

<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>	<b>POLICY 133</b>
<b>ADMINISTRATION</b>	Municipal Investments in Lawrencetown

**1. GENERAL**

This policy is referred to as the “Lawrencetown Investments Policy”.

**2. AUTHORITY FOR POLICY**

Section 65 of the *Municipal Government Act* respecting Authorized Municipal Expenditures.

**3. DEFINITIONS**

Terms used in this policy shall have the same meaning as in the *Municipal Government Act*, or as their context applies according to a dictionary of the Canadian language.

**4. COMMUNITY CAPACITY BUILDING FUND INVESTMENT**

The Municipality shall annually contribute an amount to the Village of Lawrencetown for the maintenance, repair, replacement, or addition of eligible items under the Canada / Nova Scotia Community Capacity Building Fund (CCBF) Program within the village. This funding may be held in a reserve account and expended when the required funding is in place to carry out approved capital projects in full. The Village shall ensure that they are familiar with the Program’s terms and conditions and all expenditures by them under this funding are eligible costs. Any costs expended that are not eligible shall be funded 100% by the Village.

The amount allocated to the Village of Lawrencetown shall be \$32,000 annually during the term of the CCBF funding program and shall be payable upon receipt by the Municipality.

**5. SIDEWALK INVESTMENT**

The Municipality shall annually contribute an amount to the Village of Lawrencetown for the maintenance, repair, replacement, or addition of sidewalks within the village. This funding may be held in a reserve account and expended when the required funding is in place to carry out approved projects or maintenance. The investment amount shall be \$10,000 annually, payable prior to September 30th.

**6. CAPITAL INVESTMENT**

The Municipality shall annually contribute an amount to the Village of Lawrencetown for the maintenance, repair, replacement, or addition of capital assets within the village as defined by Nova Scotia’s Financial Reporting and Accounting Manual (FRAM) and Public Sector Accounting Standards (PSAS). This funding may be held in a reserve

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account and expended when the required funding is in place to carry out approved capital projects. Capital investment funding shall not be used for maintenance but may be used for design work where the capital work is fully funded and approved to begin in the current or next fiscal year. The investment amount shall be \$20,000 annually, payable by September 30th.

**7. RECREATION INVESTMENT**

The Municipality shall annually contribute an amount to the Village of Lawrencetown for the operation, maintenance, repair, replacement, or addition of parks, playgrounds, pools, fields, trails and other recreational facilities within the village. This funding may be held in a reserve account and expended when the required funding is in place to carry out approved projects or maintenance. The amount shall be \$10,000 annually, payable by June 30th.

**8. REPORTING AND ACCOUNTABILITY**

Annually, no later than June 30th of the year following funding allocations are given, the Village shall provide a report to the Municipality outlining how the funding provided under this policy was expended, or the amounts and reasons why some were not expended in that year and the balanced in the reserve, or each reserve where multiple reserve are used, and the planned future uses of the funds being held in each reserve, with known timelines.

Should the Village of Lawrencetown not adhere to the terms and conditions of this policy, the Municipality may not make any or all investments under this policy in any given year.

Municipal Clerk’s Annotation for Official Policy Book

I certify that this policy was adopted by Municipal Council as indicated below:

*Seven (7) Day Notice* ..... **February 11, 2025**

*Council Approval* ..... **February 19, 2025**

  

*Chris McNeill* **February 20, 2025**

Chief Administrative Officer Date

*At Annapolis Royal Nova Scotia*