

Town of Annapolis Royal



January 2025 - Mandate of the Annapolis Royal Twinning Committee with Royan, France

The Annapolis Royal Twinning Committee is crucial in enhancing and promoting the sister-city relationship between Annapolis Royal and Royan, France. This relationship is founded on a shared history with the area surrounding Annapolis Royal. Port-Royal was established in 1605 by French merchant explorer Pierre Dugua, sieur de Mons, who was born in Royan. The Twinning Committee will also lead efforts surrounding Dugua Day (June 18) and Bastille Day (July 14th).

Mandate:


1. Increase awareness of the historical connection between Annapolis Royal and Royan, emphasizing our shared heritage and history.
2. Strengthen friendship ties between Annapolis Royal and Royan through programming, cultural exchange, and education.
3. Expand the scope of the twinning relationship to include economic trade development.
4. Organize and support events and activities that promote the twinning relationship.
5. Facilitating visits and exchanges between Annapolis Royal and Royan delegations.

Operational Framework:

1. The committee operates as a volunteer-based subcommittee under the town's Marketing and Economic Development Committee (MEDC), which is itself a subcommittee of Town Council.
2. A member of MEDC will sit on the Twinning Committee and serve as a liaison between the two groups, reporting back to MEDC in monthly meetings. MEDC will continue to report to the council, surfacing any relevant and timely Twinning items to that body as needed.
3. The Twinning Committee will set its priorities and programming, provided all activities reflect positively on the Town of Annapolis Royal and abide by the relevant Equity and Anti-Racism policies.

Financial Structure:

1. Twinning will continue to receive a one dollar per citizen stipend, accruing annually, to put toward initiatives – to be accounted for in the Twinning budget proposal.
2. Town funding for Twinning initiatives will become line items in the MEDC budget.
3. Funding from MEDC & the Town of Annapolis Royal must be requested in writing as part of a proposal submitted, by January 31st of every calendar year, to MEDC ahead of the spring budgeting process. Budgets are typically finalized in April, after which funds can be dispersed.
4. Funding from other sources (private citizens, donors, commercial partners) is not subject to MEDC or Town budget approval.
5. The Twinning Committee is not a business and the revenues/expenses all relate to the activities of the Committee and the profits are to be used solely to promote the objectives.
6. The Twinning Committee must obtain a bank account and secure an operating bank account to hold all funds related to the Committee. This account must have multiple signatories. Funds may not be held in personal accounts. The Town of Annapolis Royal cannot accept or disburse funds on behalf of the Twinning Committee except for those funds stemming from the MEDC budget annually.
7. A financial report for the prior year is to be submitted alongside budget requests in January of each year.
8. This Mandate must be reviewed and approved every three years by the Twinning Committee and MEDC.



Mayor, Amery Boyer
Town of Annapolis Royal

Chair,
Twinning Committee