

Cape Breton Regional Municipality

General Committee Meeting

AGENDA

TUESDAY, MARCH 5TH, 2019

1:30 P.M.

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

Cape Breton Regional Municipality

General Committee Meeting

Tuesday, March 5th, 2019

1:30 p.m.

AGENDA ITEMS

Roll Call

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

2. **PRESENTATION:**
 - 2.1 **Recreation Master Plan – Implementation Plan for Recreation Department:** Kirk Durning, Recreation Manager (See page **4**)

3. **PLANNING ISSUE:**
 - 3.1 **Approval to Advertise:**
 - a) **Zoning Amendment Application #1060 by 3225339 Nova Scotia Ltd. for a proposed higher density residential development on Hillside Street, Sydney:** Karen Neville, Planner (See page **11**)

4. **CORPORATE SERVICE ISSUES:**
 - 4.1 **Request from Eastlink for an Easement over CBRM Property to Construct a Telecommunication Tower, 345 Gulf Crescent, Sydport Industrial Park, Edwardsville and off No. 125 Highway, Mira Road District:** Sheila Kolanko, Senior Paralegal, Property Manager (See page **19**)

Continued...

**General Committee Meeting Agenda
March 5th, 2019 (Cont'd)**

Corporate Service Issues (Cont'd):

- 4.2 **Human Resources Policies:** Gordie MacDougall, Director of Human Resources (See page **26**)
- a) **Human Rights and Harassment Policy:** (See page **27**)
- b) **Respectful Workplace Policy:** (See page **37**)
- 4.3 **Louisbourg CSC:** Bill Murphy, Director Recreation, Parks, Grounds, Buildings & Facilities (See page **43**)
- 4.4 **Land Expropriation Lot 2018-1, PID 15543051 – Wash Brook Flood Mitigation Project:** Demetri Kachafanas, Regional Solicitor (See page **47**)

5. **FINANCIAL STATEMENTS: For Information Only**
Jennifer Campbell, Chief Financial Officer

5.1 **CBRM to January 31, 2019:** (See page **51**)

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

5.2 **Port of Sydney Development Corporation to January 31, 2019:** (See page **76**)

ADJOURNMENT



Recreation Master Plan Mission Statement:

CBRM Recreation will support sustainable local program delivery through varied leadership and administrative roles, and meet the needs of all residents by providing direct programming of events and other large scale gatherings at locations that serve all residents.

A New Definition for Recreation in Canada:

The experience that results from freely-chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.



Goal 1: Active Living

To foster active, healthy living through recreation.



Goal 2: Inclusion and Access

To increase inclusion and access to recreation for populations that face constraints to participation.



Goal 3: Connecting People and Nature

To help people connect to nature through recreation.



Goal 4: Supportive Environments

To ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities.



Goal 5: Recreation Capacity

To ensure the continued growth and sustainability of the recreation field.

Aligning the Department

To address the goals within the Recreation Masterplan and the priorities outlined within the Shared Strategy for Advancing Recreation in Nova Scotia, CBRM Recreation will adopt a new staff structure to provide a more impactful and intentional recreation service delivery throughout the Municipality.

Guiding Documents:

- CBRM Recreation Master Plan
- Shared Strategy for Advancing Recreation in Nova Scotia

Supporting Documents:

- CBRM Municipal Physical Activity Strategy
- Provincial Event Strategy
- *CBRM Event Strategy
- *CBRM Active Aging Action Plan
- CBRM Creative Economy Growth Plan
- Nova Scotia Culture Action Plan

*Documents to be developed

Service Delivery Approach



New Staff Structure



Events, Festivals, and Community Support Coordinator

- **Recreation Master Plan:** *The CBRM Recreation Department will support sustainable local program delivery through varied leadership and administrative roles and meet the needs of all residents by providing direct programming of events and other large-scale gatherings at locations that serve all residents.*
- **Provincial Shared Strategy for Advancing Recreation:** Goal 4 & 5
- Aligning with the Nova Scotia Event Strategy this position will help secure and support all major events within CBRM.
- Will coordinate all event equipment and event staff for the department.
- Position will develop CBRM Festival & Event Guide to outline the policies and procedures for hosting events and festivals within the municipality.

Arts, Culture and Creative Events Coordinator

- **Recreation Master Plan:** *This role supports the programmatic delivery of community-based cultural events.*
- **Provincial Shared Strategy for Advancing Recreation:** Goal 2, 4 & 5
- Aligned with Nova Scotia Culture Action Plan, CBRM Creative Economy Growth Plan
- Champion and enhance arts and culture programming in CBRM through delivery of programs, services and special events to support a vibrant and engaged community.
- The position plays a key role in supporting the development of CBRM's cultural groups and creative industries
- Develop and coordinate departmental efforts to enhance and improve arts and culture presence in community.
- Facilitate growth of the arts and culture sector within community organizations and events.

Sport Development Coordinator

- **Recreation Master Plan:** *Understanding that the role of sport is deeply interwoven with community identity, the CBRM recreation department will provide administrative support to groups offering both formal and informal recreation products to youth. This service will be delivered by staff specifically allocated to minor sport support.*
- **Provincial Shared Strategy for Advancing Recreation:** Goals 1,2,3,4 & 5
- Develop and chair CBRM Sport Council
- Coordinate Jumpstart and KidSport programs for CBRM.
- Partner with Community Sport Organizations, CBU and other organizations to coordinate multisport programs that are anchored in the Sport for Life philosophy of improving quality of sport and development of physical literacy.
- Support Community Sport Organizations to increase opportunities for CBRM residents in all areas.

Outdoor Recreation Coordinator

- **Recreation Master Plan:** *Responding to recreation leadership, this role supports equitable and accessible outdoor facility and program delivery.*
- **Shared Strategy for Advancing Recreation:** Goals 1,2,3,4 & 5
- Providing outdoor recreation opportunities that meet the diverse needs of the community and enhance the livability of the municipality.
- Strengthen outdoor leadership within the municipality to provide safe and appealing outdoor experiences and increase capacity for program delivery.
- Provide a broad range of programs that develop skills and confidence to pursue recreation in natural settings
- Maintain regional partnerships for the planning and management of outdoor recreation.

Children and Youth Recreation Coordinator

- **Recreation Master Plan:** *The CBRM recreation department will allocate staff specifically to support youth program initiatives (that deliver services at the community level). This support will include access to any municipal services to support sustained program delivery (such as access to owned or non-owned facilities, and potential partner program and funding programs).*
- **Shared Strategy for Advancing Recreation:** *Goals 1,2,3,4 & 5*
- Support community organizations in the delivery of children and youth-based recreation programming – with a focus on active living using evidence-based approaches.
- Work with community organizations and sport development coordinator to build physical literacy and fundamental movement skills programming in the municipality.

Adult and Senior Recreation Coordinator

- **Recreation Master Plan:** *CBRM's population is simultaneously dropping and aging. This will result in increased demand for adult and senior activities. For community identity reasons, programming must ensure sustainable participation rates in present-day activities through demographic change. Senior amenity is about seamless integration into all sport and recreation destinations and programs, this is new thinking within the CBRM. This thinking, when combined with the demographic slide, clearly illustrate the importance of senior based activity to future community wellness.*
- **Shared Strategy for Advancing Recreation:** *Goals 1,2,3,4 & 5*
- Complete Active Aging Action Plan through community consultation and surveys (funded provincially)
- Work with community organizations in the delivery of adult and senior based recreation programming.



TO: General Committee of Council

FROM: Karen Neville

**SUBJECT: ZONING AMENDMENT APPLICATION – 1060
3225339 Nova Scotia Ltd
Hillside Street, Sydney**

DATE: February 26th, 2019

Introduction

The Planning and Development Department has received a zoning amendment application from Eric Whyte on behalf of his client, 3225339 Nova Scotia Ltd, requesting the zoning for four lot parcels off Hillside Street, Sydney (PID 15361272, PID 15343890, PID 15630320, and PID 15104912) be amended (Attachment A). The developer has an agreement of purchase with the current property owner and is proposing higher density residential development on the subject properties.

Why a zoning amendment is necessary for this development?

The developer owns an adjacent parcel of the land (PID 15104920) under the jurisdiction of the Apartment Building X (ABX) zone which is the site of several four-unit apartment buildings (Attachment A). The ABX permits apartment buildings at a density of 1 dwelling unit per 3,000 sq. ft. of land on the lot parcel. It is developer's intention to consolidate the newly acquired the lot parcels with PID 15104920 and construct several multiple unit residential buildings (Attachment C). The CRBM Land Use By-law identifies the subject lot parcels (PID 15361272, PID 15343890, PID 15630320, and PID 15104912) as Residential Urban C (RUC) which only permits one and two unit residential dwellings; as a result, the developer has requested the zoning on the property be amended.

What Does the Municipal Planning Strategy Say?

Part 10, Policy 17, of the Municipal Planning Strategy Policy (MPS) indicates Council may consider a zone amendment to a zone immediately adjacent. In this case, the proposed zone requested is the ABX zone which is immediately adjacent to the RUC zone; therefore, the request is in keeping with the Part 10, Policy 17.

In addition to Part 10, Policy 17, there are several policies in the MPS which advocate for higher density residential developments like apartment buildings under a variety of circumstances (Attachment C). When the current zoning does not permit the scale of a proposed residential development it is a policy of the MPS to at least consider a zoning amendment. If a zoning amendment is considered, Policy 1. d. 9 Part 4

of the MPS provides a list of six criteria Council must use to evaluate the merits of the zoning amendment application. The criteria are listed below along with an evaluation of the proposed application.

- 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 intends on retaining the vegetation along the property boundaries shared with the residential properties along Hillside Street and Brookview Drive in an attempt to screen the proposed buildings (Attachment D). In addition to vegetation retention, the area not occupied by parking will consist of lawn.

- an on-site parking and vehicular maneuvering plan which does not exacerbate traffic movement problems along any public street/road abutting the site shall be included;
- traffic emanating to and from the site shall not significantly increase the volume of traffic along any public street/road it will be accessing;

Parking space must be provided in compliance with the parking standards of the Land Use Bylaw. After consolidation, the lot parcel will have access via Hillside Street and Rotary Drive. Rotary Drive experiences a greater volume of traffic and will likely be the main entrance for the proposed development, with a secondary access via Hillside Street. Notice of this application has been circulated to Public Works Central for their consideration. While no comments were received at the time this report was prepared, any comments received from Public Works Central will be presented in future Issue Papers.

- The development proposal must mitigate the potential adverse effects any significant buildings will have on much smaller scale low density residential buildings.
- The site plan and building design must respect any aesthetic aspects of the streetscape that are easily discernable;
- Any adverse effects such as bulk and height resulting from a significantly greater scale than existing residential development in proximity shall be mitigated.

Generally, landscaping on the surrounding properties is modest i.e. maintained lawns with little or no shrubbery or evidence of professional landscaping. The developer has indicated that they intend on retaining the vegetation along the northwestern boundaries which abut low density residential development. In addition to the retention of existing vegetation, the area not occupied by buildings or parking will consist of lawn. To ensure that vegetation is retained, provision should be added to the ABX zone. The proposed buildings will be one storey, which is a residential building found in the developer's adjacent lot parcel.

When considering a proposed amendment for an apartment building the MPS states that the purpose of zone amendment is to ensure that the apartment building does not adversely affect low density residential development in the vicinity. The MPS also states that the allowable density and scale of an apartment development within a neighbourhood shall be correlated based on:

- the level of the public street/road accessing the site;
- the variety of land use types in the vicinity; and
- the existing development densities in a given neighbourhood;

While Hillside Street is a Level 5 street, which only serves local traffic, Rotary Drive is a Level 3 street that channels neighbourhood traffic to the primary urban arterial the area of George Street. The main entrance for the proposed development will likely be off Rotary Drive with a secondary access via Hillside Street. There are several zones in the immediate area which permit higher density residential development as of right (Attachment B). In addition to those areas where higher density residential development is permitted, there are several other higher density developments found elsewhere throughout the surrounding area.

Based Part 10, Policy 17 and the polices associated with higher density residential development in the MPS, it is reasonable for Council to consider the proposed zone amendment.

Next Steps

If Council agrees to schedule a Public Hearing at their March meeting, the earliest date for the Public Hearing would be during the April meeting of Council. Upon a decision of Council to schedule a Public Hearing, along with the required notices to be published in the Cape Breton Post, notice of this application will be mailed to the assessed property owners in the vicinity of the properties encouraging them to contact the Planning and Development Department if they have any questions and of their opportunity to attend the Public Hearing.

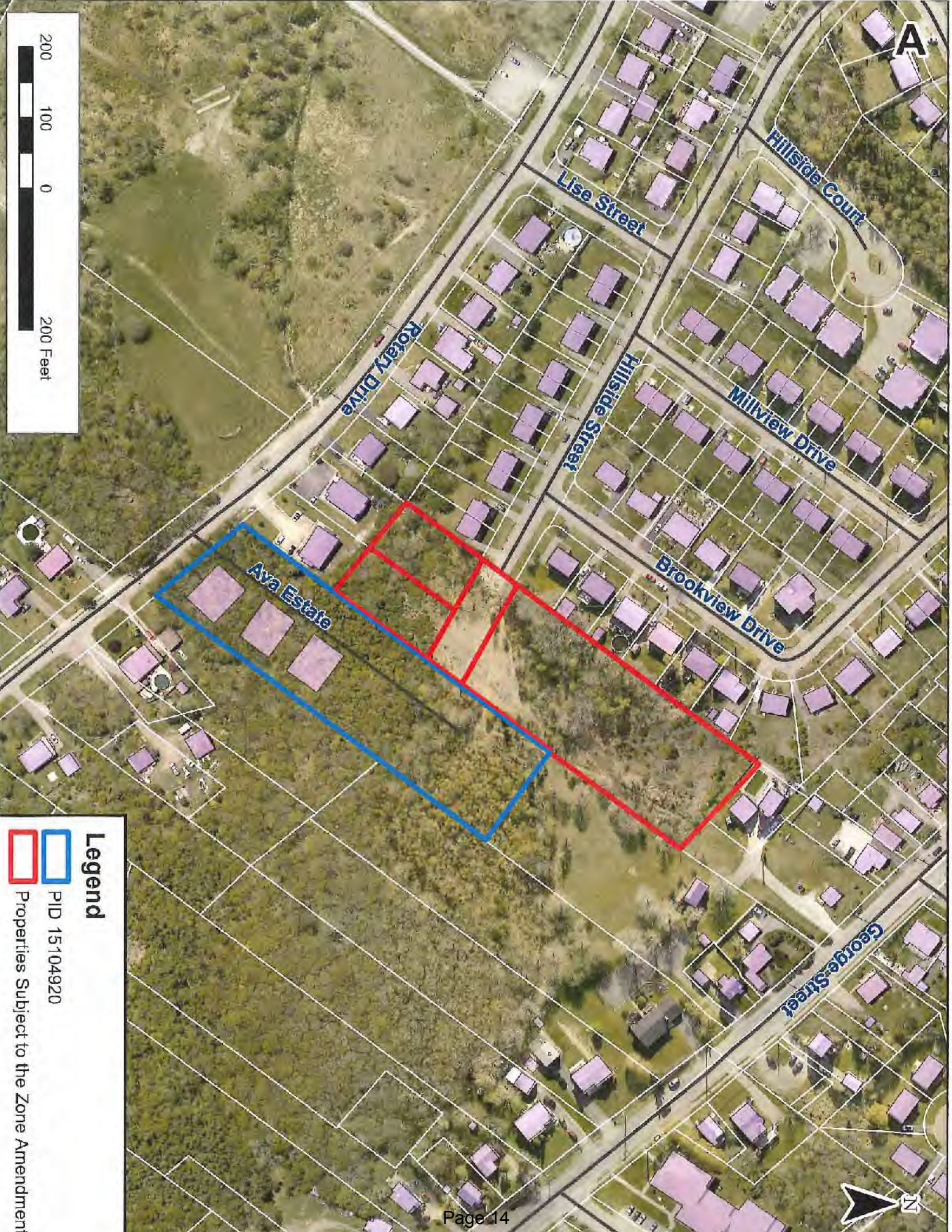
Recommendation

I recommend that the General Committee of Council recommend that Council pass a Motion to schedule a Public Hearing to consider this zone amendment application during the March meeting of Council.

Submitted by:

Originally Signed by



**Karen Neville
Planning and Development Department**



A



Legend

-  PID 15104920
-  Properties Subject to the Zone Amendment

B

Legend



Properties Subject to the Zone Amendment



12 Unit Apartment Building



24 Unit Apartment Building



3 Unit Dwelling



30 Unit Seniors Complex



4 Unit Dwelling



62 Unit Apartment Building



Quadplex

Higher Density Zones



ABA



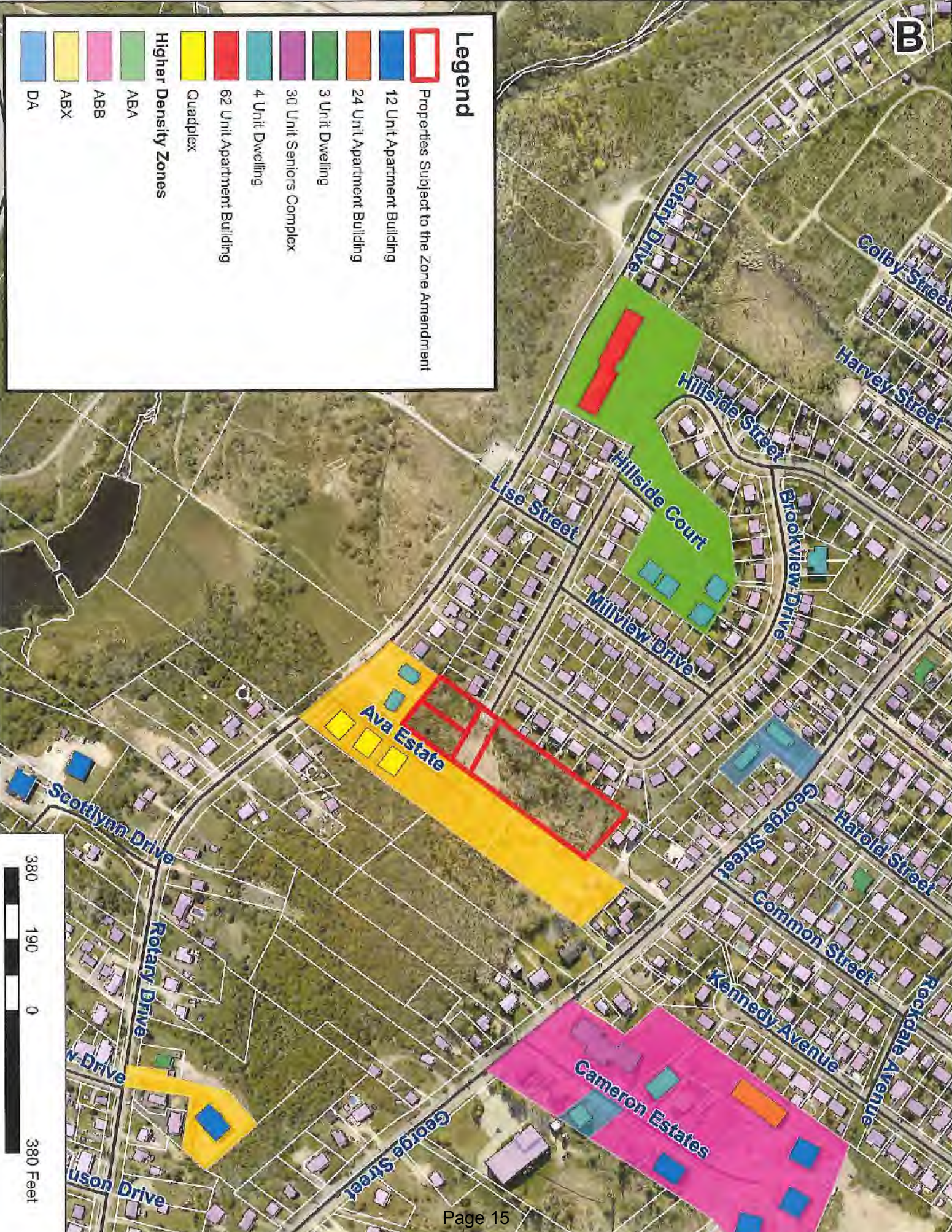
ABB



ABX



DA



Municipal Planning Strategy - Part 4 Residential

1.a It shall be a policy of the CBRM to recognize apartment buildings as a legitimate form of housing providing accommodation for a significant segment of the population. The degree to which they are to be accepted shall range from:

- outright permission with little or no regulatory provisions;
- permitted with regulatory provisions;
- a requirement to get specific permission from Council by means of a public hearing process;
- to near prohibition.

The degree of acceptance within any given neighbourhood shall be based on four broad suppositions:

- apartment building developments are essentially an urban type of land use with urban service needs (the rare exceptions are primarily public housing for seniors or the conversion of former community service buildings);
- the majority of apartment building tenants often have different service needs than those of our constituency who own their own homes;
- the larger scale of apartment building development has a likely potential to conflict with smaller scale low density residential development in cloistered neighbourhoods (*i.e. residential neighbourhoods only accessible via local streets that are overwhelmingly used by neighbourhood traffic*); and
- apartment building development can contribute to the vitality of our downtowns if allowed to proliferate within, in proximity to, or along the major routes leading to, our central business districts.

These four suppositions shall be applied in the form of criteria to be used as pre-requisites to specifically determine where apartment building development should occur, the scale at which it is to be permitted, and the site design provisions to be imposed.

1.b The following hierarchy of site and situation criteria shall influence where apartment building development is most encouraged to occur, and to what degree it is to be regulated:

- within the central business districts of the major urban concentrations of the CBRM;
- within neighbourhoods in proximity to the central business districts;
- along the higher level public street/roads linking our central business districts with the surrounding neighbourhoods and communities (*refer to Charts on pages 7.3 and 7.4*);
- in proximity to other concentrations of sales/service business developments;
- in other locales where they are already prevalent; and
- all other urban service areas.

1.c The criteria shall correlate a link between the density and scale of the allowable apartment building development and the site design provisions to be imposed with:

- the level of the public street/road accessing the site (*refer to Charts on pages 7.3 and 7.4*);
- the variety of land use types in the vicinity; and
- the existing development densities in a given neighbourhood;

1.d.9 In all other urban neighbourhoods or scenarios not referenced in Policy 1.d.1 through 1.d.8 apartment building development shall only be permitted by zoning amendment.

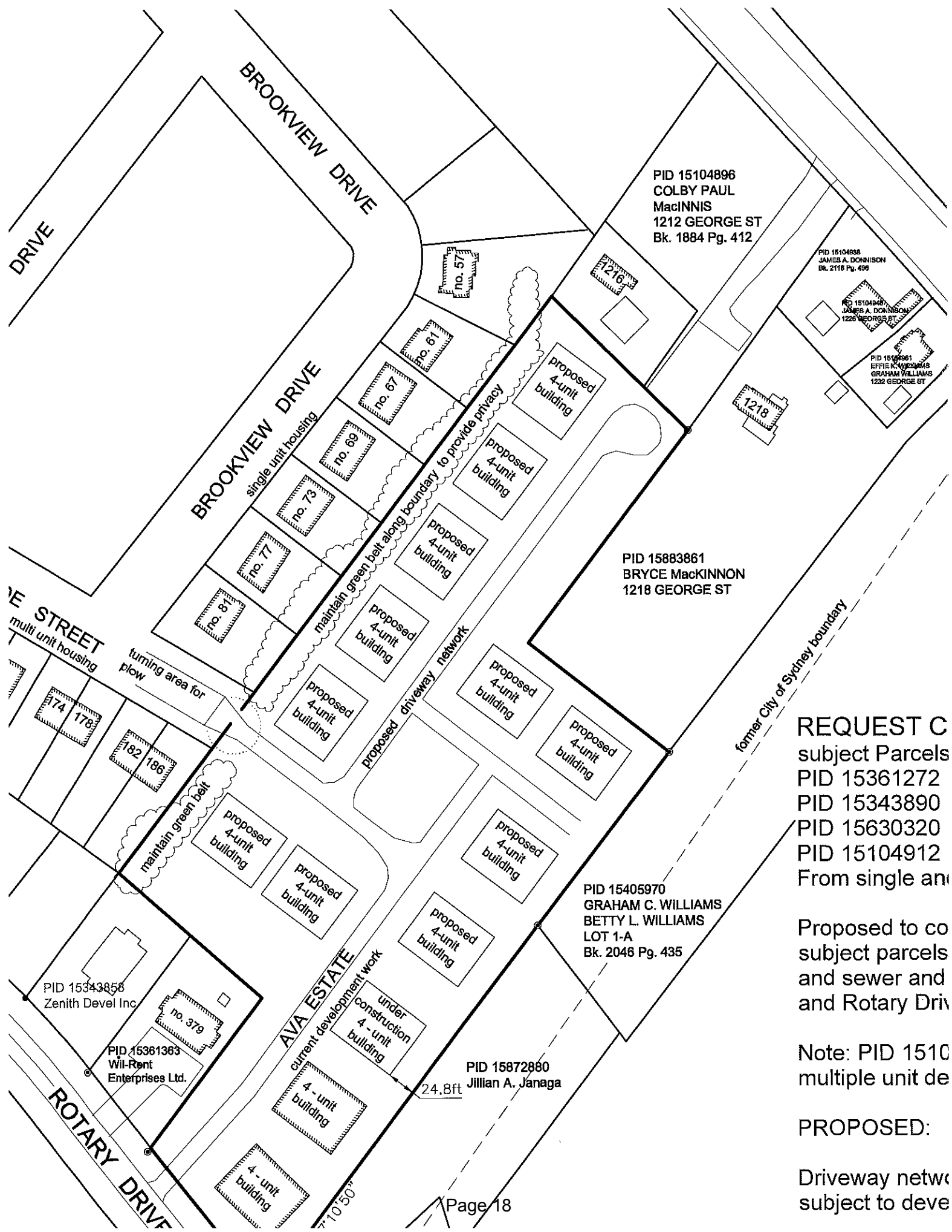
The purpose of the zoning amendment process shall be to ensure the apartment building development does not adversely affect low density residential development in the vicinity. With each successful application, a site specific zone shall be established. Therefore, performance standards or bonus zoning incentives may be used to blend the apartment building development into the neighbourhood. Council shall use the following criteria to evaluate such zoning amendment applications:

- 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.*)
- an on-site parking and vehicular maneuvering plan which does not exacerbate traffic movement problems along any public street/road abutting the site shall be included;
- traffic emanating to and from the site shall not significantly increase the volume of traffic along any public street/road it will be accessing;
- The development proposal must mitigate the potential adverse affects any significant buildings will have on much smaller scale low density residential buildings.
- The site plan and building design must respect any aesthetic aspects of the streetscape that are easily discernable;
- Any adverse affects such as bulk and height resulting from a significantly greater scale than existing residential development in proximity shall be mitigated.

1.d.10 Apartment building development shall be prohibited in all areas of the CBRM not serviced with a Municipal piped sanitary sewer main, except for the following two scenarios. To facilitate the re-use of abandoned, community, educational, or municipal service buildings, their conversion into an apartment building shall be permitted at the ratio of 1 apartment per 1,000 sq. ft. of floor space. This Municipal Planning Strategy supports the mandate of the Province of Nova Scotia to provide public housing for seniors. Such projects shall be permitted even in rural service areas.

Part 10. General Provision Policies

17. Areas immediately adjacent to a given land use designation on the Municipal Planning Strategy Map may be considered for rezoning to a use permitted in the given designations without requiring an amendment to this Strategy, provided that the intent of all other policies of the Strategy are satisfied.



PID 15104896
COLBY PAUL
MacINNIS
1212 GEORGE ST
Bk. 1884 Pg. 412

PID 15104888
JAMES A. DONNISON
Bk. 2118 Pg. 498

PID 15104844
JAMES A. DONNISON
1228 GEORGE ST

PID 15104861
EFFIE K. WILLIAMS
GRAHAM WILLIAMS
1232 GEORGE ST

PID 15883861
BRYCE MacKINNON
1218 GEORGE ST

PID 15405970
GRAHAM C. WILLIAMS
BETTY L. WILLIAMS
LOT 1-A
Bk. 2046 Pg. 435

PID 15343858
Zenith Devel Inc

PID 15361363
Wil-Rent
Enterprises Ltd.

PID 15872880
Jillian A. Janaga

REQUEST C
subject Parcels
PID 15361272
PID 15343890
PID 15630320
PID 15104912
From single and

Proposed to co
subject parcels
and sewer and
and Rotary Drive

Note: PID 1510
multiple unit de

PROPOSED:

Driveway network
subject to deve



CBRM

A Community of Communities

ISSUE PAPER

TO: GENERAL COMMITTEE

FROM: Sheila Kolanko – Property Manager

SUBJECT: REQUEST FROM EASTLINK FOR AN EASEMENT OVER CBRM PROPERTY TO CONSTRUCT A TELECOMMUNICATION TOWER, 345 GULF CRESCENT, SYDPORT INDUSTRIAL PARK, EDWARDSVILLE and off No. 125 Highway, Mira Road District

DATE: March 5th, 2019

INTRODUCTION

The Cape Breton Regional Municipality was approached by Bragg Communication Inc., caring on business as “Eastlink” seeking access to a portion of CBRM lands to construct telecommunication towers (PID 15776412 and PID 15543739). One proposed site is located in the Sydport Industrial Park in Edwardsville and the other in CBRM’s Watershed area located off the No. 125 Highway – Mira Road District. (Schedule A and B).

BACKGROUND INFORMATION

In Canada, all telecommunication towers are governed by Federal legislation and regulation. Industry Canada is the approval agency, under the *Radiocommunication Act*, with respect to the final decision to approve and licence the location of all telecommunication towers. Because telecommunication towers are so effectively regulated by Industry Canada, CBRM does not require a Development Permit in

compliance with its land use bylaws. Also, the Province's Building code does not require a building permit for the construction of the towers.

In order for the telecommunication tower to be located on the proposed sites, the CBRM would need to enter into an Easement Agreement. Eastlink is offering to pay a fee in an amount of \$2500, plus HST to be paid annually with an annual increase by an amount equal to the consumer Price Index. All maintenance and upkeep to the towers/equipment will be the sole responsibility of Eastlink.

The properties subject to this Issue Paper are deemed essential lands to the Municipality. The first property identified herein (PID 15776412) is CBRM's Recycling Facility. The second property encompasses one of CBRM's Water Treatment Plant and is identified as CBRM's Watershed Area (PID 15543739).

The legal department consulted with internal staff in relation to both properties to determine if Eastlink's request would cause CBRM any potential issues.

345 Gulf Crescent, Edwardsville location (PID 15776412)

- Staff referrals for the review concluded there was no issue with this site for a proposed tower.

No. 125 Highway, Mira Road District (PID 15543739)

- Staff referrals for the review concluded there was no issue with a tower being located in the Watershed Area provided:
 1. Eastlink supply CBRM with a final survey showing the exact location of the tower and that final endorsement of the location be approved by the Water Utility Department;
 2. Access to Tower be approved by Water Utility Department; and
 3. Eastlink is required to keep a fully stocked spill kit on site and report and incidents to CBRM

Recommendation

Staff recommends that the General Committee of Council recommend to Council to approve Easements in favour of Eastlink for the purpose of:

1. Constructing a telecommunication tower on CBRM property located at 345 Gulf Crescent, Sydport Industrial Park, Edwardsville (identified as PID 15776412); and
2. Construction a telecommunication tower on CBRM property located within the Watershed Area located off NO. 125 Highway (PID 15543739), provided the following conditions are met:
 - Eastlink provide CBRM with a final survey showing the exact location of the tower and that final endorsement of the location be approved by the Water Utility Department;
 - Access to Tower be approved by Water Utility Department; and
 - Eastlink keeps a fully stocked spill kit on site and report and incidents to CBRM

And to authorize the Mayor and Clerk to execute Easement Agreements and any other documents required to formalize the said Easements.

Respectively Submitted by:

Original Signed By

**Sheila Kolanko
Property Manager**

Schedule A



Schedule A



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Image © 2018 DigitalGlobe

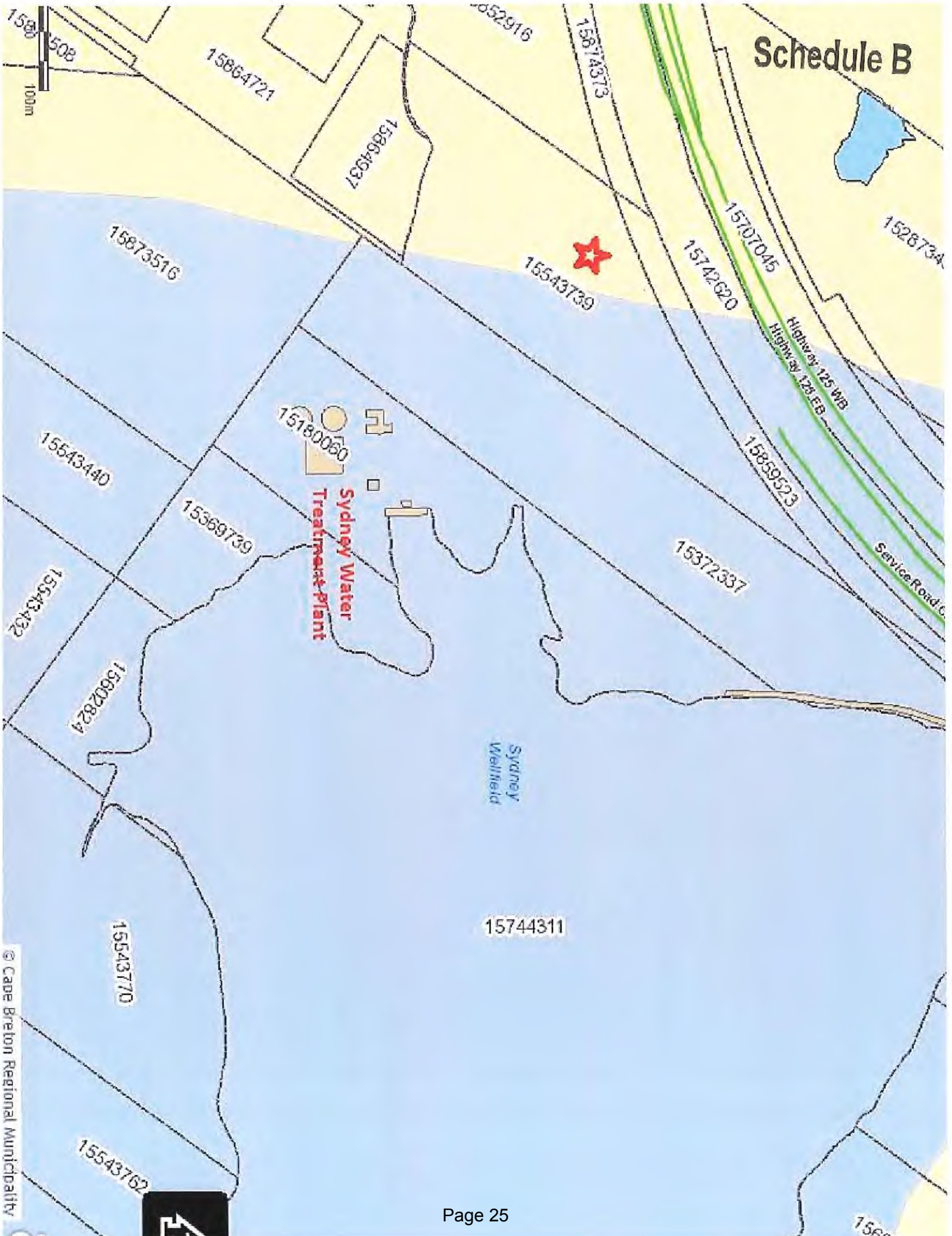
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Schedule B



**CBRM Property
PID 15543739**

Schedule B



CBRM

Gordie MacDougall
Director of Human Resources

320 Esplanade
Sydney, Nova Scotia
B1P 7B9
Tel: 902-563-5056
Fax: 902-563-5582

Issue Paper

MEMO TO : Mayor & Council

MEMO FROM : Gordie MacDougall, Director of Human Resources
Demetri Kachafanas, Regional Solicitor

SUBJECT : **1. Human Rights and Harassment Policy**
2. Respectful Workplace Policy

DATE : January 25, 2019

I wish to submit for your review and approval the attached Human Resources policies. These policies will address both Harassment as outlined in Nova Scotia Human Rights Legislation and Respectful Workplace requirements. The Human Rights and Harassment Policy is new and specifically aligns with the protected covenants mandated by legislation. The Respectful Workplace Policy is a rewrite of an existing policy and will now address personal harassment which is not a protected covenant under Nova Scotia Human Rights Legislation.

These policies would apply to both Employees and Council.

RECOMMENDATION:

As Director of Human Resources, I would recommend the adoption of both the Human Rights and Harassment Policy and the Respectful Workplace Policy.

ORIGINAL SIGNED BY

Gordie MacDougall
Director of Human Resources

attach.



**Cape Breton Regional Municipality
Human Resource Services
Policy**

Category: Employment

Ref: _____

Approved By Council:

Page: 1 of 6

Amended:

Human Rights and Harassment Policy

PURPOSE

The Cape Breton Regional Municipality is committed to providing a work environment in which all individuals are treated with mutual respect and dignity.

The CBRM also recognizes that employees have the right to work in an environment that is free from harassment as prohibited by the NS Human Rights Act.

This Policy sets out guidelines for the reporting, investigating and resolving of Complaints of harassment in an effort to ensure a respectful workplace for everyone.

SCOPE

This policy applies to all CBRM employees and elected officials.

This Policy applies to the workplace itself, and to work-related events. It includes harassment involving CBRM employees that happens away from the workplace or after regular working hours, where the harassment has a negative impact on the workplace.

Harassment of employees by volunteers, members of the public, contractors, and those doing business with the CBRM is also prohibited.

DEFINITIONS

Harassment is a form of discrimination, and is prohibited by the NS Human Rights Act. It is defined as behaviour that a reasonable person would find unwelcome, has a negative impact on the workplace, and is related to any of the characteristics which are listed as prohibited grounds of discrimination in the NS Human Rights Act, namely:

- age;
- race;
- colour;
- religion;
- creed;
- sex;
- sexual orientation;
- gender identity;
- gender expression;
- physical disability or mental disability;
- an irrational fear of contracting an illness or disease;

- ethnic, national or aboriginal origin;
- family status;
- marital status;
- source of income;
- political belief, affiliation or activity;
- Association with another individual or class of individuals having characteristics referred to above.

(the "Prohibited Grounds").

Harassment can, depending on the seriousness of the behaviour, consist of a single incident or a number of incidents. It can be directed at one person, or it can involve a number of individuals.

Behaviour does not need to be intentional in order to be considered harassment, although intention may be relevant in assessing the severity of the behaviour. Some examples of harassment include, but are not limited to:

- Unwelcome, offensive remarks, jokes slurs, or innuendo related to any of the Prohibited Grounds;
- Unwelcome, offensive behaviour related to gender identity, gender expression or perceptions of sexual orientation or gender;
- Displaying or distributing derogatory or offensive pictures, graffiti or other materials related to any of the Prohibited Grounds, including but not limited to racist, sexist, or homophobic materials;
- Refusing to interact or communicate with persons because of any of the Prohibited Grounds;
- Unwelcome, offensive communications related to a Prohibited Ground sent by any means, including email or other electronic transmission;
- Unwelcome, offensive behaviour related to a Prohibited Ground, where tolerance of the behaviour is explicitly or implicitly made a term of employment or a consideration in job-related decisions;
- Unwelcome, offensive behaviour related to a Prohibited Ground that creates an intimidating, hostile, offensive or poisoned workplace environment;
- Unwelcome, offensive comments that are sexual in nature;
- Unwelcome, physical contact, such as touching, patting or pinching.

Harassment under this Policy does not include conduct that a reasonable person would find welcome or neutral. This Policy is not intended to curtail welcome, appropriate workplace interaction. Some examples of conduct that is not harassment include, but are not limited to:

- Welcome, mutually consensual relationships or social invitations that do not involve inappropriate or offensive behaviours, intimidation, explicit or implicit threat of retaliation, or misuse of power;
- The exercise of the CBRM's right to direct the workforce, including supervising, managing and giving appropriate and legitimate performance feedback, coaching, and discipline;
- Bona fide qualifications or occupational requirements established by the CBRM as contemplated in s. 6(f) of the Nova Scotia Human Rights Act

In cases where harassment is not related to a prohibited ground under the Nova Scotia Human Rights Act, it will be governed by the Respectful Workplace Policy.

1 General

CBRM employees shall not be subjected to, and shall not subject another individual to, harassment as it is defined in this policy.

2 Roles and Responsibilities

2.1 The Cape Breton Regional Municipality

The CBRM has the primary responsibility to establish and maintain a work environment free of harassment as defined in this Policy.

2.2 Supervisory Staff and Managers

Supervisors, Managers and Department Heads have an essential role in preventing and resolving harassment issues. Their primary responsibilities with respect to harassment are to:

- ensure staff is provided with information about and access to policies and procedures related to harassment;
- model appropriate behaviour;
- monitor the workplace for incidents of harassment; and
- intervene promptly and appropriately when they know, or ought reasonably to know, that harassment is occurring.

2.3 Employees

All employees have a responsibility to refrain from harassment as defined in this Policy.

3 Harassment Complaint Procedures

3.1 General

The CBRM's procedures for addressing harassment Complaints are designed to be flexible, timely and accessible. The CBRM provides both an informal and formal process to resolve harassment Complaints.

An individual who believes he or she is being harassed (the "Complainant") may consult an HR Director or designate, who can assess whether the Complaint falls under this Policy and discuss possible courses of action.

Concerns about harassment should be raised as soon as reasonably possible. The time limit for filing a Complaint under this Policy is 6 (six) months from the time of the last alleged incident of discrimination or harassment. Exceptions may be made in extenuating circumstances.

Some of the options available may include:

- the Complainant discussing her or his concerns directly with those involved;

- having an appropriate party assist the Complainant in discussing concerns with those involved. An appropriate party could include a supervisor, manager, department head, human resource consultant, or union representative;
- initiating an "informal" or "formal" resolution process as outlined below. Interim measures may be taken by CBRM to address ongoing harassment during either the informal or formal processes.

3.2 Informal Complaint Resolution

The CBRM strives to provide a wide range of options to resolve Complaints. Informal Complaint resolution may include, but is not limited to: mediation, behavioural guidelines or agreements, apologies or other measures agreed to between the parties and the CBRM Manager or her/his delegate.

3.3 Formal Complaint Resolution

If a Complaint is not resolved informally, or if an individual who believes he or she is experiencing harassment chooses, he or she may make a formal Complaint. Formal Complaints shall be made in writing to management. Management will ensure that assistance in completing a written Complaint is provided, as required.

Upon the filing of a Formal Complaint, CBRM will appoint an investigator to investigate the complaint. A formal Complaint investigation is an impartial, fact-finding process. The investigators do not advocate on behalf of, or represent, any party involved in a Complaint.

Formal Complaint investigations cannot be carried out anonymously. The identity of the Complainant and the allegations contained in the Complaint shall be made known to the individual(s) alleged to have engaged in harassment (the "Respondent"). The Respondent shall be provided a full and fair opportunity to respond to the allegations contained in the Complaint. Likewise, the Complainant shall be provided with the response and shall have an opportunity to reply.

At any time during the course of the investigation, the matter may be resolved, so long as the resolution is agreed to by each of the parties and the CBRM Manager or her/his delegate.

Once the formal Complaint investigation is complete, the Complainant, Respondent and the CBRM Manager or her/his delegate shall be notified of the findings of the investigation.

3.4 Other Remedies

None of the procedures described in this Policy prevent a person from pursuing other remedies, such as pursuing a grievance, where applicable, or filing a Complaint with the NS Human Rights Commission. The investigation procedures outlined under this Policy may be suspended at the discretion of the investigator until any other remedial processes have been concluded.

3.5 False or Malicious Complaints

If a Complaint is found to be false or brought for malicious purposes, the CBRM may take disciplinary measures against the Complainant, up to and including termination of employment.

4 Retaliation

4.1 General

Retaliation also constitutes a form of discrimination under this Policy, and may form the basis of a separate Complaint.

4.2 Forms of Retaliation

Any form of retaliation or discrimination against an employee because that person initiated a Complaint of harassment, or because that person acted as a witness or otherwise participated in an investigation, may be considered a violation of this Policy. Such action may result in discipline up to and including termination of employment.

4.3 Reporting Retaliation

If an employee believes that he or she has been subjected to retaliation as set out above, that person may report it as outlined under Section 3 of this Policy.

5 Consequences of Harassment

Engaging in harassment or retaliation is serious misconduct and may result in disciplinary action up to and including termination of employment.

It is understood that unionized employees may grieve any disciplinary action under the applicable collective agreement.

6 Confidentiality and Document Retention

Information collected and retained by an investigator during the course of an informal or formal harassment resolution process is treated as confidential. During the investigation process, the investigator shall limit disclosure of Complaint-related information to that which is necessary to resolve the Complaint.

If, after investigation, a Complaint is not established, no documentation of the Complaint shall be placed on either of the parties' personnel files. However, documentation of the investigation shall be kept in a confidential file separate from the employee's personnel file and maintained by CBRM in order to evidence the CBRM's proper investigation of formal Complaints of harassment. Documentation which outlines disciplinary action arising from an investigation shall be placed on an employee's personnel file.

Confidentiality extends to all records relating to Complaints, including but not limited to meetings, interviews and investigation results. Individuals making a Complaint, witnesses and individuals against whom a Complaint has been made are expected to maintain confidentiality. Personal information, including the identities of the Complainant(s) and Respondent(s), shall be protected in accordance with the Freedom of Information and Protection of Privacy Act.

Information collected and retained by an investigator and/or CBRM may be required to be released by law including release required in court proceedings, arbitration or other legal proceedings.

7 Collective Agreements and Legislation

In the event that any portion of this Policy is inconsistent with a binding CBRM collective agreement or federal or provincial legislation, that portion and only that portion of the Policy shall have no application to the extent of that inconsistency. All other portions of the Policy shall continue in full force and effect.

Issued by:	Approved by:	Date:
CBRM Human Resources	Council	



CBRM - Harassment Complaint Form

PART I

Complainant's Name: _____

Address: _____

Telephone Number: _____

Department: _____

Position/Job Title: _____

Name of Immediate Supervisor: _____

PART II

Type of Harassment: Verbal Physical Property

Date and Time of the Incident: _____

Person who was responsible for the harassment:

Supervisor: Co-worker: Customer/Client: Other:

Name: _____

Position: _____

Did it occur more than once? Yes No

Location of Incident: _____

Describe the circumstances in which the incident took place:

- During your working hours?
- When did it start?
- When did it stop?
- Is it still going on?



CBRM - Harassment Complaint Form

What was your reaction? _____

How did you feel? _____

Did you do anything to talk to anyone after the incident? Give details: _____

Part III

Describe the incident: _____



CBRM - Harassment Complaint Form

I understand that the incident(s) described above will be investigated, I will be given an opportunity to explain further, and I will be informed of the results of the investigation.

Complainant's Signature: _____

Date: _____

FOR OFFICE USE ONLY

Matter was referred to investigation on _____ (date)

Investigation was completed on _____ (date)

Final report was produced on _____ (date)

Complaint was: established / not established

Parties were informed of outcome on _____ (date)

Action taken: _____

[Note: Make the complaint form part of your sexual harassment policy. Consult with your lawyer to ensure that the complaint form is suitable to your organizational needs and meets with the legal requirements of your province or state.]



**Cape Breton Regional Municipality
Human Resource Services
Policy**

Category: Employment

Ref: _____

Approved By Council:

Page: 1 of 6

Amended:

Respectful Workplace Policy

PURPOSE

The Cape Breton Regional Municipality's greatest resource is its Employees. It is essential to CBRM that staff are provided with, and contribute towards, a respectful workplace where the values of trust, fairness, integrity, consideration and dignity guide our interactions with one another.

The CBRM is committed to providing a work environment in which all individuals are treated with mutual respect and dignity. In our diverse and equitable workplace, the CBRM endeavors to ensure all employees have the opportunity to contribute fully to the CBRM's mission, and that each employee's unique contribution is respected.

While the CBRM's "Human Rights and Harassment Policy" addresses harassment as prohibited by the NS Human Rights Code, this policy deals specifically with disrespectful workplace behaviour. Disrespectful behaviour, commonly referred to as "personal harassment," is not covered by human rights legislation.

The focus of this Policy is to ensure a respectful workplace, prevent disrespectful behaviour and outline guidelines to address disrespectful workplace behaviour should it occur.

SCOPE

This policy applies to all CBRM employees and Council.

This Policy applies to the workplace itself, and to work-related events. It includes disrespectful behaviour involving CBRM employees that happens away from the workplace or after regular working hours, where those behaviours have a negative impact on the workplace.

Disrespectful behaviour towards employees by volunteers, members of the public, contractors, Council Officials, advisory body members, and those doing business with the CBRM is also prohibited.

DEFINITIONS

Respectful Workplace is a work environment where individuals treat each other with respect at all times which includes:

- inclusion of people with different backgrounds, strengths and opinions;
- safety from disrespectful, bullying or intimidating behaviours;
- individual accountability for effective workplace relationships involving the constructive resolution of differences.

Complainant means the individual making a complaint that disrespectful behaviour has occurred.

Disrespectful behaviour is behaviour that:

- ought reasonably to be known or expected to be offensive, humiliating or intimidating;
- has a clear and demonstrably negative effect on the complainant;
- includes either words or actions and can consist of a single incident or a number of incidents;

Some examples of disrespectful behaviour as defined under this Policy include, but are not limited to:

- public ridicule or humiliation;
- verbal or written abuse or threats;
- insulting, derogatory or degrading comments, jokes or gestures;
- directing profanity or violent language at another employee;
- unjustifiable or deliberate interference with another's work or work sabotage;
- interference with or vandalizing personal property;
- bullying, which can be defined as offensive, malicious, intimidating, ostracizing, insulting or humiliating behavior.

Some examples of conduct that are not considered disrespectful behaviour under this Policy include, but are not limited to:

- welcome, mutually consensual relationships or social invitations that do not involve inappropriate or offensive behaviours, intimidation, explicit or implicit threat of retaliation, or misuse of power;
- conduct that a reasonable person would find welcome or neutral;
- exercise of the CBRM's right to direct the workforce, including all aspects of supervising and managing such as giving appropriate and legitimate performance feedback, managing employee attendance, coaching, and discipline;
- disagreements or misunderstandings;
- conflicts or quarrels between co-workers unless they include disrespectful behaviours as outlined above.

Respondent means the individual alleged to have engaged in disrespectful behaviour.

POLICY STATEMENTS

1 General

CBRM employees shall not be subjected to, and shall not subject another individual to, disrespectful behaviour as defined in this Policy.

2 Roles and Responsibilities

The CBRM has the primary responsibility to establish and maintain a respectful workplace as defined in this Policy.

2.2 Human Resources

The responsibilities of Human Resources include to:

- ensure a fair, prompt and equitable process is followed;
- champion respectful workplace behaviours and practices;
- protect the privacy and confidentiality of all individuals involved;
- work with Managers to determine corrective action;
- where appropriate, facilitate joint involvement of management, union representatives and other staff to resolve issues.

2.3 Supervisory Staff and Managers

Supervisors, Managers and Department Heads have an essential role in preventing and resolving disrespectful behaviour issues. Managers are responsible not only for their own actions, but also for dealing with the actions of staff under their supervision.

Their primary responsibilities with respect to disrespectful behaviour are to:

- ensure staff is provided with information about and access to policies and procedures related to behaviour expectations;
- model appropriate respectful behaviour;
- monitor the workplace for incidents of disrespectful behaviour;
- intervene promptly and appropriately when they know, or ought reasonably to know, that disrespectful behaviour is occurring;
- work cooperatively with Human Resources to resolve and remedy instances of disrespectful behaviour;
- take steps to restore positive working relationships.

2.4 Employees

All employees are a part of creating a respectful workplace and have a responsibility to refrain from disrespectful behaviours as defined in this Policy, and to:

- act in a professional manner consistent with the standards that support this Policy;

- take personal responsibility to maintain respectful working relationships and constructively resolve conflicts;
- seek out support and assistance if required from their Supervisor, Manager, Human Resources Designate, Union representative or other resource to effectively resolve workplace conflicts;
- co-operate with, and participate in, any related investigation process as required.

3 Complaint Resolution Procedures

3.1 Informal Resolution

The CBRM strives to provide a wide range of options to resolve complaints informally. Informal resolution may include, but is not limited to behavioural guidelines or agreements, apologies or other measures acceptable to both the Complainant and Respondent.

Informal resolution approaches may include:

- Discussing concerns directly with those involved if it is reasonable and safe to do so. Often the easiest way to stop disrespectful behaviour is to let those involved know that certain behaviours are disrespectful, unwelcome and inconsistent with CBRM policy.
- Requesting assistance from an appropriate party to assist in discussing concerns with those involved. An appropriate party could include a Supervisor, Manager, Department Head, Human Resource Designate or Union representative;

A Human Resources Designate or Manager may suggest interim measures to be taken during either the informal or formal processes.

3.2 Formal Resolution

If a complaint cannot be resolved informally, a formal complaint may be made in writing by the Complainant to either the Human Resources Designate, Union representative or other colleague they feel comfortable in assisting them in writing a formal complaint.

As all staff have a responsibility in creating a respectful workplace, occurrences of disrespectful behaviour may be reported to Human Resources by another party such as a colleague or Manager.

The formal resolution process is initiated once a written complaint is received. Once a formal written complaint of disrespectful behaviour is made, Human Resources will commence an investigation if appropriate and may recommend the engagement of an external party in the investigation process.

An investigation may be carried out by the Human Resources Designate directly, or assigned to an independent third-party.

Formal resolution investigations cannot be carried out anonymously. The identity of the complainant and the allegations contained in the complaint will be made known to the individual(s) alleged to have engaged in disrespectful behaviour and he/she shall be provided an opportunity to respond to the allegations.

At the conclusion of the investigation, the investigator will document his/her findings and any recommendations for the resolution of the disrespectful behaviour. Human Resources will work with management to determine the appropriate action to be taken, communicate the decision to the Complainant and Respondent, identify follow-up actions to ensure the issue has been resolved and provide any additional support deemed necessary for the parties involved.

Should it be found that the disrespectful behaviour constitutes discrimination as defined by the NS Human Rights Act, the investigation will be carried out under the terms of the "Human Rights and Harassment Policy."

Concerns about disrespectful behaviour should be raised as soon as reasonably possible to ensure disrespectful behaviour does not go unaddressed. It is recommended that staff bring forward concerns no longer than 6 (six) months from the time of the last alleged incident of disrespectful behaviour, although this does not preclude a complaint being raised at a later date.

3.3 False or Malicious Complaints

If a Complaint is found to be false or brought for malicious purposes, the CBRM may take disciplinary measures against the Complainant, up to and including termination of employment.

4 Retaliation

Any form of retaliation or discrimination against an employee because that person initiated a complaint, or because that person acted as a witness or participated in a complaint resolution process will be considered a violation of this Policy. Retaliation may result in discipline up to and including termination of employment.

If an employee believes that they have been subjected to retaliation as set out above, that person may submit a written complaint to their departmental Manager who will review the complaint with Human Resources, to ensure the allegation is appropriately addressed.

5 Consequences of Disrespectful Behaviour

Engaging in disrespectful behaviours or retaliation may result in disciplinary action up to and including termination of employment. Repeated instances of disrespectful behaviour will be considered as one of the factors in determining the appropriate level of disciplinary action.

6 Confidentiality

Information collected and retained by Human Resources during the course of an investigation process is treated as confidential. During the investigation process, Human Resources will limit disclosure of investigation-related information to that which is necessary to resolve the complaint.

Information collected and retained by Human Resources may be required to be released by law including release required in court proceedings, arbitration or other legal proceedings.

7 Collective Agreements and Legislation

In the event that any portion of this Policy is inconsistent with a binding CBRM collective agreement or federal or provincial legislation, that portion and only that portion of the Policy shall have no application to the extent of that inconsistency. All other portions of the Policy shall continue in full force and effect.

Issued by:	Approved by:	Date:
CBRM Human Resources	Council	



TO: CBRM General Committee of Council

FROM: Bill Murphy

SUBJECT: Louisbourg CSC

DATE: March 5, 2019

Introduction

The municipality has received an offer to purchase the existing municipally owned CSC at 7495 Main Street Louisbourg, N.S. The building, (locally known as the former town hall) currently serves as a Visitor Information Center for Destination Cape Breton, office for the local Harbour Port Authority, satellite Recreation and Police office, a community used boardroom and a local food bank.

In its 2014 organizational review, Council mandated staff to look to reduce the numbers of buildings that could be deemed surplus to its operational needs. It was concluded this facility could be considered surplus to municipal need. It was also determined the municipality could work with existing partners in the community to accommodate the existing users. To that end, a commercial appraisal of the building was conducted in August 2014 that identified the current market value for the property at \$335,000.00. (attached)

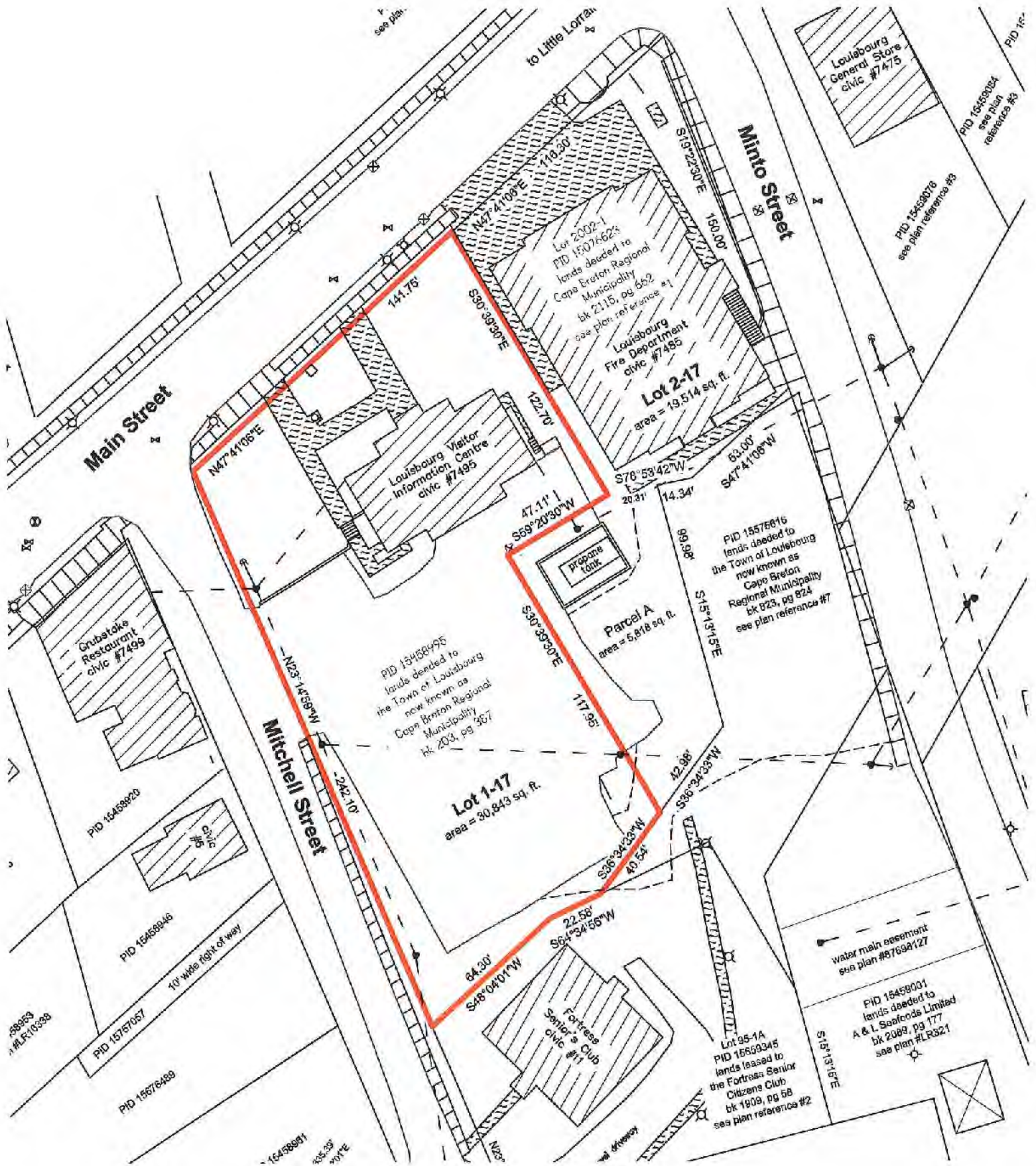
Since 2014, the municipality held discussions with Parks Canada on their interest in moving their administration/visitors center from its present location to Main Street.

Recommendation

1. That Council approve a motion to consider the property at 7495 Main Street, Louisbourg, surplus to its operational needs.
2. That Council approve a motion to accept the offer to purchase for the assessed value plus hst for the building and property at 7495 Main Street Louisbourg as directed by existing Council policy.

Bill Murphy

Director of Parks, Recreation
Buildings & Facilities



Mackey Appraisals Ltd.
Commercial and Residential Appraisal Service

September 14, 2014

Cape Breton Regional Municipality
320 Esplanade,
Sydney, NS

Attention: Mr. Bill Murphy

Re: Market Valuation: Louisbourg Town Hall; 7495 Main Street, Louisbourg, NS

Mr. Murphy;

In accordance with the request of the Cape Breton Regional Municipality, we have completed the following appraisal report providing an opinion of current market value for the above property. The subject site contains approximately 38,000 square feet and is improved with a wood frame multi purpose building with a base area of approximately 2,766 square feet.

As a result of our investigation, and after considering all relevant data as outlined in this report, it is our opinion the Current Market Value of the subject property (as is) as of the effective date is as follows:

Three Hundred and Thirty Five Thousand Dollars (\$335,000.00)

This is a summary appraisal formatted in a narrative (summary) style and is subject to the Limiting Conditions contained elsewhere in this report.

This report is subject to a Use Restriction as follows;

"The reliance on the report is limited to the Client, potentially for the purpose of sale. The depth of the discussion contained in this report is specific to the needs and the intended use of the client only, and no third party can rely on this report as the full extent of the appraisal process and the report contents may not be apparent to the reader"

Respectfully submitted:
Mackey Appraisals Ltd.

Original Signed By

William R. Martheleur, BSc DAC (CNAREA)

50 Amberwood Cres.,
Sydney, Nova Scotia
Canada B1R 2J8

PHONE (902) 562-6112
FAX (902) 564-1177
E-MAIL mackeyapp@ns.sympatico.ca



Cape Breton Regional Municipality

ISSUE PAPER

March 5th, 2019

To: **GENERAL COMMITTEE**

Re: Land Expropriation LOT 2018-1, PID 15543051 - Wash Brook Flood Mitigation Project

Background:

The results of the Wash Brook Flood Water Containment and Intensity Mitigation Project, which were received on June 15th, 2018 recommended the installation of option #15 consisting of three structures to help mitigate flooding during various precipitation events. On July 10th Council endorsed that staff proceed with the installation of option 15 in a multiyear phased approach.

One of the three structures is a 'Flow Control Structure' designed to regulate the flow that enters the Wash Brook from Mud Lake during precipitation events.

The Flow Control Structure is to be located at the outlet of the lake which is located on a private parcel of land 2.3 kilometers South of Highway 125 and 1.8 kilometers North of Mira Road (Refer to Map 1 attached).

The result of a property title search conducted in October of 2018 concluded the property has title issues therefore, the best option is Expropriation. The parcel of land in question is 302+ acres in size, CBRM requires a 28.3 acre section for the flow control structure, and this is identified as "Lot 2018-1" (See survey plan attached).

In order to proceed with the installation of this structure, CBRM is seeking ownership of Lot 2018-1 (A section of PID 15543051).

An appraisal report dated November 22nd, 2018 concluded that a value of One Hundred and Twenty Dollars (\$120) per acre shall be utilized in the final opinion of market value for the subject property.

Recommendation:

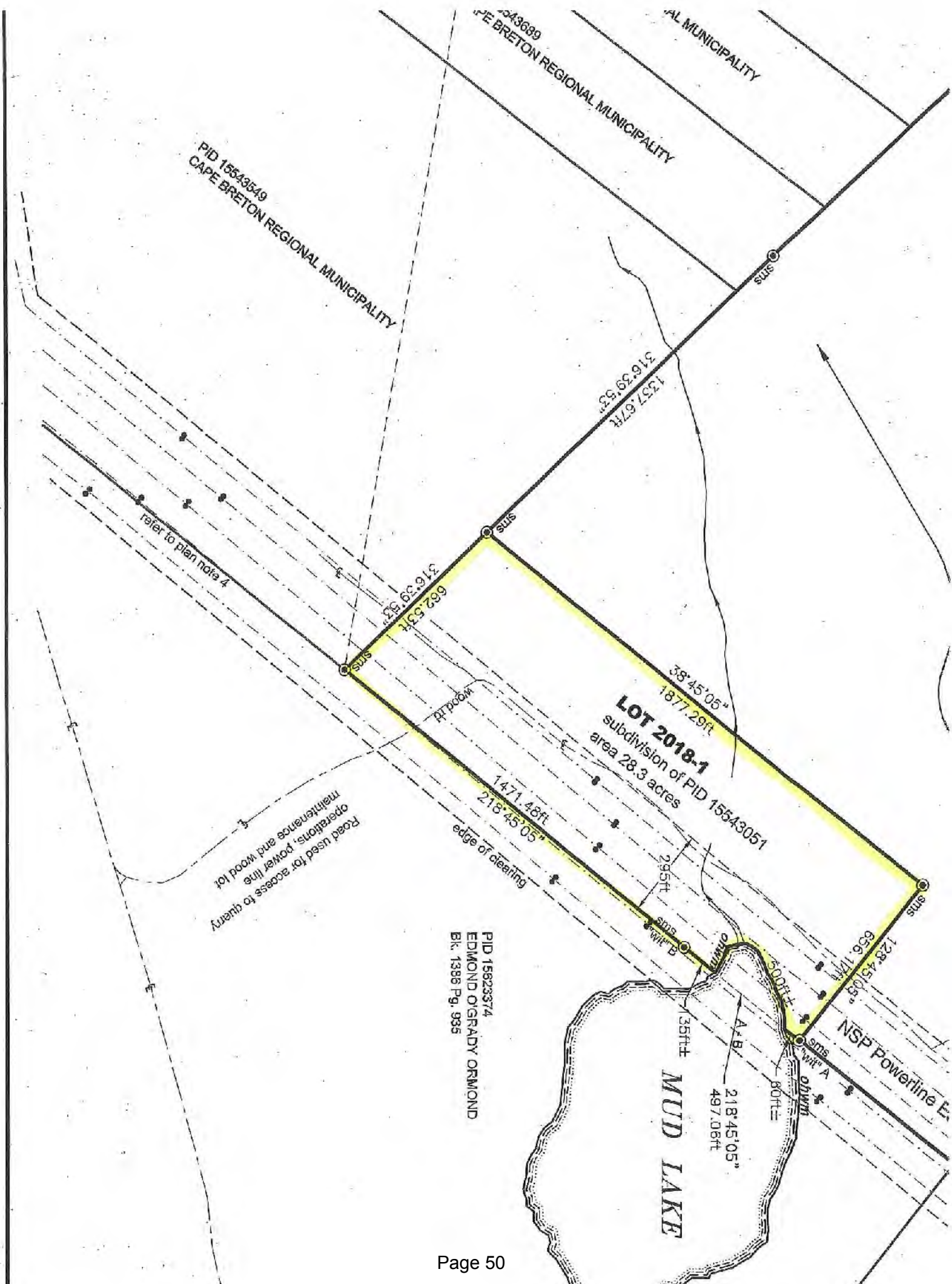
That council passes a motion directing staff to proceed with the expropriation of Lot 2018-1 from PID 15543051 in order to proceed with the installation of the Mud Lake Flow Control Structure.

Original Signed By

Demetri Kachafanas
Regional Solicitor

MAP 1





Revenue	Year To Date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 90,085,968	\$ 89,842,993	\$ 242,975	\$ 107,811,592	\$ 17,725,624
Total Federal Government	2,583,333	2,583,333	(0)	3,100,000	516,667
Total Federal Government Agencies	627,982	627,982	0	753,578	125,596
Total Provincial Government	1,731,871	1,731,871	5	2,078,252	346,375
Total Provincial Government Agencies	2,546,059	2,547,736	(1,677)	3,057,283	511,224
Total Services to Other Local Government	507,781	507,351	430	608,821	101,040
Total Transit	810,528	660,417	150,111	792,500	(18,028)
Total Environmental Development Services	204,246	205,000	(754)	246,000	41,754
Total Licenses & Permits	141,231	125,417	15,815	150,500	9,289
Total Fines & Fees	488,791	477,377	11,414	572,852	84,061
Total Rentals	438,671	419,692	18,979	503,630	64,959
Total Concessions & Franchises	293,445	304,167	(10,721)	365,000	71,555
Total Interest on Taxes	1,105,355	1,345,002	(239,648)	1,614,003	508,648
Total Finance Revenue	21,820	25,000	(3,180)	30,000	8,180
Total Solid Waste Revenue	1,907,879	1,891,667	16,212	2,300,000	392,121
Total Recreation & Cultural Service Programs	1,235,124	1,013,771	221,353	2,065,000	829,876
Total Water Utility Charges	4,126,258	4,126,258	(0)	4,951,510	825,252
Total Unconditional Transfers	13,304,441	13,216,902	87,539	15,860,282	2,555,841
Total Conditional Transfers	-	-	-	-	-
Year To Date Assigned	122,160,789	121,651,935	508,855	146,860,803	24,700,014

Summary

Statement of Expenditures

January 31, 2018

Expenditures	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 1,121,269	\$ 1,243,176	\$ 121,908	\$ 1,455,969	\$ 334,700
Administration	599,392	608,975	9,582	1,083,980	484,588
Finance	2,335,474	2,356,784	21,311	2,860,330	524,856
Legal	518,705	522,836	4,132	676,601	157,896
Human Resources	956,188	1,120,231	164,043	1,374,144	417,956
Technology & Communications	920,122	937,462	17,341	1,301,881	381,759
Municipal Clerk	325,966	335,554	9,588	536,755	210,789
Fiscal Services	28,449,252	28,549,999	100,747	31,894,505	3,445,253
Police Services	21,909,202	22,025,176	115,974	26,994,915	5,085,713
Fire Services (Incl EMCO)	14,776,229	15,138,518	362,289	18,201,998	3,425,769
Engineering & Public Works	37,431,042	37,288,078	(142,964)	45,577,828	8,146,786
Planning	2,073,805	2,086,455	12,651	2,656,806	583,001
Facilities C200 & Arenas	3,008,211	2,856,303	(151,908)	3,398,410	390,199
Parks & Grounds	2,335,063	2,305,875	(29,188)	2,832,660	497,597
Buildings	2,778,841	2,694,143	(84,698)	3,374,564	595,723
Recreation	2,314,150	2,307,651	(6,499)	2,639,461	325,311
Total expended to date	\$ 121,852,909	\$ 122,377,217	\$ 524,308	\$ 146,860,807	\$ 25,007,898

Departmental

Reviewed

Legislative	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 758,644	\$ 788,279	\$ 29,636	\$ 940,114	\$ 181,470
6010 BENEFITS	84,816	126,812	41,996	151,285	66,469
6030 TRAVEL/CONFERENCES	122,595	166,777	44,182	188,238	65,643
6040 PROF MEM/DUES & FEES	63,962	59,251	(4,711)	59,251	(4,711)
6050 OFFICE SUPPLIES	17,834	15,333	(2,501)	18,400	566
6060 OFFICE EQUIPMENT	1,932	4,667	2,735	5,000	3,068
6080 ADVERTISING	8,880	11,826	2,946	14,500	5,620
6100 COURIER	169	208	39	250	81
6110 TELEPHONE/FAX	19,630	21,491	1,861	25,549	5,919
6120 PUBL./SUBSCRIPTIONS	1,507	1,582	75	1,782	275
6130 COMPUTER HARDWARE	5,589	5,783	195	6,600	1,011
6150 MEETING EXPENSES	11,762	19,167	7,404	23,000	11,238
6170 PROMOTION	23,949	22,000	(1,949)	22,000	(1,949)
Total expended to date	\$ 1,121,269	\$ 1,243,176	\$ 121,908	\$ 1,455,969	\$ 334,700

Departmental

Finance

Administration	Year to-date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 300,126	\$ 302,591	\$ 2,465	\$ 357,588	\$ 57,462
6010 BENEFITS	45,274	47,470	2,195	63,779	18,505
6020 TRAINING/EDUCATION	1,095	2,550	1,455	4,800	3,705
6030 TRAVEL/CONFERENCES	20,556	20,904	348	36,500	15,944
6040 PROF MEM/DUES & FEES	2,723	2,600	(123)	2,600	(123)
6050 OFFICE SUPPLIES	378	2,570	2,192	2,800	2,422
6080 ADVERTISING	587	-	(587)	-	(587)
6110 TELEPHONE/FAX	3,451	3,333	(117)	4,000	549
6120 PUBL./SUBSCRIPTIONS	671	475	(196)	475	(196)
6130 COMPUTER HARDWARE	-	833	833	1,000	1,000
6150 MEETING EXPENSES	3,812	2,920	(892)	2,920	(892)
6170 PROMOTION	11,072	12,881	1,810	15,000	3,928
8100 PROFESSIONAL SERVICES	43,177	43,177	-	125,000	81,823
8150 GRANTS/SUBS TO ORG	166,472	166,670	198	467,518	301,046
Total expended to date	\$ 599,392	\$ 608,975	\$ 9,582	\$ 1,083,980	\$ 484,588

 Departmental

 Finance

Finance	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,552,432	\$ 1,591,308	\$ 38,876	\$ 1,924,372	\$ 371,940
6010 BENEFITS	310,095	310,977	882	367,498	57,403
6020 TRAINING/EDUCATION	6,364	7,783	1,419	18,940	12,576
6030 TRAVEL/CONFERENCES	9,823	21,483	11,661	25,780	15,957
6040 PROF MEM/DUES & FEES	3,724	4,646	922	5,575	1,851
6050 OFFICE SUPPLIES	10,324	12,083	1,759	14,500	4,176
6060 OFFICE EQUIPMENT	15,753	14,500	(1,253)	14,500	(1,253)
6080 ADVERTISING	30,607	35,542	4,935	42,650	12,043
6090 POSTAGE	164,467	161,200	(3,267)	161,200	(3,267)
6100 COURIER	23,425	22,250	(1,175)	26,700	3,275
6110 TELEPHONE/FAX	13,429	13,267	(163)	15,920	2,491
6130 COMPUTER HARDWARE	2,740	4,833	2,094	15,400	12,660
6140 COMPUTER SOFTWARE	-	-	-	47,000	47,000
6160 LIABILITY INSURANCE	205,330	278,875	73,545	334,650	129,320
6180 COST RECOVERY	(243,529)	(268,458)	(24,929)	(322,150)	(78,621)
8010 OPERATIONAL MAT/SUPP	1,826	3,750	1,924	4,500	2,674
8100 PROFESSIONAL SERVICE	46,658	45,833	(824)	55,000	8,342
8110 CONTRACTS/AGREEMENTS	35,586	46,613	11,027	55,935	20,349
8120 LEASES	8,426	10,300	1,874	12,360	3,934
8180 TAX EXEMPT/WRITE OFF	137,994	40,000	(97,994)	40,000	(97,994)
Total expended to date	\$ 2,335,474	\$ 2,356,784	\$ 21,311	\$ 2,860,330	\$ 524,856

Departmental

Finance

Legal

Statement of Expenditures

January 31, 2019

Legal	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 320,606	\$ 321,176	\$ 570	\$ 383,096	\$ 62,490
6010 BENEFITS	62,927	63,023	96	77,905	14,978
6020 TRAINING/EDUCATION	5,196	5,772	576	6,500	1,304
6030 TRAVEL/CONFERENCES	8,665	8,500	(165)	8,500	(165)
6040 PROF MEM/DUES & FEES	12,808	13,100	292	13,100	292
6050 OFFICE SUPPLIES	1,456	2,917	1,461	3,500	2,044
6060 OFFICE EQUIPMENT	90	200	110	4,200	4,110
6070 PHOTOCOPIER LEASE	3,040	2,583	(457)	3,100	60
6080 ADVERTISING	845	833	(11)	1,000	155
6100 COURIER	484	800	316	800	316
6110 TELEPHONE/FAX	3,195	3,667	471	4,400	1,205
6120 PUBL./STATUTES	11,140	10,000	(1,140)	10,000	(1,140)
6130 COMPUTER HARDWARE	-	-	-	3,000	3,000
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	-	417	417	500	500
6180 COST RECOVERY	-	-	-	-	-
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	88,254	89,848	1,595	154,500	66,246
Total expended to date	\$ 518,705	\$ 522,836	\$ 4,132	\$ 676,601	\$ 157,896

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Human Resources					
6000 WAGES/SALARIES	\$ 606,404	\$ 720,245	\$ 113,841	\$ 851,152	\$ 244,748
6010 BENEFITS	165,391	183,980	18,590	181,967	16,576
6020 TRAINING/EDUCATION	3,712	5,208	1,497	9,850	6,138
6030 TRAVEL/CONFERENCES	8,685	10,567	1,882	27,000	18,315
6040 PROF MEM/DUES & FEES	327	617	290	2,300	1,973
6050 OFFICE SUPPLIES	7,719	15,000	7,281	18,000	10,281
6060 OFFICE EQUIPMENT	1,850	2,500	650	2,500	650
6080 ADVERTISING	3,473	3,635	162	4,000	527
6110 TELEPHONE/FAX	7,425	11,146	3,721	13,375	5,950
6120 PUBL./SUBSCRIPTIONS	492	3,667	3,174	4,000	3,508
6130 COMPUTER HARDWARE	1,678	2,000	322	6,000	4,322
6140 COMPUTER HARDWARE	-	-	-	500	500
6150 MEETING EXPENSE	3,715	4,167	452	4,500	785
8100 PROFESSIONAL SERVICE	138,915	147,083	8,169	236,500	97,585
8110 CONTRACTS/AGREEMENTS	6,404	10,417	4,013	12,500	6,096
Total expended to date	\$ 956,188	\$ 1,120,231	\$ 164,043	\$ 1,374,144	\$ 417,956

Departmental

Finance

Technology/
Communications

Statement of Expenditures

January 31, 2019

Technology/Communications	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 466,484	\$ 458,248	\$ (8,236)	\$ 541,536	\$ 75,052
6010 BENEFITS	95,591	93,983	(1,608)	111,065	15,474
6020 TRAINING/EDUCATION	6,739	7,800	1,061	12,000	5,261
6030 TRAVEL/CONFERENCES	18,971	19,000	29	20,000	1,029
6040 PROF MEM/DUES & FEES	654	833	180	1,000	346
6050 OFFICE SUPPLIES	736	2,500	1,764	3,000	2,264
6060 OFFICE EQUIPMENT	-	-	-	3,000	3,000
6080 ADVERTISING	-	417	417	500	500
6100 COURIER	-	250	250	300	300
6110 TELEPHONE/FAX	38,790	50,000	11,210	60,000	21,210
6120 PUBL./SUBSCRIPTIONS	-	-	-	1,000	1,000
6130 COMPUTER HARDWARE	120,603	123,333	2,730	130,000	9,397
6140 COMPUTER SOFTWARE	140,154	145,833	5,680	175,000	34,846
6150 MEETING EXPENSE	667	500	(167)	500	(167)
8110 CONTRACTS/AGREEMENTS	30,734	34,765	4,031	40,000	9,266
8120 LEASES SAP	-	-	-	102,000	102,000
8130 LICENSES/PERMITS	-	-	-	100,980	100,980
Total expended to date	\$ 920,122	\$ 937,462	\$ 17,341	\$ 1,301,881	\$ 381,759

Departmental

Finance

Municipal Clerk	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 222,075	\$ 223,165	\$ 1,090	\$ 269,874	\$ 47,799
6010 BENEFITS	47,919	48,133	213	56,881	8,962
6020 TRAINING/EDUCATION	4,613	4,641	28	5,500	887
6030 TRAVEL/CONFERENCES	3,850	5,564	1,714	6,500	2,650
6040 PROF MEM/DUES & FEES	654	833	180	1,000	346
6050 OFFICE SUPPLIES	2,006	3,917	1,911	4,700	2,694
6060 OFFICE EQUIPMENT	538	1,500	962	10,000	9,462
6070 PHOTOCOPY SUPPLIES	17,352	20,000	2,648	24,000	6,648
6080 ADVERTISING	-	-	-	750	750
6100 COURIER	-	-	-	750	750
6110 TELEPHONE/FAX	3,319	2,917	(403)	3,500	181
6120 PUBL./SUBSCRIPTIONS	1,411	1,800	389	1,800	389
6130 COMPUTER HARDWARE	1,735	1,735	-	6,000	4,265
6140 COMPUTER SOFTWARE	10,091	10,100	9	12,000	1,909
6150 MEETING EXPENSES	10,403	11,250	848	13,500	3,098
8110 CONTRACTS/AGREEMENTS	-	-	-	120,000	120,000
Total expended to date	\$ 325,966	\$ 335,554	\$ 9,588	\$ 536,755	\$ 210,789

Departmental

Finance

Fiscal Services

Statement of Expenditures

January 31, 2019

Fiscal Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 209,895	\$ 291,667	\$ 81,771	\$ 350,000	\$ 140,105
9020 INT ON DEBT	1,396,121	1,396,121	-	1,396,121	(0)
9051 PRINC ON DEBT	9,981,341	9,981,341	-	9,891,341	(90,000)
9052 DEBT/CAP BOND DISC	81,667	81,667	-	98,000	16,333
9090 BANK CHARGES	64,374	79,167	14,793	95,000	30,626
9200 ALLOWANCE FOR UNCOL. TAXES	583,333	583,333	-	700,000	116,667
9420 APPROP TO CAPITAL FUND	75,000	75,000	-	90,000	15,000
9430 APPROP TO B.I.D.C.	80,870	80,870	-	97,043	16,173
9600 PROV. CORRECTIONS	902,739	912,738	9,999	1,095,286	192,547
9610 CB REG. HOUSING	1,557,207	1,533,099	(24,108)	1,839,719	282,512
9620 REGIONAL LIBRARY	549,918	558,333	8,415	670,000	120,082
9630 CB/VIC. SCHOOL BOARD	11,816,187	11,831,820	15,633	14,198,184	2,381,997
9640 PROPERTY ASSESSMENT	1,150,600	1,144,843	(5,757)	1,373,811	223,211
Total expended to date	\$ 28,449,252	\$ 28,549,999	\$ 100,747	\$ 31,894,505	\$ 3,445,253

Departmental

Finance

Police Services

Statement of Expenditures

January 31, 2019

Police Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 18,836,549	\$ 18,891,291	\$ 54,742	\$ 23,152,686	\$ 4,316,137
6020 TRAINING/EDUCATION	157,933	142,927	(15,006)	142,927	(15,006)
6030 TRAVEL/CONFERENCES	49,845	60,500	10,655	105,000	55,155
6040 PROF MEM/DUES & FEES	2,683	4,167	1,483	5,000	2,317
6050 OFFICE SUPPLIES	35,288	40,225	4,937	48,000	12,712
6060 OFFICE EQUIPMENT	45,020	45,833	813	55,000	9,980
6070 PHOTOCOPY SUPPLIES	13,411	15,000	1,589	18,000	4,589
6080 ADVERTISING	4,070	4,167	97	5,000	930
6090 POSTAGE & 6100 COURIER	9,402	7,000	(2,402)	7,000	(2,402)
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	227,498	229,167	1,669	275,000	47,502
6120 PUBL./SUBSCRIPTIONS	8,002	4,000	(4,002)	4,000	(4,002)
6130 COMPUTER HARDWARE	141,800	111,667	(30,133)	132,000	(9,800)
6140 COMPUTER SOFTWARE	173,015	200,000	26,985	240,000	66,985
6150 MEETING EXPENSES	9,834	14,167	4,333	17,000	7,166
6160 LIABILITY INSURANCE	4,299	4,167	(132)	5,000	702
6170 PROMOTION	13,455	11,000	(2,455)	11,000	(2,455)
7000 HEAT	39,107	39,167	60	47,000	7,893
7010 ELECTRICAL	86,508	95,833	9,325	115,000	28,492
7020 WATER	8,083	8,000	(83)	8,000	(83)
7030 BLDG/FACILITY MAINT	56,878	71,190	14,312	83,000	26,122
7040 BLDG/FACILITY REPAIR	5,043	12,500	7,457	15,000	9,957
7050 BLDG/FACILITY INSURANCE	17,550	15,211	(2,339)	17,028	(522)
7060 BLDG/FACILITY RENOV	-	-	-	20,000	20,000
7070 BLDG/FACILITY RENTAL	50,306	53,333	3,027	64,000	13,694
7110 SECURITY	1,426	3,083	1,657	3,700	2,274
7505 GASOLINE & DIESEL	349,349	312,500	(36,849)	375,000	25,651
7510 VEH/EQUIP REPAIRS	297,960	287,717	(10,243)	287,717	(10,243)
7520 VEH/EQUIP INSURANCE	35,910	46,688	10,778	56,026	20,116
7530 VEH/EQUIP REPLACEMENT	535,186	535,186	-	580,000	44,814
7540 VEH/EQUIP RENTAL	1,178	1,667	489	2,000	822
7550 VEH/EQUIP TOWING	125	4,167	4,042	5,000	4,875
7560 VEH/EQUIP GEN SUPPLY	1,719	8,333	6,614	10,000	8,281
8000 OPERATIONAL EQUIP	59,195	84,350	25,155	191,220	132,025
8010 OPERATIONAL MAT/SUPP	74,369	83,811	9,442	181,373	107,004
8020 MAINTENANCE EQUIP	7,179	3,570	(3,609)	3,570	(3,609)
8030 MAINTENANCE MAT/SUPP	-	3,333	3,333	4,000	4,000
8040 COMM EQUIPMENT LINES	1,770	6,250	4,480	7,500	5,730
8090 UNIFORMS/CLOTHING	141,086	143,000	1,914	162,000	20,914
8100 PROFESSIONAL SERVICE	92,569	78,209	(14,359)	95,000	2,431
8110 CONTRACTS/AGREEMENTS	95,029	96,069	1,040	137,000	41,971
8120 LEASES	-	-	-	-	-
8125 MAJOR INVESTIGATIONS	72,917	98,640	25,723	129,168	56,251
8130 LICENSES/PERMITS	66	1,500	1,434	3,000	2,934
8150 GRANTS/SUBS TO ORG	146,591	146,591	-	170,000	23,409
Total expended to date	\$ 21,909,202	\$ 22,025,176	\$ 115,974	\$ 26,994,915	\$ 5,085,713

Departmental

Finance

Police Services

Statement of Revenue

January 31, 2019

Police Services Revenue	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 87,940	\$ 12,340	\$ 75,600	\$ 14,808	\$ (73,132)
5151 FINES	234,616	298,802	(64,185)	358,562	123,946
Total Revenue to date	\$ 322,556	\$ 311,142	\$ 11,414	\$ 373,370	\$ 50,814

Departmental

Finance

Fire Services

Statement of Expenditures

January 31, 2019

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Fire Services Including EMO					
6000 WAGES/SALARIES	\$ 4,688,692	\$ 4,754,462	\$ 65,770	\$ 5,749,582	\$ 1,060,890
6010 BENEFITS	827,687	843,348	15,661	1,118,299	290,612
6011 MISC. BENEFITS	126,861	132,238	5,376	132,351.00	5,490
6020 TRAINING/EDUCATION	176,149	173,362	(2,787)	207,200	31,051
6030 TRAVEL/CONFERENCES	43,474	49,233	5,760	55,900	12,426
6040 PROF MEM/DUES & FEES	7,627	9,362	1,735	11,732	4,105
6050 OFFICE SUPPLIES	7,885	10,083	2,199	12,100	4,215
6060 OFFICE EQUIPMENT	3,842	10,792	6,950	12,950	9,108
6070 PHOTOCOPY SUPPLIES	-	417	417	500	500
6080 ADVERTISING	8,515	5,350	(3,165)	5,350	(3,165)
6100 COURIER	275	376	100	451	176
6110 TELEPHONE/FAX	29,224	37,499	8,276	44,999	15,775
6120 PUBL./SUBSCRIPTIONS	724	2,250	1,526	2,700	1,976
6130 COMPUTER HARDWARE	1,158	1,158	-	11,507	10,349
6140 COMPUTER SOFTWARE	-	-	-	16,006	16,006
6150 MEETING EXPENSES	2,524	3,670	1,146	4,404	1,880
6160 LIABILITY INSURANCE	-	-	-	-	-
6170 PROMOTION	17,867	17,867	-	39,000	21,133
6180 COST RECOVERY	-	-	-	-	-
7000 HEAT	65,138	85,293	20,154	102,351	37,213
7010 ELECTRICAL	52,963	52,870	(93)	64,536	11,573
7020 WATER	24,793	20,177	(4,616)	24,523	(270)
7030 BLDG/FACILITY MAINT	36,273	53,108	16,834	63,729	27,456
7040 BLDG/FACILITY REPAIR	18,927	77,976	59,049	225,571	206,644
7050 BLDG/FACILITY INS	11,680	6,848	(4,832)	8,217	(3,463)
7060 BLDG/FACILITY RENOV	3,749	8,333	4,584	10,000	6,251
7080 PLANT MAINTENANCE	-	333	333	400	400
7500 VEH/EQUIP MAINT.	163,086	141,667	(21,419)	170,000	6,914
7505 GASOLINE/DIESEL	52,403	66,216	13,812	79,459	27,056
7510 VEH/EQUIP REPAIRS	242	3,333	3,091	4,000	3,758
7520 VEH/EQUIP INSURANCE	46,340	60,878	14,538	84,848	38,508
7530 VEH/EQUIP REPLACEMENT	12,935	12,935	-	85,000	72,065
7540 VEH/EQUIP RENTAL	1,201	204	(997)	204	(997)
7550 VEH/EQUIP TOWING	540	1,667	1,127	2,000	1,460
7560 VEH/EQUIP GEN SUPPLY	7,224	13,333	6,109	16,000	8,776
8000 OPERATIONAL EQUIP	238,203	299,167	60,964	359,000	120,797
8010 OPERATIONAL MAT/SUPP	37,065	38,410	1,345	45,870	8,805
8020 MAINTENANCE EQUIP	23,252	43,832	20,580	52,599	29,347
8040 COMM EQUIPMENT LINES	6,322	33,333	27,011	40,000	33,678
8090 UNIFORMS/CLOTHING	49,819	83,710	33,891	100,452	50,633
8100 PROFESSIONAL SERVICE	9,921	16,115	6,195	19,338	9,417
8110 CONTRACTS/AGREEMENTS	72,180	195,350	123,170	234,420	162,240
8120 LEASES	231,885	104,201	(127,684)	125,041	(106,844)
8130 LICENSES/PERMITS	17,155	17,335	180	17,335	180
8150 GRANTS/SUBS TO ORG	1,707,912	1,707,909	(3,00)	1,711,051	3,139
8195 WATER SUPPLY & HYDR	5,942,518	5,942,518	-	7,131,023	1,188,505
Total expended to date	\$ 14,776,229	\$ 15,138,518	\$ 362,289	\$ 18,201,998	\$ 3,425,769

Departmental

Finance

Fire Services

Statement of Revenue

January 31, 2019

Fire Services Revenue	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	\$ 134,018	\$ 133,588	\$ 430	\$ 160,306	\$ 26,288
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	373,762	373,763	(0)	448,515	74,753
Total Revenue to date	\$ 507,781	\$ 507,351	\$ 430	\$ 608,821	\$ 101,040

Departmental

Finance

Engineering and Public Works Actuals to Jan 31, 2019

REVENUE	Actual & Committed Y-T-D Jan 31, 2019	Budget Y-T-D Jan 31, 2019	Variance Y-T-D Jan 31, 2019	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	\$803,878	\$647,917	\$155,961	\$792,500	\$11,378	101.44%
SOLIDWASTE TIP FEES	\$1,669,801	\$1,666,667	\$3,134	\$2,000,000	-\$330,199	83.49%
SOLIDWASTE COST RECOVERIES	\$238,078	\$225,000	\$13,078	\$300,000	-\$61,922	79.36%
SEWER PERMIT FEES	\$101,736	\$83,333	\$18,403	\$100,000	\$1,736	101.74%
WATER UTILITY ADMIN FEE	\$4,126,258	\$4,126,258	\$0	\$4,951,510	-\$825,252	83.33%
TOTAL PW REVENUES	\$6,939,752	\$6,749,175	\$190,577	\$8,144,010	-\$1,204,258	85.21%
EXPENDITURES						
ADMINISTRATION	\$3,461,067	\$3,631,683	\$170,616	\$4,342,402	\$881,335	79.70%
ENGINEERING	\$603,292	\$619,205	\$15,912	\$743,283	\$139,991	81.17%
CENTRAL DIVISION	\$5,551,347	\$5,553,351	\$2,003	\$7,116,467	\$1,565,120	78.01%
EAST DIVISION	\$5,224,705	\$5,361,282	\$136,578	\$6,495,118	\$1,270,413	80.44%
NORTH DIVISION	\$2,463,332	\$2,630,327	\$166,995	\$3,183,761	\$720,429	77.37%
SOLID WASTE	\$10,722,781	\$10,555,906	-\$166,875	\$12,658,643	\$1,935,862	84.71%
MECHANICAL FLEET	\$3,840,419	\$3,381,230	-\$459,189	\$4,180,336	\$339,917	91.87%
TRANSIT	\$3,266,564	\$3,264,594	-\$1,970	\$3,941,501	\$674,937	82.88%
QUALITY CONTROL	\$2,297,534	\$2,290,501	-\$7,033	\$2,916,317	\$618,783	78.78%
TOTAL PW EXPENDITURES	\$37,431,042	\$37,288,078	-\$142,964	\$45,577,828	\$8,146,786	82.13%

Signature:

Director of Engineering & Public Works

Chief Financial Officer

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Planning / ByLaw / Fire Inspection					
6000 WAGES/SALARIES	\$ 1,101,357	\$ 1,116,234	\$ 14,876	\$ 1,349,864	\$ 248,507
6010 BENEFITS	214,915	216,576	1,661	280,542	65,627
6020 TRAINING/EDUCATION	20,378	14,000	(6,378)	14,000	(6,378)
6030 TRAVEL/CONFERENCES	45,322	33,000	(12,322)	33,000	(12,322)
6040 PROF MEM/DUES & FEES	2,768	4,333	1,566	7,500	4,732
6050 OFFICE SUPPLIES	12,279	16,250	3,971	19,500	7,221
6060 OFFICE EQUIPMENT	6,703	8,750	2,047	12,500	5,797
6080 ADVERTISING	15,522	18,167	2,645	26,500	10,978
6100 COURIER	122	-	(122)	-	(122)
6110 TELEPHONE/FAX	12,174	16,583	4,409	19,500	7,326
6120 PUBL./SUBSCRIPTIONS	445	833	388	1,300	855
6130 COMPUTER HARDWARE	3,007	2,927	(80)	10,500	7,493
6140 COMPUTER SOFTWARE	8,486	4,651	(3,836)	6,500	(1,986)
6150 MEETING EXPENSE	1,821	2,667	845	3,200	1,379
6170 PROMOTION	27,221	27,221	-	30,000	2,779
7130 DEMOLITIONS	7,618	7,618	-	120,000	112,382
8000 OPERATIONAL EQUIPMENT	23,340	28,000	4,660	33,000	9,660
8010 OPERATIONAL MAT/SUPP	1,539	3,333	1,794	4,000	2,461
8090 UNIFORMS / CLOTHING	6,706	7,500	794	8,500	1,794
8100 PROFESSIONAL SERVICE	54,443	50,000	(4,443)	53,000	(1,443)
8110 CONTRACTS/AGREEMENTS	322,000	322,000	0	421,400	99,400
8130 LICENSES/PERMITS	66,845	66,845	-	74,500	7,855
8135 REGULATORY FEES	37,160	38,333	1,174	43,000	5,840
8150 GRANTS /SUBS TO ORG	81,833	80,833	(1,000)	85,000	3,167
Total expended to date	\$ 2,073,805	\$ 2,086,455	\$ 12,651	\$ 2,656,806	\$ 583,001

Departmental

Finance

	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 11,350	\$ 11,667	\$ (317)	\$ 14,000	\$ 2,650
5113 Animal Licenses	3,360	9,167	(5,807)	11,000	7,640
5114 Taxi Licenses	18,015	15,000	3,015	18,000	(15)
5115 Vending Machine Licenses	6,770	6,250	520	7,500	730
5301 Parking Meter Revenue	293,445	304,167	(10,721)	365,000	71,555
Total Bylaw Revenue	\$ 332,940	\$ 346,250	\$ (13,310)	\$ 415,500	\$ 82,560
Development / Planning Revenue					
5496 Mapping Sales	\$ 253	\$ 1,667	\$ (1,414)	\$ 2,000	\$ 1,747
5495 Other Sales	2,491	3,333	(842)	4,000	1,509
5101 Building Permits	162,682	166,667	(3,985)	200,000	37,318
5102 Subdivision Fees	38,820	33,333	5,487	40,000	1,180
Total Develop / Planning Rev	\$ 204,246	\$ 205,000	\$ (754)	\$ 246,000	\$ 41,754
Total Bylaw / Dev / Planning Revenue	\$ 537,186	\$ 551,250	\$ (14,063)	\$ 661,500	\$ 124,314

Departmental

Finance

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

January 31, 2019

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,193,680	\$ 1,136,985	\$ (56,695)	\$ 1,347,213	\$ 153,533
6010 BENEFITS	223,406	203,818	(19,588)	241,497	18,091
6020 TRAINING	6,119	6,000	(119)	6,000	(119)
6030 TRAVEL/CONFERENCES	14,019	8,000	(6,019)	8,000	(6,019)
6040 PROF MEM/DUES & FEES	1,335	1,417	82	1,500	165
6050 OFFICE SUPPLIES	5,917	5,500	(417)	5,500	(417)
6060 OFFICE EQUIPMENT	2,237	1,667	(571)	2,000	(237)
6080 ADVERTISING	6,812	5,000	(1,812)	5,000	(1,812)
6100 COURIER	1,244	1,000	(244)	1,000	(244)
6110 TELEPHONE/FAX	15,600	17,083	1,484	20,500	4,900
6130 COMPUTER HARDWARE	2,870	2,500	(370)	2,500	(370)
6140 COMPUTER SOFTWARE	2,660	2,500	(160)	2,500	(160)
6150 MEETING EXPENSES	1,315	1,000	(315)	1,000	(315)
6160 LIABILITY INSURANCE	10,430	23,333	12,903	28,000	17,570
7000 HEAT	65,387	48,000	(17,387)	48,000	(17,387)
7010 ELECTRICAL	446,105	416,667	(29,439)	500,000	53,895
7020 WATER	34,337	33,667	(671)	35,000	663
7030 BLDG/FACILITY MAINT	71,824	70,833	(990)	85,000	13,176
7040 BLDG/FACILITY REPAIR	59,000	54,833	(4,167)	65,000	6,000
7050 BLDG/FACILITY INS	28,992	18,083	(10,909)	21,700	(7,292)
7060 BLDG/FACILITY RENOV	1,072	-	(1,072)	-	(1,072)
7080 PLANT MAINTENANCE	38,092	55,833	17,742	71,000	32,908
7110 SECURITY	80,707	66,000	(15,707)	65,000	(15,707)
7500 VEH/EQUIP MAINT	6,705	-	(6,705)	-	(6,705)
7510 VEH/EQUIP REPAIRS	5,309	10,417	5,107	12,500	7,191
7520 VEH/EQUIP INSURANCE	1,730	1,667	(63)	2,000	270
7540 VEH/EQUIP RENTAL	6,486	2,500	(3,986)	2,500	(3,986)
8000 OPERATIONAL EQUIPMENT	19,186	5,000	(14,186)	5,000	(14,186)
8010 OPERATIONAL MAT/SUPP	106,543	110,333	3,790	130,000	23,457
8040 COMM EQUIPMENT LINES	576	-	(576)	-	(576)
8050 COST OF SALES	493,527	487,500	(6,027)	615,000	121,473
8090 UNIFORMS/CLOTHING	13,328	8,500	(4,828)	8,500	(4,828)
8100 PROFESSIONAL SERVICE	9,840	10,000	160	10,000	160
8110 CONTRACTS/AGREEMENTS	31,820	41,667	9,847	50,000	18,180
Total expended to date	\$ 3,008,211	\$ 2,856,303	\$ (151,908)	\$ 3,398,410	\$ 390,199

Departmental

Finance

**Facilities (C200,
County /
Centennial Arenas)**

Statement of Revenue

January 31, 2019

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 350,869	\$ 345,833	\$ 5,036	\$ 830,000	\$ 479,131
GL 5002 Public Skating	9,390	-	9,390	-	(9,390)
GL 5004 Arena Rental	6,443	108,333	(101,890)	130,000	123,557
GL 5005 Gym Rental	7,717	-	7,717	-	(7,717)
GL 5006 Canteen Sales	286,205	356,250	(70,045)	855,000	568,795
GL 5009 Major Events	87,868	98,684	(10,816)	125,000	37,132
GL 5010 Other Revenue	295,473	66,337	229,136	85,000	(210,473)
GL 5033 Program Equipment	33,241	-	33,241	-	(33,241)
GL 5034 Facility Rentals	117,753	-	117,753	-	(117,753)
GL 4808 Advertising Revenue	6,650	12,500	(5,850)	15,000	8,350
Total Revenue To Date	\$ 1,201,611	\$ 987,938	\$ 213,673	\$ 2,040,000	\$ 838,389

Departmental

Finance

**Parks and Grounds
Operations**

Statement of Expenditures

January 31, 2019

Parks & Grounds	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,285,151	\$ 1,254,504	\$ (30,647)	\$ 1,517,075	\$ 231,924
6010 BENEFITS	244,179	238,356	(5,823)	334,819	90,640
6011 MISC BENEFITS	360	2,333	1,973	2,800	2,440
6020 TRAINING/EDUCATION	2,915	7,733	4,819	10,000	7,085
6030 TRAVEL/CONFERENCES	8,842	10,417	1,575	12,500	3,658
6040 PROF MEM/DUES & FEES	-	160	160	200	200
6050 OFFICE SUPPLIES	1,205	1,667	462	2,000	795
6060 OFFICE EQUIPMENT	-	450	450	500	500
6080 ADVERTISING	-	300	300	300	300
6110 TELEPHONE/FAX	6,631	4,853	(1,778)	5,750	(881)
6130 COMPUTER HARDWARE	-	208	208	250	250
7000 HEAT	5,000	3,866	(1,134)	3,866	(1,134)
7010 ELECTRICAL	67,679	64,462	(3,217)	82,500	14,821
7020 WATER	42,269	22,600	(19,669)	22,600	(19,669)
7030 BLDG/FACILITY MAINT	2,597	5,000	2,403	5,000	2,403
7040 BLDG/FACILITY REPAIR	4,307	-	(4,307)	-	(4,307)
7060 BLDG/FACILITY RENOV	400	-	(400)	-	(400)
7080 PLANT MAINTENANCE	3,629	-	(3,629)	-	(3,629)
7110 SECURITY	7,580	7,100	(480)	7,100	(480)
7500 VEH/EQUIP MAINT.	143	-	(143)	-	(143)
7510 VEH/EQUIP REPAIRS	89	1,125	1,036	1,350	1,261
7530 VEH/EQUIP REPLACEMENT	-	-	-	25,000	25,000
7540 VEH/EQUIP RENTAL	3,315	12,500	9,185	15,000	11,685
8000 OPERATIONAL EQUIP	18,562	8,250	(10,312)	27,500	8,938
8010 OPERATIONAL MAT/SUPP	345,874	318,833	(27,042)	362,000	16,126
8020 MAINTENANCE EQUIP	32,130	32,000	(130)	32,000	(130)
8040 COMM EQUIP LINES (GPS)	10,047	-	(10,047)	-	(10,047)
8080 STREET LIGHTS	2,983	-	(2,983)	-	(2,983)
8090 UNIFORMS/CLOTHING	13,364	12,200	(1,164)	12,200	(1,164)
8100 PROFESSIONAL SERV	-	292	292	350	350
8110 CONTRACTS & AGRMNT	225,814	296,667	70,852	350,000	124,186
Total expended to date	2,335,063	\$ 2,305,875	\$ (29,188)	\$ 2,832,660	\$ 497,597

Departmental

Finance

Building Operations

Statement of Expenditures

January 31, 2019

Buildings	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,149,614	\$ 1,103,282	\$ (46,332)	\$ 1,334,202	\$ 184,588
6010 BENEFITS	218,427	214,510	(3,916)	297,112	78,685
6011 MISC BENEFITS	30	-	(30)	-	(30)
6020 TRAINING/EDUCATION	6,928	7,910	982	10,000	3,072
6030 TRAVEL/CONFERENCES	507	1,978	1,471	2,500	1,993
6040 PROF MEM/DUES & FEES	61	79	18	100	39
6050 OFFICE SUPPLIES	1,701	1,917	216	2,000	299
6060 OFFICE EQUIPMENT	2,519	2,978	458	3,700	1,181
6110 TELEPHONE/FAX	6,815	6,779	(36)	8,150	1,335
6130 COMPUTER HARDWARE	1,747	3,164	1,417	4,000	2,253
6140 COMPUTER SOFTWARE	11,780	8,000	(3,780)	8,000	(3,780)
6150 MEETING EXPENSE	348	-	(348)	-	(348)
7000 HEAT	77,224	83,267	6,042	105,000	27,776
7010 ELECTRICAL	381,043	385,417	4,374	462,500	81,457
7020 WATER	21,175	22,292	1,116	23,550	2,375
7030 BLDG/FACILITY MAINT	2,959	26,499	23,540	33,500	30,541
7040 BLDG/VACILITY REPAIR	4,449	-	(4,449)	-	(4,449)
7050 BLDG/FACILITY INS	216,190	126,560	(89,630)	160,000	(56,190)
7060 BLDG/FACILITY RENOV	148,288	149,933	1,645	271,400	123,112
7070 BLDG/FACILITY RENTAL	3,650	3,322	(328)	4,200	550
7080 PLANT MAINTENANCE	-	14,634	14,634	18,500	18,500
7100 MAINT. TOOLS/EQUIP	30,886	3,500	(27,386)	3,500	(27,386)
7110 SECURITY	92,051	94,683	2,631	119,700	27,649
7540 VEH/EQUIP RENTAL	-	3,333	3,333	4,000	4,000
7570 VEH/EQUIP TOOLS	-	375	375	450	450
8000 OPERATIONAL EQUIP	3,508	7,268	3,760	9,000	5,492
8010 OPERATIONAL MAT/SUPP	106,300	96,000	(10,300)	100,000	(6,300)
8020 MAINTENANCE EQUIP	-	3,164	3,164	4,000	4,000
8040 COMM EQUIP LINES (GPS)	3,995	-	(3,995)	-	(3,995)
8090 UNIFORMS/CLOTHING	14,600	4,351	(10,250)	5,500	(9,100)
8100 PROFESSIONAL SERVICE	65,832	60,617	(5,215)	70,000	4,168
8110 CONTRACTS/AGREEMENTS	156,212	208,333	52,121	250,000	93,788
8150 GRANTS/SUBS TO ORG	50,000	50,000	-	60,000	10,000
Total expended to date	\$ 2,778,841	\$ 2,694,143	\$ (84,698)	\$ 3,374,564	\$ 595,723

Departmental

Finance

Recreation Cultural Services

Statement of Expenditures

January 31, 2019

Recreation/Cultural Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 1,046,996	\$ 1,015,858	\$ (31,138)	\$ 1,158,084	\$ 111,088
6020 TRAINING/EDUCATION	8,212	8,337	125	16,000	7,788
6030 TRAVEL/CONFERENCES	14,640	15,167	527	35,000	20,360
6040 PROF MEM/DUES & FEES	685	1,500	815	3,500	2,815
6050 OFFICE SUPPLIES	1,883	6,982	5,099	8,000	6,117
6060 OFFICE EQUIPMENT	2,107	8,000	5,893	8,000	5,893
6080 ADVERTISING	46,384	49,055	2,670	70,000	23,616
6110 TELEPHONE/FAX	8,000	9,167	1,166	11,000	3,000
6120 PUBL./SUBSCRIPTIONS	1.34	179	177	200	199
6130 COMPUTER HARDWARE	7,027	7,000	(27)	7,000	(27)
6160 LIABILITY INSURANCE	10,270	8,333	(1,937)	10,000	(270)
7070 BLDG/FACILITY RENTAL	32,166	38,333	6,167	46,000	13,834
8000 OPERATIONAL MAT/SUPPLY	122,839	123,833	994	175,000	52,161
8025 COMMUNITY EVENTS	257,817	258,846	1,029	334,615	76,798
8150 SCHOLARSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	331,110	356,562	25,452	356,562	25,452
8170 OPERATING GRANTS POLICY	404,011	380,500	(23,511)	380,500	(23,511)
Total expended to date	\$ 2,314,150	\$ 2,307,651	\$ (6,499)	\$ 2,639,461	\$ 325,311

Departmental

Finance

**Recreation /
Cultural Services**

Statement of Revenue

January 31, 2019

Recreation/Cultural Services	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ -
5034 FACILITY RENTALS	10,164	8,333	1,830	10,000	(164)
5526 STUDENT FUNDING	-	-	-	-	-
Total Revenue To Date	\$ 40,164	\$ 38,333	\$ 1,830	\$ 40,000	\$ (164)

Departmental

Finance

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

	Actual January 31, 2019	Budget January 31, 2019	Variance January 31, 2019	Total Annual Budget 2018-2019
Revenue				
Operating:				
Metered Sales	14,866,695	15,444,558	(577,864)	18,533,470
Public Fire Protection	5,942,518	5,942,519	(1)	7,131,023
Interest on Overdue Accounts	381,064	284,544	96,520	341,453
Other Operating Revenue	3,975	58,333	(54,358)	70,000
Total Operating Revenue	21,194,251	21,729,955	(535,704)	26,075,946
Expenditures				
Operating Expenses				
Source of Supply	304,995	438,750	133,755	526,500
Power and Pumping	1,275,760	1,724,174	448,414	2,069,009
Water Treatment	3,309,481	3,058,115	(251,366)	3,669,738
Transmission & Distribution	3,468,663	3,881,505	412,842	4,657,806
Administration & General	2,456,234	2,494,049	37,815	2,992,859
Depreciation	3,341,900	3,341,900	-	4,010,280
Taxes	1,644,483	1,919,099	274,616	2,302,919
Total Operating Expenses	15,801,516	16,857,592	1,056,076	20,229,111
Operating Profit/(Loss)	5,392,735	4,872,363	520,372	5,846,835

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

	Actual January 31, 2019	Budget January 31, 2019	Variance January 31, 2019	Total Annual Budget 2018-2019
Non Operating Revenue				
Debt Charge Income	-	-	-	-
Interest Income	-	-	-	-
Amortization of Deferred Capital contribution	118,480	52,500	65,980	70,000
Total Non Operating Revenue	118,480	52,500	65,980	70,000
Non Operating Expenses				
Short term interest charges	114,238	114,245	7	137,094
Debt Charges				
Principal	2,982,149	2,970,417	(11,732)	3,564,500
Interest	1,382,170	1,236,034	(146,136)	1,483,241
Amortization of Debt Discount	26,670	26,667	(3)	32,000
Capital Expenditures out of operations	125,000	125,000	-	150,000
Total Non Operating Expenses	4,630,226	4,472,362	(157,864)	5,366,835
Non- Operating Profit/(Loss)	(4,511,746)	(4,419,862)	(91,884)	(5,296,835)
TOTAL UTILITY REVENUES (OPERATING & NON-OPERATING)	21,312,731	21,782,455	(469,724)	26,145,946
TOTAL UTILITY EXPENSES (OPERATING & NON-OPERATING)	20,431,743	21,329,954	898,212	25,595,946
CBRM WATER UTILITY PROFIT/(LOSS)	880,988	452,501	428,488	550,000

Prepared by Amanda Carroll
Review by _____
Date _____

Port of Sydney Development Corporation
Income Statement for 10 Month Period Ended January 31, 2019

	YTD Actual	YTD Budget	Variance to Budget	Annual Budget
Wharfage & Berthage	500,156.30	418,064.08	82,092.22	475,529.08
Event Revenue	84,735.20	55,350.00	9,385.20	57,450.00
Miscellaneous Revenue	18,559.92	19,333.37	(773.45)	5,500.00
Storage & Rental	270,657.36	243,613.72	27,043.64	258,817.72
Passenger tax	1,036,816.00	936,880.00	99,936.00	936,880.00
Security/Traffic Control	172,943.62	153,718.81	19,224.81	160,212.21
Transport Canada Marketing Rev.	24,672.11	35,000.00	(10,327.89)	35,000.00
Craft Market Revenue	83,108.71	83,780.00	(671.29)	83,780.00
	<u>2,171,649.22</u>	<u>1,945,739.98</u>	<u>225,909.24</u>	<u>2,013,169.01</u>
Wages & Salaries	616,713.55	728,210.27	(111,496.72)	846,816.13
Professional Fees	49,727.58	72,500.00	(22,772.42)	78,500.00
Advertising & Promotions	43,457.61	52,280.00	(8,822.39)	54,680.00
Cruise activities	47,112.51	47,705.00	(592.49)	54,105.00
Dues & Membership Fees	44,127.12	44,581.00	(453.88)	45,591.00
Event Expense	11,162.67	14,085.00	(2,922.33)	14,085.00
Insurance	68,039.66	48,311.00	19,728.66	67,311.00
Interest & Bank Charges	6,186.54	5,220.00	2,966.54	6,220.00
Office & Admin	39,590.89	63,101.00	(23,510.11)	72,165.00
Miscellaneous	2,802.23	6,500.00	(3,697.77)	7,500.00
Repairs & Maintenance	199,128.23	183,188.00	15,940.23	212,396.00
Capital Repairs	101,676.00	80,000.00	21,676.00	100,000.00
Travel	13,186.98	31,533.33	(18,346.35)	40,040.00
Utilities	166,557.37	169,814.00	(3,256.63)	200,464.00
Bad Debts	2,612.82	500.00	2,112.82	500.00
Security	181,632.35	162,637.09	18,995.26	168,988.33
Business Development Transport Can	24,334.02	0.00	24,334.02	0.00
Leasehold Improvements	629.00	10,000.00	(9,371.00)	10,000.00
	<u>1,620,677.13</u>	<u>1,720,165.69</u>	<u>(99,488.56)</u>	<u>1,979,383.46</u>
	550,972.09	225,574.29	325,397.80	33,805.55
ACOA Marina Proceeds	150,446.00	0.00	150,446.00	0.00
Less Amortization	(245,340.00)	(245,340.00)	0.00	(294,405.00)
Net Income (Loss)	<u>468,078.09</u>	<u>(19,765.71)</u>	<u>475,843.80</u>	<u>(260,599.45)</u>