

**Cape Breton Regional Municipality**

**Council Meeting**

**AGENDA**

**TUESDAY, APRIL 8, 2025**

**2:00 P.M.**

Council Chambers  
2<sup>nd</sup> Floor, City Hall  
320 Esplanade, Sydney, NS

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# Cape Breton Regional Municipality

## Council Meeting

Tuesday, April 8, 2025

2:00 p.m.

### **AGENDA ITEMS**

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#### Land Acknowledgement

#### Roll Call

#### O' Canada

1. **APPROVAL OF AGENDA:** (Motion Required)
2. **APPROVAL OF MINUTES:** (Previously Circulated)
  - Special Council Stakeholder Session Minutes – March 5, 2025
  - Council Budget Session Minutes – March 6, 2025
  - Council Minutes – March 18, 2025
3. **PROCLAMATIONS & RESOLUTIONS:**
  - 3.1 **National Public Safety Telecommunicator Week**  
Councillor Steve Gillespie (See page   5  )
  - 3.2 **Emergency Preparedness Week**  
Councillor Steven MacNeil (See page   7  )
  - 3.3 **Gaelic Nova Scotia Month**  
Deputy Mayor Eldon MacDonald (See page   8  )
  - 3.4 **World Lupus Day**  
Councillor Kim Sheppard-Campbell (See page   9  )
  - 3.5 **Multiple Sclerosis (MS) Awareness Month**  
Councillor Darren O'Quinn (See page  11 )
  - 3.6 **Internal Audit Awareness Month**  
Councillor Earlene MacMullin (See page  12 )

Continued...

**Council Meeting Agenda  
April 8, 2025 (Cont'd)**

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**3.7 Melanoma and Skin Care Awareness Month**

Councillor Paul Nickituk (See page 13)

**3.8 Lyme Disease Awareness Month**

Councillor Gordon MacDonald (See page 14)

**4. PRESENTATIONS:**

- 4.1 WellNS Nova Scotia Mental Wellness Survey:** Samantha Hodder, Principle Investigator for WellNS, Assistant Professor, School of Nursing, Cape Breton University; Jenna MacQueen, Research Project Coordinator for WellNS (See page 15)

For Information Only

**5. BUSINESS ARISING – Committee of the Whole – April 1, 2025:**

**5.1 First Reading:**

- i) **Annual Amendments to CBRM's Land Use By-law:** Karen Neville, Senior Planner (See page 27)

- 5.2 Land Expropriation – PID 15006901, New Waterford:** Cory Youden, P. Eng. Manager, Engineering Services (See page 51)

- 5.3 Boundary Review for Reinstalment of French Road Area in CBRM District 7:** Councillor Steve Parsons (See page 54)

- 5.4 Snow Clearing of Provincial Roadways in Suburban Areas:** Councillor Steve Parsons (See page 57)

- 5.5 Improved Cellular Service:** Mayor Cecil P. Clarke (See page 59)

- 5.6 Traffic Safety Act Consultation Process:** Mayor Cecil P. Clarke (See page 61)

**6. CORPORATE SERVICES:**

- 6.1 Contract Approval:** Christa Dicks, Director of Corporate Information Services / Municipal Clerk (See page 63)

**7. FINANCIAL STATEMENTS:**

- 7.1 CBRM Financial Statements to February 28, 2025:** Jennifer Campbell, Chief Financial Officer (See page 64)

**ADJOURNMENT**





## **PROCLAMATION**

### ***National Public Safety Telecommunicator Week***

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**WHEREAS:** the Cape Breton Regional Municipality (CBRM) is committed to the safety and well-being of its residents and recognizes the critical role played by emergency response services in ensuring public safety; and

**WHEREAS:** 911 Operators serve as the first link in the chain of emergency response, collecting crucial information, dispatching appropriate resources, and guiding callers through life-threatening situations with calmness and professionalism; and

**WHEREAS:** 911 Operators work tirelessly around the clock, handling a wide range of emergencies and demonstrating unwavering commitment to the well-being of the CBRM community; and

**WHEREAS:** 911 Operators often bear witness to distressing and traumatic incidents, displaying resilience and compassion while providing comfort and support to callers in distress

**WHEREAS:** these dedicated professionals exhibit exceptional skills in stress management, active listening, and decision-making, often making split-second judgments that can save lives and protect property

**BE IT THEREFORE  
RESOLVED:** that CBRM Cecil P. Clarke and Council do hereby proclaim the week of April 13<sup>th</sup> to 19<sup>th</sup>, 2025 as National Public Safety Telecommunicator Week in the Cape Breton Regional Municipality and recognizes the vital work of 911 Operators as First Responders encouraging increased awareness and understanding of the indispensable role played by 911 Operators; and express its deepest gratitude and appreciation to all 911 Operators within our municipality for their unwavering dedication, professionalism, and commitment to public safety; and

**BE IT FURTHER  
RESOLVED:**

that a copy of this resolution be transmitted, framed, and displayed at the 911 center recognizing their outstanding contributions and ensuring that their work is duly acknowledged.

*Councillor Steve Gillespie - CBRM District #4*

**April 8, 2025**



## PROCLAMATION

### ***Emergency Preparedness Week***

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**WHEREAS:**

over the course of their lives, many Canadians will have to face severe weather, fire, floods, and unforeseen events that will affect their quality of life and leave a lasting memory; and

**WHEREAS:**

everyone has a role to play in an emergency. Emergency Preparedness Week is an opportunity for you to take action to ensure you are prepared to protect yourself, your family and your community during an emergency; and

**WHEREAS:**

Emergency Preparedness Week is a national awareness initiative that has taken place annually since 1996, encouraging Canadians to take three simple steps to become better prepared to face a range of emergencies – know the risks, make a plan, and get an emergency kit; and

**WHEREAS:**

this year, the theme is “**Be Prepared. Know Your Risks**”. We encourage you to understand the risks in your area and learn what actions you can take to protect yourself and your household.

**BE IT THEREFORE  
RESOLVED:**

that CBRM Mayor Cecil P. Clarke and Council proclaim the week of May 4<sup>th</sup> – 10<sup>th</sup>, 2025 as “Emergency Preparedness Week” in the Cape Breton Regional Municipality to promote public understanding and awareness of emergency preparedness issues, and to educate CBRM residents of emergency risks in their community and how to prepare their home and family for potential emergencies.

*Councillor Steven MacNeil - CBRM District #8*

April 8<sup>th</sup>, 2025



## **PROCLAMATION**

### ***Gaelic Nova Scotia Month***

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**WHEREAS:**

2025 marks the 29<sup>th</sup> anniversary of Gaelic Nova Scotia Month which is a time to embrace, honour and celebrate the language, culture, history, contributions, and achievements of Gaels across the province; and

**WHEREAS:**

Gaelic language and culture are integral components of the identity of Nova Scotia, and Gaels represent one of the earliest non-Indigenous cultural groups to settle in Mi'kma'ki; and

**WHEREAS:**

new generations of language learners and cultural champions continue to build upon the legacy of Gaelic Nova Scotia's tradition bearers; and

**WHEREAS:**

government commits to collaborating with Gaelic communities to support the growth of Gaelic Nova Scotia through opportunities for language acquisition, cultural awareness and capacity building within communities to ensure Gaelic language and culture remain vibrant elements of the living linguistic and cultural landscape of Nova Scotia.

**BE IT THEREFORE  
RESOLVED:**

that CBRM Mayor Cecil P. Clarke and Council proclaim May 2025 as "Gaelic Nova Scotia Month" in the Cape Breton Regional Municipality and invite all residents to a flag-raising ceremony at City Hall on Tuesday, May 6<sup>th</sup>, at 9:30 AM.

*Deputy Mayor Eldon MacDonald - CBRM District #5*

**April 8<sup>th</sup>, 2025**





## **PROCLAMATION**

### ***World Lupus Day***

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<b><u>WHEREAS:</u></b>	lupus is a serious and incurable autoimmune disease that can cause life-threatening damage to any organ in the body; and
<b><u>WHEREAS:</u></b>	lupus is a global health problem that affects millions of young women, men and children of all nationalities, races, ethnicities, genders and ages worldwide; and
<b><u>WHEREAS:</u></b>	many physicians worldwide are unaware of symptoms and health effects of lupus, causing people with lupus to suffer for many years before they obtain a correct diagnosis and medical treatment; and
<b><u>WHEREAS:</u></b>	medical research efforts into lupus and the discovery and development of safer, more effective treatments for lupus patients are under-funded in comparison with diseases of similar magnitude and severity; and
<b><u>WHEREAS:</u></b>	people with lupus need access to medical specialists and high-quality multidisciplinary care, including emotional, psychological and social care; and
<b><u>WHEREAS:</u></b>	people with lupus need equitable access to care and treatment and will face a lifetime of living with the unpredictable and life-changing health effects of this disease; and
<b><u>WHEREAS:</u></b>	there is a deep, unmet need worldwide to educate and support individuals and families affected by lupus; and
<b><u>WHEREAS:</u></b>	there is an urgent need to increase awareness in communities worldwide of the devastating impact of lupus; and

**BE IT THEREFORE  
RESOLVED:**

that CBRM Mayor Cecil P. Clarke and Council proclaim  
May 10<sup>th</sup>, 2025, as “World Lupus Day” in the Cape Breton  
Regional Municipality.

*Councillor Kim Sheppard-Campbell - CBRM District #12*

April 8<sup>th</sup>, 2025



## **PROCLAMATION**

### ***Multiple Sclerosis Awareness Month***

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<b><u>WHEREAS:</u></b>	Multiple Sclerosis is a chronic, often disabling neurological disease with over 90,000 Canadians living with MS today, including many individuals in the Cape Breton Regional Municipality; and
<b><u>WHEREAS:</u></b>	Multiple Sclerosis symptoms vary widely and may lead to problems with numbness, coordination, vision and speech, as well as extreme fatigue and even paralysis; and
<b><u>WHEREAS:</u></b>	approximately 12 Canadians are diagnosed with this disease every day. The average age of diagnosis is 43 years; and
<b><u>WHEREAS:</u></b>	women are three times more likely to be diagnosed with MS than men and Canada has one of the highest rates of MS in the world; and
<b><u>WHEREAS:</u></b>	there is no known cause or cure for Multiple Sclerosis; and
<b><u>WHEREAS:</u></b>	during the month of May, communities across Canada come together to recognize MS Awareness Month, promote fundraising initiatives, and show support for individuals and families impacted by multiple sclerosis.
<b><u>BE IT THEREFORE RESOLVED:</u></b>	that CBRM Mayor Cecil P. Clarke and Council proclaim May 2024, as “Multiple Sclerosis Awareness Month” in the Cape Breton Regional Municipality and all residents are invited to a flag-raising ceremony at City Hall on Friday, May 23rd, at 12:15 PM to show solidarity and support for those affected by multiple sclerosis.

*Councillor Darren O’Quinn - CBRM District# 11*

**April 8<sup>th</sup>, 2025**



## **PROCLAMATION**

### ***Internal Audit Awareness Month***

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<b><u>WHEREAS:</u></b>	internal auditing is an independent, objective, assurance and consulting activity designed to add value and improve an organization's operation; and
<b><u>WHEREAS:</u></b>	internal auditors help organizations accomplish their objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management; and
<b><u>WHEREAS:</u></b>	the Institute of Internal Auditors and other professional organizations recognize the importance of internal auditing by designating May as Internal Audit Awareness Month to raise awareness about the profession and its contributions; and
<b><u>WHEREAS:</u></b>	organizations and institutions are encouraged to support and recognize the valuable work of internal auditors and promote the profession's role in improving organizational success.
<b><u>BE IT THEREFORE RESOLVED:</u></b>	that CBRM Mayor Cecil P. Clarke and Council proclaim May 2025 as "Internal Audit Awareness Month" in the Cape Breton Regional Municipality.

*Councillor Earlene MacMullin - CBRM District #2*

April 8<sup>th</sup>, 2025





## **PROCLAMATION**

### ***Melanoma and Skin Care Awareness Month***

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<b><u>WHEREAS:</u></b>	it is imperative that communities across Canada be reminded of the importance of sun safety; and
<b><u>WHEREAS:</u></b>	overexposure to UV radiation is one of the major causes of melanoma and non-melanoma skin cancers; and
<b><u>WHEREAS:</u></b>	skin cancer is the most common of all cancers. 1 in 6 Canadians born in the 1990s will get skin cancer in their lifetime; and
<b><u>WHEREAS:</u></b>	many people seek sun without taking the advisable precautionary measures and are unaware that any darkening of skin colour, including tan, is indicative of UV damage; and
<b><u>WHEREAS:</u></b>	skin self-examinations should be performed on a monthly basis because skin cancers are highly treatable when detected early; and
<b><u>WHEREAS:</u></b>	Save Your Skin Foundation is dedicated to the fight against non-melanoma skin cancers, melanoma and ocular melanoma through nationwide education, advocacy, and awareness initiatives.
<b><u>BE IT THEREFORE RESOLVED:</u></b>	That CBRM Mayor Cecil P. Clarke and Council proclaim May 2025, as “Melanoma and Skin Cancer Awareness Month” in the Cape Breton Regional Municipality.

*Councillor Paul Nickituk - CBRM District #10*

**April 8<sup>th</sup>, 2025**



## **PROCLAMATION**

### ***Lyme Disease Awareness Month***

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<b><u>WHEREAS:</u></b>	Lyme disease is a serious illness caused by the bite of a blacklegged tick infected with the bacterium <i>Borrelia burgdorferi</i> ; and
<b><u>WHEREAS:</u></b>	black-legged ticks carrying a variety of diseases or illnesses can now be found in all parts of Nova Scotia; and
<b><u>WHEREAS:</u></b>	awareness, education and practicing preventative measures, such as daily tick checks and proper tick removal, can help reduce your chances of contracting tick-borne diseases.
<b><u>BE IT THEREFORE RESOLVED:</u></b>	that CBRM Mayor Cecil P. Clarke and Council proclaim May 2025, as “Lyme Disease Awareness Month” in the Cape Breton Regional Municipality.

*Councillor Gordon MacDonald - CBRM District #1*

**April 8<sup>th</sup>, 2025**

# @wellns Nova Scotia Mental Wellness Survey

## WellNS Research Team:

Samantha Hodder, Principal Investigator

Amita Goyal, Research Project Coordinator

Jenna MacQueen, Research Project Coordinator

15 Rebecca Todd, Research Project Community Coordinator

Dr. Brian Rush, Senior Research Project Mentor

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# Who is WellNS

- A dedicated group of researchers on a shared journey to enhance mental wellness and substance use health within Nova Scotia communities.
- Through research, partnership and community engagement, WellNS aims to provide valuable insights to help develop effective solutions and strategies for a resilient, inclusive, emotionally thriving Nova Scotia.





# Project Partners & Contributors



# Background

- Since 2016, Nova Scotia has relied on a needs-based planning framework, informed by national surveillance data sets.
- While helpful, this data has a few limitations that must be address to ensure policy makers have current, relevant, and compete data to plan and implement care and support services in NS.

## Data currency

- Renewed at 10-year intervals. This limits the opportunity to assess trends and future planning.

## Data sample

- The NS sample size is too small to allow credible analysis at the community level.

## Data gaps

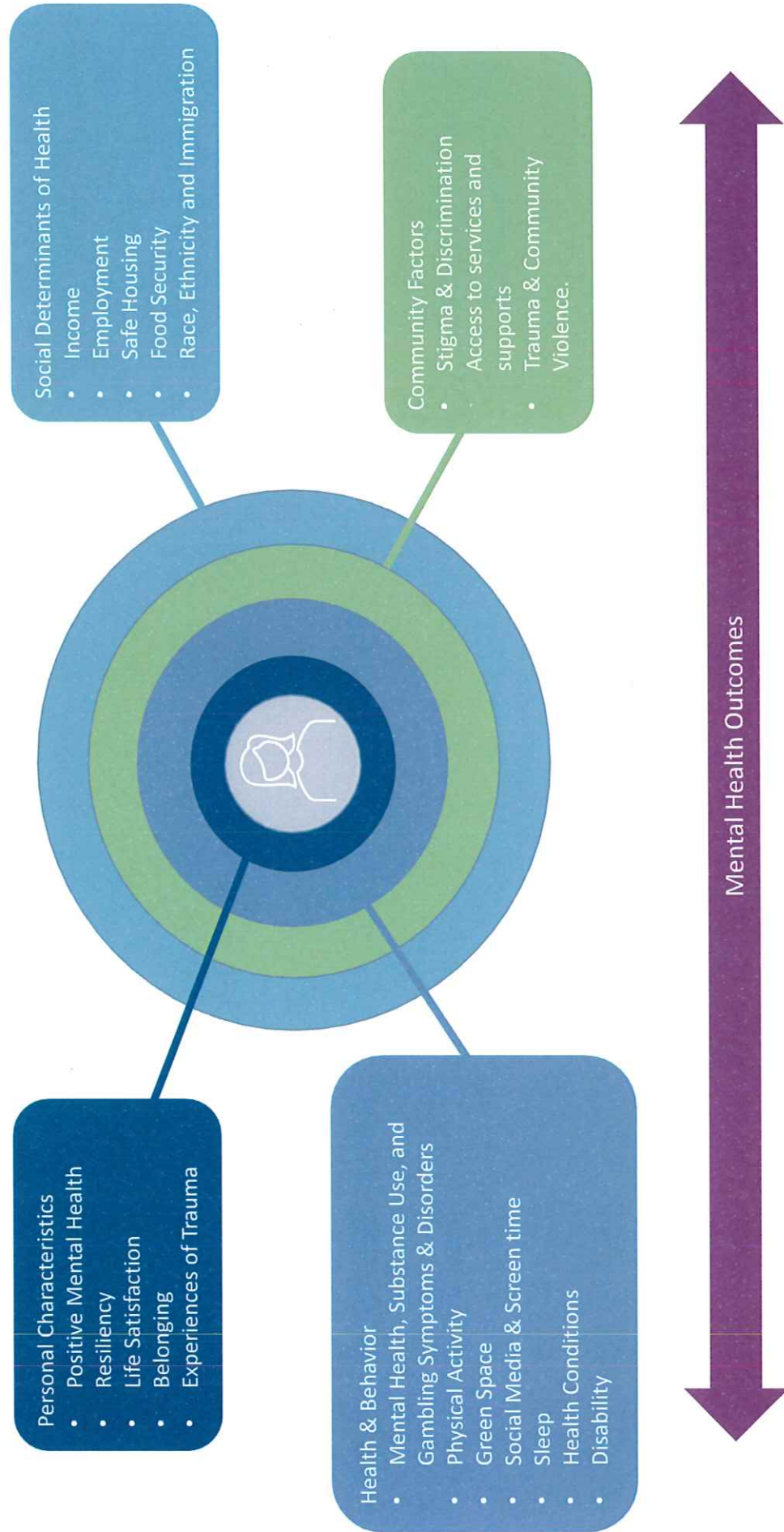
- Does not include people under 15, and therefore provides no insight into child and adolescent needs.

# Nova Scotia's Mental Wellness Survey

- A population-based survey designed to identify the prevalence, incidence, and specific service needs of Nova Scotians, aimed at further supporting the Universal Mental Health Care system in effectively meeting those needs
- Survey Modules:
  - Adult (Main Module), ages 18+
  - Youth (Self-Reported), ages 13-17
  - Youth (Parent Reported), ages 13-17
  - Child (Parent Reported), ages 4-12
- WellNS will measure:
  - Sociodemographic and Social Determinants of Health (SDoH)
  - Screening for self-report mental health, substance use and gambling concerns
  - Positive Mental Health
  - Access to services and challenges experienced



# What Story Will We Tell?

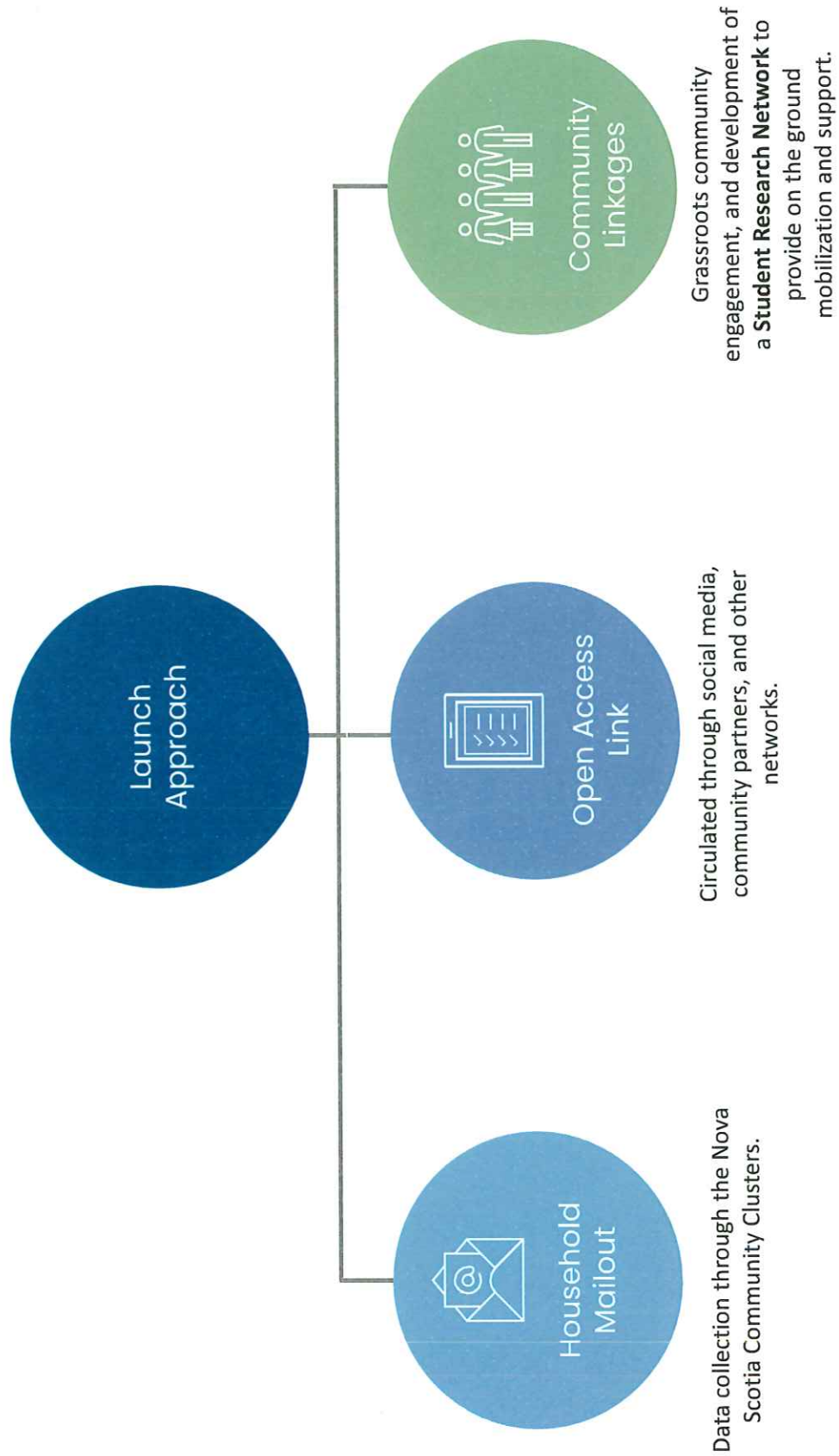




# Expert Review and Consultation



- Dr Brian Rush, Virgo Evaluation and Planning Consultants
- Dr Lori Wozney, Sun Life Chair in Youth Mental Health
- Dr Debbie Emberly, Center for Psychological Health, Dalhousie University
- Natalie MacDonald, Office of Addictions and Mental Health
- Christine Thompkins, Performance and Analytics, Nova Scotia Health
- Steve Machat, Health Promotion, Nova Scotia Health
- Jennifer Heatley, Solution 6, NS Department of Health and Wellness
- Indigenous Services Canada
- Tonya Grant & Sue McWilliam, IWK Trauma Informed Care Team
- Seana Jewer, Roots of Hope, Nova Scotia Health
- Janah Fair, Mental Health and Addictions, Nova Scotia Health
- Dr Khaldoun Aldiabat, Cape Breton University
- Dr. Patricia Pottie & Kati LaVigne, Strongest Families Institute
- Colin Campbell, NS's Fair Care Project
- Dr Laura Duncan, Offord Center for Child Studies, McMaster University
- Raven Glasgow, Community Mobilization Teams, Halifax Regional Municipality.
- Dianne Oickle & Claire Betker, National Collaborating Center for the Social Determinants of Health
- Members of Tajiikimik Leadership Team
- Dr Jennifer Lane, HER Research Lab, Dalhousie University
- Shaleen Jones, Executive Director, Eating Disorder NS
- Michael Cooper, Mental Health Research Canada
- Pam Kent & John Weekes, Canadian Center for Substance Abuse
- Dr Matthew Young, GREO Evidence Insights
- Lauren Scott & the Peer Support Team, Peer Support Nova Scotia
- Aaron Prosper, NS Department of Intergovernmental Affairs
- Matias Gay, Emergency Mental Health and Addictions, IWK



# Sampling Strategy

- Nova Scotia Community Clusters – Household mailout via Canada Post.
  - sample size was calculated for each cluster separately and was oversampled to times 4 to boost recruitment.



# Accessibility and Engagement Strategy

- Open access link distributed via social media, networks/partners, and community postings.
- Student Research Assistants are contacting groups across the province to let them know the survey is available.
- Print copies available- request by email, available at community partners (libraries, MLA offices, Seniors centers).
- Telephone surveys available- team of trained Student Research Assistants can phone participants and record their results.
- In Person - Student Research Assistants will come to community spaces with a device to facilitate survey access.
- Survey has a read aloud feature.
- Survey saves progress if people need a break.
- Available in 4 languages (English, French, Chinese, Arabic).





# Promotion

## Wellnssurvey.ca



- Survey
- About
- Sponsors
- Resources
- Contact



www.wellnssurvey.ca



### Your Voice Matters!



#### Your Input is Important

We want to understand your experiences with mental health, substance use health, and wellness.

Take the Nova Scotia Mental Wellness Survey today!

#### How to Participate

Participating is simple! If you are a resident of Nova Scotia, visit [wellnssurvey.ca](https://wellnssurvey.ca) or scan the QR code. This survey is confidential and anonymous. Participants can enter into a draw for a chance to win an iPad or gift card!



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line!  
or need help completing the survey?  
by email: [wellns\\_survey@du.ca](mailto:wellns_survey@du.ca)



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www.wellnssurvey.ca



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To be directed to the survey, please scan the QR code or enter the QR code and click the link.  
Have questions or need help completing the survey?  
Contact us by email: [wellns\\_survey@du.ca](mailto:wellns_survey@du.ca)

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## WellNSResearch

# Thanks!

[Samantha\\_hodder@cbu.ca](mailto:Samantha_hodder@cbu.ca)

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[rebecca\\_todd@cbu.ca](mailto:rebecca_todd@cbu.ca)

## **Excerpt: Draft Committee of the Whole Meeting – April 1, 2025**

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### **Annual Amendments to CBRM's Land Use By-law**

#### **Motion**

Moved by Councillor MacMullin seconded by Councillor MacKeigan, that a recommendation be made to Council to consider approval of the proposed amendments to the CBRM Forward Land Use By – Law, as set out in Attachment A, which is included in the April 1, 2025, Committee of the Whole agenda, and schedule a public hearing.

Discussion:

- Definition clarification

#### **Motion Carried**



**CAPE BRETON**  
REGIONAL MUNICIPALITY

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**TO:** CBRM Mayor and Council

**SUBMITTED BY:** Demetri Kachafanas, Chief Administrative Officer

**DATE:** April 1<sup>st</sup>, 2025

**RE: Annual Amendments to CBRM's Land Use By-law**

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**Origin**

Staff initiated as part of annual review of Land Use By-law.

**Recommendation**

It is recommended that Council:

1. Give First Reading to consider approval of the proposed amendments to the CBRM Forward Land Use By-law, as set out in Attachment A, and schedule a Public Hearing.

**Statutory Authority**

Section 210 of the *Municipal Government Act* outlines the required process for amendments to the Land Use By-law (LUB).

Policy A-15 of the Municipal Planning Strategy:

Council shall may be considered for a zone amendment to an immediately adjacent zone classification on the Land Use Zone Map without requiring an amendment to this Strategy, provided that the intent of all other policies of the Strategy are satisfied.

Policy A-18 of the Municipal Planning Strategy:

Council shall initiate a housekeeping amendment process within two years of the MPS being in effect to address any issues unforeseen at the time of implementation.

**Background**

CBRM's new planning documents came into effect in September 2023. At the time of their approval, staff indicated that a package of amendments would be brought forward approximately one year after adoption. The first set of proposed amendments was presented to Council for consideration in Winter 2024. In addition, the proposed amendments also support Policy A-15 of the Municipal Planning Strategy.



Through conversations with potential developers and the review of development applications, staff identified several zone standards that are overly restrictive and not fully aligned with the intent of the changes introduced through CBRM Forward. In keeping with the goal of encouraging development and providing greater flexibility, staff are recommending a series of amendments to improve implementation of the Land Use By-law (LUB). The intent is to have these amendments considered by Council prior to the start of the next building season in the spring.

These amendments do not alter the overall substance or policy direction of the LUB. Instead, they are intended to improve clarity for both those who administer the document and those who must comply with its provisions.

At the April 1, 2025, CBRM Committee of the Whole meeting, a motion was passed recommending Council give First Reading to consider approval of the proposed amendments to the CBRM Forward Land Use By-law, as set out in Attachment A, and schedule a Public Hearing.

### **Summary of Proposed Amendments**

The following proposed amendments are presented in order of Chapters under the LUB for Council's consideration.

#### **Chapter 2 Administration**

##### Existing Development

The LUB includes provisions to address developments that legally existed prior to the adoption of the LUB. In particular, there are provisions to determine if the use can be considered existing. These provisions were carried over from the previous LUB. However, in doing so, an 'or' was added to the list of provisions instead of an 'and'. It was intended that all the provisions apply; therefore, the 'or' should be replaced with an 'and'.

It is recommended that Subsection 2.8.1 a) be amended by deleting 'or' and replacing it with 'and'.

##### Permit Duration

In accordance with the Building By-law, a Building Permit for a residential development shall be valid for twelve (12) months and a Building Permit for a non-residential development shall be valid for twenty-four (24) months, from the date of issuance. The duration of time associated with a Development Permit should be consistent with the timelines found in the Building By-law currently the duration of a Development Permit is a year regardless of construction type.

It is recommended that Subsection 2.11.2 Development Permit Duration should be amended to be consistent with the duration of time in the Building By-law.

#### **Chapter 3 Definitions**

##### Assembly

The definition for Assembly (manufacturing) includes a typo. The phrase 'assembling to car parts to make the car' should read 'assembling of car parts to make the car'.

It is recommended the definitions for Assembly (manufacturing) be amended to delete the phrase assembling to car parts to make the car' and replace it with 'assembling of car parts to make the car' .

#### Electric Vehicle (EV) Charging Stations

At the time the LUB was adopted there was no acknowledgment of electric vehicle charging stations. To address this new potential land use, the existing definition of Motor Vehicle Fuel Sales is being replaced with a new definition which includes electric vehicle (EV) charging stations and a definition for Electric Vehicle Charging Station is being added.

It is recommended that the definition for Motor Vehicle Fuel Sales be deleted and replaced with Motor Vehicle Fueling Station and a definition for Electric Vehicle Charging Station be added.

#### Setback

The term setback is often referred to as the distance between a building and a property line; however, there are instances where the term applies to development other than a building. For this reason, the definition of setback has been amended to include a linear distance for various development types. To assist in clarify building setbacks in relation the zone standards found in each zone, a definition for Front, Rear, Side Yard Setbacks will be added.

It is recommended the definition for Setback be amended and a definition for Setbacks, Front, Rear, Side Yard be added to the LUB.

#### Tourist Cottage Complex

The LUB includes a definition for Tourist Cottage and Tourist Cottage Complex. The intention of these definitions is to assist in the regulation of accommodation businesses consisting of multiple buildings on one lot parcel. However, the current definition fails to include reference to two or more buildings. The definition should be amended to provide two or more buildings containing tourist cottage(s).

It is recommended that the definition for Tourist Cottage Complex be amended to include the phrase 'two or more building containing tourist cottage(s)'.

#### Definitions to be Added

The LUB references several terms that are not defined. To improve implementation and compliance definitions for these terms should be added to the LUB.

It is recommended that definitions for Landscaping business depot, Interior lot, and Two-way traffic be added to the LUB.

### **Chapter 4 General Provisions**

#### Accessory Dwelling Units

The current provisions require accessory dwelling units to be serviced from the main dwelling. However, in consultation with CBRM Public Works and the Water Utility, it was determined that in some instances, this provision is prohibiting development. The intention of this provision was originally connected to subdivision of the accessory dwelling unit. As there is another provision associated with subdivision, it is not necessary and can be deleted.

It is recommended Subsection 4.2. Accessory Dwelling Units be amended by deleting Subsection e and renumbering the remaining Subsections.

#### Home Based Businesses

Art or Craft Person Studio and Repair are identified as Home Based Businesses. However, the LUB includes a definition for an Artist/Artisan Establishment and Repair Service. To ensure consistency, Art or Craft

Person Studio and Repair should be deleted from the list of permitted Home Based Businesses and replaced with Artist/Artisan Establishment and Repair Service.

It is recommended that Subsection 4.8.2 a) and j) be deleted and replace with Artist/Artisan Establishment and Repair Service.

#### Use of Former Community, Educational Service, or Municipal Buildings Facility

The Planning Documents adopted in 2004 contained policy direction for the adaptive reuse of large-scale facilities (schools, churches, hospitals, etc.) that served the broader community beyond its immediate neighbourhood. While this policy direction and provisions were carried over into CBRM's new LUB, the provision associated with the expansion of these structures was missed. Due to their size, provisions should also limit the expansion of these already large facilities to prevent further impact on surrounding neighborhoods. The provisions found in the previous LUB should be included in the new LUB.

It is recommended that Subsection 4.26 Use of Former Community, Educational Service, or Municipal Buildings be amended by adding a provision adding expansion.

#### Signs

Based on public engagement, it was determined that the LUB should regulate permanent signs. However, the current provisions were unintentionally overly restrictive. The existing sign regulations include size requirements based on zone location. It is recommended that sign size be correlated with sign type rather than zoning. To improve clarity, it is also suggested that the sign provisions be reformatted to remove repetition and that the definition of 'Sign' be simplified

It is recommended that Section 4.22 be reformatted to include standard sign size based on sign type. It is recommended that the definition for Sign be simplified.

#### **Supportive Housing – Accessory Dwelling Units and Secondary Suites**

In May 2024, Council passed a motion directing staff to review Accessory Dwelling Unit provisions in relation to Supportive Housing. Following this request, staff received an application for a Secondary Suite in a Supportive Housing building. At the time of the original request regarding Accessory Dwelling Units, staff initially believed that an amendment to the CBRM Municipal Planning Strategy (MPS) would be required in addition to an amendment to the LUB. However, based on research related to the Secondary Suite request, staff have identified an option that would require only an amendment to the LUB. This approach is based on our research on Building Code requirements rather than land use regulations.

#### Secondary Suites

The National Building Code of Canada provides standards for buildings based on their occupancy classification. The Building Code defines occupancy as the use or intended use of a building or part thereof for the shelter or support of persons, animals, or property. Supportive Housing, classified as "Care Occupancy" under the Building Code, falls under Group B occupancy, while Secondary Suites are considered residential (Group C occupancy) [Attachment B].

The definition of Secondary Suite under the Building Code specifically applies to buildings with only residential occupancy. As a result, even if provisions for Secondary Suites were amended to acknowledge Supportive Housing in the LUB, a Building Official would not be able to approve a permit for a combination of these uses.

While the Building Code permits two major occupancies (Group B and Group C) in the same building, the use of the term Secondary Suite creates compliance challenges. To align with Building Code requirements, the term Dwelling Unit should be used instead. To address this amendment request and allow for a separate dwelling unit within a Support Housing building, staff have clarified the definition of Supportive Housing to permit its use as a standalone building or as part of a mixed-use development. Additionally, Dwelling Unit has been added as a permitted use in all residential zones.

#### Accessory Dwelling Unit

Staff have taken a similar approach to the amendment request concerning Accessory Dwelling Units in Supportive Housing. According to Section 4.2 Accessory Dwelling Units of the LUB, an Accessory Dwelling Unit is only permitted as an accessory to a one-unit or two-unit dwelling. The LUB also contains provisions regulating the number of main buildings allowed on a lot [Section 4.14 More than One Use on a Lot (Attachment C)].

Rather than amending Section 4.2 to include Supportive Housing—which would require amendments to Policy 6.3.3 (Secondary Suites and Accessory Dwelling Policies) of the MPS—staff recommend modifying Section 4.14. Subsection 4.14.2(a) does not currently permit a one-unit dwelling and Supportive Housing on the same lot. By amending this provision, Supportive Housing could be located on the same parcel as a one-unit dwelling. This would allow Supportive Housing operators to have a detached one-unit dwelling on their property without being restricted by the smaller floor area requirements of an Accessory Dwelling Unit.

It is recommended that Subsection 4.14.2 be amended to create separate provisions for one unit dwelling and Supportive Housing. It is also recommended the definition of Supportive Housing be amended to permit it as a standalone or with a mixed used building. As well to allow for Supportive Housing within a mixed used building, Dwelling Unit will be added as a permitted use in all residential zones.

#### **Development Standards**

As part of the development of a Housing Strategy for CBRM, our consultants reviewed CBRM's existing planning documents and identified several opportunities for improvement. Specifically, they have recommended that staff review lot depth requirements, standards for group dwellings, and the allowable density in the Medium Density Urban Residential (UR3) and High Density Urban Residential (UR4) zones.

#### Townhouse

Apartment Dwelling and Townhouse Dwelling are both considered to be a building containing three or more dwelling units. While both Apartment Dwellings and Townhouse Dwellings are listed separately as permitted uses, the term 'Townhouse' is missing from the zone standards and other development standards which apply to Apartment Dwelling. They are considered to have the same number of dwelling units; therefore, development standards should be the same for both building types. To ensure consistency, the term 'Townhouse' should be added development standards for related to Apartment Dwellings.

It is recommended the term Townhouse be added to various residential zone provisions that have specific development standards for Apartment Dwellings.

#### Zone Standards: Minimum Lot Depth

The consultants have identified that lot depth requirements in several zones may be unnecessary and overly restrictive, limiting development flexibility. Given that lot coverage, setbacks, and frontage

requirements already regulate lot configuration and building placement, the lot depth requirement adds little value.

**Recommendation:**

It is recommended that all Zone Standards remove minimum lot depth and be amended to reflect the proper numerical order.

**Group Dwellings**

The LUB (LUB) defines a *Group Dwelling* as two or more buildings containing dwelling units located on a lot or adjoining lots, designed and developed as a single project. Several residential zones currently include specific development standards for group dwellings, such as separate setback, frontage, and lot size requirements. However, these additional standards restrict development flexibility.

Due to the fact each zone category contains zone standards that apply to other permitted uses, there is no clear need for standalone group dwelling standards. Existing regulations around lot occupancy, height, and setbacks can adequately guide group dwelling development.

**Recommendation:**

It is recommend 'Standards for Group Dwellings' be removed from the Low Density Urban Residential (UR2), Medium Density Urban Residential (UR3), and High Density Urban Residential (UR4) zones.

**Density Residential**

In CBRM's Urban Residential Zones, up to six units are currently permitted as of right, with additional units subject to site plan approval provisions. Our consultants have recommended increasing this threshold, particularly in the Medium Density Urban Residential (UR3) zone. A jurisdictional review shows that many municipalities calculate density based on lot size (e.g., a set number of units per square meter), rather than a flat unit cap. However, the Town of Kentville's newly adopted Land Use By-law takes a similar approach to CBRM, but it permits up to 12 units as of right in their Medium Density Zone. As a result of this proposed amendment, 5.0 Residential Summary Table would need to be amended.

In the High Density Urban Residential (UR4) zone, the required minimum lot size varies depending on the type of apartment unit, with smaller units requiring less land. This approach is unnecessarily complex and restrictive. Instead, the UR4 zone should adopt a standard minimum lot size, allowing building size to be controlled through lot coverage, setbacks, and height regulations.

Both of these existing provisions have inadvertently constrained development, with the issue becoming evident only when processing applications.

**Chapter 9: Other Zones**

Heavy Equipment Depot is listed as permitted use in the Rural Zone. However, within the definition Chapter of the LUB, the term referenced is Heavy Equipment Depot and Operation Yard. To ensure consistency the term listed in the permitted uses of the Rural Zone should be Heavy Equipment Depot and Operation Yard.

It is recommended the subsection referenced in Subsection 9.1.1 Permitted Uses should be amended to replaced 'Heavy Equipment Depot' with 'Heavy Equipment Depot and Operation Yard'.

### **Land Use By-law Zone Map**

#### **Mobile Home Park Zone – Grand Lake Road**

Throughout the jurisdiction of the CBRM, areas containing mobile home parks are designated within the Mobile Home Park (R6) zone category. However, the mobile home park located on Grand Lake Road (PID 15685878) contains some non-residential uses (see Schedule A-1 of Attachment A). Since there are no mobile homes located in this portion of the property, it is reasonable for the adjacent zone category, Regional Commercial (CR), to apply to this area.

It is recommended that the portion of PID 15685878 illustrated on Schedule A-1 of Attachment A be amended from Mobile Home Park (R6) zone to Regional Commercial (CR).

#### **Utility and Transportation Zone – York Street Sydney**

Staff have received a request for a proposed residential development in the area of York Street and Amelia Street in Sydney (see Schedule A-2 of Attachment A). The area is currently zoned Utility and Transportation (UT). The UT zone is intended for working industrial harbours, rail lines, the airport, and other lands dedicated to utility uses.

The previous North End Sydney Secondary Land Use By-law identified this area as the Redevelopment Opportunity (RO) Zone. Under the RO zone, residential development was permitted through a Development Agreement. However, the current Municipal Planning Strategy (MPS) does not provide for Development Agreements in this case. Instead, the zone boundary could be amended in accordance with Policy A-15.

It is recommended that the Utility and Transportation (UT) Zone currently in effect for PID 15056849, PID 15649726, PID 15056732, and PID 15649734 be deleted and replaced with the Medium Density Urban Residential (UR3) Zone.

#### **Downtown North Sydney**

When drafting the current zoning boundaries for Downtown North Sydney, an error occurred. The consultants applied the Downtown Commercial (CD) Zone only to the core area of the Downtown Central Business District, rather than to the entire boundary of the Downtown Central Business District as shown in the previous LUB. As a result, many commercial properties were incorrectly designated with residential zones.

Additionally, some areas were incorrectly labelled Low Density Urban Residential (UR2) when they were intended to be Medium Density Urban Residential (UR3).

It is recommended that the zone boundaries in effect for Downtown North Sydney be amended to reflect the zone categories shown on Schedule A-3 of Attachment A.

#### **Mixed-Use Zone**

The Mixed-Use (MU) zone applies to the core areas of Reserve Mines, New Waterford, Sydney Mines, and Louisbourg. This zone recognizes the established mixed-use development patterns in these areas and encourages apartment and townhouse development. However, apartment and townhouse development requires municipal water and sewer services.

In Louisbourg, portions of the MU zone extend into areas where municipal water and sewer services are not available; therefore, these portions should be removed from the MU zone. Additionally, along Tenth

Street in New Waterford, some properties within the MU zone are too small to accommodate higher-density residential development. For these parcels, the adjacent Low Density Urban Residential (UR2) zone is more appropriate.

It is recommended that the boundary of the Mixed-Use (MU) zone in Louisbourg be adjusted to exclude lands without municipal water and sewer services (Schedule A-4 of Attachment A). Further, the parcels along Tenth Street in New Waterford, where lot sizes are too small for higher density development, should be rezoned to Low Density Urban Residential (UR2) [Schedule A-5 of Attachment A].

#### Downtown Commercial

Staff have received a request to allow for the development of a two-unit building on PID 15638570 (corner of Foundry Street and Reserve Street, Glace Bay). This property is currently zoned Downtown Commercial (CD), a zone that promotes a mix of commercial sales, services, and high-density residential development. Since this property is located at the boundary of the CD zone, Council could amend the zone boundary to permit low-density residential development in accordance with Council policy.

It is recommended the zoning of PID 15638570 be amended to Low Density Urban Residential (UR2) to allow for the proposed two-unit building.

#### **Financial Implications**

Staff time required to prepare the proposed amendments along with the cost of the required public notices have been allocated under approved budgets for Planning and Development Department.

#### **Public Engagement**

Under the *Municipal Government Act*, a Public Hearing must be held to obtain feedback prior to any decision to amend the CBRM Land Use By-law. If Council agrees, a Public Hearing could be scheduled for an upcoming meeting. Notice of the Public Hearing would be advertised in the Cape Breton Post in accordance with requirements of the *Municipal Government Act*. In addition, notice would be posted to the CBRM Facebook page and mailed to assessed property owners in the vicinity of the site-specific zone map changes.

#### **Conclusion**

The proposed amendments align with existing plan policies and do not change the overall substance or policy direction of the Land Use Bylaw. Instead, they enhance clarity for both administrators and users of the document. The intent is for these amendments to be considered by Council before the next building season in the spring.

#### **Attachments**

**Attachment A:** Draft Amending By-law

**Attachment B:** National Building Code Definitions

**Attachment C:** Municipal Planning Strategy and Land Use By-law Excerpts

**Report Prepared by:**

**Originally Signed by**

**Karen Neville, Senior Planner, Planning and Development Department**

**By-law**  
of the Cape Breton Regional Municipality

amending the

**Cape Breton Regional Municipality's  
Land Use Bylaw**

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Pursuant to Section 210 of the *Municipal Government Act* of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Land Use Bylaw in the following manner:

**THAT:** Chapter 2 Administration, Subsection 2.8.1 Land Uses Deemed Permitted of the Land Use Bylaw is hereby amended by deleting the "or" at the end of a).

**THAT:** Chapter 2 Administration, Subsection 2.11.2 Development Permit Duration of the Land Use Bylaw is hereby amended by deleted and replaced with the following:

A Development Permit:

- a) Issued without a corresponding Building Permit is valid for one year from the date of issuance; or
- b) Issued with a corresponding Building Permit remains valid for the duration specified in CBRM's Building By-law for the Building Permit.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Accommodation Business and replacing it with the following:

Accommodation Business means an establishment, licenced by the Province of Nova Scotia, that provides lodging for travellers or transients, and includes but is not limited to, a bed and breakfast, hotel, motel, or tourist cottages but does not include a shared dwelling. An accommodations business, other than a bed & breakfast establishment, may include complementary uses such as restaurants, meeting rooms, pools, and fitness centres.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Assembly and replacing it with the following:

Assembly (manufacturing) means the manufacturing of a market product by assembling processed materials. Manufacturing assembly may include, but not be limited to, assembling of car parts to make the car, assembling of pages of newspaper to be delivered to end user clients, assembling of material to make clothing, making prefabricated housings, furniture, scientific equipment and appliances.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Motor Vehicle Fuel Sales and replacing it with the following:

Motor Vehicle Fueling Station is a sales use where the primary purpose is to provide multiple fueling options for vehicles, including but not limited to conventional gasoline and diesel fuel, as



well as electric vehicle (EV) charging stations. Such facilities may also include accessory uses such as retail, restaurant, and cleaning service.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Setback and replacing it with the following:

Setback means the horizontal distance measured at right angles between a development and the lot parcel boundary, street, watercourse, shoreline, floodplain, or any other place which is deemed to need protection.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Sign and replacing it with the following:

Sign means any visual communication device, structure, or fixture used to convey information, advertise, or attract attention. Signs may freestanding or attached to a building or structure, and may display text, graphics, or symbols in either a print or electronic/digital format.

- Awning/Canopy Sign means a sign or print affixed to the surface of an awning or canopy.
- Billboard Sign means a sign located on private property designed for use with changing advertising copy, whether digital or print, and which is normally used to display commercial or promotional messages.
- Construction Sign means a temporary sign erected on the premises on which construction is taking place, during the period of such construction, indicating the names of the architects, engineers, landscape architects, contractors or similar artisans, and the owners, financial supporters, sponsors and similar individuals or firms having a role or interest with respect to the structure or project.
- Electronic Message Board means an electronic or digital sign used solely for the display of text, with no off-site advertising, and limited to a sign face area of 1.5 square metres.
- Ground Sign means freestanding sign which is permanently affixed to the ground and not supported in any manner by a building which is located on the same property as the use advertised by the sign.
- Illuminated Sign means a sign that provides artificial light directly, or through any transparent or translucent material, from a source of light connected with such sign, or a sign illuminated by a light focused, upon or chiefly directed at the surface of the sign.
- Projecting Sign means a sign attached to and projecting outward from a building face or wall, generally at a right angle to the building. This term includes a sign that is located entirely or partially in the public right-of-way, as well as a sign that is located entirely on private property.
- Sign Face means the area of the surface of any sign within the outer edge of the frame or border of a sign. In the case of two sided or back to back signs, only one face shall be used in computing the area of the sign face.
- Sign Area means the area of the smallest triangle, rectangle or circle or semicircle which can wholly enclose the surface area of the sign. All visible faces of a multi-faced sign shall be counted separately and then totaled in calculating sign area. Three dimensional signs shall be treated as dual-faced signs, such that the total area shall be twice the area

of the smallest triangle, rectangle or circle or semicircle which can totally circumscribe the sign in the plane of its largest dimension.

- Wall Sign means any sign painted on, attached to, or erected against the wall of a building or structure with the exposed face of the sign in a plane parallel to the plane of the wall. Wall signs shall not include signs on awning or canopy.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Supportive Housing and replacing it with the following:

Supportive Housing means a service use licensed or approved by a government agency that provides care and or supervision on a 24-hour basis by professional staff for people who need assistance to live independently in a setting that attempts to emulate a home atmosphere in a standalone or mixed-use building. Supportive housing may house people who are elderly, fleeing violence or abuse, have disabilities, or mental health issues.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Townhouse and replacing it with the following:

Dwelling, Townhouse means a building containing three or more dwelling units arranged side-by-side, each with a separate exterior entrance and separated vertically by a common wall extending from the foundation to the roof, located on a lot abutting a public street. Where such a building is located on a single lot or parcel, it shall be considered an apartment dwelling for the purposes of this By-law.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by deleting Tourist Cottage Complex and replacing it with the following:

Tourist cottage complex means a service accommodations business, licenced by the Province, comprised of two or more building containing tourist cottage(s) used to accommodate the travelling public for gain or profit by supplying them with temporary sleeping accommodations and where the accessory uses could include an administrative office, assembly hall, convenience store, swimming pool, and recreational facilities.

**THAT:** Chapter 3 Definitions of the Land Use Bylaw is hereby amended by adding the following:

Electric Vehicle (EV) Charging Station means a designated parking space within a parking area which contains equipment for the recharging electric vehicles.

Landscaping business depot means property where outdoor storage of equipment and materials associated with a landscaping service business takes place. For clarification purposes, if operable equipment is regularly used at the depot, the definition of heavy equipment operational yard is appropriate.

Lot, Interior means a lot whose side lot lines do not abut upon any public or private street.

Setbacks, Front, Rear, Side Yard means the horizontal distance measured at right angles between any vertical part of a building/structure and the lot parcel boundary.

Two-way traffic means the design of a street or access where travel in opposing directions is required for ingress and egress.

**THAT:** Chapter 4 General Provisions, Subsection 4.2 Accessory Dwelling Units of the Land Use By-law is hereby amended by deleting Subsection e) through g) and replacing it with the following:

- e) Each lot is limited to one accessory dwelling unit; and
- f) Subdivision of an accessory dwelling unit to create a flag lot is prohibited.

**THAT:** Chapter 4 General Provisions, Subsection 4.8.2 Permitted Home Based Business of the Land Use By-law is hereby amended by deleted and replaced with the following:

The following Home Based Businesses are permitted in any zone:

- a) Artist/Artisan Establishment
- b) Bed & Breakfast, subject to 4.8.3
- c) Business Office
- d) Catering Establishments, excluding incidental retail sales
- e) Food Processing Cottage Industry
- f) Home Day Care
- g) Instruction Services; up to 4 students at one time
- h) Medical Clinic
- i) Personal Service
- j) Repair Service

**THAT:** Chapter 4 General Provisions, Subsection 4.14.2 Main Buildings of the Land Use By-law is hereby deleted and replace with the following:

- a) Inside the Service Area Boundary, the maximum number of one unit dwellings permitted on the same lot parcel shall be one, except where one unit dwellings (mobile homes) are permitted within the Mobile Home Park Zone. Outside the Service Area Boundary, the maximum number of main one unit dwellings permitted on the same lot parcel shall be two.
- b) The maximum number of Supportive Housing developments on permitted on the same lot parcel shall be one.
- c) Two or more two-unit dwellings, apartment buildings or townhouses, or any combination of these three residential land use types, shall be permitted on the same lot parcel provided they are serviced by both a CBRM water main and a sanitary sewer main.
- d) Notwithstanding Subsections a), b), and c), any combination of residential land use types shall be permitted on the same lot parcel when they are within a condominium development registered pursuant to the Condominium Act.

**THAT:** Chapter 4 General Provisions, Subsection 4.22.1 General Provisions of the Land Use By-law is hereby amended by deleting Subsection d) through f) and replacing it with the following:

- d) The Traffic Authority or Police may require the removal of any sign or parts thereof, which in their opinion may constitute a hazard.
- e) A temporary or mobile sign that is not affixed to the ground, a building, or structure are not regulated under the Land Use By-law, but may be regulated under other Municipal By-

laws.

- f) Signs oriented toward a Provincial Highway requires approval from the relevant Provincial Authority.
- g) Signs containing electronic message board shall be permitted subject to compliance with the applicable sign type provisions.
- h) Signs shall adjust in brightness between daytime and nighttime and shall be of a reduced brightness in the nighttime.

**THAT:** Chapter 4 General Provisions, Subsection 4.22.2 Signs Permitted in All Zones of the Land Use By-law is hereby amended by deleting Subsection h) through i) and replacing it with the following:

- h) A sign that identifies the address of a residence, the name of the resident, or a sign regulating the conduct of a person on the lot, provided such a sign does not exceed .5 square metres in total sign face area;
- i) A flag, banner, or emblem representing a country, province, municipality, or non-commercial organization;
- j) An Electronic Message Board used to display text only with no off-site advertisement, provided the sign face does not exceed 1.5 square meters.

**THAT:** Chapter 4 General Provisions, Subsection 4.22.4 Billboard Signs of the Land Use By-law is hereby amended by deleting Subsection c) and replacing it with the following:

- c) A Billboard Sign shall be setback 3m from the front yard lot line and 1.5m from side and rear yards lot lines.

**THAT:** Chapter 4 General Provisions, Subsection 4.22.6 Grounds Signs of the Land Use By-law is hereby amended by deleted and replaced with the following:

#### 4.22.1 Ground Signs

##### GENERAL PROVISIONS FOR GROUND SIGNS

- a) All Ground Signs shall be setback 3m from the front yard lot line and 1.5m from side and rear yards lot lines.to a street line than the lesser of:
- b) The height of a Ground Sign shall not exceed the maximum height permitted in the zone in which the sign is located.

##### GROUND SIGNS IN RESIDENTIAL ZONES

A Ground Sign shall only be permitted in a Residential Zone with a maximum 1.5 square metres for each sign face to a maximum of 3 square metres total for all sign faces.

##### GROUND SIGNS IN ALL OTHER ZONES

A Ground Sign shall only be permitted in all Non-Residential Zones with a maximum 9 square meters for each sign face to a maximum of 18 square metres total for all sign faces.

**THAT:** Chapter 4 General Provisions, Subsection 4.22 Signs of the Land Use By-law is hereby amended by deleting Subsection 4.22.8 through Subsection 4.22.11 and replacing it with the following:

#### 4.22.8 Wall Signs

- a) A Wall Sign shall be parallel to the wall to which it is affixed;

- b) A Wall Sign shall not cover a fence or roof;
- c) Any illumination shall be downcast upon the sign to lessen impact on the surrounding environment;
- d) No sign shall be illuminated intermittently or incorporate flashing in any way.

#### **WALL SIGNS IN RESIDENTIAL ZONES**

A Wall Sign shall only be permitted in a Residential Zone subject to the following:

- a) The maximum sign face area shall be 0.5 square metres;
- b) Wall Signs in a Residential zone shall be placed on a wall oriented towards the street;
- c) Wall Signs in Residential Zones shall not be illuminated from within;

#### **WALL SIGNS IN COMMERCIAL ZONES**

The maximum sign face area of a Wall Sign in Non-Residential Zones shall be .5 Square meters per metre of occupied building frontage.

#### **4.22.9 Construction Signs**

- a) Notwithstanding Section 4.22.3, nothing in this By-law shall prevent the placement of a sign which identifies the architects, engineers, contractors, or other professional individuals or firms involved with the development occurring on the same lot, or an announcement concerning proposed development on the same lot.
- b) A construction sign shall not advertise any product.
- c) A construction sign shall be removed within 14 days of the beginning of the intended use of the construction.
- d) A construction sign:
  - i. shall not exceed 1.11 m<sup>2</sup> in area for each firm; and
  - ii. shall not, in total, exceed 5.57 m<sup>2</sup> in area.

**THAT:** Chapter 4 General Provisions, Subsection 4.26. Use of Former Community, Educational Service, or Municipal Buildings Facility of the Land Use By-law is hereby amended by adding the following:

- c) To facilitate the inclusion of additions demanded by other regulations or by-laws, and/or design improvements volunteered by the conversion proponent, for purposes of interpreting this Section, the construction work involved in the conversion may include an addition no greater than 5% of the floor area of the building.

**THAT:** Chapter 5 Residential Zones, Subsection 5.0 Residential Summary Table of the Land Use By-law is hereby amended by deleting the permitted uses listed under 'Residential' and replacing it with the following:

Residential							
Dwelling, One Unit	P	P	P	P	P	P	P
Dwelling, Two Unit	P	P	P	P	P		P
Dwelling, Shared	P	P	P	P			P
Dwelling, Shared <i>up to four rooms</i>					P		
Dwelling, Townhouse <i>up to six dwelling units</i>		P	P	P			P
Dwelling, Apartment <i>up to six dwelling units</i>		P	P	P			P
Dwelling, Townhouse <i>more than six dwelling units</i>		SP	P	P			SP
Dwelling, Apartment <i>more than six dwelling units</i>		SP	P	P			SP
Dwelling, Townhouse <i>up to twelve dwelling units</i>			P	P			
Dwelling, Apartment <i>up to twelve dwelling units</i>			P	P			
Dwelling, Townhouse <i>more than twelve dwelling units</i>			SP	P			
Dwelling, Apartment <i>more than twelve dwelling units</i>			SP	P			
Dwelling, Unit	P	P	P	P	P	P	P

**THAT:** Chapter 5 Residential Zones, Subsection 5.2.1 Permitted Uses of the Land Use By-law is hereby amended by deleting the permitted uses listed under 'Residential' and replacing it with the following:

- Dwelling, One-Unit
- Dwelling, Two-Unit
- Dwelling, Townhouse, *up to six dwelling units*
- Dwelling, Apartment, *up to six dwelling units*
- Dwelling, Townhouse, *more than six dwelling units subject to Section 2.13 and Section 5.2.2*
- Dwelling, Apartment, *more than six dwelling units subject to Section 2.13 and Section 5.2.2*
- Dwelling, Shared
- Dwelling, Group

**THAT:** Chapter 5 Residential Zones, Subsection 5.2.2 Permitted Uses by Site Plan Approval of the Land Use By-law is hereby amended by deleting 'Dwelling Apartment (more than six)' from Section a) and replacing it with 'Dwelling, Apartment or Dwelling Townhouse with more than six dwelling units'.

**THAT:** Chapter 5 Residential Zones, Subsection 5.2.3 Zone Standards of the Land Use By-law is hereby amended by deleting a) Minimum Lot Area and b) Minimum Lot Frontage replacing it with the following:

a)	Minimum Lot Area	
	Dwelling, Apartment or Dwelling, Townhouse with more than six dwelling units, the greater of	690 m <sup>2</sup> or
	<i>For each unit having 3 or more bedrooms</i>	185 m <sup>2</sup>
	<i>For each unit having 2 bedrooms</i>	150 m <sup>2</sup>
	<i>For each bachelor or unit having 1 bedroom</i>	105 m <sup>2</sup>
	All other uses	225 m <sup>2</sup>
b)	Minimum Lot Frontage	
	Dwelling, Apartment, or Dwelling Townhouse with more than six dwelling units	18 m
	All other uses	9 m

**THAT:** Chapter 5 Residential Zones, Subsection 5.2 Low Density Urban Residential Zone of the Land Use By-law is hereby amended by deleting Subsection 5.2.4 Dwelling Group.

**THAT:** Chapter 5 Residential Zones, Subsection 5.3 Medium Density Urban Residential Zone of the Land Use By-law is hereby amended by deleting the Residential Uses in Subsection 5.3.1 Permitted Uses and replacing it with the following:

- Dwelling, One-Unit
- Dwelling, Two-Unit
- Dwelling, Townhouse, up to twelve dwelling units
- Dwelling, Apartment, up to twelve dwelling units
- Dwelling, Townhouse, more than twelve dwelling units subject to Section 2.13 and Section 5.3.2
- Dwelling, Apartment, more than twelve dwelling units subject to Section 2.13 and Section 5.3.2
- Dwelling, Shared
- Dwelling, Group

**THAT:** Chapter 5 Residential Zones, Subsection 5.3.2 Permitted Uses by Site Plan Approval of the Land Use By-law is hereby amended by deleting 'Dwelling Apartment (more than six)' from Section a) and replacing it with 'Dwelling, Apartment or Dwelling Townhouse with more than six dwelling units'.

**THAT:** Chapter 5 Residential Zones, Subsection 5.3.3 Zone Standards of the Land Use By-law is hereby amended by deleting a) Minimum Lot Area and d) Minimum Lot Frontage from and replacing it with the following:

a)	Minimum Lot Area	
	Dwelling, Apartment or Dwelling, Townhouse with more than twelve dwelling units, the greater of	540 m <sup>2</sup> or
	<i>For each unit having 3 or more bedrooms</i>	150 m <sup>2</sup>
	<i>For each unit having 2 bedrooms</i>	100 m <sup>2</sup>
	<i>For each bachelor or unit having 1 bedroom</i>	75 m <sup>2</sup>
	All other uses	225 m <sup>2</sup>
b)	Minimum Lot Frontage	
	Dwelling, Apartment, or Dwelling Townhouse with more than twelve dwelling units	18 m
	All other uses	9 m

**THAT:** Chapter 5 Residential Zones, Subsection 5.3 Medium Density Urban Residential Zone of the Land Use By-law is hereby amended by deleting Subsection 5.3.4 Dwelling Group.

**THAT:** Chapter 5 Residential Zones, Subsection 5.4.1 Permitted Uses of the Land Use By-law is hereby amended by deleting 'Dwelling Group, subject to Section 5.4.3' and replacing it with 'Dwelling Group'.

**THAT:** Chapter 5 Residential Zones, Subsection 5.4 High Density Urban Residential Zone of the Land Use By-law is hereby amended by deleting a) Minimum Lot Area and b) Minimum Lot Frontage from Subsection 5.4.2 Zone Standards and replacing it with the following:

a)	Minimum Lot Area	185 m <sup>2</sup>
b)	Minimum Lot Frontage	9 m

**THAT:** Chapter 5 Residential Zones, Subsection 5.7.1 Permitted Uses of the Land Use By-law is hereby amended by deleting the permitted uses listed under 'Residential' and replacing it with the following:

- Dwelling, One-Unit
- Dwelling, Two-Unit
- Dwelling, Townhouse, *up to six dwelling units*
- Dwelling, Apartment, *up to six dwelling units*
- Dwelling, Apartment, *more than six dwelling units subject to Section 2.13 and Section 5.7.2*
- Dwelling, Shared
- Dwelling, Group



**THAT:** Chapter 5 Residential Zones, Subsection 5.7.2 Permitted Uses by Site Plan Approval of the Land Use By-law is hereby amended by deleting 'Dwelling Apartment (more than six)' from Section a) and replacing it with 'Dwelling, Apartment or Dwelling Townhouse with more than six dwelling units'.

**THAT:** Chapter 5 Residential Zones, Subsection 5.7.4 Zone Standards of the Land Use By-law is hereby amended by deleting a) Minimum Lot Area and b) Minimum Lot Frontage replacing it with the following:

a) Minimum Lot Area	
Dwelling, Apartment or Dwelling, Townhouse with more than six dwelling units, the greater of	690 m <sup>2</sup> or
For each unit having 3 or more bedrooms	185 m <sup>2</sup>
For each unit having 2 bedrooms	150 m <sup>2</sup>
For each bachelor or unit having 1 bedroom	105 m <sup>2</sup>
All other uses	225 m <sup>2</sup>
b) Minimum Lot Frontage	
Dwelling, Apartment, or Dwelling Townhouse with more than six dwelling units	18 m
All other uses	9 m

**THAT:** Chapter 5 Residential Zones, Subsection 5.7 Small Community Zone of the Land Use By-law is hereby amended by deleting Subsection 5.7.5 Dwelling Group.

**THAT:** Chapter 5 Residential Zones, Subsection 5.7 Small Community Zone of the Land Use By-law is hereby amended by deleting Subsection 5.7.2 c vi.).

**THAT:** Chapter 5 Residential Zones, of the Land Use By-law is hereby amended by adding the term 'Dwelling, Unit' to the list of Permit Uses for all Residential Zones.

**THAT:** Chapter 9 Other Zones, Subsection 9.1 Rural Zone of the Land Use By-law is hereby amended by deleting the term "Heavy Equipment Depot" and replacing it with "Heavy Equipment Depot and Operational Yard".

**THAT:** Chapter 9 Other Zones, Subsection 9.1 Rural Zone of the Land Use By-law is hereby amended by deleting Subsection 9.1.2 Conditions of use and replacing it with the following: "Heavy Equipment Depot and Operational Yard".

A **Motor Vehicle Repair use** and/or **Heavy Equipment Depot and Operational Yard** identified permitted in subsection 9.1.1 shall not be located within 30m of a dwelling other than the dwelling of the proprietor of the business.

# A

- THAT:** The Zone Standards Table for each zone of the Land Use By-law is hereby amended by deleting 'Minimum Lot Depth' and re-sequenced appropriately.
- THAT:** The Land Use By-law is hereby amended by deleting 'Dwelling Group' from Residential and Commercial Summary Tables and list of Permitted Uses.
- THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Mobile-Home Park (R6) Zone in effect for the portion of PID 15685878 identified in Schedule A-1 replacing it with the Regional Commercial (CR) Zone.
- THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Utility and Transportation (UT) Zone in effect for PID 15056849, PID 15649726, PID 15056732, and PID 15649734 replacing it with the Medium Density Urban Residential (UR3) Zone (Schedule A-2).
- THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Low Density Urban Residential (UR2) Zone and replacing it with the Medium Density Urban Residential (UR3) Zone for the for the areas identified on Schedule A-3.
- THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Medium Density Urban Residential (UR3) and replacing it with the Downtown Commercial (CD) Zone for the for the areas identified on Schedule A-3.
- THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Mixed-Use (MU) Zone and replacing it with the Low Density Urban Residential (UR2) Zone for the for the areas identified on Schedule A-4 and Schedule A-5.
- THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Downtown Commercial (CD) Zone in effect for PID 15638570 replacing it with the Medium Density Urban Residential (UR3).

**PASSED AND ADOPTED:** by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on \_\_\_\_\_.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

***THIS IS TO CERTIFY*** that the above text amendments and Land Use Bylaw map amendments on the next pages referencing this Amending Bylaw are a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on \_\_\_\_\_ to amend the Cape Breton Regional Municipality's Land Use By-law.

\_\_\_\_\_  
Christa Dicks, CLERK

## National Building Code Definitions

**Care** means the provision of services other than treatment by or through care facility management to residents who require these services because of cognitive, physical or behavioural limitations.

**Care occupancy** (Group B, Division 3) means the occupancy or use of a building or part thereof, other than a home-type care occupancy, where care is provided to residents. (See Note A-1.4.1.2.(1).)

**Dwelling unit** means a suite operated as a housekeeping unit, used or intended to be used by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities.

**Home-type care occupancy** (Group B, Division 4) means the occupancy or use of a building consisting of a single detached housekeeping unit where care is provided to residents and may include the living space of the caregiver and their family. (See Note A-1.4.1.2.(1).)

**Occupancy** means the use or intended use of a building or part thereof for the shelter or support of persons, animals or property

**Residential occupancy** (Group C) means the occupancy or use of a building or part thereof by persons for whom sleeping accommodation is provided but who are not harboured for the purpose of receiving care or treatment and are not involuntarily detained.

**Secondary suite** means a self-contained dwelling unit with a prescribed floor area located in a building or portion of a building of only residential occupancy that contains only one other dwelling unit and common spaces, and where both dwelling units constitute a single real estate entity. (See Note A-1.4.1.2.(1) and Article 9.1.2.1. of Division B.)

**Suite** means a single room or series of rooms of complementary use, operated under a single tenancy, and includes dwelling units, individual guest rooms in motels, hotels, boarding houses, rooming houses and dormitories as well as individual stores and individual or complementary rooms for business and personal services occupancies. (See Note A-1.4.1.2.(1).)

## Excerpts from the CBRM Planning Documents

### **Municipal Planning Strategy**

#### **6.3.2. Supportive Housing Policies**

Although not a direct responsibility of the municipality, the provision of supportive housing for vulnerable persons should be encouraged within CBRM. These policies provide guidance for siting and future partnerships.

- H-10 Council shall encourage supportive housing for people experiencing barriers to safe, secure and affordable housing, including but not limited to, seniors, persons fleeing violence or abuse, and persons with disabilities.
- H-11 Council shall establish standards within the Land Use By-law to facilitate the integration of supportive housing into residential areas that:
  - a. Maintain compatibility and character with the host neighbourhood;
  - b. Supportive Housing over 9 beds be permitted through Site Plan Approval in all zones, subject to regulations regarding parking, landscaping, building location on a lot, stormwater management, and access management.

#### **6.3.3. Secondary Suites and Accessory Dwelling Policies**

Secondary suites within existing dwellings and accessory dwelling, located in the rear yard of existing dwellings, provide an option for gentle increase in density in existing built up areas. It also provides an option for revenue generation amongst homeowners, while increasing the diversity of housing tenure within the municipality.

- H-13 Council shall, through provisions in the Land Use By-law, permit secondary suites and accessory dwelling units throughout the jurisdiction of the CBRM.

### **Land Use By-law**

#### **General Provisions**

#### **4.1. ACCESSORY BUILDINGS AND STRUCTURES**

##### **4.1.1. General Provisions**

- a) Except as otherwise provided by this By-law, any lot containing a main building or use may also contain one or more accessory buildings or structures subject to the requirements of this Section.
- b) Shipping containers shall be permitted as an accessory structure to non-residential uses within the Service Area Boundary and all other zones outside of the Service Area Boundary, subject to this Section 4.1.
- c) In addition to the provisions of Subsection 4.1, shipping containers shall only be permitted within the Service Area Boundary as an accessory structure to a residential use if the exterior has the same or similar exterior cladding as the main residential building. For clarification paint is not considered exterior cladding.
- d) Except as otherwise provided by this By-law, an accessory building or structure shall not be erected, placed, or altered so as to be in the required front or flankage yard setback of a main building or structure.
- e) Accessory buildings shall be of a similar appearance and design as the main building;

#### 4.1.2. Total Lot Coverage

- a) The total floor area for all detached accessory buildings to a residential use shall not exceed the greater of 75m<sup>2</sup> or 10% of the lot area up to a maximum of 150m<sup>2</sup>, not exceeding the lot coverage requirements;
- b) The total floor area for all detached accessory buildings to a non-residential use shall not exceed the greater of 75m<sup>2</sup> or 10% of the lot area up to a maximum of 250m<sup>2</sup>, not exceeding the lot coverage requirements.
- c) The total floor area of all accessory buildings shall not exceed 28m<sup>2</sup> (300ft<sup>2</sup>) when it is accessory to a recreational vehicle.

#### 4.1.3. Side and Rear Yard Setback Requirements

##### a. Residential

Any accessory residential building or structure may be built or located in a side yard or rear yard provided that it be a distance of at least 0.6 metres (2 feet) from the side lot line or rear lot line, except if the floor area of the accessory building exceeds 93sq. m (1,000 sq. ft.), or its height exceeds 3.7 metres (12 feet), in which case it shall be in compliance with the setbacks for the main building.

##### b. All other uses

Non-residential accessory building or structure shall be at least 1.2 metres (4 feet) from the side lot line or rear lot line.

#### 4.1.4. Front Yard Setback Requirements

No accessory building or structure may be placed within the required front yard setback area of the zone.

#### 4.1.5. Height

##### a) Residential

The height of a residential accessory building or structure shall not exceed the height of the main residential building on a lot and in no case shall it exceed 9 metres in height measured from average grade to the highest point of any portion of the roof.

##### b) All other zones

The height of a non-residential accessory building or structure shall not exceed a maximum height of 11 metres. Where abutting a residential zone; accessory buildings over 9 metres will require an additional 1 metre side and rear yard setback for each additional metre in height to a maximum of 5 metres.

#### 4.1.6. Accessory Buildings on Corner Lots

No accessory building or structure shall be erected on a corner lot at a distance from the street line less than the front yard and corner lot side requirements for the main building.

#### 4.2. ACCESSORY DWELLING UNITS

A lot containing a one or two unit dwelling may also contain an accessory dwelling unit as a secondary use in a separate building subject to the following:

- a) The accessory dwelling unit suite shall not exceed a maximum gross floor area of 72 square metres;
- b) The height of an accessory dwelling unit shall not exceed the height prescribed for an accessory building in Section 4.1 of this By-law;
- c) Unless the accessory building existed legally prior to the adoption of the Land Use By-law, the accessory dwelling unit shall be in the rear yard of the main building;
- d) The accessory dwelling unit shall be of a similar appearance and design as the main building;

- e) The accessory dwelling unit shall be serviced from the main dwelling unit. A separate, independent connection to municipal services is prohibited;
- f) Each lot is limited to one accessory dwelling unit; and
- g) Subdivision of an accessory dwelling unit to create a flag lot is prohibited.

#### 4.14. MORE THAN ONE USE ON A LOT

##### 4.14.1. General

Where more than one use is proposed for a lot or a building is proposed to be used for more than one use:

- a) conformity to the provisions for each use is required;
- b) if conformity cannot be obtained, the more stringent provision prevails.

##### 4.14.2. Main Buildings

- a) Inside the Service Area Boundary, the maximum number of one unit dwellings or Supportive Housing permitted on the same lot parcel shall be one, except where one unit dwellings (mobile homes) are permitted within the Mobile Home Park Zone. Outside the Service Area Boundary, the maximum number of main one unit dwellings permitted on the same lot parcel shall be two.
- b) Two or more two-unit dwellings, apartment buildings or townhouses, or any combination of these three residential land use types, shall be permitted on the same lot parcel provided they are serviced by both a CBRM water main and a sanitary sewer main.
- c) Notwithstanding Subsections a), b), and c), any combination of residential land use types shall be permitted on the same lot parcel when they are within a condominium development registered pursuant to the Condominium Act.

#### Definitions

Accessory dwelling unit means one dwelling unit accessory to a one unit dwelling, two unit dwelling, semi-detached dwelling and intended as an independent and separate living unit which contains its own sleeping, living, cooking and sanitary facilities, and its own entrance. An accessory dwelling unit is detached from main dwelling, unlike a secondary suite.

Dwelling, Duplex means a building consisting of two dwelling units, located one on top of the other.

Dwelling, Converted means a building originally constructed as a one-unit dwelling or two-unit dwelling that has been lawfully converted into a two-unit dwelling or multiple dwelling.

Dwelling, One-Unit means a detached dwelling containing one dwelling unit and may include a secondary suite. This does not include a recreational vehicle.

Dwelling, Semi-detached means a building containing two dwelling units arranged side by side and separated vertically by a common wall extending from the foundation to the roof.

Dwelling, Two-unit means a building containing two-dwelling units, and may include a duplex, semi-detached dwelling, or a converted one-unit dwelling.

Supportive Housing means a service use licensed or approved by a government agency that provides care and or supervision on a 24-hour basis by professional staff for people who need assistance to live independently in a setting that attempts to emulate a home atmosphere. Supportive housing may house people who are elderly, fleeing violence or abuse, have disabilities, or mental health issue.



## **Excerpt: Draft Committee of the Whole Meeting – April 1, 2025**

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### **Land Expropriation – PID 15006901, New Waterford**

#### **Motion**

Moved by Councillor O'Quinn seconded by Councillor Nickituk, that a recommendation be made to Council to direct staff to proceed with the expropriation of PID 15006901 to advance the construction of the collector sewer project and ensure uninterrupted service delivery.

#### **Motion Carried**

DRAFT



Cape Breton Regional Municipality

# STAFF REPORT

April 1, 2025

**To: Mayor and Council**

**Subject: Land Expropriation - PID 15006901 , New Waterford**

## Background

The attached map illustrates a section of the existing cross-country sanitary sewer collector main running between Stanley Street and King Street in New Waterford, Nova Scotia. This sewer main, which parallels the shoreline and serves approximately 960 households, is currently threatened by severe coastal erosion. To ensure the continuation of sanitary sewer service and compliance with federal effluent regulations, relocation further inland is necessary.

The replacement of this sanitary sewer is partially funded by the Municipal Capital Growth Program and is scheduled for construction within this fiscal year. To proceed, the Cape Breton Regional Municipality (CBRM) requires property rights to PID 155006901, currently owned by Mr. Lorne Allen. Despite efforts to negotiate the relocation of the existing easement further inland, the property owner has refused to grant an easement. Consequently, an appraisal report was completed on February 16, 2025, by McCharles AuCoin Appraisals, which determined the fair market value of the property to be \$15,000. Mr. Allen has declined to sell the property at this appraised fair market value and has requested to proceed with the expropriation process.

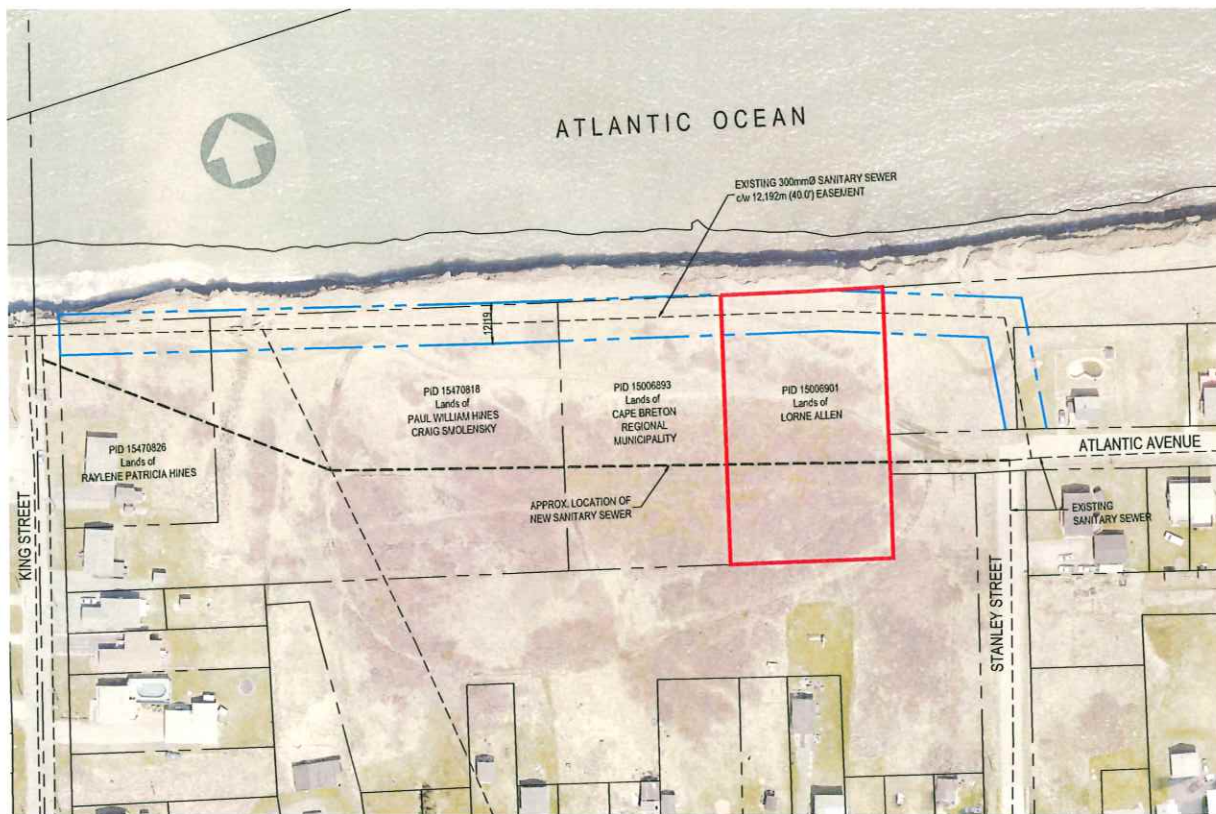
## Recommendation

It is recommended by staff that the Committee of the Whole direct Council to pass a motion directing staff to proceed with the expropriation of PID 155006901. This action is necessary to advance the construction of the collector sewer project and ensure uninterrupted service delivery.

Respectfully submitted,

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**Cory Youden, P.Eng.**  
Manager, Engineering Services



## ATTACHMENT 'A'



Y:\EPW\ES PROJECTS\2024\ESP-24-0034-NEW WATERFORD CROSS COUNTRY SEWER REPLACEMENT\ATTACHEMENT 'A'.DWG

## **Excerpt: Draft Committee of the Whole Meeting – April 1, 2025**

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### **Boundary Review for Reinstalment of French Road Area in CBRM District 7**

#### **Motion**

Moved by Councillor Parsons seconded by Deputy Mayor Eldon MacDonald, that a recommendation be made to Council to consider the area of French Road that was recently realigned before the last municipal election be reviewed by the Nova Scotia Utility and Review Board for reinstatement back into CBRM District 7.

#### **Motion Carried**



City Hall  
320 Esplanade  
Sydney, NS B1P 7B9

### Councillor Agenda Request Form

☒ **Included on Agenda**  
(Submitted to Municipal Clerk's  
Office by 4:30 pm seven days  
before the meeting)

☐ **Late Item**  
(Submitted to Municipal Clerk's  
Office by Noon the day before  
the meeting)

☐ **Request from the Floor:  
(New Business)**

- Announcement
- Referral
- Submit Petition
- Notice of Motion

**Date of Council Meeting:** April 1<sup>st</sup>, 2025

**Subject:** Boundary review for reinstalment of French Road Area in CBRM District 7

**Motion for Council to Consider:**

I would like to motion that the area of French Rd, that was recently realigned before the last municipal election be considered and reviewed by the URB for reinstatement back into CBRM District 7.

**Rational:**

The area in question affects approximately 40 homes and seventy residents. During the most recent elections communication of said change was not totally understood by residents who at the time had to drive by 3 polling stations in CBRM District 7 to vote in CBRM District 8 as identified on their polling information. As you can appreciate, residents who voted in the community of Gabarus for years, now had to drive upwards to 23 kilometres in order to partake in the election of 2024.

**Outcome Sought:**

The residents of this area ( Map attached) would like to go back being a Part of CBRM District 7 given their proximity and the fact that they feel from a geographical and voting standpoint the probability of sitting up a polling station for 70 voters would not be practical in any sense.

Councillor Steve Parsons  
Date March 27 / 2025

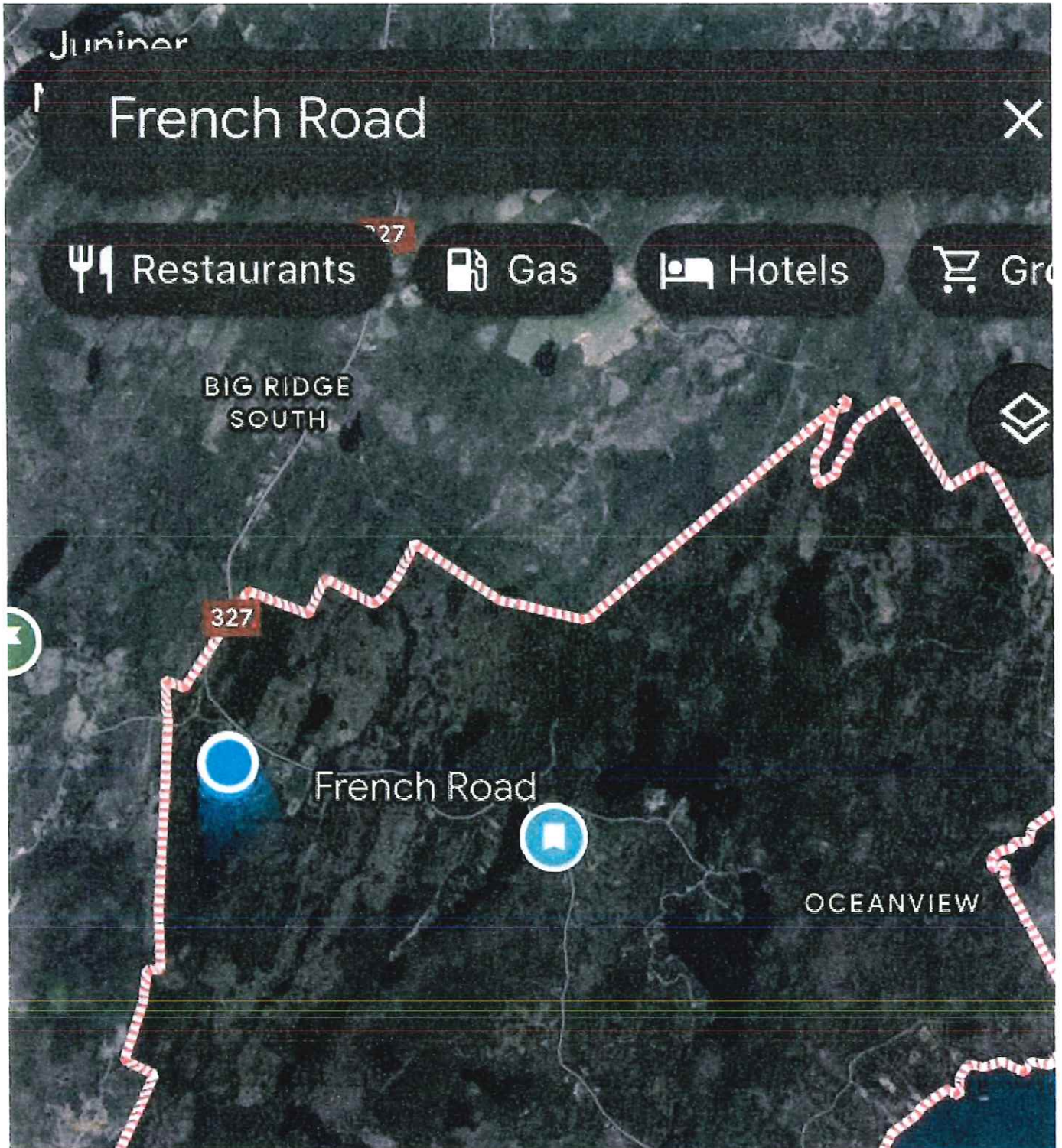
Received by Clerk's Department (date):



**Steve Parsons**

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**From:** Steve Parsons  
**Sent:** March 27, 2025 1:01 PM  
**To:** Steve Parsons  
**Subject:** Pic





## **Excerpt: Draft Committee of the Whole Meeting – April 1, 2025**

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### **Snow Clearing of Provincial Roadways in Suburban Areas**

#### **Motion**

Moved by Councillor Parsons seconded by Councillor Gordon MacDonald, that a recommendation be made to Council that when the time arrives that CBRM Staff opens up the discussions surrounding a new Service Agreement with the Province, that Standards of Snow Clearing and maintenance be enforced as they are for all provincial roads regardless who is awarded the contract by provincial Public Works Department.

#### **Motion Carried**

DRAFT



**City Hall**  
**320 Esplanade**  
**Sydney, NS B1P 7B9**

### **Councillor Agenda Request Form**

**X** **Included on Agenda**  
(Submitted to Municipal Clerk's  
Office by 4:30 pm seven days  
before the meeting)

**Late Item**  
(Submitted to Municipal Clerk's  
Office by Noon the day before  
the meeting)

**Request from the Floor:**  
**(New Business)**  
- **Announcement**  
- **Referral**  
- **Submit Petition**  
- **Notice of Motion**

**Date of Council Meeting:** April 1<sup>st</sup>, 2025

**Subject:** Snow clearing of provincial roadways in Suburban areas

**Motion for Council to Consider:**

Would like to Motion that when the time arrives that CBRM staff opens up the discussions surrounding a new Service Agreement with the Province, that Standards of Snow Clearing and maintenance be enforced as they are for all provincial roads regardless who is awarded the contract by provincial Public Works Department .

**Rationale:** The latest major snowfall in February Howie Center and area streets (pics submitted to Area manager and MLA Brian Comer and Minister Fred Tillie), where snow covered along with a build up of 6-8 inches of ice on all roadways in this suburb for over THREE full days – long pass the twenty Four Hour standard by the province. In comparison streets in the neighbouring district not 4 kilometers away maintained by the same contractor in comparison where bare pavement the night of the storm. This lack of service has been continuous as long as I have been on council and for years prior according to residents and ironically since the new contractor has been engaged.

**Outcome Sought:**

On behalf of these tax payers I would expect nothing less that the province Public Works Department hold accountable their contractors in all rural and suburban areas roads that they are responsible for . These roadway standards should be reflected in a new Service Agreement that is to be agreed upon moving forward.

Councillor Steve Parsons  
Date March 27 / 2025

Received by Clerk's Department (date):

## **Excerpt: Draft Committee of the Whole Meeting – April 1, 2025**

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### **Improved Cellular Service**

#### **Motion**

Moved by Deputy Mayor Eldon Macdonald seconded by Councillor MacKeigan, that a recommendation be made to Council to request Build Nova Scotia to improve cellular service connectivity and capacity within the Municipality (Cape Breton County), including the three highest traffic volume roadways with unreliable service:

- Sydney – Glace Bay Highway – Reserve Mines / Sydney Airport; and
- Route 4 – the Meadows / Kings Road; and
- Highway 125 – Campbell's Hill / Balls Creek / Leitches Creek

#### **Motion Carried**



City Hall  
320 Esplanade  
Sydney, NS B1P 7B9

### Councillor Agenda Request Form

☒ **Included on Agenda**  
(Submitted to Municipal Clerk's  
Office by 4:30 pm seven days  
before the meeting)

☐ **Late Item**  
(Submitted to Municipal Clerk's  
Office by Noon the day before  
the meeting)

☐ **Request from the Floor:**  
(New Business)

- Announcement
- Referral
- Submit Petition
- Notice of Motion

**Date of Council Meeting:** April 1, 2025

**Subject:** Improved Cellular Service

**Motion for Council to Consider:**

That CBRM Mayor and Council request Build Nova Scotia to improve cellular service connectivity and capacity within the Municipality (Cape Breton County), including the three highest traffic volume roadways with unreliable service:

1. Sydney-Glace Bay Highway – Reserve Mines/Sydney Airport; and
2. Route 4 – the Meadows/Kings Road; and
3. Highway 125 – Campbell's Hill/Balls Creek/Leitches Creek

**Rationale:**

Build Nova Scotia is conducting the "Cellular for Nova Scotia Network Map Survey" encouraging citizens across Nova Scotia to provide their feedback. Attached to this Agenda Request Form is Build Nova Scotia's survey details.

**Outcome Sought:**

Direct advocacy to Build Nova Scotia to enhance cellular service and reduce connectivity, disruptions, and reliability concerns. Also, for Council to encourage citizens to visit the "Cellular for Nova Scotia Program Network Map" site and complete the survey at: [www.networkmap.cfnsp.ca](http://www.networkmap.cfnsp.ca)

Mayor Cecil P. Clarke  
Date – March 27, 2025

Received by Clerk's Department (date):

**Traffic Safety Act Consultation Process**

**Motion**

Moved by Councillor Paruch seconded by Deputy Mayor Eldon MacDonald, that a recommendation be made to Council to direct staff to register the Municipality's interest in participating in the Government of Nova Scotia's *Traffic Safety Act* consultation process, and to report back to Council with any relevant findings or recommendations arising from these discussions.

**Motion Carried**

DRAFT



City Hall  
320 Esplanade  
Sydney, NS B1P 7B9

### Councillor Agenda Request Form

**Included on Agenda**  
(Submitted to Municipal Clerk's Office by 4:30 pm seven days before the meeting)

**Late Item**  
(Submitted to Municipal Clerk's Office by Noon the day before the meeting)

**Request from the Floor:**  
**(New Business)**  
- Announcement  
- Referral  
- Submit Petition  
- Notice of Motion

**Date of Council Meeting:** April 1, 2025

**Subject:** Traffic Safety Act Consultation Process

**Motion for Council to Consider:**

That Council direct staff to register the Municipality's interest in participating in the Government of Nova Scotia's *Traffic Safety Act* consultation process, and to report back to Council with any relevant findings or recommendations arising from these discussions.

**Rationale:**

The Government of Nova Scotia has advised that, while the Traffic Safety Act was passed in 2018 with unanimous consent, full implementation has proven more complex than anticipated. As a result, officials are now exploring innovative approaches that would modernize traffic safety legislation sooner, while minimizing the impact on drivers. These changes, however, may affect municipalities and law enforcement processes.

To ensure municipal perspectives are considered, the Province is inviting municipalities to participate in detailed, collaborative, and confidential discussions about the proposed innovations and their implications.

MQO Research has been contracted to organize and facilitate these engagement sessions. Municipalities interested in participating are asked to express their interest via email to [TSA@novascotia.ca](mailto:TSA@novascotia.ca).

**Outcome Sought:**

Ensure CBRM's interests are considered.

Mayor Cecil P. Clarke  
Date – March 27, 2025

Received by Clerk's Department (date):





**Cape Breton Regional Municipality**  
**320 Esplanade**  
**Sydney, NS B1P 7B9**

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**To:** Mayor Clarke and Council  
**Submitted by:** Christa Dicks, Director of Corporate Information Services  
**Date:** April 8, 2025  
**Subject:** Contract Approval

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#### **RECOMMENDATION**

That Council approve a three-year contract with Microsoft for Office365 licensing services.

#### **PURPOSE**

To request Council's approval to enter into a three-year licensing contract with Microsoft. Although Council provided budget approval for these services, additional authorization is needed for the multi-year commitment to maintain the proposed rates.

#### **DISCUSSION**

While funding for Microsoft licensing was approved in the current budget, a separate resolution by Council is required to approve a multi-year term. The proposed contract locks in set rates for Microsoft licensing from April 8, 2025 to April 7, 2028.

This arrangement ensures predictable costs and reduces the need for frequent renewals or negotiations.

#### **ALTERNATIVES**

1. **Shorter-Term Contract**
  - Will result in increased rates
2. **Decline the Contract**
  - Loss of cost stability and potential service disruptions.

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A copy of this report can be obtained online at [www.cbrm.ns.ca](http://www.cbrm.ns.ca) or by contacting the Office of the Municipal Clerk at 902-563-5010

Report Prepared by: Christa Dicks, Municipal Clerk/Director Corporate Information Services

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# Summary

## Statement of Revenue

February 28, 2025

Revenue	Year To Date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	116,997,982	115,749,789	1,248,193	126,272,494	9,274,512
Total Federal Government	3,027,048	3,027,048	-	3,302,234	275,186
Total Federal Government Agencies	844,546	844,546	-	921,323	76,777
Total Provincial Government	1,917,585	1,917,585	-	2,091,911	174,326
Total Provincial Government Agencies	3,908,234	3,792,371	115,863	4,137,132	228,898
Total Services to Other Local Government	610,407	610,407	-	665,899	55,492
Total Transit	1,655,944	2,282,500	(626,556)	2,490,000	834,056
Total Environmental Development Services	380,795	252,542	128,253	275,500	(105,245)
Total Licenses & Permits	39,943	44,458	(4,515)	48,500	8,557
Total Fines & Fees	906,841	1,100,917	(194,076)	1,201,000	143,547
Total Rentals	460,940	465,921	(4,980)	508,277	47,337
Total Concessions & Franchises	1,066,976	797,624	269,351	906,500	180,305
Total Interest	1,571,336	1,388,750	182,586	1,515,000	(56,336)
Total Finance Revenue	38,405	32,083	6,322	35,000	3,405
Total Solid Waste Revenue	3,073,084	2,914,549	158,535	3,155,000	81,916
Total Recreation & Cultural Service Programs	1,530,764	1,510,955	19,809	1,684,500	(6,740)
Total Water Utility Charges	11,390,903	11,390,903	-	12,426,440	1,035,537
Total Unconditional Transfers	14,613,627	14,516,185	97,442	15,835,838	1,222,211
Total Conditional Transfers	400,728	559,167	(158,439)	610,000	209,272
Total Extraordinary Revenue	3,382,014	-	3,382,014	-	(3,382,014)
<b>Year To Date Assigned</b>	<b>\$ 167,818,103</b>	<b>\$ 163,198,301</b>	<b>\$ 4,619,801</b>	<b>\$ 178,082,548</b>	<b>\$ 10,294,189</b>

Departmental

Reviewed

# Summary

## Statement of Expenditures

February 28, 2025

Expenditures	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	1,334,052	1,537,163	203,111	1,670,870	336,818
Administration	433,059	391,272	(41,787)	470,846	37,787
Finance	2,612,159	2,819,349	207,190	3,482,574	870,415
Legal	2,906,413	2,913,661	7,247	2,967,058	60,645
Human Resources	1,336,495	1,429,495	92,999	1,544,312	207,817
Technology & Communications	3,930,387	4,033,455	103,068	4,433,208	502,821
Municipal Clerk	977,432	848,902	(128,530)	886,802	(90,630)
Fiscal Services	30,440,958	30,430,224	(10,734)	33,297,154	2,856,196
Police Services	27,180,778	29,636,880	2,456,102	32,260,251	5,079,473
Fire Services (Incl EMO)	18,880,763	18,220,835	(659,928)	19,973,485	1,092,722
Engineering & Public Works	54,471,297	52,799,705	(1,671,592)	58,322,156	3,850,859
Planning	3,282,543	3,697,720	415,176	4,017,905	735,362
Facilities C200 & Arenas	5,042,491	4,282,066	(760,426)	4,581,688	(460,803)
Parks & Grounds	2,739,920	3,170,646	430,726	3,473,848	733,928
Buildings	3,256,411	3,448,998	192,587	3,734,163	477,752
Recreation	2,732,274	2,622,357	(109,917)	2,966,228	233,954
<b>Total expended to date</b>	<b>\$ 161,557,432</b>	<b>\$ 162,282,726</b>	<b>\$ 725,295</b>	<b>\$ 178,082,548</b>	<b>\$ 16,525,116</b>

Departmental

Reviewed

Legislative

Statement of Expenditures

February 28, 2025

Legislative	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	974,670	1,043,742	69,072	1,129,309	154,639
6010 BENEFITS	156,311	208,949	52,638	226,361	70,050
6030 TRAVEL/CONFERENCES	49,001	82,500	33,499	90,000	40,999
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	47,678	86,902	39,224	94,802	47,125
6050 OFFICE SUPPLIES	7,045	11,367	4,322	12,400	5,355
6060 OFFICE EQUIPMENT	7,304	5,500	(1,804)	5,500	(1,804)
6080 ADVERTISING	9,029	13,292	4,263	14,500	5,471
6100 COURIER	-	229	229	250	250
6110 TELEPHONE/FAX	31,087	31,394	307	34,248	3,161
6120 PUBL./SUBSCRIPTIONS	1,415	1,833	418	2,000	585
6130 COMPUTER HARDWARE	247	247	-	8,000	7,753
6150 MEETING EXPENSES	15,274	25,208	9,935	27,500	12,226
6170 PROMOTION	34,991	26,000	(8,991)	26,000	(8,991)
<b>Total expended to date</b>	<b>\$ 1,334,052</b>	<b>\$ 1,537,163</b>	<b>\$ 203,112</b>	<b>\$ 1,670,870</b>	<b>\$ 336,818</b>

SeS

Departmental

Finance

CAO		Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000	WAGES/SALARIES	329,848	279,118	(50,731)	302,000	(27,848)
6010	BENEFITS	44,555	52,104	7,549	56,446	11,891
6020	TRAINING/EDUCATION	2,740	3,025	285	3,300	560
6030	TRAVEL/CONFERENCES	17,082	17,082	-	18,000	918
6040	PROFESSIONAL MEMBERSHIP/DUES & FEES	636	1,650	1,014	1,800	1,164
6050	OFFICE SUPPLIES	2,669	2,670	-	2,800	131
6110	TELEPHONE/FAX	3,052	2,292	(760)	2,500	(552)
6150	MEETING EXPENSES	2,472	3,667	1,195	4,000	1,528
6170	PROMOTION	5,339	5,000	(339)	5,000	(339)
8100	PROFESSIONAL SERVICES	24,665	24,665	-	75,000	50,335
Total expended to date		\$ 433,059	\$ 391,272	\$ (41,787)	\$ 470,846	\$ 37,787

Departmental

Finance

Finance		Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES		1,793,906	1,966,066	172,160	2,129,641	335,735
6010 BENEFITS		405,417	434,846	29,429	471,083	65,666
6020 TRAINING/EDUCATION		9,742	11,917	2,175	13,000	3,258
6030 TRAVEL/CONFERENCES		13,718	13,718	-	14,500	782
6040 PROFESSIONAL MEMBERSHIPS/DUES & FEES		3,689	3,689	-	4,000	311
6050 OFFICE SUPPLIES		9,766	10,908	1,142	11,900	2,134
6060 OFFICE EQUIPMENT		9,134	7,590	(1,544)	7,500	(1,634)
6080 ADVERTISING		30,892	34,375	3,483	37,500	6,608
6090 POSTAGE		148,689	165,000	16,311	175,000	26,311
6100 COURIER		14,584	21,313	6,729	23,250	8,666
6110 TELEPHONE/FAX		14,249	14,483	234	15,800	1,551
6130 COMPUTER HARDWARE		4,773	10,450	5,677	11,400	6,627
6140 COMPUTER SOFTWARE		54,993	52,100	(2,892)	52,100	(2,893)
6180 COST RECOVERY		(346,336)	(348,000)	(1,664)	(360,000)	(13,664)
8010 OPERATIONAL MATERIALS/SUPPLIES		3,976	4,583	608	5,000	1,024
8100 PROFESSIONAL SERVICES		79,694	59,000	(20,694)	59,000	(20,694)
8110 CONTRACTS/AGREEMENTS		60,620	53,400	(7,220)	53,400	(7,220)
8120 LEASES		13,700	16,958	3,258	18,500	4,800
8180 TAX EXEMPT/WRITE OFF		286,953	286,953	-	740,000	453,047
Total expended to date		\$ 2,612,159	\$ 2,819,349	\$ 207,191	\$ 3,482,574	\$ 870,415

Departmental

Finance

Legal

Statement of Expenditures

February 28, 2025

Legal	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	441,382	496,592	55,211	537,975	96,593
6010 BENEFITS	96,140	114,077	17,936	123,583	27,443
6020 TRAINING/EDUCATION	2,731	5,958	3,227	6,500	3,769
6030 TRAVEL/CONFERENCES	3,555	4,125	570	4,500	945
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	11,803	17,000	5,197	17,000	5,197
6050 OFFICE SUPPLIES	3,491	3,491	-	3,500	9
6060 OFFICE EQUIPMENT	1,199	2,017	818	2,200	1,001
6070 PHOTOCOPYING SUPPLIES	1,485	3,208	1,723	3,500	2,015
6080 ADVERTISING	-	3,667	3,667	4,000	4,000
6100 COURIER	301	733	432	800	499
6110 TELEPHONE/FAX	2,695	3,667	972	4,000	1,305
6120 PUBLICATIONS/SUBSCRIPTIONS	25,609	20,000	(5,609)	20,000	(5,609)
6130 COMPUTER HARDWARE	82	3,667	3,585	4,000	3,918
6150 MEETING EXPENSES	272	458	186	500	228
6160 LIABILITY INSURANCE	2,229,713	2,160,000	(69,713)	2,160,000	(69,713)
8100 PROFESSIONAL SERVICES	85,955	75,000	(10,955)	75,000	(10,955)
<b>Total expended to date</b>	<b>\$ 2,906,413</b>	<b>\$ 2,913,661</b>	<b>\$ 7,247</b>	<b>\$ 2,967,058</b>	<b>\$ 60,645</b>

Departmental

Finance



## Human Resources

## Statement of Expenditures

February 28, 2025

Human Resources	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	892,134	968,066	75,932	1,048,738	156,604
6010 BENEFITS	207,240	223,591	16,351	242,224	34,984
6020 TRAINING/EDUCATION	12,190	9,850	(2,340)	9,850	(2,340)
6030 TRAVEL/CONFERENCES	14,724	16,042	1,317	17,500	2,776
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	3,417	2,292	(1,126)	2,500	(917)
6050 OFFICE SUPPLIES	10,904	13,750	2,846	15,000	4,096
6060 OFFICE EQUIPMENT	4,522	2,500	(2,022)	2,500	(2,022)
6080 ADVERTISING	1,817	2,750	933	3,000	1,183
6110 TELEPHONE/FAX	8,574	9,167	593	10,000	1,426
6120 PUBLICATIONS/SUBSCRIPTIONS	-	2,750	2,750	3,000	3,000
6130 COMPUTER HARDWARE	7,603	6,000	(1,603)	6,000	(1,603)
6150 MEETING EXPENSES	7,131	6,500	(630)	6,500	(631)
8100 PROFESSIONAL SERVICES	158,959	158,958	-	170,000	11,041
8110 CONTRACTS/AGREEMENTS	7,279	7,279	-	7,500	221
<b>Total expended to date</b>	<b>\$ 1,336,495</b>	<b>\$ 1,429,495</b>	<b>\$ 93,000</b>	<b>\$ 1,544,312</b>	<b>\$ 207,817</b>

Departmental

Finance

**Technology Including  
911 Comm Centre**

**Statement of Expenditures**

**February 28, 2025**

Technology/Communications	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	2,404,376	2,424,308	19,932	2,626,334	221,958
6010 BENEFITS	498,336	535,881	37,545	580,538	82,202
6011 MISCELLANEOUS BENEFITS	(49,194)	(49,194)	-	(98,762)	(49,568)
6020 TRAINING/EDUCATION	11,476	24,750	13,274	27,000	15,524
6030 TRAVEL/CONFERENCES	1,735	15,583	13,849	17,000	15,265
6040 PROFESSIONAL MEMBERSHIP/DUES	688	2,017	1,328	2,200	1,512
6050 OFFICE SUPPLIES	4,170	5,958	1,789	6,500	2,330
6060 OFFICE EQUIPMENT	2,174	11,917	9,743	13,000	10,826
6080 ADVERTISING	801	3,667	2,866	4,000	3,199
6110 TELEPHONE/FAX	111,589	137,500	25,911	150,000	38,411
6130 COMPUTER HARDWARE	123,479	123,479	-	205,000	81,521
6140 COMPUTER SOFTWARE	400,061	400,062	-	476,500	76,439
6150 MEETING EXPENSES	1,372	1,375	3	1,500	128
7010 ELECTRICAL	11,783	10,542	(1,241)	11,500	(283)
7070 BLDG/FACILITY RENTAL	66,851	55,000	(11,851)	60,000	(6,851)
8040 COMM EQUIPMENT LINES	2,890	1,833	(1,057)	2,000	(890)
8100 PROFESSIONAL SERVICES	22,384	56,833	34,449	62,000	39,616
8110 CONTRACTS/AGREEMENTS	96,247	58,071	(38,176)	63,350	(32,897)
8120 LEASES SAP	113,469	107,446	(6,023)	107,446	(6,023)
8130 LICENSES/PERMITS	105,700	106,427	727	116,102	10,402
<b>Total expended to date</b>	<b>\$ 3,930,387</b>	<b>\$ 4,033,455</b>	<b>\$ 103,068</b>	<b>\$ 4,433,208</b>	<b>\$ 502,821</b>

**Departmental**

**Finance**

**Municipal Clerk**

**Statement of Expenditures**

**February 28, 2025**

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Municipal Clerk</b>					
6000 WAGES/SALARIES	260,841	285,531	24,689	309,325	48,484
6010 BENEFITS	60,567	63,810	3,243	69,127	8,560
6020 TRAINING/EDUCATION	2,076	5,042	2,965	5,500	3,424
6030 TRAVEL/CONFERENCES	780	5,775	4,995	6,300	5,520
6040 PROFESSIONAL MEMBERSHIP/DUES	928	1,283	355	1,400	472
6050 OFFICE SUPPLIES	2,486	2,750	264	3,000	514
6060 OFFICE EQUIPMENT	4,080	2,000	(2,080)	2,000	(2,080)
6070 PHOTOCOPYING SUPPLIES	18,705	21,542	2,836	23,500	4,795
6080 ADVERTISING	331	1,100	769	1,200	869
6100 COURIER	-	138	138	150	150
6110 TELEPHONE/FAX	3,255	3,208	(47)	3,500	245
6120 PUBLICATIONS/SUBSCRIPTIONS	534	1,650	1,116	1,800	1,266
6130 COMPUTER HARDWARE	7,827	3,000	(4,827)	3,000	(4,827)
6140 COMPUTER SOFTWARE	38,783	38,782	-	42,500	3,717
6150 MEETING EXPENSES	4,987	13,292	8,304	14,500	9,513
8110 CONTRACTS/AGREEMENTS	571,250	400,000	(171,251)	400,000	(171,250)
<b>Total expended to date</b>	<b>\$ 977,432</b>	<b>\$ 848,902</b>	<b>\$ (128,530)</b>	<b>\$ 886,802</b>	<b>\$ (90,630)</b>

**Departmental**

**Finance**

# Fiscal Services

## Statement of Expenditures

February 28, 2025

Fiscal Services	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INTEREST ON SHORT TERM BORROWING	8,480	8,480	-	400,000	391,520
9020 INTEREST ON LONG TERM DEBT	1,589,052	1,589,052	-	1,617,486	28,434
9050 PRINCIPLE ON LONG TERM DEBT	9,208,971	9,208,971	-	9,208,971	-
9052 DEBT/CAPITAL BOND DISC	-	-	-	63,000	63,000
9090 BANK CHARGES	73,655	64,167	(9,488)	70,000	(3,655)
9200 ALLOWANCE FOR UNCOLLECTABLE TAXES	-	-	-	600,000	600,000
9420 APPROPRIATION TO CAPITAL FUND	999,167	999,167	-	1,090,000	90,833
9430 APPROPRIATION TO B.I.D.C.s	196,091	194,848	(1,244)	212,561	16,470
9620 REGIONAL LIBRARY	645,150	645,150	-	703,800	58,650
9630 CAPE BRETON/VICTORIA SCHOOL BOARD	16,447,567	16,447,567	-	17,942,800	1,495,233
9640 PROPERTY ASSESSMENT COSTS	1,272,825	1,272,825	-	1,388,536	115,711
<b>Total expended to date</b>	<b>\$ 30,440,958</b>	<b>\$ 30,430,224</b>	<b>\$ (10,732)</b>	<b>\$ 33,297,154</b>	<b>\$ 2,856,196</b>

Departmental

Finance

**Police Services**

**Statement of Revenue**

**February 28, 2025**

Police Services Revenue	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	134,668	183,333	(48,666)	200,000	65,332
5151 FINES	289,504	275,000	14,504	300,000	10,496
Total Revenue to date	\$ 424,171	\$ 458,333	\$ (34,162)	\$ 500,000	\$ 75,829

Departmental

Finance

Police Services

Statement Expenditures

February 28, 2025

Police Services		Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY		24,015,282	26,596,604	2,581,322	28,808,156	4,792,874
6020 TRAINING/EDUCATION		146,823	165,000	18,177	180,000	33,177
6030 TRAVEL/CONFERENCES		53,000	55,000	2,000	60,000	7,000
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES		3,924	4,583	659	5,000	1,076
6050 OFFICE SUPPLIES		39,851	41,250	1,399	45,000	5,149
6060 OFFICE EQUIPMENT		63,665	64,167	502	70,000	6,335
6070 PHOTOCOPYING SUPPLIES		1,655	9,167	7,512	10,000	8,345
6080 ADVERTISING		4,962	4,961	-	5,000	38
6100 COURIER		11,830	11,917	87	13,000	1,170
6110 TELEPHONE/FAX		169,364	183,333	13,969	200,000	30,636
6120 PUBLICATIONS/SUBSCRIPTIONS		4,714	5,500	786	6,000	1,286
6130 COMPUTER HARDWARE		110,665	110,665	-	217,000	106,335
6140 COMPUTER SOFTWARE		171,189	171,189	-	120,000	(51,189)
6150 MEETING EXPENSES		10,494	10,000	(495)	10,000	(494)
6170 PROMOTION		9,522	9,623	101	10,000	378
7000 HEAT		18,898	29,333	10,435	32,000	13,102
7010 ELECTRICAL		100,953	103,125	2,172	112,500	11,547
7020 WATER		3,263	7,815	4,552	8,525	5,262
7030 BUILDING/FACILITY MAINTENANCE		93,649	93,000	(649)	93,000	(649)
7040 BUILDING/FACILITY REPAIR		6,803	13,750	6,947	15,000	8,197
7060 BUILDING/FACILITY RENOVATION		10,813	13,750	2,937	15,000	4,187
7070 BUILDING/FACILITY RENTAL		37,879	48,583	10,705	53,000	15,121
7110 SECURITY		1,022	1,833	811	2,000	978
7500 VEHICLE/EQUIPMENT MAINTENANCE		29,744	21,083	(8,661)	23,000	(6,744)
7505 GASOLINE & DIESEL		472,397	458,333	(14,063)	500,000	27,603
7510 VEHICLE/EQUIPMENT REPAIRS		352,368	275,000	(77,368)	300,000	(22,368)
7530 VEHICLE/EQUIPMENT REPLACEMENT		448,084	448,085	1	580,000	131,916
7540 VEHICLE/EQUIPMENT RENTAL		888	1,833	945	2,000	1,112
7550 VEHICLE/EQUIPMENT TOWING		1,199	3,667	2,467	4,000	2,801
8000 OPERATIONAL EQUIPMENT		43,794	123,750	79,956	135,000	91,206
8010 OPERATIONAL MATERIALS/SUPPLIES		84,571	123,750	39,179	135,000	50,429
8020 MAINTENANCE EQUIPMENT		11,841	5,564	(6,277)	6,070	(5,771)
8090 UNIFORMS/CLOTHING		136,334	160,417	24,083	175,000	38,666
8100 PROFESSIONAL SERVICES		324,638	123,750	(200,888)	135,000	(189,638)
8110 CONTRACTS/AGREEMENTS		8,172	18,333	10,162	20,000	11,828
8125 MAJOR INVESTIGATIONS		176,432	119,167	(57,265)	130,000	(46,432)
8150 GRANTS/SUBSIDIES TO ORGANIZATIONS		-	-	-	25,000	25,000
Total expended to date		27,180,778	29,636,880	2,456,102	32,260,251	5,079,473

Departmental

Finance

Fire Services

Statement of Expenditures

February 28, 2025

Fire Services Including EMO		Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000	WAGES/SALARIES	6,897,773	6,175,130	(722,643)	6,701,486	(196,287)
6010	BENEFITS	1,330,705	1,452,648	121,943	1,576,540	245,835
6011	MISCELLANEOUS BENEFITS	42,984	46,601	3,616	50,837	7,853
6020	TRAINING/EDUCATION	104,207	165,317	61,110	180,346	76,139
6030	TRAVEL/CONFERENCES	47,651	46,100	(1,550)	46,100	(1,551)
6040	PROFESSIONAL MEMBERSHIP/DUES & FEES	5,161	11,661	6,500	12,743	7,582
6050	OFFICE SUPPLIES	7,344	8,754	1,410	9,550	2,205
6060	OFFICE EQUIPMENT	6,949	6,450	(499)	6,450	(499)
6080	ADVERTISING	463	4,813	4,349	5,250	4,787
6110	TELEPHONE/FAX	39,602	37,332	(2,270)	40,726	1,124
6120	PUBLICATIONS/SUBSCRIPTIONS	1	642	640	700	699
6130	COMPUTER HARDWARE	11,086	11,086	-	12,000	914
6140	COMPUTER SOFTWARE	30,471	32,542	2,071	35,500	5,029
6150	MEETING EXPENSES	1,213	4,675	3,462	5,100	3,887
6170	PROMOTION	15,052	27,317	12,265	29,800	14,748
7000	HEAT	86,537	91,667	5,130	100,000	13,463
7010	ELECTRICAL	96,119	93,452	(2,667)	101,948	5,829
7020	WATER	34,989	41,800	6,811	45,600	10,611
7030	BUILDING/FACILITY MAINTENANCE	56,023	54,329	(1,693)	59,268	3,245
7040	BUILDING/FACILITY REPAIR	10,218	26,747	16,530	28,179	18,961
7060	BUILDING/FACILITY RENOVATION	578	4,583	4,005	5,000	4,422
7500	VEHICLE/EQUIPMENT MAINTENANCE	398,357	261,250	(137,107)	285,000	(113,357)
7505	GASOLINE & DIESEL	77,164	50,476	(26,688)	55,065	(22,099)
7530	VEHICLE/EQUIPMENT REPLACEMENT	32,006	48,125	16,119	52,500	20,494
7560	VEHICLE/EQUIPMENT GENERAL SUPPLIES	19,793	14,667	(5,126)	16,000	(3,753)
8000	OPERATIONAL EQUIPMENT	449,438	459,305	9,867	501,060	51,622
8010	OPERATIONAL MATERIALS/SUPPLIES	62,440	42,442	(19,998)	46,300	(16,140)
8020	MAINTENANCE EQUIPMENT	10,405	45,833	35,428	50,000	39,595
8040	COMMUNICATION EQUIPMENT LINES	-	4,015	4,015	4,380	4,380
8090	UNIFORMS/CLOTHING	52,681	64,740	12,059	70,625	17,944
8100	PROFESSIONAL SERVICES	8,969	15,125	6,156	16,500	7,531
8110	CONTRACTS/AGREEMENTS	168,901	49,870	(119,031)	54,403	(114,498)
8120	LEASES	96,140	122,051	25,911	133,147	37,007
8130	LICENSES/PERMITS	101	20,035	19,934	20,367	20,286
8150	GRANTS/SUBSIDIES TO ORGANIZATIONS	2,192,550	2,192,550	-	2,537,611	345,061
8195	WATER SUPPLY & HYDRANTS	6,486,692	6,486,685	(6)	7,076,384	589,692
Total expended to date						
		\$ 18,880,763	\$ 18,220,835	\$ (659,929)	\$ 19,973,485	\$ 1,092,722

Departmental

Finance



**Municipal Services  
Agreement**

**Statement of Revenue**

**February 28, 2025**

<b>Fire Services Revenue</b>	<b>Year to date Assigned</b>	<b>11 Month Budget</b>	<b>11 Month Budget Variance</b>	<b>Annual Budget</b>	<b>Annual Budget Remaining</b>
4776 PROV NS FIRE PROTECTION GRANT	169,239	169,239	-	184,624	15,385
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	441,169	441,169	-	481,275	40,106
<b>Total Revenue to date</b>	<b>\$ 610,407</b>	<b>\$ 610,407</b>	<b>\$ -</b>	<b>\$ 665,899</b>	<b>\$ 55,492</b>

**Departmental**

**Finance**

**Engineering and Public Works Actuals to February 28, 2025**

REVENUE	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	1,655,994	2,282,500	(626,506)	2,490,000	(834,006)	0.67
SOLIDWASTE TIP FEES	2,706,868	2,548,333	158,535	2,780,000	(73,132)	0.97
SOLIDWASTE COST RECOVERIES	366,216	366,216	-	375,000	(8,784)	0.98
WATER UTILITY ADMIN FEE	11,390,903	11,390,903	-	12,426,440	(1,035,537)	0.92
<b>TOTAL PW REVENUES</b>	<b>16,119,981</b>	<b>16,587,952</b>	<b>(467,971)</b>	<b>18,071,440</b>	<b>(1,951,459)</b>	<b>0.89</b>

**EXPENDITURES**

ADMINISTRATION	4,146,183	4,172,845	26,662	4,802,847	656,664	0.86
ENGINEERING	654,435	737,558	83,123	810,862	156,427	0.81
CENTRAL DIVISION	8,501,937	8,048,093	(453,843)	9,022,713	520,776	0.94
EAST DIVISION	7,377,354	7,111,645	(265,708)	7,832,677	455,323	0.94
NORTH DIVISION	3,123,757	3,339,416	215,659	3,736,768	613,011	0.84
SOLID WASTE	16,954,136	15,294,033	(1,660,103)	16,619,231	(334,905)	1.02
MECHANICAL FLEET	5,628,764	4,990,359	(638,405)	5,422,532	(206,232)	1.04
TRANSIT	8,084,732	9,105,755	1,021,023	10,074,526	1,989,794	0.80
<b>TOTAL PW EXPENDITURES</b>	<b>54,471,297</b>	<b>52,799,705</b>	<b>(1,671,593)</b>	<b>58,322,156</b>	<b>3,850,859</b>	<b>0.93</b>

Signature: \_\_\_\_\_

Director of Engineering & Public Works

Chief Financial Officer

	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Bylaw Revenue</b>					
5112 Vendor Licenses	\$ 6,905	\$ 13,292	\$ (6,387)	\$ 14,500	\$ 7,595
5113 Animal Licenses	1,923	9,167	(7,244)	10,000	8,077
5114 Taxi Licenses	31,115	18,333	12,782	20,000	(11,115)
5115 Vending Machine Licenses	-	3,667	(3,667)	4,000	4,000
5301 Parking Meter Revenue	149,388	275,000	(125,612)	300,000	150,612
Total Bylaw Revenue	\$ 189,331	\$ 319,458	\$ (130,127)	\$ 348,500	\$ 159,169
<b>Development / Planning Revenue</b>					
5496 Mapping Sales	\$ 50	\$ 458	\$ (408)	\$ 500	\$ 450
5495 Other Sales	21,884	4,583	17,301	5,000	(16,884)
5497 Lun Ammendment Fees	2,250	4,583	(2,333)	5,000	2,750
5101 Building Permits	324,346	206,250	118,096	225,000	(99,346)
5102 Subdivision Fees	32,265	36,667	(4,402)	40,000	7,735
Total Develop / Planning Rev	\$ 380,795	\$ 252,542	\$ 128,253	\$ 275,500	\$ (105,295)
<b>Total Bylaw / Dev / Planning Revenue</b>	\$ 570,126	\$ 572,000	\$ (1,874)	\$ 624,000	\$ 53,874

Departmental

Finance

Planning

Statement of Expenditures

February 28, 2025

Planning Department		Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES		1,396,119	1,692,502	296,384	1,833,544	437,425
6010 BENEFITS		360,415	406,906	46,491	440,815	80,400
6011 MISCELLANEOUS BENEFITS		(40,684)	(40,684)	-	(108,501)	(67,817)
6020 TRAINING/EDUCATION		6,737	18,792	12,054	20,500	13,763
6030 TRAVEL/CONFERENCES		30,625	25,667	(4,958)	28,000	(2,625)
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES		6,056	5,958	(98)	6,500	444
6050 OFFICE SUPPLIES		8,823	14,208	5,385	15,500	6,677
6060 OFFICE EQUIPMENT		12,868	13,292	424	14,500	1,632
6080 ADVERTISING		6,264	24,292	18,028	26,500	20,236
6110 TELEPHONE/FAX		13,532	13,750	218	15,000	1,468
6120 PUBL./SUBSCRIPTIONS		-	367	367	400	400
6130 COMPUTER HARDWARE		5,691	8,708	3,017	13,500	7,809
6140 COMPUTER SOFTWARE		3,737	11,458	7,721	14,500	10,763
6150 MEETING EXPENSES		312	5,683	5,371	6,200	5,888
6170 PROMOTION		6,051	27,500	21,449	30,000	23,949
7130 DEMOLITIONS		-	-	-	120,000	120,000
8000 OPERATIONAL EQUIPMENT		19,154	30,250	11,096	33,000	13,846
8010 OPERATIONAL MATERIALS/SUPPLIES		7,061	3,667	(3,395)	4,000	(3,061)
8090 UNIFORMS / CLOTHING		4,269	7,333	3,065	8,000	3,731
8100 PROFESSIONAL SERVICES		401,111	353,000	(48,110)	353,000	(48,111)
8110 CONTRACTS/AGREEMENTS		408,112	421,667	13,555	460,000	51,888
8130 LICENSES/PERMITS		74,836	101,947	27,111	101,947	27,111
8135 REGULATORY FEES		42,559	42,559	-	41,000	(1,559)
8150 GRANTS /SUBS TO ORG		508,897	508,897	-	540,000	31,103
Total expended to date		\$ 3,282,543	\$ 3,697,720	\$ 415,177	\$ 4,017,905	\$ 735,362

Departmental

Finance

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 4808 Advertising Revenue	7,518	142,083	(134,565)	155,000	147,482
GL 5001 Ice Rentals	961,811	883,497	78,314	1,000,000	38,189
GL 5002 Public Skating	1,541	4,583	(3,042)	5,000	3,459
GL 5005 Gym Rental	-	47,667	(47,667)	52,000	52,000
GL 5006 Canteen Sales	976,478	713,292	263,187	814,500	(161,978)
GL 5010 Other Revenue	90,498	84,333	6,165	92,000	1,502
GL 5033 Program Equipment	13,822	27,500	(13,678)	30,000	16,178
GL 5034 Facility Rentals	514,687	371,250	143,437	405,000	(109,687)
<b>Total Revenue To Date</b>	<b>\$ 2,566,355</b>	<b>\$ 2,274,204</b>	<b>\$ 292,151</b>	<b>\$ 2,553,500</b>	<b>\$ (12,855)</b>

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 Departmental

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 Finance

## Facilities (C200 / Arenas)

## Statement of Expenditures

February 28, 2025

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,965,061	1,743,797	(221,265)	1,889,113	(75,948)
6010 BENEFITS	361,828	377,700	15,872	409,175	47,347
6020 TRAINING	1,057	5,042	3,985	5,500	4,443
6030 TRAVEL/CONFERENCES	6,977	6,977	-	7,000	23
6040 PROFESSIONAL MEMBERSHIP/	2,737	3,208	471	3,500	763
6050 OFFICE SUPPLIES	7,473	4,500	(2,973)	4,500	(2,973)
6060 OFFICE EQUIPMENT	524	1,833	1,309	2,000	1,476
6080 ADVERTISING	3,172	5,500	2,328	6,000	2,828
6110 TELEPHONE/FAX	33,034	19,479	(13,555)	21,250	(11,784)
6130 COMPUTER HARDWARE	4,455	2,500	(1,956)	2,500	(1,955)
6140 COMPUTER SOFTWARE	-	-	-	5,500	5,500
6150 MEETING EXPENSES	2,032	2,750	718	3,000	968
7000 HEAT	193,568	97,917	(95,651)	109,000	(84,568)
7010 ELECTRICAL	811,677	797,683	(13,993)	884,000	72,323
7020 WATER	110,193	75,304	(34,889)	82,150	(28,043)
7030 BLDG/FACILITY MAINT	187,090	92,583	(94,506)	101,000	(86,090)
7040 BLDG/FACILITY REPAIR	80,071	80,071	-	85,000	4,929
7080 PLANT MAINTENANCE	160,482	82,500	(77,982)	90,000	(70,482)
7110 SECURITY	194,112	128,333	(65,778)	140,000	(54,112)
7510 VEH/EQUIP REPAIRS	8,277	22,917	14,640	25,000	16,723
8000 OPERATIONAL EQUIPMENT	67,889	16,500	(51,389)	18,000	(49,889)
8010 OPERATIONAL MATERIALS/SUF	186,949	155,833	(31,116)	170,000	(16,949)
8050 COST OF SALES	527,926	470,625	(57,301)	422,500	(105,426)
8090 UNIFORMS/CLOTHING	10,597	10,597	-	11,000	403
8100 PROFESSIONAL SERVICE	42,260	-	(42,260)	-	(42,260)
8110 CONTRACTS/AGREEMENTS	73,051	77,917	4,865	85,000	11,949
<b>Total expended to date</b>	<b>\$ 5,042,491</b>	<b>\$ 4,282,066</b>	<b>\$ (760,426)</b>	<b>\$ 4,581,688</b>	<b>\$ (460,803)</b>

Departmental

Finance



# Parks and Grounds Operations

## Statement of Expenditures

February 28, 2025

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Parks &amp; Grounds</b>					
6000 WAGES/SALARIES	1,400,531	1,638,547	238,017	1,775,093	374,562
6010 BENEFITS	348,060	396,005	47,944	429,005	80,945
6011 MISCELLANEOUS BENEFITS	7,453	2,292	(5,161)	2,500	(4,953)
6020 TRAINING/EDUCATION	30,897	7,000	(23,897)	7,000	(23,897)
6030 TRAVEL/CONFERENCES	1,205	9,167	7,962	10,000	8,795
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	101	183	82	200	99
6050 OFFICE SUPPLIES	392	1,100	708	1,200	808
6110 TELEPHONE/FAX	12,031	9,167	(2,865)	10,000	(2,031)
6130 COMPUTER HARDWARE	-	2,750	2,750	3,000	3,000
7000 HEAT	4,559	11,000	6,441	12,000	7,441
7010 ELECTRICAL	74,480	77,458	2,979	84,500	10,020
7020 WATER	45,989	35,521	(10,468)	38,750	(7,239)
7030 BUILDING/FACILITY MAINTENANCE	3,293	8,708	5,415	9,500	6,207
7110 SECURITY	8,969	10,200	1,231	10,200	1,231
7510 VEHICLE/EQUIPMENT REPAIRS	10,678	1,008	(9,670)	1,100	(9,578)
7530 VEHICLE/EQUIPMENT REPLACEMENT	-	-	-	50,000	50,000
7540 VEHICLE/EQUIPMENT RENTAL	17,212	13,750	(3,462)	15,000	(2,212)
8000 OPERATIONAL EQUIPMENT	2,711	41,250	38,539	45,000	42,289
8010 OPERATIONAL MATERIALS/SUPPLIES	383,223	383,224	-	400,000	16,777
8020 MAINTENANCE EQUIPMENT	14,453	59,583	45,131	65,000	50,547
8040 COMMUNICATION EQUIPMENT LINES	9,845	10,083	238	11,000	1,155
8080 STREET LIGHTS	3,254	5,317	2,063	5,800	2,546
8090 UNIFORMS/CLOTHING	16,194	11,917	(4,278)	13,000	(3,194)
8100 PROFESSIONAL SERVICES	47,177	50,417	3,240	55,000	7,823
8110 CONTRACTS/AGREEMENTS	297,212	385,000	87,788	420,000	122,788
<b>Total expended to date</b>	<b>2,739,920</b>	<b>\$ 3,170,646</b>	<b>\$ 430,726</b>	<b>\$ 3,473,848</b>	<b>\$ 733,928</b>

Departmental

Finance

# Building Operations

# Statement of Expenditures

February 28, 2025

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Buildings</b>					
6000 WAGES/SALARIES	1,263,747	1,427,995	164,249	1,546,995	283,248
6010 BENEFITS	310,785	341,846	31,061	370,333	59,548
6020 TRAINING/EDUCATION	3,710	7,792	4,082	8,500	4,790
6030 TRAVEL/CONFERENCES	129	1,146	1,017	1,250	1,121
6050 OFFICE SUPPLIES	1,160	1,000	(160)	1,000	(160)
6060 OFFICE EQUIPMENT	3,144	3,667	522	4,000	856
6110 TELEPHONE/FAX	10,308	11,917	1,609	13,000	2,692
6130 COMPUTER HARDWARE	4,515	3,000	(1,515)	3,000	(1,515)
6140 COMPUTER SOFTWARE	-	-	-	6,500	6,500
6150 MEETING EXPENSE	143	229	87	250	107
7000 HEAT	119,873	119,167	(706)	130,000	10,127
7010 ELECTRICAL	518,802	540,109	21,308	589,210	70,408
7020 WATER	45,839	51,860	6,021	56,575	10,736
7030 BLDG/FACILITY MAINT	30,288	38,958	8,670	42,500	12,212
7060 BLDG/FACILITY RENOV	27,795	91,667	63,872	100,000	72,205
7070 BLDG/FACILITY RENTAL	202,520	188,008	(14,511)	205,100	2,580
7080 PLANT MAINTENANCE	20,229	15,000	(5,229)	15,000	(5,229)
7100 MAINT. TOOLS/EQUIP	4,501	3,500	(1,000)	3,500	(1,001)
7110 SECURITY	49,478	52,708	3,230	57,500	8,022
7120 PROPERTY TAXES	27,855	28,000	145	28,000	145
7540 VEH/EQUIP RENTAL	5,233	2,292	(2,941)	2,500	(2,733)
8000 OPERATIONAL EQUIP	-	2,292	2,292	2,500	2,500
8010 OPERATIONAL MATERIALS/S	150,341	111,238	(39,104)	121,350	(28,991)
8020 MAINTENANCE EQUIP	-	1,833	1,833	2,000	2,000
8040 COMM EQUIP LINES (GPS)	3,506	4,033	528	4,400	894
8090 UNIFORMS/CLOTHING	5,255	4,125	(1,130)	4,500	(755)
8100 PROFESSIONAL SERVICES	107,832	91,667	(16,165)	100,000	(7,832)
8110 CONTRACTS/AGREEMENTS	284,066	248,033	(36,032)	253,700	(30,366)
8130 LICENSES/PERMITS	361	917	555	1,000	639
8150 GRANTS/SUBS TO ORG	55,000	55,000	-	60,000	5,000
<b>Total expended to date</b>	<b>\$ 3,256,411</b>	<b>\$ 3,448,998</b>	<b>\$ 192,587</b>	<b>\$ 3,734,163</b>	<b>\$ 477,752</b>

Departmental

Finance

Recreation/Cultural Services	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	27,500	27,500	-	30,000	2,500
5034 FACILITY RENTALS	3,885	6,875	(2,990)	7,500	3,615
<b>Total Revenue To Date</b>	<b>\$ 31,385</b>	<b>\$ 34,375</b>	<b>\$ (2,990)</b>	<b>\$ 37,500</b>	<b>\$ 6,115</b>

Departmental

Finance

Recreation Cultural Services

Statement of Expenditures

February 28, 2025

Recreation/Cultural Services	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	1,433,699	1,271,969	(161,730)	1,377,966	(55,733)
6020 TRAINING/EDUCATION	11,465	14,667	3,202	16,000	4,535
6030 TRAVEL/CONFERENCES	22,195	22,917	722	25,000	2,805
6040 PROFESSIONAL MEMBERSHIP/DU	673	3,667	2,994	4,000	3,327
6050 OFFICE SUPPLIES	7,210	6,000	(1,210)	6,000	(1,210)
6060 OFFICE EQUIPMENT	8,323	8,000	(323)	8,000	(323)
6080 ADVERTISING	25,990	64,167	38,177	70,000	44,010
6110 TELEPHONE/FAX	6,578	8,250	1,672	9,000	2,422
6120 PUBLICATIONS/SUBSCRIPTIONS	452	183	(269)	200	(252)
6130 COMPUTER HARDWARE	5,977	6,417	440	7,000	1,023
7070 BUILDING/FACILITY RENTAL	43,607	42,167	(1,440)	46,000	2,393
8000 OPERATIONAL EQUIPMENT	248,292	180,000	(68,292)	180,000	(68,292)
8025 COMMUNITY EVENTS	235,528	311,667	76,138	340,000	104,472
8150 GRANTS/SUBSIDIES TO ORGANIZ/	20,000	20,000	-	20,000	-
8160 SUSTAINABILITY EVENTS	286,186	286,187	-	356,562	70,376
8170 SUSTAINABILITY	376,101	376,102	-	500,500	124,399
<b>Total expended to date</b>	<b>\$ 2,732,274</b>	<b>\$ 2,622,357</b>	<b>\$ (109,918)</b>	<b>\$ 2,966,228</b>	<b>\$ 233,954</b>

Departmental

Finance

**Cape Breton Regional Municipality Water Utility**  
**Statement of Operations - period ending February 28, 2025**

	Actual February 28, 2025	Budget February 28, 2025	Variance February 28, 2025	Total Annual Budget 2024-25
<b>Revenue</b>				
Operating:				
Metered Sales	17,153,816	17,617,067	(463,252)	19,218,619
Public Fire Protection	6,486,692	6,486,692	-	7,076,391
Interest on Overdue Accounts	585,083	320,833	264,250	350,000
Other Operating Revenue	5,934	60,500	(54,566)	66,000
Total Operating Revenue	24,231,524	24,485,092	(253,568)	26,711,010
<b>Expenditures</b>				
Operating Expenses				
Source of Supply	457,814	522,754	64,939	570,277
Power and Pumping	1,586,132	1,928,026	341,894	2,103,301
Water Treatment	5,190,569	4,770,701	(419,868)	5,204,401
Transmission & Distribution	4,936,294	4,777,449	(158,844)	5,211,763
Administration & General	2,983,575	3,737,755	754,180	4,077,551
Depreciation	3,736,370	3,736,370	-	4,076,040
Taxes	1,884,710	1,908,341	23,630	2,081,826
Total Operating Expenses	20,775,465	21,381,396	605,931	23,325,159
Operating Profit/(Loss)	3,456,060	3,103,697	352,363	3,385,851

Cape Breton Regional Municipality Water Utility  
Statement of Operations - period ending *February 2025*

	Actual February 28, 2025	Budget February 28, 2025	Variance February 28, 2025	Total Annual Budget 2024-25
<b>Non Operating Revenue</b>				
Debt Charge Income	-	-	-	-
Interest Income	-	-	-	-
Amortization of Deferred Capital contribution	-	-	-	-
<b>Total Non Operating Revenue</b>	-	-	-	-
<b>Non Operating Expenses</b>				
Short term interest charges	137,500	137,500	-	150,000
<b>Debt Charges</b>				
Principal	2,073,375	2,073,375	-	2,949,454
Interest (Interest on Debentures)	364,465	364,465	-	1,065,842
Amortization of Debt Discount	-	-	-	-
<b>Capital Expenditures out of operations</b>	112,500	183,333	70,833	200,000
<b>Total Non Operating Expenses</b>	2,687,840	2,758,673	70,833	4,365,296
<b>Non-Operating Profit/(Loss)</b>	<b>(2,687,840)</b>	<b>(2,758,673)</b>	<b>70,833</b>	<b>(4,365,296)</b>
<b>TOTAL UTILITY REVENUES (OPERATING &amp; NON-OPERATING)</b>	24,231,524	24,485,092	(253,568)	26,711,010
<b>TOTAL UTILITY EXPENSES (OPERATING &amp; NON-OPERATING)</b>	23,463,304	24,140,069	676,764	27,690,455
<b>CBRM WATER UTILITY PROFIT/(LOSS)</b>	<b>768,220</b>	<b>345,024</b>	<b>423,196</b>	<b>(979,445)</b>

Prepared by Issa A. Adekunle  
Review by Jennifer Campbell  
Date April 3, 2025



