Official By-law Book
Re: Tax Exemption for Non-Profit Organizations By-law (Amendment)

Date of first reading: December 13, 2024

Date of advertisement of notice of intent: January 3, 2024

Date of second/final reading: February 21, 2024 (Motion #24-008)

Date of advertisement of passage of by-law: March 6, 2024

Date of mailing to Provincial Minister a certified copy of the by-law: March 1, 2024

I certify that this by-law was adopted by the Village Commission and advertised as indicated above.

Nancy E. Hatch

Nancy Hatch
Commission Chair

Heather McCallum
Clerk/Treasurer

Appendix A
List of Approved Organizations for Tax Exemption

Subject to the ***Tax Exemption for Non-Profit Organizations By-law***, the following non-profit organizations shall be exempt from the Village Commission's Property Tax as follows:

- Chester Garden Club
  Civic address: Water Street, Chester
  Exemption: 100%
  Municipal account number: 10858615

- Our Health Centre
  Civic address: 3769 Highway #3, Chester
  Exemption: 50%
  Municipal account number: 05053455

Schedule 6.2.b

Village of Chester
Property Tax Exemption Policy (2025)

The *Municipal Government Act*, Section 69, permits a Municipality to grant a tax exemption for low-income earners. Sections 429 and 440(1) permit a Village to do the same.

1.0 Scope

It shall be the policy of the Village of Chester to have clear terms and conditions to provide annual partial property tax relief for low-income property owners.

1.1 Income means a person's total income (total income before deductions) from all sources for the calendar year preceding the fiscal year of the Village of Chester, excluding any allowances paid pursuant to the War Veterans Allowance Act (Canada) or Pension paid pursuant to the Pension Act (Canada) and includes:

i. The income of all assessed owners, their spouse(s), including common law spouses who occupy the property as their principal residence;
ii. The income from members of the same family residing in the same household, who contribute to the household expenses; and
iii. Those who hold an interest in the property and contribute to the household expenses.

1.2 Owner and those who hold an interest in the property includes:

i. The person assessed for the property;
ii. A person who holds title including a part owner, joint owner, tenant in common, or joint tenant of the property; and
iii. A person with a life interest in the property; and
iv. A person with a matrimonial interest.

Not included are those with a leasehold interest and those with an interest under an agreement of purchase and sale.

1.3 Principal Residence is the ordinary place of residence for a greater part of the year of an owner as well as an owner in a hospital or nursing care facility, unless that person has not slept at the property for a period of two (2) years or more, or unless the property has been rented to paying tenants, in either of which event, the property shall be deemed to cease being the owner's ordinary place of residence.

1.4 Same family in section 1.1(ii) defined as including, but not limited to children, or stepchildren connected to at least one of the legally married or common-law couples included in 1.1(i).

2.0 The Director of Finance of the Municipality shall grant an exemption as follows:

i. For owners with an income Level of $20,000 or less the exemption shall be the lesser of $536 or the tax on the Village of Chester area rate only.
ii. For owners with an income Level of $20,001 to $29,999 the tax exemption shall be the lesser of $374 or the tax on the Village of Chester area rate only.
iii. For owners with an income Level of $30,000 to $40,000 the tax exemption shall be the lesser of $268 or the tax on the Village of Chester area rate only.

3.0 A person or persons applying for an exemption must:

i. Make an affidavit:
   a) Regarding his/her income from all sources in the calendar year preceding the Municipal taxation year for which the exemption is sought. Satisfactory verification of income must be presented to substantiate the exemption. Exemption form attached as Schedule “A”.
   b) Verify that any person who either holds an interest in the property or are family members residing in the same household, whose income is not included in household income pursuant to clause 1.1 (ii), does not contribute to paying household expenses.
   c) Provide satisfactory verification of income to substantiate the exemption. Satisfactory evidence includes a CRA notice of assessment, GST/HST credit notice, and copy of tax return prepared by a third-party tax preparer.

ii. Apply for the exemption each year prior to March 31st of the Municipal taxation year.

4.0 The exemption shall only apply to a property where at least one of the assessed owners occupies it as his/her principal residence.

5.0 Prior to an exemption being granted, all outstanding debts to the Municipality, which are not a lien on the property, shall be paid in full. This would include any fees such as building permit fees, landfill tipping fees, recreation fees, etc.

6.0 A refusal to grant an exemption pursuant to this Policy may be appealed to Village Commission.

7.0 Annually, tax exemption income levels and the exemption amounts will be adjusted as follows:

i. Annual adjustments in the income levels, below which an exemption for taxation is granted, will be adjusted by either the annual increase in CPI for Nova Scotia or to the extent that Village Commission considers appropriate.

ii. Annual adjustments in the scale of exemption amounts granted will be adjusted by either the annual increase in the average residential tax bill for the general tax rate, and waste collection and disposal area rate, and the tax on the Village of Chester area rate, or to the extent that village Commission considers appropriate.

Approved: Jul 8, 2020	**Motion #** 20-230
Amended: Sep 24, 2020	**Motion #** 20-259
Amended: Oct 13, 2021	**Motion #** 21-132
Amended: Oct 12, 2022	**Motion #** 22-117
Amended: Nov 8, 2023	**Motion #** 23-115
Amended: May 21, 2025	**Motion # 25-044**

I certify that this Policy was adopted by the Village of Chester Commission as indicated above.

Clerk/Treasurer

May 23, 2025
Date

Schedule 6.2.c

Village of Chester Commission

Reimbursement Policy (2024)

1.0 Purpose

The Village of Chester will provide for the reimbursement of travel expenses incurred by a commissioner or employee while conducting Village business away from their regular office/workspace or the community.

2.0 Policy Statement

This policy provides direction for the reimbursement of commissioners and employees for all reasonable and appropriate expenses for travel, meals, and accommodations incurred in the course of carrying out their duties and responsibilities and attending meetings, courses, seminars, or conferences approved by the Commission.

3.0 Guidelines

3.1 The Clerk/Treasurer shall be responsible to implement and adhere to this policy.

3.2 Individuals must submit an Expense Claim to receive reimbursement.

3.3 Travel Expense Claims including receipts must be submitted within 30 days of completion of the travel.

3.4 Alcohol purchases are not an allowable expense for commissioners or employees of the Village while travelling for Village business and will not be reimbursed, except under provisions of the Village Hospitality Policy.

3.5 Entertainment/hospitality expenses are deemed to be unreasonable and will not be reimbursed, except under provisions of the Village Hospitality Policy.

4.0 Meal Allowances

4.1 A reasonable out-of-pocket costs will be reimbursed for personal meals while travelling on Village business attending meetings. Itemized receipts are not required when claiming the maximum meal rate.

4.2 The cost of breakfast may be claimed only when travelling for more than one hour before the recognized time for the usual start of the day's work.

4.3 The cost of dinner may be claimed only when traveller is not expected to return home before 6:30PM.

4.4 Per diem maximum without receipts rates:

Breakfast	$15.00
Lunch	$20.00
Dinner	$35.00
Incidentals	$10.00
Total	$80.00 per day

5.0 Eligible Vehicle Expenses

5.1 Where car travel is indicated as the most suitable mode of transportation, an employee may use their own vehicle and be reimbursed at the current Government of Nova Scotia Kilometrage and Transportation Allowance Rate (kilometrage-and-transportation-allowance-rates-government-and-public-sector-body-employees-en.pdf (novascotia.ca))

5.2 Car rental reimbursement will be made for rental of economy type cars at destination.

5.3 All parking expenses and bridge, highways, or ferry tolls will be reimbursed as appropriate (receipts required).

6.0 Travel Advances

6.1 Estimates for travel, meals, and accommodations in excess of $150.00 may require an advance paid to the traveller.

6.2 All travellers must complete and sign a Travel Advance Expense Claim prior to the issuing of a cheque.

6.3 Reconciliation of Travel Advance and actual Travel Expenses must be completed within 15 days on return.

7.0 Reporting Requirements

7.1 In accordance with the *Municipal Government Act*, an Expense Report that describes all the expenses incurred by Commissioners and the Clerk/Treasurer will be prepared for each fiscal quarter and posted on the Village website within 90 days of the end of each quarter.

7.2 By September 30th of each year, prepare and file an annual summary report of the previous fiscal year with the Minister of Municipal Affairs.

7.3 The Village Commission shall review this policy annually for presentation at the Annual Public Meeting and either re-adopt or amend the policy.

Approved: January 15, 2020	**Motion #** 20-159
Amended: June 22, 2022	**Motion #** 22-280
Amended: June 5, 2023	**Motion #** 23-070
Amended: May 27, 2024	**Motion # 24-037**
Amended:	**Motion #**

I certify that this Policy was adopted by the Village of Chester Commission as indicated above.

Clerk/Treasurer

May 28, 2024
Date

Village of Chester Commission

Hospitality Policy (2024)

1.0 Purpose

The Village of Chester recognizes that gifts and hospitality related activities are, at times, appropriate and legitimate expenses to support the Village's strategic and business objectives. The offering of gifts and hospitality will be done in such a manner to safeguard the appropriate use of public funds.

2.0 Policy Statement

This policy provides direction and guidance with respect to the offering of hospitality in an accountable and economical manner for the facilitation of government business and/or for reasons of diplomacy, protocol, business development, or promotional advocacy and not provide any personal benefit to commissioners or employees of the Village.

3.0 Hospitality

3.1 "Hospitality" and "hospitality event" is defined in this policy as a reception, ceremony, conference or other group event that involves hosting individuals from outside the Village. Hospitality may be offered under the following circumstances:

a) Hosting dignitaries;
b) Engaging in official public matters with representatives from other governments;
c) Hosting business, industry/labour leaders, or other community leaders;
d) Sponsoring or hosting conferences;
e) Hosting ceremonies or recognition events; and
f) Other official functions, as approved by the Village Commission.

3.2 "Hospitality expense" is defined in this policy as the cost of meals/catering and beverages, rented meeting space/accommodation, gifts, event staffing, and other expenses associated with the act of holding, hosting, or sponsoring a hospitality event.

3.3 Alcohol

a) While the standard for hospitality is the provision of non-alcoholic beverages, the provision of alcohol in the context of hospitality is deemed an acceptable expense in limited circumstances. Any request for approval to serve alcohol at a hospitality event requires prior approval by the Village Commission.

b) All representatives and employees of the Village are expected to act responsibly in the care and well-being of themselves and their guests with respect to the provision of alcohol. Food must be served at all events where alcohol is provided for hospitality purposes, and non-alcoholic beverages must also be available.

c) All applicable liquor laws and licensing requirements must be adhered to in addition to the principles of this policy.

d) Per the Reimbursement Policy, alcohol is not an allowable expense for commissioners or employees of the Village while travelling for Village business.

3.4 Gifts

a) For reasons of diplomacy, protocol, business development, or promotional advocacy, the giving of token gifts to individuals who are not employees or representatives of the Village is sometimes appropriate.

b) Any giving of individual gifts exceeding $50 in value requires prior approval by the Village Commission.

4.0 Prior Authorization

4.1 Subject to this policy, all hospitality events require prior authorization by the Village Commission. A hospitality event requires the following information for prior authorization:

a) Rational/purpose of the event;
b) Estimated number of attendees and their respective affiliations;
c) If alcohol is to be provided at the event, reasons the provision of alcohol is appropriate and warranted in the circumstances; and
d) Estimate itemized hospitality expenses, including gratuities and supplementary expenses.

4.2 In instances where a hospitality event has been held without prior approval, claims for reimbursement must provide the details outlined above and a document outlining the reasons prior approval was not possible.

5.0 Submission of Expenses

5.1 It is preferred that hospitality expenses shall be incurred directly by the Village by way of direct billing or use of the corporate credit card and not by way of reimbursement of expenses incurred by a commissioner or employee.

5.2 Any hospitality expenses incurred by individuals must be submitted on a Hospitality Expense Claim form. The completed expense claim must be submitted to the appropriate signing authority within 30 days after the hospitality event, along with a copy of the approved authorization documentation or explanation, per clause 4.1 and 4.2.

6.0 Reporting Requirements

6.1 In accordance with the *Municipal Government Act*, a Hospitality Expense Report that describes all the hospitality expenses incurred by the Village will be prepared for each fiscal quarter and posted on the Village website within 90 days of the end of each quarter.

6.2 By September 30th of each year, prepare and file an annual summary report of the previous fiscal year with the Minister of Municipal Affairs.

6.3 The Village Commission shall review this policy annually for presentation at the Annual Public Meeting and either re-adopt or amend the policy.

Approved: Jun 18, 2024	**Motion # 24-047**
Amended:	**Motion #**

I certify that this Policy was adopted by the Village of Chester Commission as indicated above.

Clerk/Treasurer

Jun 19, 2024
Date

Schedule 7.1

NOVA SCOTIA

Municipal Affairs
Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

April 22, 2026

Dear Mayors, Wardens and Village Chairs:

I am writing to provide an overview of the legislative amendments approved this spring in the House of Assembly that relate to municipal governance. These changes were a part of Bill 212 (c001.pdf). We are sharing this information to ensure Council has clarity on the intent and scope of these changes, as well as next steps.

Amendments to the *Municipal Government Act* and *Halifax Regional Charter Act*:

- Clarify the oversight relationship between councils and Chief Administrative Officers, affirming council's discretion to exclude the CAOs from meetings related to CAO performance (effective immediately).
- Enable councils to delegate CAO performance oversight to a committee (effective immediately).
- Clarify council's authority in approving CAO participation in external organizations and delegating responsibilities during CAO absences (effective immediately).
- Introduce mandatory onboarding training for newly elected councillors to support strong governance and informed decision-making. Will become effective after details are established in regulations.

These amendments are intended to strengthen municipal governance and support councils in their leadership and accountability roles.

We appreciate the support that you have shared for these changes either directly, through your MLA or through your associations. If council has questions or would like additional clarification, your municipal advisors would be pleased to assist.

In the coming months, the Nova Scotia Federation of Municipalities (NSFM) will be seeking your input on what mandatory training for newly elected councillors will look like in Nova Scotia. Our intention is that councillors feel equipped to fulfill their important responsibilities, how to work effectively with their colleagues and the staff of the municipality, and how to best deliver on the priorities of their constituents, the municipality and our beautiful province. Regulations will establish the minimum standards for mandatory training, such as the types of training, the timelines for completion, and key responsibilities. We will look to you to shape these requirements, through the work of NSFM.

Thank you for your continued partnership.

Yours truly,

John A. MacDonald

Honourable John A. MacDonald
Minister of Municipal Affairs

c: CAOs (please share with your councillors)
Village Clerks
Juanita Spencer, CEO, Nova Scotia Federation of Municipalities
Jeff Sunderland, Executive Director, Association of Municipal Administrators Nova Scotia

Schedule 7.2

NOVA SCOTIA

Emergency Management
Office of the Minister

Suite 601-1871 Upper Water Street, Halifax, Nova Scotia, Canada B3J 1S8 • Telephone 902-424-5620 • Minister.EmergencyManagement@novascotia.ca

May 8, 2026

David Mitchell
President, Nova Scotia Federation of Municipalities (NSFM)
Suite 1304, 1809 Barrington Street
Halifax, NS B3J 3K8
Via email: david.mitchell@bridgewater.ca

Dear David Mitchell and NSFM Members:

Recently, my team had the pleasure of connecting with many of you at the Nova Scotia Federation of Municipalities (NSFM) Spring Conference in Yarmouth (April 29- May 1). We deeply value the diverse perspectives of our municipal partners and have been listening intently to your feedback and questions. This ongoing dialogue will continue to help shape how we will strengthen fire services, together.

On May 2, 2026, my colleague, Minister John A. MacDonald, sent a letter to Mayor David Mitchell, President of the NSFM. This letter provides notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter provides advance notice of these changes for the **fiscal year 2027-2028** and beyond.

With the introduction of the *Act to Provide Support for Fire Protection Services*, the Department is providing one-year notice that all municipalities – whether they oversee fire services or not – will be required to:

- conduct a fire protection service review to ensure municipalities and fire service providers make evidence-based decisions about the services they provide to their community,
- ensure that local firefighter competencies, training, and personal protective equipment meet the service standard required by the fire protection service review, and
- participate in a common records management system.

These requirements **will not take effect this fiscal year** (2026-2027). Over the next three years, my team will be working closely with our municipal and fire service partners to support the design and completion of fire service reviews beginning in 2027-2028 and to develop regulations and standards.

To establish the groundwork for fire service reviews our first steps – to be completed this year - will be to design and roll-out an online risk-based assessment tool to gather information and facilitate decision-making about fire protection service levels that are aligned with recommended training and assets requirements.

NOVA SCOTIA

Emergency Management
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This tool will be provided free of charge to all municipalities and fire service providers in Nova Scotia. Training and support to use the tool will be provided by DEM.

To clarify, the tool and the fire protection service review are not separate requirements. At this time, the Province does not anticipate any significant expense to be accrued by municipalities as result of using the tool to inform fire service reviews which will be required in the next fiscal year.

In addition to standing up the new Office of the Fire Commissioner, this year's focus builds on the Province's ongoing commitment to strengthen the fire service sector through:

- access to specialized firefighter training and the certification process,
- education/training for municipal elected officials,
- procurement support,
- mutual aid and service agreement templates,
- design and roll-out of the online risk-based assessment tool, and
- the new Fire Records Management System.

Meaningful change requires planning and collaboration. That is why your continued input is essential. We look forward to continuing to work with you to create a better model for fire services in Nova Scotia. Please reach out to firemodernization@novascotia.ca if you have any further questions.

Sincerely,

Honourable Kim Masland

Minister of the Department of Emergency Management

c. Honourable Minister John. A MacDonald, Department of Municipal Affairs

Executive Deputy Minister, Paul LaFleche, Department of Municipal Affairs

Associate Deputy Minister, Valerie Pottie Bunge, Department of Municipal Affairs

Juanita Spencer, CEO, NSFM

Victoria Brooks, Chair, Association of Municipal Administrators (AMANS)

Jeff Sunderland, Executive Director, AMANS

Schedule 8.2

Village of Chester Commission

Clerk/Treasurer Monthly Report

May 20, 2026

Scotiabank

- The April 2026 bank statement is pending reconciliation. The Village main operations account opened the month with $376,234 and ended with $464,487.

- Snapshot: Village account balances as of May 1st were:

Banking Accounts	
Village Operations account	$464,085
Investment Accounts	
Village Operating reserve	$105,018
Village Lido Pool reserve (excluding GRID funding $242K)	$211,675
Village Utilities reserve	$44,615
Village EMC Building reserve	$28,989

Financial

- We are still awaiting the decision for the Recreation Facility Development Grant (Lido repairs).

- We also still have to provide a cost proposal to GRID for the re-direction of the Lido accessibility project to the Library. Drawings have been prepared by the consultant architect and are currently being adjusted from feedback with Municipal Planning. The estimating is in progress.

2025/26 Audit

- Lawrence Lake and a colleague were here on May 1st for site work on the audit.

- The first Audit Committee meeting took place on May 20th (to be confirmed). The second meeting is still to be scheduled, pending availability of Mr. Lake and the citizen member of the Audit Committee. The audit is presented at the June 17th AGM, so it would ideally happen the week prior.

- The 2025/26 Q4 Budget Variance report is pending adjustments that will be directed by the auditor. Some important information is still outstanding, including the final tax reconciliation from MODC.

Lido Pool/Washroom

- The lifeguards have all been hired, with the assistance of Nevaeh, our 2026 lifeguard manager. This will be her fourth season with the Lido as a lifeguard and having her managing the schedule and being on-the-spot for the other guards will be a big improvement.

- Darcy Stevens has confirmed her swimming lessons begin on Monday, June 29th – so that will be the Lido's opening day.

- The Public Washroom re-opened May 1st. I'm in negotiations with All Outdoors to set dates for them to finish the accessible parking space and entrance path/landing/front door.

Visitor Information Centre

- The summer student has been hired for the season. Kiley is a recent graduate of Saint Mary's University and is home for the summer before moving abroad for graduate school.

ZVML Financial

- Snapshot: Library account balances as of May 15th were:

Banking Accounts	
ZVML Fund account	$190,309
Investment Accounts	
ZVML CHUMS reserve (pending)	
ZVML Fund reserves (TBD)	

- I'm still unable to see the ZVML accounts on our ScotiaConnect. I've got an investigation open to see what the delay is. In the meantime, I get the balances from our representative in Commercial Banking.

- I met with Tim Topping, MODC's Director of Finance, last week to go through remaining "to-do's" and the spreadsheets for the 2025 financial statement. He has now provided the final file for 2025, but we still need Jan-Mar 2026. He will also be submitting the Library's charitable tax return.

- In order for the Village to be recognized as the ZVL charity's contact with Canada Revenue, a letter must be submitted signed by the former Trustees whose names are on the account (Tim is not).

- Tim has contacted Canada Helps to change the contact from him to me on the ZVL donation page.

- As you know, the announcement that the ZVL is re-opening on June 1st has gone out. You can see the activities and events scheduled to date on the Library Calendar on our website.

Annual General Meeting

- The standard government newspaper advertisements for the AGM (Jun 17th) will run in the South Shore Bulletin in the May 27th and Jun 3rd issues. The meeting will be held in the Club Room here at the library.

- A draft Agenda is included for consideration.

- We have a flyer in the budget for the AGM. I suggest rather than a separate mailout, we publish a Summer Newsletter and include the announcement text for the AGM and Election in there? This would also share the dates of re-openings of the pool, VIC, library, summer compost collection, etc.

Village Election

- The List of Electors for the Village was received from the Province on May 15th. While not required for villages as it is for municipalities, I will open a revising period for amendments to the list from June 1st.

- The Village website's Elections page was updated last month with the most current information and the 2026 nominations package available for download.

- Key dates are:
    - Nomination deadline: Wed Jun 10, 2026 by 5:00 pm
    - Proxy Voting application deadline: Thu Jun 11 by 5:00 pm
    - Advance Poll: Sat Jun 20, 2026 from 11:00 am – 7:00 pm
    - Election Day: Tue Jun 23, 2026 from 9:00am – 7:00pm

Report completed by:
Heather McCallum, Village Clerk/Treasurer

Agenda DRAFT

Village Commission Annual General Meeting
Wednesday, Jun 17, 2026 @ 6:00 pm

In-Person & Virtual Meeting
Village Commission @ Zoé Vallé Library, 63 Regent Street, Chester
Zoom Meeting *(Meeting ID 869 9680 6954, Passcode 202627)* *or* *YouTube Live*

1.0 Call to Order/Land Acknowledgement

- *As we meet today, we acknowledge that we live in Mi'kma'ki, the traditional and ancestral territory of the Mi'kmaq people. We are all treaty people with a responsibility to each other and to this land.*

2.0 Approval/Amendment of Agenda

3.0 Auditor's Report – *Lawrence Lake, Morse Brewster Lake*

3.1 2025/26 Village Financial Statements

4.0 New Business

4.1 Approved 2026/27 Village Commission Budget – *for information*
4.2 Annual Review of Reimbursement Policy
4.3 Annual Review of Hospitality Policy

5.0 Reports

5.1 Chair's 2025/26 Report
5.2 Clerk/Treasurer's 2025/26 Report
5.3 Chester District Swim Program 2025 Report
5.4 Chester Fire Services Committee 2025/26 Report

6.0 Public Forum

- *In-person or over Zoom: Members of the public are welcome to speak and/or ask questions of the Village Commission on any village matter:*
  - *Comments are to be directed to the Chair.*
  - *Each person must state their name and civic address.*
  - *Each person is limited to a maximum of 5 minutes.*

7.0 Adjournment

Chester Fire Services Committee

Minutes

Chester Fire Services Committee (CFSC) Monthly Meeting

Wednesday, April 8, 2026 at 5:00 pm

Zoom Meeting

Present	Colin MacDonald, Chair Norm Countway, Vice-chair Kirk Collicutt, Treasurer-Secretary Nancy Hatch James Robert
Ex-officio	Cody Stevens, Fire Chief, Chester - Chester Volunteer Fire Department (CVFD) Jared MacDonald, Deputy Fire Chief, CVFD
Staff	Heather McCallum, Administrator (Clerk/Treasurer, Village of Chester) Maxine Veinot, Recording Secretary (Admin Assistant, Village of Chester)
Regrets	Wilson Fitt
Guest(s)	Randy O'Malley, Chester Village Commissioner

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1. Call to Order

The meeting was called to order by the Chair MacDonald at 5:00 pm.

2. Approval of Agenda

Chair MacDonald asked if there were any additions/amendments to the agenda

Motion: Moved by Ms. Hatch; seconded by Mr. Collicutt: That the Chester Fire Services Committee approves the Agenda of the April 8, 2026 Monthly Meeting as presented. *Motion carried.*

3. Approval of Minutes

3.1 Monthly Meeting Minutes: March 11, 2026

Motion: Moved by Mr. Robert; seconded by Ms. Hatch: That the Committee approves the Minutes of the March 11, 2026 Monthly Meeting as presented.
Motion carried.

4. Business Arising - Nil

5. Chester Volunteer Fire Department

5.1 Activity Report – Chief Cody Stevens

Chester Volunteer Fire Department responded to twenty-seven emergency calls in February. Training was held on radio communication best practices, as well as a tour of the Maibec mill in East River.

Chief Stevens thanked everyone for their efforts and support while he served the community as Chief of the CVFD. Chief Stevens said he will be close by to help the next Chief with a smooth transition.

5.2 Status of Replacement Unit 541 RFP

The RFP is still in progress. Chief Stevens now has the information to go through, and he stated that Wilson Fitt was a tremendous help with putting the RFP together.

6. Reports

6.1 Secretary-Treasurer

Mr. Collicutt presented his monthly report *(Schedule 6.1)*.

Financials from all accounts were reviewed.

Reserve deposits were made for:
- Emergency Operating Reserve - $82K budget variance surplus 2024/25
- Apparatus Reserve - $300K per budget
- Building Reserve $200K per budget

Reserve deposits to be made pending cash flow (first quarter taxes)
- Apparatus Reserve - $100K unspent truck deposit
- Building Reserve - $100K unspent loan payments

6.2 New Fire Station Project

Mr. Fitt is away this week.

6.3 Communications Sub-Committee

Vice-chair Countway said the next step is to campaign with a view to encouraging donations.

6.4 Fundraising Sub-Committee – Nil

6.5 MODC Fire Advisory Committee

Chief Stevens stated that the CFSC model is seen as a great model with two levels of governments involved in the Fire Services.

7. New Business

8. In-Camera – per Section22/408B (2) of the Municipal Government Act - Nil

9. Resumption of Public Meeting – Nil

10. Other Business – Nil

11. Adjournment

The meeting was adjourned at 5:41 pm.

Next meeting(s):

- **Regular Monthly:** Wed, May 13, 2026 at 5:00 pm

________________________	________________________
Kirk Collicutt	Heather McCallum
CFSC Secretary	CFSC Sr. Administrator, VOC Clerk/Treasurer

Schedule 8.4

Lunenburg County Accessibility Advisory Committee Minutes from a Meeting held on 08 April 2026 at Mahone Bay Town Hall

Members present:

Teresa Alexander Arab
Councillor Penny Carver (TOMB)
Amy Chrysler
Lora Church
Councillor Gale Fullerton (TOL)
Louise Hopper
Deputy Mayor Jennifer MacDonald (TOB)
Councillor Katherine McCarron (TOMB)
Councillor Morgen Reinhardt (MODL)
Natasha Strickland

Staff present:

Tammie Bezanson
Tissy Bolivar
Dylan Heide
Ellen Johnson
Sana Karami

Absent:

Councillor Abdella Assaff (MODC)
VOC Commission Chair Geraldine Pauley

Minutes Recorded by:

Councillor Gale Fullerton

1. Meeting Caled to Order

The meeting was held in in-person and online through Teams and was called to order at 19:03.

2. Acknowledgements and Protocols

The meeting opened with a land acknowledgment and a statement reminding us that accessibility is a human right. Meeting protocols were reviewed, and all were welcomed.

3. Approval of Agenda

The agenda for the meeting was approved by Louise, seconded by Amy, and all were in favour.

Introductions were made around the table.

4. Approval of Minutes

The minutes recorded at the March 4th LCAAC Meeting were accepted as presented by Teresa, seconded by Natasha, and all were in favour.

5. Accessibility Coordinator's Report:

Ellen provided an update of accessibility activities in the region since the March meeting.
A. Hirtle's Beach (Kingsburg) accessibility upgrades are underway with work being done on extending the boardwalk and an accessible bench.
B. NSCC is offering a the Disability Support Professional program, at several campuses in 2026 throughout the province and plans to offer the course part-time at the Lunenburg Campus in 2027. The Nova Scotia Government is offering full bursaries to those taking this course. For more information, please visit this link: Disability Support Professional | Programs | NSCC
C. NSCC is also offering accessibility micro-credentials. These are short courses on disability using a human rights focus. Once they are open to the public, they may be a good fit for municipal staff and Councils,
to expand their knowledge and awareness and help them plan their future workforce strategies. For more information, please visit the link below.
D. The LCAAC budget, along with the larger regional accessibility budget, is in progress of being reviewed by Lunenburg County municipalities as part of their budget deliberations.
E. Ellen and Tammie attended the Rick Hansen Foundation conference recently and brought back their observations from the event, which included a noticeable shift in the narrative from why accessibility in communities is important, to how and when accessibility improvements are being planned. They also noted that nation-wide standards are being considered, and that CMHC reported new materials are available to assist developers in delivering "accessible-ready" housing units in newly constructed buildings. The focus is moving to accessible and inclusive by design.

6. Guest Speaker

Ellen noted that the guest speaker from CNIB who planned to join had sent regrets for this meeting.

7. Matters Arising:

A. Ellen confirmed that a donation from LCAAC had been made to People First of Canada for providing access to the film "These Four Walls," and asked if LCAAC members had viewed the film previously discussed. Some had not. The link to view the film has expired, but you can request a new link here: These Four Walls – People First of Canada.
B. Ellen purchased and provided copies of several printed books as educational resources for this group. Discussion followed about checking regional libraries for availability of the titles, which included –

- "Demystifying Disability: What to Know, What to Say, and How to be an Ally" by Emily Ladau
- "Let the Good Times Roll" by Veronica Post
- "Making a Home" by Jen Powley
- "Care Work: Dreaming Disability Justice" by Leah Lakshmi Piepzna-Samarasnha

C. Ellen confirmed that the 2026 dates for Access Awareness Week are from May 30th to June 5th, and she is assembling a full calendar of events to be shared.

D. Once the theme of this years Awareness Week is announced by the provincial Accessibility Directorate a public space information session will be organized. Ellen, Jennifer, and Lora agreed to work together on an agenda for the event, which may include a panel discussion. More information will follow on this item.
E. LCAAC presentations to each participating municipal unit are being planned to start in late May. Lora will be sharing information about the committee's role and seeking feedback from the municipal units about the value LCAAC can provide in the context of projects the municipal units would like to work on and how LCAAC can help.
F. In governance matters, the group agreed that LCAAC's Terms of Reference should be reviewed by all and updated as needed.

8. New Business:

A. The group agreed to meet in-person with an option of online participation for the months of May and June. A meeting is tentatively scheduled for June 17th as a follow-up to Accessibility Awareness Week, and the group will likely take a recess for the summer months. The meeting location will be announced at a later date.
B. Paul Tingley will be the Guest Speaker for the September meeting, date to be confirmed. Paul is well known as a paralympic keelboat sailor and advocate for accessibility. His work is with the provincial Ministry of Community, Culture, Tourism and Heritage, as a Program Fund Manager for accessibility projects.
C. the Built Environment Accessibility Standard Regulations were implemented last year, and a one-year grace period to comply has now passed. Discussion followed about non-compliance complaints and that they should be directed to the provincial Accessibility Directorate. At this point, the Directorate is taking a position of collaboration and education to effect compliance, not fines, as well as a measured response based on the severity of the non-compliance complaint. A question arose about authority and jurisdiction when complaints are registered against recreation facilities such as parks.
D. In terms of provincial standards, the next focus will be on education, employment, and Goods and Services.

9. Round Table:

A. An item from New Business C. noted that more than one municipal unit has planning for parks and recreation facilities on its radar, including accessible park benches and picnic tables, and a comment supported that all facilities, indoor and outdoor, should be accessible for everyone.
B. Jennifer shared an experience that demonstrated the impact of invisible disabilities to the individuals and families impacted by them.
C. Experiences by residents and visitors in community facilities at events, and experiences by visitors in the region's hotels and registered short-term accommodations were discussed, as well as the need for upgraded information about the level of accessibility visitors can expect here.
D. NS Health recently released its Accessibility Plan, and shortfalls have been identified in many facilities.

E. Tammie recommended that folks plan to attend the Rick Hansen Foundation event in 2027, stating that it was very educational and inspiring.

10. Next Meeting Date:

Wednesday, May 6th, 2026, at 19:00 hours,
Municipality of the District of Lunenburg Offices
(or online)

11. Adjournment:

Following the Round Table, with all items on the agenda completed, the meeting was declared adjourned (approximately 20:30.)