

Community Area Rate Business Plan & Budget for 2025-26

Name of Association or Society:	Three Brooks Home Owners Association (TBHOA)
Registry of Joint Stock Companies ID#:	2296910
Mailing Address of Association or Society:	96 Granite Cove Drive, Hubley, B3Z1A2

	Primary Signing Authority	Secondary Signing Authority
Name & Title:	Pat Moran, Chairperson	Stephen Dauphinee, Secretary
Phone number & Email:		

Business Plan & Budget approved at Annual General Meeting held on:	19 March 2025
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Mission, Description of Services Provided, Accomplishments from Prior Year (include who the services are provided to and the purpose of the area rate)

TBHOA owns and manages eighteen properties covering 66.8 acres located within the Three Brooks Catchment Area. The private road covers eight properties while common land includes the remaining twelve properties. The Private Road maintenance is managed in accordance with HRM Bylaw P1100. The Common Dues are managed in accordance with a signed Area Rate Contribution Agreement. The Three Brooks Catchment Area consists of 165 homeowner properties, 18 TBHOA properties and 2 HRM parks.

The common dues collected under the Area Rate Contribution Agreement were used to accomplish the following activities during last fiscal year. This included hosting Maple Taffy in the snow, Easter at the playground, Earth day cleanup, End of School party, Kids soccer, Kids paddling on the lake, Kids market and Hallowe'en at the Playground. We were also involved refreshing 250m of trail starting at Oakridge Drive, refurbishing two picnic tables and building two more, cleaning and refreshing playground, cleaning and refreshing land next to Big Hubley Lake beach and paying various expenses including administration, insurance and HRM taxes.

What Goals Does Your Organization Plan to Accomplish in the fiscal year?

1.	Replace or repair trail boardwalk.
2.	Host at least four social events.
3.	Renew trail from Three Brooks Dr to Big Hubley Lake Rd.
4.	Build Gazebo at Playground.
5.	Pay Insurance, Land Taxes and HRM Dues.
6.	
7.	
8.	



**Stephen
Dauphinee**

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Stephen Dauphinee
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Area Rate Information

Amount of Area Rate:	\$60.00 per year per property
Will the amount of the Area Rate change this fiscal year?	No.
If yes, have the majority of homeowners at the AGM voted to approve the change?	
Area subject to Area Rate:	Three Brooks Home Owner Association
Do you anticipate a surplus or a deficit at the end of this fiscal year and how much?	Plan no surplus but do normally have small amount
Does the association have active status with the NS Registry of Joint Stocks?	Yes
Is the association proposing any new capital projects in the fiscal year?	Yes

Requirements for release of annual funds – In order for annual funding to be released an Association must provide HRM staff with a finalized business plan & budget document which has been approved through majority vote at an AGM or special meeting, a copy of the meeting minutes where the business plan & budget were approved, and a copy of the prior year financial statements. The association must have an active status with the Nova Scotia Registry of Joint Stocks and a signed contribution agreement between HRM and the association must also be in place.

Acceptable use of funds – (for a complete list please review clause 33 of AO 2019-005-ADM)

- community events; accessories including signage, picnic tables, benches, and garbage cans; and community beautification and clean-up
- maintenance of recreation infrastructure
- recreation and leisure costs, including programming and equipment
- establishment and maintenance of seasonal recreation infrastructure
- operation of small, local community centres
- grants to non-profit organizations (subject to the rules and regulations as stated in section 33 (1) (h) of AO 2019-005-ADM)
- construction or enhancement of
 - local recreational infrastructure on municipal land including parks, trails, sport fields, play lawns, playgrounds, landscaping, paths and trails, and related accessories
 - Consider the potential maintenance costs of these items
 - sidewalks outside of the Urban Area as established by Council

General information – If the association requests an increase to the area rate amount or a change to the catchment area to take effect the following fiscal year, it must be communicated clearly in writing to HRM staff by October of the current year at the latest.

- All owners of property subject to the rate shall be eligible for membership in the community organization
- All members of the community organization shall be entitled to vote
- Meetings of the community organization that relate to the rate shall be open to any member of the public

HRM Contact: Arearateinfo@halifax.ca

Link to Administrative Order: Administrative Order 2019-005-ADM, Respecting the Establishment and Use of Community Area Rates in the Halifax Regional Municipality | Halifax.ca



Itemized Budget for Fiscal Year

Description of Revenue Source	Amount (\$)
Area Rate Revenue to be collected from Property Tax bills:	\$9,840.00
Surplus or (deficit) carried forward from prior fiscal year:	\$1,058.55
Total Revenues (must equal total expenditures + capital):	\$ 10,898.55
Description of Planned Operating Expenditures	Amount (\$)
Accounting	\$100.00
Misc/Bank Fees	\$200.00
Office	\$300.00
Recreation/Trials/Playground	\$5,698.55
Social Events	\$1,600.00
Insurances - Land and Directors	\$3,000.00
Total Operating Expenses (operating + capital must equal total revenues):	\$ 10,898.55
Description of New or Existing Planned Capital/Infrastructure Projects	Amount (\$)
Build Gazebo at Playground iaw HRM DEVONLY-2025-02927	\$4,900.00
HRM Community Grant Program Application submitted 04 March 2025	-\$4,900.00
Total Capital/Infrastructure Exp. (operating + capital must equal total revenues):	\$0.00

Capital Project Information – the inclusion of a newly proposed capital project on this business plan, and its acceptance by HRM does not constitute immediate approval of the project. Business plans are not approved by Council. The approval for a proposed capital project will only happen once the following conditions have been met:

- A needs and suitability assessment is fully completed by Parks & Recreation or the appropriate business unit
- A maintenance plan has been considered in collaboration with the appropriate business unit
- Council has approved the project in the Municipality's capital budget

Parks & Recreation must receive a new capital project proposal by late Spring at the latest, in order to have the required time to evaluate it before September when the capital budget proposal is prepared for the following fiscal year. It is recommended that a dollar figure not be assigned to a newly proposed capital project in the business plan until such time as it has been included in the capital budget; as the assessment may span multiple fiscal years and the project may end up being rejected.

