

TO: Mayor Savage and Members of Halifax Regional Council

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

DATE: August 27, 2020

SUBJECT: Fall 2020 Temporary Borrowing Resolution and Debenture

ORIGIN

Provincial administrative process to secure and fulfill debt financing for capital projects, as directed by Halifax Regional Council during previous annual capital budget deliberations.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter,

83 (1) The Municipality may borrow to carry out an authority to expend funds for capital purposes conferred by this Act or another Act of the Legislature.

111 (2) No money may be borrowed by the Municipality or a committee created by an inter-municipal services agreement pursuant to the provisions of this Act or another Act of the Legislature until the proposed borrowing has been approved by the Minister.

112 (1) Where the Municipality is authorized to borrow money, subject to the approval of the Minister

(a) the sum shall be borrowed by the issue and sale of debentures, in one sum or by instalments, as determined by the Council; and

(b) the Council shall determine

(i) the amount and term of, and the rate of interest on, each debenture,

(ii) when the interest on a debenture is to be paid, and

(iii) where the principal and interest on a debenture are to be paid.

113 (1) Where the Municipality is authorized to borrow money, the Municipality may, with the approval of the Minister, postpone the issue of debentures and borrow the money on terms and conditions agreed upon with the lender.

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Approve a Temporary Borrowing Resolution of \$95,500,549 for financing of current debt-funded projects in-progress from the 2020/21 and prior capital budgets, as set in Attachment A;
2. Approve a Temporary Borrowing Resolution of \$79,550,125 for financing of the debt-funded projects from previous capital budgets which have reached substantial completion and eligible for Fall 2020 Debenture Issue application, as set in Attachment C; and
3. Authorize the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 5.50%, to enable the Halifax Regional Municipality to issue a 10-year debenture of \$79,550,125, as set out in Attachment E.

BACKGROUND

The Nova Scotia Municipal Funding Corporation provides debt financing for municipalities in Nova Scotia and require both municipal council and Minister of Municipal Affairs and Housing approvals as a prerequisite to issuing debentures.

The annual capital budget recommendation to Halifax Regional Council presents a prioritized list of capital projects and their proposed funding sources. These sources regularly include Capital from Operating (municipal taxes), reserves, debt, government funding programs (such as the Gas Tax Program), and other external cost sharing. Each source of funding has its own administrative process to allocate the appropriate actual funding amounts to match the capital project costs once the approved scope of work has been completed. This report references the process supporting the ability for Halifax Regional Municipality (HRM) to borrow debt from the Nova Scotia Municipal Finance Corporation.

DISCUSSION

By requesting Ministerial approval for a Temporary Borrowing Resolution (TBR), Regional Council is acting on their previous approval of debt financing for specific capital projects. The Temporary Borrowing Resolution acts as a pre-approval authority for the municipality's ability to support this form of funding. The Department of Municipal Affairs will review the borrowing request against eligibility definitions and the municipality's debt service ratio. Once approved, HRM can participate in the Nova Scotia Municipal Finance Corporation's (MFC) debenture issue.

To determine the amount requested on the TBR, staff review and compile a list of all approved capital projects which are in-progress and designated to be funded by a future debenture. This listing is renewed every two years in the fall of the year. When a capital project included in this listing reaches substantial completion staff prepare the debenture request to MFC, either for the annual spring or fall issuance. Debt repayment schedules are generally for a 10-year term and the debt servicing rates are lower than generally possible through a private lending institution. HRM historically has provided bridge financing for the interim work-in-progress duration period of the debt-funded projects until the debenture can be received at substantial completion.

The current list of capital projects included in the TBR, as detailed in Attachment B of this report, includes capital projects in which the investment in infrastructure will provide a value to the municipal service it supports for a period equal to, or longer than the debt repayment term of 10 years.

The current list of capital projects included in the Debenture Request, as detailed in Attachment D of this report, includes capital projects previously included in a Ministerial-approved TBR and have reached

substantial completion. The requested debenture funding, once received from the MFC, will reimburse HRM's cash balances used to temporarily finance these projects during their project work phase.

FINANCIAL IMPLICATIONS

This Temporary Borrowing Resolution request for \$95,500,549 indicates that once each of the capital projects included in Attachment B reach substantial completion, HRM will receive the requested amount of debt funding to replenish its cash accounts. The repayment of the debt principal plus associated debt servicing costs, at a rate set by the Nova Scotia Municipal Finance Corporation, will be included in HRMs annual tax bill calculation for the term of the debenture schedules. The approved TBR allows the Municipality to temporarily finance the itemized in-progress capital projects by internal cash balances or via an external financial institution until the projects are eligible for debenture. Historically, HRM has financed the interim periods with internal cash balances.

The interest payment on the anticipated 2020 fall debenture of \$79,550,125 will not commence until the 2021/22 fiscal year and will be incorporated with other outstanding debenture calculations within future operating budgets as appropriate. If the maximum quoted interest rate of 5.5% is assigned by the MFC, the total debt servicing cost to be paid in addition to the principal repayment of \$79,550,125 would be \$24,063,913 over a 10-year period, as per the draft schedule below.

Fall 2020 Debenture 10-Year Amortization Schedule at estimated 5.5% interest rate

Year	Fiscal	Month	Repayment Balance	Total Payment	Principal Payment	Interest Payment	Total P&I per Fiscal Year
1	2021	May	\$ 79,550,125	\$ 2,187,628	\$ -	\$ 2,187,628	
1	2021	November		\$ 10,142,641	\$ 7,955,013	\$ 2,187,628	\$ 12,330,269
2	2022	May	\$ 71,595,113	\$ 1,968,866	\$ -	\$ 1,968,866	
2	2022	November		\$ 9,923,878	\$ 7,955,013	\$ 1,968,866	\$ 11,892,744
3	2023	May	\$ 63,640,100	\$ 1,750,103	\$ -	\$ 1,750,103	
3	2023	November		\$ 9,705,115	\$ 7,955,013	\$ 1,750,103	\$ 11,455,218
4	2024	May	\$ 55,685,088	\$ 1,531,340	\$ -	\$ 1,531,340	
4	2024	November		\$ 9,486,352	\$ 7,955,013	\$ 1,531,340	\$ 11,017,692
5	2025	May	\$ 47,730,075	\$ 1,312,577	\$ -	\$ 1,312,577	
5	2025	November		\$ 9,267,590	\$ 7,955,013	\$ 1,312,577	\$ 10,580,167
6	2026	May	\$ 39,775,063	\$ 1,093,814	\$ -	\$ 1,093,814	
6	2026	November		\$ 9,048,827	\$ 7,955,013	\$ 1,093,814	\$ 10,142,641
7	2027	May	\$ 31,820,050	\$ 875,051	\$ -	\$ 875,051	
7	2027	November		\$ 8,830,064	\$ 7,955,013	\$ 875,051	\$ 9,705,115
8	2028	May	\$ 23,865,038	\$ 656,289	\$ -	\$ 656,289	
8	2028	November		\$ 8,611,301	\$ 7,955,013	\$ 656,289	\$ 9,267,590
9	2029	May	\$ 15,910,025	\$ 437,526	\$ -	\$ 437,526	
9	2029	November		\$ 8,392,538	\$ 7,955,013	\$ 437,526	\$ 8,830,064
10	2030	May	\$ 7,955,013	\$ 218,763	\$ -	\$ 218,763	
10	2030	November		\$ 8,173,775	\$ 7,955,013	\$ 218,763	\$ 8,392,538
Total			\$ -	\$ 103,614,038	\$ 79,550,125	\$ 24,063,913	\$ 103,614,038

RISK CONSIDERATION

From the period when a debt-funded capital project begins work to its substantial completion when a debenture can be received, there is a cashflow risk to the organization. HRM mitigates this risk through its

treasury reporting and forecasting function and can enter into a short-term borrowing arrangement with MFC. The risk of obtaining more debt than the municipality can support is mitigated by both the Department of Municipal Affairs' TBR review process as well as HRMs internal fiscal policy management.

COMMUNITY ENGAGEMENT

There is no community engagement associated with the debenture administrative process. The annual capital budget debate held with Halifax Regional Council is open to public participation.

ENVIRONMENTAL IMPLICATIONS

The implications associated with this administrative process are minimal. Environmental implications associated with the capital projects being debt financed are evaluated and considered during the annual capital budget process.

ALTERNATIVES

Halifax Regional Council could choose not to approve the recommended Temporary Borrowing Resolution or Debenture request outlined in the current report, either partially or in whole. The amount not approved for debt financing would require an alternative source of funding for the completed portions of these capital projects in-progress and Council would need to direct staff whether to complete the outstanding capital work plan for these projects. Finance staff would need to provide Council with options for alternative funding sources, such as increased capital from operating (taxes), available reserves, or explore new cost sharing opportunities from external sources.

ATTACHMENTS

- A. Fall 2020 Temporary Borrowing Resolution for In-Progress Projects (for \$95,500,549)
- B. Fall 2020 Temporary Borrowing Resolution for In-Progress Projects Schedule 'A'
- C. Fall 2020 Temporary Borrowing Resolution for Substantially Complete Projects (for \$79,550,125)
- D. Fall 2020 Temporary Borrowing Resolution for Substantially Complete Projects Schedule 'A'
- E. Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate Form (for \$79,550,125)

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.

Report Prepared by: Crystal Nowlan, Manager of Asset Management 902.237.8768

ATTACHMENT A

HALIFAX REGIONAL MUNICIPALITY TEMPORARY BORROWING RESOLUTION

Amount: \$ 95,500,549

Purpose: Capital Projects In-Progress

WHEREAS Section 83 of the Halifax Regional Municipality Charter provides that the Halifax Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the Halifax Regional Municipality has adopted a capital budget for this fiscal year as required by Section 79A of the Halifax Regional Municipality Charter and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 83 of the Halifax Regional Municipality Charter, the Halifax Regional Municipality borrow a sum or sums not exceeding Ninety-Five Million Five Hundred Thousand Five Hundred Forty-Nine Dollars (\$95,500,549) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Halifax Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 113 of the Halifax Regional Municipality Charter and that a sum or sums not exceeding Ninety-Five Million Five Hundred Thousand Five Hundred Forty-Nine Dollars (\$95,500,549) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

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

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

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Halifax Regional Municipality held on the ____ day of _____, 2020.

GIVEN under the hands of the Clerk and under the seal of the Halifax Regional Municipality this ____ day of _____, 2020.

Clerk

ATTACHMENT B

Halifax Regional Municipality

Fall 2020 Temporary Borrowing Resolution
Capital Projects In-Progress Schedule A

Page 1 of 2

Asset Class	Project Number	Project Name	TBR Amount
Bridges	CR180003	Bridges	2,524,730
Bridges	CR200003	Bridges	200,000
Buildings/Facilities	CB190006	Accessibility - HRM Facilities	322,346
Buildings/Facilities	CB000082	Burnside Transit Centre Roof Repairs	120,250
Buildings/Facilities	CB000086	Central Liby Replacement-Spring Garden	70,487
Buildings/Facilities	CB000045	Cole Harbour Place	274,949
Buildings/Facilities	CB190011	Corporate Accommodations	456,738
Buildings/Facilities	CB000075	Dartmouth North Community Centre Upgrade	600,000
Buildings/Facilities	CB180008	Emera Oval	64,754
Buildings/Facilities	CB000052	Fire Station 2, University Ave. Recap.	1,610,000
Buildings/Facilities	CB000065	Fire Station Replacement	1,701,447
Buildings/Facilities	CB000090	General Building Recapitalization	293,648
Buildings/Facilities	CB000039	Halifax Ferry Terminal	300,703
Buildings/Facilities	CB190003	Halifax North Memorial Public Library	400,000
Buildings/Facilities	CB180003	HFX City Hall & Grand Parade Restoration	115,660
Buildings/Facilities	CB180004	HRM Depot Upgrades	194,735
Buildings/Facilities	CB000089	Mackintosh Depot Replacement	5,000,000
Buildings/Facilities	CB180001	Multi District Facilities Upgrades	667,719
Buildings/Facilities	CB000017	New/Expanded Transit Centre	626,711
Buildings/Facilities	CB000125	Ragged Lake Transit Centre Expansion	3,500,000
Buildings/Facilities	CB200010	Regional Park Washrooms	400,000
Buildings/Facilities	CB180005	Roof Recapitalization	941,748
Buildings/Facilities	CB000079	Sambro/Harrietsfield Fire Station	2,500,000
Buildings/Facilities	CB000011	St. Andrews Community Ctr. Renovation	664,135
Buildings/Facilities	CB000087	Wharf Recapitalization	1,000,000
Buildings/Facilities	CB000042	Woodside Ferry Terminal Upgrade	2,200,000
Business Systems	CI190001	Finance & HR Business Transformation	2,500,000
Business Systems	CI200002	Finance & HR Business Transformation	7,893,000
Business Systems	CI990009	Finance & HR Business Transformation	4,500,000
Business Systems	CI990032	Finance & HR Business Transformation	1,500,000
Business Systems	CM180005	New Transit Technology	1,707,766
Equipment & Machinery	CM180006	Transit Security	395,265
Outdoor Sports Facilities	CP200006	Beazley Park	230,000
Outdoor Sports Facilities	CP200003	Playing Fields and Courts - Renewal	4,027,854
Outdoor Sports Facilities	CP180005	Sports/Ball Fields/Courts-New	176,119
Parks	CP000011	Cornwallis Park Master Plan Implement.	23,692
Parks	CP000012	Fort Needham Master Plan Implementation	518,395
Parks	CP000013	Halifax Common Upgrades	1,600,000
Parks	CP180001	Park Recapitalization	833,230
Parks	CP200001	Park Recapitalization	895,417
Parks	CP190003	Point Pleasant Park Upgrades	29,225
Parks	CP180002	Regional Water Access/Beach Upgrades	81,555
Roads & Active Transportation	CR200001	Active Transportation - Strategic Projects	3,000,000
Roads & Active Transportation	CR180001	Active Transportation Strategic Projects	3,418,510
Roads & Active Transportation	CT000007	Cogswell Interchange Redevelopment	500,000
Roads & Active Transportation	CT180008	Complete Streets	412,248
Roads & Active Transportation	CT200002	Major Strategic Multi Modal Corridor: Bayers Road	3,297,398
Roads & Active Transportation	CM000014	Major Strategic Multi Modal Corridor: Bayers Road	202,602
Roads & Active Transportation	CT200006	Major Strategic Multi Modal Corridor: Robie St & Young St	500,000
Roads & Active Transportation	CR180006	New Paving Streets-HRM Owned Roads	93,645
Roads & Active Transportation	CR180004	Other Road Related Works	1,020,784
Roads & Active Transportation	CR200007	Regional Centre AAA Bikeways	1,493,605
Roads & Active Transportation	CR180002	Sidewalk Renewals	334,668
Roads & Active Transportation	CR200002	Sidewalk Renewals	2,300,000
Roads & Active Transportation	CR000009	Street Recapitalization	2,237,595
Roads & Active Transportation	CR200006	Street Recapitalization	4,500,000
Roads & Active Transportation	CM000009	Transit Priority Measures	640,000

Asset Class	Project Number	Project Name	TBR Amount
Stormwater/Wastewater Assets	CR000001	Storm Sewer Upgrades	229,768
Streetlights	CT180001	Street Lighting	360,000
Traffic Signs/Signalization/Equipment	CT180004	Controller Cabinet & Detection Program	448,511
Traffic Signs/Signalization/Equipment	CTR00904	Destination Signage Program	294,554
Traffic Signs/Signalization/Equipment	CT190006	Road Safety Improvement Program	29,883
Traffic Signs/Signalization/Equipment	CT180007	Traffic Signal Installation	297,385
Traffic Signs/Signalization/Equipment	CT180002	Traffic Signal Rehabilitation	562,580
Traffic Signs/Signalization/Equipment	CT180003	Traffic Signal Re-Lamping Program	215,018
Vehicles	CM200006	Conventional Bus Replacement	2,220,000
Vehicles	CE180002	Fire Apparatus Replacement	208,372
Vehicles	CE200002	Fire Fleet Replacement	7,414,923
Vehicles	CE190005	Ice Resurfacers Replacement	129,566
Vehicles	CM180008	MFTP Implementation Bus Expansion	3,566,767
Vehicles	CE200001	Municipal Fleet Replacement	1,909,887
Total			95,500,549

ATTACHMENT C

HALIFAX REGIONAL MUNICIPALITY TEMPORARY BORROWING RESOLUTION

Amount: \$ 79,550,125

Purpose: Capital Projects Substantially Complete

WHEREAS Section 83 of the Halifax Regional Municipality Charter provides that the Halifax Regional Municipality, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the Halifax Regional Municipality has adopted a capital budget for this fiscal year as required by Section 79A of the Halifax Regional Municipality Charter and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 83 of the Halifax Regional Municipality Charter, the Halifax Regional Municipality borrow a sum or sums not exceeding Seventy-Nine Million Five Hundred and Fifty Thousand One Hundred Twenty Five Dollars (\$79,550,125) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Halifax Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 113 of the Halifax Regional Municipality Charter and that a sum or sums not exceeding Seventy-Nine Million Five Hundred and Fifty Thousand One Hundred Twenty Five Dollars (\$79,550,125) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

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

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

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Halifax Regional Municipality held on the ____ day of _____, 2020.

GIVEN under the hands of the Clerk and under the seal of the Halifax Regional Municipality this ____ day of _____, 2020.

Clerk

ATTACHMENT D

Halifax Regional Municipality

Fall 2020 Temporary Borrowing Resolution
Capital Projects Substantially Complete Schedule A

Asset Class	Project Number	Project Name	Amount to Debenture
Bridges	CR180003	Bridges	3,519,234
Buildings/Facilities	CB000086	Central Liby Replacement-Spring Garden	21,327
Buildings/Facilities	CB000045	Cole Harbour Place	995,051
Buildings/Facilities	CB000065	Fire Station Replacement	3,298,553
Buildings/Facilities	CB180003	HFX City Hall & Grand Parade Restoration	839,287
Buildings/Facilities	CB180004	HRM Depot Upgrades	218,906
Buildings/Facilities	CB180001	Multi District Facilities Upgrades	1,518,025
Buildings/Facilities	CBX01165	Reg. Library-Facility Upgrades (Bundle)	483,504
Buildings/Facilities	CB000011	St. Andrews Community Ctr. Renovation	4,468,198
Outdoor Sports Facilities	CP180005	Sports/Ball Fields/Courts-New	181,167
Parks	CP000012	Fort Needham Master Plan Implementation	426,998
Parks	CP180001	Park Recapitalization	3,759,072
Parks	CP180002	Regional Water Access/Beach Upgrades	539,126
Roads & Active Transportation	CR180001	Active Transportation Strategic Projects	4,268,256
Roads & Active Transportation	CT180008	Complete Streets	54,259
Roads & Active Transportation	CT190009	IMP Land Acquisition	310,461
Roads & Active Transportation	CQ000012	Industrial Land Acquisition	3,338,750
Roads & Active Transportation	CR180006	New Paving Streets-HRM Owned Roads	539,356
Roads & Active Transportation	CR180004	Other Road Related Works	5,128,160
Roads & Active Transportation	CR180005	Road Operations & Construction-Repair	4,000,000
Roads & Active Transportation	CR180002	Sidewalk Renewals	4,683,433
Roads & Active Transportation	CR000009	Street Recapitalization	30,318,488
Stormwater/Wastewater Assets	CR000001	Storm Sewer Upgrades	695,047
Traffic Signs/Signalization/Equipment	CT180004	Controller Cabinet & Detection Program	355,811
Traffic Signs/Signalization/Equipment	CT190006	Road Safety Improvement Program	302,856
Traffic Signs/Signalization/Equipment	CT180002	Traffic Signal Rehabilitation	120,609
Traffic Signs/Signalization/Equipment	CT180003	Traffic Signal Re-Lamping Program	251,696
Vehicles	CE180002	Fire Apparatus Replacement	2,077,930
Vehicles	CE180001	Fleet Vehicle Replacement	114,261
Vehicles	CM180008	MFTP Implementation Bus Expansion	2,722,304
Total			79,550,125

ATTACHMENT E

Name of Unit: HALIFAX REGIONAL MUNICIPALITY

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS Section 83 of the *Halifax Regional Municipality Charter* provides that the Halifax Regional Municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing;

AND WHEREAS the resolution of council to borrow for _2020 Capital Budget Projects Substantially Complete_ was approved by the Minister of Municipal Affairs and Housing on _pending_;

AND WHEREAS clause 112(1)(b) of the *Halifax Regional Municipality Charter* authorizes the Council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS subsection 112(2) of the *Halifax Regional Municipality Charter* states, that in accordance with the *Municipal Finance Corporation Act*, the Mayor and Clerk or the person designated by the Council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 112 of the *Halifax Regional Municipality Charter*, the Halifax Regional Municipality borrow by the issue and sale of debentures a sum or sums not exceeding Seventy-Nine Million Five Hundred and Fifty Thousand One Hundred Twenty Five Dollars (\$79,550,125) , for a period not to exceed 10 years, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Halifax Regional Municipality in the amount that the mayor and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of **5.5%**;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Halifax Regional Municipality held on the _____ day of _____, 2020

GIVEN under the hands of the Mayor and the Clerk and under the seal of the Halifax Regional Municipality this _____ day of _____, 2020

Mayor

Clerk