



Cape Breton Regional Municipality

Council Meeting Agenda

Tuesday, January 20, 2026
2:00 p.m.

Council Chambers
Second Floor, City Hall
320 Esplanade, Sydney, Nova Scotia

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Land Acknowledgement**Roll Call****O' Canada****1. Approval of Agenda:** (Motion required)**2. Proclamations and Resolutions****2.1 Bell Let's Talk Day**

Councillor Earlene MacMullin (See page 6)

2.2 Conversion Therapy Awareness Month

Deputy Mayor Glenn Paruch (See page 7)

2.3 African Heritage Month

Councillor Kim Sheppard-Campbell (See page 8)

3. Presentations**3.1 Provision of a Blood Donation Service for the CBRM:**

Anne McCormick, Antigonish Diocesan CWL President
(See page 9)

4. Planning Issues**4.1 Municipal Property Development – PID 15126667:**

Demetri Kachafanas, KC, Chief Administrative Officer
(See page 23)
For Information Only

5. Business Arising – Committee of the Whole – January 13, 2026**5.1 Community Transportation Solutions: A More Connected, Inclusive, and Mobile CBRM:** Mayor Clarke
(See page 27)

5.2 Appointment of Special Constables and Assignment of Duties: Tyson Simms, Director of Planning and Development
(See page 28)

5.3 Property Transfer to CBRM – Portion of PID 15887177, Simpson Lane, Glace Bay, NS: Robert Nearing, Manager Public Works East (See page 32)

5.4 Community Litter Update: Councillor Steven MacNeil
(See page 36)

6. Corporate Services Issues

6.1 Building and Development Permit Activity

Tyson Simms, Director of Planning and Development

(See page 44)

For Information Only

6.2 Contract Approval: Christa Dicks, Municipal

Clerk / Director of Corporate Information Services

(See page 49)

7. Council Agenda Requests

7.1 Transportation Committee: Councillor Steve Gillespie

(See page 50)

8. Financial Statements

8.1 CBRM Financial Statements to November 30, 2025:

Nancy Dove, Chief Financial Officer (See page 51)

9. Correspondence

9.1 Cape Breton Regional Fire Chiefs' Association January 22, 2026, Meeting: Rod Beresford, Chairperson
(See page 74)

10. In Camera

10.1 Contract Negotiations Update: Deanna Evely, Director of Human Resources

(In accordance with section 22(2)(e) of the *Municipal Government Act.*)

10.2 Legal Advice - Port Development: Tony Mozvik, KC, Director of Legal Services

(In accordance with section 22(2)(g) of the *Municipal Government Act.*)

Adjournment



PROCLAMATION

Bell Let's Talk Day

WHEREAS:

January 21, 2026, marks Bell Let's Talk Day, a national day dedicated to raising awareness and promoting conversation about mental health; and

WHEREAS:

Bell Let's Talk encourages meaningful dialogue about mental health, reduces stigma, and promotes awareness, acceptance, and action to support those experiencing mental health challenges; and

WHEREAS:

the 2026 theme, **“Take a Moment for Mental Health,”** highlights the importance of pausing to reflect on mental health, checking in with ourselves and others, and taking action to support mental well-being; and

WHEREAS:

a Flag Raising Ceremony will be held on Wednesday, January 21, 2026, at 10:00 a.m. at City Hall to recognize Bell Let's Talk Day and encourage all residents to share their support and actions using **#BellLetsTalk** and to take a moment for mental health and support those living with mental illness.

**BE IT THEREFORE
RESOLVED:**

that CBRM Mayor Cecil P. Clarke and Council do hereby proclaim Wednesday, January 21, 2026, as Bell Let's Talk Day in the Cape Breton Regional Municipality.

Councillor Earlene MacMullin - CBRM District #2

January 20th, 2026



PROCLAMATION

Conversion Therapy Awareness Month

WHEREAS:

January is recognized as Conversion Therapy Awareness Month, and January 7th is recognized internationally as the Day to End Conversion Therapy; and

WHEREAS:

conversion therapy is based on and propagates myths and stereotypes about sexual orientation, gender identity, and gender expression, seeking to change an individual's sexual orientation to heterosexual, gender identity to cisgender, or gender expression to conform to the sex assigned at birth, causing significant harm including depression, anxiety, self-rejection, social isolation, suicidal ideation, suicide attempts, and infringing upon individuals' rights to dignity and equality; and

WHEREAS:

the Government of Canada has taken decisive action to protect LGBTQ2S+ individuals, including the unanimous passage of Bill C-4 by the Canadian Senate and House of Commons in December 2021, which made conversion therapy illegal in Canada as of January 7, 2022, and it is therefore desirable to raise awareness of the harms caused by conversion therapy.

**BE IT THEREFORE
RESOLVED:**

that CBRM Mayor Cecil P. Clarke and Council do hereby proclaim January 2026, as Conversion Therapy Awareness Month in the Cape Breton Regional Municipality.

Deputy Mayor Glenn Paruch - CBRM District #6

January 20th, 2026



PROCLAMATION

African Heritage Month

WHEREAS:

February is recognized internationally as African Heritage Month, a time to recognize and salute the many contributions and ongoing achievements of people of African Descent all over the world and here in the CBRM, we celebrate a time of greater understanding; and

WHEREAS:

this year's theme, "*Strength in Unity: Moving Forward with Purpose, Prosperity, Power, and Progress,*" recognizes unity as an active force for change, honours more than 400 years of African presence in Nova Scotia, celebrates the legacy of the province's 52 historic African Nova Scotian communities, and acknowledges the vital role of elders as knowledge keepers, culture bearers, and leaders who continue to guide present and future generations; and

WHEREAS:

CBRM encourages all residents to participate in activities and events that honour the history, resilience, leadership, and contributions of African Nova Scotians and people of African descent, as we move forward together in unity with purpose, prosperity, power, and progress.

**BE IT THEREFORE
RESOLVED:**

that CBRM Mayor Cecil P. Clarke and Council do hereby proclaim February 2026, as African Heritage Month in the Cape Breton Regional Municipality.

Councillor Kim Sheppard - Campbell - CBRM District #12

January 20th, 2026

Presentation to Municipal Council

Resolution 2025.01

Provision of a Blood Donation Service for the CBRM

January 2026

**Antigonish Diocesan Council
Catholic Women's League of Canada**

Introduction

- Who we represent
- Why we are here

How This Issue Emerged

- Issue raised at 2022 diocesan convention
- Members called to participate in the “Partners for Life” program
- Members challenged to advocate for a blood donation service

CWL Advocacy

- 2022: Letter writing campaign started
- 2024: Resolution to Canadian Blood Services
- 2025: Resolution expanded to municipal and provincial government
- 2026: Meeting with Mayor Clarke and invitation to speak to council, letters to local community partners, meetings with government representatives

Challenges Facing Canadian Blood Services

- Smallest donor base in a decade
- Demand for blood is rising
- Urgent appeals for donors from Canadian Blood Services
- 2025 Goal: 1 million new donors in 5 years

Access Matters!

- CBRM residents have limited ability to respond
- Barriers of time, distance and cost traveling to Port Hawkesbury
- Distance reduces donation frequency and retention of donors

CBRM: An Ideal Location for a Donor Clinic

Population Profile: Density and Diversity

- Second largest municipality in NS
- Population $\sim 109,000$
- Cultural & ethnic diversity

Large Post Secondary Population

- Cape Breton University
- Nova Scotia Community College
- Province's Second Medical School

Well Positioned to Model Mobile Clinics in Atlantic Canada

Location	Distance to Processing Centre	Population
Sydney	390 km	109,000 (CBRM)
Yarmouth	320 km	26,264 (Yarmouth Co)
Bathurst	460 km	31,867 (Larger Bathurst Area)
Edmundston	580 km	22-24,000 (Wider Edmundston area)

Strong Culture of Healthcare Support

Infrastructure Support

Hemochromatosis: A Missed Opportunity

What we are Asking

- Council to formally support our resolution
- Council to advocate to Canadian Blood Services



Information Report

To: CBRM Mayor and Council
Submitted by: Demetri Kachafanas, CAO
Date: January 13, 2026
Subject: Municipal Property Development – PID 15126667

ORIGIN

Staff initiated.

BACKGROUND

The purpose of this information report is to provide Council with an update regarding the status of a municipally owned property (PID 15126667) that was previously the subject of two separate Requests for Proposals (RFPs).

CBRM owns a five and half acre lot parcel located off Welton Street in Sydney (Attachment A). The property is centrally located within a key commercial corridor, making it a strategic site for investment and development that supports local residential growth and economic activity. The site is zoned to accommodate high-density residential uses as well as a mix of sales and service development.

The property was originally declared surplus by Council in 2016 and subsequently sold to the Southend Community Development Association for a proposed seniors housing development that included a mix of residential, commercial, and recreational buildings. The Agreement of Purchase and Sale included a clause requiring the property to be developed within five years, with ownership reverting to the Municipality if development did not occur. As the project did not proceed within the agreed timeline, ownership of the property reverted to CBRM.

In 2023, an Expression of Interest was released to seek new development opportunities for the site. A successful submission was received and presented to Council in September 2023, at which time Council approved the sale of the property to Toronto-based Harrison Jay Investment for the development of three 100-unit apartment buildings. In 2025, the purchaser notified the Municipality that they would no longer be pursuing the purchase.

In an effort to continue to facilitate development of this strategic property, staff issued two RFPs in the fall of this year. The property was marketed as one larger commercial parcel (outlined in yellow on Attachment B) and three smaller lots intended for high-density residential development (outlined in blue on Attachment B). No formal submissions were received

DISCUSSION

Given the lack of market response, municipal staff are now pursuing options for site redevelopment. If funding is available, the use of these funds would be consistent with and supportive of the Municipality's Land Banking Initiative, which seeks to proactively prepare surplus or underutilized lands for future housing development.

FINANCIAL IMPACT

Costs associated with this initiative may be funded through Housing Accelerator Fund (HAF) contributions, if available, and existing staff resources. The use of HAF resources for this purpose is permitted as the initiative directly supports the Municipality's Land Banking and housing supply objectives.

ATTACHMENTS

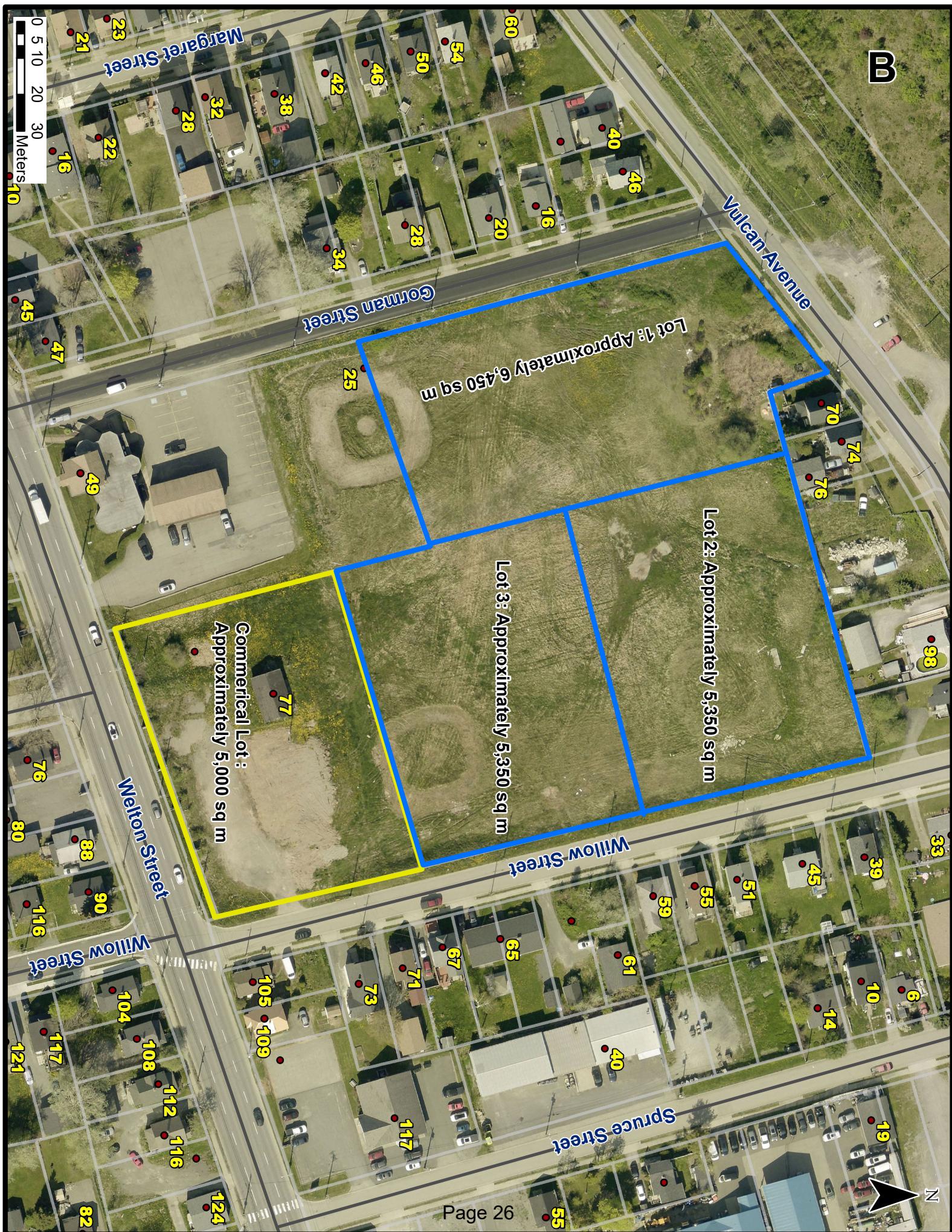
Attachment A – Site Location

Attachment B – 2025 Request for Proposal Site Plan

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Demetri Kachafanas, CAO





Community Transportation Solutions: A More Connected, Inclusive, and Mobile CBRM

Motion

Moved by Deputy Mayor Paruch, seconded by Councillor Marshall, that Committee of the Whole recommend to Council to defer discussion to the 2026-2027 budget consideration process.

Discussion:

- Intended to allow discussion
- No commitment implied

Motion Carried

Appointment of Special Constables and Assignment of Duties

Motion

Moved by Councillor Eldon MacDonald, seconded by Councillor Gillespie, that Committee of the Whole recommend to Council to appoint Troy Baker and Shannen Kinnon as Special Constables, in accordance with their required duties as Property Maintenance Officers, to enforce and administer Part XV of the *Municipal Government Act*, respecting Dangerous or Unsightly Premises, all by-laws of the Cape Breton Regional Municipality, and Sections 138 to 160 of the *Nova Scotia Motor Vehicle Act*; and appoint Ronald Mullin as a Special Constable, in accordance with their required duties as a By-law Enforcement Officer, to enforce and administer all by-laws of the Cape Breton Regional Municipality and Sections 138 to 160 of the *Nova Scotia Motor Vehicle Act*; and amend the existing Special Constable appointment for Scott Parker, in accordance with their required duties as Supervisor of By-Law Enforcement, to enforce and administer Part XV of the *Municipal Government Act*, respecting Dangerous or Unsightly Premises, all by-laws of the Cape Breton Regional Municipality, and Sections 138 to 160 of the *Nova Scotia Motor Vehicle Act*.

Discussion:

- Status of municipal vehicles
- Clarified the distinction between Property Maintenance Officers and Bylaw Enforcement Officers' roles

Motion Carried

STAFF REPORT

TO: Mayor Clarke and CBRM Council
SUBMITTED BY: Demetri Kachafanas, CAO
DATE: January 14, 2026
SUBJECT: **Appointment of Special Constables and Assignment of Duties**

ORIGIN

Staff initiated.

RECOMMENDATION

It is recommended that CBRM Council:

1. Appoint Troy Baker and Shannen Kinnon as Special Constables, in accordance with their required duties as Property Maintenance Officers, to enforce and administer Part XV of the Municipal Government Act, respecting Dangerous or Unsightly Premises, all by-laws of the Cape Breton Regional Municipality, and Sections 138 to 160 of the Nova Scotia Motor Vehicle Act;
2. Appoint Ronald Mullin as a Special Constable, in accordance with their required duties as a By-law Enforcement Officer, to enforce and administer all by-laws of the Cape Breton Regional Municipality and Sections 138 to 160 of the Nova Scotia Motor Vehicle Act; and
3. Amend the existing Special Constable appointment for Scott Parker, in accordance with their required duties as Supervisor of By-Law Enforcement, to enforce and administer Part XV of the Municipal Government Act, respecting Dangerous or Unsightly Premises, all by-laws of the Cape Breton Regional Municipality, and Sections 138 to 160 of the Nova Scotia Motor Vehicle Act.

BACKGROUND

In accordance with the appointment process, the Nova Scotia Department of Justice (DOJ) requires municipalities to clearly identify the specific by-laws and legislation to be enforced by staff appointed as special constables. The applicable by-laws and legislation vary depending on the duties and responsibilities associated with each position.

This report identifies both new and existing staff within the Planning and Development Department who require appointment to, or amendments of, their special constable status. Subject to Council approval, the required information for each position will be submitted to the DOJ as part of the appointment process.

DISCUSSION

In accordance with Section 89 of the Nova Scotia Police Act, Council may, with the approval of the Minister or a person designated by the Minister, appoint one or more by-law enforcement officers who have the authority of a peace officer, limited to the enforcement of municipal by-laws and applicable legislation.

Planning and Development recently hired several full-time staff as part of the Building Inspections and By-law Enforcement Divisions of the department. Within the Building Inspections Division, two full time property maintenance officers were hired. Troy Baker, an internal CBRM employee who recently served as a By-law Enforcement Officer and Shannen Kinnon who arrives as a new employee with previous experience with the Nova Scotia SPCA.

The role of Property Maintenance Inspector includes conducting inspections of properties to assess compliance with applicable legislation and municipal by-laws. These duties also require staff to be appointed and serve as special constables.

Within the By-law Enforcement Division, Ronald Mullin was the successful candidate for the By-law Enforcement Officer position. This role is responsible for the administration and enforcement of several Cape Breton Regional Municipality by-laws, as well as applicable sections of the Motor Vehicle Act related to parking.

In August 2024, the Department also hired Scott Parker as By-law Enforcement Supervisor. Reporting to the Manager of Building Inspection and By-law Services, the Supervisor provides leadership to the by-law enforcement team. Responsibilities include overseeing enforcement activities, intervening in enforcement actions when required, and managing staff deployment and scheduling to meet operational needs. Staff are requesting that Scott Parker's special constable appointment be amended to include enforcement of Part XV of the Municipal Government Act, respecting Dangerous or Unsightly Premises.

FINANCIAL IMPLICATIONS

There are no budget implications. Staff time required to complete this report and all staff positions identified as requiring appointments as special constables have been allocated under the approved 2024/2025 budget for Planning and Development.

LEGISLATIVE AUTHORITY

Section 89 of the Nova Scotia Police Act.

ALTERNATIVES

CBRM Council may recommend not appointing the employees identified in this report as special constables and not approving amendments to any existing appointments. This option is not recommended, as appointment as a special constable is required for staff to fulfill the core duties associated with the positions of Property Maintenance Officer, By-law Enforcement Officer, and Supervisor of By-law Enforcement.

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Tyson Simms, Director of Planning and Development, 902.574.1936

Property Transfer to CBRM – Portion of PID 15887177, Simpson Lane, Glace Bay, NS

Motion

Moved by Deputy Mayor Paruch, seconded by Councillor Sheppard-Campbell, That Committee of the Whole recommend to Council to pass a motion authorize the acquisition of property by CBRM from Mr. Ryan Yates, as identified in the plan of subdivision, shown outlined as LOT 2025-R1 on the attached plan, which is included in the agenda package, at no cost to the Municipality.

Motion Carried



TO: Mayor Clarke and CBRM Committee of the Whole

SUBMITTED BY: Robert Nearing, Manager of Public Works East

DATE: January 13, 2026

SUBJECT: **Property Transfer to CBRM – Portion of PID 15887177, Simpson Lane, Glace Bay, NS**

BACKGROUND

In July 2025, Mr. Ryan Yates contacted CBRM Public Works East proposing a property transfer at no cost to CBRM. Property transfer involves a section of PID 15887177, which is currently owned by Mr. Ryan Yates. This property transfer would allow for a cul-de-sac to be installed at the end of Simpson Lane in Glace Bay, providing access for future road maintenance.

OVERVIEW

Mr. Rory Roach – Nova Scotia Land Surveyor (working on behalf of Mr. Ryan Yates) provided a plan of subdivision, which is included in Appendix A. The proposed property transfer to CBRM would involve LOT 2025-R1.

The remaining portion of PID 15887177 will be retained by Mr. Ryan Yates.

Public Works East Division requires a motion of Council to start the process of transferring this property

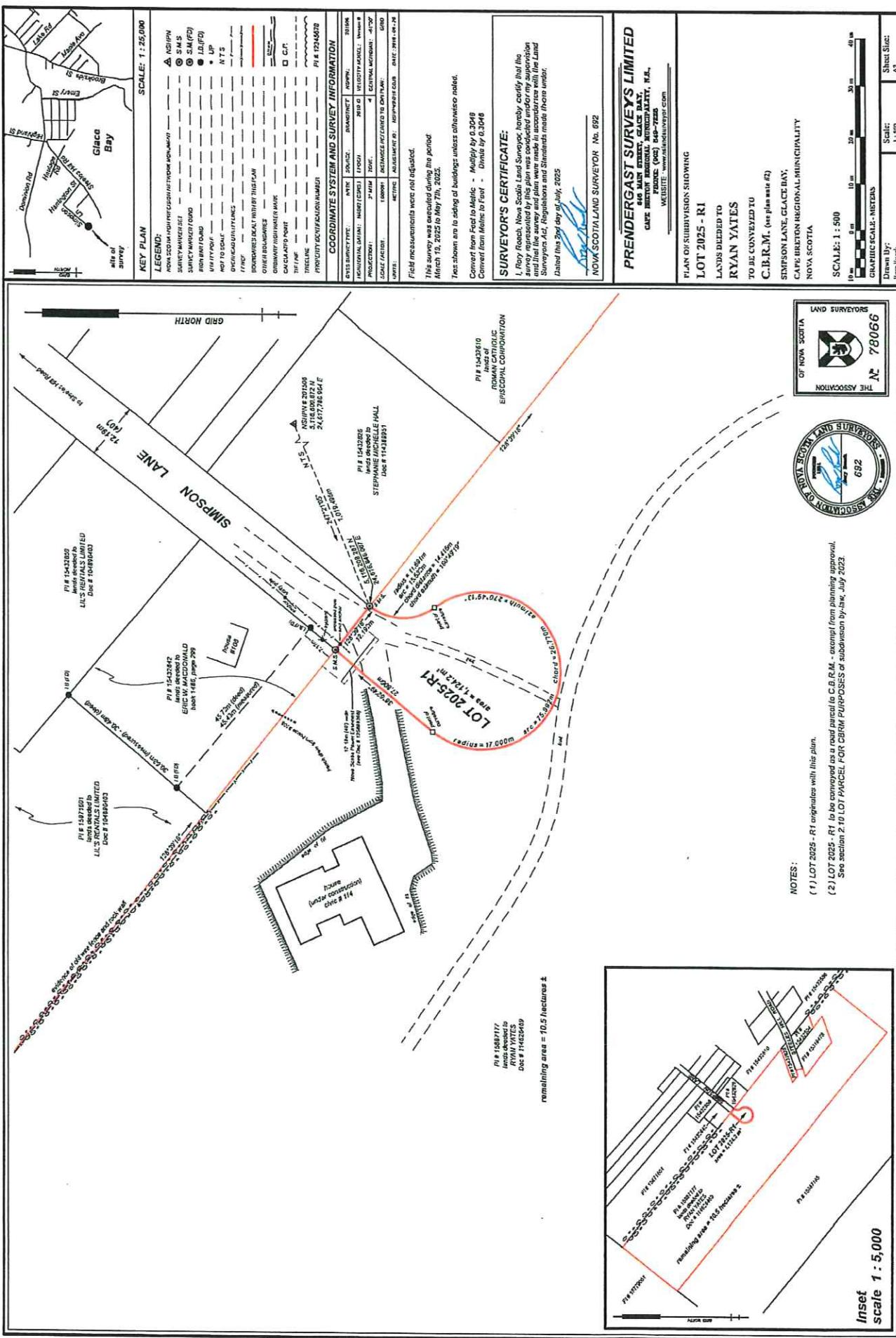
RECOMMENDATION

That Committee of the Whole recommend to Council to pass a motion authorizing the acquisition of property by CBRM from Mr. Ryan Yates, as identified in the plan of subdivision, shown outlined as LOT 2025-R1 on the attached plan, at no cost to the Municipality.

Respectfully Submitted:

Robert Nearing
Manager of Public Works East

Attachment



Community Litter

Motion

Moved by Councillor MacNeil, seconded by Councillor Gillespie, that Committee of the Whole recommend to Council to request an update from CAO and staff on the review of by-laws, policies, and resource requirements to improve enforcement and enhance anti-litter policies and by-laws within the Cape Breton Regional Municipality.

Discussion:

- Business and individual responsibilities
- Illegal dumping
- Enforcement
- Enhance public education

Motion Carried



City Hall
320 Esplanade
Sydney, NS B1P 7B9

Councillor Agenda Request Form			
<input checked="" type="checkbox"/> 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: January 13, 2026			
Subject: Community Litter: Update			
Motion for Council to Consider: The CBRM Mayor and Council request an update from Our CAO and staff on the review of by-laws, policies, and resource requirements to improve enforcement and enhance anti-litter policies and by-laws within the Cape Breton Regional Municipality.			
Rationale: Constituents within District 8 and throughout the Cape Breton Regional Municipality have been requesting an update since Council moved this request forward on May 6, 2025. The intent is to ensure adequate commercial waste facilities, prevent illegal dumping, and strengthen anti-littering policies and by-laws.			
Outcome Sought: Staff to report back to Council with recommendations for updated by-laws and policies to improve enforcement of litter regulations. If additional time is required following the initial update, staff shall report back to Mayor and Council within eight months of this request.			
<i>Steven MacNeil District 8 Councillor</i> <i>Date January 13, 2026</i>	<i>Received by Clerk's Department (date):</i>		

Community Litter

Motion

Moved by Councillor MacNeil, seconded by Councillor Gillespie, to direct staff to review the by-laws, policies, and resource requirements to improve enforcement of anti-litter policies and by-laws as part of the ongoing policy review.

Motion Carried

Litter By-Law

Motion

Moved by Councillor Sheppard-Campbell, seconded by Councillor O’Quinn, to direct staff to create a new stand-alone Litter By-law.

Discussion:

- Littering volumes within the municipality
- Commercial waste receptacles
- Municipal garbage cans
- The need to enforce the forth coming litter By-law consistently

Motion Carried

Excerpt: S-300 Solid Waste Resource Management By-law

Solid Waste Resource Management By-Law

12. ILLEGAL DUMPING/LITTER

12.1. No owner or occupier of property in the Municipality shall permit the accumulation of solid waste in or around the property to the extent that it is likely to become a nuisance or hazard to the public health.

12.2. Owners and occupants are responsible to provide for the lawful collection and disposal of all solid waste that is not subject to municipal collection.

12.3. No person shall place waste for curbside collection on a property other than a property owned and occupied by such person or in respect of which the person has obtained the consent of the owner or occupier for that purpose.

12.4. No person shall dump, abandon or dispose of waste-resources at any public or private place unless that place is duly licensed to receive and dispose of the particular category of waste-resources.

12.5. No person shall dispose of or cause the disposal of the following materials at any licensed solid waste-resource management facility, or deposit any such materials in a storage area, storage container or collection container, intended for residual waste disposal in an incinerator or landfill nearby, namely:

a. material banned from disposal by provincial regulations:

Excerpt: S-300 Solid Waste Resource Management By-law

materials banned from disposal by provincial regulation are those materials listed in Schedule B of the Solid Waste Resource Management Regulations as amended from time to time.

12.6. No person shall dump, dispose of or abandon at or near a Waste-Resource Management Centre or any other facility licensed to receive any category of waste-resources when the Facility is not open or when the operator or staff of the facility refuses to accept waste - resources at that time or from that person.

12.7 Depositing solid waste materials contrary to the above, where the quantity, volume, weight, nature, kind or character of the solid waste or the location of the deposit, in the opinion of the Solid Waste Manager, causes injury, damage, hazard or potential hazard to persons, property or the environment or requires removal by vehicle transport or environmental clean-up and / or remediation to restore the site to reasonable condition, constitutes "Illegal Dumping" under this By-Law.

12.8 No person shall illegal dump or cause or allow illegal dumping.

12.9 Each day that illegal dumping materials remain shall constitute a separate offense under this By-law.

21. DUTY TO NAME PERSON RESPONSIBLE

21.1 When a person is identified as owner of any materials dump or deposited on a premise in violation of this by-law, the owner of the materials on the request of a peace officer shall, within forty-eight hours of the request, supply the peace officer with the name and address of the person(s) responsible of the illegal dumping of materials. When a materials owner, who refuses, fails, neglects or is unable to supply the name and address of the person(s) responsible for the illegal dumping of materials within forty-eight hours after being requested, shall be liable for the infraction under section 12.0 of this By-law.

21.2 Where under this section of the by-law a motor vehicle is operating in violation of this By-Law, the registered owner of the vehicle on request of any peace officer shall, within forty-eight hours of the request, supply the peace officer with the name of address of the person in charge of the vehicle at the time of such violation. When a motor vehicle register owner, who refuses, fails, neglects or is unable to supply the name and address of the person(s) responsible infraction of this By-Law within Forty-eight hours after being requested, shall be liable for the infraction under section 19.0 of this By-Law.

22. PENALTIES

22.1 Any person who contravenes any provision of this by-Law shall be liable upon summary conviction for every such offense to a penalty of not less than six hundred & ninety seven dollars & fifty cents (\$697.50) and not

Excerpt: S-300 Solid Waste Resource Management By-law

exceeding fifty thousand dollars (\$50,000) or in default of payment, to imprisonment for a term not exceeding ninety days (90 days) and each day that the offence continues shall constitute a new offence.

22.2 Any person alleged to have violated this bylaw ,who is given notice of the alleged violation and where the said notice so provides for payment , may pay a penalty in the amount of six hundred & ninety seven dollars & fifty cents (\$697.50) to the CAPE BRETON REGIONAL MUNICIPALITY provided that said payment is made within a period of fourteen days (14) following the day on which the alleged violation was committed, and said payment shall be in full satisfaction, releasing and discharging all penalties and imprisonments incurred by the person for said violation.

22.3 In addition to any fine or imprisonment imposed pursuant to subsection 21.1, the court or judge may order the person convicted to pay all expenses incurred in correcting the contravention of the By-law or any damages associated with such contravention.

22.4 Where any person is in contravention of any provision of this By-law, the Manager may direct in writing that the contravention be remedied by that person in the manner and within the time specified in the written direction.



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

INFORMATION REPORT

TO: Mayor Clarke and CBRM Council
SUBMITTED BY: Demetri Kachafanas, Chief Administrative Officer
DATE: January 14, 2026
SUBJECT: **Building and Development Permit Activity**

ORIGIN

Staff Initiated.

BACKGROUND

In June 2025, Planning and Development staff provided Council with an update on the Housing Accelerator Fund (HAF) program, including the municipality's committed initiatives and progress toward achieving the established target of delivering 1,010 new residential housing units by December 31, 2026.

Staff reported that since the launch of the HAF program in January 2024, the municipality had approved over 350 new residential units. At that time, staff also indicated that a higher number of residential approvals was anticipated in 2025, reflecting continued year-over-year residential growth.

Updated data collected in January 2026 confirms this projection, indicating that 536 new residential units were approved in 2025. As a result, the municipality has approved a total of 906 residential units toward the 1,010 units committed under the HAF program.

This information report provides an overview of recent building and development permit activity within the municipality, including approvals for new residential and non-residential development.

DISCUSSION

Since 2022, the municipality has experienced consistent year-over-year increases in development and building permit activity. Table 1 summarizes total permit applications issued,

dwelling units created, dwellings lost or demolished, net dwelling unit growth, and the total estimated value of construction.

Year	Total Number Permits*	Total Estimated Value of Construction**	Total Number of Dwelling Units Created	Total Number of Dwellings Lost	Total Net Dwelling Units
2022	784	\$80,845,854.75	278	-91	187
2023	779	\$91,835,278.27	347	-85	262
2024	811	\$129,735,561.14	427	-57	370
2025	884	\$173,138,608.29	591	-55	536

Table 1: Total Number of Permits, Estimated Value of Construction and Total Dwelling Units.

*Permits include all permits issued, including but not limited to, dwellings, change of use, accessory structures, demolitions, pools, etc.

**Total Estimated Value of Construction reflects permit fees collected and is provided by the applicant.

Observations and Overall Trends

Between 2022 and 2025, permit volumes increased by approximately 13 percent, estimated construction values more than doubled, and net housing production nearly tripled, increasing from 187 to 536 units. The most significant growth occurred in 2024 and 2025, closely aligning with the implementation of CBRM Forward and the adoption of new planning policies and regulations in the summer of 2023.

These policy changes expanded opportunities for as-of-right higher-density residential development within serviced areas, eliminating the need for land use by-law amendments or discretionary planning approvals in many cases. As a result, approval timelines were reduced, development certainty increased, and more projects were able to proceed more quickly.

Higher numbers of dwellings lost in 2022 and 2023 can largely be attributed to the impacts of Hurricane Fiona in September 2022. In the aftermath of the storm, numerous demolition permits were issued to address unsafe, severely damaged, or uninhabitable buildings. These losses reflect post-disaster recovery activity rather than typical redevelopment or market-driven demolition trends.

Increase in Estimated Value of Construction

In most cases, construction values reported through the permitting process are based on information provided by applicants. In limited circumstances, the current permit software generates an estimated construction value based on application type. However, these calculations rely on per-square-metre rates that have not been updated since the early 2000s. As a result, the estimated construction value for many projects may be understated.

The substantial increase in total construction value, particularly in 2025, is primarily driven by a rise in larger-scale and more complex development projects, including institutional and multi-unit residential developments. Notable examples include the Cape Breton University medical campus,

the Maple Hill Manor long-term care facility, and an increasing number of multi-unit residential buildings.

This trend toward denser residential forms and larger institutional projects is expected to continue, with anticipated developments such as Tartan Downs later in the year.

Year	Total Number of Permits (Non-Residential)	Total Estimated Value of Construction (Non-Residential)*
2022	111	\$ 21,195,369.00
2023	153	\$ 30,321,677.75
2024	105	\$ 54,869,500.58
2025	155	\$ 69,952,932.40

Table 2: Non-Residential Permits and Estimated Value of Construction

*Total Estimated Value of Construction reflects permit fees collected and is provided by the applicant.

Where Growth Is Occurring

A review of permit data over the past four years indicates that growth is increasingly concentrated within the Service Area Boundary, where municipal water, wastewater, and other urban services exist.

Development Within the Service Area Boundary				
Year	Total Number Permits	Number of Dwelling Units Created	Number of Dwelling Lost	Net Dwelling Units
2022	457	169	-75	94
2023	495	251	-71	180
2024	503	295	-38	257
2025	520	457	-42	415

Table 3: Development Within the Service Area Boundary

Development Outside the Service Area Boundary				
Year	Total Number Permits	Number of Dwelling Units Created	Number of Dwelling Lost	Net Dwelling Units
2022	327	109	-16	93
2023	284	96	-14	82
2024	308	132	-19	113
2025	364	134	-13	121

Table 4: Development Outside the Service Area Boundary

In 2025, approximately 78 percent of all new net dwelling units (415 of 536) were constructed within the Service Area Boundary, while only 22 percent occurred outside serviced areas. This

shift reflects both the adoption of new planning policies and increased market demand for serviced higher-density forms of housing. These results also reflect the direction of the Growth Management Strategy.

Alignment with Taxation and Infrastructure

The majority of municipal taxation revenue is generated from properties located within the Service Area Boundary.

Area of Assessment – 2025 Tax Revenue	
Inside Service Area Boundary	\$94,624,195.03
Outside Service Area Boundary	\$32,948,362.62
Total	\$127,572,557.65

Table 5: Area of Assessment

Approximately 74 percent of the municipality's taxable assessment base is located within the Service Area Boundary. The fact that a similar proportion of new housing growth is also occurring within this area indicates that development is being directed to locations where municipal services and infrastructure already exist.

This pattern supports the long-term financial sustainability of municipal infrastructure, as new development contributes to the same tax base that funds water, wastewater, roads, and emergency services. The alignment between growth, infrastructure, and taxation reflects Council's planning and growth management objectives and is consistent with the guiding principles of the Municipal Planning Strategy.

Conclusion

A review of permit data demonstrates that recent planning policy and regulatory changes adopted under CBRM Forward in 2023 are contributing to increased development activity, particularly higher-density residential development within the municipal Service Area Boundary.

While construction values have increased significantly, current permit valuation methods rely on outdated square-metre rates. A review and update of valuation methodologies may improve the accuracy of reported construction values and better reflect current development activity.

FINANCIAL IMPLICATIONS

There are no financial implications. The costs associated with the preparation of this information report have been allocated under the approved 2024-2025 budget for Planning and Development.

LEGISLATIVE AUTHORITY

Municipal Government Act, Part VIII, Planning and Development and Part IV, Finance

A copy of this report can be obtained online at www.cbrm.ns.ca or by contacting the Office of the Municipal Clerk at 902-563-5010.

Report Prepared by: Tyson Simms, Director of Planning and Development, 902.574.1936



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

To: **Mayor Clarke and Council**
Submitted by: **Christa Dicks, Municipal Clerk**
Date: **January 20, 2026**
Subject: **Contract Approval**

RECOMMENDATION

That Council approve a three-year contract with the current provider for the IT Help Desk.

PURPOSE

To request Council's approval to enter a three-year contract with the current IT Help Desk provider. Historically, the contract has been yearly, however, the company recently moved to a three-year contract model.

Although Council provided budget approval for these services, additional authorization is needed for the multi-year commitment to enter into the agreement. The cost to maintain the agreement is \$2912 annually.

DISCUSSION

While funding for the help desk 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 licensing from January 20, 2026, to January 20, 2029.

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

ALTERNATIVES

1. Decline the Contract

- Loss of cost stability and potential service disruptions.

A copy of this report can be obtained online at 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



City Hall
320 Esplanade
Sydney, NS B1P 7B9

Item No.

Council Agenda Request Form		
<input checked="" type="checkbox"/> Included on Agenda (Submitted to Municipal Clerk's Office by 4:30 pm seven days before the meeting)	<input type="checkbox"/> Late Item (Submitted to Municipal Clerk's Office by Noon the day before the meeting)	<input type="checkbox"/> Request from the Floor: (New Business) - Announcement - Referral - Submit Petition - Notice of Motion
Date of Council Meeting: January 20, 2026		
Subject: Transportation Committee		
Motion: For Council to request CAO to direct staff to explore the creation of a CBRM led Transportation Committee.		
Reason: During our last COTW meeting on Tuesday, January 13, 2026, we discussed the challenges and future of Transit and Transportation in CBRM. If we are going to change the way we pay for transit, partner with community organizations, increase service and provide multi-level transportation options, we MUST have community consultations and dialogue with residents if these types of policy and taxation changes will occur.		
Outcome Sought: Recommendations on the creation of a Transportation Committee to advise Mayor and Council on issues related to all forms of transportation operating within the CBRM. This should include but not limited to: Transit Cape Breton, Handi-Trans, Taxi Industry, Ride-Share, E-Scooters, Shuttle Services, provincial and federal government initiatives and their partners such as The United Way. In addition to the recommendations, I would suggest the make up of the committee include a set number of Councillors, a set number of residents from the general public, users, stakeholders, senior transit staff and marginalized/minority/underrepresented groups. I would also suggest this committee operate similar to other CBRM committees such as Police Commission, Library, Audit and outside the scope of COTW. As always, I am open to council discussion on this matter.		
<i>Councillor</i> Steve Gillespie	<i>District 4</i>	
<i>Date:</i> January 20, 2026	<i>Received by Clerk's Department (date):</i> January 14, 2026	

Summary**Draft Statement of Expenditures****November 30, 2025**

Expenditures	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	1,079,551	1,165,592	86,040	1,700,066	620,515
Administration	227,895	277,214	49,320	481,627	253,732
Finance	2,170,581	2,413,618	243,037	3,871,331	1,700,750
Legal	2,267,542	2,230,379	(37,163)	3,309,483	1,041,941
Human Resources	1,116,921	1,273,147	156,226	1,867,656	750,735
Technology & Communications	1,484,387	1,747,042	262,655	2,667,644	1,183,257
Municipal Clerk	363,923	374,341	10,417	665,585	301,662
Fiscal Services	29,390,363	27,740,130	(1,650,233)	41,982,024	6,132,160
Police Services	24,450,379	24,901,473	451,094	36,114,294	11,663,915
Fire Services (Incl EMO)	9,844,359	10,159,521	315,162	14,255,649	4,411,290
Engineering & Public Works	36,369,057	34,979,514	(1,389,543)	61,084,243	24,715,186
Planning	2,553,302	3,207,874	654,572	4,495,882	1,942,580
Facilities C200 & Arenas	3,535,943	3,212,366	(323,577)	4,753,430	1,217,487
Parks & Grounds	2,763,851	2,626,021	(137,830)	3,610,306	846,455
Buildings	2,628,638	2,713,274	84,637	3,937,806	1,408,148
Recreation	2,905,100	2,405,565	(499,535)	3,053,686	148,586
Total expended to date	\$ 123,151,792	\$ 121,427,070	\$ (1,724,722)	\$ 187,850,712	\$ 58,338,400

Total expended to date**\$ 123,151,792 \$ 121,427,070 \$ (1,724,722) \$ 187,850,712 \$ 58,338,400****Departmental****Reviewed**

Summary

Draft Statement of Revenue

November 30, 2025

Revenue	Year To Date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	89,486,500	88,765,489	721,011	133,148,233	43,661,733
Total Federal Government	2,433,333	2,433,333	-	3,650,000	1,216,667
Total Federal Government Agencies	573,997	573,997	-	860,996	286,999
Total Provincial Government	1,375,333	1,375,333	-	2,063,000	687,667
Total Provincial Government Agencies	2,762,271	2,840,751	(78,480)	4,261,126	1,498,855
Total Services to Other Local Government	622,850	622,850	-	934,275	311,425
Total Transit	1,050,240	1,342,667	(292,427)	3,614,000	2,563,760
Total Environmental Development Services	310,947	200,333	110,614	300,500	(10,447)
Total Licenses & Permits	37,546	32,333	5,213	48,500	10,954
Total Fines & Fees	733,263	800,000	(66,737)	1,200,000	404,919
Total Rentals	343,185	346,518	(3,333)	519,777	176,592
Total Concessions & Franchises	461,137	483,561	(22,423)	945,000	83,333
Total Interest	1,692,972	1,010,000	682,972	1,515,000	(177,972)
Total Finance Revenue	31,251	23,333	7,917	35,000	3,750
Total Solid Waste Revenue	2,172,020	2,278,000	(105,980)	4,125,000	1,952,980
Total Recreation & Cultural Service Programs	704,437	(136,925)	841,362	1,694,500	1,473,925
Total Water Utility Charges	8,449,979	8,449,979	-	12,674,968	4,224,989
Total Unconditional Transfers	10,599,157	10,557,225	41,932	15,835,838	5,236,681
Total Conditional Transfers	126,759	126,759	-	425,000	298,241
Total Extraordinary Revenue	684,596	-	684,596	-	(684,596)
Year To Date Assigned	\$ 124,651,773	\$ 122,125,536	\$ 2,526,236	\$ 187,850,713	\$ 63,220,456

Departmental

Reviewed

Legislative

Draft Statement of Expenditures

November 30, 2025

Legislative	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	765,560	775,402	9,842	1,152,026	386,466
6010 BENEFITS	110,662	155,241	44,579	230,643	119,981
6030 TRAVEL/CONFERENCES	75,815	75,815	-	90,000	14,185
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	61,313	64,842	-	97,263	35,950
6050 OFFICE SUPPLIES	7,037	8,267	1,230	12,400	5,363
6060 OFFICE EQUIPMENT	2,705	3,667	962	5,500	2,795
6080 ADVERTISING	4,757	9,667	4,910	14,500	9,743
6100 COURIER	-	167	167	250	250
6110 TELEPHONE/FAX	15,879	22,289	6,410	33,434	17,555
6120 PUBL./SUBSCRIPTIONS	862	1,700	838	2,550	1,688
6130 COMPUTER HARDWARE	1,948	5,333	-	8,000	6,052
6150 MEETING EXPENSES	8,144	18,333	10,189	27,500	19,356
6170 PROMOTION	24,869	24,869	-	26,000	1,131
Total expended to date	\$ 1,079,551	\$ 1,165,592	\$ 79,126	\$ 1,700,066	\$ 620,515

Administration (CAO)

Draft Statement of Expenditures

November 30, 2025

CAO	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	186,516	208,512	21,996	309,789	123,273
6010 BENEFITS	27,176	40,006	12,831	59,438	32,262
6020 TRAINING/EDUCATION	-	2,200	2,200	3,300	3,300
6030 TRAVEL/CONFERENCES	4,674	12,000	7,327	18,000	13,327
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	1,328	1,328	-	1,800	472
6050 OFFICE SUPPLIES	1,413	1,867	453	2,800	1,387
6110 TELEPHONE/FAX	1,039	1,667	628	2,500	1,461
6150 MEETING EXPENSES	475	2,667	2,192	4,000	3,525
6170 PROMOTION	1,639	3,333	1,694	5,000	3,361
8100 PROFESSIONAL SERVICES	3,635	3,635	-	75,000	71,365
Total expended to date	\$ 227,895	\$ 277,214	\$ 49,320	\$ 481,627	\$ 253,732

Departmental

Finance

Finance	Year to date Expended	8 Month Budget	8 Month Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,416,787	1,586,307	169,520	2,356,799	940,012
6010 BENEFITS	313,155	357,044	43,889	530,465	217,310
6020 TRAINING/EDUCATION	349	5,667	5,318	8,500	8,151
6030 TRAVEL/CONFERENCES	10,273	12,333	2,060	18,500	8,227
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	1,076	3,033	1,957	4,550	3,474
6050 OFFICE SUPPLIES	8,954	8,954	-	11,900	2,946
6060 OFFICE EQUIPMENT	6,385	8,667	2,282	13,000	6,615
6080 ADVERTISING	20,523	25,560	5,037	38,340	17,817
6090 POSTAGE	184,255	184,255	-	214,000	29,745
6100 COURIER	15,963	15,963	-	20,650	4,687
6110 TELEPHONE/FAX	11,711	11,711	-	17,500	5,789
6130 COMPUTER HARDWARE	4,665	10,000	5,335	15,000	10,335
6140 COMPUTER SOFTWARE	-	-	-	71,175	71,175
6180 COST RECOVERY	(238,320)	(240,000)	-	(360,000)	(121,680)
8010 OPERATIONAL MATERIALS/SUPPLIES	4,568	4,568	-	5,000	432
8110 PROFESSIONAL SERVICES	45,536	54,667	9,130	82,000	36,464
8110 CONTRACTS/AGREEMENTS	49,425	49,425	-	69,200	19,775
8120 LEASES	9,645	9,835	189	14,752	5,107
8180 TAX EXEMPT/WRIT OFF	305,631	305,630	-	740,000	434,369
Total expended to date	\$ 2,170,581	\$ 2,413,618	\$ 244,717	\$ 3,871,331	\$ 1,700,750

Total expended to date

Departmental

Finance

Finance

Legal	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget		Annual Budget Remaining
				8 Month Budget	Variance	
6000 WAGES/SALARIES	382,373	373,019	(9,354)	554,200	171,827	
6010 BENEFITS	74,422	88,700	14,278	131,783	57,361	
6020 TRAINING/EDUCATION	-	4,333	4,333	6,500	6,500	
6030 TRAVEL/CONFERENCES	1,123	3,000	1,877	4,500	3,377	
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	14,163	14,163	-	18,000	3,837	
6050 OFFICE SUPPLIES	2,213	2,333	120	3,500	1,287	
6060 OFFICE EQUIPMENT	1,057	1,467	409	2,200	1,143	
6070 PHOTOCOPYING SUPPLIES	1,262	2,333	1,071	3,500	2,238	
6080 ADVERTISING	393	2,667	2,274	4,000	3,607	
6100 COURIER	351	533	182	800	449	
6110 TELEPHONE/FAX	2,192	2,667	474	4,000	1,808	
6120 PUBLICATIONS/SUBSCRIPTIONS	15,950	15,950	-	22,000	6,050	
6130 COMPUTER HARDWARE	-	2,667	2,667	4,000	4,000	
6150 MEETING EXPENSES	-	333	333	500	500	
6160 LIABILITY INSURANCE	1,689,161	1,633,333	(55,827)	2,450,000	760,839	
6180 COST RECOVERY	-	-	-	-	-	
8100 PROFESSIONAL SERVICES	82,881	82,881	-	100,000	17,119	
Total expended to date						
	\$ 2,267,542	\$ 2,230,379	\$ (37,162)	\$ 3,309,483	\$ 1,041,941	

Total expended to date

Departmental

Finance

Human Resources

Draft Statement of Expenditures

November 30, 2025

Human Resources	Year to date Expended	8 Month Budget		8 Month Budget Variance		Annual Budget	Annual Budget Remaining
		Budget	Variance	Budget	Variance		
6000 WAGES/SALARIES	717,148	872,259		155,111		1,295,927	578,780
6010 BENEFITS	207,397	211,938		4,541		314,879	107,482
6020 TRAINING/EDUCATION	5,295	6,567		1,271		9,850	4,555
6030 TRAVEL/CONFERENCES	10,631	11,667		1,036		17,500	6,869
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	1,042	2,333		1,291		3,500	2,458
6050 OFFICE SUPPLIES	21,914	10,000	(11,914)			15,000	(6,914)
6060 OFFICE EQUIPMENT	925	1,667	742			2,500	1,575
6080 ADVERTISING	1,055	2,000	945			3,000	1,945
6110 TELEPHONE/FAX	5,598	6,667	1,069			10,000	4,402
6120 PUBLICATIONS/SUBSCRIPTIONS	-	2,000	2,000			3,000	3,000
6130 COMPUTER HARDWARE	7,545	7,545	-			6,000	(1,545)
6150 MEETING EXPENSES	6,604	6,604	-			6,500	(104)
8100 PROFESSIONAL SERVICES	125,234	125,234	-			170,000	44,766
8110 CONTRACTS/AGREEMENTS	6,532	6,667	134			10,000	3,468
Total expended to date	\$ 1,116,921	\$ 1,273,147	\$ 156,225	\$ 1,867,656	\$ 750,735		

Total expended to date

Departmental

Finance

Technology and Communications**Draft Statement of Expenditures****November 30, 2025**

Technology/Communications	Year to date Expended	8 Month Budget		8 Month Budget Variance	Annual Budget	Annual Budget Remaining
		Budget	Variance			
6000 WAGES/SALARIES	748,590	847,150	98,560		1,258,623	510,033
6010 BENEFITS	174,478	194,588	20,110		289,102	114,624
6011 MISCELLANEOUS BENEFITS	36,523	(72,772)	(109,295)		(109,158)	(145,681)
6020 TRAINING/EDUCATION	-	15,000	15,000		22,500	22,500
6030 TRAVEL/CONFERENCES	2,215	4,333	2,119		6,500	4,285
6040 PROFESSIONAL MEMBERSHIP/DUES	-	667	667		1,000	1,000
6050 OFFICE SUPPLIES	7,487	1,900	(5,587)		2,850	(4,637)
6060 OFFICE EQUIPMENT	128	2,667	2,539		4,000	3,872
6080 ADVERTISING	1,040	2,000	960		3,000	1,960
6110 TELEPHONE/FAX	24,904	33,333	8,430		50,000	25,096
6130 COMPUTER HARDWARE	34,326	120,000	85,674		180,000	145,674
6140 COMPUTER SOFTWARE	346,294	346,295	-		475,000	128,706
6150 MEETING EXPENSES	2,197	667	(1,530)		1,000	(1,197)
7070 BLDG/FACILITY RENTAL	15,959	15,959	-		22,000	6,041
8040 COMM EQUIPMENT LINES	717	1,667	950		2,500	1,783
8100 PROFESSIONAL SERVICES	15,244	40,000	24,756		60,000	44,756
8110 CONTRACTS/AGREEMENTS	73,215	116,133	42,918		174,200	100,985
8120 LEASES SAP	1,071	77,456	76,385		116,184	115,113
8130 LICENSES/PERMITS	-	-	-		108,343	108,343
Total expended to date	\$ 1,484,387	\$ 1,747,042	\$ 262,655	\$ 2,667,644	\$ 1,183,257	

Total expended to date**\$ 1,484,387 \$ 1,747,042 \$ 262,655 \$ 2,667,644 \$ 1,183,257****Departmental****Finance**

Municipal Clerk

Draft Statement of Expenditures

November 30, 2025

Municipal Clerk	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget		Annual Budget Remaining
				8 Month Budget	Variance	
6000 WAGES/SALARIES	230,677	235,348	4,671	349,660	118,983	
6010 BENEFITS	53,309	52,450	(859)	77,925	24,616	
6020 TRAINING/EDUCATION	2,783	3,667	883	5,500	2,717	
6030 TRAVEL/CONFERENCES	936	3,333	2,397	5,000	4,064	
6040 PROFESSIONAL MEMBERSHIP/DUES	4,271	933	(3,338)	1,400	(2,871)	
6050 OFFICE SUPPLIES	2,879	2,879	-	3,000	121	
6060 OFFICE EQUIPMENT	207	1,333	1,126	2,000	1,793	
6070 PHOTOCOPYING SUPPLIES	17,621	17,621	-	23,500	5,879	
6080 ADVERTISING	-	1,000	1,000	1,500	1,500	
6100 COURIER	186	186	-	100	(86)	
6110 TELEPHONE/FAX	1,248	2,800	1,552	4,200	2,952	
6120 PUBLICATIONS/SUBSCRIPTIONS	1,345	1,345	-	1,800	455	
6130 COMPUTER HARDWARE	-	2,000	2,000	3,000	3,000	
6140 COMPUTER SOFTWARE	39,779	39,779	-	42,500	2,721	
6150 MEETING EXPENSES	8,683	9,667	984	14,500	5,817	
8110 CONTRACTS/AGREEMENTS	-	-	-	130,000	130,000	
Total expended to date	\$ 363,923	\$ 374,341	\$ 10,416	\$ 665,585	\$ 301,662	

Departmental

Finance

Fiscal Services

Draft Statement of Expenditures

November 30, 2025

Fiscal Services	Year to date Expended	8 Month Budget	8 Month Budget Variance	(5)	Annual Budget	Annual Budget Remaining
8195 WATER SUPPLY & HYDRANTS	4,717,594	4,717,589		(5)	7,076,384	2,358,790
9010 INTEREST ON SHORT TERM BORROWING	-	-		-	400,000	400,000
9020 INTEREST ON LONG TERM DEBT	1,656,965	1,656,965		-	1,794,276	137,311
9050 PRINCIPLE ON LONG TERM DEBT	8,485,561	5,597,041	(2,888,520)	(2,888,520)	8,395,561	(90,000)
9052 DEBT/CAPITAL BOND DISC	-	-	-	-	63,000	63,000
9090 BANK CHARGES	52,563	56,667	4,104	4,104	85,000	32,437
9200 ALLOWANCE FOR UNCOLLECTABLE TAXES	-	-	-	-	600,000	600,000
9420 APPROPRIATION TO CAPITAL FUND	-	1,226,667	1,226,667	1,226,667	1,840,000	1,840,000
9430 APPROPRIATION TO B.I.D.C.s	152,626	152,669	43	43	229,004	76,378
9620 REGIONAL LIBRARY	469,200	469,200	-	-	703,800	234,600
9630 CAPE BRETON/VICTORIA SCHOOL BOARD	12,919,191	12,919,128	-	-	19,378,692	-
9640 PROPERTY ASSESSMENT COSTS	936,663	944,205	7,541	7,541	1,416,307	479,644
Total expended to date	\$ 29,390,363	\$ 27,740,130	\$ (1,650,170)	\$ 41,982,024	\$ 6,132,160	

Departmental

Finance

8 Month Budget

Year to date Expended

Police Services

Police Services		Year to date Expended	8 Month Budget	8 Month Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY		20,573.350	21,212.326	638.977	31,471.149	10,897.799
6020 TRAINING/EDUCATION		173,756	173,756	-	192,500	18,744
6030 TRAVEL/CONFERENCE		72,722	42,000	(30,722)	63,000	(9,722)
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES		3,483	3,483	-	5,000	1,517
6050 OFFICE SUPPLIES		25,047	32,500	7,453	48,750	23,703
6050 OFFICE EQUIPMENT		38,273	52,667	14,393	79,000	40,727
6070 PHOTOCOPYING SUPPLIES		-	6,667	6,667	10,000	10,000
6080 ADVERTISING		372	4,000	3,628	6,000	5,628
6100 COURIER		12,893	12,893	-	13,000	107
6110 TELEPHONE/FAX		219,486	219,486	-	295,000	75,514
6120 PUBLICATIONS/SUBSCRIPTIONS		4,166	4,166	-	6,000	1,834
6130 COMPUTER HARDWARE		189,698	189,698	-	270,000	80,302
6140 COMPUTER SOFTWARE		509,318	509,318	-	710,000	200,682
6150 MEETING EXPENSES		9,879	9,879	-	11,000	1,121
6170 PROMOTION		6,469	6,667	198	10,000	3,531
7000 HEAT		6,414	21,333	14,920	32,000	25,586
7010 ELECTRICAL		84,407	84,407	-	124,000	39,593
7020 WATER		1,550	5,683	4,133	8,525	6,975
7030 BUILDING/FACILITY MAINTENANCE		40,141	62,000	21,859	93,000	52,859
7040 BUILDING/FACILITY REPAIR		4,440	10,000	5,560	15,000	10,560
7060 BUILDING/FACILITY RENOVATION		10,655	10,655	-	15,000	4,345
7070 BUILDING/FACILITY RENTAL		75,256	75,256	-	101,000	25,744
7110 SECURITY		935	1,333	399	2,000	1,065
7500 VEHICLE/EQUIPMENT MAINTENANCE		23,871	23,871	-	30,000	6,129
7505 GASOLINE & DIESEL		207,208	333,333	36,125	500,000	202,792
7510 VEHICLE/EQUIPMENT REPAIRS		293,616	293,616	-	325,000	31,384
7530 VEHICLE/EQUIPMENT REPLACEMENT		567,346	567,346	-	580,000	12,654
7540 VEHICLE/EQUIPMENT RENTAL		-	1,333	-	2,000	2,000
7550 VEHICLE/EQUIPMENT TOWING		478	2,667	2,189	4,000	3,522
8000 OPERATIONAL EQUIPMENT		139,231	139,231	-	150,000	10,769
8010 MAINTENANCE EQUIPMENT		186,225	186,225	-	150,000	(36,225)
8040 COMMUNICATION EQUIPMENT LINES		3,272	4,047	775	6,070	2,798
8090 UNIFORMS/CLOTHING		2,559	2,559	-	500	(2,059)
8100 PROFESSIONAL SERVICES		129,190	129,190	-	175,000	45,810
8110 CONTRACTS/AGREEMENTS		177,348	177,348	-	150,000	(27,348)
8120 LEASES		38,382	63,333	24,951	95,000	56,618
8125 MAJOR INVESTIGATIONS		-	105,200	105,200	157,800	157,800
8130 LICENSES/PERMITS		528,945	120,000	(408,945)	180,000	(348,945)
8150 GRANTS/SUBSIDIES TO ORGANIZATIONS		-	2,000	2,000	3,000	3,000
Total expended to date		\$ 24,440,379	\$ 24,901,473	\$ 449,760	\$ 36,114,294	\$ 11,663,915

Total expended to date

Departmental

Finance

Police Services

Draft Statement of Revenue

November 30, 2025

Police Services Revenue	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	89,567	133,333	(43,767)	200,000	110,433
5151 FINES	207,475	200,000	7,475	300,000	92,525
Total Revenue to date	\$ 297,041	\$ 333,333	\$ (36,292)	\$ 500,000	\$ 202,959

Departmental

Finance

Fire Services

Draft Statement of Expenditures

November 30, 2025

Fire Services Including EMO	Year to date Expended	8 Month Budget	8 Month Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	5,225,912	4,881,153	(344,759)	7,251,998	2,026,086
6010 BENEFITS	1,135,093	1,210,892	75,799	1,799,040	663,947
6011 MISCELLANEOUS BENEFITS	29,919	30,417	498	45,626	15,707
6020 TRAINING/EDUCATION	65,023	158,133	93,110	237,200	172,177
6030 TRAVEL/CONFERENCE	48,666	48,666	-	60,000	11,333
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	474	7,533	7,060	11,300	10,826
6050 OFFICE SUPPLIES	5,722	7,333	1,611	11,000	5,278
6060 OFFICE EQUIPMENT	1,939	6,333	4,394	9,500	7,561
6080 ADVERTISING	-	1,000	1,000	1,500	1,500
6110 TELEPHONE/FAX	32,870	32,870	-	41,348	8,477
6120 PUBLICATIONS/SUBSCRIPTIONS	10	400	390	600	590
6130 COMPUTER HARDWARE	1,141	7,667	6,526	11,500	10,359
6140 COMPUTER SOFTWARE	30,223	30,223	-	35,500	5,277
6150 MEETING EXPENSES	3,530	3,530	-	4,500	970
6170 PROMOTION	9,598	18,200	8,602	27,300	17,702
7000 HEAT	42,791	65,333	22,542	98,000	55,209
7010 ELECTRICAL	66,415	67,182	767	100,773	34,359
7020 WATER	25,756	26,667	910	40,000	14,244
7030 BUILDING/FACILITY MAINTENANCE	15,675	46,533	30,858	69,800	54,125
7040 BUILDING/FACILITY REPAIR	4,153	20,035	15,882	30,053	25,900
7060 BUILDING/FACILITY RENOVATION	14,263	3,333	(10,929)	5,000	(9,263)
7500 VEHICLE EQUIPMENT MAINTENANCE	381,341	381,341	-	450,000	68,659
7505 GASOLINE & DIESEL	54,489	61,110	6,621	91,665	37,176
7530 VEHICLE EQUIPMENT REPLACEMENT	(9,936)	33,667	43,603	50,500	60,436
7560 VEHICLE EQUIPMENT GENERAL SUPPLIES	22,675	13,333	(9,342)	20,000	(2,675)
8000 OPERATIONAL EQUIPMENT	269,333	413,040	143,707	619,560	350,227
8010 OPERATIONAL MATERIALS/SUPPLIES	61,085	34,667	(26,419)	52,000	(9,085)
8020 MAINTENANCE EQUIPMENT	15,425	33,333	17,909	50,000	34,575
8040 COMMUNICATION EQUIPMENT/LINES	-	2,900	2,900	4,350	4,350
8090 UNIFORMS/CLOTHING	37,621	46,750	9,129	70,125	32,504
8100 PROFESSIONAL SERVICES	7,807	8,333	526	12,500	4,693
8110 CONTRACTS/AGREEMENTS	65,040	82,833	17,793	124,250	59,210
8120 LEASES	110,921	286,475	-	298,047	187,126
8130 LICENSES/PERMITS	279	11,883	11,605	17,825	17,546
8150 GRANTS/SUBSIDIES TO ORGANIZATIONS	2,076,420	2,076,420	-	2,503,289	426,869
Total expended to date					
\$ 9,844,359	\$ 10,159,521	\$ 139,608	\$ 14,255,649	\$ 4,411,290	

Departmental

Finance

**Municipal Services
Agreement**

**Draft Statement of Revenue
Agreement**

November 30 , 2025

Fire Services Revenue	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	271,833	271,833	-	407,750	135,917
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	351,017	351,017	-	526,525	175,508
Total Revenue to date	\$ 622,850	\$ 622,850	\$ -	\$ 934,275	\$ 311,425

Departmental

Finance

**Draft - Engineering and Public Works Actuals
to November 30, 2025**

REVENUE	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	1,050,239	1,342,667	(292,428)	3,614,000	(2,563,761)	0.29
SOLIDWASTE TIP FEES	1,894,020	2,000,000	(105,980)	3,000,000	(1,105,980)	0.63
SOLIDWASTE COST RECOVERIES	278,000	278,000	-	1,125,000	(847,000)	0.25
WATER UTILITY ADMIN FEE	8,449,979	8,449,979	-	12,674,968	(4,224,989)	0.67
TOTAL PW REVENUES	11,672,238	12,070,646	(398,408)	20,413,968	(8,741,730)	0.57

EXPENDITURES

ADMINISTRATION	3,069,430	145,017	4,915,520	1,991,107	0.59
ENGINEERING	693,474	771,978	78,503	1,095,208	401,734
CENTRAL DIVISION	6,192,140	6,139,347	(52,793)	9,333,068	3,140,928
EAST DIVISION	5,744,478	5,336,475	(408,003)	8,192,278	2,447,800
NORTH DIVISION	2,668,378	2,376,449	(291,929)	3,820,216	1,151,838
SOLID WASTE	14,454,519	11,843,531	(2,610,988)	17,309,927	2,855,408
MECHANICAL FLEET	3,536,805	4,230,913	694,108	6,239,651	2,702,847
TRANSIT	6,120,134	6,765,348	645,214	10,178,375	4,058,241
TOTAL PW EXPENDITURES	42,334,340	40,533,469	(1,800,871)	61,084,243	18,749,903
					0.69

Signature:

Chief Financial Officer

Chief Engineer of Engineering & Public Works

Director of Engineering & Public Works

Planning Department	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,180,877	1,346,791	165,913	2,000,945	820,068
6010 BENEFITS	310,242	338,531	28,289	502,961	192,719
6011 MISCELLANEOUS BENEFITS	(63,768)	(74,563)	(10,795)	(111,844)	(48,076)
6020 TRAINING/EDUCATION	1,531	13,667	12,136	20,500	18,969
6030 TRAVEL/CONFERENCES	35,001	-	-	44,500	9,499
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	2,796	6,700	3,904	10,050	7,254
6050 OFFICE SUPPLIES	8,699	11,333	2,634	17,000	8,301
6060 OFFICE EQUIPMENT	6,192	16,467	10,274	24,700	18,508
6080 ADVERTISING	2,063	15,133	13,070	22,700	20,637
6110 TELEPHONE/FAX	10,621	12,667	2,045	19,000	8,379
6120 PUBL./SUBSCRIPTIONS	-	267	267	400	400
6130 COMPUTER HARDWARE	2,698	44,667	41,969	67,000	64,302
6140 COMPUTER SOFTWARE	2,987	9,667	6,680	14,500	11,513
6150 MEETING EXPENSES	325	2,800	2,475	4,200	3,875
6170 PROMOTION	(16,227)	22,667	38,894	34,000	50,227
6180 COST RECOVERY	-	-	-	-	-
7130 DEMOLITIONS	-	-	-	120,000	120,000
8000 OPERATIONAL EQUIPMENT	42,434	42,434	-	34,000	(8,434)
8010 OPERATIONAL MATERIALS/SUPPLIES	1,596	4,333	2,738	6,500	4,904
8090 UNIFORMS / CLOTHING	2,035	7,333	5,298	11,000	8,965
8100 PROFESSIONAL SERVICES	153,187	153,187	-	43,750	(109,437)
8110 CONTRACTS/AGREEMENTS	284,552	613,333	328,782	920,000	635,448
8130 LICENSES/PERMITS	80,074	80,074	-	106,020	25,946
8135 REGULATORY FEES	45,746	45,746	-	44,000	(1,746)
8150 GRANTS /SUBS TO ORG	459,640	459,640	-	540,000	80,360
Total expended to date	\$ 2,553,302	3,207,874	\$ 654,572	\$ 4,495,882	\$ 1,942,580

Total expended to date

Departmental

Finance

	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 13,050	\$ 9,667	\$ 3,383	\$ 14,500	\$ 1,450
5113 Animal Licenses	1,605	5,333	(3,728)	8,000	6,395
5114 Taxi Licenses	22,891	16,667	6,224	25,000	2,109
5115 Vending Machine Licenses	-	667	(667)	1,000	1,000
5301 Parking Meter Revenue	188,182	166,667	21,515	250,000	61,818
Total Bylaw Revenue	\$ 225,728	\$ 199,000	\$ 26,728	\$ 298,500	\$ 72,772
Development / Planning Revenue					
5496 Mapping Sales	\$ -	\$ 333	\$ (333)	\$ 500	\$ 500
5495 Other Sales	12,001	3,333	8,668	5,000	(7,001)
5497 Lun Amendment Fees	2,800	3,333	(533)	5,000	2,200
5101 Building Permits	262,196	166,667	95,530	250,000	(12,196)
5102 Subdivision Fees	33,950	26,667	7,283	40,000	6,050
Total Develop / Planning Rev	\$ 310,947	\$ 200,333	\$ 110,614	\$ 300,500	\$ (10,447)
Total Bylaw / Dev / Planning Revenue	\$ 536,675	\$ 399,333	\$ 137,342	\$ 599,000	\$ 62,325

Facilities (C200 / Arenas)

Draft Statement of Expenditures

November 30, 2025

	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,368,901	1,308,782	(60,119)	1,944,476	575,575
6010 BENEFITS	274,547	292,589	18,042	434,704	160,157
6020 TRAINING	4,099	4,667	568	7,000	2,901
6030 TRAVEL/CONFERENCES	10,950	6,000	(4,950)	9,000	(1,950)
6040 PROFESSIONAL MEMBERSHIP/	1,180	3,333	2,153	5,000	3,820
6050 OFFICE SUPPLIES	2,688	3,667	979	5,500	2,812
6060 OFFICE EQUIPMENT	-	1,333	1,333	2,000	2,000
6080 ADVERTISING	521	3,333	2,812	5,000	4,479
6110 TELEPHONE/FAX	26,142	26,142	-	32,250	6,108
6130 COMPUTER HARDWARE	-	3,333	-	5,000	5,000
6140 COMPUTER SOFTWARE	11,974	1,667	(10,307)	2,500	(9,474)
6150 MEETING EXPENSES	2,428	2,428	-	3,000	572
7000 HEAT	83,333	83,333	-	105,000	21,667
7010 ELECTRICAL	488,610	596,667	108,057	895,000	406,390
7020 WATER	96,803	49,667	(47,136)	74,500	(22,303)
7030 BLDG/FACILITY MAINT	168,412	83,333	(85,078)	125,000	(43,412)
7040 BLDG/FACILITY REPAIR	46,172	56,667	10,494	85,000	38,828
7080 PLANT MAINTENANCE	105,907	63,333	(42,573)	95,000	(10,907)
7110 SECURITY	103,758	103,758	-	141,000	37,242
7510 VEH/EQUIP REPAIRS	2,746	15,000	12,254	22,500	19,754
8000 OPERATIONAL EQUIPMENT	95,522	12,000	(83,522)	18,000	(77,522)
8010 OPERATIONAL MATERIALS/SUF	101,696	113,333	11,638	170,000	68,304
8050 COST OF SALES	461,381	287,333	(174,048)	431,000	(30,381)
8090 UNIFORMS/CLOTHING	1,425	12,333	10,909	18,500	17,075
8100 PROFESSIONAL SERVICE	10,559	1,667	(8,892)	2,500	(8,059)
8110 CONTRACTS/AGREEMENTS	66,189	76,667	10,478	115,000	48,811
Total expended to date	\$ 3,535,943	\$ 3,212,366	\$ (326,910)	\$ 4,753,430	\$ 1,217,487

Departmental

Finance

	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 4808 Advertising Revenue	16,582	(619,444)	636,026	40,000	23,418
GL 5001 Ice Rentals	463,892	123,889	340,003	1,115,000	651,108
GL 5002 Public Skating	297	297	-	2,000	1,703
GL 5005 Gym Rental	-	-	-	-	-
GL 5006 Canteen Sales	429,894	429,894	-	864,500	434,606
GL 5010 Other Revenue	31,243	53,667	(22,423)	80,500	49,257
GL 5033 Program Equipment	6,246	20,000	(13,754)	30,000	23,754
GL 5034 Facility Rentals	212,755	313,333	(100,579)	470,000	257,245
Total Revenue To Date	\$ 1,160,910	\$ 321,636	\$ 839,274	\$ 2,602,000	\$ 1,441,090

Building Operations

Draft Statement of Expenditures

November 30, 2025

Buildings	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,078,895	1,121,116	42,221	1,665,658	586,763
6010 BENEFITS	273,966	277,417	3,451	412,63	138,97
6020 TRAINING/EDUCATION	2,033	6,667	4,633	10,000	7,967
6030 TRAVEL/CONFERENCES	-	6,667	6,667	10,000	10,000
6050 OFFICE SUPPLIES	99	667	567	1,000	901
6060 OFFICE EQUIPMENT	3,351	3,351	-	4,000	1,045
6080 ADVERTISING	863	-	(863)	-	(863)
6110 TELEPHONE/FAX	11,192	11,192	-	13,000	1,808
6130 COMPUTER HARDWARE	-	2,000	2,000	3,000	3,000
6140 COMPUTER SOFTWARE	-	4,333	4,333	6,500	6,500
6150 MEETING EXPENSE	-	167	167	250	250
7000 HEAT	32,539	86,667	54,128	130,000	97,461
7010 ELECTRICAL	310,581	392,807	82,225	589,210	325,856
7020 WATER	42,180	42,180	-	56,575	19,658
7030 BLDG/FACILITY MAINT	14,452	28,333	13,881	42,500	28,166
7060 BLDG/FACILITY RENOV	89,869	89,870	-	100,000	24,185
7070 BLDG/FACILITY RENTAL	160,483	160,482	-	230,000	69,517
7080 PLANT MAINTENANCE	9,635	10,000	365	15,000	5,365
7100 MAINT. TOOLS/EQUIP	7,535	7,535	-	3,500	(738)
7110 SECURITY	37,217	38,333	1,117	57,500	25,891
7120 PROPERTY TAXES	31,313	18,667	(12,646)	28,000	(3,313)
7540 VEH/EQUIP RENTAL	4,029	4,667	638	7,000	3,367
8000 OPERATIONAL EQUIP	-	1,667	1,667	2,500	2,500
8010 OPERATIONAL MATERIALS/SUPPLIES	104,902	-	-	121,350	19,876
8020 MAINTENANCE EQUIP	-	1,333	1,333	2,000	2,000
8040 COMM EQUIP/LINES (GPS)	2,724	2,933	210	4,400	1,676
8090 UNIFORMS/CLOTHING	1,499	5,333	3,835	8,000	6,501
8100 PROFESSIONAL SERVICES	74,190	74,190	-	100,000	35,988
8110 CONTRACTS/AGREEMENTS	295,091	169,133	(125,958)	253,700	(32,377)
8130 LICENSES/PERMITS	-	667	667	1,000	1,000
8150 GRANTS/SUBS TO ORG	40,000	40,000	-	60,000	20,000
Total expended to date	\$ 2,628,638	\$ 2,713,274	\$ 84,638	\$ 3,937,806	\$ 1,408,148

Total expended to date

Departmental

Finance

Parks and Grounds Operations

Draft Statement of Expenditures

November 30, 2025

Parks & Grounds	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget		Annual Budget Remaining
				8 Month Budget	Annual Budget	
6000 WAGES/SALARIES	1,177,106	1,229,779	52,673	1,827,100	649,994	
6010 BENEFITS	271,814	307,095	35,281	456,256	184,442	
6011 MISCELLANEOUS BENEFITS	7,215	1,667	(5,548)	2,500	(4,715)	
6020 TRAINING/EDUCATION	4,881	6,667	1,785	10,000	5,119	
6030 TRAVEL/CONFERENCES	-	6,667	6,667	10,000	10,000	
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	-	133	133	200	200	
6050 OFFICE SUPPLIES	1,566	1,566	-	1,200	(366)	
6110 TELEPHONE/FAX	9,297	9,298	-	10,000	703	
6130 COMPUTER HARDWARE	754	2,000	1,246	3,000	2,246	
7000 HEAT	803	8,000	7,197	12,000	11,197	
7010 ELECTRICAL	69,444	69,444	-	84,500	15,056	
7020 WATER	39,146	39,146	-	38,750	(396)	
7030 BUILDING/FACILITY MAINTENANCE	4,091	6,333	2,243	9,500	5,409	
7110 SECURITY	-	-	-	10,200	10,200	
7510 VEHICLE/EQUIPMENT REPAIRS	15,256	15,256	-	1,100	(14,156)	
7530 VEHICLE/EQUIPMENT REPLACEMENT	128,783	128,783	-	100,000	(28,783)	
7540 VEHICLE/EQUIPMENT RENTAL	49,345	49,345	-	25,000	(24,345)	
8000 OPERATIONAL EQUIPMENT	47,887	47,887	-	45,000	(2,887)	
8010 OPERATIONAL MATERIALS/SUPPLIES	315,828	315,828	-	400,000	84,172	
8020 MAINTENANCE EQUIPMENT	38,638	43,333	4,696	65,000	26,362	
8040 COMMUNICATION EQUIPMENT LINES	7,051	7,333	282	11,000	3,949	
8080 STREET LIGHTS	21,823	33,333	11,510	50,000	28,177	
8090 UNIFORMS/CLOTHING	4,478	8,667	4,189	13,000	8,522	
8100 PROFESSIONAL SERVICES	8,460	8,460	-	5,000	(3,460)	
8110 CONTRACTS/AGREEMENTS	540,184	280,000	(260,184)	420,000	(120,184)	
Total expended to date	2,763,851	\$ 2,626,021	\$ (137,831)	\$ 3,610,306	\$ 846,455	

Departmental

Finance

Recreation Cultural Services

Draft Statement of Expenditures

November 30, 2025

Recreation/Cultural Services	Year to date Expended	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	1,310,149	957,497	(352,652)	1,426,424	116,275
6020 TRAINING/EDUCATION	3,642	10,667	7,025	16,000	12,358
6030 TRAVEL/CONFERENCES	11,393	16,667	5,273	25,000	13,607
6040 PROFESSIONAL MEMBERSHIP/DU	711	2,667	1,955	4,000	3,289
6050 OFFICE SUPPLIES	7,178	4,000	(3,178)	6,000	(1,178)
6060 OFFICE EQUIPMENT	5,552	5,551	-	8,000	2,448
6080 ADVERTISING	38,725	46,667	7,941	70,000	31,275
6110 TELEPHONE/FAX	4,738	6,000	1,262	9,000	4,262
6120 PUBLICATIONS/SUBSCRIPTIONS	1,792	133	(1,658)	200	(1,592)
6130 COMPUTER HARDWARE	2,804	4,667	1,863	7,000	4,196
7070 BUILDING/FACILITY RENTAL	41,752	41,752	-	50,000	8,248
8000 OPERATIONAL EQUIPMENT	158,072	158,072	-	195,000	36,928
8025 COMMUNITY EVENTS	309,448	309,448	-	360,000	50,552
8150 GRANTS/SUBSIDIES TO ORGANIZ,	22,200	22,200	-	20,000	(2,200)
8160 SUSTAINABILITY EVENTS	319,077	319,077	-	356,562	37,485
8170 SUSTAINABILITY	667,867	500,500	(167,367)	500,500	(167,367)
Total expended to date	\$ 2,905,100	\$ 2,405,565	\$ (499,536)	\$ 3,053,686	\$ 148,586

Departmental

Finance

Recreation/Cultural Services	Year to date Assigned	8 Month Budget	8 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	-	20,000	(20,000)	30,000	30,000
5034 FACILITY RENTALS	4,665	5,000	(335)	7,500	2,835
Total Revenue To Date	\$ 4,665	\$ 25,000	\$ (20,335)	\$ 37,500	\$ 32,835

Departmental

Finance

Yuecong Cao

From: Rod Beresford
Sent: January 6, 2026 3:16 PM
To: ClerksOffice
Subject: Next CBRFCA Meeting

Hi and good afternoon,

Can you please let Mayor Clarke and Councillors know that the next CBRFCA Meeting will take place on January 22nd at the Port Morien Fire Hall at 7:00.

Thank you.

Rod

