

Community Area Rate Business Plan & Budget 2023/24

Name of Association or Society:	Frame Subdivision Homeowners' Association
Registry of Joint Stock Companies ID#:	1260418 – Status is Active
Mailing Address of Association or Society:	31 Brookfalls Court Waverley NS B2R 1J3

	Primary Signing Authority	Secondary Signing Authority
Name & Title:		
Phone Number:		
Email:		

Business Plan & Budget approved at Annual General Meeting held on:	March 6, 2023
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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)

Mission: The Frame Subdivision Homeowners' Association (FSHA) was incorporated under the Societies Act with the Registry of Joint Stock Companies in February 1979. The Association is a not-for-profit volunteer led group of citizens who are engaged in neighbourhood improvement programs, recreational development and social activities for all residents of Frame Subdivision to enjoy.

Services Provided, Accomplishments from Prior Year: The Association activities were kept to a minimum due to the pandemic during the 2022/23 fiscal year. However the Association organized and carried out the following:

The dock/deck area had new hand rails installed

A durable bench was purchased and placed on the deck

The Frame Subdivision sign was replaced as the old one had faded and the wood rotted

An Easter Egg Hunt party was held in the spring for the Subdivision children

Annuals and perennials were planted at the entrance to the subdivision

Provided some funding to the Waverley Community Association for summer and winter activities

The paths around the gazebo and pond were cleared of debris caused by hurricane Fiona

Purchased wreaths for the Village Museum and Village Green in December

Repaired the mini lending library in the gazebo

A Halloween Trick or Treat get together was organized and held

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

1.	Inspect the dock and deck area and make any repairs to ensure the area is safe
2.	Assess the need to remove a tree or trees from the Frame Subdivision property at the waterfront
3.	Explore installing solar power for the light on the Frame Subdivision entrance sign
4.	Digitize the historical documents of the Frame Subdivision Homeowners' Association
5.	Financially support the Waverley Community Association in its activities
6.	Organize and hold children's activities such as an Easter Egg hunt and a Trick or Treat activity
7.	Organize a summer barbeque/picnic for families
8.	Organize a December/winter party for families
9.	Plant annuals and perennials at the entrance to Frame Subdivision

Area Rate Information

Amount of Area Rate:	\$45 flat fee on each of 92 properties
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?	Not applicable
Area subject to Area Rate:	Frame Subdivision in Waverley Nova Scotia
Do you anticipate a surplus or a deficit at the end of this fiscal year and how much?	We do not anticipate a surplus or a deficit. We expect to spend the entire budget.
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?	No

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 of AO 2019-005-ADM)

- Community events; accessories including signage, picnic tables, benches, and garbage canst; and community beautification and clean-up
- Maintenance of recreation infrastructure

- Recreation and leisure costs, including programming and equipment
- Operation of small, local community centres
- Grants to non-profit organizations (subject to the rules and regulations 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
 - 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: Arearateinfor@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 2023/24

Description of Revenue Source	Amount (\$)
Area Rate Revenue to be collected from Property Tax bills:	\$4,140.00
Surplus or (deficit) carried forward from prior fiscal year:	<u>485.00</u>
Total Revenues (must equal total expenditures + capital):	\$4,625.00

Description of Planned Operating Expenditures	Amount (\$)
Officers and Directors Insurance	\$750.00
Community Activities	1,750.00
Dock/Deck maintenance and improvements	1,000.00
Legal and Administrative	500.00
Gardens and subdivision improvements	295.00
Electricity	250.00
Property Taxes	<u>80.00</u>
Total Operating Expenses (operating + capital must equal total revenues)	\$4,625.00

Description of New or Existing Planned Capital/Infrastructure Projects	Amount (\$)
	Nil
Total Capital/Infrastructure Exp. (operating + capital must equal revenues):	Nil

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.