



P.O. Box 1749
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Item No. 6
Committee of the Whole on Budget
April 23, 2024

TO: Chair Russell and Members of Budget Committee
(Standing Committee of the Whole on Budget)

Original Signed

SUBMITTED BY:

Cathie O'Toole, Chief Administrative Officer

DATE: April 19, 2024

SUBJECT: Proposed 2024/25 Budget

ORIGIN

Fiscal direction established during presentation of [Budget Direction](#) to Budget Committee on November 28, 2023.

[2024/25 Multi-Year Capital Plan](#) presented to Budget Committee on January 24, 2024.

Business unit budget presentations and Budget Committee debates during January through March 2024.

[Budget Adjustment List](#) was debated on April 2, 2024.

LEGISLATIVE AUTHORITY

Halifax Charter, section 35 (1) The Chief Administrative Officer shall (b) ensure that an annual budget is prepared and submitted to the Council.

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- (1) The Council may spend money in an area, or for the benefit of an area, for any purpose for which the Municipality may expend funds or borrow.
 - (2) The Council may recover annually from the area the amount required or as much of that sum as the Council considers advisable to collect in any one fiscal year by an area rate of so much on the dollar on the assessed value of the taxable property or occupancy assessments in the area.
 - (3) The Council may provide:
 - (a) a subsidy for an area rate from the general rate in the amount proportion approved by the Council;
 - (4) The Council may, in lieu of levying an area rate, levy a uniform charge on each

- (a) taxable property assessment;
- (b) dwelling unit, in the area.

Business Improvement District Administrative Order, sections 4 and 5, as follows:

4. The amount of money Regional Council, from time to time, provides to carry out those activities set out in section 70 of the *Halifax Regional Municipality Charter*, S.N.S. 2008, c. 39, as amended, will be recovered by means of an area rate.
5. The area rate will be set annually by resolution of the Regional Council pursuant to the *Halifax Regional Municipality Charter*.

RECOMMENDATION

It is recommended that the Budget Committee direct the Chief Administrative Officer to:

1. Adopt the Resolution for Approval of Operating Budgets, Capital Plan and Tax Rates for Fiscal 2024/25 as set out in Schedule 1 of the staff report dated April 19, 2024.
2. Approve the attached Resolution to approve Area Rates and Uniform Charges for fiscal year 2024/25, as well as the Schedules of Area Tax Rates and Budgeted Revenues as set out in Schedule 2 of this report.
3. Adopt the amendments to Administrative Order 2018-003-ADM, *Respecting Private Road Maintenance*, as set out in Attachment F to this report.
4. Adopt the amendments to Administrative Order 2019-005-ADM, *Respecting the Establishment and Use of Community Area Rates in the Halifax Regional Municipality*, as set out in Attachment H to this report.

BACKGROUND

After individual Business Unit budget presentations and debate, the Budget Committee approved additional proposed operating and capital expenditures on April 2, 2024, with the presentation of the Budget Adjustment List (BAL). The 2024/25 budget, includes municipal expenditures of \$1,043.4 million and gross capital spending of \$306.4 million.

The total average single-family home tax bill will increase 6.3 per cent. These increases are in line with inflation and reflect the resources required to deliver municipal services and deliver on Council's priorities.

Additionally, this report is recommending tax rates to be approved for all area rated services for the fiscal year 2024-25. This includes Community Area Rates, Private Road Area Rates, and Business Improvement Districts (BIDS). This report also includes proposed amendments to Administrative Order 2018-003-ADM, *Respecting Private Road Maintenance* and to Administrative Order 2019-005-ADM, *Respecting the Establishment and Use of Community Area Rates in the Halifax Regional Municipality*.

DISCUSSION

Throughout the Budget Committee sessions (January 24 to March 6, 2024), each business unit presented proposed budgets. During these sessions, Budget Committee had the opportunity to increase or decrease individual business unit's budgets. These adjustments were either directly built into the budget or returned for further discussion during the Budget Adjustment List (BAL) debate (April 2, 2024). The BAL meeting resulted in the final changes being applied to the budget and direction to build the final tax rates.

Following formal adoption of the budget by Regional Council, business units have legal authority to spend resources as authorized in the Budget, with immediate effect.

Average residential tax bill increases are based on the average single-family household (SFH) taxable assessed value. This may not reflect the true taxation impact to dwellings that have assessed values which fall above or below this average. The increase is based on proposed 2024/25 Budget expenditures.

Figure 1 – Average residential single-family household assessment, municipal tax rate and bill

	2023/24 Approved	2024/25 Proposed	% Change
Assessment	\$ 302,700	\$ 323,300	6.8%
Urban General Rate	0.649	0.659	
Local Transit Rate	0.091	0.092	
Climate Action Tax	0.020	0.019	
Municipal Tax	0.760	0.770	1.3%
Average Mun. Tax Bill	\$2,301	\$2,489	
Municipal Increase \$		\$188	
Municipal Increase %		8.2%	
Supplementary Education	0.019	0.017	-10.5%
Mandatory Education	0.282	0.289	2.5%
Corrections	0.012	-	-100.0%
Housing	0.007	-	-100.0%
Property Valuation Serv.	0.012	0.011	-8.3%
Fire Protection	0.012	0.014	16.7%
Stormwater ROW	0.011	0.009	-18.2%
Mandatory & Prov. Tax	0.355	0.340	-4.2%
Average Total Tax Bill	\$3,375	\$3,589	
Total Increase \$		\$214	
Total Increase %		6.3%	

AREA RATES

Area Rates for Community Facilities & Services and Private Infrastructure:

There are thirty-six area rates for which budgets are included in Schedule 2 of this report. Of the thirty-six area rates, one rate pertains to sidewalks, three pertain to private infrastructure, fourteen area rates pertain to Community Facilities & Services, and nineteen area rates pertain to private roads. Changes are summarized in Schedule 2.

Business Improvement Districts:

There are nine Business Improvement Districts (BIDs) for which budgets are included in Schedule 2 of this report. Changes are summarized in Schedule 2.

Administrative Order Amendments:

Proposed amendments to administrative order 2018-003-ADM and 2019-005-ADM are explained in detail in attachments E-H.

FINANCIAL IMPLICATIONS

This report provides aggregates from proposed Operating, Capital, and Reserve budgets. Formal budget approval complies with relevant provincial legislation and regulation, upon adoption of the 2024/25 budget, the municipality will have legal authority to expend resources for the fiscal year beginning on April 1, 2024.

RISK CONSIDERATION

Risks related to the recommendations in this report are related to divergences in economic conditions from the forecast. These risks are considered medium in nature, due to historic geopolitical and macroeconomic uncertainty.

COMMUNITY ENGAGEMENT

In previous years to inform the development of the Budget Direction Report, surveys were conducted to understand resident priorities and where they would like to see municipal budgets directed. The most recent Resident Survey results were made available to Regional Council through an information report provided on November 23, 2021.

The 2024/25 Budget process also seeks to solicit public comment by inviting members of the public to provide feedback prior to each business unit budget and business plan presentation.

Where required, community consultation took place in accordance with Administrative Order 2018-003-ADM, *Respecting Private Road Maintenance* and Administrative Order 2019-005-ADM, *Respecting the Establishment and Use of Community Area Rates in the Halifax Regional Municipality*.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications resulting from this report.

ALTERNATIVES

Regional Council can choose to amend the Proposed Budget and Business Plan through specific motion, and direct staff to prepare a revised 2024/25 Budget and Business Plan. However, the Budget Committee has had considerable debate on various budget options prior to final approval.

Regional Council may wish to adopt a lower tax increase as outlined in the discussion. To adopt the lower tax increase, Regional Council would need to defeat the recommendation and make a motion similar to the recommendation but replace "Schedule 1" with a revised schedule of tax rates.

Regional Council may refuse the proposed amendments to Administrative Order 2018-003-ADM and Administrative Order 2019-005-ADM.

ATTACHMENTS

Schedule 1 - Resolution for Approval of Operating and Capital Budget and Tax Rates for Fiscal 2024/25
Schedule 2 - Resolution to Approve Area Rates for Fiscal Year 2024/25 and Summary

Attachment A - Residential, Resource, Commercial, Stormwater Tax Area Map 2024
Attachment B – Schedule of Reserve Withdrawals

Attachment C – Schedule of Multi-Year Capital Expenditures
Attachment D – Approved Budget Adjustment List
Attachment E – Proposed Changes to 2018-003-ADM
Attachment F – Amending Administrative Order 2018-003-ADM
Attachment G – Showing Proposed Changes 2019-005-ADM
Attachment H – Amending Administrative Order 2019-005-ADM

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

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Daniel Freeman, Senior Financial Consultant, Finance & Asset Management

HALIFAX REGIONAL MUNICIPALITY

Proposed 2024/25 Operating & Capital Budget

**RESOLUTION for Approval of Operating & Capital Budget and Tax Rates for Fiscal
2024/25**

It is hereby resolved that:

- a) the Operating Budget in the amount of **\$1,244,844,550** in gross expenditures (which includes **\$1,043,439,050** in municipal expenditures including the reserve withdrawals specified in the Operating and Capital Budget).
- b) **\$951,703,550** in property tax revenues (including area rate revenues) and **\$293,141,000** in other revenues be approved;
- c) the Capital Budget in the amount of **\$306,421,000** be approved;
- d) the general rates of taxation on residential and resource property be set at
 - (i) **\$0.659** for the urban area
 - (ii) **\$0.626** for the suburban area
 - (iii) **\$0.626** for the rural area; andper \$100 of taxable assessment;
- e) the general rates of taxation on commercial property for the Business Park Tax Area be set at
 - (i) **\$2.653** for the base rate, plus
 - (ii) **\$0.150** for the Tier 1 (\$0-\$1M) rate,
 - (iii) **\$0.000** for the Tier 2 (\$1M-\$2M) rate, and
 - (iv) **\$0.877** for the Tier 3 (\$2M+) rate,per \$100 of taxable assessment;
- f) the general rates of taxation on commercial property for the Industrial Park Tax Area be set at
 - (i) **\$2.653** for the base rate, plus
 - (ii) **\$0.150** for the Tier 1 (\$0-\$1M) rate,
 - (iii) **\$0.000** for the Tier 2 (\$1M-\$2M) rate, and
 - (iv) **\$0.430** for the Tier 3 (\$2M+) rate,per \$100 of taxable assessment;
- g) the general rates of taxation on commercial property for the Downtown/Community Tax Area be set at
 - (i) **\$2.653** for the base rate, plus
 - (ii) **\$0.150** for the Tier 1 (\$0-\$1M) rate,
 - (iii) **\$0.000** for the Tier 2 (\$1M-\$2M) rate, and

- (iv) **\$0.300** for the Tier 3 (\$2M+) rate,
per \$100 of taxable assessment;
- h) the general rates of taxation on commercial property for the Community Area (Outside Commercial Development District) Tax Area be set at
 - (i) **\$2.653** for the base rate, plus
 - (ii) **\$0.150** for the Tier 1 (\$0-\$1M) rate,
 - (iii) **\$0.000** for the Tier 2 (\$1M-\$2M) rate, and
 - (iv) **\$0.300** for the Tier 3 (\$2M+) rate,
per \$100 of taxable assessment;
- i) the general rates of taxation on commercial property for the Rural Tax Area be set at
 - (i) **\$2.607** for the base rate, plus
 - (ii) **\$0.000** for the Tier 1 (\$0-\$1M) rate,
 - (iii) **\$0.000** for the Tier 2 (\$1M-\$2M) rate, and
 - (iv) **\$0.000** for the Tier 3 (\$2M+) rate,
per \$100 of taxable assessment;
- j) the climate action area rate of taxation for all areas of the Municipality be set at:
 - (i) **\$0.019** for all residential and resource property, and
 - (ii) **\$0.077** for all commercial property
per \$100 of taxable assessment;
- k) the Halifax Transit Annual Service Plan and the tax rates associated with Transit Taxation be set at:
 - (i) **\$0.092** for the Local Transit area tax rate
per \$100 of taxable assessment;
- l) tax area boundaries:
 - (i) the boundaries of the residential and resource urban, suburban, and rural areas are delineated in Attachment A, the “Residential and Resource Tax Area Map”
 - (ii) the boundaries of the commercial tax areas are delineated in Attachment A, the “Commercial Tax Area Map”; and,
 - (iii) the boundary for the Local Transit area includes all properties within 1km walking distance of any HRM transit stop. This includes conventional transit, park and rides, regional express, ferry terminals, and any other HRM transit stop;
- m) **Fire Protection** rates shall be set at the rate of **\$0.014** per \$100 for all residential and resource assessment and at **\$0.034** per \$100 of the commercial assessment for properties which are within 1,200 feet of a hydrant that is designed and operated for public fire protection purposes;
- n) **Stormwater Right-of-Way** rate on residential, resource and commercial assessment be set at the rate of **\$0.009** per \$100 of taxable assessment for properties within the HRM road service boundary as shown in Attachment A.
- o) the **Provincial Area Rate for Mandatory Education** on residential, resource and commercial assessment be set at the rate of **\$0.289** per \$100 of taxable assessment;

- p) the **Provincial Area Rate for Property Valuation Services** on residential, resource and commercial assessment be set at the rate of **\$0.011** per \$100 of taxable assessment;
- q) the **Provincial Area Rate for Corrections Services** on residential, resource and commercial assessment be set at the rate of **\$0.000** per \$100 of taxable assessment;
- r) the **Provincial Area Rate for Metro Regional Housing Authority** on residential, resource and commercial assessment be set at the rate of **\$0.000** per \$100 of taxable assessment;
- s) **Supplementary Education**, under Section 80 of the *Halifax Regional Municipality Charter*, shall be set at the rate of **\$0.017** per \$100 of the residential and resource assessment and at **\$0.042** per \$100 of the commercial assessment;
- t) the final tax bills will become due on **Thursday, October 31st, 2024**.
- u) the interest rate on the Special Reserve Funds, designated as requiring interest under Section 121(2) of the Halifax Charter, be set at the rate of return on funds invested by HRM for the period April 1, 2024 to March 31, 2025;
- v) the interest rate on all reserves except for those identified in (n) above will be set at the rate of return on funds invested by HRM for the period April 1, 2024 to March 31, 2025;
- w) Withdrawals from Reserves (capital and operating) in the amount of **\$73,541,479** are approved, as detailed in Attachment B.
- x) Multi-Year Projects are approved in the amount of **\$1,687,169,000** from 2023/24 to 2027/28, found in the "Schedule of Multi-Year Projects" in Attachment C are approved.

SCHEDULE 2

HALIFAX REGIONAL MUNICIPALITY

Proposed 2024-2025 Area Rates & Uniform Charges

RESOLUTION to Approve Area Rates for Fiscal 2024/25

It is hereby resolved that:

- a) Area rates and uniform charges shall be set on taxable residential, resource, and commercial assessment, as per the attached **Schedule of Area Tax Rates**.

Area Rate Change Summary Report

Ketch Harbour Area Residents Association

The community of Ketch Harbour is in District 11. The Ketch Harbour Area Residents Association (KHARA)) is a non-profit volunteer group which has been incorporated under the Societies Act and is registered with the Registry of Joint Stock Companies since October 2000. In 2023 HRM along with KHARA held a public consultation and had a successful vote to implement catchment area expansion into Duncans Cove, properties shown in the map in Appendix I commencing in fiscal 2024/25.

The following are the final results:

Voting Results:

Yes, in favour – 14 (74%)

No, not in favour – 5 (26%)

Total votes cast – 19

Total eligible voting properties – 53

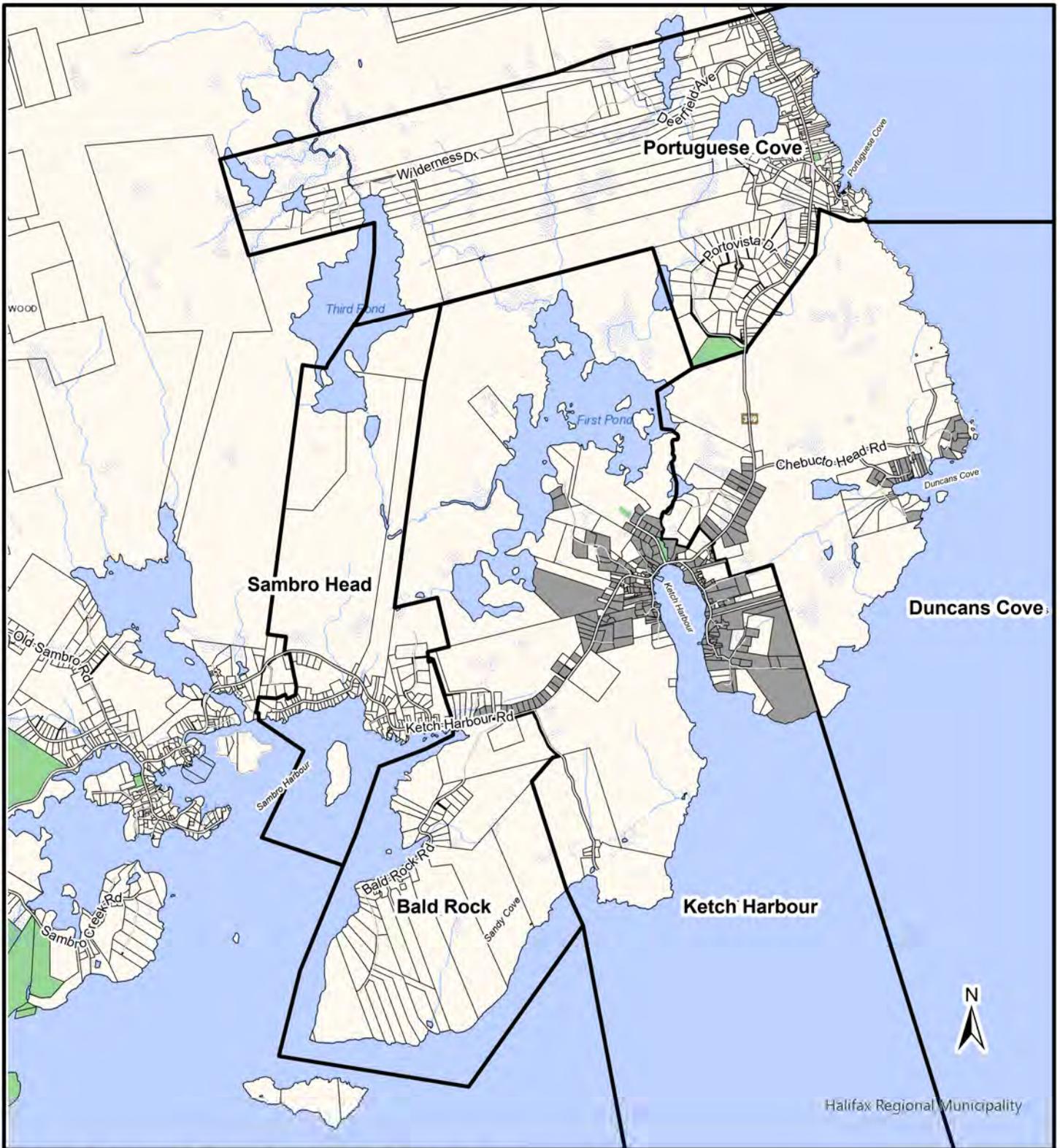
Ketch Harbour Area Residents Association (KHARA) \$66.67	Current Properties	New Properties
A Uniform Charge for properties fronting or abutting located in Duncan's Cove & Remaining Ketch Harbour Rd., 1235 to 1351	157	210

Therefore, a simple majority of 50 % + 1 in favour of the uniform charge was achieved.

A uniform charge of \$66.77 per property for 210 properties is recommended to Council for approval. Details of the rate are included as part of Appendix D.

Catchment area map replaced:

- Ketch Harbour Area Residents Association (October 23, 2023)



Ketch Harbour & Area Residents Association

Ketch Harbour & Area Residents Association
Ketch Harbour

 Ketch Harbour & Area Residents Association

 Neighbouring Communities

Planning District 5
Land Use By-Law Area

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The accuracy of any representation on this plan is not guaranteed.

Area Rate Change Summary Report

Private Road Maintenance Rate and Administrative Order Change Summary

Schedule 2

Decreased the private road dues budget amount to \$590.00/year from \$640.00. This is within the HRM approved ceiling amount of \$750.00/year for Three Brook Homeowners Association private roads dues.

Schedule 3

Through a successful vote, Shag End Lot Owner's Association catchment area was increased to incorporate new subdivide properties in.

Voting Results:

Yes, in favour – 49 votes (96%)

No, not in favour – 2 votes (4%)

Total votes cast – 51

Total eligible voting properties – 105

Shag End Lot Owners Association Area Rate - \$900.00 Annually	Current Properties	New Properties
A Uniform Charge for properties fronting or abutting in whole or in part on private roads located within the Shag End Sub-division, Blind Bay	73	105

Schedule 4

Through a successful vote, South West Grand Lake Property Owners Association, increased their budget \$300 in each area.

Voting Results:

Yes, in favour – 49 votes (78%)

No, not in favour – 14 votes (22%)

Total votes cast – 63

Total eligible voting properties – 110

Area Rate Change Summary Report

New Road Maintenance Fee Schedule:

Area #	Rate Classification	OLD Rate	NEW Rate
Area 1	If the property does not contain a dwelling unit	\$350	\$650
Area 2	If the property is located on Kings Road and used year-round, has civic number 54, or has a civic number between 54 and up to and including civic number 106; or Canal Cayes Drive; or the property is used on a seasonal basis	\$450	\$750
Area 3	If the property is located on Kings Road and has civic number 112 or a civic number between 112 and up to and including civic number 429; or Alben Lane and Keegan Lane. (Add AAN's 41266966, and 40377228)	\$600	\$900
Area 4	If the property is located on Kings Road and has civic number greater than 429; or Turtle Cove Road, Sleepy Cove Road, and Twilight Lane (Add ANN 40068371)	\$750	\$1050

Schedule 18

Cambrian's Cove Homeowners' Association catchment area was increased to incorporate new subdivide properties.

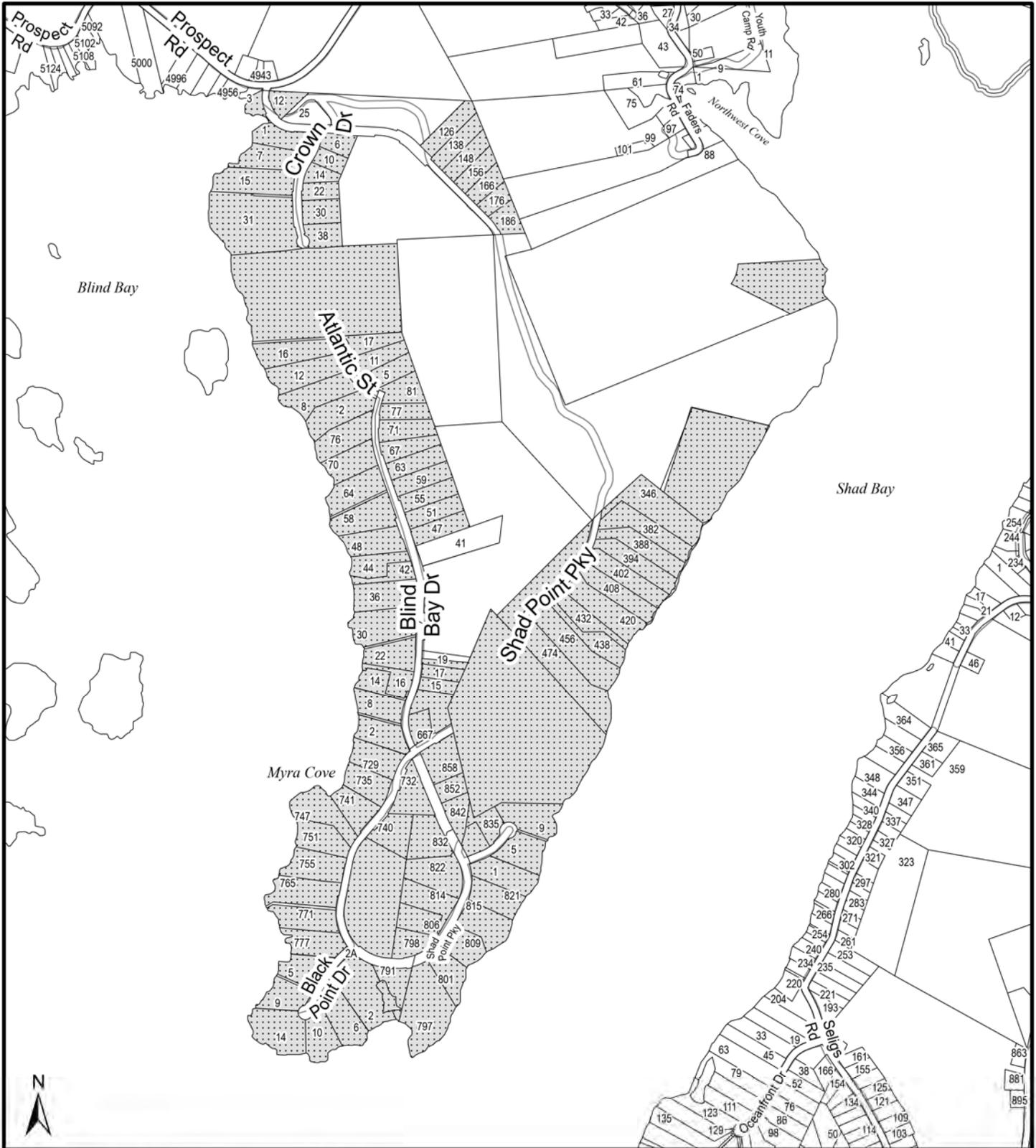
New schedule (schedule 19):

(a) An Area Rate Charge for residential properties accessing Gill Cove Road, Lupin Lane, or Flemming Way located in the community of Ketch Harbour as identified on the map dated March 16, 2022 attached hereto, shall be a flat area rate of no more than \$250.00 annually.

(b) The Charges collected under this By-Law shall be used by the Gill Cove Road Maintenance Homeowners Association to fund the maintenance of Gill Cove Road from the end of East Side Road to the junction with Lupin Lane, 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.

Catchment Area Map Updated:

- Shag End Lot Owners Association (February 6, 2024)
- Cambrian's Cove Homeowners Association (February 6, 2024)
- South West Grand Lake Property Owners Association (February 6, 2024)
- Gill Cove Road Maintenance Homeowners Association (March 16, 2022)

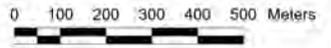


Map 1 - SELOA Catchment Area

Shag End Lot Owners Association

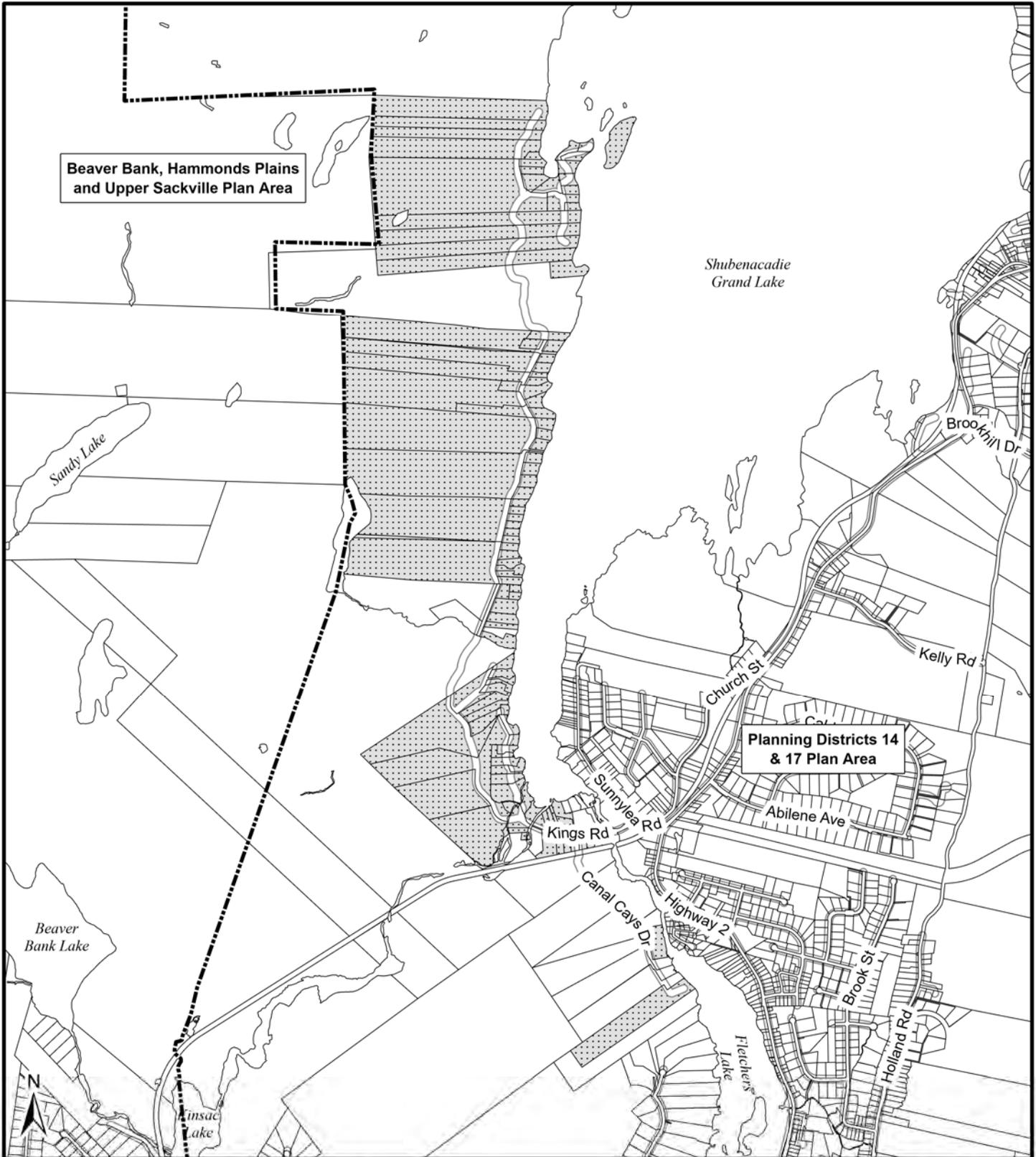
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 Subject Properties



Planning District 4
(Prospect) Plan Area

The accuracy of any representation on this plan is not guaranteed.



Beaver Bank, Hammonds Plains
and Upper Sackville Plan Area

Shubenacadie
Grand Lake

Sandy Lake

Brookhill Dr

Kelly Rd

Planning Districts 14
& 17 Plan Area

Beaver
Bank Lake

Kings Rd

Abilene Ave

Canal Cays Dr

Highway 2

Brook St

Holland Rd

Kingsac
Lake

Fletcher's
Lake

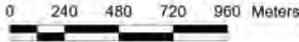
Map 1 - SWGLPOA Catchment Area

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Southwest Grand Lake Property Owners Association

 Subject Properties

Planning Districts 14 & 17
(Shubenacadie Lakes) Plan Area



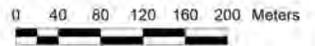
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Map 1 - CCHOA Catchment Area
 Cambrian's Cove Homeowners Association

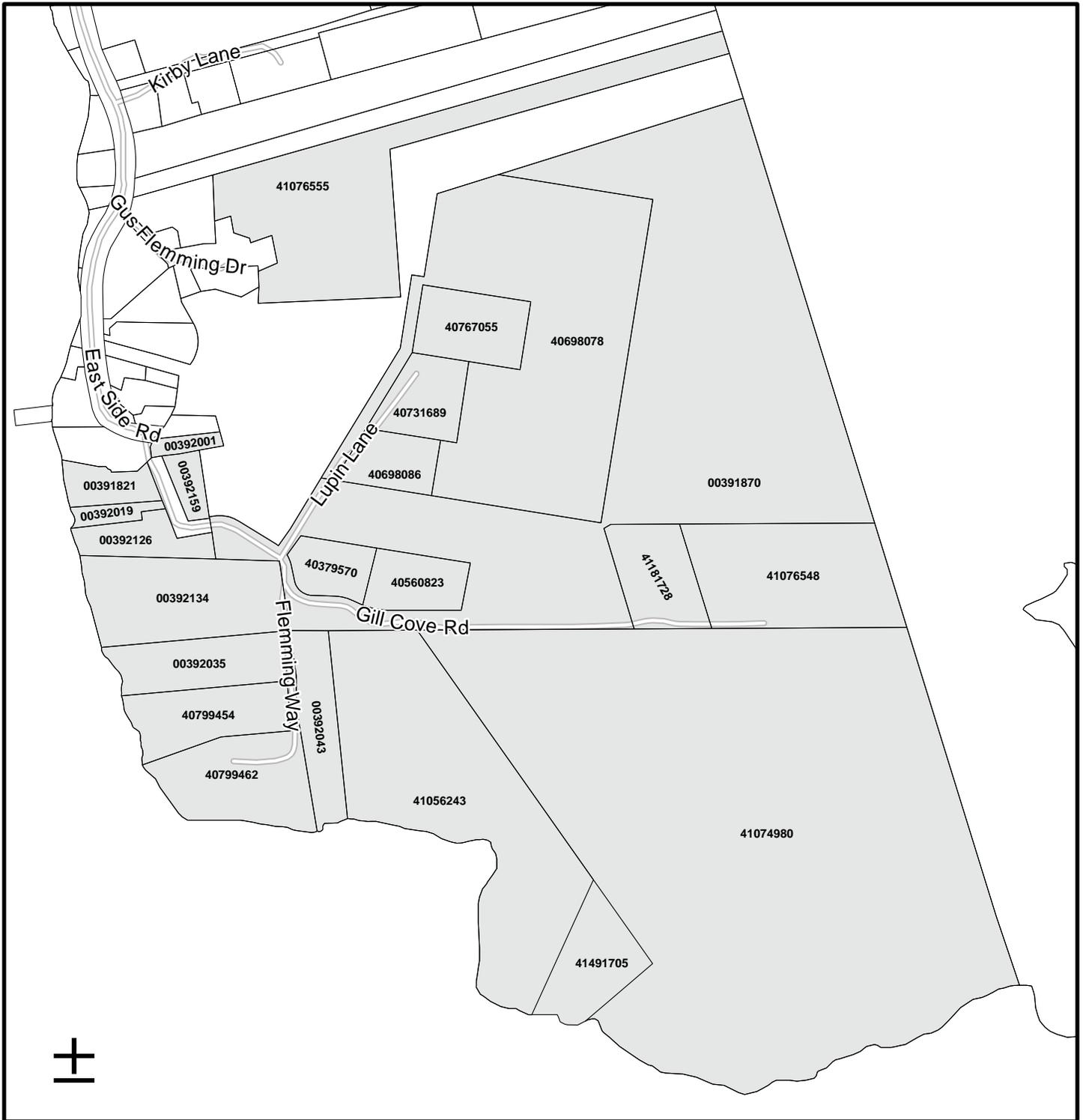
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 Subject Property



Planning District 1 & 3
 (St Margarets Bay) Plan Area

The accuracy of any representation on this plan is not guaranteed.



Map 1 - Gill Cove Road Private Road Maintenance

Gill Cove Road

HALIFAX

 Gill Cove Road Maintenance Homeowners Association



This map is an unofficial reproduction of a portion of the Generalized Future Land Use Map for the plan area indicated.

The accuracy of any representation on this plan is not guaranteed.

	Residential and Resource Rate		Commercial Rate	Budget
Community Facilities & Services				
Frame Subdivision Homeowners' Association	\$ 45	Flat Rate	N/A	\$ 4,095
Glen Arbour Homeowners Association	\$ 65	Flat Rate	N/A	\$ 21,970
Haliburton Highbury Homeowners	-	0.023	N/A	\$ 63,345
Highland Park Ratepayers Association	-	0.005	N/A	\$ 12,470
Kingswood Ratepayers Association	\$ 50	Flat Rate	N/A	\$ 67,650
Maplewood	\$ -	Flat Rate	N/A	N/A
Mineville Community Association	\$ 20	Flat Rate	N/A	\$ 11,280
Musquodoboit Harbour & Area Chamber of Commerce & Civic Affairs	-	0.005	N/A	\$ 15,080
Prospect Road and Area Recreation Association	-	0.012	N/A	\$ 122,895
Sackville Heights Community & Cultural Centre	-	0.010	0.010	\$ 345,120
Silversides Residents Association	\$ 100	Flat Rate	N/A	\$ 16,300
St Margaret's Village at Fox Hollow Homeowners Association	\$ 60	Flat Rate	N/A	\$ 6,240
Three Brooks Homeowners Association	\$ 60	Flat Rate	N/A	\$ 10,260
Waverley Community Association	\$ 35	Flat Rate	N/A	\$ 33,495
Westwood Hills Residents Association	\$ 50	Flat Rate	N/A	\$ 35,850
Whitehills	\$ -	Flat Rate	N/A	N/A

	Residential and Resource Rate		Commercial Rate	Budget
Private Infrastructure				
Ketch Harbour Area Residents Association	\$ 66.67	Flat Rate	N/A	\$ 14,700
Grand Lake Oakfield Community Centre	-	0.021	N/A	\$ 32,395
LWF Ratepayers Association	-	0.030	N/A	\$ 260,410

	Residential and Resource Rate		Commercial Rate	Budget
Sidewalks				
Sheet Harbour & Area Streetscape Program	\$5/ \$15/ \$25	Tierd	\$5/ \$15/ \$25 (Tierd)	\$ 44,115.00

	Residential and Resource Rate		Commercial Rate	Budget
Business Improvement Districts				
Downtown Dartmouth Business Commission	-	-	0.36	\$ 406,820
Downtown Halifax Business Commission	-	-	0.13	\$ 1,912,970
Main Street Dartmouth & Area Business Improvement Assoc	-	-	0.20	\$ 159,080
North End Business Association	-	-	0.18	\$ 302,030
Quinpool Road Mainstreet District Association	-	-	0.22	\$ 232,860
Sackville Business Association	-	-	0.17	\$ 276,740
Spring Garden Area Business Association	-	-	0.34	\$ 450,980
Spryfield & District Business Commission	-	-	0.32	\$ 147,830
Porters Lake	-	-	0.10	\$ 12,040

	Residential and Resource Rate		Commercial Rate	Budget
Private Road				
Black's Subdivision Ratepayer's Association	\$75/ \$150	Tierd	N/A	\$ 4,575
BV Homeowners Society	\$ 600	Flat Rate	N/A	\$ 7,800
Cambrian's Cove Homeowners' Association	\$ 680	Flat Rate	N/A	\$ 45,560
Gill Cove Road Maintenance Homeowners Association	\$ 250	Flate Rate	N/A	\$ 5,750
Jenna Lane Home Owner's Association	\$ 625	Flat Rate	N/A	\$ 5,000
Kelly Point Lot Owners Association	\$ 900	Flat Rate	N/A	\$ 63,000
Mariner's Anchorage Resident's Association	\$ 300	Flat Rate	N/A	\$ 12,900
Petpeswick Drive Improvement Society	\$ 300	Flat Rate	N/A	\$ 5,400
Range Road Land Owner's Association	\$ 150	Flat Rate	N/A	\$ 3,750
Redoubt Head Homeowner's Association	\$ 500	Flat Rate	N/A	\$ 6,500
River Bend Rd & River Court Homeowner's Association	\$ 350	Flat Rate	N/A	\$ 8,400
Rutter Court Residents Association	\$ 450	Flat Rate	N/A	\$ 5,850
Sambro Head Lot Owner's Association: Bald Rock Rd	\$ 385	Flat Rate	N/A	\$ 5,780
St. Margaret's Bay Heights Subdivision	\$ 340	Flat Rate	N/A	\$ 14,620
St. Margaret's Village Community Association	\$ 450	Flat Rate	N/A	\$ 105,300
Shag End Lot Owner's Association	\$ 900	Flat Rate	N/A	\$ 94,500
Shiloh and Karla Drive Road Association	\$ 700	Flat Rate	N/A	\$ 11,200
South West Grand Lake Property Owner's Association	\$650/ \$750/ \$900/ \$1050	Tierd	\$650/ \$750/ \$900/ \$1050 (Tiered)	\$ 94,200
Three Brooks Homeowner's Association	\$ 640	Flat Rate	N/A	\$ 61,360

**SUMMARY OF BUDGETED EXPENDITURES & REVENUES AREA RATED SERVICES FOR 2024-25
HALIFAX REGIONAL MUNICIPALITY**

	2023-24 Approved Budget	% Change 2023-24 to 2024-25	2024-25 propped Budget	Total Area Rate Revenue	4201 Residential Area Rate Revenue	4206 Resource Area Rate Revenue	4202 Commercial Area Rate Revenue	2023 -24 Approved Residential Area Rate	2024-25 Proposed Residential Area Rate	Increase or Decrease in Area Rate
Community Facilities & Services										
Frame Subdivision Homeowners' Association	\$ 4,100	-0.01%	\$ 4,095	\$ 4,095	\$ 4,095	-	-	Flate Fee \$45.00	Flate Fee \$45.00	No Change*
Glen Arbour Homeowners Association	\$ 21,900	0.01%	\$ 21,970	\$ 21,970	\$ 21,970	-	-	Flate Fee \$65.00	Flate Fee \$65.00	No Change*
Haliburton Highbury Homeowners	\$ 63,300	0.01%	\$ 66,390	\$ 66,390	\$ 66,390	-	-	0.023	0.023	No Change*
Highland Park Ratepayers Association	\$ 11,200	10%	\$ 12,280	\$ 12,280	\$ 12,270	\$ 10.00	-	0.005	0.005	No Change*
Kingswood Ratepayers Association	\$ 67,550	0.01%	\$ 67,650	\$ 67,650	\$ 67,650	-	-	Flate Fee \$50.00	Flate Fee \$50.00	No Change*
Maplewood	-	-	-	-	-	-	-	-	-	No Change*
Mineville Community Association	\$ 11,200	0.01%	\$ 11,280	\$ 11,280	\$ 11,280	-	-	Flate Fee \$20.00	Flate Fee \$20.00	No Change*
Musquodoboit Harbour & Area Chamber of Commerce & Civic Affairs	\$ 14,600	15%	\$ 17,060	\$ 17,060	\$ 16,040	\$ 1,020	-	0.005	0.005	No Change*
Prospect Road and Area Recreation Association	\$ 121,600	10%	\$ 135,100	\$ 135,100	\$ 131,900	\$ 3,200	-	0.012	0.012	No Change*
Sackville Heights Community & Cultural Centre	\$ 345,000	8%	\$ 373,800	\$ 373,800	\$ 335,660	\$ 600	\$ 37,540	0.010	0.010	No Change*
Silversides Residents Association	\$ 16,300	0%	\$ 16,300	\$ 16,300	\$ 16,300	-	-	Flate Fee \$100.00	Flate Fee \$100.00	No Change*
St Margaret's Village at Fox Hollow Homeowners Association	\$ 6,100	2%	\$ 6,240	\$ 6,240	\$ 6,240	-	-	Flate Fee \$60.00	Flate Fee \$60.00	No Change*
Three Brooks Homeowners Association	\$ 10,000	0.01%	\$ 10,260	\$ 10,260	\$ 10,260	-	-	Flate Fee \$60.00	Flate Fee \$60.00	No Change*
Waverley Community Association	\$ 33,700	-0.01%	\$ 33,495	\$ 33,495	\$ 33,495	-	-	Flate Fee \$35.00	Flate Fee \$35.00	No Change*
Westwood Hills Residents Association	\$ 35,900	-0.01%	\$ 35,850	\$ 35,850	\$ 35,850	-	-	Flate Fee \$50.00	Flate Fee \$50.00	No Change*
WhiteHills	-	-	-	-	-	-	-	-	-	No Change*
Private Infrastructure										
Ketch Harbour Area Residents Association	\$ 10,600	14%	\$ 14,700	\$ 14,700	\$ 14,700	-	-	Flat Fee 66.68	Flat Fee 66.68	53 New Properties Added
Grand Lake Oakfield Community Centre	\$ 32,500	-0.01%	\$ 32,395.00	\$ 32,395	\$ 32,105	\$ 290	-	0.021	0.021	No Change*
LWF Ratepayers Association	\$ 259,700	0.01%	\$ 260,410	\$ 260,410	\$ 259,865	\$ 545	-	0.030	0.030	No Change*

SUMMARY OF BUDGETED EXPENDITURES & REVENUES AREA RATED SERVICES FOR 2023-24

HALIFAX REGIONAL MUNICIPALITY

	2023-24 Approved Budget	% Change 2023-24 to 2024-25	2024-25 proposed Budget	Total Area Rate Revenue	4201 Residential Area Rate Revenue	4206 Resource Area Rate Revenue	4202 Commercial Area Rate Revenue	2023 -24 Approved Residential Area Rate	2024-25 Proposed Residential Area Rate	Increase or Decrease in Area Rate
Sidewalks										
Sheet Harbour & Area Streetscape Program	\$ 43,300.00	0.01%	\$ 44,115.00	\$ 44,115.00	\$ 42,175.00	-	\$ 1,940.00	-	-	-
Sheet Harbour & Area Streetscape Program Tier 1	-	-	-	-	\$ 20,675.00	-	\$ 1,450.00	\$ 25.00	\$ 25.00	No Change*
Sheet Harbour & Area Streetscape Program Tier 2	-	-	-	-	\$ 12,090.00	-	\$ 315.00	\$ 15.00	\$ 15.00	No Change*
Sheet Harbour & Area Streetscape Program Tier 2	-	-	-	-	\$ 9,410.00	-	\$ 175.00	\$ 5.00	\$ 5.00	No Change*
Business Improvement Districts										
Downtown Dartmouth Business Commission	\$ 387,600	5%	\$ 406,820	\$ 406,820	-	-	\$ 406,820	0.36	0.36	No Change*
Downtown Halifax Business Commission	\$ 1,749,300	9%	\$ 1,912,970	\$ 1,912,970	-	-	\$ 1,912,970	0.13	0.13	Minimum per property Increased by \$200.
Main Street Dartmouth & Area Business Improvement Assoc	\$ 148,100	7%	\$ 159,080	\$ 159,080	-	-	\$ 159,080	0.195	0.20	0.005 Increase Change
North End Business Association	\$ 252,000	19%	\$ 302,030	\$ 302,030	-	-	\$ 302,030	0.16	0.18	0.02 Increase Change and minimum per property increased by \$100
Quinpool Road Mainstreet District Association	\$ 211,300	5%	\$ 232,860	\$ 232,860	-	-	\$ 232,860	0.22	0.22	Minimum per property Increased by \$50 & Maximum increased by \$3000
Sackville Business Association	\$ 232,800	24%	\$ 276,740	\$ 276,740	-	-	\$ 276,740	0.17	0.17	No Change*
Spring Garden Area Business Association	\$ 407,500	10%	\$ 450,980	\$ 450,980	-	-	\$ 450,980	0.34	0.34	No Change*
Spryfield & District Business Commission	\$ 119,200	20%	\$ 147,830	\$ 147,830	-	-	\$ 147,830	0.32	0.32	No Change*
Porters Lake	\$ 11,600	4%	\$ 12,040	\$ 12,040	-	-	\$ 12,040	0.10	0.10	No Change*

SUMMARY OF BUDGETED EXPENDITURES & REVENUES AREA RATED SERVICES FOR 2023-24

HALIFAX REGIONAL MUNICIPALITY

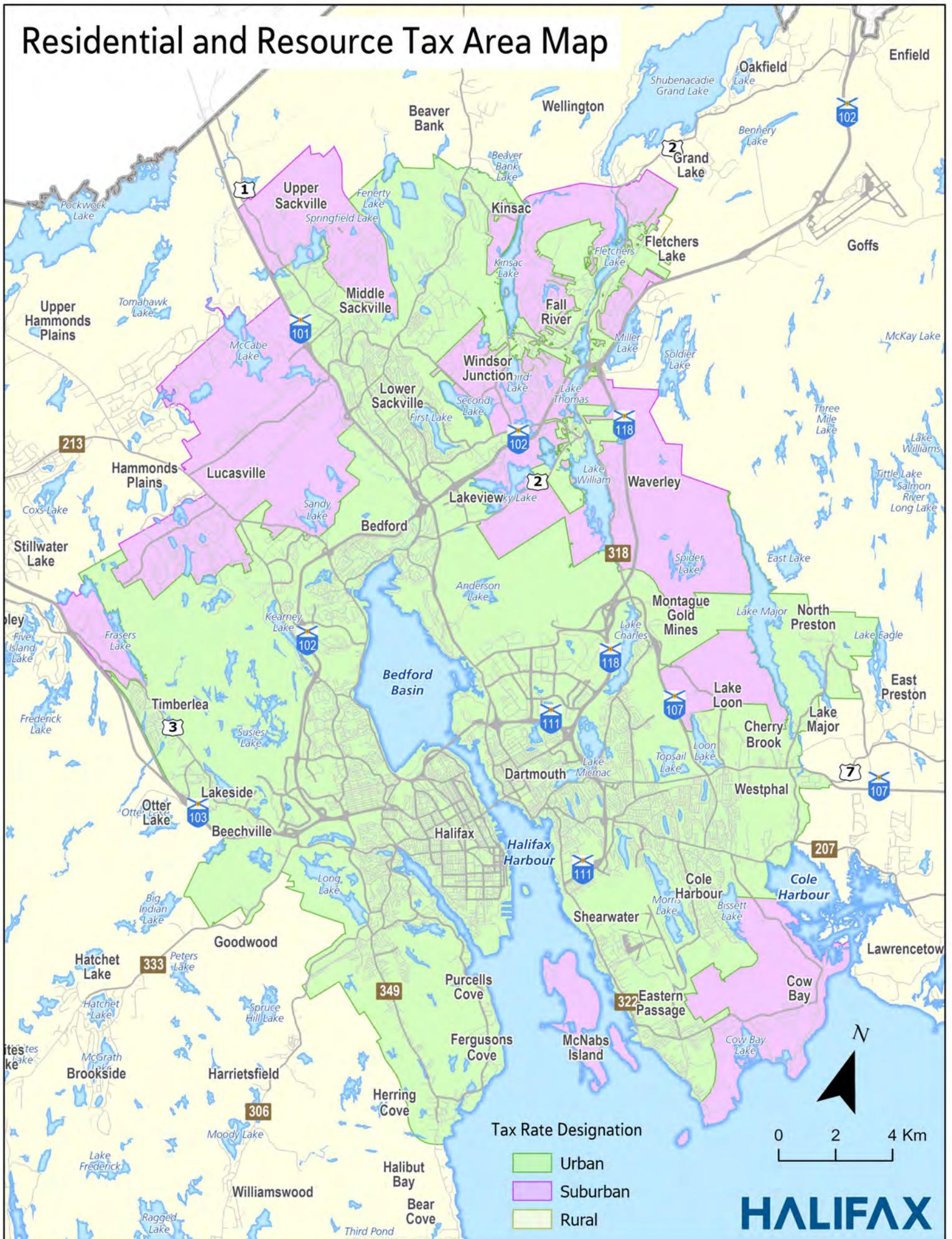
	2023-24 Approved Budget	% Change 2023-24 to 2024-25	2024-25 proposed Budget	Total Area Rate Revenue	4201 Residential Area Rate Revenue	4206 Resource Area Rate Revenue	4202 Commercial Area Rate Revenue	2023 -24 Approved Residential Area Rate	2024-25 Proposed Residential Area Rate	Increase or Decrease in Area Rate
Private Road										
Black's Subdivision Ratepayer's Association	\$ 4,700	-0.01%	\$ 4,580	\$ 4,580	\$ 4,580	-	-	-	-	-
Black's Subdivision Ratepayer's Association	-	-	-	-	\$ 4,350	-	-	\$ 150	\$ 150	No Change*
Black's Subdivision Ratepayer's Association 75	-	-	-	-	\$ 225	-	-	\$ 75	\$ 75	No Change*
BV Homeowners Society	\$ 10,800	-0.01%	\$ 7,800	\$ 7,800	\$ 7,800	-	-	\$ 600	\$ 600	No Change*
Cambrian's Cove Homeowners' Association	\$ 45,500	0.01%	\$ 45,560	\$ 45,560	\$ 45,560	-	-	\$ 680	\$ 680	No Change*
Gill Cove Road Maintenance Homeowners Association	-	-	\$ 5,750	\$ 5,750	\$ 5,750	-	-	\$ 250	\$ 250	\$ 250
Jenna Lane Home Owner's Association	\$ 5,000	-	\$ 5,000	\$ 5,000	\$ 5,000	-	-	\$ 625	\$ 625	No Change*
Kelly Point Lot Owners Association	\$ 65,700	-1%	\$ 63,000	\$ 63,000	\$ 63,000	-	-	\$ 900	\$ 900	No Change*
Mariner's Anchorage Resident's Association	\$ 12,900	-	\$ 12,900	\$ 12,900	\$ 12,900	-	-	\$ 300	\$ 300	No Change*
Petpeswick Drive Improvement Society	\$ 5,400	-	\$ 5,400	\$ 5,400	\$ 5,400	-	-	\$ 300	\$ 300	No Change*
Range Road Land Owner's Association	\$ 3,700	-0.01%	\$ 3,750	\$ 3,750	\$ 3,750	-	-	\$ 150	\$ 150	No Change*
Redoubt Head Homeowner's Association	\$ 7,500	-1%	\$ 6,500	\$ 6,500	\$ 6,500	-	-	\$ 500	\$ 500	No Change*
River Bend Rd & River Court Homeowner's Association	\$ 8,400	-	\$ 8,400	\$ 8,400	\$ 8,400	-	-	\$ 350	\$ 350	No Change*
Rutter Court Residents Association	\$ 5,800	-	\$ 5,850	\$ 5,850	\$ 5,850	-	-	\$ 450	\$ 450	No Change*
Sambro Head Lot Owner's Association: Bald Rock Rd	\$ 5,700	-	\$ 5,780	\$ 5,780	\$ 5,780	-	-	\$ 385	\$ 385	No Change*
St. Margaret's Bay Heights Subdivision	\$ 18,000	-1%	\$ 14,620	\$ 14,620	\$ 14,620	-	-	\$ 340	\$ 340	No Change*
St. Margaret's Village Community Association	\$ 109,800	-3%	\$ 105,300	\$ 105,300	\$ 105,300	-	-	\$ 450	\$ 450	No Change*
Shag End Lot Owner's Association	\$ 94,500	-	\$ 94,500	\$ 94,500	\$ 94,500	-	-	\$ 900	\$ 900	No Change*
Shiloh and Karla Drive Road Association	\$ 13,300	-16%	\$ 11,200	\$ 11,200	\$ 11,200	-	-	\$ 700	\$ 700	No Change*

SUMMARY OF BUDGETED EXPENDITURES & REVENUES AREA RATED SERVICES FOR 2023-24

HALIFAX REGIONAL MUNICIPALITY

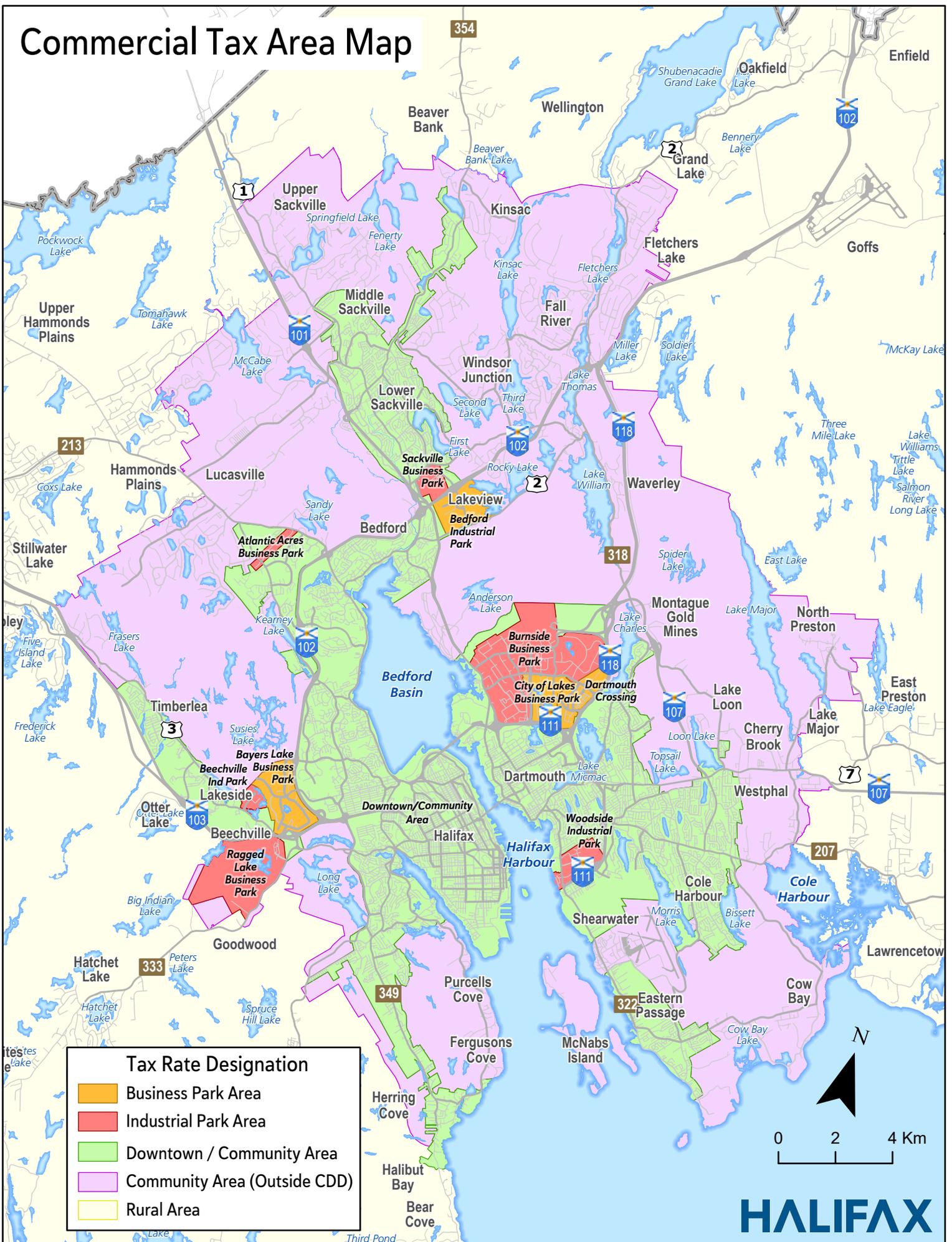
	2023-24 Approved Budget	% Change 2023-24 to 2024-25	2024-25 proposed Budget	Total Area Rate Revenue	4201 Residential Area Rate Revenue	4206 Resource Area Rate Revenue	4202 Commercial Area Rate Revenue	2023 -24 Approved Residential Area Rate	2024-25 Proposed Residential Area Rate	Increase or Decrease in Area Rate
<i>Private Road</i> continued										
South West Grand Lake Property Owner's Association	\$ 60,300	36%	\$ 94,200	\$ 94,200	\$ 80,800	\$ 12,500	\$ 900	-	-	-
South West Grand Lake Property Owner's Association Tier 1	-	-	-	-	\$ 7,150	\$ 6,500	-	\$ 350	\$ 650	\$ 300
South West Grand Lake Property Owner's Association Tier 2	-	-	-	-	\$ 19,500	\$ 1,500	-	\$ 450	\$ 750	\$ 300
South West Grand Lake Property Owner's Association Tier 3	-	-	-	-	\$ 40,500	\$ 4,500	\$ 900	\$ 600	\$ 900	\$ 300
South West Grand Lake Property Owner's Association Tier 4	-	-	-	-	\$ 13,650	-	-	\$ 750	\$ 1,050	\$ 300
Three Brooks Homeowner's Association	\$ 66,600	-8%	\$ 61,360	\$ 61,360	\$ 61,360	-	-	\$ 590	\$ 640	\$ (50)

Residential and Resource Tax Area Map



The Halifax Regional Municipality does not guarantee the accuracy or completeness of the data shown on this map.

Commercial Tax Area Map



Tax Rate Designation

- Business Park Area
- Industrial Park Area
- Downtown / Community Area
- Community Area (Outside CDD)
- Rural Area



HALIFAX

The Halifax Regional Municipality does not guarantee the accuracy or completeness of the data shown on this map.

Statement of Reserve Withdrawals

Reserve	Withdrawals 2024/25	Amount	Total
Q416 Risk and Resilience Reserve	Operating	-	-
Q421 General Contingency Reserve	Operating	-	
	Capital	2,000,000	2,000,000
Q506 Landfill Closure & Post Closure Reserve	Operating - Mengoni Environmental Monitoring	31,500	
	Capital	-	31,500
Q511 Municipal Election Reserve	Operating - Legal	3,555,000	3,555,000
Q521 Convention Centre Reserve	Operating - Convention Centre Operating Costs	7,480,000	7,480,000
Q526 Capital Fund Reserve	Operating - Legal Cost Real Estate	8,000	
	Capital	5,692,179	5,700,179
Q546 Multi-District Facilities Reserve	Capital	1,050,000	1,050,000
Q556 Solid Waste Facilities Reserve	Operating	3,000,000	
	Capital	2,220,000	5,220,000
Q611 Parkland Development Reserve	Capital	500,000	500,000
Q626 Gas Tax Reserve	Capital	25,900,000	25,900,000
Q616 Business/Industrial Park Expansion	Capital	15,500,000	15,500,000
Q621 Community and Events Reserve	Operating - Culture and Community Events	90,000	
	Operating - Program Grant Costs	268,000	
	Operating - MLSER	1,638,500	
	Capital	250,000	2,246,500
Q666 Strategic Initiative Capital	Operating - 2022A1 SI Debt	312,800	
	Capital	3,100,000	3,412,800
Q667 Strategic Initiative Operating	Operating	-	-
	Capital	445,500	445,500
Q640 Density Bonus Reserve	Operating	500,000	500,000
Total Withdrawals			73,541,479

ATTACHMENT C

2024/25 Capital Multi-Year Projects

Project Account #	Project Name	Total Previous Yrs' Gross Budget	2023/24 Capital Budget	2024/25 Capital Budget	2025/26 Capital Budget	2026/27 Capital Budget	2027/28 Capital Budget	2028/29 - 2033/34 Capital Budget	Grand Total
CB190007	Alderney Gate Recapitalization	650,000	750,000	500,000	1,250,000	2,000,000	600,000	3,600,000	\$ 9,350,000
CB190002	Bedford Library Replacement	-	-	500,000	-	10,000,000	5,000,000	-	\$ 15,500,000
CB210021	Beechville Lakeside Timberlea Recreation Centre Recap	4,500,000	-	9,500,000	9,000,000	-	-	-	\$ 23,000,000
CQ220002	Burnside & City of Lakes Industrial Park	26,250,000	5,000,000	5,000,000	12,000,000	-	17,000,000	17,000,000	\$ 82,250,000
CB230025	Burnside Transit Eco-Rebuild (Construction)***	-	-	-	20,000,000	60,000,000	85,000,000	185,000,000	\$ 350,000,000
CB000023	Captain William Spry Renovations	400,000	800,000	-	3,000,000	2,000,000	-	-	\$ 6,200,000
CB190011	Corporate Accommodations	-	2,000,000	2,000,000	2,700,000	2,000,000	1,000,000	3,500,000	\$ 13,200,000
CT000007	Cogswell Interchange Redevelopment	35,440,000	35,600,000	27,650,000	23,950,000	-	-	-	\$ 122,640,000
CB220001	East Dartmouth CC renovatons	200,000	800,000	1,450,000	750,000	-	-	-	\$ 3,200,000
CV240008	Expansion Buses ***	-	-	-	10,250,000	-	3,440,000	14,795,000	\$ 28,485,000
CV240003	Fire Fleet Expansion	-	-	3,900,000	3,725,000	-	-	-	\$ 7,625,000
CV240004	Fire Fleet Replacement	-	7,000,000	10,470,000	17,371,000	25,844,000	21,650,000	39,000,000	\$ 121,335,000
CZ230300	HalifACT - Fleet Electrification	3,500,000	3,175,000	6,850,000	5,400,000	7,367,000	10,220,000	16,955,000	\$ 53,467,000
CZ230100	HalifACT - Municipal Building Retrofits	9,630,000	10,460,000	6,000,000	20,000,000	19,596,000	19,596,000	82,798,000	\$ 168,080,000
CZ230200	HalifACT - Public Charging Infrastructure	1,050,000	1,800,000	2,200,000	500,000	500,000	500,000	1,500,000	\$ 8,050,000
CZ230400	HalifACT - Shore Rd Resilience Improvements	75,000	580,000	435,000	3,966,000	-	-	-	\$ 5,056,000
CB190013	Halifax Forum Redevelopment	-	2,500,000	-	5,000,000	40,000,000	47,000,000	15,500,000	\$ 110,000,000
CB200014	Halifax Regional Fire & Emergency Headquarters and Station 1	-	16,000,000	12,000,000	12,000,000	-	-	-	\$ 40,000,000
CB000088	HRFE Facility Improvements	400,000	500,000	3,500,000	1,500,000	1,500,000	2,500,000	14,250,000	\$ 24,150,000
CP240001	Lockview High School Park All Weather Field	-	-	3,000,000	1,900,000	-	-	-	\$ 4,900,000
CB220023	Mackintosh Campus - Phase 2	-	-	-	3,150,000	1,750,000	-	-	\$ 4,900,000
CV210013	Mill Cove Ferry Service (Construction)	2,900,000	5,000,000	11,000,000	140,000,000	115,000,000	-	-	\$ 273,900,000
CV240002	Municipal Fleet Replacement	-	2,500,000	6,861,000	15,925,000	3,700,000	2,725,000	22,190,000	\$ 53,901,000
CV240006	Police Fleet Replacement	-	1,000,000	4,890,000	3,940,000	2,020,000	1,870,000	14,310,000	\$ 28,030,000
CB210018	Sheet Harbour Fire Station	500,000	-	-	6,000,000	4,000,000	-	-	\$ 10,500,000
CB000080	Sheet Harbour Recreation Centre	285,000	-	-	7,000,000	8,300,000	-	-	\$ 15,585,000
CT190010	Windsor Street Exchange	4,965,000	1,900,000	-	32,292,000	30,500,000	24,208,000	10,000,000	\$ 103,865,000
	Grand Total 2024/25 Muti-Year Projects	\$ 90,745,000	\$ 97,365,000	\$ 117,706,000	\$ 362,569,000	\$ 336,077,000	\$ 242,309,000	\$ 440,398,000	\$ 1,687,169,000

This list supercedes the 2024/25 Multi-Year Projects schedule approved in Attachment 4, January 24, 2024

*** Proceeding with implementation of these projects is contingent on receipt of sufficient external funding contributions and necessary land acquisition.

Approved Budget Adjustment List

BAL ID	Associated BN	Option Description	24/25 Amount	Business Unit	Over/ Under	Capital / Operating	Date Added
BAL-01	BN002	Alderney Extra Security (Off-Duty program)	\$100,000	PFE	Over	Operating	1/31/2024
BAL-03		Micromobility Project Savings	(\$250,000)	PW	Under	Operating	2/9/2024
BAL-05		Increase access to Recreation Inclusion Support	\$205,700	PR	Over	Operating	2/14/2024
BAL-06	BN007	Remove \$0.25 fare increase		HTS	Over	Operating	2/28/2024
BAL-07	BN004	Public Safety - Enhance Safe City Program	\$250,000	CS	Over	Operating	2/28/2024
BAL-08	BN004	Public Safety - 1 FTE - Create Community Crisis Response model for the municipality	\$70,900	CS	Over	Operating	2/28/2024
BAL-09	BN004	Public Safety - 1 FTE - Mobile Outreach and Transportation Service	\$70,900	CS	Over	Operating	2/28/2024
BAL-10	BN004	Public Safety - Mobile Outreach and Transportation Service Additional	\$325,000	CS	Over	Operating	2/28/2024
BAL-11	BN004	Housing and Homelessness - Diversion Plan	\$60,000	CS	Over	Operating	2/28/2024
BAL-12	BN004	5 Crossing Guards	\$50,000	CS	Over	Operating	2/28/2024
BAL-13a	BN010	Advance the conversion of a fire station in Hammonds Plains - Upper Tantallon (Station 50 or 65) from E Platoon Composite staffing to 24/7 Career composite staffing	\$1,048,200	HRFE	Over	Operating	3/1/2024
BAL-13b	BN010	Advance the conversion of a fire station in Hammonds Plains - Upper Tantallon (Station 50 or 65) from E Platoon Composite staffing to 24/7 Career composite staffing Capital Portion	\$1,000,000	HRFE	Over	Capital	3/1/2024
BAL-14		RCMP contract enhancements request for six RCMP Regular Member positions as outlined in Attachment 5 of the report dated January 24, 2024	\$572,300	RCMP	Over	Operating	3/6/2024
TOTAL RECOMMENDED BAL			\$ 3,503,000				

BUDGET REVISIONS

BAL ID	Associated BN	Option Description	24/25 Amount	Business Unit	Over/ Under	Capital / Operating	Date Added
BAL-16		Permit Fees Revenue Increase	(\$2,000,000)	P-D	Under	Operating	
BAL-17		Reduction to OCC Provision	(\$1,000,000)	Fiscal	Under	Operating	
BAL-18		Corp. Accommodations funding shift (CAP/OP Decrease)	(\$1,000,000)	Fiscal	Under	Capital	
BAL-20		Regional Funding Library Upgrades funding swap	(\$600,000)	Fiscal	Under	Operating	
BAL-21		Central Library Reserve Funding	(\$1,100,000)	Fiscal	Under	Operating	
BAL-22		Municipal & Police Fleet Replacement (CAP/OP Decrease)	(\$2,000,000)	Fiscal	Under	Capital	
BAL-23		Environmental & General Building (CAP/OP Decrease)	(\$400,000)	Fiscal	Under	Capital	
BAL-24		Streetscaping & Tactical Urbanism	(\$700,000)	Fiscal	Under	Capital	
TOTAL REVISIONS			\$ (8,800,000)				

ATTACHMENT E

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 Council of the Municipality;
- (e) "Director" means the director of the department of the Municipality responsible for administering private roads, and includes a person acting under the supervision and direction of the 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 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 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 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 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 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 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 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 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 Director may request additional information, and if the information is not received by the date indicated in such request, the 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) Subject to subsection (3), 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.

(3) Where the Association has provided a legal title search and a certificate of title respecting ownership of the private road(s), and the Treasurer is satisfied that one or more owners cannot be identified for a portion of the private road(s), Council may waive the requirement under subsection (2).

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~~ February 6, 2024 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 ~~\$350.00~~ 650.00 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 ~~\$450.00~~ 750.00 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, 503706, 40589178, 40068348, 40068355, 40068371, 40255150, 40704165, and 40585523.

Area 3. A Flat Area Rate Charge of no more than ~~\$600.00~~ 900.00 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, 503656, 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, 41266966, and 40377228.

Area 4. A Flat Area Rate Charge of no more than ~~\$750.00~~ 1050.00 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, 40068371, 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 ~~\$350.00~~ 650.00 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 ~~\$450.00~~ 750.00 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 ~~\$600.00~~ 900.00 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 ~~\$750.00~~ 1050.00 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 ~~\$450.00~~ 750.00 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 ~~\$600.00~~ 900.00 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 ~~\$450.00~~ 750.00 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 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 than \$450.00 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 \$500.00 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 \$1500.00 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~~ February 6, 2024 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.

Schedule 19

(a) An Area Rate Charge for residential properties accessing Gill Cove Road, Lupin Lane, or Flemming Way located in the community of Ketch Harbour as identified on the map dated March 16, 2022 attached hereto, shall be a flat area rate of no more than \$250.00 annually.

(b) The Charges collected under this By-Law shall be used by the Gill Cove Road Maintenance Homeowners Association to fund the maintenance of Gill Cove Road from the end of East Side Road to the junction with Lupin Lane, 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.

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

Mayor

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.

Kevin Arjoon, Municipal Clerk

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

Amendment # 1 – addition of Schedule 17

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

Amendment # 2 – amendment to Schedule 13

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

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

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

Amendment # 4 – amendments to Schedule 6 and Schedule 18

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

Amendment # 6 – amendments to Schedule 4A, Schedule 6, and Schedule 7

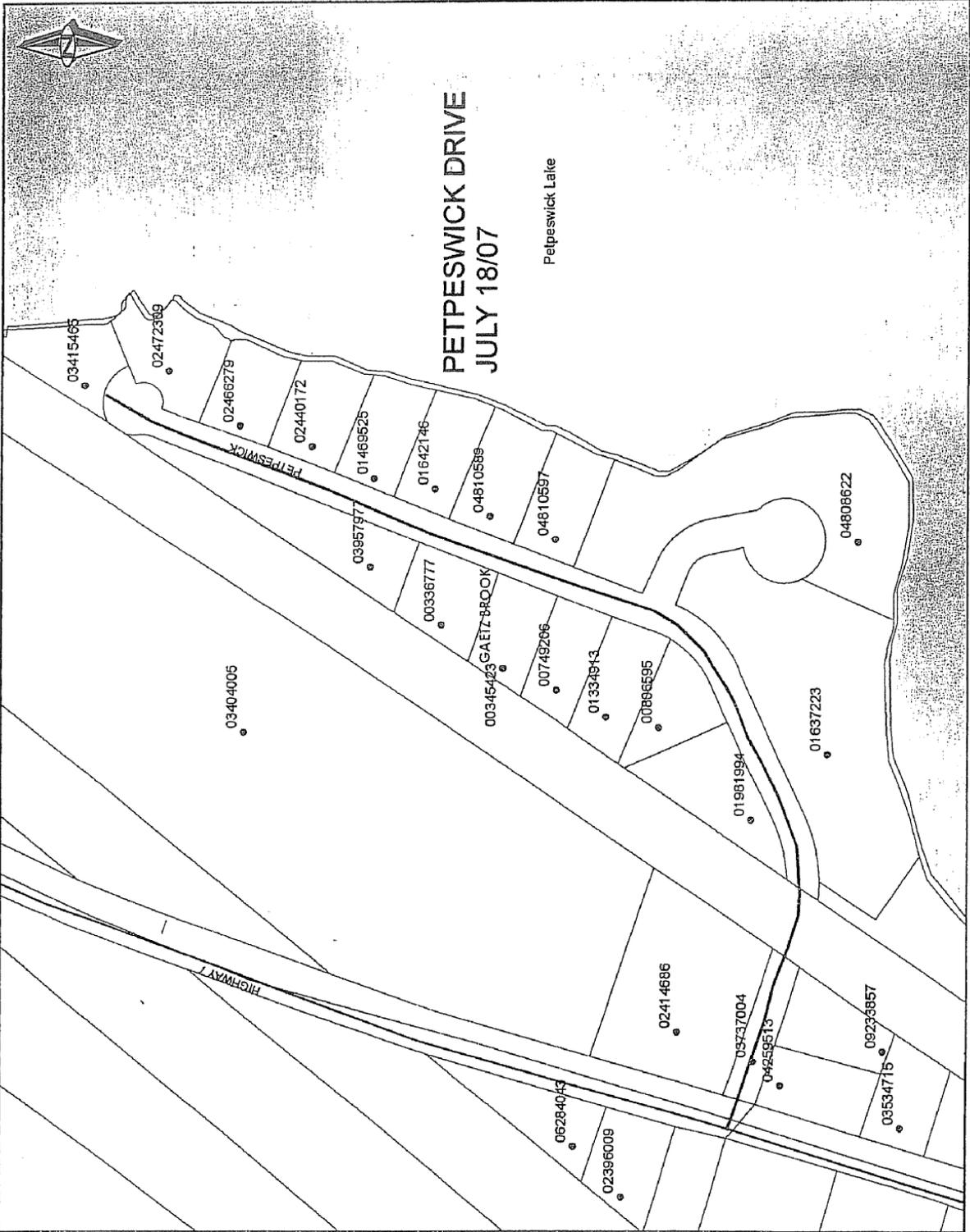
Notice of Motion May 3, 2022
Approval May 17, 2022

Amendment # 7 – amendments to Section 27

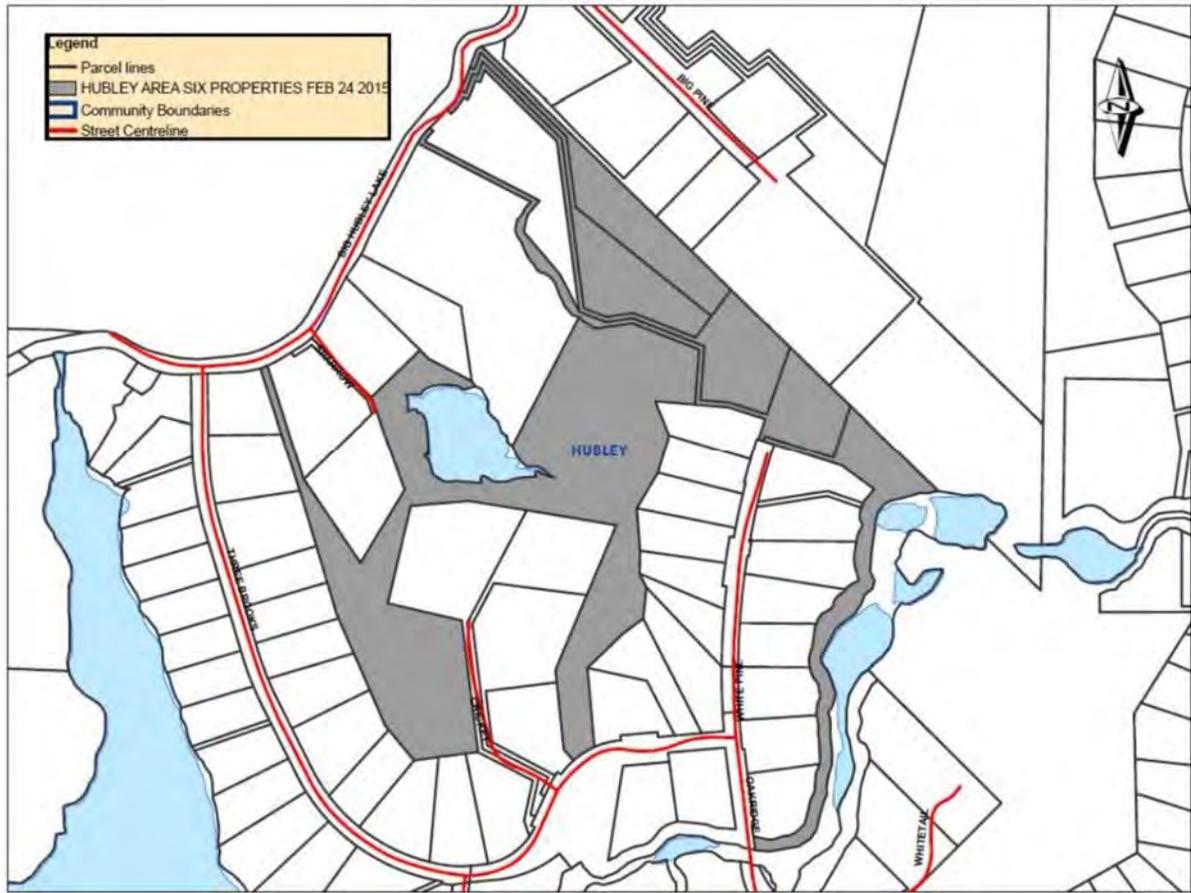
Notice of Motion July 12, 2022
Approval August 23, 2022

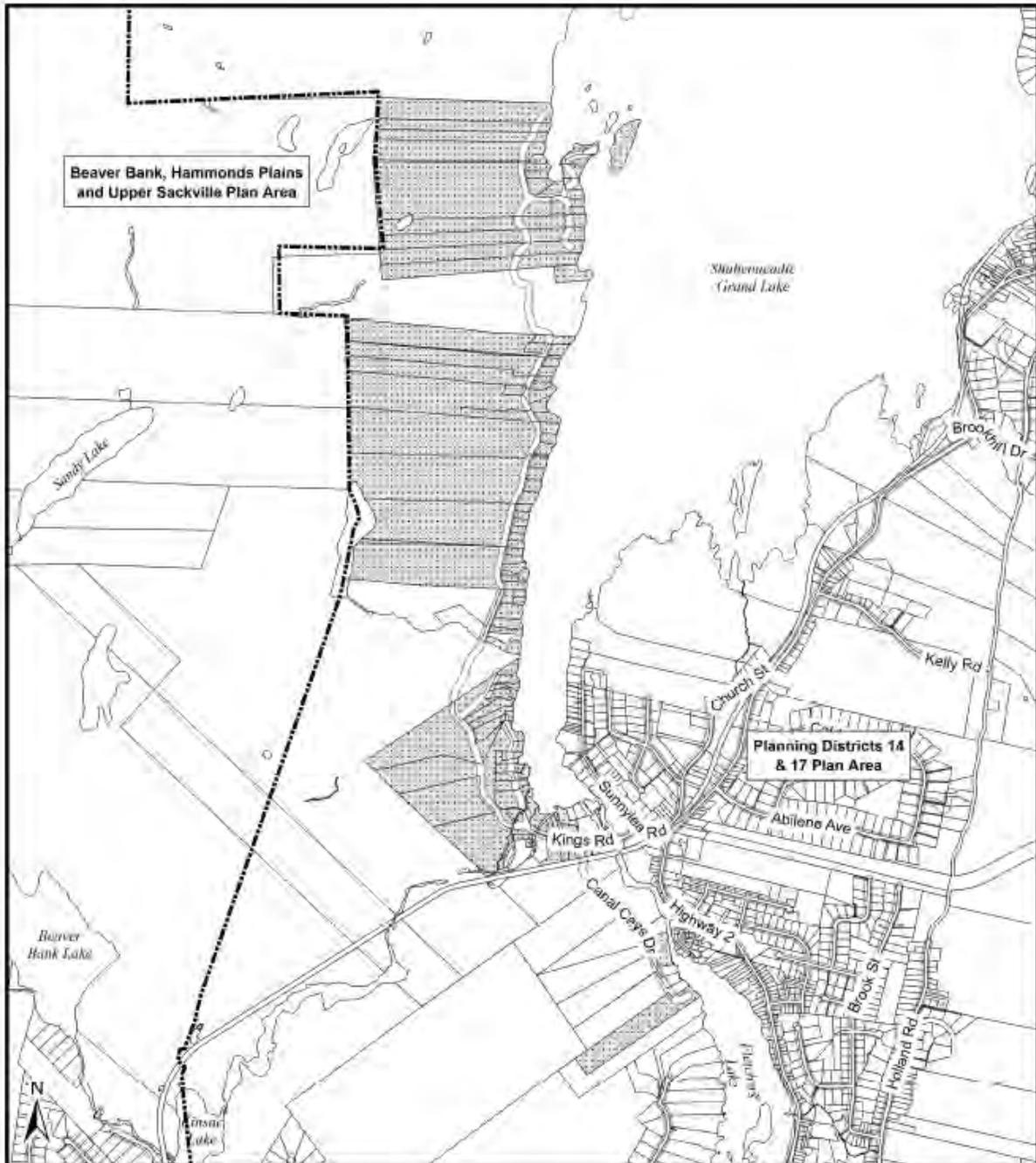
Amendment #8 – amendments to Schedules 13 & 15

Notice of Motion May 9, 2023
Approval May 23, 2023



HUBLEY AREA





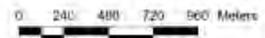
Map 1 - SWGLPOA Catchment Area

Southwest Grand Lake Property Owners Association

 Subject Properties

Planning Districts 14 & 17
(Shubenacadie Lakes) Plan Area

HALIFAX



The accuracy of any representation on this plan is not guaranteed.



Map 1 - SELOA Catchment Area

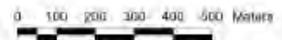
Shag End Lot Owners Association

 Subject Properties

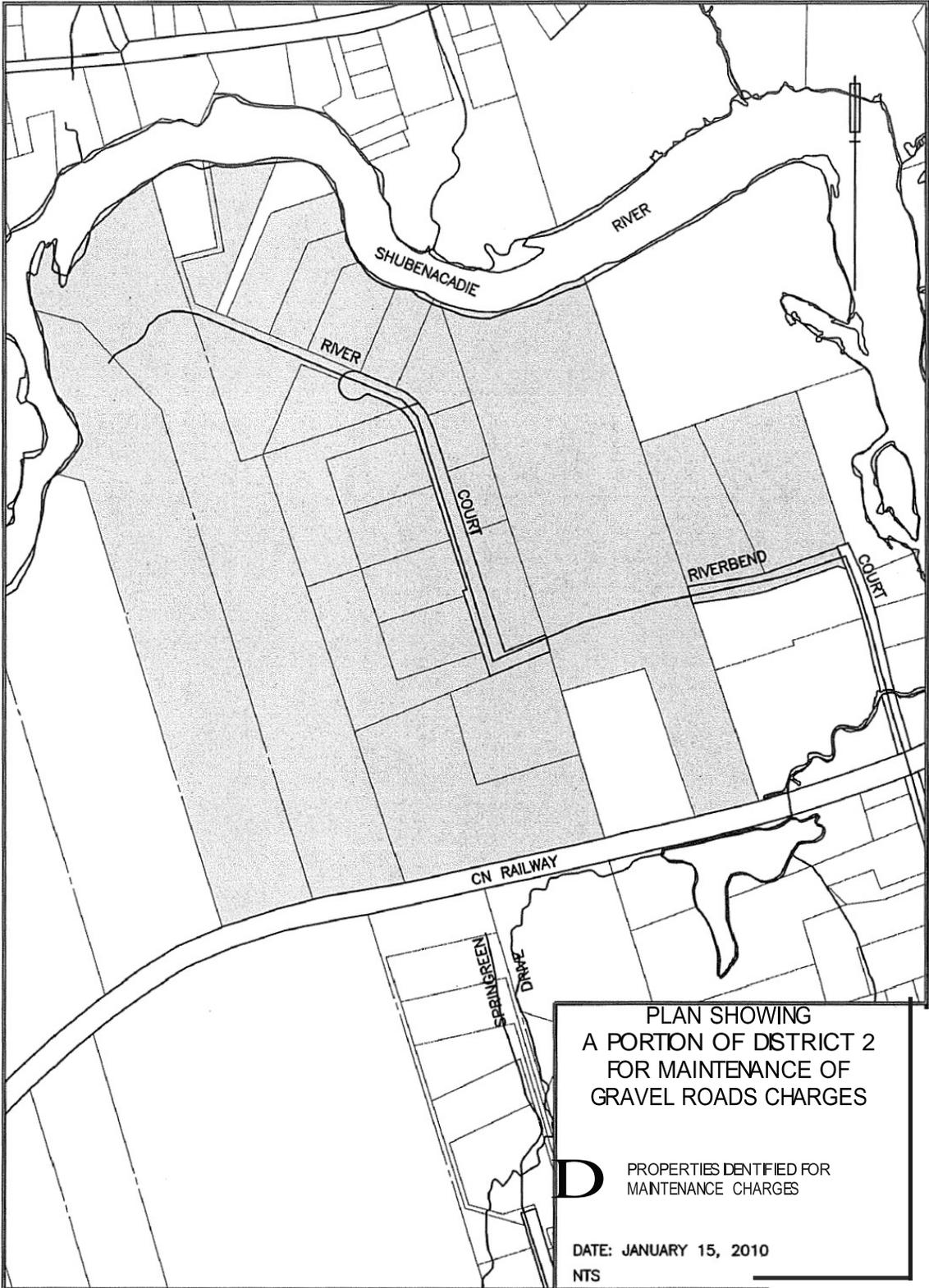
Planning District 4
(Prospect) Plan Area

6 February 2024

HALIFAX



The accuracy of any representation on this plan is not guaranteed.

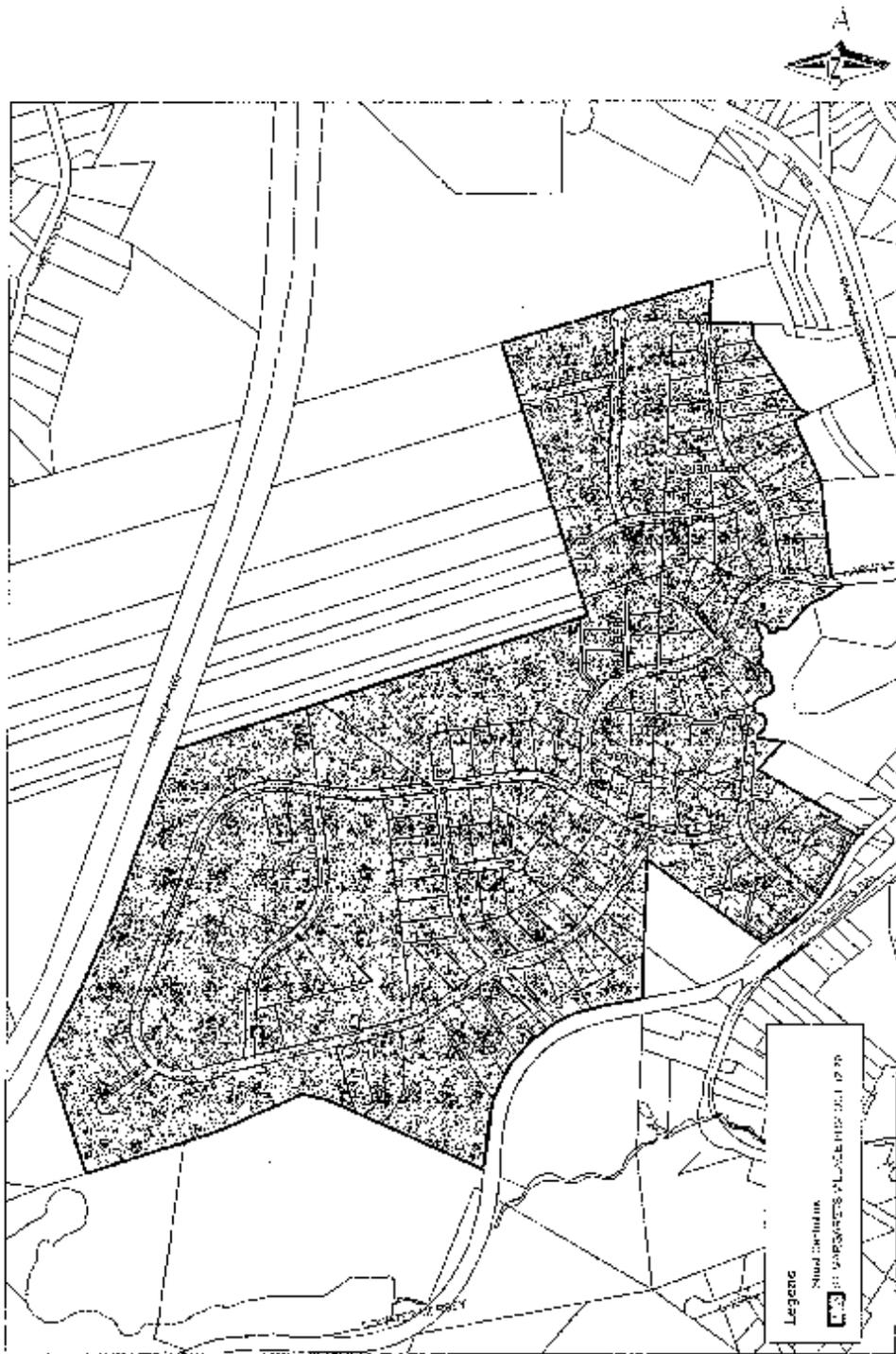


PLAN SHOWING
A PORTION OF DISTRICT 2
FOR MAINTENANCE OF
GRAVEL ROADS CHARGES

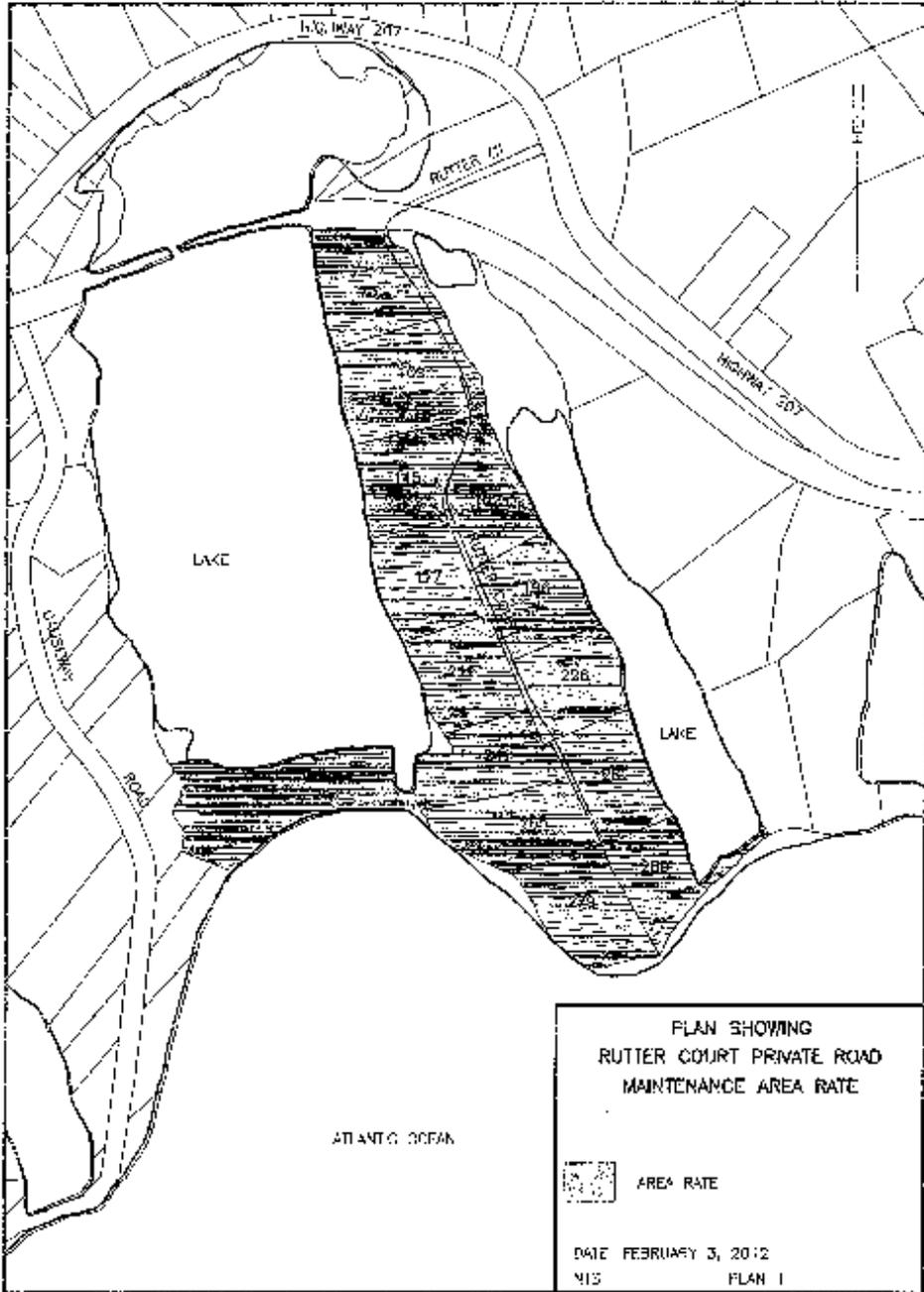
D PROPERTIES IDENTIFIED FOR
MAINTENANCE CHARGES

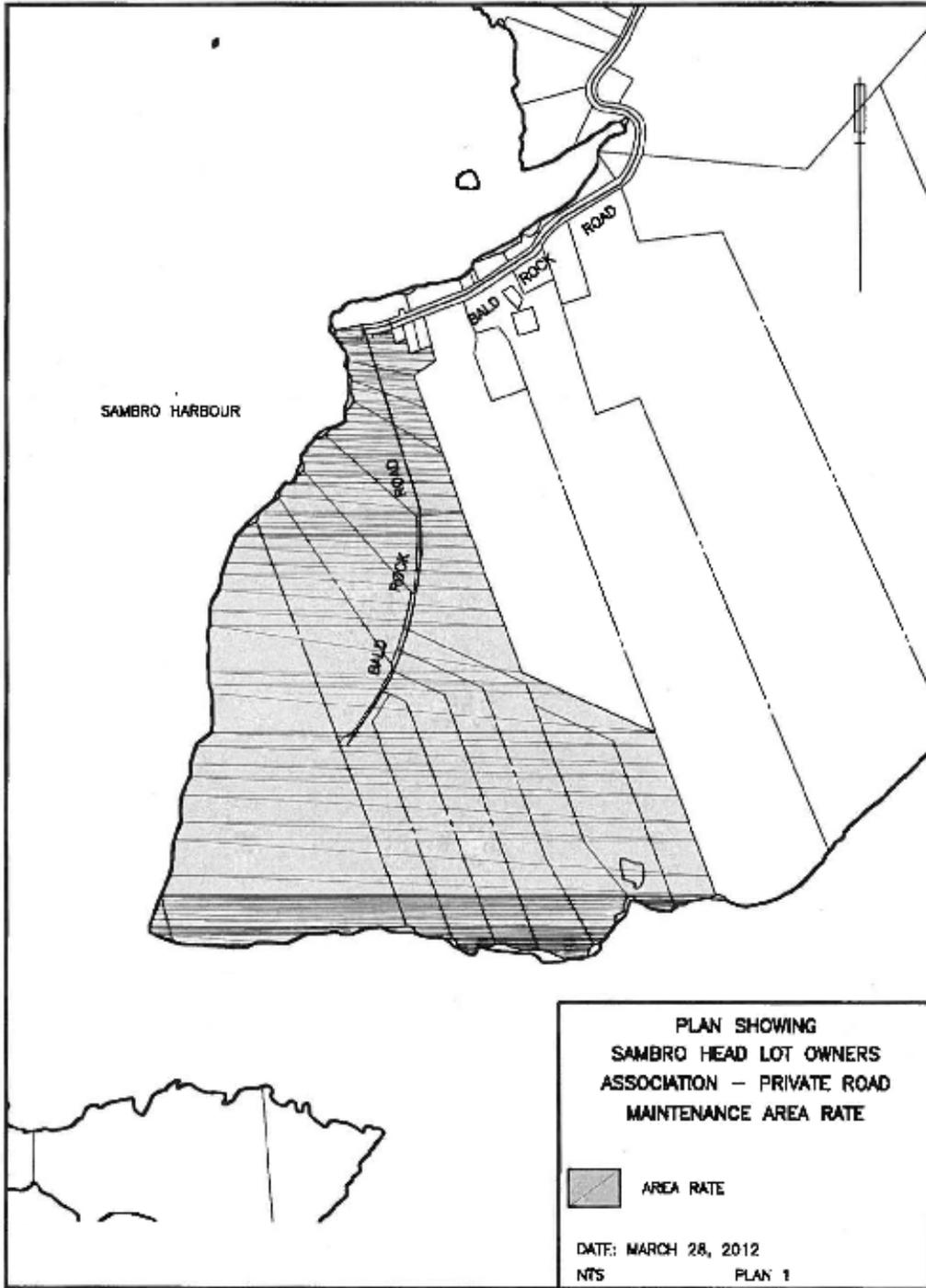
DATE: JANUARY 15, 2010
NTS

PRIVATE ROAD MAINTENANCE FOR ST. MARGARET'S VILLAGE



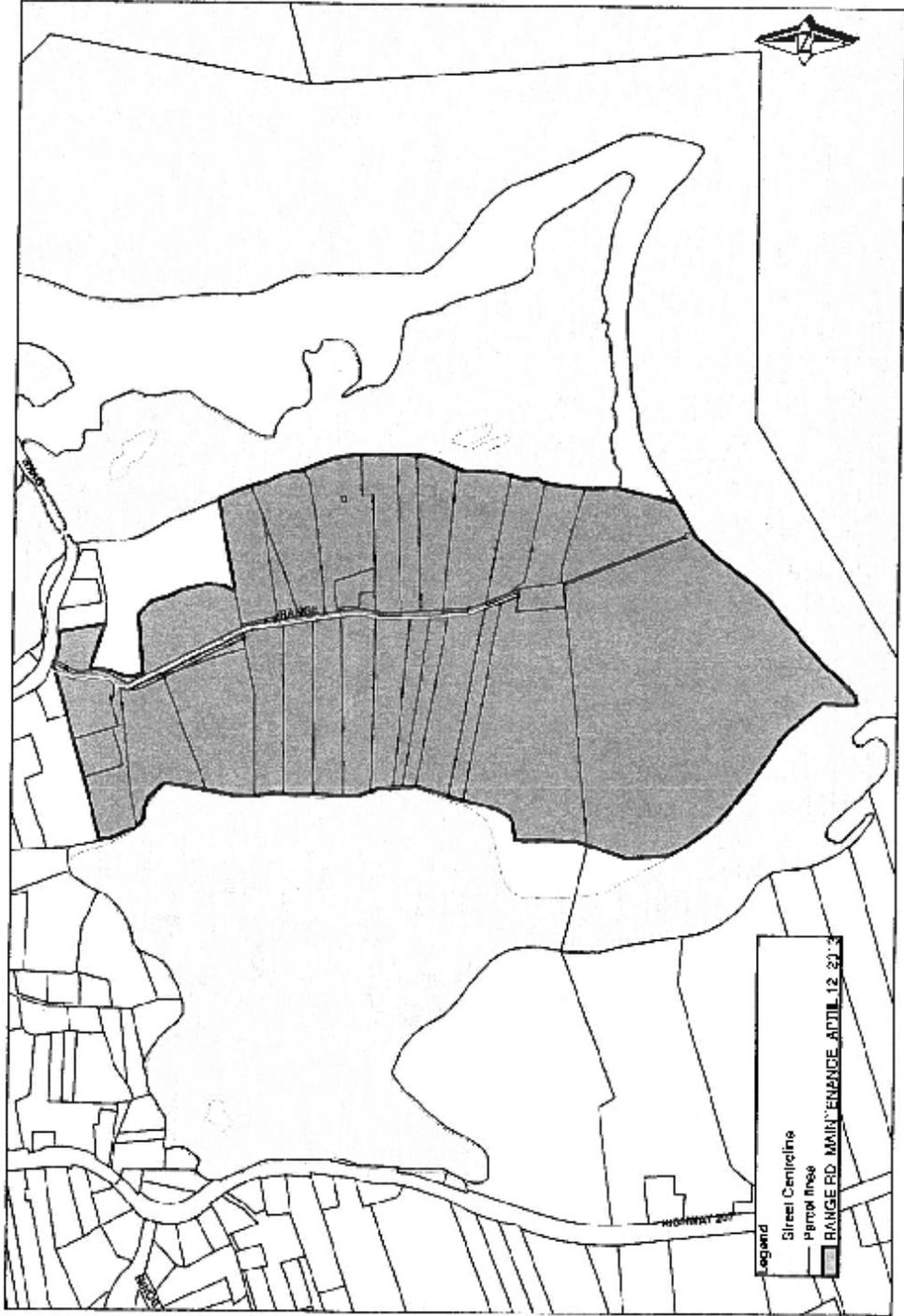
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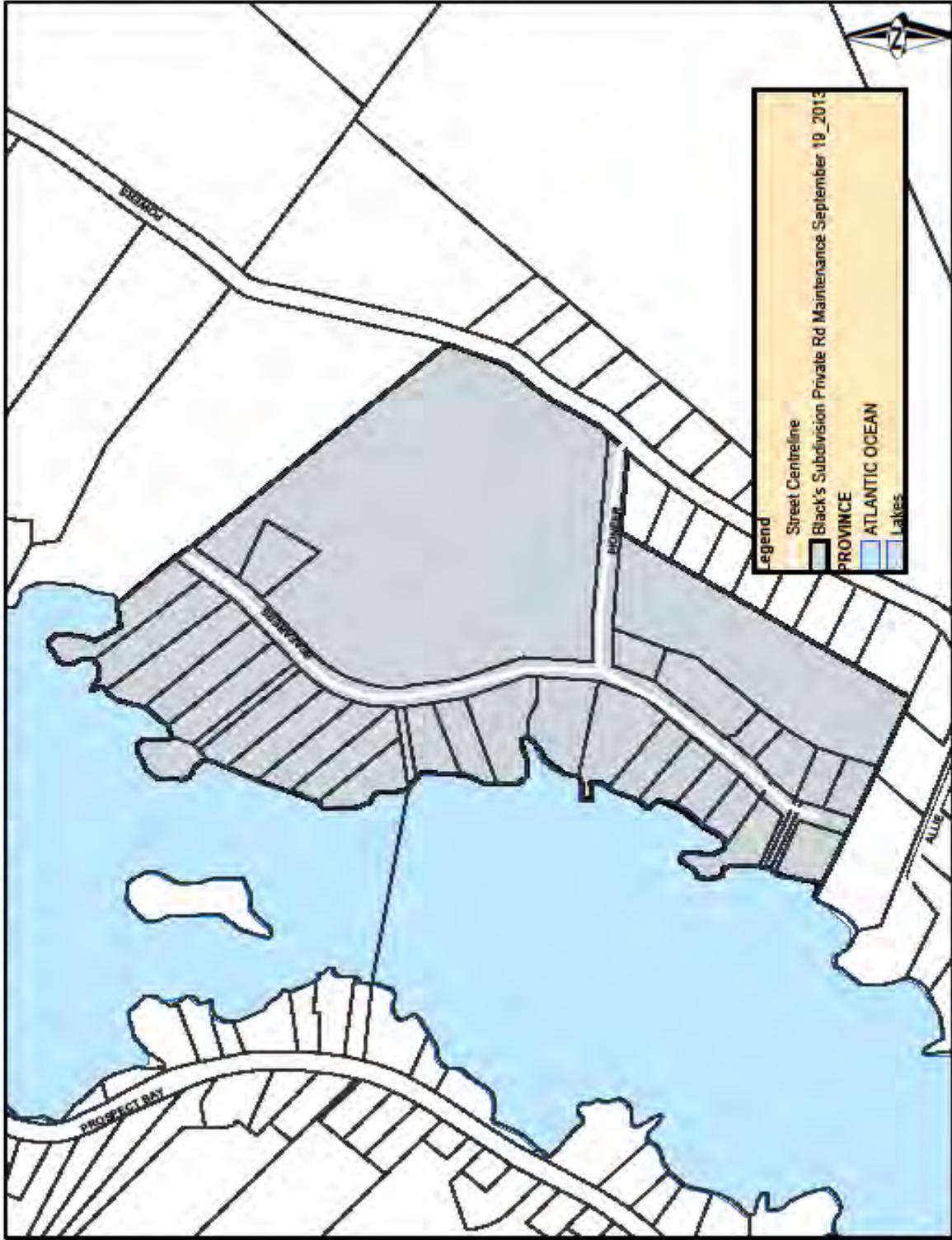


Appendix A

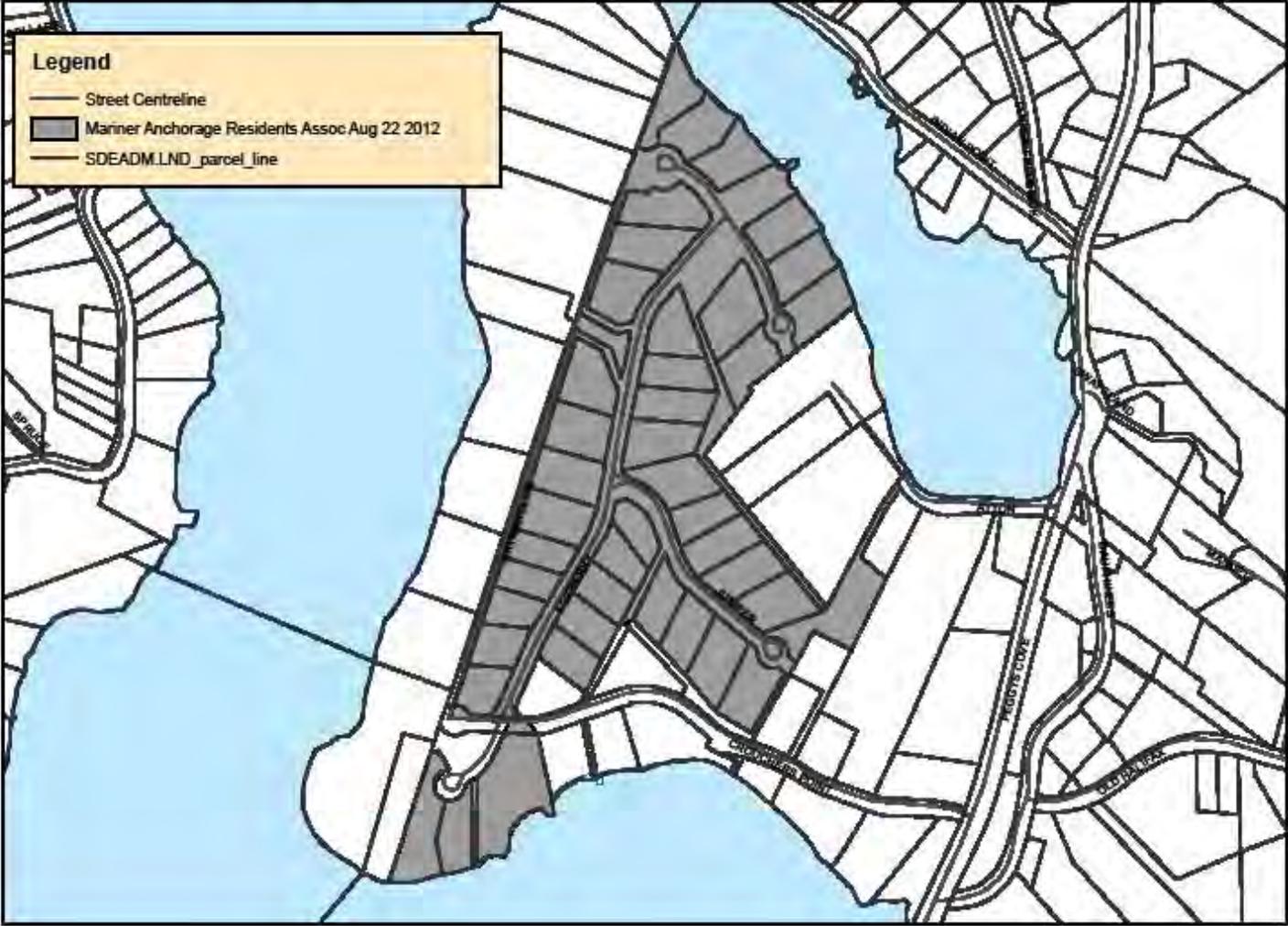
RANGE ROAD GRAND DESERT ROAD MAINTENANCE



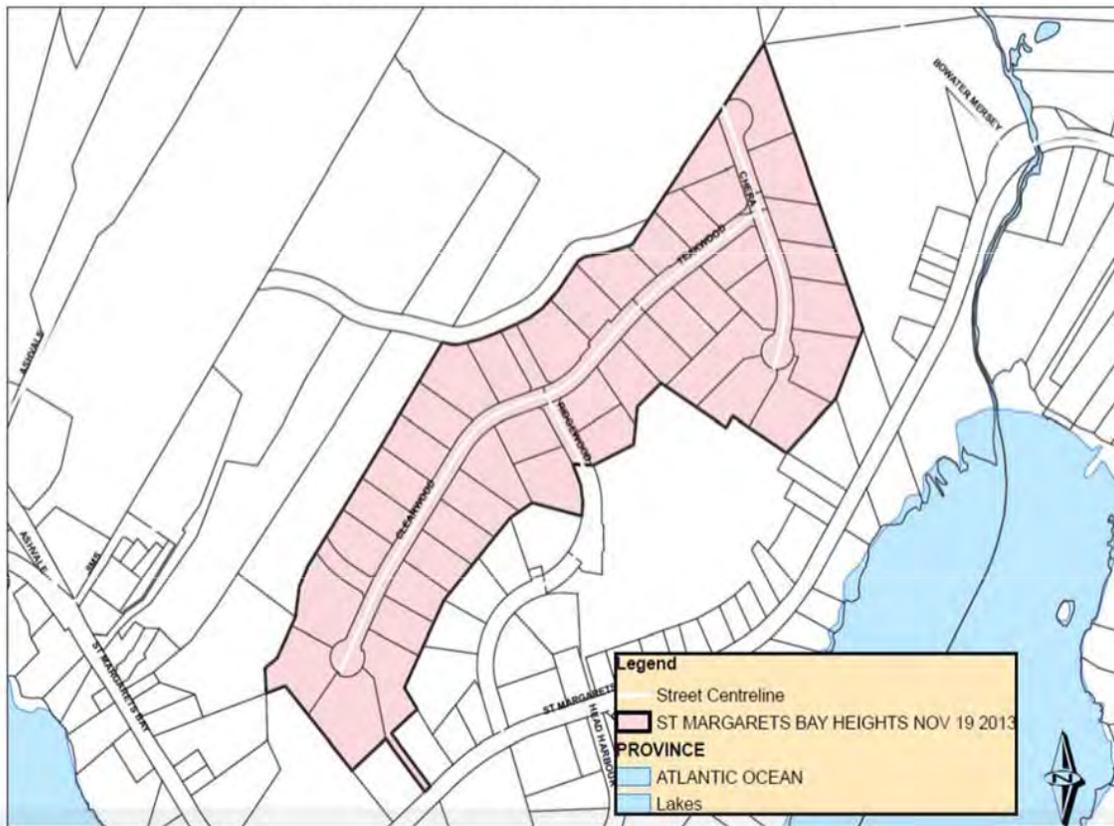
BLACK'S SUBDIVISION PRIVATE ROAD MAINTENANCE



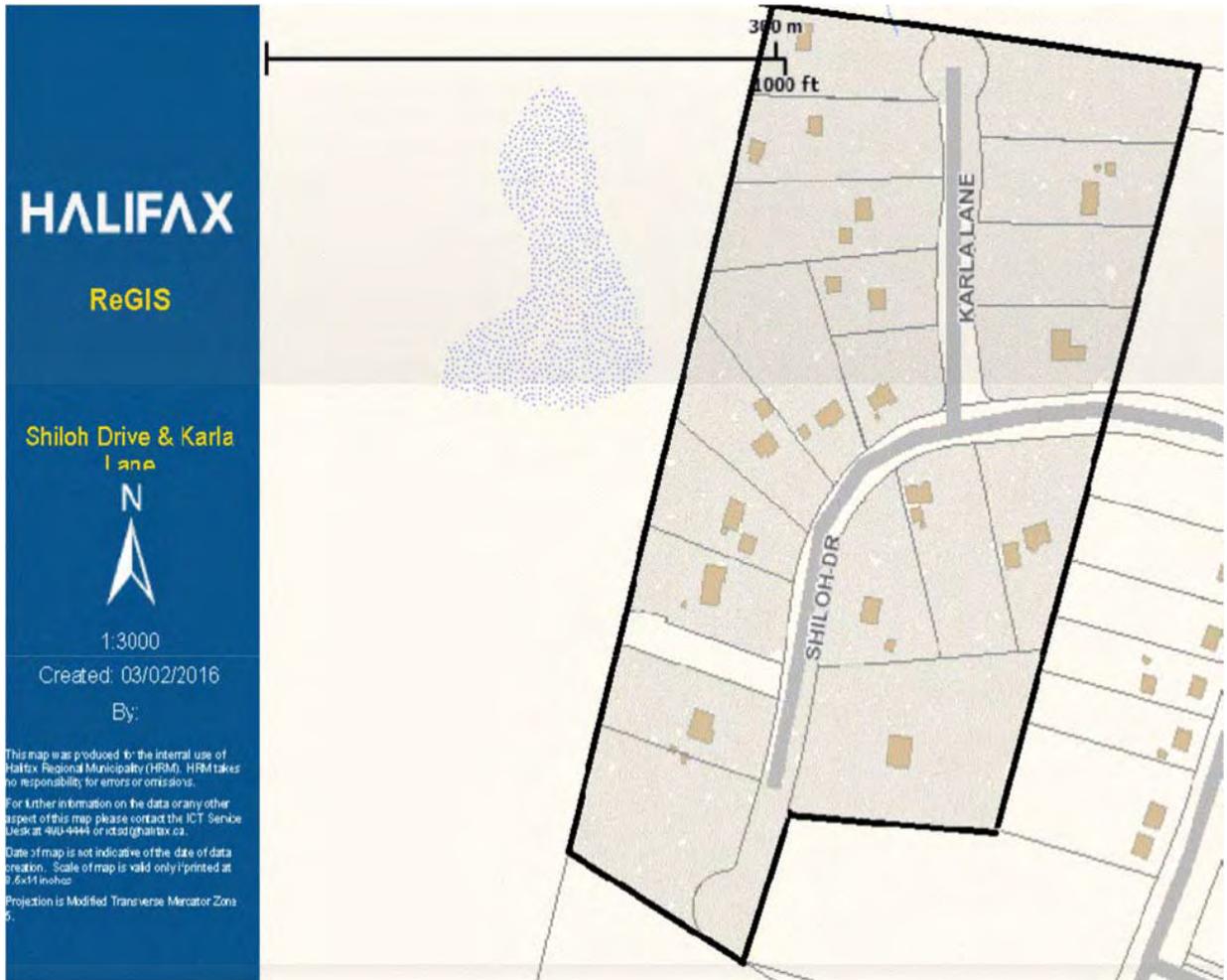
MARINER ANCHORAGE RESIDENTS ASSOCIATION



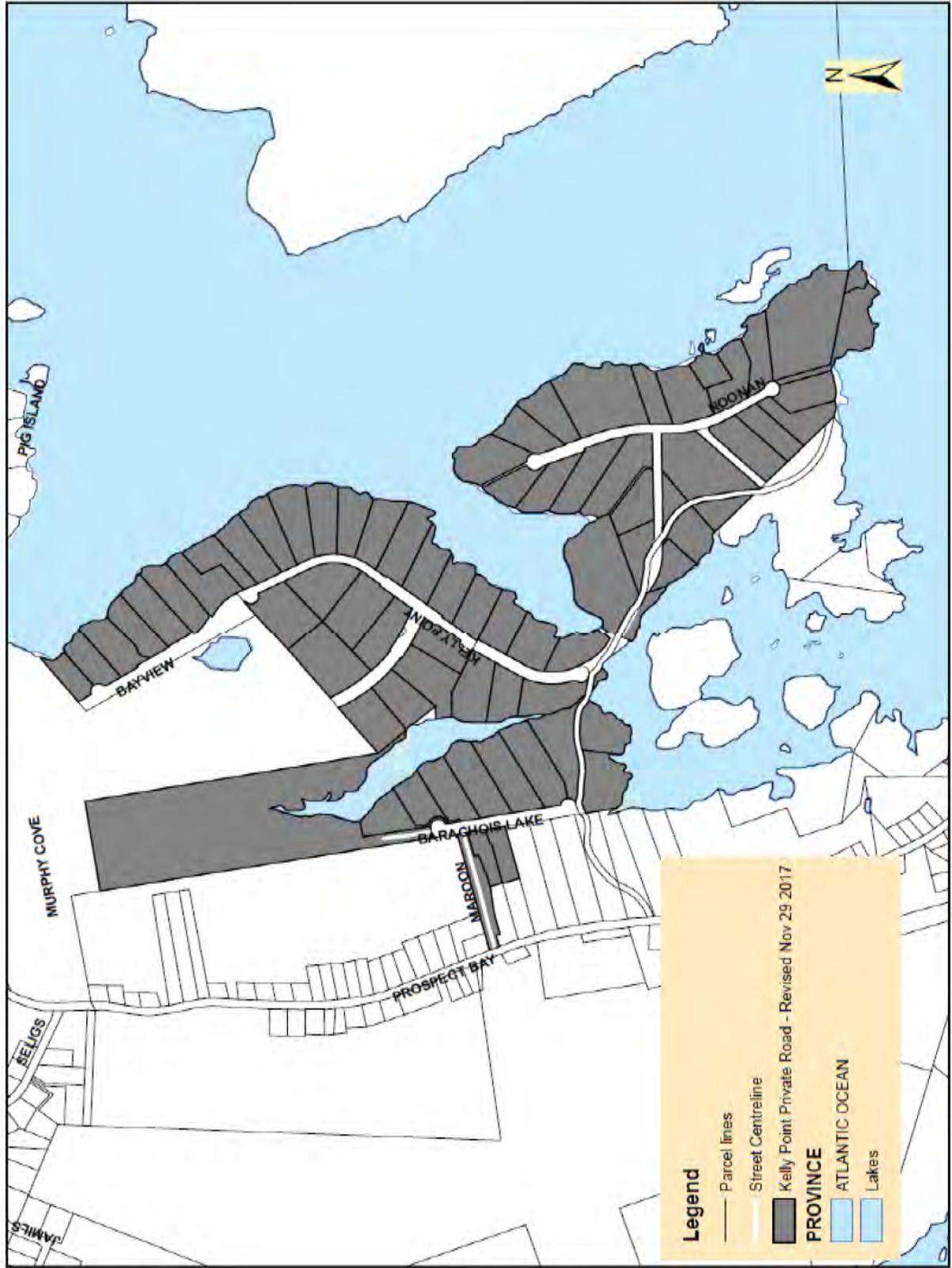
ST MARGARETS BAY HEIGHTS NOVEMBER 19, 2013



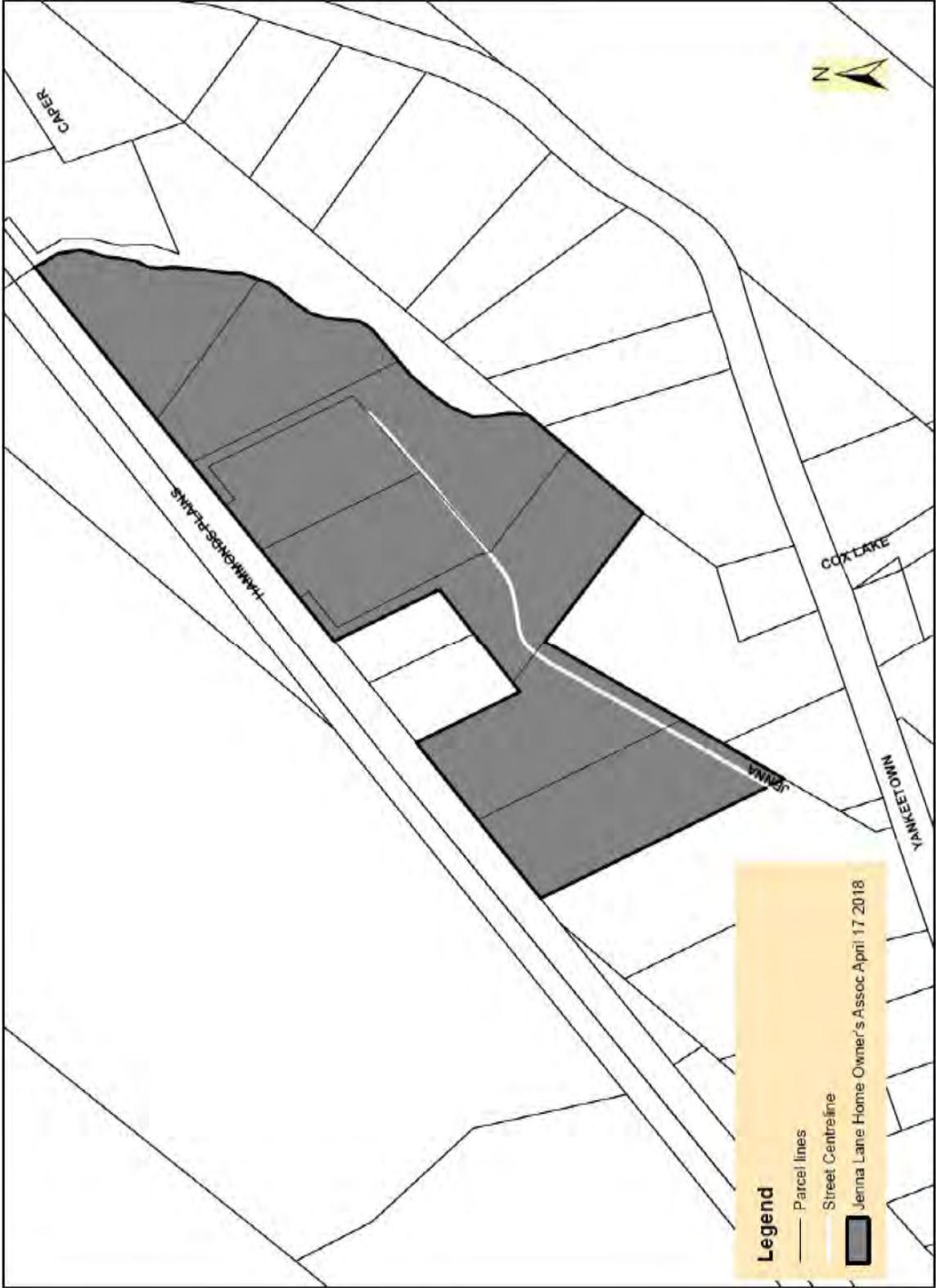
Map of Catchment Area for Shiloh and Karla Drive Road Association



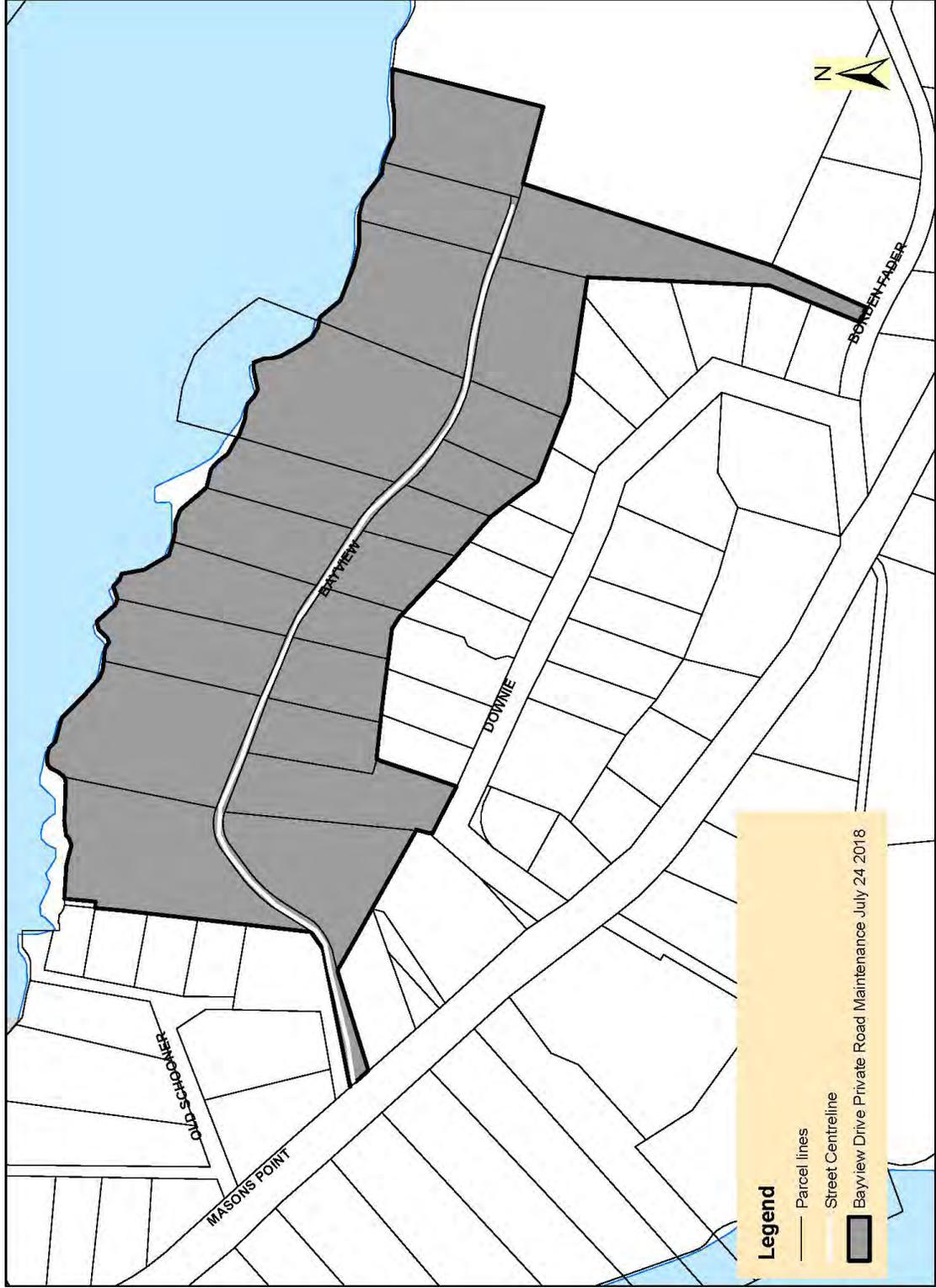
KELLY POINT PRIVATE ROAD

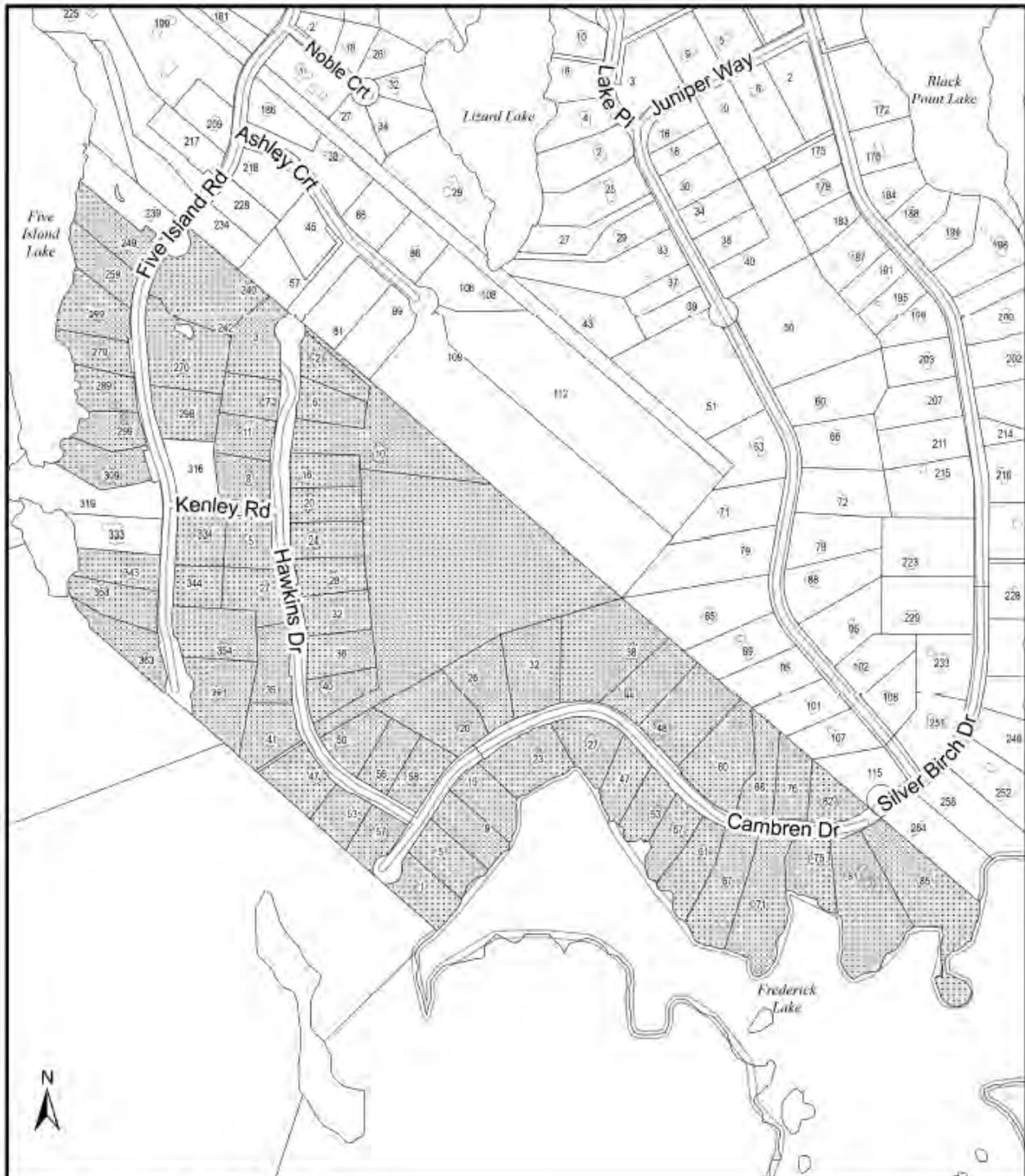


THE JENNA LANE HOME OWNER'S ASSOCIATION



BAYVIEW DRIVE PRIVATE ROAD MAINTENANCE





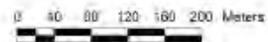
Map 1 - CCHOA Catchment Area

Cambrian's Cove Homeowners Association

 Subject Property

Planning District 1 & 3
(St Margarets Bay) Plan Area

HALIFAX



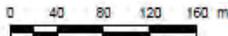
The accuracy of any representation of this plan is not guaranteed.



Map 1 - Gill Cove Road Private Road Maintenance
 Gill Cove Road

HALIFAX

█ Gill Cove Road Maintenance Homeowners Association



This map is an unofficial reproduction of a portion of the Generalized Future Land Use Map for the plan area indicated.

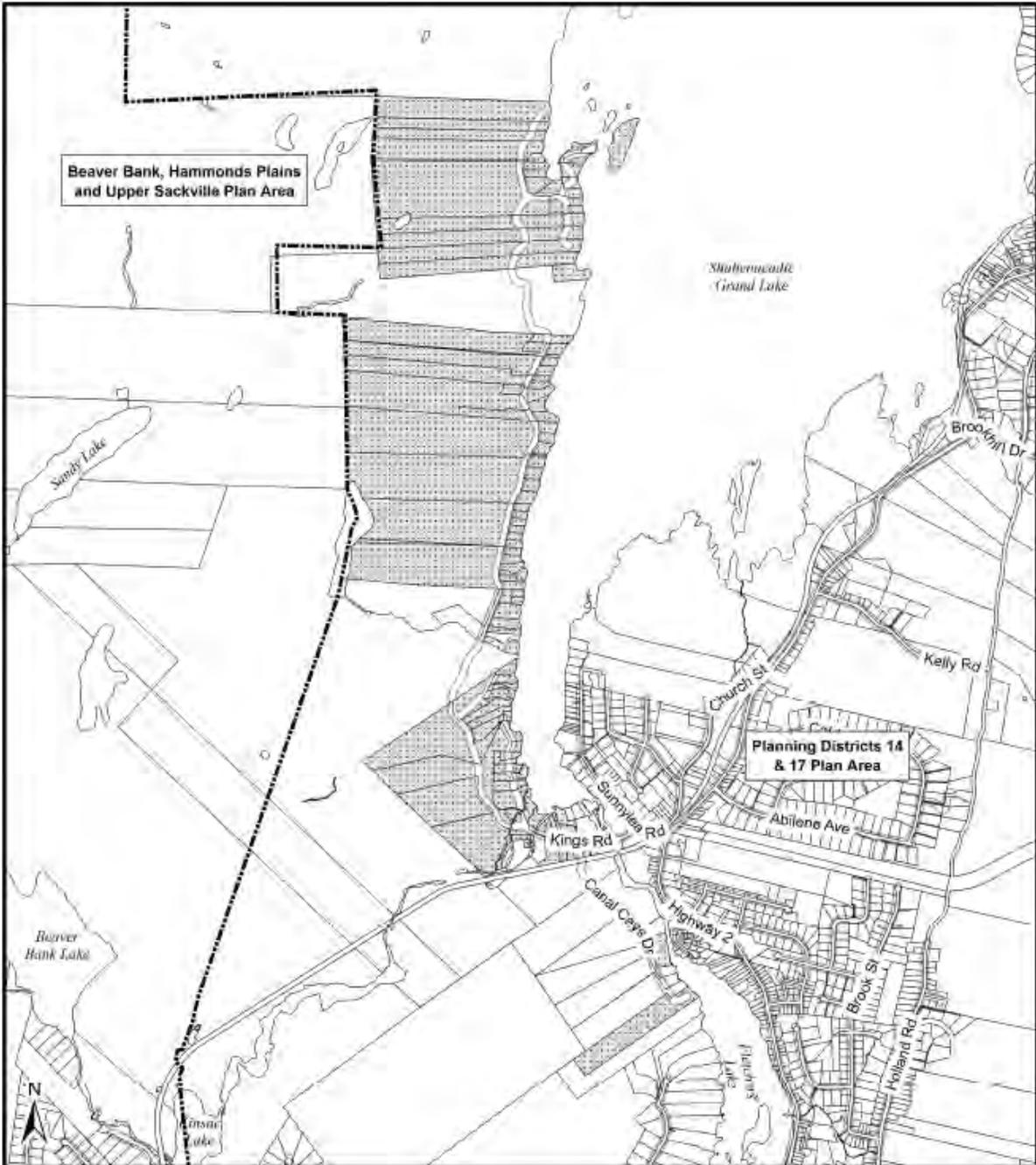
The accuracy of any representation on this plan is not guaranteed.

ATTACHMENT F

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

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

1. Section 17 is amended by striking out the words “under the supervision of staff of the Municipality” after the word “applicant” and before the period.
2. Schedule 3 is amended by striking out the words, numbers, and comma “November 29, 2017” after the word “dated” and before the word “attached” and replacing them with the words, numbers, and comma “February 6, 2024”.
3. Schedule 4A is amended by:
 - (a) Striking out the numbers and period “350.00” after the word “than” and before the word “annually” in Area 1 and replacing it with the numbers and period “650.00”;
 - (b) Striking out the numbers and period “450.00” after the word “than” and before the word “annually” in Area 2 and replacing it with numbers and period “750.00”;
 - (c) Striking out the numbers and period “600.00” after the word “than” and before the word “annually” in Area 3 and replacing it with the numbers and period “900.00”;
 - (d) Striking out the word “and” after the numbers and comma “41435967,” and before the numbers “41211509” in Area 3;
 - (e) Adding the numbers, comma and word “, 41266966, and 40377228” after the numbers “41211509” and before the period in Area 3;
 - (f) Striking out the numbers and period “750.00” after the word “than” and before the word “annually” in Area 4 and replacing it with the numbers and period “1050.00”;
 - (g) Adding the numbers and comma “40068371,” after the numbers and comma “40480071,” and before the word and numbers “and 41294000” in Area 4;
 - (h) Striking out the numbers and period “350.00” after the word “than” and before the word “annually” and replacing it with the numbers and period “650.00” in subsection 2(b);
 - (i) Striking out the numbers and period “450.00” after the word “than” and before the word “annually” and replacing it with the numbers and period “750.00” in clause 2(c)(i);
 - (j) Striking out the numbers and period “600.00” after the word “than” and before the word “annually” and replacing it with the numbers and period “900.00” in clause 2(c)(ii);
 - (k) Striking out the numbers and period “750.00” after the word “than” and before the word “annually” and replacing it with the numbers and period “1050.00” in clause 2(c)(iii);
 - (l) Striking out the numbers and period “450.00” after the word “than” and before the word “annually” and replacing it with the numbers and period “750.00” in subsection 2(d);
 - (m) Striking out the numbers and period “600.00” after the word “than” and before the word “annually” and replacing it with the numbers and period “900.00” in subsection 2(e); and
 - (n) Striking out the numbers and period “450.00” after the word “than” and before the word



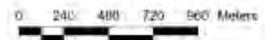
Map 1 - SWGLPOA Catchment Area

Southwest Grand Lake Property Owners Association

 Subject Properties

Planning Districts 14 & 17
(Shubenacadie Lakes) Plan Area

HALIFAX



The accuracy of any representation on this plan is not guaranteed.

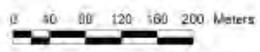


Map 1 - CCHOA Catchment Area
 Cambrian's Cove Homeowners Association

 Subject Property

Planning District 1 & 3
 (St Margarets Bay) Plan Area

HALIFAX



The accuracy of any representation on this plan is not guaranteed.



Map 1 - Gill Cove Road Private Road Maintenance
 Gill Cove Road

HALIFAX

 Gill Cove Road Maintenance Homeowners Association



This map is an unofficial reproduction of a portion of the Generalized Future Land Use Map for the plan area indicated.

The accuracy of any representation on this plan is not guaranteed.

ATTACHMENT G

ADMINISTRATIVE ORDER NUMBER 2019-005-ADM RESPECTING THE ESTABLISHMENT AND USE OF COMMUNITY AREA RATES IN THE HALIFAX REGIONAL MUNICIPALITY

WHEREAS subsection 96(1) of the *Halifax Regional Municipality Charter* permits the Council of the Municipality to spend money in an area, or for the benefit of an area, for any purpose for which the Municipality may expend funds or borrow;

AND WHEREAS subsection 96(2) of the *Halifax Regional Municipality Charter* permits the Council of the Municipality to recover annually from the area the amount required or as much of that sum as the Council considers advisable to collect in any one fiscal year by an area rate of so much on the dollar of the assessed value of the taxable property or occupancy assessments in the area;

AND WHEREAS subsection 96(4) of the *Halifax Regional Municipality Charter* permits the Council to levy a uniform charge on each taxable property assessment or each dwelling unit in the area, in lieu of levying an area rate;

AND WHEREAS Regional Council wishes to promote transparency, clear accountability between the public and community associations, and effective governance;

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

Short Title

1. This Administrative Order may be known as the *Community Area Rates 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) “community organization” means a community group incorporated as a society pursuant to the *Societies Act*, R.S.N.S. 1989, c. 42, as amended;
 - (c) “contribution agreement” means an agreement that outlines the amount, purpose, conditions, duration and any other terms for a transfer of funds or a grant;
 - (d) “Council” means the Council of the Halifax Regional Municipality;
 - (e) “HRM Charter” means the *Halifax Regional Municipality Charter*, S.N.S. 2008, c. 39, as amended;
 - (f) “Municipality” means the Halifax Regional Municipality;
 - (g) “rate” means an area rate or uniform charge for local community recreation or sidewalks built before February 8, 2022;
 - (h) “staff” means staff of the Municipality’s Finance Department; and
 - (i) “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 establish criteria for the creation of rates that support local community recreation activities or sidewalks built before February 8, 2022 and are requested by a community, and to establish a framework for the use of the monies raised by the rate.

General Provisions

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

5. Council delegates to the Chief Financial Officer the ability to create procedures to support the administration of rates under this Administrative Order and to enter into a Contribution Agreement in accordance with section 31.

6. 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, charge, or terminate a rate.

7. For greater certainty, this Administrative Order does not apply to rates imposed by Council for private roads in accordance with Administrative Order 2018-003-ADM, Respecting Private Road Maintenance, or for business improvement districts in accordance with Administrative Order 47, the Business Improvement District Administrative Order.

Part I – Establishment of Community Rates

Establishment of Community Rates

8. A community organization may submit a proposal to the Municipality for the establishment of a rate in its community during the Municipality's annual business plan process.

9. The proposal shall include:

- (a) the purpose for which the rate is to be established;
- (b) the anticipated duration of time during which the rate will be applied;
- (c) the proposed amount of the rate;
- (d) the method by which the rate is proposed to be levied, which shall be as a uniform charge by dwelling unit or by taxable property assessment in the catchment area;
- (e) the proposed catchment area for the rate boundary and an explanation as to why that boundary is appropriate; and
- (f) a proposed financial plan for the use of the funds, including:
 - (i) how the funds will be expended; and
 - (ii) any other sources of revenue to be combined with the funds.

10. Upon receiving a proposal for a rate from a community organization, staff shall:

- (a) review the proposal for completeness;
- (b) confirm that the proposal complies with this Administrative Order including, as applicable, sub-section 33(2);

- (c) conduct public consultation in the area affected by the proposed rate; and
- (d) prepare a report to Regional Council.

Public Consultation

11. Staff shall conduct public consultation prior to the:
 - (a) proposal for a rate being forwarded to Council; or
 - (b) where section 19 applies, prior to a change of the rate being forwarded to Council.
12. The Chief Financial Officer for the Municipality shall establish a procedure for conducting public consultation.
13. The report to Council shall include the process used for public consultation and the results thereof.

Rate Imposed by Council

14. Council may accept, decline, or modify the proposal for a rate, and may impose conditions on the expenditure thereof.
15. The area will be set annually by resolution of Council, at its sole discretion, pursuant to the *HRM Charter*.
16. Approval of a rate for a subsequent taxation year is at the discretion of the Council.
17. The rate set by Council shall be sufficient to meet the proposed budget.

Part II – Renewal of Community Rates

18. (1) The community organization shall submit to staff annually:
 - (a) an annual business plan; and
 - (b) a detailed budget.

(2) Where Council has approved the rate for fiscal year in advance of the submission of the annual business plan and detailed budget, the CAO or their designate may withhold funds from the community organization until such time as they are submitted to staff.

(3) Where subsection 2 applies, Council may adjust the previously approved rate in accordance with the business plan and detailed budget.
19. Where a community organization proposes a change to items listed in clauses 9(a), (b), (d) or (e) or an increase to item 9(c), additional public consultation shall be required.
20. Once a rate has come to the end of its duration as set out in the community organization's proposal as required by section 9, the community organization may submit a new proposal and follow the process set out in this Administrative Order for the establishment of a community rate.

20A. Where a rate has been suspended for a period of five (5) years, the rate shall be discontinued and shall be treated as if it has come to the end of its duration. A community organization may submit a new proposal and follow the process set out in this Administrative Order for the establishment of a community rate.

20B. Where a community organization proposes an expansion to the catchment area established in item 9(e), only those properties within the expansion area shall vote.

Part III - Governance

Eligibility

21. To be eligible to submit a proposal for a rate, the community organization shall be a non-profit organization, incorporated under the *Societies Act*, R.S.N.S. 1989, c. 435.

Membership

22. All owners of property subject to the rate shall be eligible for membership in the community organization.

23. All members of the community organization shall be entitled to vote.

Meetings

24. Meetings of the community organization that relate to the rate shall be open to any member of the public.

25. Minutes of meetings that relate to the rate shall be available to any member of the public.

26. The community organization shall hold an annual meeting, at which meeting the majority of the members present shall review and approve the annual budget plan and detailed budget for the rate for the following year.

27. Any changes to the amount of the rate requested by the community organization requires majority approval at the annual meeting, or at a special meeting of the community organization that is called to determine the level of support for the rate.

28. The community organization may, by special meeting or at the annual meeting, elect to request that Council terminate the rate, and Council may consider such request.

28A. Meetings may be held without the presence of Municipal staff.

Reporting and Procedures

29. The community organization shall provide to the Municipality annually its financial statements and an accounting for the funds expended from the rate.

30. The community organization shall comply with all required financial procedures as established for it by the Municipality.

Contribution Agreement

31. (1) A contribution agreement may be negotiated and executed by the Chief Financial Officer on behalf of the Municipality.

(2) A contribution agreement shall include provisions respecting:

(a) the payment and the acceptable uses of funds by the community organization; and

(b) whether advance payment of funds may be made by the Municipality to the community organization after Council has adopted its budget.

Part IV – Expenditure of Funds

Approved Uses of Rate Funds

32. A rate administered under this Administrative Order shall be spent for the benefit of the area for which it is collected.

33. (1) Subject to section 32, rate funds may be used for:
- (a) community events;
 - (b) community accessories, including signage, picnic tables, benches, and garbage cans;
 - (c) community beautification and clean-up;
 - (d) maintenance of recreation infrastructure, including local recreational infrastructure on municipal lands where the maintenance is procured directly by the Municipality;
 - (e) recreation and leisure costs, including programming and equipment;
 - (f) establishment and maintenance of seasonal recreation infrastructure such as outdoor skating rinks;
 - (g) operation of small, local community centres;
 - (h) grants where there is a contribution agreement in place between the community organization and a non-profit organization to provide for items (a) through (g), provided that such an agreement is approved by Council, unless:
 - (i) the amount of the grant to the non-profit organization is two thousand dollars or less; and
 - (ii) the cumulative grants that have been provided to the non-profit organization in the current fiscal year is four thousand dollars or less,in which case no contribution agreement is required;
 - (i) subject to subsection (2), construction or enhancement of
 - (i) local recreational infrastructure on municipal land including parks, trails, sport fields, play lawns, playgrounds, landscaping, paths and trails, and related accessories; and
 - (j) administrative costs associated with items (a) to (i).
- (2) Funds used for those items listed in subsection (1)(i) may only be used if the following conditions have been met:
- (a) a needs assessment completed or approved by the appropriate business unit supports the proposed infrastructure;
 - (b) the proposed siting for such infrastructure is suitable;
 - (c) there is a maintenance plan, including identification of any annual funding;
 - (d) the proposed infrastructure is procured directly by the Municipality;
 - (e) Council has approved the project in the Municipality's capital budget; and
 - (f) the expenditure conforms to the Municipality's procedures for capital budget expenditures.

Covid-19

33A. Notwithstanding the purpose and sections 33 and 34 of this Administrative Order, for the 2020-2021 fiscal year, grants may be provided by the community organization without a contribution agreement or approval of Council if:

- (a) the cumulative amounts of the grants do not exceed \$5,000; and
- (b) the recipient of each grant is either a non-profit organization registered with the Registry of Joint Stock Companies, or a registered Canadian charitable organization.

Prohibited Uses of Rate Funds

34. Rate funds shall not be used for the following:

- (a) the purchase of real property;
- (b) infrastructure and activities that are generally not open or of benefit to the public;
- (c) regional infrastructure, including community centres and other facilities that are designed to attract individuals from outside the area rate's catchment area;
- (d) construction of indoor recreation facilities, including ice rinks and gymnasias;
- (e) political activity;
- (f) grants to individuals and businesses; and
- (g) new sidewalks outside of the Urban Area.

Disbursement of Rate Funds

35. (1) Subject to subsection (2), funds collected by the Municipality shall be disbursed to the community organization ~~by payment of invoices~~ for expenses incurred by the community organization in accordance with this Administrative Order.

(2) Advance payment of funds may be made to the community organization if such payments are permitted in the Contribution Agreement.

Use of Surplus upon Wind-up

36. Notwithstanding section 33, if the rate applicable to the community organization rate is not renewed by Council and the organization has a surplus at the end of its last fiscal year, the organization may recommend Council use the surplus funds:

- (a) to contribute to a municipal service or capital project in the area;
- (b) to be used for future maintenance of any public asset it has been used to construct; or
- (c) any other expenditure that benefits the area for which the funds were collected.

Transition and Repeal

37. The Recreation Area Rate Policy adopted by Council on December 12, 2000, and the Interim Area Rate Guidelines adopted by Regional Council on January 11, 2000, and all amendments thereto, are repealed.

38. (1) Rates established under the Recreation Area Rate Policy and the Interim Area Rate Guidelines, or previously, continue in effect unless otherwise directed by Council.

(2) Subject to direction by resolution of Council, such rates are not required to follow the process to be established as set out in Part I of this Administrative Order.

(3) Such rates shall be required to comply with the remainder of this Administrative Order.

39. This Administrative Order shall come into force on September 1, 2019.

Done and passed in Council this 13th day of August, 2019.

Mayor

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 Halifax Regional Council held on August 13, 2019.

Kevin Arjoon, Municipal Clerk

Notice of Motion:	July 16, 2019
Approval:	August 13, 2019
Effective Date:	September 1, 2019
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Amendment #1 (add Section 33A)	
Notice of Motion:	September 1, 2020
Approval:	September 22, 2020
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Amendment #2 – amendments to s.18	
Notice of Motion:	May 3, 2022
Approval:	May 17, 2022
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Amendment # 3 – amendments to s. 2, 3, 33 and 34	
Notice of Motion:	January 10, 2023
Approval:	February 7, 2023
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