

# HALIFAX

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**Item No. 15.1.5**  
**Halifax Regional Council**  
**September 28, 2021**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original Signed by   
Jacques Dubé, Chief Administrative Officer

**DATE:** June 28, 2021

**SUBJECT:** Proposed Amendment to Section 13 of Administrative Order 2018-003 ADM

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## **ORIGIN**

On January 12, 2021, the following motion of Regional Council was put and passed:

That Regional Council request a staff report to consider the proposed amendments to Schedule 6 (St. Margaret's Village) of Administrative Order 2018-003-ADM and apply the Uniform Charge to all properties in the sub-division as submitted by the Saint Margaret's Village Community Association.

## **LEGISLATIVE AUTHORITY**

*Halifax Regional Municipality Charter*, R.S.N.S. 2008, c. 39, clause 104 (1) (g) as follows:

- (1) The Council may make by-laws imposing, fixing and providing methods of enforcing payment of charges for
  - (g) laying out, opening, constructing, repairing, improving and maintaining private roads, curbs, sidewalks, gutters, bridges, culverts and retaining walls that are associated with private roads, where the cost is incurred
    - (i) by the Municipality, or
    - (ii) under an agreement between the Municipality and a person,

By-Law P-1100, Private Road Maintenance By-Law, Subsection 2(6):

- (6) Area Rates or Uniform Charges imposed pursuant to the provisions of this by-law may be adjusted by Council upon application from the Property Owner's Association.

2018-003-ADM Administrative Order – Respecting Private Road Maintenance

## **RECOMMENDATION**

It is recommended that Halifax Regional Council adopt amendments to Administrative Order 2018-003-ADM, Respecting Private Road Maintenance, as set out in Attachment 2

## **BACKGROUND**

In June 2012, Regional Council approved an annual uniform charge of \$450 per property applied to all properties with residential dwellings which are accessed from the private roads within the St. Margaret's Village sub-division effective the 2012-13 fiscal year. The purpose of the annual charge is to fund the ongoing road maintenance activities of the St. Margaret's Community Association under Schedule 6 of Administrative Order 2018-003 ADM.

The Charges collected under this Schedule shall be used by the St. Margaret's Community Association (the "Community Association") for the maintenance of the private roads located in the St. Margaret's Village subdivision, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year-round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

There are 244 properties located within the St. Margaret's Village catchment area. Under the current Administrative Order (AO) the rate is only collected from the 110 properties with a residential dwelling, the remaining 134 properties are undeveloped and are not charged the annual rate. The owners of these 134 properties were not petitioned in the initial establishment of the annual rate and are not members of the Community Association. If one of these properties were developed with a residential dwelling, the owner of that property would become eligible to be a member of the Community Association and be subject to the annual rate. The AO currently does not have a process for adding properties that were not previously required to pay the annual rate. The proposed changes will amend the AO to create a process for expanding the boundaries of a Community Association or adding properties that are within the boundary but not currently subject to the annual rate.

## **DISCUSSION**

The Community Association has expressed concern that their private roadways are becoming unsustainable and potentially dangerous, with no chance of the required work being completed within the next five years due to budget constraints.). There currently are several projects that have significant financial obligations which are unattainable based on the amount collected from the annual uniform charge. The Community Association has requested that Regional Council amend Schedule 6 of Administrative Order 2018-003-ADM so that the charge will apply to all properties fronting or abutting, in whole or in part, any of the private roads in the boundary, not just the properties with residential dwellings as set out in their letter of December 1, 2020 (Attachment 4).

When the rate was established in 2011 only properties with residential dwellings were included. While section 9 of Administrative Order 2018-003-ADM states that nothing in the AO restricts Regional Council's ability to "impose, set, change or terminate a rate", subsection 18(1) does state that every property that would be subject to the rate is entitled to one vote. The result of the decision to restrict the petition, public meetings and voting on the rate to properties with residential dwellings means the owners of the undeveloped properties were not given an opportunity to participate in the process that established both the rate and the Community Association. To charge the owners of the undeveloped properties the rate without having the opportunity to participate in the process brings up a question of fairness.

When a rate is imposed on a property, the owner of that property is eligible for membership in the Community Association, and in the case of the St. Margaret's Community Association the number of properties that are not currently subject to the rate outnumber the properties that are. If the owners of the undeveloped lots are provided with the vote, it is important that the existing Community Association understands that the undeveloped lots have the majority of the votes and as such they would have the ability to vote to terminate the rate. Any attempt to revive an area rate would then need to begin again at the first step in the process to establish a rate.

Administrative Order 2018-003-ADM does not have a process for adding properties that are currently not subject to the charge to a rate. To address this, a process to expand a boundary area or add properties that were not previously subject to the rate was developed. This proposed new process sets out the steps for a Community Association to follow to achieve this outcome. If the amendments to the AO are adopted, the St. Margaret's Village Association can request to add additional properties to their current rate by petitioning property owners that are not currently subject to the rate, within the catchment area outlined in Attachment 3. This will allow property owners that are not subject to the annual rate and did not take part in the voting to establish the initial rate in the St. Margaret's Village to be canvassed (petitioned) and be able to vote on whether they want to join the Association and pay the rate.

To move forward to the voting process, the Community Association must receive 66.7% signed petitions in favour of the annual rate. If the Community Association is unable to attain 66.7% approval the process stops. If the 66.7% approval is achieved, the next steps include the meeting of property owners, a public meeting, and a vote of the property owners that were not previously subject to the rate. If the vote is unsuccessful, a report would inform Council of the results of the vote and the rate would not be extended to those properties. If the vote is successful, staff will prepare a report and any required amendments to Administrative Order 2018-003-ADM to expand the rate.

The proposed amendments to AO 2018-003-ADM create a process that allows property owners that were not previously in a boundary, or that are currently in a boundary but not subject to the rate, an opportunity to vote on joining a Community Association and having a rate imposed on them. It also encapsulates the process, so it does not impact the status of a Community Association if the expansion vote fails.

#### *Housekeeping Amendments*

In addition to the proposed amendments detailed above, staff have included housekeeping amendments to

- amend the term "Director" to "Executive Director" where it appears in the document,
- amend the definition of "Director" to "Executive Director" and add additional descriptors to the definition, and
- amend clause 2(d) to keep the reference to Regional Council consistent across the Municipality's legislative documents.

#### **FINANCIAL IMPLICATIONS**

No financial implications at this time.

#### **RISK CONSIDERATION**

There is a risk the changes are made to the AO and a vote is held by the community to amend the rate to include all properties, but the vote is defeated, which is not the outcome desired by the Community Association. There are no significant risks associated with the recommendations in this report. The risks considered rate low.

If Regional Council adopts Alternative 2, there is a risk the decision could be challenged.

**COMMUNITY ENGAGEMENT**

No community engagement was required.

**ENVIRONMENTAL IMPLICATIONS**

No environmental implications were identified.

**ALTERNATIVES**

1. Regional Council defeat the amendments to the Administrative Order 2018-003-ADM as set out in Attachment 2. This will result in status quo.
2. Regional Council direct the Chief Administrative Officer to draft an amendment Schedule 6 of Administrative Order 2018-003-ADM to expand the rate to all properties fronting or abutting in whole or in part the private roads located in the St. Margaret's Village sub-division.
3. Regional Council direct amendments be made to Administrative Order 2018-003-ADM other than those listed in the report. The extent and nature of any changes to the recommended amendments may require a supplementary report.

**ATTACHMENTS**

- Attachment 1: Showing Proposed Changes to Administrative Order 2018-003 ADM  
Attachment 2: Amendments to Administrative Order 2018-003 ADM  
Attachment 3: Map of St. Margaret's Village Catchment Area  
Attachment 4: December 1, 2020 Letter to the Councillor

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Christine Buckley, Tax Resource Supervisor, Finance & Asset Management, 902.478.9299

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**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER 2018-003-ADM  
RESPECTING PRIVATE ROAD MAINTENANCE**

**BE IT RESOLVED** as an Administrative Order of the Council of the Halifax Regional Municipality, as follows:

**WHEREAS** the Municipality is committed to facilitating public streets access for residents of the Municipality whose principal residences are accessed from private roads which do not form part of the street system of the Municipality;

**AND WHEREAS** facilitating the maintenance of private roads is a service that provides for safety and long-term usability of private roads situated on privately owned land;

**AND WHEREAS**, pursuant to clause 79(1)(ab) of the HRM Charter, the Municipality may expend funds for work on private roads ;

**AND WHEREAS**, pursuant to section 104 of the HRM Charter, the Municipality may make by-laws imposing, fixing and providing methods of enforcement of charges for maintaining private roads, curbs, sidewalks, gutters, bridges, culverts and retaining walls that are associated with private roads where the cost is incurred by the Municipality or under an agreement between the Municipality and a person;

**AND WHEREAS** Council may levy an area rate or uniform charge pursuant to section 96 of the HRM Charter;

**Short Title**

1. This Administrative Order may be cited as the *Private Road Maintenance Cost Recovery Administrative Order*.

**Interpretation**

2. In this Administrative Order;

- (a) "area rate" means an area rate set pursuant to subsection 96(2) of the HRM Charter;
- (b) "Association" means a Property Owner's Association incorporated as a society pursuant to the *Societies Act*; 1989 R.S.N.S., c. 42, as amended;
- (c) "By-law" means By-law P-1100, the *Private Road Maintenance By-law*;
- (d) "Council" means the **Regional** Council of the Municipality;
- (e) "**Executive** Director" means the ~~director~~ **position determined by the CAO to be the head** of the department of the Municipality responsible for administering private roads, **and who is accountable to the CAO under section 36 of the Halifax Regional Municipality Charter**, and includes a person acting under the supervision and direction of the **Executive** Director;
- (f) "HRM Charter" means the *Halifax Regional Municipality Charter*, 2008 S.N.S. c. 39, as amended;
- (g) "Municipality" means the Halifax Regional Municipality;
- (h) "private road maintenance" means all work required to maintain a private road in a serviceable

condition year-round, including work respecting

(i) curbs, sidewalks, gutters, culverts, retaining walls, and signage that are associated with those private roads, and

(ii) snow removal, grading, ditch and culvert and bridge repair, brush clearing, and the creation of or repairs to street and traffic signage;

(i) “rate” means an area rate or uniform charge for private road maintenance; and

(j) “uniform charge” means a uniform charge levied pursuant to subsection 96(4) of the HRM Charter.

### **Purpose**

3. The purpose of this Administrative Order is to provide a financing procedure for the funding and repayment of private road maintenance.

### **General Provisions**

4. A rate under this Administrative Order shall only apply to costs associated with private road maintenance.

5. The Municipality will only administer the collection of the rate, and assist an applicant with the process for the establishment of the rate.

6. The Municipality will not provide to the Association:

(a) engineering, technical, or legal services;

(b) advice in respect of the private road maintenance; or

(c) private road maintenance.

7. In accordance with the By-law, this Administrative Order does not apply to construction of or capital improvements to private roads.

8. Unless otherwise stated, a uniform charge under this Administrative Order is levied on each taxable property assessment in the catchment area.

9. Nothing in this Administrative Order requires Council to pass a rate, pass a rate at a certain amount, or restricts Council’s ability to impose, set, change, or terminate a rate.

### **PROCESS**

#### **Commencement by Petition**

10. Upon application by a person, the Municipality may consider the establishment of a rate under this Administrative Order.

11. To commence the application process, a petition must be presented to the **Executive** Director.

12. The presented petition shall:

(a) be signed by property owners comprising at least two-thirds (66.7%) of the properties located within the proposed area that would be subject to the rate; and

(b) contain the following information:

- (i) the proposed area that would be subject to the rate,
- (ii) the proposed rate,
- (iii) the nature of the private road maintenance being proposed, and
- (iv) whether the proposed rate would be an area rate or uniform charge.

13. Upon acceptance of the petition by the Executive Director, an employee of the Municipality will be assigned to assist the applicant with the process.

**Commencement by Petition to Expand Boundary Area or Add Properties to Rate**

13A. A request to expand the boundary of the proposed area or add properties that are within the established boundary but would not otherwise subject to the rate, shall originate with the Association.

13B. The Association shall define the proposed expanded boundary or the properties not otherwise subject to the rate.

13C. After the expanded boundary or the properties not otherwise subject to the rate are defined under section 13B, the Association shall notify the Executive Director, that it intends

(i) to expand the boundary area, or

(ii) add properties within the existing boundary but not otherwise subject to the rate

of the existing Association by presenting a petition.

13D. The presented petition shall:

(a) be signed by property owners comprising at least two-thirds (66.7%) of the properties

(i) located within the proposed expanded boundary area, or

(ii) within the existing boundary but not otherwise subject to the rate

that would become part of the Association and be subject to the rate; and

(b) contain the following information:

(i) the proposed expanded boundary area or the properties within the existing boundary that would be subject to the rate,

(ii) the proposed rate,

(iii) the nature of the private road maintenance being proposed, and

(v) whether the proposed rate would be an area rate or uniform charge.

13E. Upon acceptance of the petition by the Executive Director, an employee of the Municipality will be assigned to assist the applicant with the process.

**Meeting of Property Owners**

14. Subject to section 16, after the Municipality has accepted the petition, the applicant shall call a public meeting of the subject property owners.

15. (1) The applicant shall provide notice of the public meeting by:
  - (a) posting a notice in three (3) conspicuous places in the proposed area that would be subject to the rate, and the notice shall:
    - (i) contain the information required by subsection 15(2), and
    - (ii) be posted not less than fourteen (14) days prior to the date of the meeting; and
  - (b) subject to subsection 15(3), mailing a notice to the tax assessment addresses of all the property owners located within the proposed area that would be subject to the rate, and the notice shall:
    - (i) contain the information required by subsection 15(2),
    - (ii) contain the ballot and proxy form required by subsection 15(5), and
    - (iii) be mailed not less than fourteen (14) days prior to the date of the meeting.
- (2) The notices of the public meeting shall contain the following information:
  - (a) the date, time, and place of the meeting;
  - (b) the name or names of the applicant;
  - (c) a description of the area that would be subject to the proposed rate;
  - (d) a description of the nature of the road maintenance proposed;
  - (e) a description of the type of rate proposed;
  - (f) a description of the road maintenance plan and budget;
  - (g) the proposed rate amount;
  - (h) that the property owners are entitled to vote on the establishment of the rate;
  - (i) the date of the vote, including only ballots received within 7 days of the meeting will be counted; and
  - (j) the method of voting, including that a proxy may vote on a property owner's behalf at the public meeting.
- (3) If a property owner owns property located within the proposed area but resides at a location outside of the proposed area that would subject to the rate, such as residing in another province or country, the **Executive** Director may approve emailing the notice of the public meeting to them rather than mailing it.
- (4) An emailed notice shall
  - (a) contain the information required by subsection 15(2);

- (b) contain the ballot and proxy form required by subsection 15(5); and
- (c) be emailed not less than fourteen (14) days prior to the date of the public meeting.

(5) Any notice mailed or emailed shall contain proxy forms and ballots approved to form by the **Executive** Director.

### **Waiver of Public Meeting**

16. (1) The requirement for a meeting of the property owners may be waived where, in the opinion of Council, a meeting is not in the best interest of the property owners affected, or a meeting is unreasonable in the circumstances.

(2) Before Council determines whether to waive the public meeting, a staff report may be prepared listing the reasons for the request of the waiver.

(3) If the public meeting requirement is waived by Council, the applicant shall provide notice of the rate by

(a) posting a notice in three (3) conspicuous places in the proposed area that would be subject to the rate, and the notice shall:

(i) contain the information required by subsection 15(2), except for the information respecting proxy voting, and except for the information respecting the date, time and place of the meeting, and

(ii) be posted not less than fourteen (14) days prior to the date of the vote; and

(b) mailing a notice to the tax assessment addresses of all property owners that would be affected by the proposed rate, and the notice shall

(i) contain the information required by subsection 15(2), except for the information respecting proxy voting, and except for the information respecting the date, time and place of the meeting,

(ii) contain the ballot required by subsection 15(5), and

(iii) be mailed not less than fourteen (14) days prior to the date of the vote.

(4) If a property owner owns property located within the proposed area but resides at a location outside of the proposed area that would subject to the rate, such as residing in another province or country, the **Executive** Director may approve emailing the notice of the public meeting to them rather than mailing it.

(5) An email notice shall

(a) contain the information required by subsection 15(2), except for the information respecting proxy voting, and except for the information respecting the date, time and place of the meeting;

(b) contain the ballot required by subsection 15(5); and

(c) be emailed not less than fourteen (14) days prior to the date of the vote.

### **Public Meeting**

17. (1) The public meeting shall be conducted by the applicant under the supervision of staff of the Municipality.

(2) At the public meeting, the applicant shall:

(a) have a register available in which those property owners attending the meeting may place their names and addresses; and

(b) make a presentation setting out the amount of the proposed rate and the proposed uses of the funds arising from that rate.

(3) After the presentation, a vote shall be conducted to determine if the property owners support the proposed rate.

(4) Proxy voting shall be allowed by property owners not in attendance at the public meeting.

### **Votes**

18. (1) Each property located within the proposed area that would be subject to the rate is entitled to one vote.

(2) A person who owns more than one property in the proposed area may vote once for each property that is owned.

### **Counting Votes**

19. (1) The votes cast at the public meeting, and the mailed and emailed ballots that are received by 4:30 pm on the seventh day after the date of the public meeting, will be counted to determine the level of support for the proposed rate.

(2) For a vote to be successful, owners representing at least two-thirds (66.7%) of the assessed properties that are located within the proposed area that would be subject to the rate must have voted in favor of the rate.

### **Request to Establish**

20. The applicant may only request a rate be established under this Administrative Order if the vote was successful.

21. (1) The request for the establishment of a rate shall include the following information:

(a) the area where the proposed rate would apply;

(b) whether the proposed rate is an area rate or uniform charge, and if a uniform charge is proposed, the request shall indicate whether the proposed uniform charge will apply to each taxable property assessment or each dwelling unit in the area;

(c) a detailed proposed maintenance budget to support the proposed rate;

(d) a declaration that the public notice requirements have been satisfied;

(e) unless the public meeting requirement was waived by Council, a declaration that the requirement for the public meeting was satisfied; and

(f) any additional information that, in the opinion of the **Executive** Director, is necessary to process the application, bill the rate on the tax bills, and collect the funds arising from the rate.

(2) A request for the establishment of the rate may only proceed if the **Executive** Director is of the opinion that the information provided pursuant to subsection 21(1) is sufficient to allow the Municipality to process the rate, bill the rate on the tax bills, and collect the funds arising from the rate.

(3) If the **Executive** Director is of the opinion that the information provided pursuant to subsection 2(1) is insufficient to allow the Municipality to process the rate, bill the rate on the tax bills, and collect the funds arising from the rate, the **Executive** Director may request additional information, and if the information is not received by the date indicated in such request, the **Executive** Director may terminate the application process.

### **Establishment of Rate**

22. Upon receipt of a complete request, Council may consider the establishment of a rate in accordance with the provisions of this Administrative Order, the By-law, and the HRM Charter.

23. Staff will prepare a report and recommendation for the consideration of Council respecting the establishment of a rate.

24. Upon receipt of the staff report, Council may consider the report and may establish

(a) an area rate based on so much on the dollar on the assessed value of the taxable property in the catchment area; or

(b) a uniform charge on each taxable property assessment, or dwelling unit, in the catchment area.

25. If a rate is established, Council will define the area that will be subject to the rate.

### **Property Owner's Association**

26. If Council establishes a rate, the applicant shall incorporate a Property Owner's Association in the form of a society under the *Societies Act*.

27. (1) The Association shall be comprised of the owners of the subject properties and all subject property owners shall be eligible for membership in the Association.

(2) The Association must provide written consent from the owner(s) of the private road(s), in the form of an Private Road Maintenance Agreement; if the private road(s) are not owned by the Association.

28. (1) The Municipality will enter into an agreement with the Association under which the Association shall accept responsibility for the implementing and administration of the maintenance services on the private road.

(2) Council hereby authorizes the Mayor and Clerk to enter into and execute on behalf of the Municipality the Agreement, and any amendments thereto, with an Association, providing such Agreements is generally in the form of the Agreement that was most recently approved by Council.

29. After the Agreement is signed by all parties, the Municipality will provide the funds collected from the rate to the Association.

30. The Association shall:

(a) direct and control all work resulting from the funds arising from the rate that are provided by the Municipality; and

(b) be wholly responsible for the application of the funds arising from the rate that are provided by the Municipality.

### **Meetings of the Association**

31. (1) The Association shall have an annual general meeting prior to the end of each year at which meeting the majority of the quorum present shall review and approve the road maintenance plan and budget for the following year.

(2) The Municipality will review the plan and budget to ensure it complies with the purpose of the rate and that sufficient funding can be raised through the rate to fund it.

(3) Any changes to the amount of the rate requires majority approval at the annual general meeting, or at a special meeting of the Association that is called to determine the level of support for the rate increase.

(4) Notice of the special meeting or of the general meeting where a proposed rate increase will be considered shall comply with the public meeting notice requirements set out in section 15.

(5) All proposed rate increases are subject to Council approval.

(6) The Association may, by special meeting or at the general meeting, elect to request Council terminate the rate and, Council may consider such request.

### **Lien**

32. A rate imposed under this Administrative Order constitutes a lien on the subject properties and is collectable in the same manner as rates and taxes under the *Assessment Act*.

33. Interest accrues on charges outstanding from the date of billing forward at rate set out in the By-law.

### **Installments**

34. (1) In the first year a rate is established by Council, the amount payable from the rate will be invoiced entirely on the second regular tax bill.

(2) For any other year, the amount payable from the rate will be invoiced as installments in two billings on the regular property tax bills.

### **Administration**

35. A one-time administration fee of \$200 is set by the By-law, and shall form part of maintenance funding for the first year the rate is levied.

### **Schedules**

36. The Schedules attached to this Administrative Order shall form part of this Administrative Order.

### **Reference**

37. A reference to the *Private Road Maintenance Cost Recovery Policy* and a reference to Administrative Order 45, *Respecting Private Road Maintenance*, shall be read as including a reference to the provisions of this Administrative Order relating to the same subject matter.

### **Repeals**

38. The *Private Road Maintenance Cost Recovery Policy*, adopted by Council on January 16, 2007, and all amendments thereto, is repealed.

39. Administrative Order 45, *Respecting Private Road Maintenance*, adopted by Council on May 13, 2008, and all amendments thereto, is repealed.

## **RATE SCHEDULES**

1. Area Rates or Uniform Charges are hereby imposed in those areas described in the attached Schedules as is more particularly set out in the Schedules.

### **Schedule 1**

1. A Uniform Charge for properties fronting or abutting in whole or in part on Petpeswick Drive, Gaetz Brook as identified on the map dated July 18, 2007 attached hereto, shall be a Uniform Charge of no more than \$300.00 annually. If a property owner owns more than one property on Petpeswick Drive, the Uniform Charge shall apply only to one property.

2. The Charges collected under this Schedule shall be used by the Petpeswick Drive Improvement Society for the maintenance of Petpeswick Drive, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the road. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

### **Schedule 2**

1. A Uniform Charge for properties fronting or abutting in whole or in part on the private streets located within the Three Brooks Sub-division, Hubley as identified on the map dated May 6, 2015 attached hereto, shall be a Uniform Charge of no more than \$750.00 annually.

2. The Charges collected under this Schedule shall be used by the Three Brooks Homeowner's Association for the maintenance of the private roads located within Three Brooks Subdivision, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

### **Schedule 3**

1. A Uniform Charge for properties fronting or abutting in whole or in part on the private streets located within the Shag End Sub-division, Blind Bay as identified on the map dated November 29, 2017 attached hereto, shall be a Uniform Charge of no more than \$900.00 annually.

2. The Charges collected under this Schedule shall be used by the Shag End Lot Owner's Association for the maintenance of the private roads located within Shag End Sub-division, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year-round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

### **Schedule 4**

Repealed Schedule

### **Schedule 4A**

1. Uniform charges for properties located on Kings Road, Wellington, or located on private roads in Wellington accessed from Kings Road, shall be as identified in the following areas:

**Area 1.** A Flat Area Rate Charge of no more than \$200.00 annually shall be applied to the following properties in Area 1 which must be accessed by Kings Road, Wellington: PID numbers 00503680, 40551178, 40377228, 40455123, 503755, 40621807, 40695132, 41266974, 41293994, 40480063, 568766, 40766347, 41026956, 41026964, 40813438, 41266966, 569103, 40621815, 40574394, and 41397696.

**Area 2.** A Flat Area Rate Charge of no more than \$300.00 annually shall be applied to the following properties in Area 2 which must be accessed by Kings Road, Wellington: PID numbers 503524, 503664, 503631, 503573, 503771, 40383630, 40383648, 40392656, 40392649, 40392631, 40392623, 40852089, 40695603, 40607269, 569194, 503581, 40784795, 40304289, 40766370, 40304297, 40852071, 503656, 503706, 40589178, 40068348, 40068355, 40068371, 40255150, 40704165, and 40585523.

**Area 3.** A Flat Area Rate Charge of no more than \$450.00 annually shall be applied to the following properties in Area 3 which must be accessed by Kings Road, Wellington: PID numbers 503565, 503599, 503722, 503607, 503615, 503698, 503797, 503805, 503847, 503870, 568790, 568865, 568931, 569087, 40301434, 40800625, 40304321, 40784787, 40304271, 40885337, 40742785, 41211491, 40304305, 40304313, 40151334, 40301251, 40695553, 40455115, 40455156, 40455149, 40533275, 40576001, 40608523, 40620296, 40688285, 40705089, 40761421, 40800088, 40885345, 41037052, 40607277, 41078205, 40872046, 41078213, 40669798, 41394347, 41435967, and 41211509.

**Area 4.** A Flat Area Rate Charge of no more than \$600.00 annually shall be applied to the following properties in Area 4 which must be accessed by Kings Road, Wellington: PID numbers 569251, 40480055, 40574386, 40364028, 40068363, 40068389, 40068413, 40068405, 40068397, 568410, 40480071, and 41294000.

2. The Area and therefore the Uniform Charge applicable to a property shall be determined in accordance with the following criteria:

(a) if the property is otherwise legally exempt from a Uniform Charge, then the property will not be subject to a Uniform Charge; or

(b) if the property does not contain a dwelling unit, then it will be included in Area 1 and the applicable Uniform Charge will be no more than \$200.00 annually; or

(c) if the property is located on Kings Road, and

(i) the property is used year round and has civic number 54 or has a civic number between 54 and up to and including civic number 106, then it will be included in Area 2 and the applicable Uniform Charge will be no more than \$300.00 annually, or

(ii) the property has civic number 112 or a civic number between 112 and up to and including civic number 429, then it will be included in Area 3 and the applicable Uniform Rate Charge will be no more than \$450.00 annually, or

(iii) the property has a civic number greater than 429, then it will be included in Area 4 and the applicable Uniform Charge will be no more than \$600.00 annually; or

(d) if the property is located on Canal Cays Drive, it will be included in Area 2 and the applicable Uniform Charge will be no more than \$300.00 annually; or

(e) if the property is located on Alben Lane, then it will be included in Area 3 and the applicable Uniform Charge will be no more than \$450.00 annually; or

(f) if the property is used on a seasonal basis, it will be included in Area 2 and the applicable Uniform Charge will be no more than \$300.00 annually.

3. (1) The criteria pursuant to section 2 of this Schedule, will apply to any existing and new properties which become subject to a Uniform Charge under this Schedule.

(2) If the criteria applicable to a property changes such that another Area is indicated for the property other than the Area it is included in, then that property will become part of the Area for which it meets the criteria, and the appropriate Uniform Charge will apply.

4. The Charges collected under this Schedule be used by the South West Grand Lake Property Owners Association for the maintenance of the following private roads located within Wellington: Kings Road, Alben Lane, Twilight Lane, Sleepy Cove Road, and Turtle Cove Road, and shall include culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 5**

1. A Uniform Charge for properties fronting or abutting in whole or in part on River Bend or River Court, private roads located in the community of Enfield as identified on the map dated January 15, 2010 attached hereto, shall be a Uniform Charge of no more than \$350.00 annually.

2. The Charges collected under this Schedule shall be used by the River Bend Road and River Court Home Owners Association for the maintenance of River Bend Road and River Court, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 6**

1. A Uniform Charge for properties with residential dwellings fronting or abutting in whole or in part on any of the private roads located in the St Margaret's Village sub-division, in the community of Upper Tantallon as identified on the map dated October 12, 2011 attached hereto, shall be a Uniform Charge of no more than \$450.00 annually.

2. The Charges collected under this Schedule shall be used by the St. Margaret's Community Association for the maintenance of the private roads located in the St. Margaret's Village subdivision, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 7**

1. A Uniform Charge for properties fronting or abutting in whole or in part on Rutter Court, a private road located in the community of Seaforth as identified on the map dated February 3, 2012 attached hereto, shall be a Uniform Charge of no more that \$350.00 annually.

2. The Charges collected under this Schedule shall be used by the Rutter Court Residents Association for the maintenance of Rutter Court, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 8**

1. A Uniform Charge for properties fronting or abutting in whole or in part on the private portion of Bald Rock Road, a private road located in the community of Bald Rock as identified on the map dated March 28, 2012 attached hereto, shall be a Uniform Charge of no more than \$385.33 annually.

2. The Charges collected under this Schedule shall be used by the Sambro Head Lot Owners Association for the maintenance of the private portion of Bald Rock Road, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

## **Schedule 9**

1. A Uniform Charge for properties fronting or abutting in whole or in part on Range Road, a private road located in the community of Grand Desert as identified on the map dated April 12, 2013 attached hereto, shall be a Uniform Charge of no more than \$150.00 annually.
2. The Charges collected under this Schedule shall be used by the Range Road Land Owner's Association for the maintenance of Range Road, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

## **Schedule 10**

1. A Uniform Charge for properties fronting or abutting in whole or in part on Seafarers Lane or Pioneer Hill, private roads located in Black's Subdivision in the community of White's Lake as identified on the map dated September 19, 2013 attached hereto, shall be a Uniform Charge of no more than \$150.00 annually.
2. The Charges collected under this Schedule shall be used by the Black's Subdivision Ratepayers Association for the maintenance of Seafarers Lane and Pioneer Hill, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

## **Schedule 11**

1. A Uniform Charge for properties fronting or abutting in whole or in part on Fortress Drive, a private road located in the community of Ferguson's Cove as identified on the map dated November 12, 2013 attached hereto, shall be a Uniform Charge of no more than \$750.00 annually.
2. The Uniform Charges collected under this Schedule shall be used by the Redoubt Head Homeowner's Association for the maintenance of Fortress Drive, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

## **Schedule 12**

1. A Uniform Charge for properties fronting or abutting in whole or in part on any of the private roads located in the Mariner's Anchorage sub-division in the community of Glen Haven, as identified on the map dated August 22, 2012 attached hereto, shall be a Uniform Charge of no more than \$300.00 annually.
2. The Charges collected under this Schedule shall be used by the Mariners Anchorage Residents Association for the maintenance of the private roads located in the Mariner's Anchorage sub-division, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

## **Schedule 13**

1. A Uniform Charge for properties fronting or abutting in whole or in part on any of the private roads located in the St. Margaret's Bay Heights sub-division in the community of Head of St. Margaret's Bay, as identified on the map dated November 19, 2013 attached hereto, shall be a Uniform Charge of no more

than \$280.00 annually.

2. The Charges collected under this Schedule be used by the St. Margaret's Bay Heights Subdivision Resident's Association for the maintenance of the private roads located in the St. Margaret's Bay Heights sub-division, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 14**

1. A Uniform Charge for properties fronting or abutting in whole or in part on Shiloh Drive or Karla Lane, private roads located in the community of Hatchet Lake, as identified on the map dated February 3, 2016 attached hereto, shall be a Uniform Charge of no more than \$700.00 annually.

2. The Charges collected under this Schedule shall be used by the Shiloh and Karla Drive Road Association for the maintenance of Shiloh Drive and Karla Lane, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 15**

1. A Uniform Charge for properties fronting or abutting in whole or in part on private roads located within the Kelly Point Sub-division, Prospect Peninsula as identified on the map dated November 16, 2017 attached hereto, shall be a Uniform Charge of no more than \$700.00 annually.

2. The Charges collected under this Schedule shall be used by the Kelly Point Lot Owners Association for the maintenance of private roads located within Kelly Point Sub-division including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year-round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 16**

(a) A Uniform Charge for properties fronting or abutting in whole or in part on the private road of Jenna Lane, Hammonds Plains as identified on the map dated April 17, 2018 attached hereto, shall be a flat charge of no more than \$1,275.00 annually.

(b) The Charges collected under this By-Law shall be used by the Jenna Lane Homeowner's Association for the maintenance of the private road of Jenna Lane including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year-round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

#### **Schedule 17**

(a) A Uniform Charge for properties fronting or abutting in whole or in part on the private road Bayview Drive located in the community of Head of St. Margaret's Bay as identified on the map dated July 24, 2018 attached hereto, shall be a uniform charge of no more than \$600.00 annually.

(b) The Charges collected under this Schedule shall be used by the BV Homeowners Society for the maintenance of the private road of Bayview Drive including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the

road in a serviceable condition year-round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

**Schedule 18**

(a) An Area Rate Charge for properties fronting or abutting in whole or in part on the private roads located in the community of Cambrian's Cove as identified on the map dated March 5, 2019 attached hereto, shall be a flat area rate of no more than \$680.00 annually.

(b) The Charges collected under this By-Law shall be used by the Cambrian's Cove Homeowners' Association for the maintenance of the private roads of Cambren Drive, Five Island Road, Hawkins Drive and Kenley Road including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year-round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

Done and passed in Council this 30 day of October, 2018.

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Mayor

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Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of the Halifax Regional Council held on October 30, 2018.

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Kevin Arjoon, Municipal Clerk

Notice of Motion: September 11, 2018  
Approval: October 30, 2018  
Effective: November 10, 2018

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Amendment # 1 – addition of Schedule 17

Notice of Motion March 5, 2019  
Approval: March 26, 2019

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Amendment # 2 – amendment to Schedule 13

Notice of Motion March 5, 2019  
Approval: March 26, 2019

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Amendment # 3 – amendment to Section 27, addition of Schedule 18

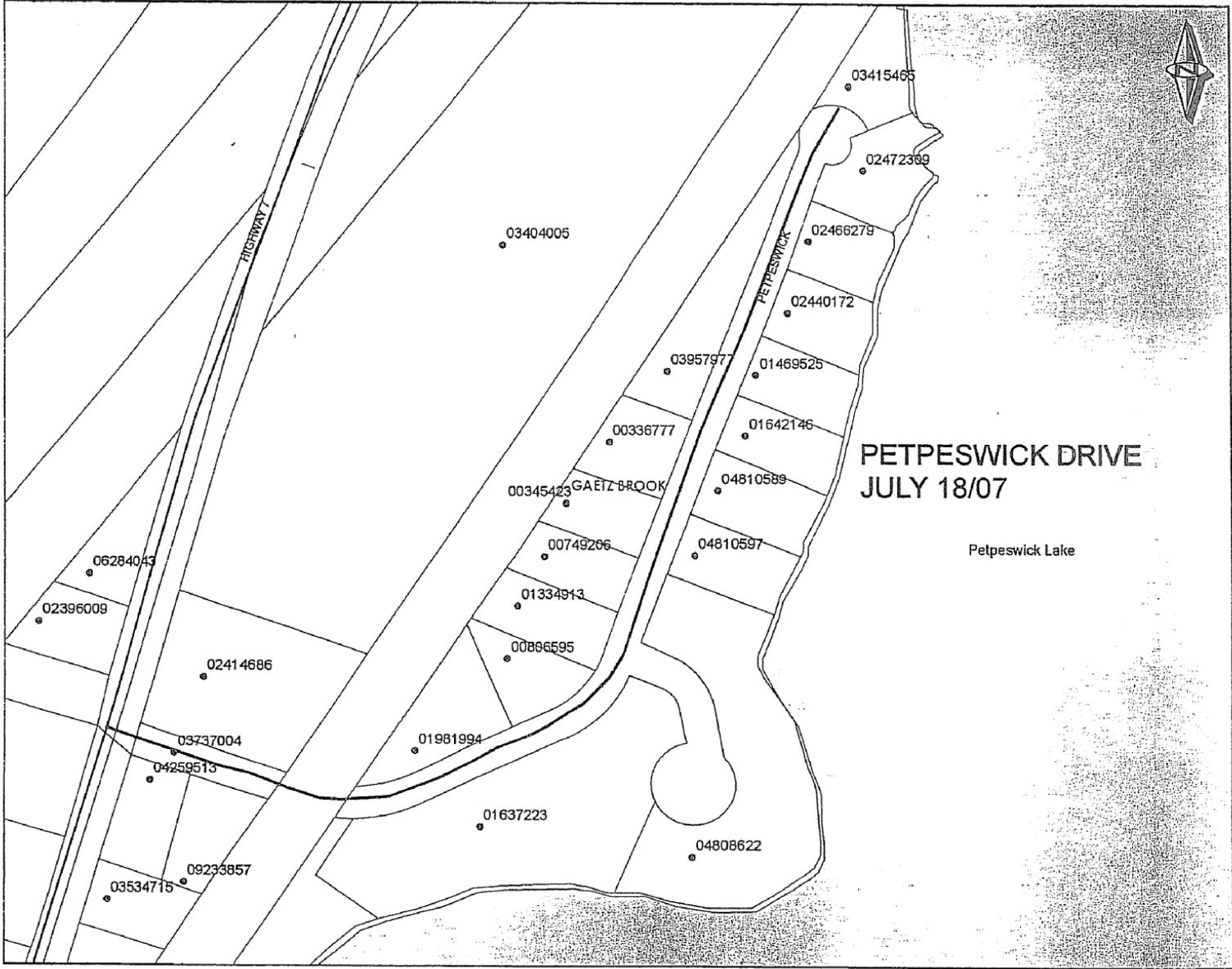
Notice of Motion April 16, 2019  
Approval: April 30, 2019

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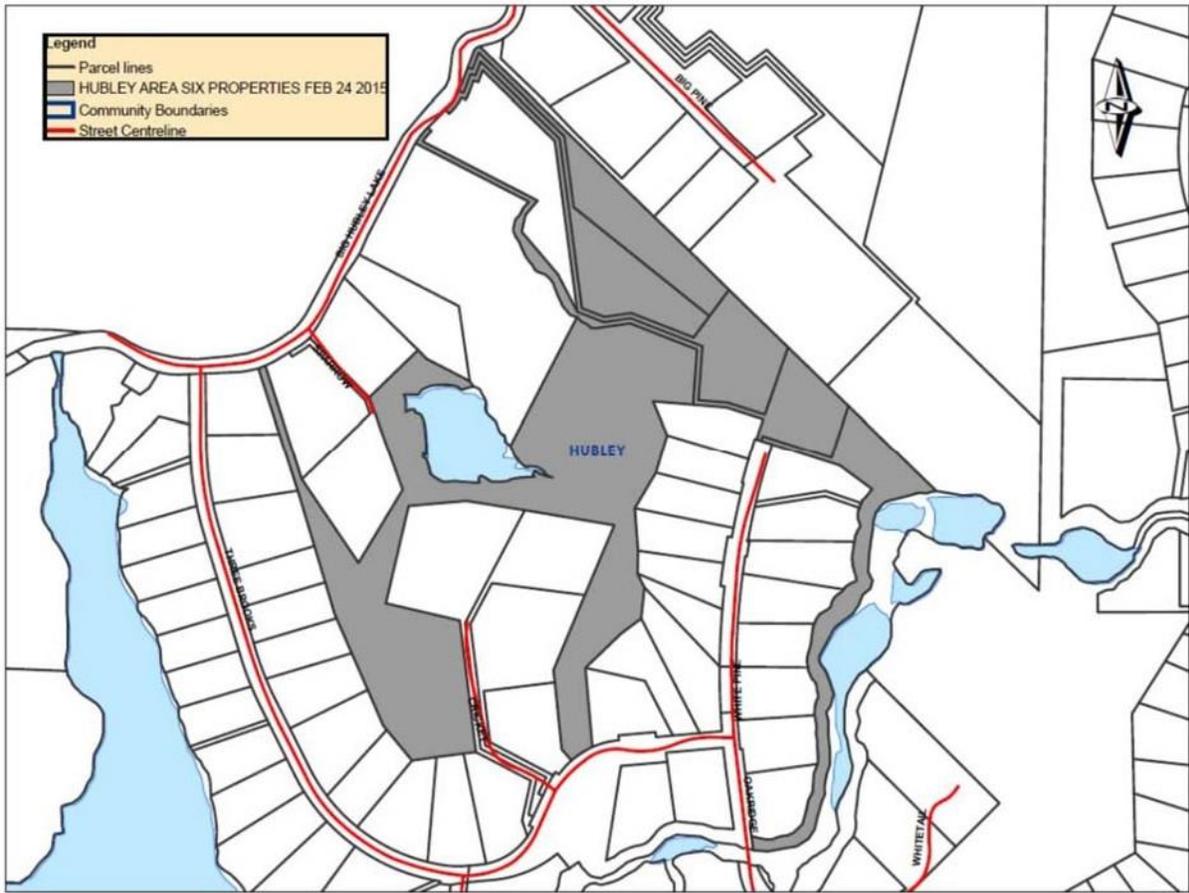
Amendment # 4 – amendments to Schedule 6 and Schedule 18

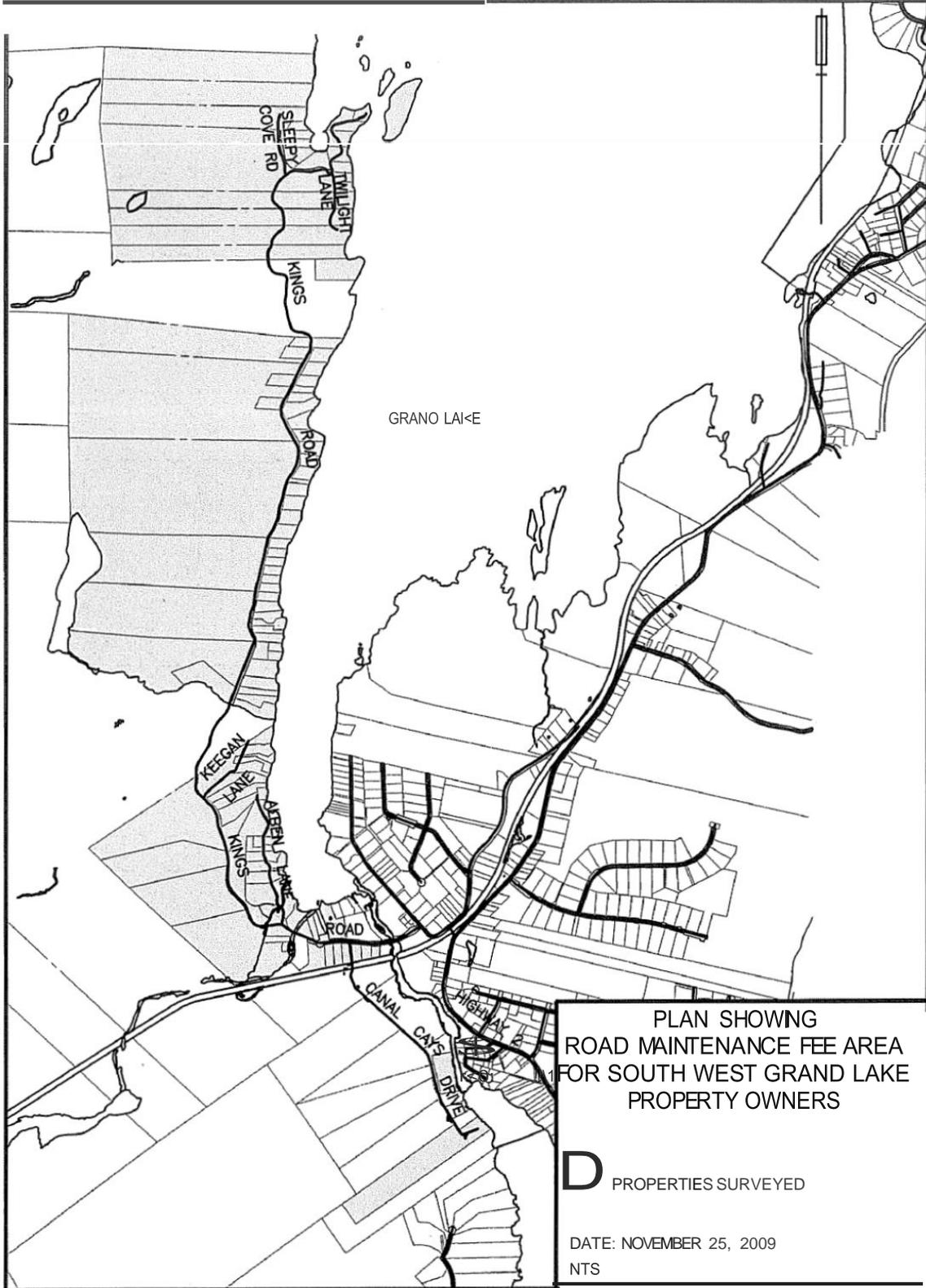
Notice of Motion July 21, 2020  
Approval August 18, 2020

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# HUBLEY AREA



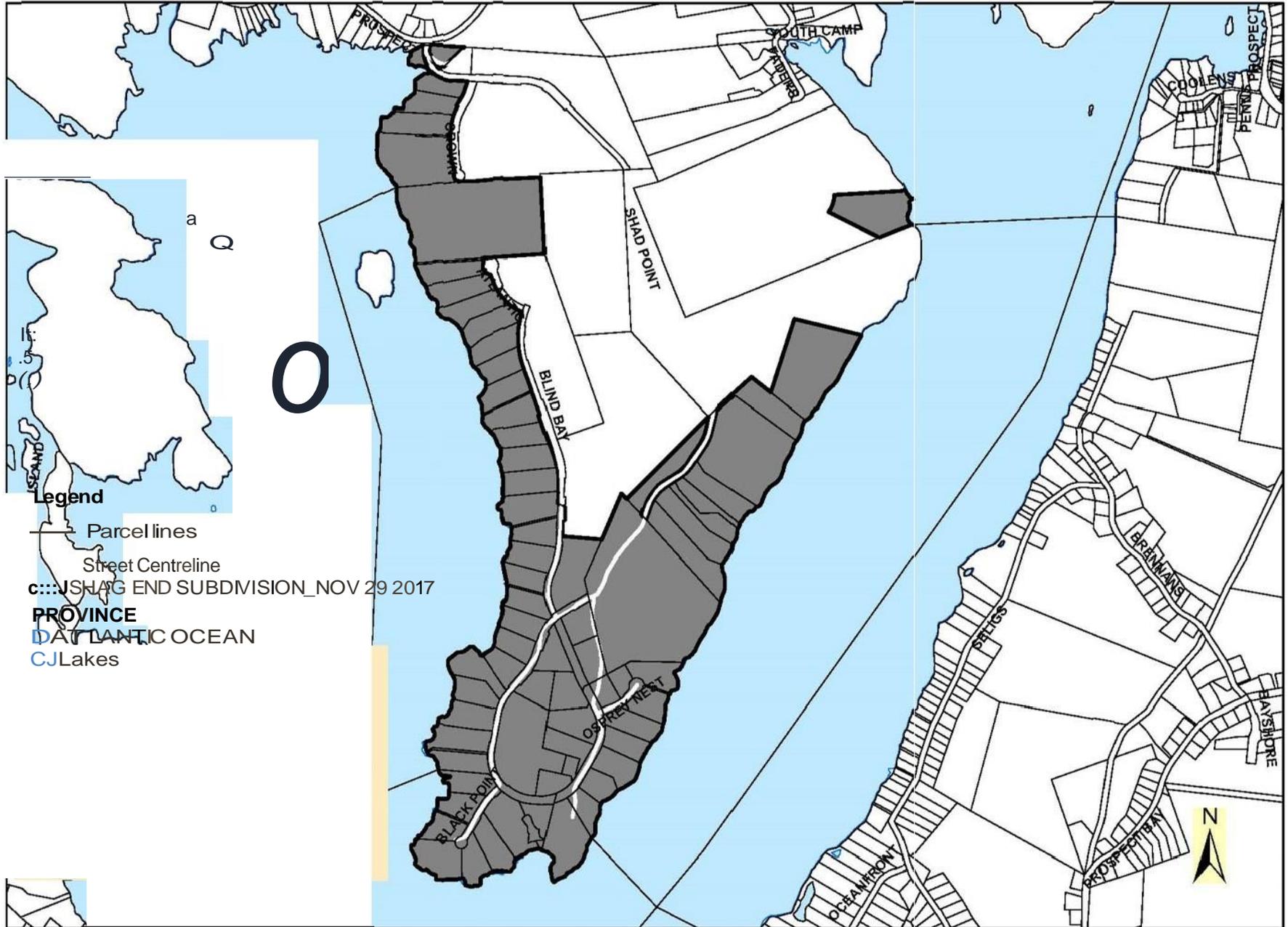


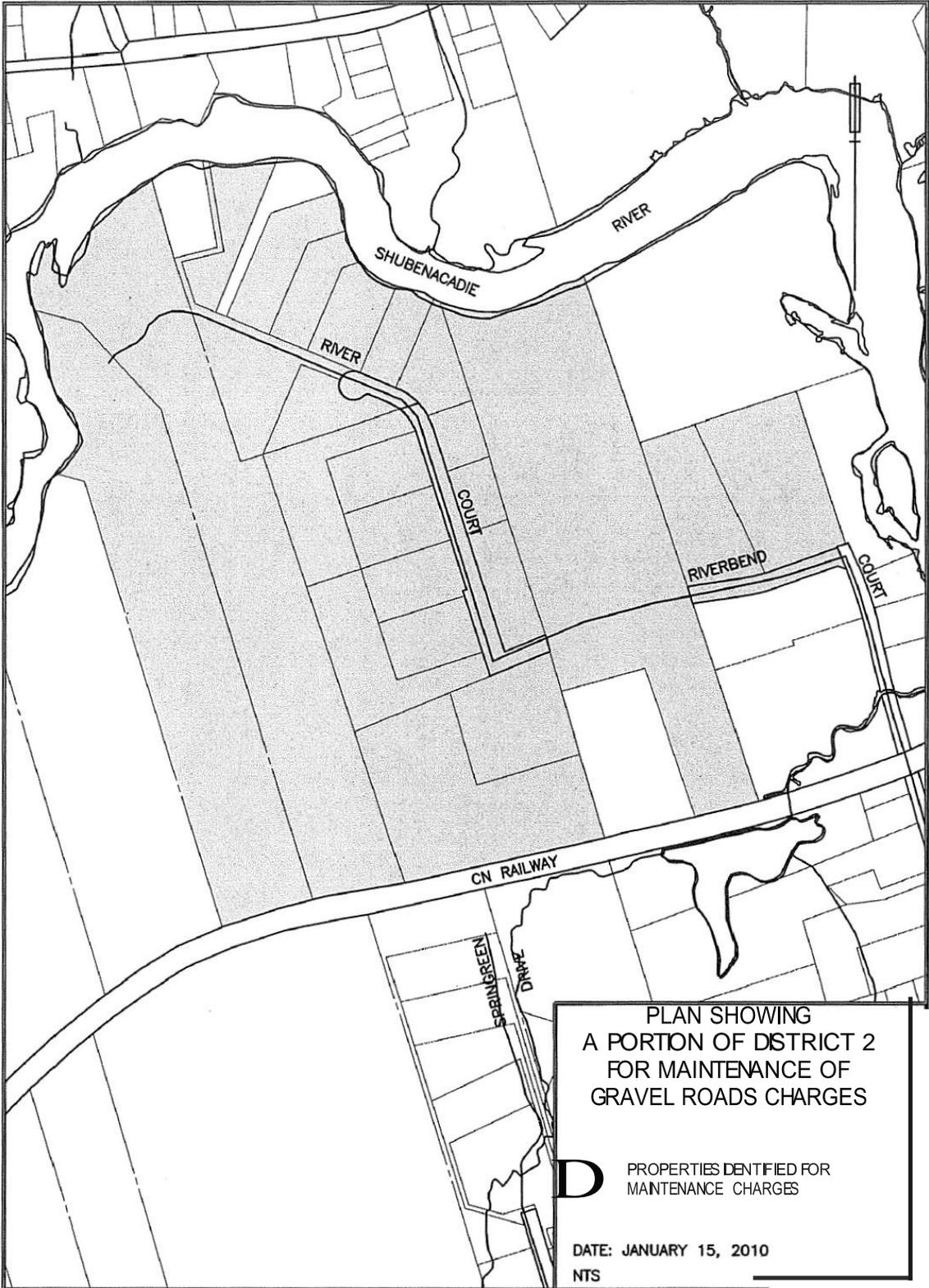
PLAN SHOWING  
ROAD MAINTENANCE FEE AREA  
FOR SOUTH WEST GRAND LAKE  
PROPERTY OWNERS

**D** PROPERTIES SURVEYED

DATE: NOVEMBER 25, 2009  
NTS

# SHAG END PRIVATE ROAD

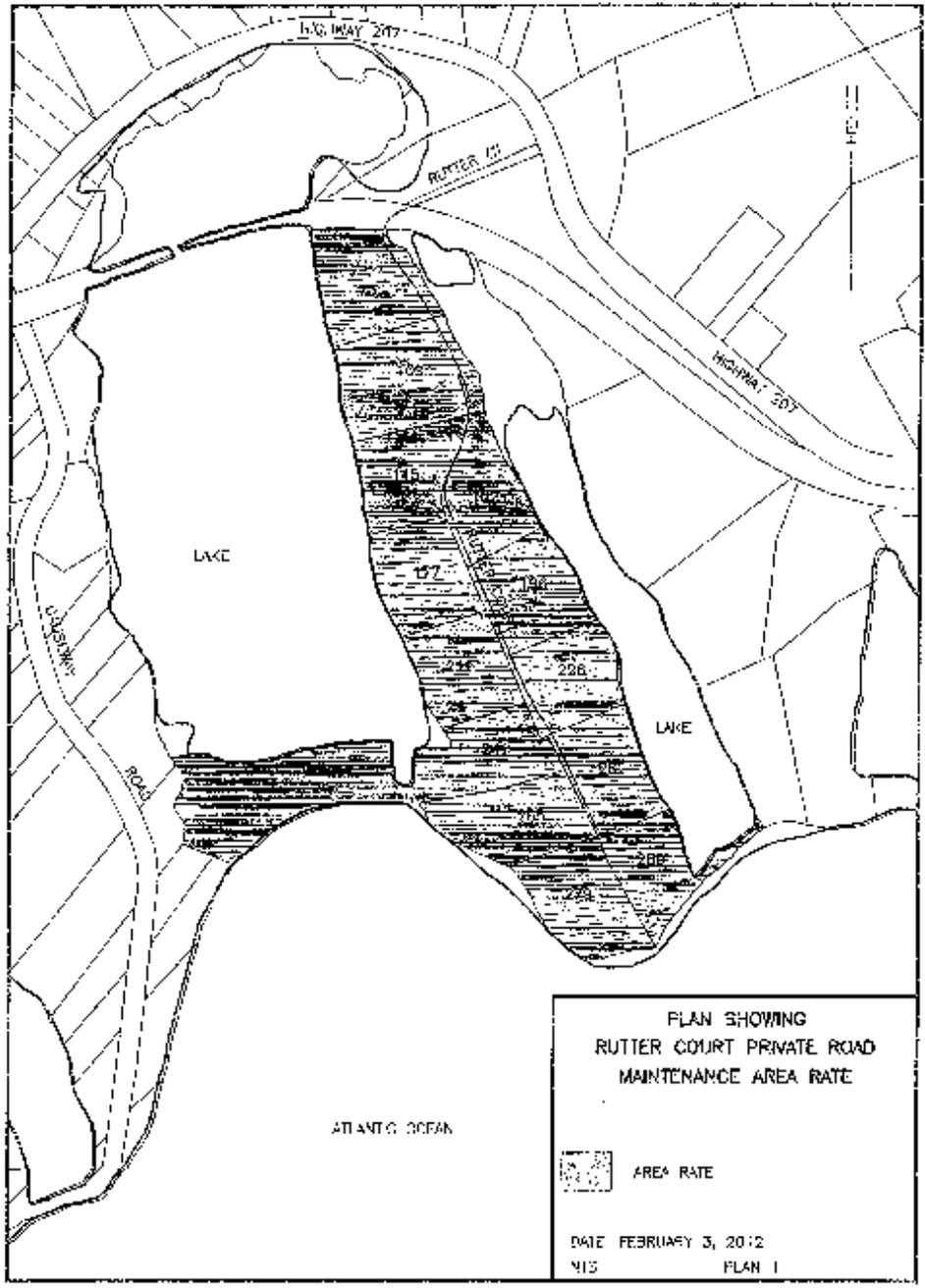


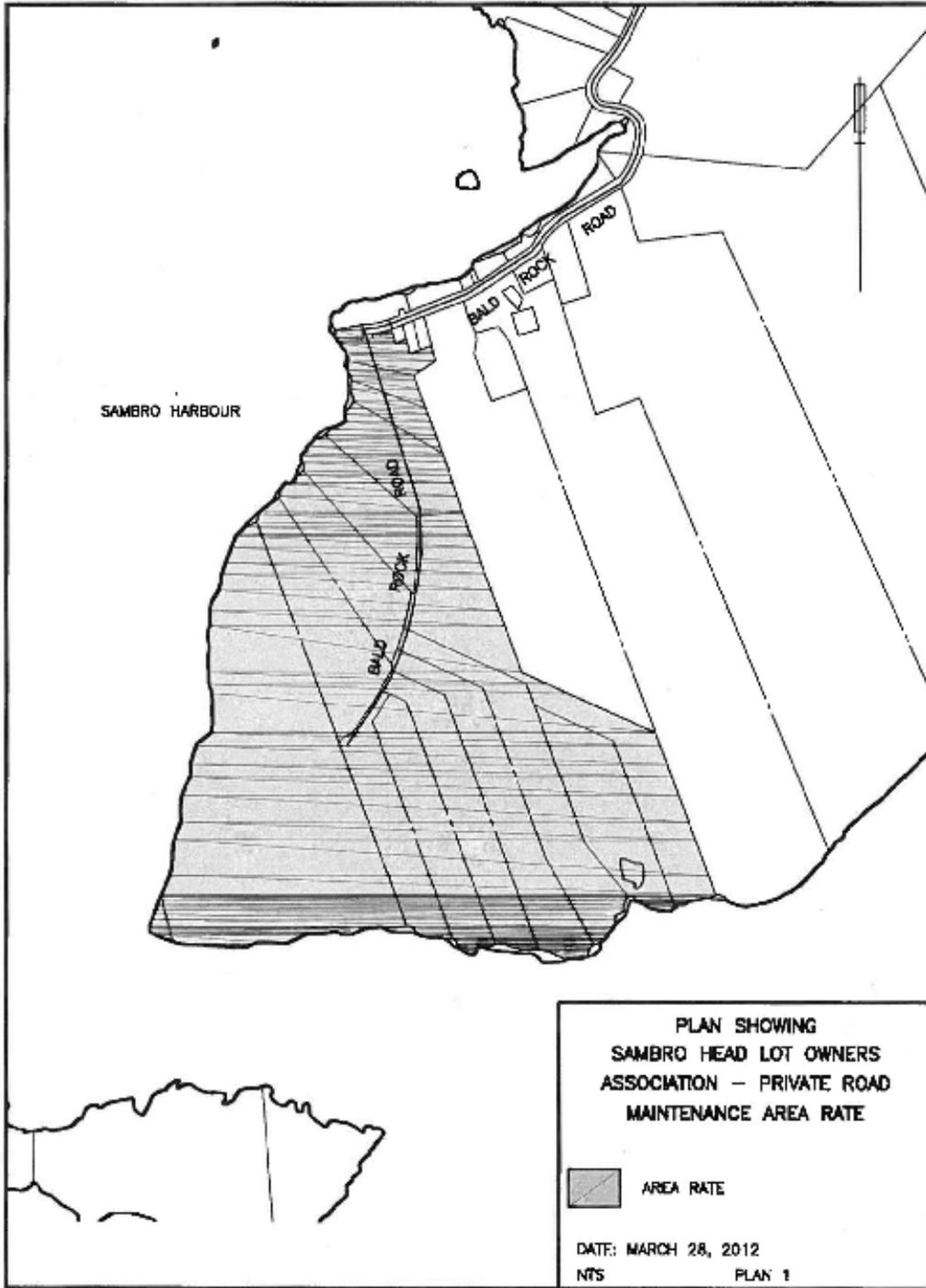


# PRIVATE ROAD MAINTENANCE FOR ST. MARGARET'S VILLAGE

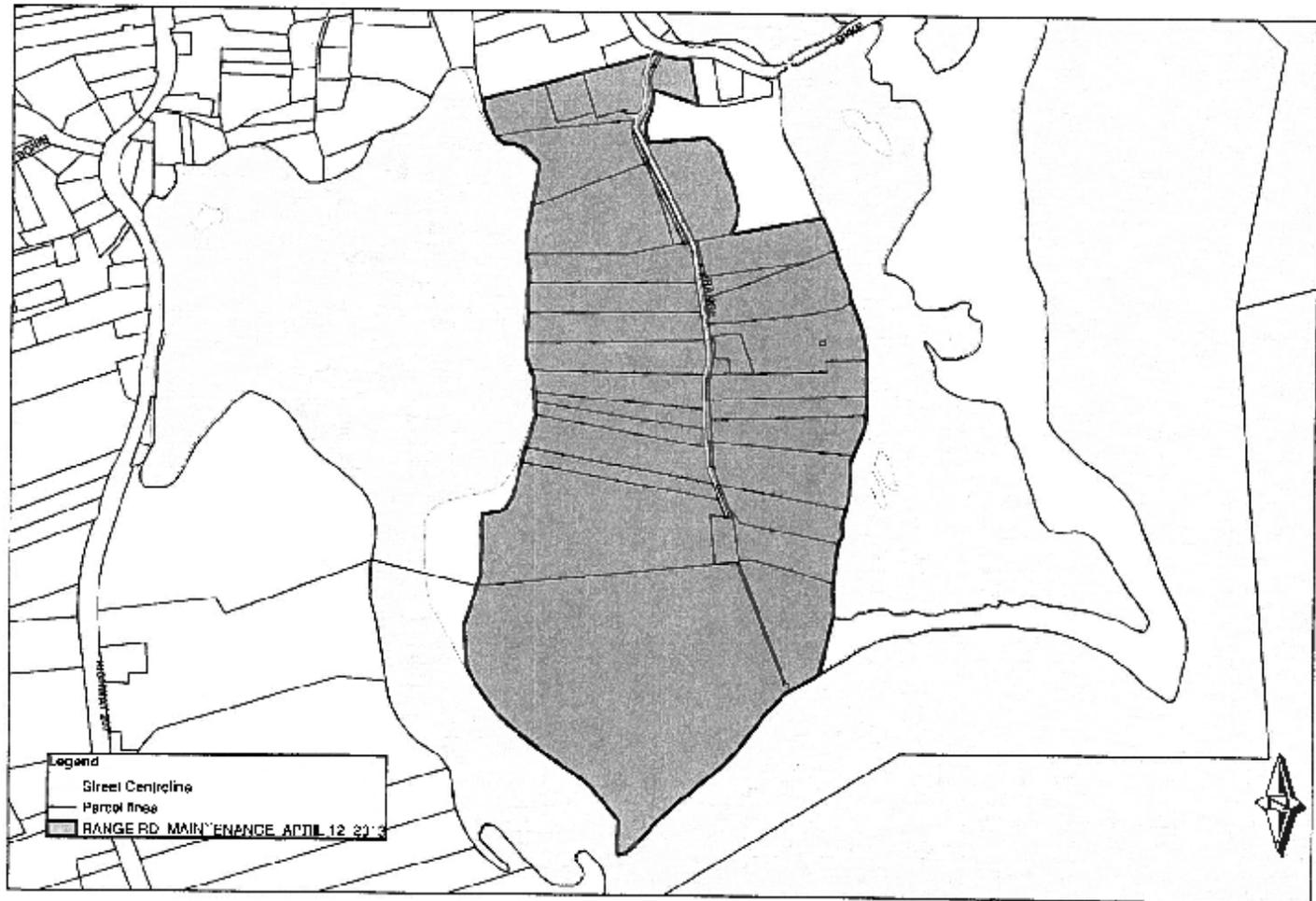


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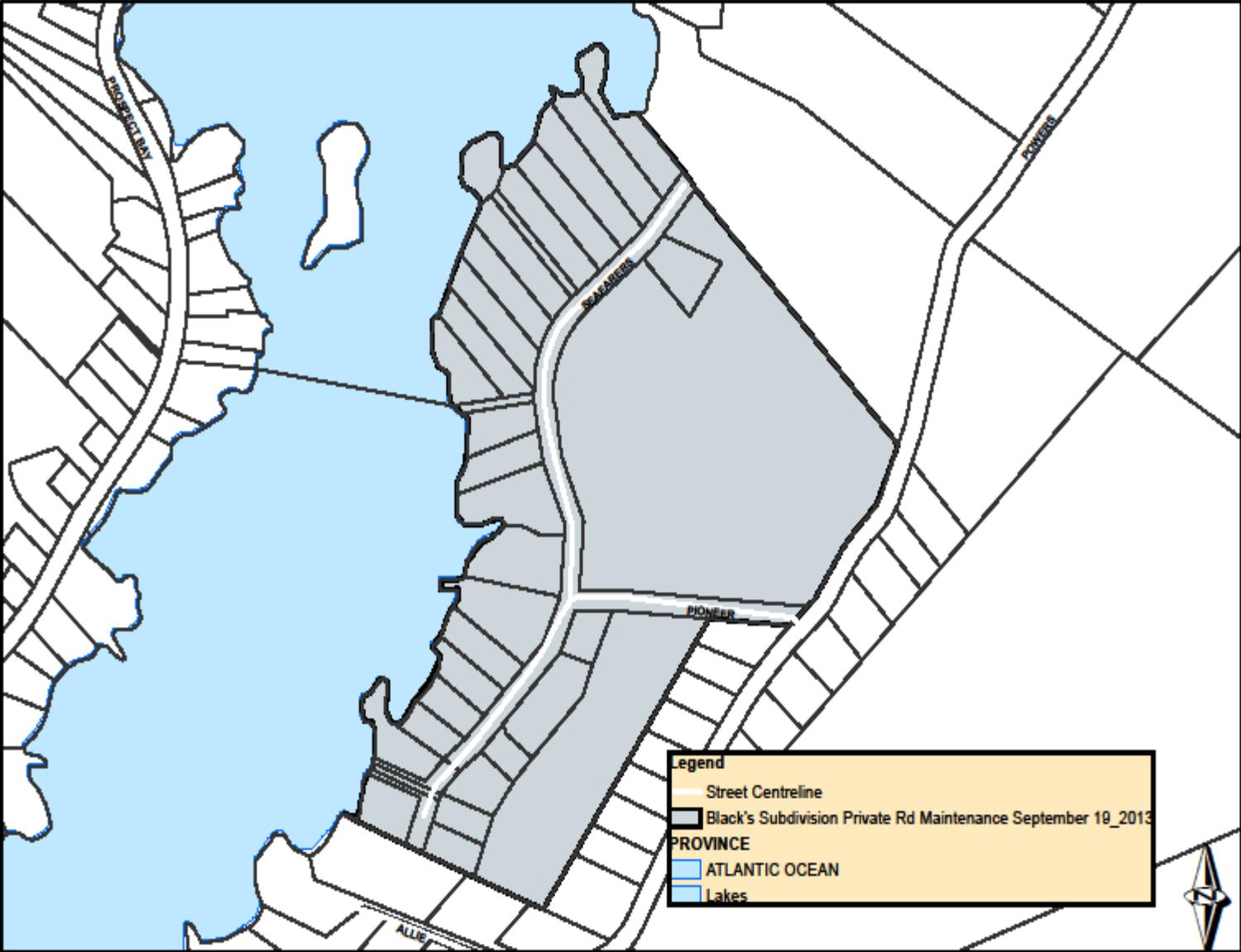




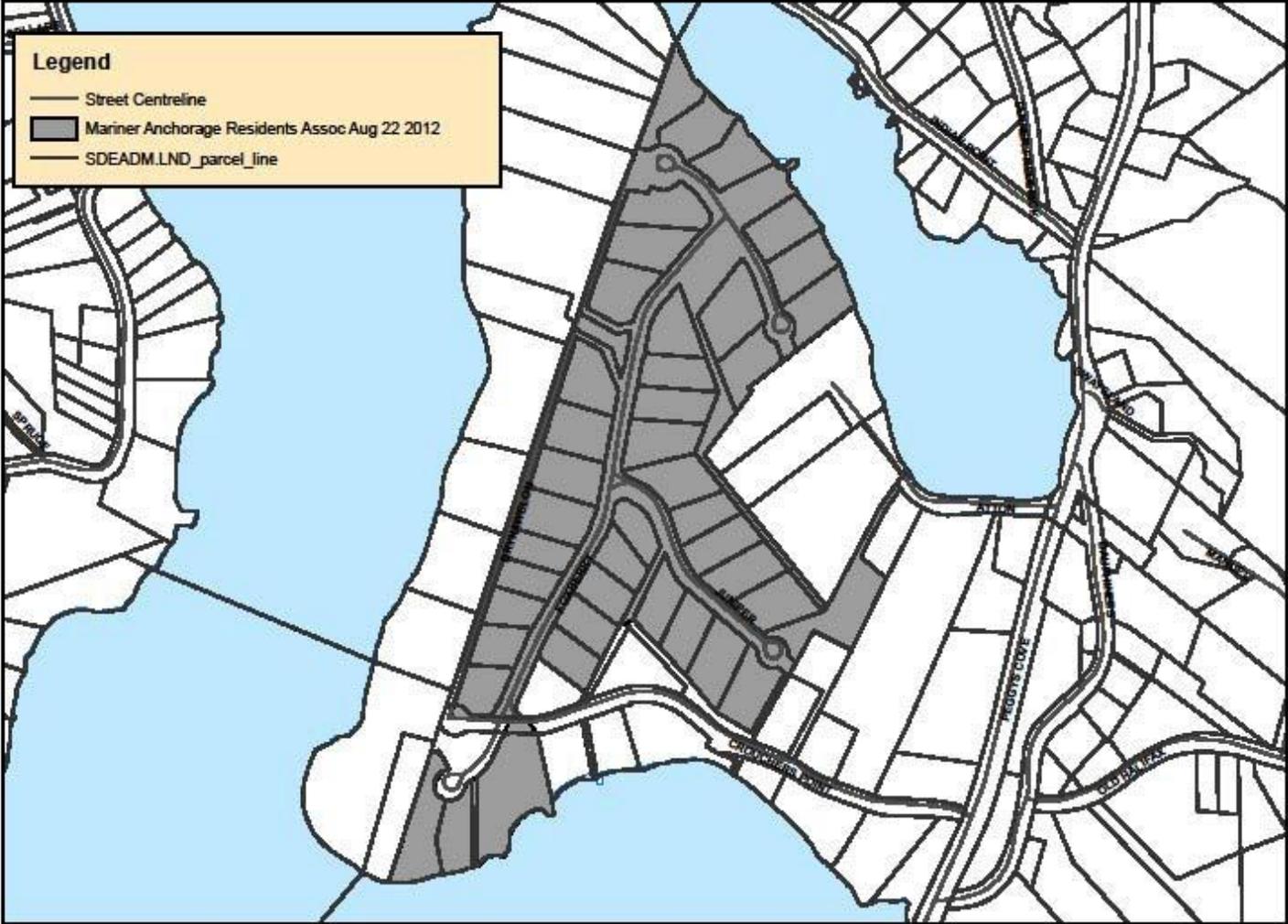
### RANGE ROAD GRAND DESERT ROAD MAINTENANCE



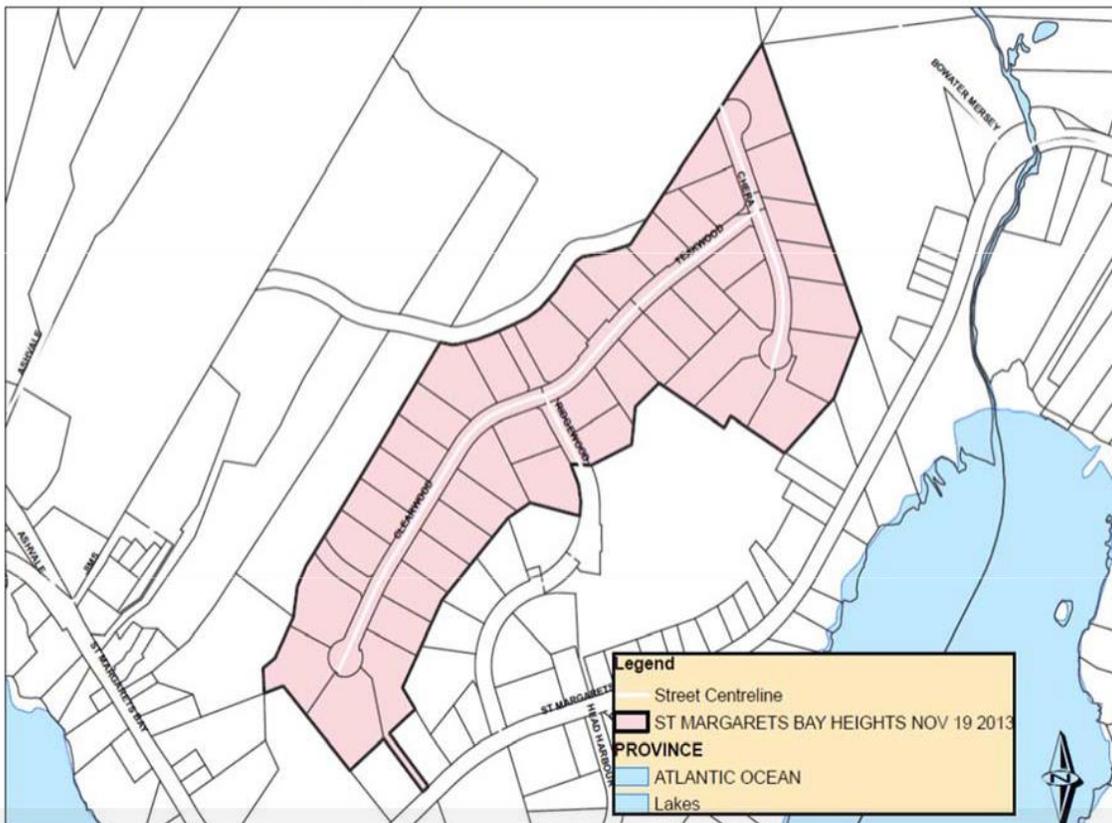
# BLACK'S SUBDIVISION PRIVATE ROAD MAINTENANCE



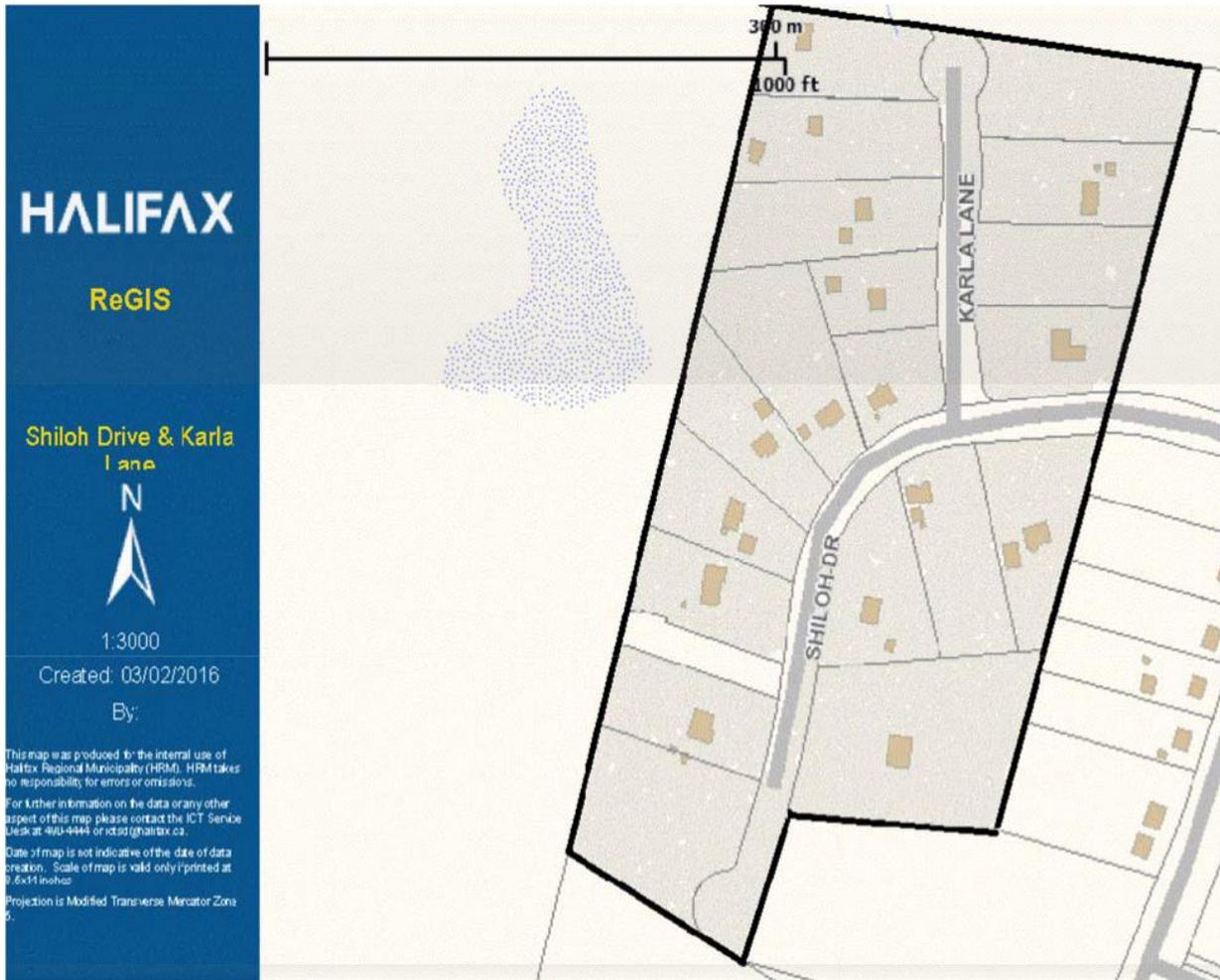
# MARINER ANCHORAGE RESIDENTS ASSOCIATION



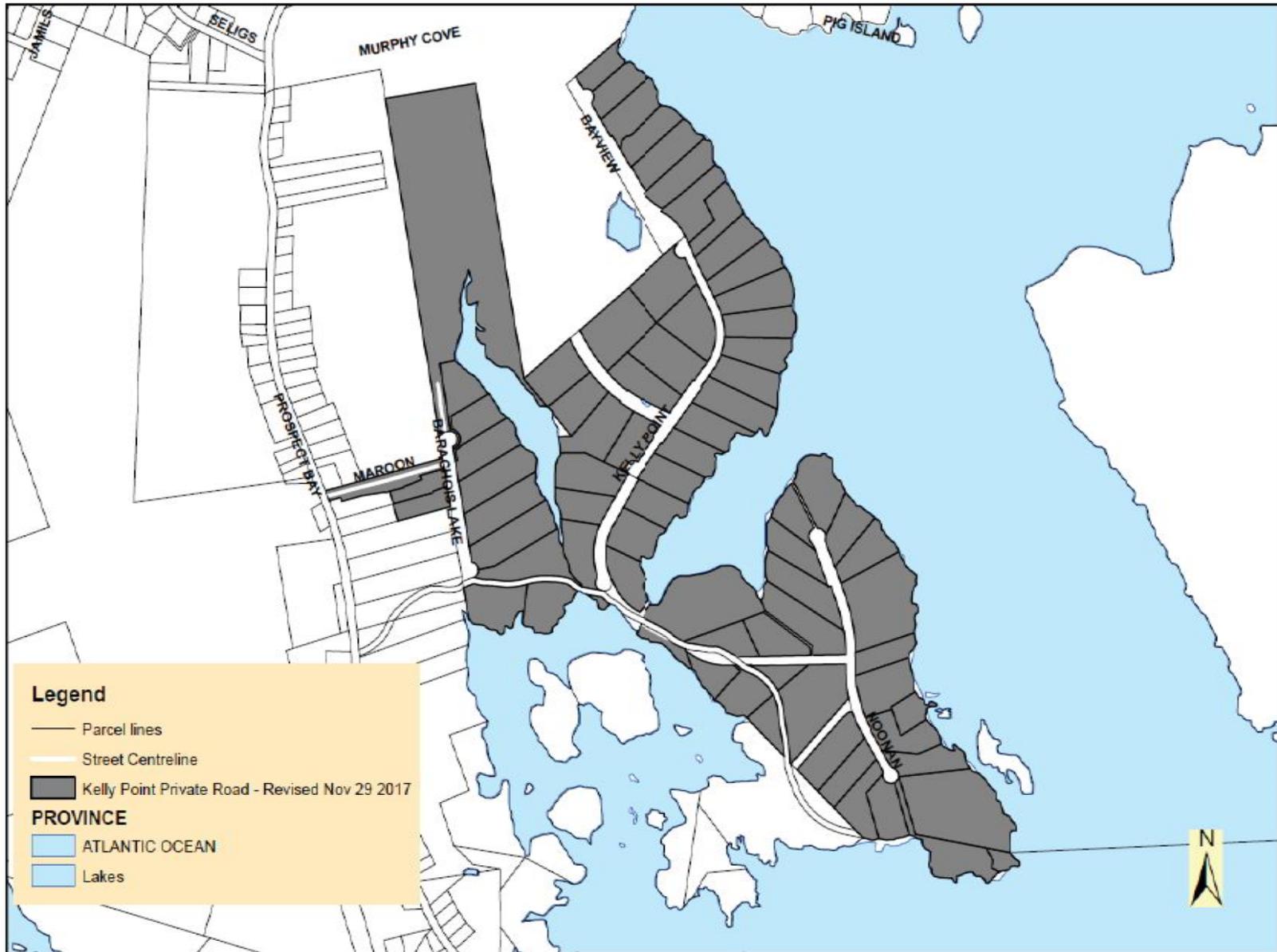
**ST MARGARETS BAY HEIGHTS NOVEMBER 19, 2013**



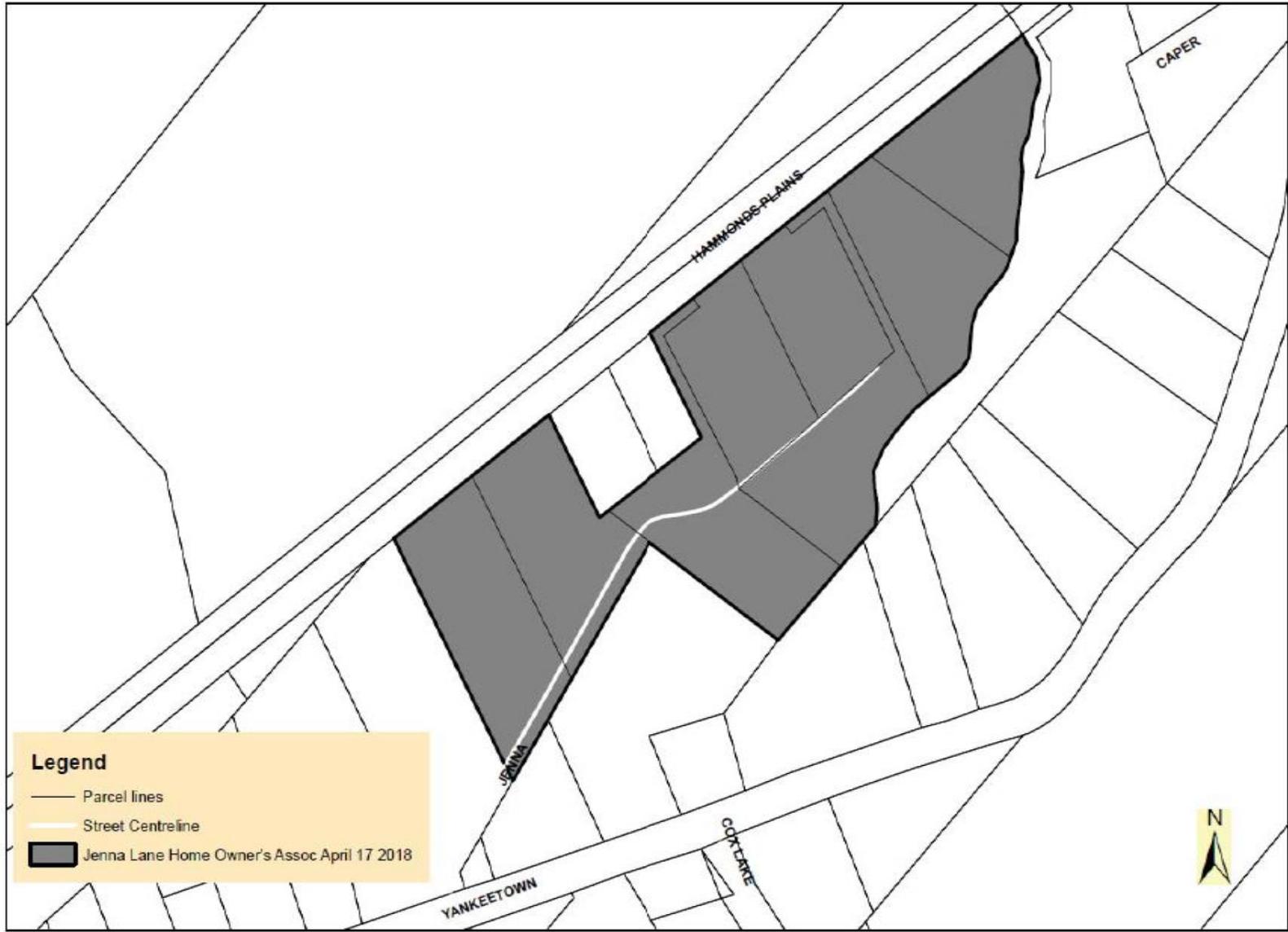
## Map of Catchment Area for Shiloh and Karla Drive Road Association



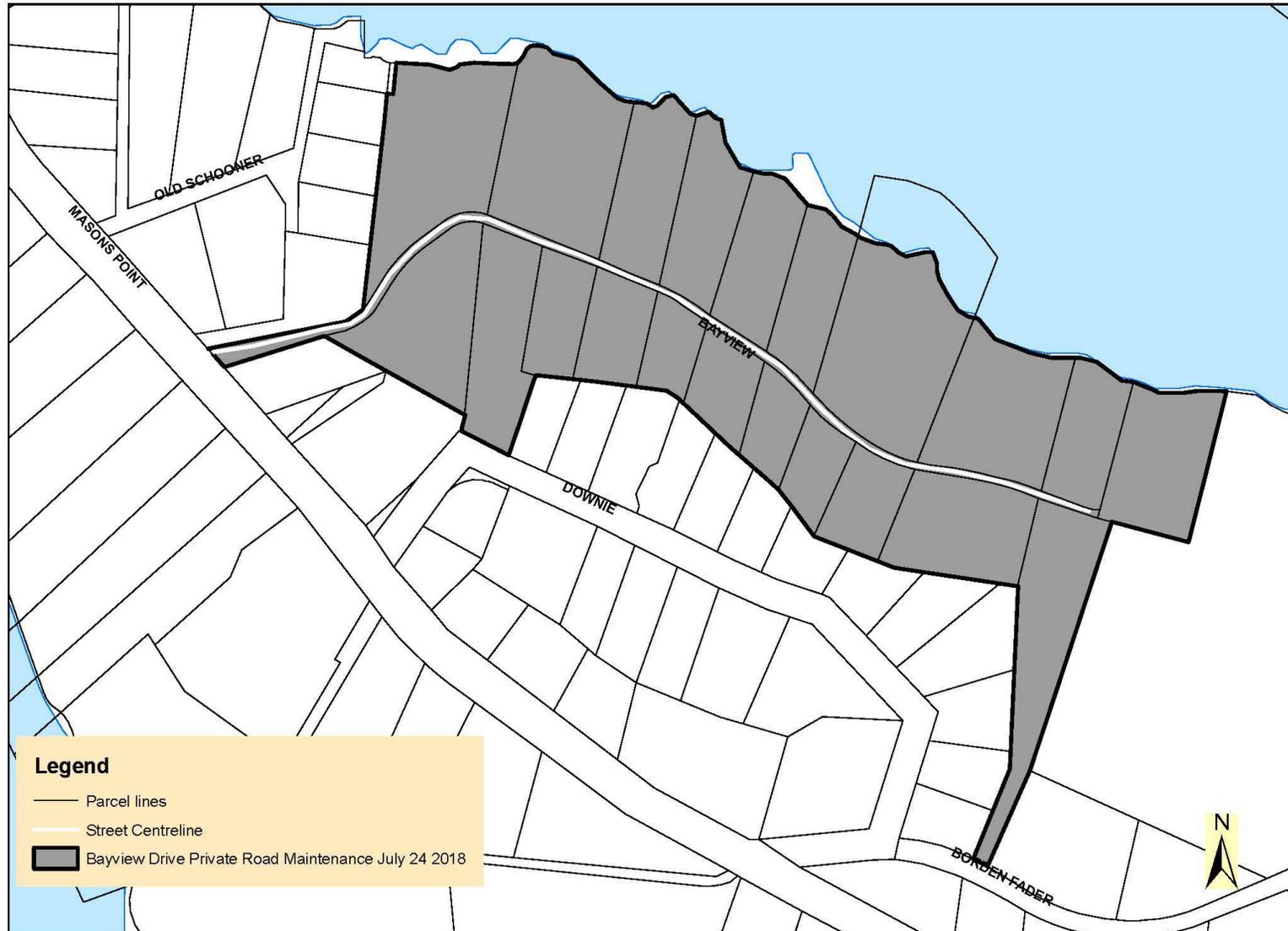
# KELLY POINT PRIVATE ROAD



# THE JENNA LANE HOME OWNER'S ASSOCIATION



# BAYVIEW DRIVE PRIVATE ROAD MAINTENANCE



CAMBRIANS COVE PRIVATE ROAD MARCH 5, 2019 [Jan 14, 2019]



**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER 2018-003-ADM  
RESPECTING PRIVATE ROAD MAINTENANCE**

**BE IT RESOLVED** by Council of the Halifax Regional Municipality, that Administrative Order 2018-003-ADM is amended as follows:

1. adding the word "Executive" before the word "Director" as it appears throughout the Administrative Order.
2. amend section 2 by:
  - (i) adding the word "Regional" after the word "the" and before the word "Council" in clause (d);
  - (ii) striking out the word "director" after the words "means the" and before the words "of the" in the first line of clause (e);
  - (iii) adding the words "position determined by the CAO to be the head" after the words "means the" and before the words "of the" in the first line of clause (e);
  - (iv) adding the words and comma "and who is accountable to the CAO under section 36 of the Halifax Regional Municipality Charter," after the word and comma "roads," and before the words "and includes" in clause (e).
3. adding the following header and sections after section 13 and immediately before the header "Meeting of Property Owners"

**Commencement by Petition to Expand Boundary Area or Add Properties to Rate**

13A. A request to expand the boundary of the proposed area or add properties that are within the established boundary but would not otherwise subject to the rate, shall originate with the Association.

13B. The Association shall define the proposed expanded boundary or the properties not otherwise subject to the rate.

13C. After the expanded boundary or the properties not otherwise subject to the rate are defined under section 13B, the Association shall notify the Executive Director, that it intends

(i) to expand the boundary area, or

(ii) add properties within the existing boundary but not otherwise subject to the rate

of the existing Association by presenting a petition.

13D. The presented petition shall:

(a) be signed by property owners comprising at least two-thirds (66.7%) of the properties

(i) located within the proposed expanded boundary area, or

(ii) within the existing boundary but not otherwise subject to the rate that would become part of the Association and be subject to the rate; and

(b) contain the following information:

- (i) the proposed expanded boundary area or the properties within the existing boundary that would be subject to the rate,
- (ii) the proposed rate,
- (iii) the nature of the private road maintenance being proposed, and
- (iv) whether the proposed rate would be an area rate or uniform charge.

13E. Upon acceptance of the petition by the Executive Director, an employee of the Municipality will be assigned to assist the applicant with the process.

Done and passed by Council this      day of      , 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Iain MacLean, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted amendments were passed at a meeting of the Halifax Regional Council held on      , 2021.

\_\_\_\_\_  
Iain MacLean, Municipal Clerk

# PRIVATE ROAD MAINTENANCE FOR ST. MARGARET'S VILLAGE



December 1, 2020

Councillor Pamela Lovelace  
Halifax Regional Municipality  
PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5

Re: Amendment to Schedule 6 (St. Margaret's Village) of Administrative Order 2018-003-ADM

Councillor,

In advance of our meeting on Wednesday, please accept following report and background document respecting our upcoming request respecting the Saint Margaret's Village Community Association Uniform Charge for Road Maintenance.

Following approval at an upcoming Association meeting, we anticipate to submit the following request to Council for consideration.

**Request:**

*It is requested that the Council of Halifax Regional Municipality approve an amendment to Schedule 6 (St Margaret's Village) of Administrative Order 2018-003-ADM to apply the Uniform Charge to all properties in the sub-division.*

*Current Schedule (6):*

1. A Uniform Charge for properties with residential dwellings fronting or abutting in whole or in part on any of the private roads located in the St Margaret's Village sub-division, in the community of Upper Tantallon as identified on the amp dated October 12, 2011 attached hereto, shall be a Uniform Charge of no more than \$450.00 annually.
2. The Charges collected under this Schedule shall be used by the St. Margaret's Community Association for the maintenance of the private roads located in the St. Margaret's Village subdivision, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

*Requested Amended Schedule (6)(with requested change crossed out):*

1. A Uniform Charge for properties ~~with residential dwellings~~ fronting or abutting in whole or in part on any of the private roads located in the St Margaret's Village sub-division, in the community of Upper Tantallon as identified on the amp dated October 12, 2011 attached hereto, shall be a Uniform Charge of no more than \$450.00 annually.
2. The Charges collected under this Schedule shall be used by the St. Margaret's Community Association for the maintenance of the private roads located in the St. Margaret's Village subdivision, including culverts, retaining walls, sidewalks, curbs and gutters that are associated with the roads. Road maintenance includes all work required to maintain the road in a serviceable condition year round and may include snow removal, grading, ditch and culvert and bridge repair and brush clearing.

## **Background**

On May 9, 2012, Regional Council approved the creation of a road maintenance fee through former Administrative Order 45, Respecting Private Road Maintenance.

St. Margaret's Village sub-division is located off French Village Station Road in the community of Upper Tantallon in District 12. The collection area is demonstrated in the illustration below, which was included in the original Council report.



All of the private roads in this sub-division are maintained by the St. Margaret's Community Association as specified in the Protective Covenants. The Association funds road maintenance through an annual fee, currently four hundred and fifty dollars, collected from the owners of each of the one hundred and give properties with dwellings on them.

After 2009, the original developer of St. Margaret's Village allowed a new developer, Picket Fence, to begin developing properties in the subdivision and sold a large number of lots to them. It was communicated to the Association at the time that all the roads in the subdivision would be paved by 2022. In late 2019, a second developer, Ramar, was sold lots and permitted to develop within the subdivision. The Association was notified on January 13, 2020 that no further paving would be completed except to the homes built by Ramar. This leaves over 550 meters of road unpaved, including access to lots which Picket Fences built and sold homes to.

## **Discussion:**

Collection of the fee from the homeowners, which is almost fifty thousand dollars per year, has enabled:

- Annual snow clearing of the complete subdivision
- Maintenance of the road network, including pothole repair, periodic ditch and stormwater maintenance
- Repair of failing road and stormwater infrastructure (including asphalt failure, road shoulder repair, culvert repair)
- Maintenance of street signs (a critical safety and emergency response item)
- Road renewal projects (for example, the complete renewal of Harvest Lane near the entrance was required in 2017)

Additionally, the Association has an encumbering obligation to pave several kilometers of road (including Lanterns Way and Appleberry).

Anticipated requirement in the next five years include:

- Renewal of Rustic Ridge: \$250,000
- Renewal of Wisteria section \$250,000
- Paving of Appleberry and Lanterns Way \$400,000
- Surplus available for stormwater or road failure \$50,000

With potentially one million dollars in near future reasonable and required obligations, the current financial situation of the Association is unsustainable and potentially dangerous. There is no chance this work can be done in the next five years. As such, even with the requested additional contributions to the Association, the Association will have to manage the pressures and plan the work over the next ten to fifteen years, which will naturally increase the likelihood of periodic failures and repairs.

The request of Council is to apply the Uniform Charge to all property in the sub-division, which is common in the Schedules of Administrative Order 2018-003-ADM, and more importantly: fair.

The expectation of the property owners that started contributing to the Uniform Charge in 2012 is that development would continue expeditiously and in a fashion that homes would be erected sequentially so that road maintenance obligations would be scalable. For example, prior to the Charge, the Association barricaded approximately two kilometer of road to minimize snow clearing requirements and wear to the road. The barricades were removed by a developer for marketing purposes. Some homes constructed since 2012 are at the far ends of the road network, requiring complete stewardship of the infrastructure and encumbering the Association with the obligation of maintaining a large road network with substantially vacant lots.

The infrastructure is subject to stormwater management challenges. There is damage on Vintage Lane as a result of Hurricane Dorian. The Association must remedy this in the spring as the road is failing, and threatening to undercut power poles, as demonstrated by the pictures below.

	
<p>This image shows the ditch washed out to the point of the stability of the power pole</p>	<p>This image shows the stone washed from the ditch during Hurricane Dorian</p>

Those marketing and building properties in the subdivision are not only receiving benefit of the maintained infrastructure at no cost or contribution, they are generally the higher users and often causation of infrastructure failure from heavy equipment, stormwater run off events from cleared lots, and building homes in a non-sequential manner.

The actions of the developers are exacerbating the maintenance and repair costs yet they enjoying the benefit of the road maintenance fee. This is not fair, which is an important principle of a good tax. All landowners need to contribute to the maintenance of the roads of St. Margaret's Village.

Below is an example of the developer demanding service for which they do not pay!

----- Forwarded message -----

From: [REDACTED]  
 Date: Wed, Feb 19, 2020 at 10:03 AM  
 Subject: Re: Message From the President  
 To: Administrator <[smcassoc@gmail.com](mailto:smcassoc@gmail.com)>

To whom it may concern, I want to make you aware that the roads in SMV are treacherous today. Our work trucks and subcontractors can barely navigate the roads with the icy conditions. Can you have your plowing contractor sand the roads ASAP, especially Vintage and Alderberry.

Your attention to this issue will be much appreciated.

Thank you  
 [REDACTED]

There are two hundred and twenty five properties in the sub-division. With collection from all properties, the annual collection, at \$450, would be \$101,250. The five year forecast would look like follows

	2021	2022	2023	2024	2025
<b>Revenue</b>	\$101,250	\$101,250	\$101,250	\$101,250	\$101,250
<b>Surplus for Failures</b>	\$32,000	\$50,000	\$50,000	\$50,000	\$50,000
<b>Surplus for Renewals and New Paving required</b>	\$0	\$47,250	\$115,750	\$252,750	\$526,750
<b>Total Available</b>	\$133,250	\$148,500	\$217,000	\$354,000	\$628,000
<b>Snow Management</b>	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
<b>Road Maintenance</b>	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Response to Infrastructure Failures</b>	Not budgeted, but likely				
<b>Signposts required for areas developed</b>	\$5,000	\$0	\$0	\$0	\$0
<b>Paving of Appleberry and Lanterns Lane</b>					\$400,000
<b>Rustic Renewal</b>					
<b>Wisteria Renewal</b>					
<b>End of year Surplus</b>	\$97,250	\$118,500	\$187,000	\$324,000	\$198,000

The forecast shows a reasonable maintenance and stewardship of the road network in St. Margarets Village and a reasonably sustainable financial approach.

It was originally the intention of the Association to submit this request in Spring 2020. We met with the former Councillor, and had this prepared to table at the AGM to submit to HRM. However due to COVID, and the impending municipal election, decided to pause the submission.

We intend to re-start our process, and submit our letter to our AGM and then to Council for consideration in early 2021. We felt that reviewing the file with you would be smart before we start these other steps and look forward to discussing with you.

Respectfully submitted for your consideration on behalf of the St. Margaret's Village Community Association.