

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, DECEMBER 10TH, 2019

1:30 P.M.

**Note date and time change*

Council Chambers
2nd Floor, City Hall
320 Esplanade, Sydney, NS

Cape Breton Regional Municipality

Council Meeting

Tuesday, December 10th, 2019

1:30 p.m.

AGENDA ITEMS

Roll Call

O'Canada

Moment of Silent Reflection

1. **APPROVAL OF AGENDA:** (Motion Required)

2. **PROCLAMATIONS & RESOLUTIONS:**
 - 2.1 **National Day of Remembrance and Action on Violence Against Women:**
Councillor McDougall (See page 7)

 - 2.2 **Gratitude for Gift of Christmas Tree:**
Councillor MacLeod (See page 8)

3. **Introduction of New Fire Chief, Michael Seth:** Marie Walsh, Chief Administrative Officer

4. **PRESENTATIONS:**
 - 4.1 **311 Implementation in the CBRM:** John MacKinnon, Deputy Chief Administrative Officer (See page 9)

Continued...

**Council Meeting Agenda
December 10th, 2019 (Cont'd)**

5. PLANNING ISSUES:

5.1 FINAL APPROVAL – PUBLIC HEARINGS:

- a) **Request from New Dawn Enterprises to Amend the North End Sydney Secondary Municipal Planning Strategy and Secondary Land Use By-law – Case 1063:**

Public Hearing to consider amendments to the North End Sydney Secondary Municipal Planning Strategy and the North End Sydney Secondary Land Use By-Law as outlined in the staff report dated December 2, 2019. Michael Ruus, Director of Planning and Development and Karen Neville, Senior Planner (See page 11)

5.2 APPROVAL TO ADVERTISE:

- a) **Zoning Amendment Application Case 1064 – To Permit Gas Bar Use:** Kristen Knudskov, Planner (See page 24)

- 5.3 Update on Regulating Signs within CBRM:** Kristen Knudskov, Planner (See page 34)

6. BUSINESS ARISING:

6.1 Council – June 26, 2018:

- a) **Harbour Royale Development Limited:** John Phalen, Manager of Economic Development and Major Projects (See page 41)

6.2 General Committee – June 4, 2019:

- a) **CBRM Cat Bylaw:** Michael Ruus, Director of Planning and Development (See page 45)

Continued...

**Council Meeting Agenda
December 10th, 2019 (Cont'd)**

7. CORPORATE SERVICES ISSUE:

- 7.1 **Request to Purchase – Terry and Kristy Nichols PID 15717333 – Vacant Lot Rear of Lot on Argosy Street, Sydney, NS:** Sheila Kolanko, Property Manager (See page 48)

8. BY-LAWS & MOTIONS:

8.1 **By-laws:**

- a) **Second / Final Reading – Public Hearings:** N/A
- b) **First Reading:**
- i) **Amendments to the Responsible Animal Husbandry By-Law:** Karen Neville, Senior Planner (See page 51)
- ii) **Repeal of the CBRM Defined Benefit (DB) Pension By-Law:**

Committee recommends that Council repeal the CBRM Defined Benefit Pension By-Law. Angus Fleming, CBRM DB Committee Chair (See page 60)

8.2 **Motions:** N/A

9. COUNCILLOR AGENDA REQUESTS:

- 9.1 **Local Travel Policies:** Councillor Steve Gillespie (See page 63)
- 9.2 **Backyard Agriculture and Farming Support:** Councillor Amanda McDougall (See page 64)
- 9.3 **Discussion - Public Input and Process of Council Decisions:** Councillor Amanda McDougall and Councillor Steve Gillespie (See page 66)

Continued...

**Council Meeting Agenda
December 10th, 2019 (Cont'd)**

10. FINANCIAL STATEMENTS: For Information Only.

Jennifer Campbell, Chief Financial Officer

10.1 CBRM to October 31, 2019: (See page 69)

- | | |
|---------------------------------|-----------------------------------|
| ➤ Legislative | ➤ Engineering & Public Works |
| ➤ Administration | ➤ Planning |
| ➤ Finance | ➤ Facilities: Centre 200 & Arenas |
| ➤ Legal | ➤ Parks and Grounds Operations |
| ➤ Human Resources & OHS | ➤ Buildings |
| ➤ Technology & Communications | ➤ Recreation |
| ➤ Municipal Clerk | ➤ Water Utility |
| ➤ Fiscal Services | |
| ➤ Police Services | |
| ➤ Fire Services (Including EMO) | |

10.2 Port of Sydney Development Corporation to October 31, 2019: (See page 94)

ADJOURNMENT

Cape Breton Regional Municipality

Proclamation

National Day of Remembrance and Action on Violence Against Women

Whereas: In 1991, the Parliament of Canada established December 6th as the National Day of Remembrance and Action on Violence Against Women marking the Anniversary of the 1989 murders of 14 young women at L'Ecole Polytechnique de Montreal. On December 6th 1989, Canadians were stunned when a young man entered the Montreal University allegedly chanting "I hate feminists". The gunman killed 14 women, injured 10 and in the aftermath at least two students committed suicide citing distress caused by the massacre.

And Whereas: On average, every six days a woman in Canada is killed by an intimate partner, and thousands of women every year will face violence in the form of harassment, assault, rape, intimate partner violence, sexual, physical, mental, and emotional abuse.

And Whereas: The White Ribbon Foundation was born in Canada in response to the L'Ecole Polytechnique deMontreal massacre and has become the largest movement of men and boys working to end violence against women and girls, promote equality, healthy relationships and a healthy version of masculinity. They are important allies in the fight to end violence against women and girls because we can only end the violence when men and boys are socialized in the appropriate behavior and treatment of women and girls.

Be It Therefore Resolved: That Mayor Cecil P. Clarke and Council proclaim December 6th, 2019 as the National Day of Remembrance and Action on Violence Against Women in the Cape Breton Regional Municipality and encourage all residents to help end gender-based violence in all its forms.

Councillor Amanda McDougall
District #8

December 10th, 2019

Resolution
Of Gratitude for Gift of Christmas Tree

WHEREAS:

Evergreen trees have traditionally been used to celebrate winter festivals for thousands of years with Pagans decorating their homes during the winter solstice, and the Romans adorning temples with fir trees during the festival of Saturnalia and Christians using boughs to symbolize everlasting life with God; and

WHEREAS:

those early uses evolved into what we now know as the Christmas Tree with which we decorate our homes, stores and town squares as a symbol of the season; and

WHEREAS:

the tradition of decorating a tree is embraced by millions of people around the world of different faiths and cultures and while for some it is a symbol of Christianity, for others it is a visual reminder of the spirit of giving which comes with this time of year; and

WHEREAS:

Edmond O'Riley of Whitney Pier, in keeping with the spirit of the season, donated to the CBRM a tree from his property to be City Hall's Christmas tree this year and it has been prominently placed on our boardwalk for all to enjoy

**BE IT THEREFORE
RESOLVED:**

that Mayor Cecil P. Clarke and Council of the Cape Breton Regional Municipality, on behalf of all citizens, express our deep gratitude for this wonderfully kind gesture made by Mr. Edmond O'Riley.

Councillor Jim MacLeod
December 10, 2019



CBRM

A Community of Communities

John MacKinnon, P.Eng.
Deputy CAO
320 Esplanade
Sydney, NS B1P 7B9

MEMORANDUM

TO: Mayor and Council

FROM: John MacKinnon
Deputy CAO

SUBJECT: 311 Implementation in the CBRM

DATE: December 5, 2019

CBRM Council has requested that staff implement a “one number” solution (311) to provide residents with a streamlined, simple method for contacting/communicating with the municipality. The 311 number is a non-emergency phone number designated by the CRTC to municipalities that allows people to call and find information about services, make complaints, report problems, or general contact with municipal staff.

Since Council’s directive to bring 311 to the CBRM, a number of important tasks have been completed to make 311 a reality in the CBRM. They included:

- ❖ Formally notified Bell, CBRM’s N11 service provider, of our desire to implement 311 in the CBRM
- ❖ Participated in several workshops with Bell to determine the specific requirements CBRM needs to implement 311 in the region
- ❖ Met with Planview Utility Services to develop the 311 coverage maps necessary to identify overlapping municipalities and phone exchanges
- ❖ Completed coverage mapping and identified municipalities and exchanges that share jurisdictional boundaries

- ❖ Meet CAO's of municipalities where the overlapping has occurred to discuss a process in how we deal with calls that inadvertently come from their residents as required by 311 regulations
- ❖ Had discussions with Directors/Managers to identify potential existing human resources necessary to staff 311 Centre
- ❖ Researched various technical options for telephony and Customer Relationship Management systems the 311 Contact Centre would require.
- ❖ Reached out to other Canadian 311 Centres, especially HRM to assist in developing policies and best practises
- ❖ Developed and released an RFP for a 311 Contract Centre telephony solution that is currently on the street to provide all necessary phone communications. Closed in November.
- ❖ Re-profiled 911/ 311 job description to include oversight of the implementation and management of the new 311 Contact Center

Recent Activities and Next Steps

Christa Dicks has been hired and has started with implementation activities. Initial implementation activities have included Council and staff engagement, development of an implementation plan, and the required implementation notice.

The telephony RFP has been reviewed by the project committee and will be awarded in the coming days. A Customer Relationship Management/Work Order system will be procured with the initial service delivery requirement being finalized.

Next steps are underway and include the production of finalized documentation to satisfy CRTC requirements. This will be completed once written confirmation is acquired from each neighbouring municipality on how the CBRM will deal with calls that may inadvertently emanate from their municipality due to shared phone exchanges.

Once service delivery requirements are fully identified, the necessary resources will be addressed. Options are being researched and prepared for staffing, equipment, and physical location.

Thank you,

ORIGINAL SIGNED BY

John MacKinnon, P.Eng.
Deputy CAO

Excerpt - Draft Council Minutes - November 19, 2019

Request from New Dawn to Amend the North End Sydney Secondary Municipal Planning Strategy and Secondary Land Use By-law

Motion:

Moved by Councillor Eldon MacDonald, seconded by Councillor Coombes, approval to advertise notice of Public Hearing to consider amendments to the North End Sydney Secondary Municipal Planning Strategy and the North End Sydney Secondary Land Use By-Law as outlined in the staff report dated November 12, 2019, at an upcoming meeting of Council.

Motion Carried.



To: CBRM Council

FROM: Michael Ruus and Karen Neville

SUBJECT: Request from New Dawn Enterprises to amend the North End Sydney Secondary Municipal Planning Strategy and Secondary Land Use By-law

DATE: December 2nd, 2019

Introduction

New Dawn Enterprises has made a request to amend the North End Sydney Secondary Municipal Planning Strategy (Planning Strategy) and the North End Sydney Secondary Land Use By-law (Land Use By-law). They have changed plans from original discussions with staff in 2016, and expressed interest in continuing to operate both the former high school (170 George Street, Sydney), in addition to the convent [Attachment A]. In doing so, they are unable to meet the proposed parking requirements as outlined in the Land Use By-law. New Dawn would also like to operate a restaurant in the former convent building, intended to serve the tenants of the development and be open to the general public.

Why is an Amendment Necessary

The Planning Strategy was adopted by Council in 2006 to recognize the unique historical character of Sydney's North End. As a result of extensive public consultation, the Planning Strategy includes several statements and policies specifically addressing parking and types of non-residential uses permitted in the Planning Area.

Parking

The Planning Strategy and Land Use By-law do acknowledge fringe uses deemed to be unsuitable in proximity of residential areas. At the time the Planning Strategy was developed, residents voiced concerns about amount of people working in Downtown Sydney who parked their cars on North End residential streets and felt that this should be not be encouraged.

To address these concerns the North End Downtown Fringe Zone was intended to buffer the North End's residential areas and the Downton Central Business District (CBD) of the CBRM's Municipal Planning Strategy. Policy 10 requires new commercial buildings to be subject to site plan approval, ensuring that landscaping and parking issues are adequately addressed. The properties in question are not located in the North End Downtown Fringe Zone, but rather the North End Residential Zone, which is identified in the Planning Strategy and Land Use By-law as consisting of low-density residential development.

The Planning Strategy does pose a possible solution to the parking problem which is the creation of more parking facilities in the downtown core. A report prepared for the local regional development authority, by a Halifax consulting firm in 2002, on the future of downtown Sydney recommended the creation of a new parking facility within the block bounded by George, Pitt, Charlotte and Dorchester streets. Policy 13 of the Planning Strategy recommends that Council revisit this report and consider implementation of its recommendations.

The report states that given the amount of surface parking and the low rates charged for parking, the construction of a parking garage is not economically feasible. Rather the solution posed is to:

- Make some physical and organizational improvements to the existing parking stock in downtown;
- Create parking identification signage;
- Educate businesses in the core that parking meters are a resource for customers, not employees;
- Improve visibility at the King's Road, Byng Avenue and Esplanade intersection; and
- Actively promote parking changes and improvements

While the Land Use By-law does require off-street parking for all developments in proportion to the need created by each land use, it does allow on-street parking spaces (immediately abutting the site affected) to be included in the calculation for the number of parking spaces required by non-residential development (Policy 33). These on-street parking spaces have been used in the calculation and this development is still short. Based on the proposed uses, the development requires 144 parking spaces (54 for the high school and 90 for the convent). According to the site plan, the combination of on-site and on-street parking totals 120 parking spaces (93 on-site and 27 on-street).

When it comes to parking, the Land Use By-law also permits the establishment of an off-site parking lot to service a sales or service development located within the North End Planning Area, provided the business being served is reasonably close to the parking lot (Policy 34). The applicant has indicated that the creation of an off-site parking lot is not an option.

Restaurant

In order to facilitate the creative re-use of abandoned former educational or community service buildings the Planning Strategy includes a policy to allow such buildings to be converted into uses that would not necessarily be permitted by the zoning in effect in the surrounding area (Policy 40). This policy was intended to encourage the re-use of these buildings, while not competing with other sales and service uses in the Planning Area or interfering with surrounding residential uses. Policy 40 also identifies the following optional uses for these types of buildings:

- studios of artists or artisans;
- business offices; and
- personal care and service businesses
- apartments

As well, the Policy stipulates the site plan approval provisions for the conversion of these buildings and providing an on-site parking plan is one of these provisions.

The Planning Strategy acknowledges the fact that there are several small-scale commercial uses (sales and service uses) scattered through the North End that have been in place for many years. However, it also contains a policy that does not permit zone amendments to allow for new commercial uses.

Based on the policy direction outlined above, in order to issue a Building Development Permit for the proposed development, Council would need to amend both the Planning Strategy and the Land Use By-law. In accordance with the *Municipal Government Act*, Council is required to undertake a Public Participation Program prior to considering an amendment to a Municipal Planning Strategy.

Public Participation Program

The Planning and Development Department held a public open house on October 7th which was attended by approximately 25 individuals. Staff, along with representatives from New Dawn Enterprise, were present to answer questions from the general public on the proposed development. In addition to the comment sheets that were available at the open house, an online survey was used to seek input on the proposal. In total, a combination of 155 written comments and online surveys were received. A copy of the questions posed can be found in Attachment B.

Parking

Of the 155 responses, 49% indicated they lived in the North End, 61.3% indicated they worked in the North End, and 22.6% indicated that they own property in the North End. Please note that respondents were given the option to select all the options that applied to their situation.

The total responses for “Are you currently facing parking problems in the North End?” are listed below:

Response	Number	Percentage
Yes	56	39.35%
No	97	59.35%
No Answer Provided	2	1.29%

The response from those individuals that indicated they lived in the area are identified in the table below:

Response	Number	Percentage
Yes	33	42.86%
No	43	55.84%
No Answer Provided	1	1.30%

The common themes expressed by respondents that say they are not facing parking problems were:

- There is never an issue finding a parking space;
- There is no parking problem;
- It is reasonable to park a few blocks away and walk to your destination;
- There is room for improvement; and
- Downtown needs more paid parking lots.

The common themes expressed by respondents that say they are facing parking problems were:

- There is not enough parking available;
- Parking becomes worse in the winter;
- There should be a common parking lot outside residential areas;
- Workers at citizenship have limited options for parking, they have no choice by to park on the street;
- It is difficult for delivery vehicles;

- Cars parked on the street make it difficult to safely exit my driveway;
- Cars park too close to intersections, it is not safe;
- Planning for buildings never includes enough parking spaces; and
- Limited options for friends and family to visit due to the parking situation.

Restaurant

Respondents were asked whether they supported the idea of a restaurant being permitted in the former Holy Angels/Convent location. They were given the option to respond yes, no, or other. 135 individuals responded yes and 10 responded no. Of those individuals that selected the other option, their comments are included below:

- A new restaurant will only make the parking problem and safety issues worse;
- As long as it doesn't affect parking in front of my home;
- Yes. I do, but I am concerned about parking, York Street is almost impossible to get up or down with cars parked on both sides of the street;
- Is it a full service restaurant;
- New Dawn Enterprise deserves a fighting chance to be portable and there is nothing to eat in that end of town;
- Only if they have stand alone parking spaces available within their property;
- Sure either way;
- No. We have enough restaurants. Don't need it. Was a restaurant in the approved plan?; and
- Yes. Not only would this improve the already improving neighborhood, as a homeowner and tenant of the convent, this would massively improve my quality of life as well my neighbors and my co-tenants.

Evaluation

The Planning and Development Department believes parking requirements found in CBRM planning documents need to be reviewed and updated. Staff recommend that this review be part of a comprehensive review of CBRM's Municipal Planning Strategy. This process would require additional resources to hire a consultant team and move forward with a robust public engagement program for developing new planning documents for CBRM.

This more wholesome effort would require more time, and therefore staff are proposing amendments specific to the applicant's request. In addition to the comprehensive review of CBRM's Municipal Planning Strategy, during the March 15, 2016 Council meeting, staff presented a recommendation to undertake a parking strategy for Downtown Sydney. At that time, Council referred this recommendation to the 2016-2017 budget deliberations. However, the funding for this strategy was not approved by Council. If Council wishes to reconsider a parking strategy for Downtown Sydney, Staff recommends that it be part of the 2020-2021 budget deliberations.

Given the comments received during the public participation it is reasonable for Council to consider amendments to the Planning Strategy and Land Use By-law. To address the issues raised, the proposed amendments are specific to the former convent and high school (170 George Street, Sydney) and do not apply throughout the North End (Attachment C and Attachment D). Any new or change of use on site or within the building will be subject to development permit provisions identified in the new zone classification found in Attachment D.

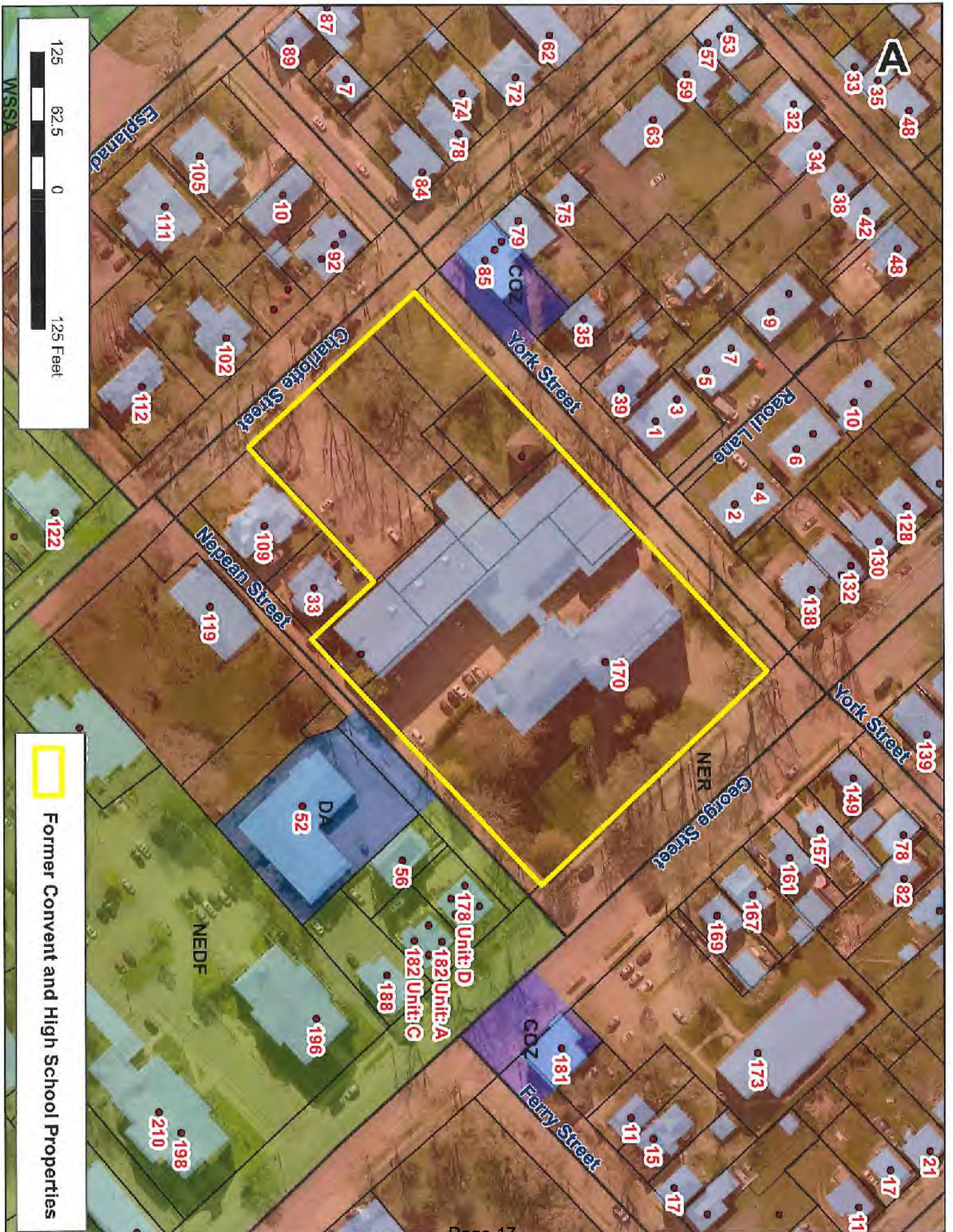
Recommendation

That Council pass a motion to adopt the amending by-laws to the North End Sydney Secondary Municipal Planning Strategy and the North End Sydney Secondary Land Use By-law found in Attachment C and Attachment D.

Submitted by:

Originally Signed by

**Michael Ruus and Karen Neville
Planning and Development Department**



North End Sydney Amendment Survey

New Dawn Enterprises has requested an amendment to Municipal Policy to proceed with further development of the former Holy Angels/Convent at 170 George Street, Sydney. In doing so, they are unable to meet the existing parking requirements in the Land Use By-Law. Additionally, New Dawn is proposing the operation of a restaurant within the former convent building to serve tenants and the general public.

The intent of this questionnaire is to obtain feedback from residents living and working in the North End of Sydney on the proposed development to aid municipal staff and CBRM Council in making a decision.

Please answer the following questions. Your contact information and answers to these questions will remain confidential and be used only in the evaluation of the above-noted project. '

PLEASE NOTE: SUBMISSIONS WITHOUT AN ADDRESS WILL NOT BE CONSIDERED IN THE EVALUATION OF THE PROJECT.

Your Name (optional): _____

Your address (required) *: _____

Do you live, work or own property in the North End of Sydney? (required) *

- Live
- Work
- Own Property
- No (if answer is 'No', then you are not required to proceed with survey)

If you work in the North End, how do you travel?

- Private Vehicle, alone
- Private Vehicle, with others
- Walking
- Bus
- Taxi
- Bike
- Other

When you travel to the North End, you generally stay:

- Less than an hour
- One to Three hours
- Three to Five hours
- All Day and overnight
- All the time - I live in North End

Parking Requirement Amendment

How do you feel about the current state of parking in your neighbourhood?

Are you currently facing parking problems in the North End?

- Yes
- No

If yes, what time of day does parking become an issue?

- Morning
- Afternoon
- Evening

Do you feel that residential parking permits for on-street parking in non-parking metered areas of the North End would improve the situation?

Yes

No

Other: _____

Do you feel the proposed development would impact parking in the neighbourhood?

Yes

No

Other: _____

Restaurant Use Amendment

Do you support the idea of a restaurant being permitted in the former Holy Angels/Convent location?

Yes

No

Other: _____

Would you support the idea of restaurants being be permitted in other areas of North End Sydney?

Yes

No

Other: _____

General Comments

Anything else you would like to add or comment about the proposed project?

Please return survey by October 18, 2019 to:

320 Esplanade, Suite 200
Sydney, Nova Scotia B1P 7B9

Or

PlanningConsult@cbrm.ns.ca

By-law
of the Cape Breton Regional Municipality
amending the

**Cape Breton Regional Municipality's
North End Sydney Secondary Planning Strategy**

Pursuant to Section 205 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the text of the North End Sydney Secondary Planning Strategy in the following manner:

THAT: Council amends the text of the Secondary Planning Strategy by adding the following new subsection to Section 9 "General Provision Policies":

Due the large scale of the former Holy Angels High School and Convent of the Sisters of the Congregation of Notre Dame it should be shall be given special addition development considerations.

Policy 40.2

It shall be a policy of Council to designate the former Holy Angels High School and Convent of the Sisters of the Congregation of Notre Dame for additional development considerations. The buildings and site will be identified as the Arts and Culture Centre (ACC) Zone of the Land Use By-law.

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 attached is a true and correct copy of the Secondary Planning Strategy Amendment amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on _____ to amend the North End Sydney Secondary Planning Strategy.

Deborah Campbell Ryan, CLERK

By-law
of the Cape Breton Regional Municipality
amending the

**Cape Breton Regional Municipality's
North End Sydney Secondary
Land Use Bylaw**

Pursuant to Section 219 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's North End Sydney Secondary Land Use By-law in the following manner:

THAT: Council Renumbers Part 12 Definitions to Part 13

THAT: Council amends the text of the Land Use By-law by creating the following Zone.

PART 12 ARTS AND CULTURE CENTRE (ACC) ZONE

Section 1 ACC Uses Permitted

- **residential – only the following**
 - apartment buildings
- **service – only the following**
 - artist/artisan establishment
 - arts/entertainment studio
 - business hall
 - business office
 - clothes cleaning business
 - day care facility
 - funeral home
 - hotel
 - indoor recreational business establishment
 - medical clinic
 - nursing home
 - personal service business
 - repair service
 - restaurant
 - scientific establishment
 - visitor information centre
- all uses permitted in the NER Zone subject to the NER Zone requirements

Section 2 Screening and Landscaping

- a. Utility structures shall be screened from a public street/road and any single detached dwellings to soften their starkness by a combination of vegetation and fencing.
- b. All existing significant vegetation shall be retained except where its removal is necessary for the construction of the development.

Section 3 Parking Requirements

In addition to the Parking Area Standards found in Part 2 General Provisions, a total of 96 off-parking spaces must be provided as shown in figure 12.1.

Figure 12.1 Parking Site Plan



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 attached is 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 North End Sydney Secondary Land Use By-law.

 Deborah Campbell Ryan, CLERK



TO: General Committee

FROM: Kristen Knudskov

**SUBJECT: ZONING AMENDMENT APPLICATION
CASE 1064 – TO PERMIT GAS BAR USE**

DATE: December 2nd, 2019

Introduction

The Planning and Development Department has received a zone amendment application from WSP Canada Inc. on behalf of Millennium Contracting Services Ltd requesting to amend the zoning of PID 15477656 and 1S477649 (corner of Emerald Street and Larch Street, New Waterford – Attachment A). The applicant is proposing to redevelop the site and expand onto a portion of the adjacent vacant parcel to accommodate the following uses:

- Robin's Donuts restaurant (1000 sq ft) and drive-thru
- Convenience store (2200 sq ft)
- Motor vehicle fuel (6 pumps) and cleaning service

The proposed site plan forms Attachment B.

Why is an amendment necessary?

The properties in question are zoned Residential Urban D (RUD). The RUD zone does not permit any of the above-noted uses. However, PID 15477656 is captured under Part 2 Policy 5 of the Municipal Planning Strategy (MPS) and the corresponding Part 51 of the Land Use Bylaw (LUB) (Attachments C and D). Part 51 permits the expansion of the convenience store and restaurant as-of-right by site plan approval. However, motor vehicle fuel and cleaning service are not currently identified as an optional conversion uses under Part 51. As a result, they have requested an amendment to the LUB. There are grounds for Council to consider this request under Part 2 Policy 5.a of the MPS.

Evaluation

The revised lot parcel is approximately 37,000 sq ft. The site is a corner lot with frontage on Emerald Street, a level 2 road (major collector), and Larch Street, a level 4 road (neighbourhood through street). Attachment E displays the surrounding land uses. Properties to the west are a mix of residential, commercial, and institutional uses. Commercial uses include an auto repair shop, gas station, grocery

store, convenience store, and business offices. Areas to the east along Emerald Street and along Larch Street consist of solely low- to mid- density residential dwellings (between 1- and 4-unit buildings).

Part 2 Policy S.a of the MPS states that:

Council shall use the following criteria to evaluate such zoning amendment proposals:

- The development proposal must include a landscaping plan to buffer and screen low density residential uses from the starker ancillary components of the site (e.g. parking spaces, driveways, utility facilities, etc.)

The applicant has stated that all "all undeveloped, exposed surfaces will meet the landscape open space definition as defined in the CBRM LUB. Landscaping will be added to the Emerald frontage and a landscape buffer will be maintained to the north of the property adjacent to the proposed revised residential lot." However, the site plan provided at the time this issue paper was prepared does not describe any screening measures.

- The development proposal must include a traffic plan (both on-site and along the public street/road accessing it) implementing improvements that compensate for the increase in traffic expected. A traffic impact analysis report financed by the developer may be requested by Council, or the planner responsible for reporting to Council in consultation with the Traffic Authority, to support the development proposal and to ensure this criteria is adhered.

The applicant provided a Traffic Impact Statement which was circulated to Department of Transportation (Traffic Authority of Emerald Street) and CBRM Engineering and Public Works (Traffic Authority of Larch Street). Currently, access to the site is open along both frontages. The proposed site plan indicates that driveways will be defined by curbing, improving access management.

The CBRM Engineering and Public Works Department has indicated that they do not have concerns about the proposed access on Larch Street. Parking areas, driveways, and paving will be reviewed for compliance with Part 2 Section 29 of the LUB upon application for a Building and Development Permit.

At the time this issue paper was prepared, no comments were received from Department of Transportation.

- The development proposal must respect the potential adverse affects any significant buildings will have on much smaller scale low density residential buildings.

The site plan shows the building relocating and expanding by approximately 1200 sq ft with no change in building height. Except for any traffic and visual impact, the proposed redevelopment is not expected to produce significant impacts on neighbouring properties.

Given that the Emerald Street corridor is mixed-use in nature and there are grounds under Part 2 Policy 5 of the MPS to do so, it is reasonable to consider this request. Note that the draft Amending Bylaw (Attachment F) maintains the existing site plan approval provisions (under Part S1 of the LUB) which mitigate impacts on neighbouring properties and address traffic concerns. The site plan will be assessed

for compliance with site plan approval provisions and the LUB upon application for a Building and Development Permit.

Next Steps

If Council agrees to schedule a Public Hearing, the earliest date a Public Hearing could be held would be the January meeting of Council. Upon a decision to schedule a Public Hearing, the required notices would be published in the Cape Breton Post, and notice of this zone amendment application would be mailed to the assessed owners of property within the vicinity (100m) of the site. Notices would encourage them to contact the Planning and Development Department with any questions and to inform them of their opportunity to speak at the Public Hearing.

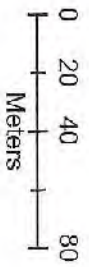
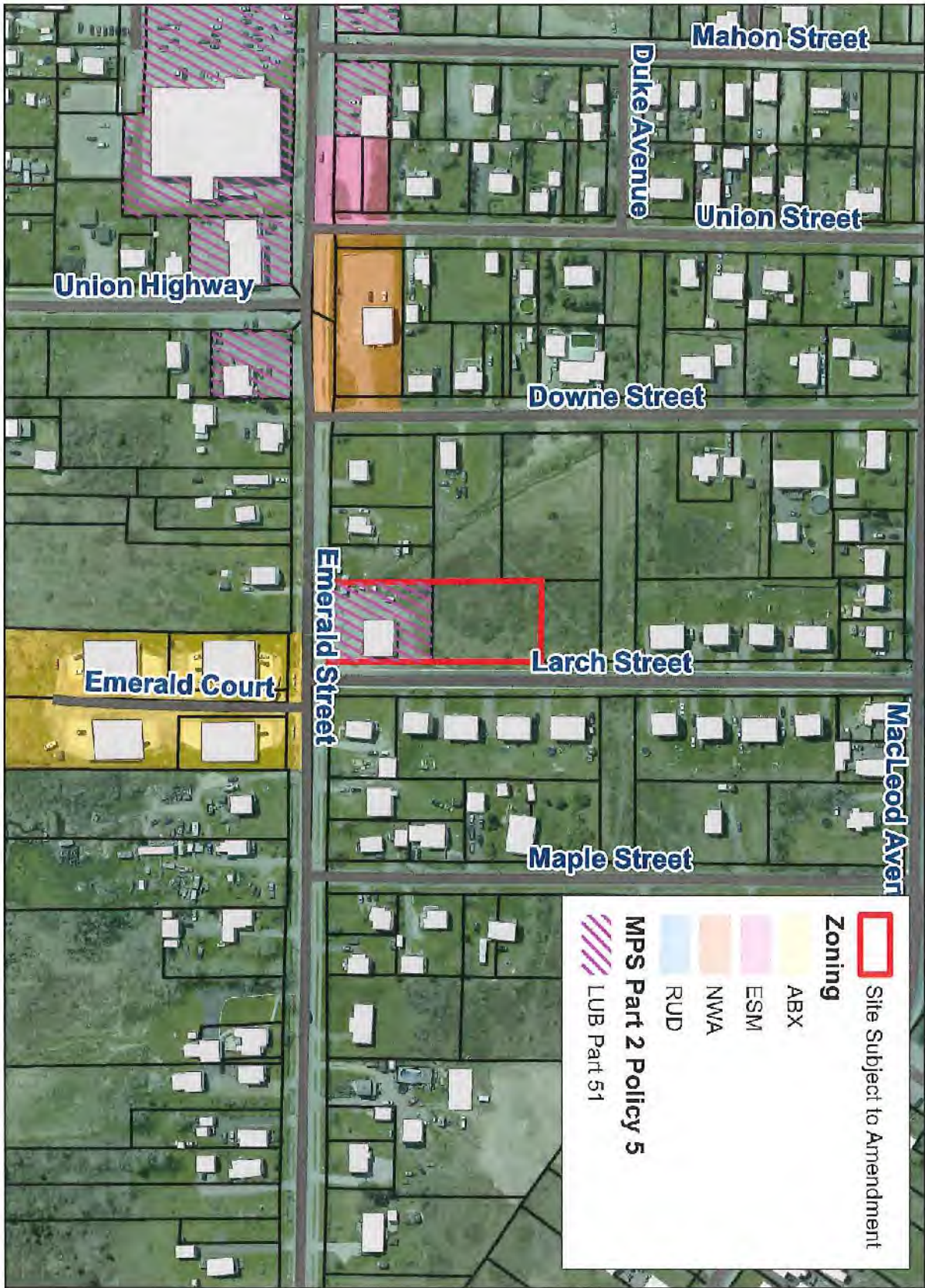
Recommendation

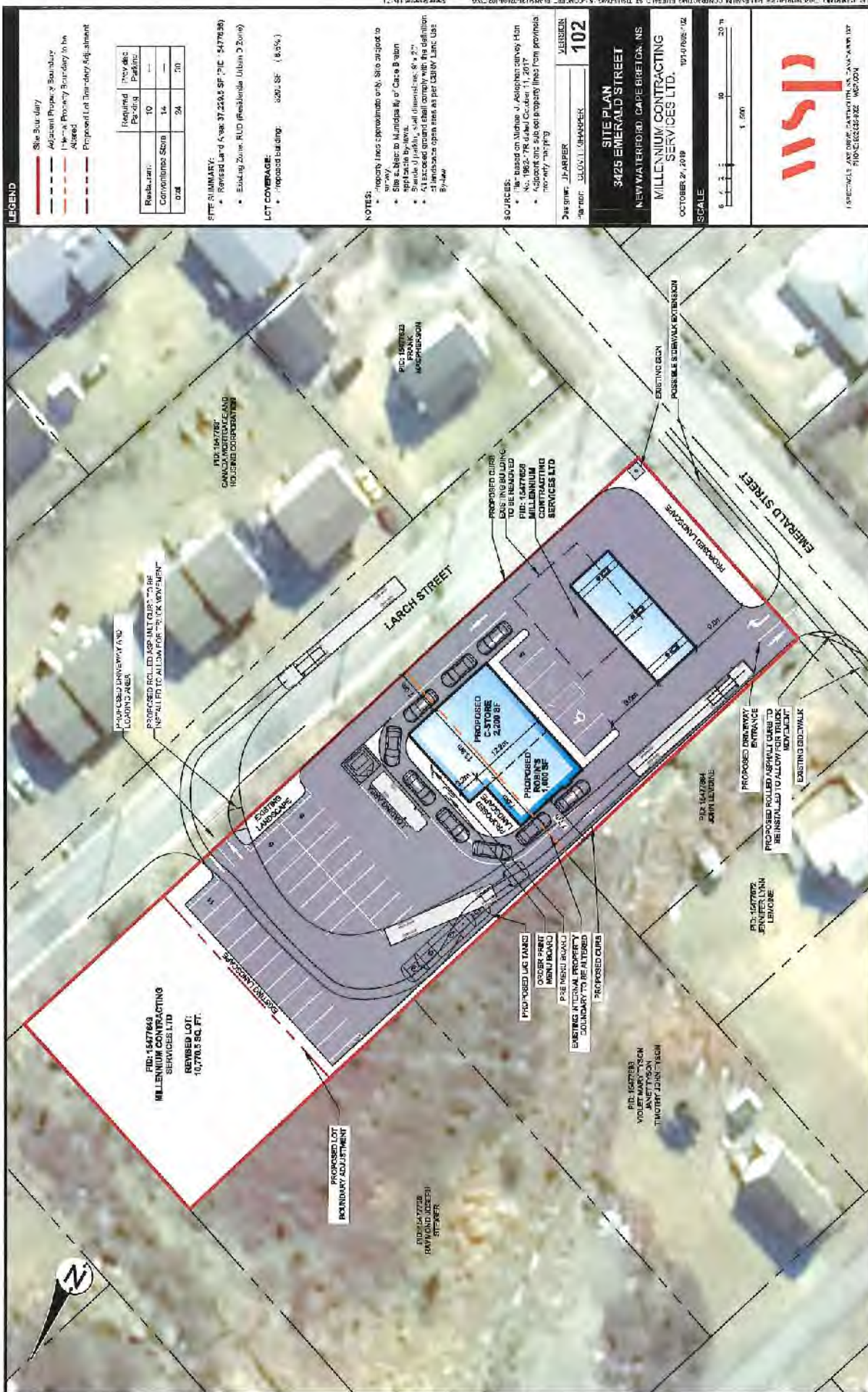
Based on the MPS Part 2, Policy S, it is reasonable that Council at least consider the proposed amendment. I recommend that General Committee of Council request that Council pass a motion to schedule a Public Hearing to consider this amendment application.

Respectfully submitted by:

ORIGINAL SIGNED BY

Kristen Knudskov
Planning and Development Department





- 5.a Along urban and rural Level 1 and Level 2 public streets/roads, or the central business districts of small urban communities, where there already is a mix of land use types along the streetscape, it shall be a policy of Council to:
- permit the existing sales/service developments and a variety of similar uses, or uses more compatible with the surrounding land uses, at the site presently occupied by these developments and at the scale existing at the time this Municipal Planning Strategy comes into effect; and to
 - permit expansion by site plan approval, including expansion onto adjacent lots to be consolidated into the larger site.

The site plan approval provisions should stipulate that:

- adjacent low density residential uses are buffered and screened from the starker ancillary components of the site (*e.g. parking spaces, driveways, utility facilities, etc.*);
- an on-site parking and vehicular maneuvering plan which does not exacerbate traffic movement problems along any public street/road abutting the site be included;
- an on-site landscaping plan be included that improves the development's compatibility with the streetscape.

This policy directive is implemented in Part 51 of the Land Use By-law.

Any sales/service development not identified in the list of similar or more compatible uses, or any sales/service development proposed to be located elsewhere along these designated corridors shall be by zoning amendment.

The purpose of the zoning amendment shall be to ensure:

- the site itself;
- the site plan; and
- management of the facility

mitigate any adverse affects the development will have on low density residential development in proximity.

Council shall use the following criteria to evaluate such zoning amendment proposals:

- The development proposal must include a landscaping plan to buffer and screen low density residential uses from the starker ancillary components of the site (*e.g. parking spaces, driveways, utility facilities, etc.*)
- The development proposal must include a traffic plan (*both on-site and along the public street/road accessing it*) implementing improvements that compensate for the increase in traffic expected. A traffic impact analysis report financed by the developer may be requested by Council, or the planner responsible for reporting to Council in consultation with the Traffic Authority, to support the development proposal and to ensure this criteria is adhered.
- The development proposal must respect the potential adverse affects any significant buildings will have on much smaller scale low density residential buildings.

**PART 51 SALES AND SERVICES SUBJECT TO PART 2, POLICY 5 OF
THE MUNICIPAL PLANNING STRATEGY**

The site of each of the sales and/or services listed in this Part is highlighted on the Land Use By-law Map. Each existing business is permitted at the address identified and the site highlighted, at the scale existing at the time this Land Use By-law came into effect. As well, any of the optional conversion uses listed below each existing business is also permitted, provided the change in the use of land, buildings or structures:

- is in compliance with any relevant provisions elsewhere in this By-law; and
- does not involve or require any extension in the use of land, buildings or structures.

As well, the Zone on the Land Use By-law Map for each of the sites subject to this Part is also in effect.

Any expansion of the existing use, or a change in the use of land, buildings, or structures that involves any such extension shall be subject to site plan approval (pursuant to Sections 231 and 232 of the Municipal Government Act) , unless the expansion proposed will equal less than a 10% increase in the floor area. Such expansions may be onto adjacent lot parcels, provided the lot parcel on which the expansion occurs is consolidated with the existing lot parcel.

Unless identified as permitted at each site, ***outdoor storage shall be prohibited.***

The Development Officer shall approve a site plan where the following matters have been addressed. The Development Officer shall measure the degree of stringency in interpreting the criteria so that it correlates with the scale of the development and each and every feature of the development (e.g. buildings, parking area etc.), and the proximity of the development, or any specific feature of it, to any other development or streetscape intended to be protected by the criteria.

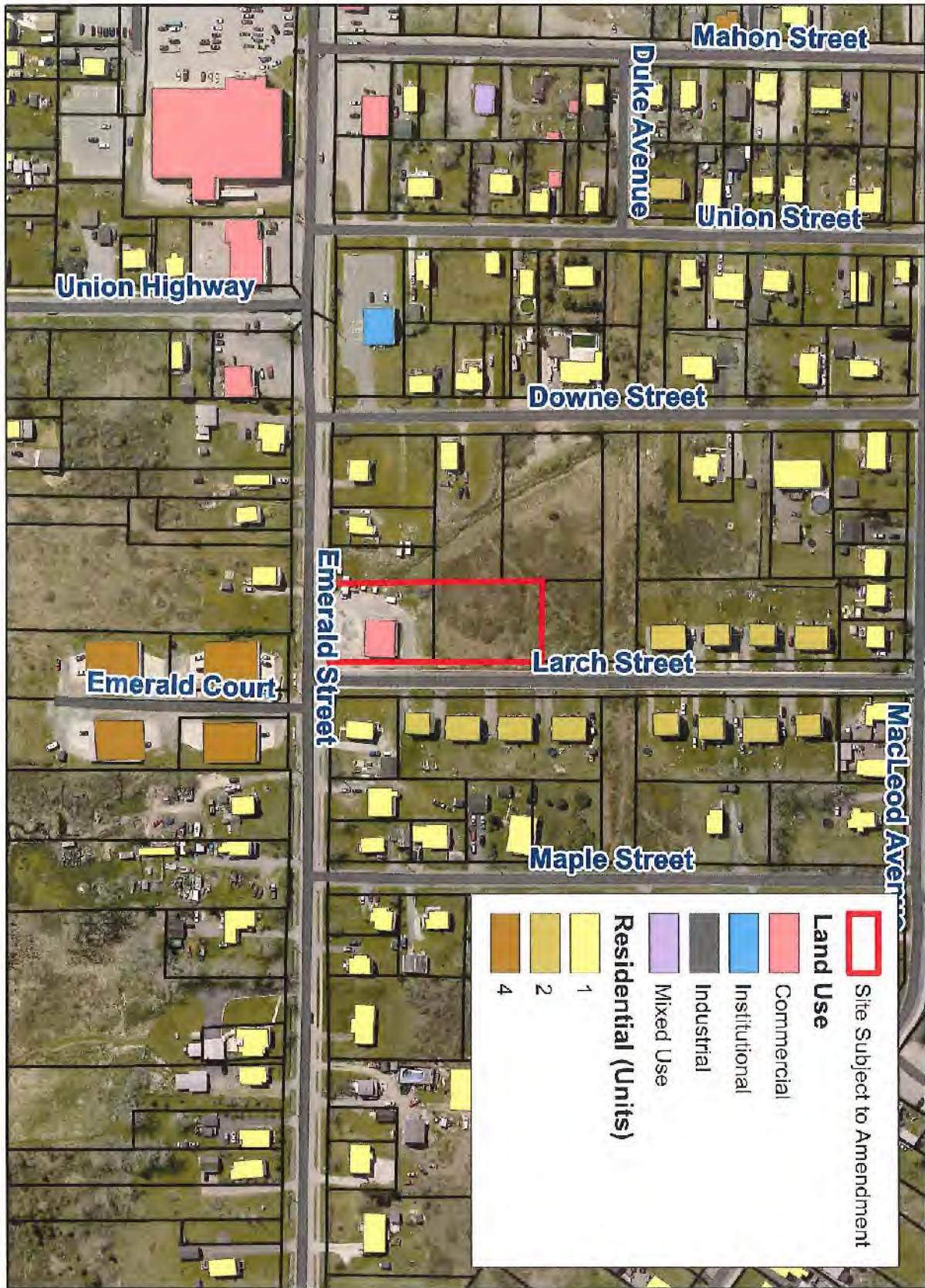
- a. Utility structures and the parking spaces of a new parking area to be constructed shall be screened from a public street/road and any single detached dwellings to soften their starkness by a combination of vegetation and fencing. Where there is land available, landscaping that meets the definition of landscaped open space in this Bylaw, or fencing improvements, shall be introduced between existing parking spaces and any abutting yard on an adjacent property occupied by a residential use to soften the starkness of the parking spaces from that yard.
- b. All existing significant vegetation shall be retained except where its removal is necessary for the construction of the development.
- c. Measures, including lot parcel grading, shall be required to adequately dispose of storm and surface water.
- d. A minimum equivalent to 1/3rd of the floor area of the building shall be in compliance with the definition for landscaped open area. That percentage may be reduced to as low as 1/10th where the Development Officer is satisfied with the design of a Certified Horticultural Technician or Architect.

- e. For new construction and additions, the setbacks shall either meet the setback requirement of 20 ft. or be screened (as defined in this Bylaw) from adjacent lot parcel boundaries to soften the starkness of the building where the development on the adjacent lot parcel warrants protection e.g. residential development with an attractive façade, or a managed landscaped yard, or a business development that uses either an attractive façade e.g. professional office or a managed landscaped yard to promote their establishment e.g. bed and breakfast establishment. For existing buildings proposed to be converted because of a change in use and development on the adjacent lot parcel warrants protection for the reasons given above, only the setback is waived.
- f. Any new buildings of a significantly larger scale (i.e. either higher or greater floor area) than dwellings on an adjacent lot parcel shall be so located on the lot parcel to lessen the impact on dwellings on an adjacent lot parcel.
- g. Signs advertising the business shall be of a scale and style and so located that they will not conflict with the streetscape.
- h. Ingress and egress points where the parking area is to be accessed from any public/street/road shall be designed to ensure that any known significant traffic problem identified by the Traffic Authority is not further exacerbated.

LIST OF EXISTING USES, ADDRESSES, AND PERMITTED OPTIONAL CONVERSION USES

Emerald Street New Waterford – from its intersection with Whitehouse Street to its intersection with Larch Street

6. convenience store	3425 Emerald Street	PID#
15477656		
- animal (domestic) grooming		
- artist/artisan establishment		
- arts/entertainment studio		
- boutiques		
- business offices		
- laundromats		
- medical clinics		
- personal service business		
- pharmacies		
- restaurant		
- retail sales		



By-law
of the
Cape Breton Regional Municipality
amending the
Land Use By-law

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: Part 51 of the Land Use By-law in hereby amended by inserting:

- Motor vehicle fuel service

To the list of optional conversion uses for 3425 Emerald Street PID# 15477656.

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on 2019.

MAYOR

CLERK

THIS IS TO CERTIFY that the above amendments 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 2019 to amend the Cape Breton Regional Municipality's Vendors By-law.

Deborah Campbell Ryan, CLERK

CBRM Temporary & Permanent Signage Strategy

Motion:

Moved by Councillor MacLeod, seconded by Councillor Coombes, to approve the following:

- That CBRM proceed with enforcement measures for any unauthorized signage on utility poles on CBRM property within 30 days of a Council motion and upon receiving permission from the Utility companies. These signs may be removed and disposed of by the respective utility pole owners, CBRM or any 3rd Party; and
- Examine options for a new bylaw to regulate signage. Staff will initiate the Bylaw Development Process (outlined in *CBRM's Bylaw Development Policy*) as contained in the staff Issue Paper dated May 27, 2019.

Carried.



Memo

TO: General Committee

FROM: Planning & Development

DATE: December 2, 2019

RE: Update on Regulating Signs within CBRM

BACKGROUND

On June 18, 2019, Council directed Staff to initiate the Bylaw Development Process to examine options to regulate signs. Members of Council and their constituents identified on-going problems with visual clutter and potential safety hazards as a result of a lack of restrictions on signage in CBRM.

Currently, signs are addressed by the Streets Bylaw, the Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB) (Attachment A). Planning documents take a tolerant stance on signs, stating that permitting shall not be required for any sign. Current regulations address:

- Signs which are a traffic or safety hazard to the public or any public facilities and infrastructure, and
- Signs in residential areas.

The *Municipal Government Act* (MGA) authorizes Council to create bylaws which regulate “businesses, business activities, and persons engaged in business” [Part 7, Section 172(1)(f)]. Signs can also be regulated under the LUB, provided the MPS contains supporting policy [Part 8, Section 220(S)(b)].

To carry out Council’s motion, thus far, Staff have:

- undertaken a jurisdictional scan,
- engaged in stakeholder consultation,
- drafted the first iteration of regulations, and
- taken the draft back to the stakeholder group for further comment.

STAKEHOLDER CONSULTATION

The Stakeholder Committee is comprised of representatives of internal departments and external agencies and groups. The Committee includes representatives of the:

- Business community,
- Mobile sign businesses,

- Tourism sector,
- General public,
- CBRM Police Service,
- Engineering and Public Works Department, and
- Planning and Development Department.

Three meetings have been held to date, which have covered an array of concerns regarding current signage practices and regulations. There are a few recurring key issues within stakeholder discussions.

KEY ISSUES

1. Community signage and bulletin boards

Stakeholders expressed that CBRM should explore the option of providing community bulletin boards where individuals and community groups can post notices or event advertisements. This would offer a concentrated location where people can appropriately advertise with small posters, reducing clutter and offering an alternative to attaching signs to utility poles.

2. Permanent signs

Stakeholders have voiced that permanent signs are not perceived as a significant issue. However, we have heard concerns about illumination and obstruction of sightlines for vehicular traffic. Additionally, regulation of temporary signs may result in the proliferation of permanent signs. Permanent signs could be regulated under the LUB's Development Permit process.

3. Mobile signs

Mobile signs (also known as glow signs) have been a significant theme. CBRM could institute a system of licencing, permitting, or both, to regulate mobile signs. Stakeholders stated that requiring an application and permit for each individual sign would be excessively cumbersome for CBRM and for local sign companies. However, without a permitting process to determine compliance of individual signs, CBRM would have to rely strictly on enforcement, rather than proactive review of proposed locations.

Duration of sign placement will ultimately impact CBRM's streetscapes. One consideration is that temporary signs should be placed for a limited duration, otherwise be subject to permanent sign regulations. Members of the Committee expressed that moving these signs regularly will be too cumbersome for CBRM in terms of administration and enforcement, and logistically for the local sign companies. Members of the Committee would prefer the Bylaw to allow mobile signs to be placed on private commercial property on an annual and renewable basis.

Staff are seeking direction from Council on what they envision the Bylaw should achieve in terms of mobile sign regulation. Questions to consider include:

- What is Council's vision for CBRM's landscape regarding signage, and in particular mobile signs?
- Is Council's intent to reduce the number of mobile signs and/or reduce the amount of time mobile signs may be placed on any one site?
- Is it reasonable for mobile signs to be placed on commercial properties year-round?
- Is it reasonable to limit the number of mobile signs on a lot?
- What does Council want to achieve with the By-law?

Answers to these questions will help guide the draft document to be presented to the public for input.

NEXT STEPS

Staff request that Council pass a motion outlining their vision for signs throughout the CBRM in relation to the questions above. The working draft will be updated to reflect stakeholder comments and the direction of Council. This will be recirculated to the Committee.

The Planning Department will then work with CBRM’s Communications Officer to formulate and conduct the PPP. Staff are proposing a two-pronged approach:

1. Engaging the business community and local sign companies
2. Using print and online media to elicit feedback from the general public

Staff intend to bring a refined draft, incorporating responses from the PPP, to Council for discussion by the end of the first quarter in 2020.

Respectfully submitted by:

ORIGINAL SIGNED BY

Kristen Knudskov
Planner, Planning and Development

Streets Bylaw:

5. (1) No person shall erect or place any sign or other structure, whether moveable or not, within the limits of any street in the Regional Municipality.
- (2) Subsection (1) does not apply to a sign or awning that projects over a sidewalk or other part of the street allowance, excepting the travelled way, at a minimum height of not less than seven feet.
- (3) Subsection (1) does not apply to a movable sign situate on the sidewalk in front of a place of business, that relates to the business carried on within, and that does not impede the movement of pedestrians.

Municipal Planning Strategy:

SIGNS

A comprehensive sign by-law to be in effect throughout the CBRM is not proposed in this Municipal Planning Strategy for the following reasons. There is no evidence of a groundswell of public abhorrence to the placement of signs. Sign placement is generally correlated with high traffic corridors (*where business is also attracted to locate*) to take advantage of the greatest number of potential viewers. Signs are such a ubiquitous part of the landscape. It would take a significant investment in a bureaucracy to regulate them by means of a permit issuing process.

While no Development Permit shall be required to erect a sign, the CBRM will not tolerate signs that jeopardize traffic safety (*both vehicular and pedestrian*) and impede vehicular flow. As well, we do recognize the need to protect cloistered predominately residential neighbourhoods from the adverse affects of the proliferation of business advertising signs.

POLICY

10. A liberal tolerance of signs will be accepted under this Planning Strategy. A Development Permit shall not be required to erect, place, or replace a sign. However, any sign shall be prohibited that:
 - is considered a traffic hazard; or
 - is placed in a precarious location subjected to high winds in the vicinity of facilities or infrastructure frequented by pedestrian traffic.

No sign shall be tolerated in an urban or suburban neighbourhood where residential development predominates except:

- property identification and protection signs;
- temporary signs advertising a short-term business transaction associated with a property or a construction site
- commemorative signs and other such similar signs
- discreet signs advertising a small business permitted in the neighbourhood on the site of the business.

Land Use Bylaw:

Section 36 Signs

No development permit shall be required to erect a sign.

Section 37 Signs Permitted in Residential Zones

Unless there is a specific requirement pursuant to a site plan approval, bonus or performance zoning provisions, only the following signs shall be permitted in zones with the word "Residential", "neighbourhood", or "estate" in the title:

- a. Signs identifying name and address of resident, and of not more than 2 sq.ft. in sign area.
 - b. "No trespassing " signs or other such signs regulating the use of a property, and of not more than 2 sq.ft. in area.
 - c. Real estate signs, or other similar temporary business signs, not exceeding 5 sq.ft. in sign area which advertise the sale, rental or lease of the premises.
 - d. Memorial signs or tablets and signs denoting the date of erection of a structure.
 - e. The flag, pennant, or insignia of any government, or of any religious, charitable or fraternal organization.
 - f. A sign having an area of not more than 50 sq.ft. incidental to construction and within the area designated for such purposes.
 - g. Signs advertising a home business in compliance with the provisions regulating home businesses.
 - h. signs advertising that apartments are available for rent or lease on the premises.
 - i. Signs erected by a government body, or under the direction of such a body, and bearing no business advertising, such as traffic signs, railroad crossing signs, safety signs, signs identifying public schools, and public election lists are permitted.
 - j. Signs erected by a government body, or under the direction of such a body giving direction to a business district, that could include a list of businesses, may be erected or placed at the site of an existing business development by Site Plan Approval. The Development Officer shall approve a site plan where the following matters have been addressed.
 - The combination of the size and siting of the sign shall be influenced to minimize any adverse effects to abutting residential properties that would include blocking streetscape view planes, looming over windows, or outdoor gardens or recreational facilities that result in significant sun blockage.
 - The aesthetic design of the sign shall not include gauche embellishments that obviously would be incompatible with the landscaping and site design of any abutting residential property.
-

Section 38 Signs Prohibited In all Zones

The following signs shall not be permitted in any zones:

- a. any sign or sign structure which constitutes a hazard to public safety or health;
- b. signs which by reason of size, location, content, coloring, or manner of illumination obstruct the vision of drivers, either when leaving a roadway or driveway, or obstruct or detract from the visibility or effectiveness of any traffic sign or control device on public streets/roads;
- c. any sign which obstructs free ingress to or egress from a fire escape door, window or other required exit way.

Section 39 Sign Safety and Maintenance

- a. Every sign and all parts thereof, including framework, supports, background, anchors and wiring systems shall be constructed and maintained in compliance with the building, electrical, and fire prevention bylaws.
- b. All signs and all parts thereof shall be kept in a good state of repair and maintenance.

Waterfront Pre-Development Agreement between CBRM and Harbour Royale Development:

Motion:

Moved by Deputy Mayor Eldon MacDonald, seconded by Councillor George MacDonald, to accept the staff recommendation to enter into the Waterfront Pre-Development Agreement between CBRM and Harbour Royal Developments and to authorize the Mayor and Clerk to execute the Agreement on behalf of the Cape Breton Regional Municipality.

Motion Carried.



CBRM

A Community of Communities

MEMO

TO: CBRM Council

FROM: John Phalen - Manager of Economic Development and Major Projects

SUBJECT: Harbour Royale Development Limited

DATE: December 4, 2019

We are in receipt of a letter from Harbour Royale Development Limited (HRDL) dated November 28, 2019 (copy attached).

They outline the work they have been doing which includes:

- Analysis of environmental and geotechnical information
- An environmental assessment of the project lands
- A geotechnical programme
- Architectural modelling
- Traffic studies
- On-going assistance to attain funding for the proposed library which is integral to the project.

They are requesting that section 5(v) of the Pre-Development Agreement be amended to allow HRDL an additional 18 months to submit a development plan, with all other terms and conditions to remain the same.

Staff is bringing this letter to Council for consideration of the request.

Sincerely,

John Phalen

Attachment



Harbour Royale Development Limited

November 28, 2019

Dear Mr. Kachafanas,

Re: HRDL-CBRM Waterfront Pre-Development Agreement

We refer to the above noted Agreement executed on June 26th, 2018 where the parties' committed their respective waterfront lands to the exclusive benefit of the HRDL proposed Waterfront Development Project (Project).

Since that time, HRDL has undertaken a substantial work program to advance various aspects of the Project, with a focus on Phase 1 which includes the new public library (owned and operated by CBRM), an apartment tower and an office building. As you are aware, HRDL and its development partners have completed, at no cost to CBRM the following:

- (i) Desk top gap analysis of available environmental and geotechnical information on the Project lands;
- (ii) An Environmental Assessment on the Project lands;
- (ii) A Geotechnical programme on a substantial portion of the Project lands (including the proposed public library location) that included test pits, boreholes and monitoring wells;
- (iv) Phase 1 design development including the creation of a 3D architectural model;
- (v) Traffic and site works impact studies.

HRDL has diligently advanced this work, all of which was completed by the end of 2018, and are very encouraged by the results. In addition to this work, we have invested significant amounts of time in support of CBRM's effort to secure library funding. Regrettably, that funding has yet to materialize.

Section 5(v) of the Pre-Development Agreement contemplates HRDL submitting a development plan application for any portion of the Project lands within 18 months or by December 26th, 2019. Given the delay associated with the library financing and the integrated nature of the design, it is impractical for HRDL to submit a Phase 1 development plan to meet this requirement. We continue to believe in the pivotal role the Project will play in achieving a revitalization of Sydney's downtown core and reconfirm our commitment to making it happen. To accomplish that, we are requesting that section 5(v) of the Pre-Development Agreement be amended to allow HRDL an additional eighteen months to submit a development plan, all other terms and conditions to remain the same.

We would appreciate being advised of this item being placed on the agenda for the next meeting of Council which we understand will be held on December 10th, 2019.

Yours truly,

ORIGINAL SIGNED BY

Martin Chernin, C.M.

President

Cat Bylaw

Motion:

Moved by Councillor Gillespie, seconded by Councillor Coombes, that staff be directed to prepare an Issue Paper on a Cat Bylaw for CBRM.

Discussion:

During discussion, some of the issues raised included:

- Mandate of the Feral and Abandoned Cat Society and SPCA, updates by those organizations to CBRM, and their involvement in this discussion
- Bylaw enforcement and cost
- Earlier discussions regarding a proposed cat bylaw.

Motion Carried.



ISSUE PAPER

TO: CBRM Council

DATE: November 29, 2019

FROM: Director, Planning and Development

RE: **CBRM CAT BYLAW**

BACKGROUND

Council's General Committee passed a Motion directing staff to prepare an issue paper to evaluate the possibility of creating a Cat Bylaw for CBRM on June 4th. Members of Council and their constituents identified on-going problems with cat's at large causing nuisance by destroying yards, getting into garbage, and posing a hazard to other pets.

The *Municipal Government Act* (MGA) authorizes Council to adopt bylaws for regulating wild and domestic animals and activities related to them. CBRM currently has a dog by-law, which licenses and regulates domestic dogs by contract with the SPCA, but does not regulate or license domestic cats.

CBRM does have a contract with the Feral and Abandoned Cat Society (FAACS) totalling \$25,000/year for providing services relating to the management of feral cat colonies. As of March 31st of this year, FAACS reduced the backlog of cats waiting for TNR to less than 600, the lowest it has been since it peaked at 1800 cats in 2015.

DISCUSSION

Enforcement & Administration

To regulate and license domestic cats in CBRM a new bylaw would be needed, and a contractor or additional staff to administer it. The most effective way to address this may be by extending the existing partnership with the SPCA, to take advantage of operational and capital savings.

A new bylaw would be required to license cats with a fee (possible reductions when microchipped, spayed or neutered). The SPCA would:

- Handle increased phone calls/complaints about the new cat bylaw;
- Make cat licenses available to the public, charge a fee to be submitted to the CBRM and track all sold licenses in a database;
- Physically respond to cat bylaw complaints only when complainant has cat contained;
- Provide animal care and intake preventative treatments (vaccine, flea and worming treatments) when cat is in our possession for the 72-hour redemption period; and
- Have staff available for public to redcem cats picked up.

Financial Implications

Early estimates for providing this service through the SPCA are around \$100,000/year. If Council were in support of adding this service, a more detailed budget will be provided prior to adoption of the bylaw.

Recommendation:

Given CBRM's current fiscal constraints, staff do not believe this is a priority service to be added at this time. However, if Council is in support of adding approximately \$100,000 to the Planning and Development Department Budget:

1. CBRM staff initiate the By-Law Development Process (outlined in CBRM's By-Law Development Policy) to create regulations for domestic cats. This includes:
 1. Identify and consult with internal/external stakeholder groups;
 2. Draft preliminary strategy for review with internal & external clients;
 3. Establish applicable licenses, permits, and fees;
 4. Identify associated internal costs for the strategy; and
 5. Administration and Council review final strategy.

Respectfully submitted by:

ORIGINAL SIGNED BY

Michael Ruus
Director, Planning and Development



CBRM

A Community of Communities

ISSUE PAPER

TO: Mayor and Council

FROM: Sheila Kolanko – Property Manager

SUBJECT: REQUEST TO PURCHASE – Terry & Kristy Nichols
PID 15717333 – Vacant lot
Rear of lot on Argosy Street, Sydney, NS

DATE: December 10th, 2019

INTRODUCTION

A request has been received from Terry and Kristy Nichols, registered owners of 112 Argosy Street, Sydney seeking to purchase a vacant lot of land presently owned by CBRM. Their property, identified as PID 15157241, lies adjacent to the CBRM lot. The CBRM property contains approximately 2700 square feet and is outlined in red on the attached map (Attachment A) ; identified as PID 15717333. The Nichols property is outlined in yellow.

INFORMATION

The CBRM parcel does not front on a public street and is considered land locked. This property was formerly a portion of an unopened right of way extending from the northern side of Broadway Street to the southern boundary of the Nichols lot.

Back in 1998, Council passed a motion authorizing a formal street closure regarding the unopened right of way. At that time, only a portion was deemed surplus and conveyed to the property owner of 137 Broadway Street, Sydney. The remainder lot, which is the lot subject to this Issue Paper, was not deemed surplus at the same time. I confirm it is currently listed in the CBRM's inventory as essential lands. Therefore, in order for the property to be sold, Council must formerly declare it surplus.

An internal staff review was carried out and it was determined that CBRM no longer requires this lot for municipal purposes and should be deemed surplus for sale.

RECOMMENDATION:

It is my recommendation to council to pass a motion declaring PID 15717333 surplus to the needs of the municipality and offer for sale to Terry and Kristy Nichols at fair market value.

Respectively Submitted by:

ORIGINAL SIGNED BY

**Sheila Kolanko
Property Manager**

Attachment (1)

A

123

117

111

105

Argosy Street

Terry & Kristy Nichols
PID 15157241

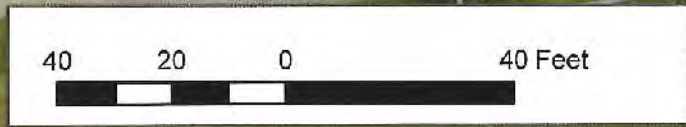
118

112

106

CBRM Property
PID 15717333
2,700 sq ft

44





TO: CBRM Council

FROM: Karen Neville

SUBJECT: Amendments to the Responsible Animal Husbandry By-law

DATE: November 29th, 2019

Introduction

In February 2019, staff of the Planning Development Department presented an issue paper and by-law intended to address complaints from citizens about noise and odour caused by the keeping of livestock animals. Subsequent to the adoption of the By-law by Council in March of 2019, staff requested that Schedule M-1 of the *Summary Offence Tickets Regulations* be amended to include the offences outlined in the Responsible Animal Husbandry By-law.

During the Provincial review of the By-law, Provincial staff identified areas where the wording of the By-law could be improved for better enforceability by way of Summary Offence Tickets. Based on the Province's suggestions, CBRM Staff have prepared amendments to the By-law to improve its enforceability which Provincial staff have indicated would be acceptable. The purpose of this issue paper is to present a series of amendments to Council for their consideration.

Section A Definitions

For the purposes of clarification, the definitions for at large and offensive odour are proposed to be revised. The current wording for the definition for at large speaks to domestic animals found outside its owner's premises or property. It is suggested that the definition should read:

At large means that the domestic livestock is not

- (a) under the direct, continuous and effective control of a person competent to control it, or
- (b) securely confined within an enclosure or otherwise so that it is unable to roam at will.

Offensive odour will be amended by deleting the phrase "that is offensive is" and replacing it with "produced by domestic livestock".

The definition for rooster is proposed to be deleted because it does not appear in the provisions of the By-law.

Section B Provisions

Section B outlines those activities that are offences under the By-law. Originally individual subsections identified the classification of properties where the By-law was in effect. To improve the administration of the By-law, the reference to property classification from Subsection 3 and Subsection 4 was removed and replaced with one provision that applies to all the offences under the By-law. This new provision reads:

The provisions of this Part shall apply with respect to properties that are:

- an urban property; or
- a rural property where the raising and/or caring of livestock is not as an agricultural commodity.

Subsection 4 was further amended by deleting the technical terminology for determining an offensive odour because this information was already addressed in the definition for offensive odour; therefore, its inclusion in Subsection 4 was deemed to be repetitive. The reference to offensive odours unreasonably interfering with the enjoyment of life of residents is also being deleted on the basis the language would make the offences difficult to enforce.

Subsection 6 was reworded to improve the enforcement of with animals at large. This subsection now reads:

It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit a domestic livestock animal to go at large.

As the result of the provision addition to Section B, Subsections 3, 4, S, and 6 needed to be renumbered.

Section C Enforcement

When it came to the issuance of a Summary Offence Ticket, the By-law had identified the assessed property owner as being the person for whom a ticket would be issued. It has been suggested to simplify Subsection C.4 by removing the reference to the assessed owner and replacing with "any person who commits an offence". Reference to the assessed owner has been incorporated in Section B Subsection 7 (formerly Subsection 6).

A copy of the By-law showing the proposed changes can be found in Attachment A. The formal Amending By-law can be found in Attachment B

Recommendation

I recommend Council proceed with first reading of the amendments to the Responsible Animal Husbandry as attached in Attachment B at the January meeting of Council and schedule a Public Hearing for an upcoming meeting of Council.

Submitted by:

Originally Signed By

**Karen Neville
Planning and Development Department**

Responsible Animal Husbandry By-law

of the Cape Breton Regional Municipality
regulating the care of domestic livestock animals

Pursuant to Provision 174.f of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby adopts the following Bylaw:

WHEREAS Provision 174.f gives municipalities the authority to adopt Bylaws respecting domestic livestock animals and activities in relation to them; and

WHEREAS the Cape Breton Regional Municipality intends to regulate incessant sounds and/or noises caused by domestic livestock animals, and also odours caused by improper care of domestic livestock animals that adversely affect the reasonable enjoyment of neighbouring properties

The Council of the Cape Breton Regional Municipality hereby adopts this Responsible Animal Husbandry By-law regulating the care of domestic livestock animals.

PURPOSE

The purpose of this Bylaw is to allow the keeping of most domestic livestock animals for non-agricultural purposes **throughout** the Cape Breton Regional Municipality **provided** responsible animal husbandry is practiced to ensure the reasonable use of their property by other property owners in the neighbourhood is not adversely affected because of **offensive odours or noise**.

Section A. Definitions

Agricultural commodity means a product of an agricultural operation sold on the retail or wholesale market.

Animal husbandry is the branch of agriculture concerned with animals that are raised for meat, fibre, milk, eggs, or other products. It includes day-to-day care, selective breeding and the raising of livestock.

Agricultural operation means the use of land, buildings and structures for the production of crops, or raising and/or caring of livestock with the expectation of financial gain as a commodity.

At large means any domestic livestock animal found outside its owner's premises or property means that the domestic livestock is not

- (a) under the direct, continuous and effective control of a person competent to control it, or
- (b) securely confined within an enclosure or otherwise so that it is unable to roam at will.

CBRM wherever used in this Bylaw means the Cape Breton Regional Municipality.

Domestic fowl means poultry which are valued for their meats and eggs including chickens, turkeys, ducks, geese, pigeons and guinea fowl which are kept as pets or for personal use only, but does not include roosters.

Domestic livestock means an animal capable of providing a product (e.g. eggs, milk, meat, fur, wool, honey etc.), or bred historically to perform a task (e.g. large draft animals such as a horse, oxen, carrier pigeons). Domestic livestock do not need to be currently used to provide a product or perform a task to be subject to the provisions of this Bylaw. A domestic livestock is not wild, feral, or a pet animal as defined by this Bylaw.

Incessant sound means vocal sound produced by the larynx of a domestic livestock exceeding a cumulative twenty (20) minute period within any one (1) hour timeframe;

Large draft animal means a domestic livestock animal bred to perform a task such as pulling (e.g. oxen) or riding (e.g. horse).

Living space means any confined area to which domestic livestock animals have access.

Offensive Odour means odour ~~that is offensive~~ is produced by domestic livestock that is detectable in the ambient air greater or equal to 7 D/T (dilution to threshold) for two observations not greater than 15 minutes apart at the same location as measured by a field olfactometer device (Nasal Ranger or equivalent equipment).

Pet animal means a tamed animal primarily kept within a dwelling for companionship.

~~**Rooster** means an adult male chicken.~~

Stable means a building designed to house, or breed large draft animals (e.g. horses, cattle, donkeys) either for agricultural, recreational, or business purposes and shall include riding stable businesses.

Urban property means a lot parcel serviced by a CBRM sanitary sewer main or a property being charged the sanitary sewer rate in the CBRM tax system.

In this Bylaw words used in the **singular** may be interpreted to also mean the **plural** and words used in the **plural** may also be interpreted to mean **singular**, unless they are prefaced with a specific number (e.g. one large draft animal)

Section B. Provisions

1. Domestic livestock animals used solely to provide a product exclusively for the use of the owner of the property on which they are kept are permitted throughout the Regional Municipality.
2. The keeping of domestic livestock animals:
 - used to provide an agricultural commodity; or
 - used as a draft animal in an agricultural operation;shall be considered an agricultural use and subject to compliance with the CBRM Land Use Bylaw having jurisdiction and therefore, is not subject to this By-law.
- ~~3. Incessant sound produced by a domestic livestock animal experienced on a property other than where the incessant sound is emanating from shall be a violation of this By law when the incessant sound is emanating from:
 - an urban property; or
 - any rural property where the raising and/or caring of livestock is not as an agricultural commodity.~~
- ~~4. Offensive Odour is odour from domestic livestock animals, and/or their shelters, and/or any ancillary facilities associated with the care of the animals emanating from:
 - an urban property; or
 - any rural property where the raising and/or caring of livestock is not as an agricultural commodity;that unreasonably interferes with the enjoyment of life of residents, or the use of property in proximity is a violation of this Bylaw if the odour is detectable in the ambient air greater or equal to 7 D/T (dilution to threshold) for two observations not greater than 15 minutes apart at the same location as measured by a field olfactometer device (Nasal Ranger or equivalent equipment).~~
3. The provisions of this Part shall apply with respect to properties that are:
 - an urban property; or
 - a rural property where the raising and/or caring of livestock is not as an agricultural commodity;
4. It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit incessant sound produced by domestic livestock to emanate from said property.
5. It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit an Offensive Odour to emanate from said property.

6. All buildings used as shelters or stables for domestic livestock animals shall be constructed in compliance with the Regulations under the Building Code of Nova Scotia.

~~6. Any owner or harbourer of domestic livestock animal who does not prevent it from going at large shall be liable of an offence under this By-law.~~

7. It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit a domestic livestock animal to go at large.

Section C. Enforcement

1. Enforcement of this Bylaw shall be the responsibility of the Police Department of the CBRM.

2. The Police may Order the assessed owner of the property on which domestic livestock animals are being kept to remedy the condition when sufficient evidence of a violation of any of the provisions of Section B of this Bylaw has been collected.

3. If the condition is not remedied within the time specified in the Order:

- a. a Summary Offence Ticket may be issued, and/or
- b. an officer may to enter upon the property without warrant or other legal process and remove the domestic livestock animal. The cost associate with the removal and retention of a domestic livestock animal will be the responsibility of the owner.

4. ~~The assessed owner of a property on which a domestic livestock animal is being kept which is not in compliance with any of the provisions of Section B of this~~ Any person who commits an offence under this Bylaw is subject, on summary conviction, to a fine for each violation as described below. Every day during which the condition is not remedied is a separate offence.

- 1st offence within a 12 month period = \$165.00
- 2nd offence within a 12 month period = \$279.00
- 3rd offence within a 12 month period = \$425.00
- 4th offence within a 12 month period = \$605.00

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on March 12th, 2019.

MAYOR

CLERK

THIS IS TO CERTIFY that the attached is a true and correct copy of the Responsible Animal Husbandry Bylaw of the Cope Breton Regional Municipality adopted by Regional Council during a meeting held on March 12th, 2019.

CBRM CLERK

By-law

of the Cape Breton Regional Municipality

amending the

Cape Breton Regional Municipality's Responsible Animal Husbandry By-law

Pursuant to Section 168 of the Municipal Government Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the Cape Breton Regional Municipality's Responsible Animal Husbandry By-law in the following manner:

THAT: Section A Definitions of the Responsible Animal Husbandry By-law is hereby amended by deleting 'at large' and replacing it with the following:

At large means that the domestic livestock is not

- (a) under the direct, continuous and effective control of a person competent to control it, or
- (b) securely confined within an enclosure or otherwise so that it is unable to roam at will.

THAT: Section A Definitions of the Responsible Animal Husbandry By-law is hereby amended by deleting 'offensive odour' and replacing it with the following:

Offensive Odour means odour produced by domestic livestock that is detectable in the ambient air greater or equal to 7 D/T (dilution to threshold) for two observations not greater than 15 minutes apart at the same location as measured by a field olfactometer device (Nasal Ranger or equivalent equipment).

THAT: Section A Definitions of the Responsible Animal Husbandry By-law is hereby amended by deleting 'rooster'.

THAT: Section B Provisions of the Responsible Animal Husbandry By-law is hereby amended by deleting Subsection 3 and replacing it with the following:

The provisions of this Part shall apply with respect to properties that are:

- an urban property; or
- a rural property where the raising and/or caring of livestock is not as an agricultural commodity.

THAT: Section B Provisions of the Responsible Animal Husbandry By-law is hereby amended by deleting Subsection 4 and replacing it with the following:

It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit incessant sound produced by domestic livestock to emanate from said property.

THAT: Section B Provisions of the Responsible Animal Husbandry By-law is hereby amended by deleting Subsection 5 and replacing it with the following:

It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit an Offensive Odour to emanate from said property.

THAT: Section B Provisions of the Responsible Animal Husbandry By-law is hereby amended by deleting Subsection 6 and replacing it with the following:

All buildings used as shelters or stables for domestic livestock animals shall be constructed in compliance with the Regulations under the Building Code of Nova Scotia.

THAT: Section B Provisions of the Responsible Animal Husbandry By-law is hereby amended by adding the following:

7. It shall be an offence under this By-Law for the assessed owner of a property on which a domestic livestock animal is being kept to permit a domestic livestock animal to go at large.

THAT: Section C Enforcement of the Responsible Animal Husbandry By-law is hereby amended by deleting Subsection 4 and replacing it with the following:

Any person who commits an offence under this Bylaw is subject, on summary conviction, to a fine for each violation as described below. Every day during which the condition is not remedied is a separate offence.

- 1st offence within a 12 month period = \$165.00
- 2nd offence within a 12 month period = \$279.00
- 3rd offence within a 12 month period = \$425.00
- 4th offence within a 12 month period = \$605.00

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on _____ 2019.

MAYOR

CLERK

THIS IS TO CERTIFY that the above amendments 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 _____ 2019 to amend the Cape Breton Regional Municipality's Responsible Animal Husbandry By-law.

Deborah Campbell Ryan, CLERK

Recommendation to Council – Motion re: Rescind CBRM Defined Benefit Pension Bylaw

Motion:

Moved by Stephen Pertus, seconded by Gussie Gouthro, that a recommendation be made to Council to repeal the CBRM Defined Benefit Pension By-Law.

Motion Carried.

ISSUE PAPER

November 2019

To: Mayor & Council

RE: Repeal of the CBRM Defined Benefit (DB) Pension By-Law

Repeal of the CBRM Defined Benefit (DB) Pension By-Law

On November 19, 2019, the CBRM DB Committee met for the final time. The Committee as part of the DB plan have been in existence for the past 55 years. It has been through the excellence stewardship of the many members over the years that the plan ended in a sound financial position.

Brief History on the Transfer to the Nova Scotia Public Services Superannuation Pension Plan (PSSP)

Brief History on the Transfer to the NS Public Services Superannuation Plan (PSSP)

In July 2015, Council were advised to seriously look at the opportunity of transferring the CBRM DB plan to the PSSP. Two main reasons for this move;

- 1) Transferring to the PSSP would remove the growing financial liability of running a pension plan from the books of CBRM.
- 2) The administration of a pension plan is not a core service of a Municipality. The Plan, small by pension standards, has the same administrative requirement as larger plans, i.e. audits, governance, actuarial expertise, investment expertise and additional staffing knowledgeable in pension administration. Based on economy of scale, expensive for the plan to operate.

Once determined that a transfer was financially feasible, Council approved a motion that moved the CBRM DB Plan assets to the PSSP on February 1, 2018. Over the next twenty months, substantial effort was put forth to transfer data to the PSSP and determine the liability associated with the CBRM plan as of February 1, 2018. Now that this work is complete, the PSSP takes over administration of pension activities concerning CBRM employees effective December 1, 2019.

During a duly called meeting of the CBRM DB Pension Committee held November 19, 2019, the Committee were provided details as to the financial windup of the CBRM plan.

Financial Position of the CBRM DB Plan as of October 31, 2019
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Assets transferred to the PSSP as of February 1, 2019	\$187,019,400.00
Liabilities for past service as of January 31, 2019	\$185,146,600.00
Expenses February 1, 2018 to October 31, 2019	\$ <u>1,176,500.00</u>
Remaining expenses and provision for data adjustments	\$ 1,558,800.00

Committee Recommendation to Council
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The CBRM Defined Benefit Pension Committee recommends to Council that the CBRM DB Pension By-Law be repealed.

Angus Fleming
CBRM DB Committee Chair



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: December 10, 2019		
Subject: Local Travel Policies		
Motion for Council to Consider: <i>In light of the CRA changes to the tax free benefit for municipal elected officials, have Council request staff to perform a jurisdictional scan of other Nova Scotia municipalities to look at their local travel policies and develop an issue paper with options to consider as part of a local travel policy for the CBRM.</i>		
Reason: With Canada Revenue Agency (CRA) removing the 1/3 tax free benefit municipal elected officials received, it is important that the CBRM looks at local travel for Council. CBRM administration discussed the issue with Municipal Affairs, specifically Section 23 (1) (d) (vi) where it states, "the rate per kilometre as a travelling allowance for such persons for actual distance travelled once each day to go to, and return from, every daily session of a meeting of the council or of a committee". They indicate that it is outdated based on the removal of the 1/3 tax free. They also indicated that the MGA will be amended in due course and it doesn't preclude the CBRM looking at the issue and updating their local travel reimbursement policy.		
Outcome Sought: 1. Have staff perform a jurisdictional scan of Nova Scotia municipalities and see if adjustments were made to their travel mileage policy because of the CRA changes. 2. Provide options to consider in making adjustments to the policy though the development of an issue paper.		
Councillor Steve Gillespie		District 4
Date: December 2, 2019		Received by Clerk's Department (date): December 12, 2019



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) <ul style="list-style-type: none"> - Announcement - Referral - Submit Petition - Notice of Motion
<p>Date of Council Meeting: December 10th. 2019</p> <p>Subject: Backyard Agriculture and Farming Support</p>		
<p>Motion for Council to Consider:</p> <p>For CBRM staff to provide guidance and information via an issue paper on how the CBRM can make backyard farming and agriculture more feasible, with particular attention given to by-law changes and amendments that may foster this.</p> <p>Reason:</p> <p>Recent communications with a resident of Louisbourg is the inspiration for this agenda item. This family recently moved to our municipality and prior to making this move thought it best to confirm that the property they were looking to purchase would allow for them to erect a greenhouse, build garden beds and also house a small chicken coop for personal use. They were honest about wanting to sell produce as a small market garden business. They were advised that since this activity fell into the 'Cottage Industry Food Processing' category, it wouldn't be a problem.</p> <p>This family has been selling greens and produce at the local Louisbourg Market and from time to time at home when a resident is unable to make the market. In a short time, they have really made quite a name for themselves due to their quality product. Everything was going quite well until they received a letter from the CBRM claiming that a site visit was conducted and they are now being categorized as a 'Mixed Farming Agricultural Operation' therefore no longer permitted to sell produce from their property. The family can appeal and apply for a zoning amendment but the cost to do so is extremely expensive.</p>		

We have spent a considerable amount of time in Council over the past three years hearing from organization after organization about the importance of food security, the need to be flexible and creative with our policies and by-laws to allow people to provide for themselves, their families and their communities. We even went so far as to donate a use bus to allow for fresh produce to communities who have issues accessing such products.

My hope is that we can begin to look at this issues more holistically and with the advice and guidance of both staff and residents we can encourage respectful growth of this very needed industry. I have a package of letters from community members who use and appreciate this business in the town and do not what to see it limited.

Outcome Sought:

- 1.) Public consultation in communities to determine what would encourage more food production on private property, how to protect those who do not cultivate produce or other sources of nourishment and what by-laws in particular inhibit growth of the backyard food industry.
- 2.) Review on current by-laws and policy in staff issue paper pertaining to food production and animal rearing in rural, sub-urban and urban neighbourhoods including helpful potential changes.

<i>Councillor Amanda McDougall</i>	<i>District 8</i>
<i>December 2nd, 2019</i>	<i>Received by Clerk's Department (date):</i>

INTEROFFICE MEMORANDUM

TO: CLERKS OFFICE, CBRM MAYOR AND COUNCIL

FROM: COUNCILLOR AMANDA MCDUGALL AND COUNCILLOR STEVE GILLESPIE

SUBJECT: DISCUSSION - PUBLIC INPUT AND PROCESS OF COUNCIL DECISIONS

DATE: TUESDAY, DECEMBER 10TH, 2019

As of late, CBRM Council been under a considerable amount of public scrutiny due to the outcome of several Council decisions. It began with the discussion around rules and procedures regarding parades in the CBRM, is ongoing with the potential flood mitigation efforts that will impact the Baille Ard Trail and most recently the public announcement to locate the new Station 1 – Fire Station on the corner of George and Pitt Streets.

We are hopeful that today we can have a productive conversation on process that includes, but is not limited to;

- When Council is required to engage in a Public Participation Process?
- How we can be more proactive with public consultation prior to decision making rather than being reactionary when concern is raised?
- How we can ensure General Committee and Regional Council confusion does not continue?
- When is it appropriate for a decision to come out of an in-camera meeting?
- How do we communicate with each other and the public more efficiently and in a meaningful manner?

This exercise is meant to help us find better ways to ensure process is being respected and we are doing our best to engage the public in decisions that impact them directly. We have included a letter from the Artistic & Executive Director, Highland Arts Theatre asking for something very similar; the opportunity to engage in a respectful conversation with community members and decision makers alike.

Outcome Sought:

- 1.) A healthy conversation in council on how to better implement best-practices for efficient and meaningful Council decision making
- 2.) Public outreach and engagement procedure review



Highland Arts Theatre, 40 Bentinck St, Sydney NS, B1P 1G2

To Whom it May Concern,

I am writing today in the spirit of communication in an attempt to beat past the reactionary knee-jerk of our patrons and hopefully obtain more information and conversation surrounding the proposed location of the new Fire Station.

While not directly related to our organization, the lot in question certainly plays a big role in the experience of many of our patrons and we have received significant feedback from them, which, again, we do not want to overreact to until we've gathered more information.

We would very much appreciate the opportunity to provide first hand evidence of the impact that lot plays to our business. For the past two years, we have been open to public 150 nights per year and have an average audience of 250-400 people. 86 cars per night use that lot for convenient and accessible parking and we are concerned about the impact its potential absence will have on our patrons.

In order to gather feedback, we posted the link to the Cape Breton Post article yesterday with an open question to our patrons soliciting perspective. I was shocked by the number of people who said it would immediately impact them and make them rethink attending in future if that lot was unavailable to them – particularly in the winter, which is currently our busiest time.

Assuming – on average – two people per car, if we were to lose even half of the patrons who currently park in that lot, that would translate to approximately 12,900 fewer tickets sold per year – approximately 1/3 of our business. As we continually struggle to find a way to balance our budget and find a sustainable way to continue doing the work we're doing, this would be an unfathomable blow.

While public safety is of course our primary concern, we would welcome the opportunity to talk in more detail to greater understand why that lot in particular is being proposed, when it seems (to the uneducated viewer) that there are many other options for vacant space throughout the downtown. A greater understanding of the thought process would go a long way in our attempts to communicate this potential change to the greater public.

Another idea that was proposed to us by a patron was something that we thought very interesting: Is there a possibility that we would be able to purchase that lot from the CBRM?

I don't know whether the cost would be feasible, but it's something I would be incredibly interested in discussing. There's a lot of potential revenue for evening parking which is currently

going untapped and if we had access to that lot, it could go a long way in our on-going struggle for sustainability. Further discussion would be extremely welcome.

I appreciate your time and that this is likely not an easy or simple decision, but it seems to me that it is currently one that has not been well-communicated to the public, and as a member of the public with a vested interest in the prosperity of the downtown core, I would very much appreciate further conversation.

With greatest respect,

Wesley J. Colford
Artistic & Executive Director, Highland Arts Theatre

www.highlandartstheatre.com

Revenue	Year To Date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 64,867,804	\$ 64,391,222	\$ 476,582	\$ 110,384,952	\$ 45,517,148
Total Federal Government	1,782,430	1,782,430	(0)	3,055,594	1,273,164
Total Federal Government Agencies	435,864	435,864	(0)	747,195	311,331
Total Provincial Government	1,283,566	1,283,566	-	2,200,398	916,833
Total Provincial Government Agencies	1,859,856	1,859,856	0	3,188,324	1,328,468
Total Services to Other Local Government	355,104	355,104	0	608,750	253,646
Total Transit	891,241	641,666	249,575	1,117,500	226,259
Total Environmental Development Services	203,597	143,617	59,981	246,200	42,603
Total Licenses & Permits	78,728	88,083	(9,356)	151,000	72,272
Total Fines & Fees	348,132	359,612	(11,479)	616,477	268,345
Total Rentals	341,608	347,953	(6,345)	596,490	254,882
Total Concessions & Franchises	208,386	215,833	(7,447)	370,000	161,614
Total Interest on Taxes	669,118	880,833	(211,715)	1,510,000	840,882
Total Finance Revenue	16,510	17,500	(990)	30,000	13,490
Total Solid Waste Revenue	1,628,931	1,590,500	38,431	2,700,000	1,071,069
Total Recreation & Cultural Service Programs	679,227	766,024	(86,797)	2,100,000	1,420,773
Total Water Utility Charges	2,888,381	2,888,381	(0)	4,951,510	2,063,129
Total Unconditional Transfers	9,230,287	9,295,906	(65,619)	15,935,838	6,705,551
Total Conditional Transfers	-	-	-	-	-
Year To Date Assigned	\$ 87,768,768	\$ 87,343,948	\$ 424,820	\$ 150,510,228	\$ 62,741,460

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Departmental

ORIGINAL SIGNED BY

Reviewed

Expenditures	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 842,178	\$ 902,124	\$ 59,946	\$ 1,626,311	\$ 784,133
Administration	389,841	479,605	89,764	1,082,923	693,082
Finance	1,453,827	1,554,555	100,728	2,663,928	1,210,101
Legal	1,086,822	1,036,486	(50,336)	1,843,611	756,789
Human Resources	605,045	713,449	108,404	1,350,257	745,212
Technology & Communications	608,452	630,745	22,293	1,339,155	730,703
Municipal Clerk	236,221	254,697	18,476	544,230	308,009
Fiscal Services	14,187,996	14,119,495	(68,500)	32,506,114	18,318,118
Police Services	15,981,313	15,996,783	15,470	27,611,933	11,630,620
Fire Services (Incl EMO)	10,558,829	11,044,229	485,400	17,891,006	7,332,177
Engineering & Public Works	25,958,083	26,454,584	496,501	47,080,056	21,121,973
Planning	1,460,982	1,503,909	42,927	2,665,010	1,204,028
Facilities C200 & Arenas	2,041,983	1,982,072	(59,911)	3,507,642	1,465,659
Parks & Grounds	1,767,640	1,753,870	(13,770)	2,889,432	1,121,792
Buildings	1,743,660	1,803,672	60,012	3,253,791	1,510,131
Recreation	1,981,495	1,975,208	(6,287)	2,654,825	673,330
Total expended to date	\$ 80,904,368	\$ 82,205,485	\$ 1,301,116	\$ 150,510,224	\$ 69,605,856

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Departmental

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Reviewed

Legislative	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 611,264	\$ 614,918	\$ 3,654	\$ 1,065,900	\$ 454,636
6010 BENEFITS	74,294	116,754	42,460	202,382	128,088
6030 TRAVEL/CONFERENCES	77,616	77,333	(282)	178,238	100,622
6040 PROF MEM/DUES & FEES	16,937	16,200	(737)	61,632	44,695
6050 OFFICE SUPPLIES	4,009	10,733	6,724	18,400	14,391
6060 OFFICE EQUIPMENT	2,398	4,167	1,768	5,000	2,602
6080 ADVERTISING	8,338	8,458	120	14,500	6,162
6100 COURIER	121	146	25	250	129
6110 TELEPHONE/FAX	13,474	14,327	852	24,560	11,086
6120 PUBL./SUBSCRIPTIONS	1,025	1,075	50	1,849	824
6130 COMPUTER HARDWARE	2,264	4,430	2,166	6,600	4,336
6150 MEETING EXPENSES	10,146	14,583	4,437	25,000	14,854
6170 PROMOTION	20,291	19,000	(1,291)	22,000	1,709
Total expended to date	\$ 842,178	\$ 902,124	\$ 59,946	\$ 1,626,311	\$ 784,133

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Departmental

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Finance

Administration	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 152,851	\$ 210,064	\$ 57,213	\$ 364,126	\$ 211,275
6010 BENEFITS	21,527	37,223	15,695	64,522	42,995
6020 TRAINING/EDUCATION	-	1,500	1,500	4,800	4,800
6030 TRAVEL/CONFERENCES	12,975	15,500	2,525	36,000	23,025
6040 PROF MEM/DUES & FEES	636	1,950	1,314	2,700	2,064
6050 OFFICE SUPPLIES	172	1,633	1,461	2,800	2,628
6110 TELEPHONE/FAX	1,388	2,333	945	4,000	2,612
6120 PUBL./SUBSCRIPTIONS	307	475	168	475	168
6150 MEETING EXPENSES	2,350	2,958	609	3,500	1,150
6170 PROMOTION	9,516	9,516	-	15,000	5,484
8100 PROFESSIONAL SERVICES	41,450	49,783	8,333	105,000	63,550
8150 GRANTS/SUBS TO ORG	146,669	146,669	-	480,000	333,331
Total expended to date	\$ 389,841	\$ 479,605	\$ 89,764	\$ 1,082,923	\$ 693,082

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 Departmental

ORIGINAL SIGNED BY

 Finance

Finance	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,090,392	\$ 1,128,540	\$ 38,148	\$ 1,956,214	\$ 865,822
6010 BENEFITS	219,248	218,368	(880)	378,519	159,271
6020 TRAINING/EDUCATION	2,205	11,690	9,485	18,940	16,735
6030 TRAVEL/CONFERENCES	12,774	23,480	10,706	25,780	13,006
6040 PROF MEM/DUES & FEES	4,737	6,625	1,888	6,625	1,888
6050 OFFICE SUPPLIES	6,172	8,685	2,513	14,500	8,328
6060 OFFICE EQUIPMENT	4,004	10,750	6,746	14,500	10,496
6080 ADVERTISING	21,380	26,198	4,818	42,650	21,270
6090 POSTAGE	127,824	131,200	3,376	166,000	38,176
6100 COURIER	18,082	18,470	388	31,700	13,618
6110 TELEPHONE/FAX	9,727	9,275	(452)	15,900	6,173
6130 COMPUTER HARDWARE	4,438	5,000	562	10,500	6,062
6140 COMPUTER SOFTWARE	-	-	-	48,000	48,000
6180 COST RECOVERY	(221,022)	(222,150)	(1,128)	(322,150)	(101,128)
8010 OPERATIONAL MAT/SUPP	1,828	2,625	797	4,500	2,672
8100 PROFESSIONAL SERVICE	47,033	50,000	2,967	50,000	2,967
8110 CONTRACTS/AGREEMENTS	33,747	38,150	4,403	48,650	14,903
8120 LEASES	7,699	7,650	(49)	13,100	5,401
8180 TAX EXEMPT/WRITE OFF	63,560	80,000	16,440	140,000	76,440
Total expended to date	\$ 1,453,827	\$ 1,554,555	\$ 100,728	\$ 2,663,928	\$ 1,210,101

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Departmental

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Finance

Legal	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 222,239	\$ 228,601	\$ 6,362	\$ 396,258	\$ 174,019
6010 BENEFITS	46,383	46,961	578	79,669	33,286
6020 TRAINING/EDUCATION	3,657	5,500	1,843	6,500	2,843
6030 TRAVEL/CONFERENCES	2,510	3,542	1,032	8,500	5,990
6040 PROF MEM/DUES & FEES	12,605	12,300	(305)	13,100	495
6050 OFFICE SUPPLIES	839	2,042	1,202	3,500	2,661
6060 OFFICE EQUIPMENT	2,675	2,750	75	4,200	1,525
6070 PHOTOCOPIER LEASE	2,289	1,808	(480)	3,100	811
6080 ADVERTISING	506	583	77	1,000	494
6100 COURIER	258	467	209	800	542
6110 TELEPHONE/FAX	1,916	1,983	67	3,400	1,484
6120 PUBL./STATUTES	9,225	10,000	775	10,000	775
6130 COMPUTER HARDWARE	2,599	2,650	51	3,000	401
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	89	292	203	500	411
6160 LIABILITY INSURANCE	735,706	672,632	(63,074)	1,153,084	417,378
8100 PROFESSIONAL SERVICE	43,326	44,375	1,049	154,500	111,174
Total expended to date	\$ 1,086,822	\$ 1,036,486	\$ (50,336)	\$ 1,843,611	\$ 756,789

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Departmental

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Finance

Human Resources	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 422,492	\$ 495,112	\$ 72,619	\$ 858,228	\$ 435,736
6010 BENEFITS	98,236	106,152	7,916	184,004	85,768
6020 TRAINING/EDUCATION	1,631	2,746	1,114	9,850	8,219
6030 TRAVEL/CONFERENCES	8,926	10,950	2,024	24,500	15,574
6040 PROF MEM/DUES & FEES	488	1,342	854	2,300	1,812
6050 OFFICE SUPPLIES	7,286	10,500	3,214	18,000	10,714
6060 OFFICE EQUIPMENT	-	2,500	2,500	2,500	2,500
6080 ADVERTISING	-	3,087	3,087	4,000	4,000
6110 TELEPHONE/FAX	5,007	7,802	2,795	13,375	8,368
6120 PUBL./SUBSCRIPTIONS	549	3,175	2,627	4,000	3,451
6130 COMPUTER HARDWARE	-	-	-	6,000	6,000
6140 COMPUTER SOFTWARE	-	-	-	500	500
6150 MEETING EXPENSE	1,663	2,625	962	4,600	2,837
8100 PROFESSIONAL SERVICE	54,573	60,167	5,593	206,000	151,427
8110 CONTRACTS/AGREEMENTS	4,194	7,292	3,097	12,500	8,306
Total expended to date	\$ 605,045	\$ 713,449	\$ 108,404	\$ 1,350,257	\$ 745,212

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Departmental

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Finance

Technology/
Communications

Statement of Expenditures

October 31, 2019

Technology/Communications	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 324,177	\$ 325,454	\$ 1,277	\$ 564,143	\$ 239,966
6010 BENEFITS	66,748	65,669	(1,079)	113,831	47,083
6020 TRAINING/EDUCATION	3,459	4,000	541	12,000	8,541
6030 TRAVEL/CONFERENCES	11,089	11,667	577	20,000	8,911
6040 PROF MEM/DUES & FEES	688	733	45	1,000	312
6050 OFFICE SUPPLIES	1,182	1,370	188	2,000	818
6060 OFFICE EQUIPMENT	-	2,200	2,200	3,000	3,000
6080 ADVERTISING	-	292	292	500	500
6100 COURIER	-	175	175	300	300
6110 TELEPHONE/FAX	23,558	35,700	12,142	61,200	37,642
6120 PUBL./SUBSCRIPTIONS	-	583	583	1,000	1,000
6130 COMPUTER HARDWARE	34,524	35,833	1,309	130,000	95,476
6140 COMPUTER SOFTWARE	125,679	126,000	321	178,500	52,821
6150 MEETING EXPENSE	78	292	214	500	422
8100 PROFESSIONAL SERVICES	498	-	(498)	-	(498)
8110 CONTRACTS/AGREEMENTS	16,770	20,776	4,007	40,000	23,230
8120 LEASES SAP	-	-	-	106,121	106,121
8130 LICENSES/PERMITS	-	-	-	105,060	105,060
Total expended to date	\$ 608,452	\$ 630,745	\$ 22,293	\$ 1,339,155	\$ 730,703

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Departmental

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Finance

Municipal Clerk	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 153,466	\$ 161,039	\$ 7,574	\$ 279,146	\$ 125,680
6010 BENEFITS	34,700	36,124	1,424	58,284	23,584
6020 TRAINING/EDUCATION	1,962	3,363	1,402	5,500	3,538
6030 TRAVEL/CONFERENCES	3,001	4,160	1,159	6,500	3,499
6040 PROF MEM/DUES & FEES	636	883	247	1,000	364
6050 OFFICE SUPPLIES	1,436	2,333	897	4,000	2,564
6060 OFFICE EQUIPMENT	598	3,792	3,194	6,500	5,902
6070 PHOTOCOPY SUPPLIES	14,021	14,875	854	25,500	11,479
6080 ADVERTISING	-	438	438	750	750
6100 COURIER	-	438	438	750	750
6110 TELEPHONE/FAX	1,569	2,042	472	3,500	1,931
6120 PUBL./SUBSCRIPTIONS	1,486	1,800	314	1,800	314
6130 COMPUTER HARDWARE	2,628	2,628	-	4,500	1,872
6140 COMPUTER SOFTWARE	11,124	11,124	-	12,000	876
6150 MEETING EXPENSES	9,594	9,658	64	14,500	4,906
8110 CONTRACTS/AGREEMENTS	-	-	-	120,000	120,000
Total expended to date	\$ 236,221	\$ 254,697	\$ 18,476	\$ 544,230	\$ 308,009

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Departmental

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Finance

Fiscal Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 260,767	\$ 204,167	\$ (56,600)	\$ 350,000	\$ 89,233
9020 INT ON DEBT	777,501	777,501	-	1,487,256	709,755
9051 PRINC ON DEBT	1,145,200	1,145,200	-	10,110,068	8,964,868
9052 DEBT/CAP BOND DISC	45,500	45,500	-	78,000	32,500
9090 BANK CHARGES	43,964	55,417	11,452	95,000	51,036
9200 ALLOWANCE FOR UNCOL. TAXES	350,000	350,000	-	600,000	250,000
9420 APPROP TO CAPITAL FUND	52,500	52,500	-	90,000	37,500
9430 APPROP TO B.I.D.C.	79,714	56,643	(23,071)	97,102	17,388
9600 PROV. CORRECTIONS	628,950	638,237	9,287	1,094,120	465,170
9610 CB REG. HOUSING	1,131,224	1,121,656	(9,568)	1,922,839	791,615
9620 REGIONAL LIBRARY	409,500	409,500	(0)	702,000	292,500
9630 CB/VIC. SCHOOL BOARD	8,445,758	8,445,758	0	14,478,442	6,032,684
9640 PROPERTY ASSESSMENT	817,417	817,417	(0)	1,401,287	583,870
Total expended to date	\$ 14,187,996	\$ 14,119,495	\$ (68,500)	\$ 32,506,114	\$ 18,318,118

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Police Services

Statement of Expenditures

October 31, 2019

Police Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
-GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 13,692,495	\$ 13,732,936	\$ 40,442	\$ 23,847,758	\$ 10,155,263
6020 TRAINING/EDUCATION	116,635	103,553	(13,081)	177,520	60,885
6030 TRAVEL/CONFERENCES	47,439	62,292	14,852	105,000	57,561
6040 PROF MEM/DUES & FEES	1,685	2,917	1,232	5,000	3,315
6050 OFFICE SUPPLIES	17,918	28,000	10,082	48,000	30,082
6060 OFFICE EQUIPMENT	32,834	32,083	(751)	55,000	22,166
6070 PHOTOCOPY SUPPLIES	10,691	10,500	(191)	18,000	7,309
6080 ADVERTISING	1,001	2,917	1,916	5,000	3,999
6090 POSTAGE & 6100 COURIER	8,120	4,083	(4,036)	7,000	(1,120)
6110 TELEPHONE/FAX	188,506	160,417	(28,089)	275,000	86,494
6120 PUBL./SUBSCRIPTIONS	4,077	4,000	(77)	4,000	(77)
6130 COMPUTER HARDWARE	44,737	45,000	263	132,000	87,263
6140 COMPUTER SOFTWARE	207,559	198,000	(9,559)	240,000	32,441
6150 MEETING EXPENSES	4,149	9,917	5,768	17,000	12,851
6160 LIABILITY INSURANCE	1,299	-	(1,299)	-	(1,299)
6170 PROMOTION	3,708	6,417	2,709	11,000	7,292
7000 HEAT	18,346	27,417	9,070	47,000	28,654
7010 ELECTRICAL	50,161	67,083	16,922	115,000	64,839
7020 WATER	4,286	4,667	380	8,000	3,714
7030 BLDG/FACILITY MAINT	40,165	48,417	8,252	83,000	42,835
7040 BLDG/FACILITY REPAIR	14,644	8,750	(5,894)	15,000	356
7060 BLDG/FACILITY RENOV	18,119	8,750	(9,369)	20,000	1,881
7070 BLDG/FACILITY RENTAL	35,018	37,333	2,315	64,000	28,982
7110 SECURITY	720	2,158	1,439	3,700	2,980
7500 VEH/EQUIP MAINT	7,595	5,833	(1,761)	10,000	2,405
7505 GASOLINE & DIESEL	220,167	236,250	16,083	405,000	184,833
7510 VEH/EQUIP REPAIRS	244,573	212,835	(31,738)	287,717	43,144
7530 VEH/EQUIP REPLACEMENT	325,125	325,125	-	580,000	254,875
7540 VEH/EQUIP RENTAL	222	1,167	945	2,000	1,778
7550 VEH/EQUIP TOWING	313	2,917	2,604	5,000	4,687
8000 OPERATIONAL EQUIP	42,387	38,750	(3,637)	135,000	92,613
8010 OPERATIONAL MAT/SUPP	44,170	46,750	2,580	135,000	90,830
8020 MAINTENANCE EQUIP	4,419	7,570	3,151	7,570	3,151
8040 COMM EQUIPMENT LINES	2,325	4,375	2,050	7,500	5,175
8090 UNIFORMS/CLOTHING	95,893	97,667	1,774	200,000	104,107
8100 PROFESSIONAL SERVICE	118,669	85,417	(33,253)	95,000	(23,669)
8110 CONTRACTS/AGREEMENTS	85,136	79,917	(5,219)	137,000	51,864
8125 MAJOR INVESTIGATIONS	56,748	75,348	18,600	129,168	72,420
8130 LICENSES/PERMITS	-	-	-	3,000	3,000
8150 GRANTS/SUBS TO ORG	169,258	169,258	-	170,000	742
Total expended to date	\$ 15,981,313	\$ 15,996,783	\$ 15,470	\$ 27,611,933	\$ 11,630,620

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Departmental

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Finance

Police Services

Statement of Revenue

October 31, 2019

Police Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 68,638	\$ 81,667	\$ (13,029)	\$ 140,000	\$ 71,362
5151 FINES	161,966	160,417	1,550	275,000	113,034
Total Revenue to date	\$ 230,604	\$ 242,083	\$ (11,479)	\$ 415,000	\$ 184,396

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Departmental

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Finance

Fire Services

Statement of Expenditures

October 31, 2019

Fire Services Including EMO	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 3,091,529	\$ 3,407,677	\$ 316,148	\$ 5,906,876	\$ 2,815,347
6010 BENEFITS	592,685	663,489	70,804	1,150,094	557,409
6011 MISC. BENEFITS	82,608	80,732	(1,876)	108,112	25,504
6020 TRAINING/EDUCATION	35,917	38,437	2,520	217,200	181,283
6030 TRAVEL/CONFERENCES	30,185	38,498	8,313	65,900	35,715
6040 PROF MEM/DUES & FEES	8,071	7,496	(575)	12,272	4,201
6050 OFFICE SUPPLIES	5,025	7,058	2,033	12,100	7,075
6060 OFFICE EQUIPMENT	373	7,554	7,182	12,950	12,577
6080 ADVERTISING	7,615	3,121	(4,495)	5,350	(2,265)
6110 TELEPHONE/FAX	22,382	26,249	3,868	44,999	22,617
6120 PUBL./SUBSCRIPTIONS	840	1,575	735	2,700	1,860
6130 COMPUTER HARDWARE	10,502	10,890	89	11,507	1,005
6140 COMPUTER SOFTWARE	-	9,545	9,545	16,006	16,006
6150 MEETING EXPENSES	1,662	2,569	907	4,404	2,742
6170 PROMOTION	15,240	22,750	7,510	39,000	23,760
7000 HEAT	32,188	59,705	27,517	102,351	70,163
7010 ELECTRICAL	24,647	36,736	12,089	64,536	39,889
7020 WATER	16,513	15,847	(666)	25,407	8,894
7030 BLDG/FACILITY MAINT	18,690	37,175	18,485	63,729	45,039
7040 BLDG/FACILITY REPAIR	15,220	12,981	(2,239)	22,253	7,033
7060 BLDG/FACILITY RENOV	4,952	5,833	881	10,000	5,048
7500 VEH/EQUIP MAINT.	143,374	104,907	(38,467)	179,841	36,467
7505 GASOLINE/DIESEL	35,958	46,351	10,393	79,459	43,501
7510 VEH/EQUIP REPAIRS	543	2,333	1,790	4,000	3,457
7530 VEH/EQUIP REPLACEMENT	38,958	46,625	7,667	87,500	48,542
7550 VEH/EQUIP TOWING	-	1,167	1,167	2,000	2,000
7560 VEH/EQUIP GEN SUPPLY	5,720	9,333	3,613	16,000	10,280
8000 OPERATIONAL EQUIP	210,867	219,639	8,772	376,524	165,657
8010 OPERATIONAL MAT/SUPP	32,595	27,246	(5,349)	45,870	13,275
8020 MAINTENANCE EQUIP	16,882	30,683	13,801	52,599	35,717
8040 COMM EQUIPMENT LINES	3,439	-	(3,439)	-	(3,439)
8090 UNIFORMS/CLOTHING	33,492	49,745	16,254	85,277	51,785
8100 PROFESSIONAL SERVICE	38,318	8,538	(29,780)	8,538	(29,780)
8110 CONTRACTS/AGREEMENTS	42,956	53,383	10,427	91,514	48,558
8120 LEASES	66,045	75,209	9,164	128,929	62,884
8130 LICENSES/PERMITS	16,723	17,335	612	17,335	612
8150 GRANTS/SUBS TO ORG	1,728,226	1,728,226	-	1,741,490	13,265
8195 WATER SUPPLY & HYDR	4,127,891	4,127,891	-	7,076,384	2,948,493
Total expended to date	\$ 10,558,829	\$ 11,044,229	\$ 485,400	\$ 17,891,006	\$ 7,332,177

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Departmental

Finance

Fire Services

Statement of Revenue

October 31, 2019

Fire Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	\$ 93,470	\$ 93,470	\$ -	\$ 160,235	\$ 66,765
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	261,634	261,634	0	448,515	186,881
Total Revenue to date	\$ 355,104	\$ 355,104	\$ 0	\$ 608,750	\$ 253,546

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Departmental

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Finance

Engineering and Public Works Actuals to October 31, 2019

REVENUE	Actual & Committed Y-T-D Oct 31, 2019	Budget Y-T-D Oct 31, 2019	Variance Y-T-D Oct 31, 2019	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	\$891,241	\$641,666	\$249,575	\$1,100,000	-\$208,759	81.02%
SOLIDWASTE TIP FEES	\$1,438,450	1,400,000	38,450	2,400,000	-\$961,550	59.94%
SOLIDWASTE COST RECOVERIES	\$190,481	190,500	-19	300,000	-\$109,519	63.49%
SEWER PERMIT FEES	\$50,547	58,333	-7,786	100,000	-\$49,453	50.55%
WATER UTILITY ADMIN FEE	\$2,888,381	2,888,381	0	4,951,510	-\$2,063,129	58.33%
TOTAL PW REVENUES	\$5,459,100	\$5,178,880	\$280,220	\$8,851,510	-\$3,392,410	61.67%
EXPENDITURES						
ADMINISTRATION	\$2,284,119	2,403,140	119,021	4,506,923	\$2,222,804	50.68%
ENGINEERING	\$399,063	428,825	29,762	757,778	\$358,715	52.66%
CENTRAL DIVISION	\$3,863,626	3,958,237	74,611	7,324,613	\$3,440,987	53.02%
EAST DIVISION	\$3,527,291	3,689,390	162,100	6,677,089	\$3,149,799	52.83%
NORTH DIVISION	\$1,644,267	1,795,635	151,368	3,234,929	\$1,590,662	50.83%
SOLID WASTE	\$7,745,359	7,702,375	-42,984	13,053,166	\$5,307,807	59.34%
MECHANICAL FLEET	\$2,160,416	2,235,319	74,903	3,872,765	\$1,712,349	55.78%
TRANSIT	\$2,703,176	2,627,605	-75,571	4,560,582	\$1,857,406	59.27%
QUALITY CONTROL	\$1,610,767	1,614,057	3,290	3,092,211	\$1,481,444	52.09%
TOTAL PW EXPENDITURES	\$25,958,083	\$26,454,584	-\$496,501	\$47,080,056	\$21,121,973	55.14%

Signature:

Director of Engineering & Public Works

Chief Financial Officer

Planning / ByLaw / Fire Inspection	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 773,066	\$ 782,148	\$ 9,081	\$ 1,355,777	\$ 582,711
6010 BENEFITS	166,632	161,436	(5,196)	279,833	113,201
6020 TRAINING/EDUCATION	9,044	12,833	3,789	22,000	12,956
6030 TRAVEL/CONFERENCES	34,746	31,000	(3,746)	31,000	(3,746)
6040 PROF MEM/DUES & FEES	1,802	4,375	2,573	7,500	5,698
6050 OFFICE SUPPLIES	7,916	11,375	3,459	19,500	11,584
6060 OFFICE EQUIPMENT	10,822	9,625	(1,197)	16,500	5,678
6080 ADVERTISING	5,612	14,292	8,680	24,500	18,888
6110 TELEPHONE/FAX	10,333	11,375	1,042	19,500	9,167
6120 PUBL./SUBSCRIPTIONS	-	758	758	1,300	1,300
6130 COMPUTER HARDWARE	3,811	6,125	2,314	10,500	6,689
6140 COMPUTER SOFTWARE	5,758	5,667	(91)	6,500	742
6150 MEETING EXPENSE	16	1,867	1,851	3,200	3,184
6170 PROMOTION	704	704	-	30,000	29,296
7130 DEMOLITIONS	11,934	11,934	-	120,000	108,066
8000 OPERATIONAL EQUIPMENT	20,913	19,250	(1,663)	33,000	12,087
8010 OPERATIONAL MAT/SUPP	33	2,333	2,300	4,000	3,967
8090 UNIFORMS / CLOTHING	2,519	4,958	2,440	8,500	5,982
8100 PROFESSIONAL SERVICE	12,226	29,167	16,941	50,000	37,774
8110 CONTRACTS/AGREEMENTS	258,827	255,012	(3,815)	421,400	162,573
8130 LICENSES/PERMITS	66,868	70,833	3,965	74,500	7,632
8135 REGULATORY FEES	33,640	35,167	1,527	41,000	7,360
8150 GRANTS /SUBS TO ORG	23,758	21,675	(2,083)	85,000	61,242
Total expended to date	\$ 1,460,982	\$ 1,503,909	\$ 42,927	\$ 2,665,010	\$ 1,204,028

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Departmental

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Finance

	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 9,050	\$ 8,458	\$ 592	\$ 14,500	\$ 5,450
5113 Animal Licenses	4,170	6,417	(2,247)	11,000	6,830
5114 Taxi Licenses	14,486	10,500	3,966	18,000	3,534
5115 Vending Machine Licenses	495	4,375	(3,880)	7,500	7,005
5301 Parking Meter Revenue	208,386	215,833	(7,447)	370,000	161,614
Total Bylaw Revenue	\$ 236,567	\$ 245,583	\$ (9,017)	\$ 421,000	\$ 184,433
Development / Planning Revenue					
5496 Mapping Sales	\$ 403	\$ 1,225	\$ (823)	\$ 2,100	\$ 1,698
5495 Other Sales	2,688	2,392	296	4,100	1,413
5101 Building Permits	170,887	116,667	54,221	200,000	29,113
5102 Subdivision Fees	29,620	23,333	6,287	40,000	10,380
5103 Development Permits	-	-	-	-	-
Total Develop / Planning Rev	\$ 203,597	\$ 143,617	\$ 59,981	\$ 246,200	\$ 42,603
Total Bylaw / Dev / Planning Revenue	\$ 440,164	\$ 389,200	\$ 50,964	\$ 667,200	\$ 227,036

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**Facilities (C200, Statement of Expenditures
County / Centennial Arenas)**

October 31, 2019

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 846,258	\$ 841,214	\$ (5,044)	\$ 1,458,162	\$ 611,904
6010 BENEFITS	150,953	154,886	3,933	268,480	117,527
6020 TRAINING	5,753	3,500	(2,253)	6,000	247
6030 TRAVEL/CONFERENCES	5,184	7,000	1,816	12,000	6,816
6040 PROF MEM/DUES & FEES	1,278	1,292	14	1,500	222
6050 OFFICE SUPPLIES	3,174	2,625	(549)	4,500	1,326
6060 OFFICE EQUIPMENT	2,292	2,000	(292)	2,000	(292)
6080 ADVERTISING	4,408	5,833	1,426	10,000	5,592
6100 COURIER	126	583	457	1,000	874
6110 TELEPHONE/FAX	10,180	11,083	903	19,000	8,820
6130 COMPUTER HARDWARE	2,064	1,458	(605)	2,500	436
6140 COMPUTER SOFTWARE	3,602	2,500	(1,102)	2,500	(1,102)
6150 MEETING EXPENSES	1,192	875	(317)	1,500	308
7000 HEAT	38,919	41,222	2,303	70,000	31,081
7010 ELECTRICAL	205,217	212,083	6,867	535,000	329,783
7020 WATER	12,369	23,625	11,256	40,500	28,131
7030 BLDG/FACILITY MAINT	38,672	48,125	9,453	82,500	43,828
7040 BLDG/FACILITY REPAIR	122,091	67,500	(54,591)	67,500	(54,591)
7080 PLANT MAINTENANCE	55,023	40,000	(15,023)	70,000	14,977
7110 SECURITY	37,311	44,917	7,606	77,000	39,689
7510 VEH/EQUIP REPAIRS	13,853	10,000	(3,853)	10,000	(3,853)
7540 VEH/EQUIP RENTAL	37,358	2,500	(34,858)	2,500	(34,858)
8000 OPERATIONAL EQUIPMENT	12,965	2,500	(10,465)	2,500	(10,465)
8010 OPERATIONAL MAT/SUPP	48,911	85,417	36,506	135,000	86,090
8040 COMM EQUIPMENT LINES	2,351	-	(2,351)	-	(2,351)
8050 COST OF SALES	349,483	326,667	(22,816)	560,000	210,517
8090 UNIFORMS/CLOTHING	3,508	4,958	1,450	8,500	4,992
8100 PROFESSIONAL SERVICE	20,810	10,000	(10,810)	10,000	(10,810)
8110 CONTRACTS/AGREEMENTS	6,681	27,708	21,027	47,500	40,819
Total expended to date	\$ 2,041,983	\$ 1,982,072	\$ (59,911)	\$ 3,507,642	\$ 1,465,659

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Facilities (C200,
County /
Centennial Arenas)

Statement of Revenue

October 31, 2019

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 109,078	\$ 230,000	\$ (120,922)	\$ 805,000	\$ 695,922
GL 5004 Arena Rental	81,107	99,167	(18,060)	170,000	88,893
GL 5006 Canteen Sales	206,523	242,857	(37,335)	850,000	644,477
GL 5009 Major Events	13,105	100,000	(86,895)	125,000	111,895
GL 5010 Other Revenue	216,278	58,333	157,945	100,000	(116,278)
GL 5033 Program Equipment	24,556	5,833	18,723	10,000	(14,556)
GL 4808 Advertising Revenue	7,000	10,375	(3,375)	17,500	10,500
Total Revenue To Date	\$ 656,647	\$ 746,565	\$ (89,919)	\$ 2,077,500	\$ 1,420,853

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**Parks and Grounds
Operations**

Statement of Expenditures

October 31, 2019

Parks & Grounds	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 876,810	\$ 909,733	\$ 32,923	\$ 1,576,934	\$ 700,124
6010 BENEFITS	204,536	200,736	(3,800)	347,956	143,420
6011 MISC BENEFITS	2,835	935	(1,900)	2,500	(335)
6020 TRAINING/EDUCATION	99	9,350	9,251	10,000	9,901
6030 TRAVEL/CONFERENCES	5,735	7,165	1,430	12,750	7,015
6040 PROF MEM/DUES & FEES	-	200	200	200	200
6050 OFFICE SUPPLIES	668	1,335	667	2,100	1,432
6060 OFFICE EQUIPMENT	74	250	176	500	426
6080 ADVERTISING	-	-	-	300	300
6110 TELEPHONE/FAX	5,204	3,500	(1,704)	6,000	796
6130 COMPUTER HARDWARE	-	250	250	250	250
7000 HEAT	1,948	1,845	(103)	4,500	2,552
7010 ELECTRICAL	45,795	59,855	14,060	84,150	38,355
7020 WATER	16,995	13,447	(3,548)	23,052	6,057
7030 BLDG/FACILITY MAINT	3,254	2,917	(337)	5,000	1,746
7040 BLDG/VACILITY REPAIR	2,128	-	(2,128)	-	(2,128)
7060 BLDG/FACILITY RENOV	2,076	-	(2,076)	-	(2,076)
7110 SECURITY	-	-	-	7,350	7,350
7510 VEH/EQUIP REPAIRS	-	788	788	1,350	1,350
7530 VEH/EQUIP REPLACEMENT	-	25,000	25,000	25,000	25,000
7540 VEH/EQUIP RENTAL	2,821	7,500	4,679	15,000	12,179
8000 OPERATIONAL EQUIP	15,941	17,550	1,609	28,050	12,109
8010 OPERATIONAL MAT/SUPP	238,662	211,650	(27,012)	340,000	101,338
8020 MAINTENANCE EQUIP	43,198	19,140	(24,058)	32,640	(10,558)
8040 COMM EQUIP LINES (GPS)	5,484	-	(5,484)	-	(5,484)
8080 STREET LIGHTS	4,454	-	(4,454)	-	(4,454)
8090 UNIFORMS/CLOTHING	6,343	7,875	1,532	13,500	7,157
8100 PROFESSIONAL SERV	4,418	350	(4,068)	350	(4,068)
8110 CONTRACTS & AGRMNT	278,163	252,500	(25,663)	350,000	71,837
Total expended to date	1,767,640	\$ 1,753,870	\$ (13,770)	\$ 2,889,432	\$ 1,121,792

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Buildings	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 785,842	\$ 798,105	\$ 12,263	\$ 1,383,437	\$ 597,595
6010 BENEFITS	188,482	174,470	(14,012)	302,426	113,944
6020 TRAINING/EDUCATION	821	5,833	5,012	10,000	9,179
6030 TRAVEL/CONFERENCES	420	1,458	1,038	2,500	2,080
6040 PROF MEM/DUES & FEES	-	58	58	100	100
6050 OFFICE SUPPLIES	686	1,167	481	2,000	1,314
6060 OFFICE EQUIPMENT	1,021	2,158	1,137	3,700	2,679
6110 TELEPHONE/FAX	5,684	4,754	(930)	8,150	2,466
6130 COMPUTER HARDWARE	2,055	2,333	278	4,000	1,945
6140 COMPUTER SOFTWARE	-	4,667	4,667	8,000	8,000
6150 MEETING EXPENSE	98	-	(98)	-	(98)
7000 HEAT	28,427	26,785	(1,642)	100,000	71,573
7010 ELECTRICAL	199,357	219,687	20,329	465,000	265,643
7020 WATER	15,630	12,826	(2,804)	22,700	7,070
7030 BLDG/FACILITY MAINT	10,102	23,917	13,814	41,000	30,898
7040 BLDG/FACILITY REPAIR	1,249	-	(1,249)	-	(1,249)
7060 BLDG/FACILITY RENOV	56,285	58,333	2,049	100,000	43,715
7070 BLDG/FACILITY RENTAL	119,460	104,025	(15,435)	178,328	58,868
7080 PLANT MAINTENANCE	-	10,792	10,792	18,500	18,500
7100 MAINT. TOOLS/EQUIP	2,988	2,042	(946)	3,500	512
7110 SECURITY	63,738	70,875	7,137	121,500	57,762
7540 VEH/EQUIP RENTAL	1,347	2,333	987	4,000	2,653
8000 OPERATIONAL EQUIP	936	2,304	1,368	3,950	3,014
8010 OPERATIONAL MAT/SUPP	79,130	61,542	(17,588)	105,500	26,370
8020 MAINTENANCE EQUIP	3,587	2,333	(1,254)	4,000	413
8040 COMM EQUIP LINES (GPS)	2,163	-	(2,163)	-	(2,163)
8090 UNIFORMS/CLOTHING	2,412	3,208	796	5,500	3,088
8100 PROFESSIONAL SERVICE	25,654	29,750	4,096	51,000	25,346
8110 CONTRACTS/AGREEMENTS	111,084	142,917	31,832	245,000	133,916
8150 GRANTS/SUBS TO ORG	35,000	35,000	-	60,000	25,000
Total expended to date	\$ 1,743,660	\$ 1,803,672	\$ 60,012	\$ 3,253,791	\$ 1,510,131

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Recreation Cultural Services

Statement of Expenditures

October 31, 2019

Recreation/Cultural Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 832,062	\$ 818,123	\$ (13,939)	\$ 1,183,448	\$ 351,386
6020 TRAINING/EDUCATION	2,120	2,960	841	16,000	13,880
6030 TRAVEL/CONFERENCES	13,497	14,417	920	35,000	21,503
6040 PROF MEM/DUES & FEES	1,103	3,500	2,397	3,500	2,397
6050 OFFICE SUPPLIES	4,520	4,667	146	8,000	3,480
6060 OFFICE EQUIPMENT	3,098	3,500	402	8,000	4,902
6080 ADVERTISING	31,867	33,305	1,437	70,000	38,133
6110 TELEPHONE/FAX	6,107	6,417	310	11,000	4,893
6120 PUBL./SUBSCRIPTIONS	-	149	149	200	200
6130 COMPUTER HARD/SOFTWARE	4,788	7,000	2,212	7,000	2,212
7070 BLDG/FACILITY RENTAL	20,079	26,833	6,755	46,000	25,921
8000 OPERATIONAL MAT/SUPPLY	103,787	102,083	(1,704)	175,000	71,213
8025 COMMUNITY EVENTS	201,405	195,192	(6,213)	334,615	133,210
8150 SCHOLORSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	356,562	356,562	-	356,562	-
8170 OPERATING GRANTS POLICY	380,500	380,500	-	380,500	-
Total expended to date	\$ 1,981,495	\$ 1,975,208	\$ (6,287)	\$ 2,654,825	\$ 673,330

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<u>Recreation/Cultural Services</u>	<u>Variance</u>				<u>Remaining</u>	
5031 PROGRAM REVENUE	\$ 24,000	\$ 24,000	\$ -	\$ 30,000	\$ 6,000	
5034 FACILITY RENTALS	5,580	5,833	(253)	10,000	4,420	
Total Revenue To Date	\$ 29,580	\$ 29,833	\$ (253)	\$ 40,000	\$ 10,420	

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Cape Breton Regional Municipality Water Utility
Statement of Operations - period ending October 31st, 2019

	Actual October 31st, 2019	Budget October 31st, 2019	Variance October 31st, 2019	Total Annual Budget 2019-2020
Revenue				
Operating:				
Metered Sales	12,052,002	11,118,480	933,522	19,060,251
Public Fire Protection	4,129,057	4,129,057	-	7,078,384
Interest on Overdue Accounts	289,710	204,167	85,544	350,000
Other Operating Revenue	3,577	41,417	(37,840)	71,000
Total Operating Revenue	16,474,347	15,493,120	981,226	26,559,635
Expenditures				
Operating Expenses				
Source of Supply	232,393	304,208	71,816	521,500
Power and Pumping	1,003,740	1,236,317	232,577	2,119,400
Water Treatment	2,430,806	2,166,887	(263,919)	3,714,663
Transmission & Distribution	2,514,920	2,780,034	265,114	4,765,772
Administration & General	1,839,971	1,777,932	(62,039)	3,047,883
Depreciation	2,410,462	2,410,462	0	4,132,220
Taxes	1,158,475	1,383,671	225,196	2,372,007
Total Operating Expenses	11,590,766	12,059,510	468,744	20,673,445
Operating Profit/(Loss)	4,883,581	3,433,610	1,449,971	5,886,190

Cape Breton Regional Municipality Water Utility
Statement of Operations - period ending October 31st, 2019

	Actual October 31st, 2019	Budget October 31st, 2019	Variance October 31st, 2019	Total Annual Budget 2019-2020
Non Operating Revenue				
Debt Charge Income	-	-	-	-
Interest Income	-	-	-	-
Amortization of Deferred Capital contribution	(119,655)	-	(119,655)	-
Total Non Operating Revenue	(119,655)	-	(119,655)	-
Non Operating Expenses				
Short term interest charges	48,050	48,050	(0)	141,207
Debt Charges				
Principal	2,079,292	2,079,292	0	3,564,500
Interest	458,859	458,859	(0)	1,348,483
Amortization of Debt Discount	23,551	18,667	(4,885)	32,000
Capital Expenditures out of operations	87,500	87,500	-	150,000
Total Non Operating Expenses	2,697,252	2,692,367	(4,885)	5,236,190
Non- Operating Profit/(Loss)	(2,816,906)	(2,692,367)	(124,540)	(5,236,190)
TOTAL UTILITY REVENUES (OPERATING & NON-OPERATING)	16,354,692	15,493,120	861,572	26,559,635
TOTAL UTILITY EXPENSES (OPERATING & NON-OPERATING)	14,288,017	14,751,877	463,859	25,909,635
CBRM WATER UTILITY PROFIT/(LOSS)	2,066,675	741,244	1,325,431	650,000

Prepared by Amanda R. Carroll
Review by _____
Date _____

Port of Sydney Development Corporation

October 31, 2019 Income Statement

	This Year Actual	This Year Budget	Variance to Budget	Annual Budget
Wharfage & Berthage	418,838.97	397,700.92	21,138.05	553,384.64
Event Revenue	125,733.40	46,200.00	79,533.40	73,100.00
Miscellaneous Revenue	117,893.19	2,950.00	101,108.73	4,300.00
Storage & Rental	243,099.17	246,729.07	(3,629.80)	289,927.21
Passenger tax	1,312,841.50	1,160,803.35	152,038.15	1,172,691.45
Security Revenue	231,157.35	230,431.89	725.46	264,435.64
Government Grants	165,732.57	51,400.00	114,332.57	153,900.00
Craft Market Revenue	84,715.11	83,545.00	1,170.11	83,545.00
	<u>2,700,011.26</u>	<u>2,219,760.23</u>	<u>466,418.57</u>	<u>2,595,263.94</u>
Wages & Salaries	593,717.92	572,921.64	20,796.28	931,041.18
Professional Fees	61,072.08	53,300.00	7,772.08	80,800.00
Advertising & Business Promotion	139,273.48	36,830.00	102,443.48	59,155.00
Cruise Activities	24,994.45	47,770.00	(22,775.55)	59,595.00
Dues & Membership Fees	24,277.81	25,784.00	(1,506.19)	39,176.00
Event Expense	7,607.86	4,630.00	2,977.85	7,775.00
Insurance	55,076.90	44,310.00	10,766.90	84,960.00
Interest & Bank Charges	8,817.17	4,120.00	4,697.17	6,670.00
Office & Admin	37,637.17	85,245.00	(47,607.83)	94,555.00
Office Rent	30,520.00	30,520.00	0.00	52,320.00
Miscellaneous Expense	2,272.47	2,800.00	(527.53)	4,800.00
Fender replacement	175,000.00	0.00	175,000.00	0.00
Repairs & Maintenance	146,943.21	355,571.00	(208,627.79)	426,428.00
Repairs- JHCP	81,156.53	73,000.00	(11,843.47)	73,000.00
Travel	6,987.59	32,285.00	(25,297.41)	43,630.00
Utilities	91,978.25	106,834.00	(16,855.75)	206,584.00
Bad Debts	0.00	1,000.00	(1,000.00)	1,500.00
Security Expense	147,818.06	195,192.70	(47,374.64)	217,696.20
Leasehold Improvements	1,430.03	11,500.00	(10,069.97)	11,500.00
Transport Canada Marketing	43,873.55	0.00	43,873.55	0.00
	<u>1,660,454.52</u>	<u>1,685,613.34</u>	<u>(25,158.82)</u>	<u>2,401,385.38</u>
	1,039,556.74	534,146.89	505,409.85	193,898.56
Less Amortization	(204,166.69)	(204,166.69)	0.00	(350,000.00)
Surplus	835,390.05	329,980.20	505,409.85	(156,101.44)
Less reserve for south dock	500,000.00	0.00	500,000.00	0.00
	<u>335,390.05</u>	<u>329,980.20</u>	<u>5,409.85</u>	<u>(156,101.44)</u>

