



AMHERST TOWN COUNCIL

RFD# 2025025

Date: March 24, 2025

TO: Mayor Small and Members of Council

SUBMITTED BY: Aaron Bourgeois, Director of Operations

DATE: March 24, 2025

SUBJECT: Cumberland Adult Network for Upgrading (CANU)
Request to Lease Additional Space

ORIGIN: Request from the CANU executive Director to rent additional class room space on the second floor of the Four Fathers Library located at 21 Acadia Street.

LEGISLATIVE AUTHORITY: Municipal Government Act (MGA), Section 51 concerning the sale or lease of municipal property.

RECOMMENDATION: That Council approve the Addendum to the lease agreement between CANU and the Town for approval, and further authorize the Mayor and CAO to sign on behalf of the Town.

BACKGROUND: CANU has been a tenant of the Town's since 2016 and currently leases space on the second floor of the library for use as their classrooms and office space. They have a need for additional classrooms and would like to lease 3 of the vacant rooms adjacent to their existing space.

The Town did investigate using this vacant space for municipal purposes but it would require a significant investment (\$50,000 or more) to create a separate entrance as these rooms are currently only accessible through CANU's leased space.

DISCUSSION: The additional classroom space in question is currently vacant and no municipal use for this space has been identified. As mentioned above, there are limited options for this space without significant renovation costs as it currently does not have an independent outside access.

FINANCIAL IMPLICATIONS: CANU currently pays \$2,466.99 plus HST per month in rent for 2,444 square feet of dedicated space and 403 square feet of space shared with the library. The additional 3 rooms plus the hallway CANU would like to rent are a combined 564 square feet. At the current rate of \$10.40/ft² the new monthly rent would be \$2,955.79 plus HST or an increase of \$488.80 per month plus HST.





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SOCIAL JUSTICE IMPLICATIONS: CANU is a non-profit organization dedicated to helping adults in Cumberland County improve their literacy and technology skills. Their mandate is to work with adults 19 years of age and older who do not have a high school diploma and have been out of school for at least one year. All of their programs are provided free of charge.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications as a result of entering into this agreement.

COMMUNITY ENGAGEMENT: There is no community engagement contemplated at this time

ALTERNATIVES:

1. Refer the Addendum back to staff for further negotiations with CANU.
2. Do not renew the request and look for other municipal uses for the space.

ATTACHMENTS:

Draft Addendum to the Lease
Current lease agreement

Report prepared by: Aaron Bourgeois, Director of Operations
Report and Financial approved by:

