



MHACCCA
MUSQUODOBOIT HARBOUR & AREA
CHAMBER OF COMMERCE & CIVIC AFFAIRS

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MUSQUODOBOIT HARBOUR COMMON AREA RATE

APPLICANT GUIDE **2025-2026**



Common Area Rate Funding

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Common Area Rate Funding

BACKGROUND

Section 1

Musquodoboit Harbour Common Area Rate (CAR)

1.1 What is the Common Area Rate (CAR)? The Musquodoboit Harbour Common Area Rate was originally established to support and maintain assets in the core of the area. After amalgamation, HRM assumed responsibility for these costs, but the CAR was never formally rescinded. HRM collects half a cent per \$100 of assessed residential property value within the rate boundaries.

1.2 Where is the CAR collected? Essentially, the rate boundary is the “core” of Musquodoboit Harbour. See also attached, Appendix A: Map of the Common Area Rate Boundaries.

1.3 What is the role of the Musquodoboit Harbour & Area Chamber of Commerce & Civic Affairs (MHACCCA)? In 2019, HRM proposed that the rate be lifted. MHACCCA subsequently requested permission to oversee the administration of the CAR. A vote was held in June 2019 for the residents within the boundaries and the majority of respondents opted to maintain the CAR under the governance of the Chamber.

The MHACCCA is responsible for ensuring that the CAR funds are spent in accordance with the Area Rate Administration Committee Terms of Reference.

1.4 What is the Common Area Rate Administration Committee (CARAC)? The CARAC is a committee of five people - independent of the MHACCCA - who meet periodically to review, discuss, request additional information and/or clarification, if necessary, on funding applications and ultimately vote upon the funding applications.

The CARAC is a committee of 5 people - independent of the MHACCCA - who meet periodically to review, discuss, request additional information and/or clarification if necessary, and ultimately vote upon funding applications.

1.5 Who comprises the CARAC? The CARAC is composed of:

- The area’s HRM Regional Councilor of the day (Chair of the committee)
- One (1) current Board member of the MHACCCA
- Three (3) community members, appointed by the MHACCCA Board of Directors from among those who have submitted an application to sit on the committee

The community members must reside within the boundary where the rate is collected, not be in arrears with any HRM property taxes and, must not be members of the MHACCCA

Board. Any member of the CARAC who is closely involved with, or sits on the board of, or an organization that has submitted an application is not permitted to vote on that application. The Chair of the CARAC votes only in the event of a tie.



Common Area Rate Funding

APPLICATION PROCESS

Section 2

2.1 Who is eligible to apply? Eligible applicants are volunteer-led organizations that have existed for at least one year prior to the date of application submission and who are currently registered with the provincial or federal government; examples include Registry of Joint Stocks of NS or a recognized federal charity. The organization's registered address must be within the boundary area that the area rate is collected. Individual citizens are not permitted to apply for grant funding.

2.2 When is the application submission deadline? The application deadline for a given calendar year is August 31st for winter projects and January 31st for summer projects. The CARAC will meet in April and November to assess and vote on applications. Special meetings may be called in response to time-sensitive funding applications submitted outside the application deadlines.

2.3 What expenses are eligible for CAR funding? The CAR has the following approved uses, within the boundary area where the rate is collected:

- Grants: may be used for local and neighborhood matters;
- Infrastructure & activities must be for public use or benefit within the
- Sidewalks: May be used for plans, surveys, engineering costs,
- beautification, repairs and maintenance
- Community events; recreation and youth activities
- Maintenance of recreation trails and infrastructure
- Establishment and maintenance of outdoor community skating rinks
- Administrative costs associated with rate administration
- ie: Insurance, registry of joint stocks fees, photocopies, meeting
- space rental, postage, etc.
- Projects & Initiatives described in the Musquodoboit Harbour
- Community Development Plan (2021)

<https://www.halifax.ca/sites/default/files/documents/city-hall/regional-council/211123rc1517.pdf>

2.4 Examples of projects that have received CAR funding in the past include:

- * Community Development Plan

- Petpeswick Yacht Club youth programming
- Baseball field upgrades
- Streetscaping and beautification project
- Chamber Bucks to support local businesses and residents during COVID
- Peace Park Development contribution
- The Community Well land survey

Please see the file on the website location as this document: **Application 2025 2026.pdf**



Common Area Rate Funding Details

FUNDING

Section 3

3.1 How much funding is available? Currently, the rate accrues approximately \$18,000.00 annually. Applications must be submitted with a detailed budget, including supporting documents such as quotes, estimates, or vendor price lists where applicable and available. All budget items must be project-related and incurred between application approval and the project end date as indicated on the application form. Funding distribution will be based on the amount of funding requested and the current fund balance.

3.2 How are funds distributed? Successful applicants will receive a cheque in the name of the organization that applied. The organization should note how they will require the funds to be disbursed. For instance, indicate whether the total amount of requested funding will be necessary upfront or whether specific amounts will need to be made available at defined project milestones.

3.3 What are the responsibilities of funding recipients? Upon completion of the project, event, or initiative awarded CAR grant funding, the organization is required to submit a report to the CARAC that includes a summary of how the project was executed and an outline of how CAR funds were used.

Funding recipients are expected to acknowledge that they have received funding from the MHACCCA-administered Common Area Rate and to indicate in the funding acknowledgement how the organization intends to provide that acknowledgement.



Common Area Rate Funding

CONTACT

Section 4

For questions about the Common Area Rate program or the application process contact:

Musquodoboit Harbour & Area Chamber of Commerce & Civic Affairs (MHACCCA)

Address: PO Box 213
Musquodoboit Harbour, NS
B0J 2L0

Email: info@mhacc.ca

Website: www.mhacc.ca

Halifax Regional Municipality District 2

Lawrencetown – The Lakes – Chezzetcook – Eastern Shore

www.halifax.ca/district02

Councillor David Hendsbee (Committee Chair)

Address: PO Box 1749
Halifax, NS
B3J 3A5

Website: <https://www.hendsbee.ns.ca>

Email: david.hendsbee@halifax.ca

Call: 902.483.0705

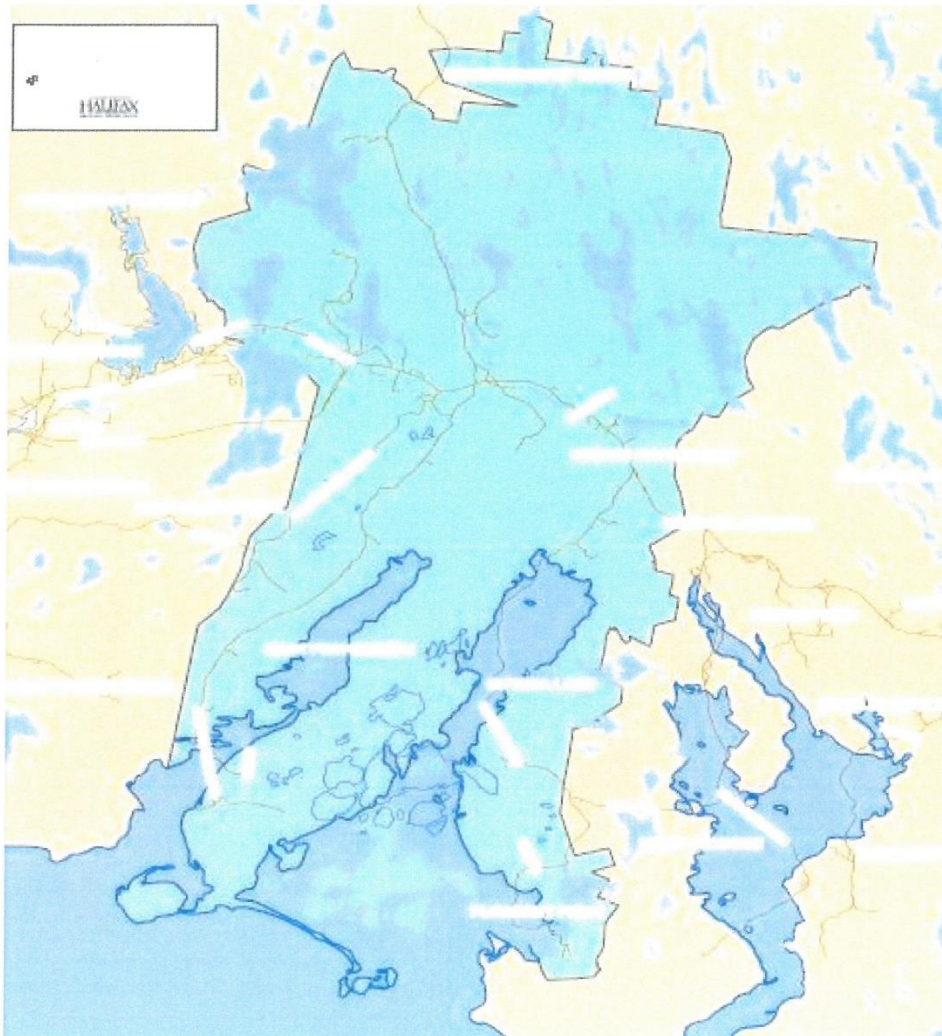


Appendix A Map of the Common Area

Rate Boundaries

APPENDIX: MAP OF THE COMMON AREA RATE
BOUNDARIES

A





Appendix B

Application for Common Area Rate Funding Form

The download is in the same link as the Guide, (this form)

Document: Application 2025 2026.pdf