

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, APRIL 23, 2024

9:30 A.M.

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

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Cape Breton Regional Municipality

Council Meeting

Tuesday, April 23, 2024

9:30 a.m.

AGENDA ITEMS

Land Acknowledgement

9:30 a.m.

Roll Call

O' Canada: Cape Breton Chordsmen

1. APPROVAL OF AGENDA: (Motion Required)

9:35 a.m.

2. APPROVAL OF MINUTES: (Previously circulated)

- Council Minutes – February 27, 2024
- Council Minutes – March 12, 2024
- Council Minutes – March 26, 2024
- Emergency Council Minutes – March 28, 2024

3. PROCLAMATIONS & RESOLUTIONS:

9:40 a.m.

3.1 Emergency Preparedness Week:

Councillor Darren O'Quinn (See page 6)

3.2 Health and Safety Professionals Canada – Safety and Health Week:

Councillor Eldon MacDonald (See page 7)

3.3 Celebration of Harmony Weekend:

Councillor Steve Gillespie (See page 8)

3.4 Mental Health Week:

Councillor Darren Bruckschwaiger (See page 9)

3.5 International ME/CFS Awareness Day:

Councillor Ken Tracey (See page 10)

**Council Meeting Agenda
April 23, 2024 (Cont'd)**

PROCLAMATIONS & RESOLUTIONS (Cont'd):

- 3.6 **Falun Dafa Day:**
Councillor Gordon MacDonald (See page 11)

- 3.7 **Cystic Fibrosis Awareness Month:**
Councillor Earlene MacMullin (See page 12)

- 3.8 **Gaelic Nova Scotia Month:**
Councillor Steve Parsons (See page 13)

- 3.9 **Lyme Disease Awareness Month:**
Councillor Glenn Paruch (See page 14)

- 3.10 **Multiple Sclerosis Awareness Month:**
Councillor Cyril MacDonald (See page 15)

- 3.11 **Melanoma and Skin Care Awareness Month:**
Deputy Mayor James Edwards (See page 16)

4. **BY-LAWS & MOTIONS:**

10:00 a.m.

4.1 **Second / Final Reading – Public Hearing:**

- i) **Passenger Vehicle for Hire By-law – Debit or Service Fee Provision:**
John Crane, Manager of Bylaws and Building Inspections (See page 17)

4.2 **First Reading:** N/A

5. **PRESENTATIONS:**

10:20 a.m.

- 5.1 **SolarBank – The Future is Bright:** Richard Lu, SolarBank Corporation CEO; and Tracy Zheng, SolarBank Corporation CDO; and Joel MacNeil, P.Eng, Principle, Trimac Engineering (See page 26)

6. **CORPORATE SERVICES ISSUES:**

10:50 a.m.

- 6.1 **Request to Deem CBRM Property Surplus PID 15528805 – Lingan Road (District 12):** Sheila Kolanko, Property Manager (See page 35)

Continued...

**Council Meeting Agenda
April 23, 2024 (Cont'd)**

CORPORATE SERVICES ISSUES (Cont'd):

6.2 Affordable Housing Policies: Karen Neville, Acting Director of Planning and Development/Senior Planner (See page 39)

6.3 2024 Municipal and CSAP Elections – Polling Divisions: Christa Dicks, Municipal Clerk/Returning Officer; and Demetri Kachafanas, KC, Regional Solicitor/Assistant Returning Officer (See page 61)

For Information Only.

7. COUNCIL AGENDA REQUESTS:

11:40 a.m.

7.1 Accessory Dwelling Unit Amendment: Mayor Amanda M. McDougall-Merrill

To be circulated prior to meeting.

8. COMMITTEE REPORTS: N/A

9. FINANCIAL STATEMENTS:

11:55 a.m.

Jennifer Campbell, Chief Financial Officer

9.1 CBRM to February 29, 2024: (See page 75)

For Information Only.

9.2 Port of Sydney Development Corporation to February 29, 2024: (See page 100)

For Information Only.

10. REVIEW OF ACTION ITEMS FROM THIS MEETING:

12:00 p.m.

Mayor Amanda M. McDougall-Merrill

ADJOURNMENT



PROCLAMATION

Emergency Preparedness Week

- WHEREAS:** Over the course of their lives, many Canadians will have to face severe weather, fire, floods, and unforeseen events that will affect their quality of life and leave a lasting memory; and
- WHEREAS:** Everyone has a role to play in an emergency. Emergency Preparedness (EP) Week is an opportunity for you to take action to ensure you are prepared to protect yourself, your family, and your community during an emergency; and
- WHEREAS:** EP Week is a national awareness initiative that has taken place annually since 1996. EP Week encourages Canadians to take three simple steps to become better prepared to face a range of emergencies:
- Know the risks
 - Make a plan
 - Get an emergency kit; and
- WHEREAS:** This year's Emergency Preparedness Week takes place on May 5th to 11th with every Province and Territory participating in the event with "Be Prepared, Know Your Risks" as the theme for 2024; The intent of the theme is to encourage Canadians to understand the risks in their area and learn what actions they can take to protect themselves and their families.
- BE IT THEREFORE RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim the week of May 5th – 11th, 2024, as "Emergency Preparedness Week" in the Cape Breton Regional Municipality to promote public understanding and awareness of emergency preparedness issues and to educate CBRM residents of emergency risks in their community and how to prepare their home and family for potential emergencies.

Councillor Darren O'Quinn - CBRM District #11

April 23, 2024



PROCLAMATION

***Health and Safety Professionals Canada
Safety and Health Week
“Together We Can Create Safe Workplaces & Communities”***

- WHEREAS:** The residents of the Cape Breton Regional Municipality value safe and healthy workplaces for all of our citizens; and
- WHEREAS:** The majority of workplace injuries and fatalities are preventable, however more than 1000 workers in Canada and 20 workers died in Nova Scotia in 2021 from job related injuries, and thousands more suffered occupational injuries and illnesses; and
- WHEREAS:** Businesses spend more than \$250 million a year on the costs of the most disabling workplace injuries tied to occupational injuries, health care and illnesses in Nova Scotia; and
- WHEREAS:** During the week of May 6-11, 2024, Health and Safety Professionals Canada Safety and Health Week, the goal is to focus employers, employees, partners and the public on the importance of preventing injury and illness in the workplace, at home and in our community. Now more than ever occupational health and safety is in the spotlight, and top of everyone’s mind.
- BE IT THEREFORE
RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim the week of May 6th to May 11th, 2024, as “Health and Safety Professionals Canada Safety and Health Week” in the Cape Breton Regional Municipality.

Councillor Eldon MacDonald - CBRM District #5

April 23rd, 2024



PROCLAMATION

Celebration of Harmony Weekend

- WHEREAS:** In 1969, a Barbershop chorus called the Novatones came to Cape Breton from Truro to sing for a charity fundraising event which caused a stir and some locals in Sydney decided it was time Cape Breton had a Barbershop chorus; and
- WHEREAS:** Bill Anderson of CJCB TV promoted the first meeting of The Cape Breton Chordsmen which Ken Clark was its first musical director, and on March 20, 1972, the official charter document for the New Cape Breton chapter of the Barbershop Harmony Society was signed; and
- WHEREAS:** The Cape Breton Chordsmen chorus has always been made up of many moving parts, from one large chorus singing lead, tenor, bass, and baritone, and some break off into quartets as well; and
- WHEREAS:** From the beginning quartets like The Eastern Gentlemen (gold medalists), to the current award-winning quartet Quatro have represented the Chordsmen.; and
- WHEREAS:** The Cape Breton Chordsmen still regularly meet every Monday at 7 pm to sing and hold court and to welcome new singers at the United Heritage Church at 500 Charlotte, Sydney.
- BE IT THEREFORE RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim Friday May 10th and Saturday May 11th, 2024, as “Celebration of Harmony Weekend” in the Cape Breton Regional Municipality.

Councillor – Steve Gillespie CBRM District #4

April 23, 2024



PROCLAMATION

Mental Health Week

WHEREAS: The Canadian Mental Health Association has been hosting Mental Health Week for 73 years. The goal of Mental Health Week is to promote knowledge and attitudes that support meaningful social change; and

WHEREAS: Each year, 1 in 4 Nova Scotians experience a mental illness or mental health issue, but 4 in 4 – that is all of us – have mental health; and

WHEREAS: The theme for Mental Health Week this year is *Healing through Compassion*. Empathy characterizes our ability to imagine ourselves in someone else's shoes and experience another person's emotions, while compassion is the desire to help others and ease their suffering through action; and

WHEREAS: Compassion is an innate human quality that all human beings are born with. Everyone is capable of compassion, but that does not mean that your reserves do not occasionally run low; and

WHEREAS: Life, with its natural ebbs and flows, is inevitably punctuated by challenges, which can lead to emotional pain and suffering at one time or another. Sometimes, these experiences can stand in the way of our natural compassion, making it more challenging to offer empathy or to be kind.

BE IT THEREFORE RESOLVED: That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 6th to May 12th, 2024 as Mental Health Week in the Cape Breton Regional Municipality.

Councillor Darren Bruckschwaiger – CBRM District #10

April 23, 2024



PROCLAMATION

International ME/CFS Awareness Day

WHEREAS: Action CIND in Canada founded ME/CFS Awareness Day in 1993, this Canadian nonprofit supports people with chronic immunological and neurological diseases; and

WHEREAS: An estimated 17 million people around the world suffer from ME/CFS and every year on May 12th, International ME/CFS Awareness Day spreads awareness for a condition called myalgic encephalomyelitis/chronic fatigue syndrome; and

WHEREAS: ME/CFS is a debilitating and complex disease. Overwhelming fatigue is one of the primary symptoms of ME/CFS and can prevent those with the disease from doing their normal everyday activities; and

WHEREAS: Besides chronic fatigue, other symptoms of ME/CFS include muscle or joint pain, headaches, sore throat, brain fog, dizziness irregular heartbeats, and flu like symptoms; and

**BE IT THEREFORE
RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim Sunday, May 12th, 2024, as “International ME/CFS Awareness Day” in the Cape Breton Regional Municipality.

Councillor Ken Tracey - CBRM District #9

April 23, 2024



PROCLAMATION

Falun Dafa Day

WHEREAS: Falun Dafa is a peaceful cultivation system, following the principals of truth, compassion, benevolence, and forbearance, which provides an excellent way of relieving stress, strengthening physical health, and promoting moral standards and social stability; and

WHEREAS: Falun Dafa is celebrated in over 80 countries and brings physical and spiritual peace to people around the world and thus benefited our neighbourhoods and the whole society since its public introduction in May, 1992; and

WHEREAS: This year, Falun Dafa is celebrating 32 years of contributing to society, as widely recognized and honoured around the world.

**BE IT THEREFORE
RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 13th, 2024, as “Falun Dafa Day” in the Cape Breton Regional Municipality.

Councillor Gordon MacDonald - CBRM District #1

April 23, 2024



PROCLAMATION

Cystic Fibrosis Awareness Month

WHEREAS:

Cystic Fibrosis (CF) is the most common fatal genetic disease affecting Canadian children and young adults. At present, there is no cure; and

WHEREAS:

CF causes various effects on the body, but mainly affects the digestive system and lungs. The degree of CF severity differs from person to person, however, the persistence and ongoing infection in the lungs, with destruction of lungs and loss of lung function, will eventually lead to death in the majority of people with CF; and

WHEREAS:

It is estimated that one in every 3,600 children born in Canada has CF. More than 4,300 Canadian children, adolescents, and adults with cystic fibrosis attend specialized CF clinic; and

WHEREAS:

The Cystic Fibrosis walk will be held on May 26th, 2024, at Wentworth Park in Sydney. The walk will mark the 20th anniversary of the Walk to Make Cystic Fibrosis History.

**BE IT THEREFORE
RESOLVED:**

That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 2024, as “Cystic Fibrosis Awareness Month” in the Cape Breton Regional Municipality.

Councillor Earlene MacMullin - CBRM District # 2

April 23rd, 2024



PROCLAMATION

Gaelic Nova Scotia Month

- WHEREAS:** 2024 marks the 28th anniversary of Gaelic Nova Scotia Month which is a time to embrace, honour and celebrate the history, culture, language, contributions, and achievements of Gaels across the province; and
- WHEREAS:** Gaelic culture is an integral part of the identity of Nova Scotia and Gaels represent one of the earliest non-indigenous cultural groups to settle in Mi'kma'ki; and
- WHEREAS:** New generations of language learners and cultural champions are carrying on and building upon the legacy of Gaelic Nova Scotia's tradition bearers; and
- WHEREAS:** Our Municipality is committed to collaborating with Gaelic communities to support the growth of Gaelic as a part of the linguistic landscape of Nova Scotia through opportunities for language acquisition and capacity building within communities to ensure Gaelic language and culture will thrive in the Cape Breton Regional Municipality.
- BE IT THEREFORE
RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 2024 as "Gaelic Nova Scotia Month" in the Cape Breton Regional Municipality.

Councillor Steve Parsons - CBRM District # 7

April 23rd, 2024



PROCLAMATION

Lyme Disease Awareness Month

- WHEREAS:** Lyme disease is a serious illness caused by the bite of a blacklegged tick infected with the bacterium *Borrelia burgdorferi*; and
- WHEREAS:** Black-legged ticks carrying a variety of diseases or illnesses can now be found in all parts of Nova Scotia; and
- WHEREAS:** Awareness, education, and practicing preventative measures such as daily tick checks and proper tick removal, can help reduce your chances of contracting tick-borne diseases; and
- BE IT THEREFORE RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 2024, as “Lyme Disease Awareness Month” in the Cape Breton Regional Municipality.

Councillor Glenn Paruch - CBRM District # 6

April 23rd, 2024



PROCLAMATION

Multiple Sclerosis Awareness Month

- WHEREAS:** Multiple Sclerosis is a chronic, often disabling neurological disease with over 90,000 Canadians living with MS today; and
- WHEREAS:** Multiple Sclerosis symptoms vary widely and may lead to problems with numbness, coordination, vision and speech, as well as extreme fatigue and even paralysis; and
- WHEREAS:** Approximately 12 Canadians are diagnosed with this disease every day. The average age of diagnosis is 43 years; and
- WHEREAS:** Women are three times more likely to be diagnosed with MS than men and Canada has one of the highest rates of MS in the world; and
- WHEREAS:** There is no known cause or cure for Multiple Sclerosis; and
- WHEREAS:** The MS Society has provided more than \$100 million for MS research in sixty years, as well as a wide range of programs and services for people with MS.
- BE IT THEREFORE
RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 2024, as “Multiple Sclerosis Awareness Month” in the Cape Breton Regional Municipality.

Councillor Cyril MacDonald - CBRM District #3

April 23rd, 2024



PROCLAMATION

Melanoma and Skin Care Awareness Month

- WHEREAS:** It is imperative that communities across Canada be reminded of the importance of sun safety; and
- WHEREAS:** Overexposure to UV radiation is one of the major causes of melanoma and non-melanoma skin cancers; and
- WHEREAS:** Skin cancer is the most common of all cancers. 1 in 6 Canadians born in the 1990s will get skin cancer in their lifetime; and
- WHEREAS:** Many people seek sun without taking the advisable precautionary measures and are unaware that any darkening of skin colour, including tan, is indicative of UV damage; and
- WHEREAS:** Skin self-examinations should be performed on a monthly basis because skin cancers are highly treatable when detected early; and
- WHEREAS:** Save Your Skin Foundation is dedicated to the fight against non-melanoma skin cancers, melanoma and ocular melanoma through nationwide education, advocacy, and awareness initiatives.
- BE IT THEREFORE RESOLVED:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim May 2024, as “Melanoma and Skin Cancer Awareness Month” in the Cape Breton Regional Municipality.

Deputy Mayor James Edwards - CBRM District #8

April 23rd, 2024

P-500: Passenger Vehicle for Hire By-law (and Repeal of Taxi By-law)

Motion:

Moved by Councillor Parsons, seconded by Councillor Eldon MacDonald, that staff be directed to prepare an Issue Paper outlining the options to amend the Schedule of Fares found in Schedule “C” of the Passenger Vehicle for Hire By-law to include a provision for a service fee of \$2.00 per transaction for the use of Debit or Credit.

Motion Carried

Excerpt: DRAFT Council Minutes – March 26, 2024

Passenger Vehicle for Hire By-law – Debit or Service Fee Provision

Motion

Moved by Councillor Green, seconded by Councillor Tracey, to approve for first reading of the Amending By-law found in Attachment B, included in the March 26, 2024, agenda package, and schedule a Public Hearing to consider adoption of the Amending By-law at an upcoming meeting of Council.

Motion Carried

DRAFT



Cape Breton Regional Municipality

NOTICE

By-Laws for Second (Final) Reading by Council

TAKE NOTICE that the following By-Law will be brought to Council for second (final) reading on **Tuesday, April 23, 2024 at 9:30 a.m.**, Council Chambers, 2nd Floor, City Hall, 320 Esplanade, Sydney, NS:

By-Law	Intent
Passenger Vehicle for Hire By-law No. P-500	<p>The intent of this By-law amendment is to provide a provision that:</p> <ul style="list-style-type: none"> • Allows taxi operators to charge a service fee if the total fare is not fully paid in cash

A copy of the proposed By-law can be obtained by contacting the Municipal Clerk's office, 4th Floor, Room 405, City Hall, 320 Esplanade, Sydney, NS, telephone 902-563-5010, or email clerksoffice@cbrm.ns.ca

Signed: Christa Dicks
Municipal Clerk
April 6, 2024



TO: CBRM Mayor & Council

FROM: John Crane

SUBJECT: Issue Paper
Passenger Vehicle for Hire By-law – Debit or Service Fee Provision

DATE: March 26th, 2024

On April 11th, 2023, Council of the Cape Breton Regional Municipality (CBRM) directed staff to initiate an Issue Paper outlining options to amend Schedule of Fares found in “Schedule C” of the Passenger Vehicle for Hire By-law to include a provision for a service fee of \$2.00 per transaction for use of Debit or Credit (Attachment A).

Introduction

The local taxi industry is advocating for the addition of a service fee to be added on top of the fares (Schedule C identified above) when a customer is paying buy debit or credit.

The stated purpose of this is to recover, in whole or part, the merchant fees associated with the use of debit or credit payments.

As the fares are capped by Schedule C, increasing their price (ie: fare) to recover their cost is not an option available to the local taxi operators as it would be for other merchants and retailers.

The fees associated with the use of debit and credit cards are governed by agreements between merchant and the debit and credit providers. These fees vary by provider, volume of sales, “chip” vs “tap” and many other factors; these agreements are outside the scope of CBRM regulatory authority. Generic agreements between merchants and MasterCard, Visa and AMEX are available on-line for your perusal if desired.

Lastly, note that in the context of this discussion, “Debit” is inferred to mean use of conventional debit cards issued by financial institutions (ie: banks) and “Credit” is inferred to mean use of conventional credit cards such as Master Card, Visa, AMEX etc. It is not to be inferred to include any private debit or credit arrangement / agreement / account established directly between a taxi operator and a customer.

Evaluation of Request

Staff considers the concept of charging a service fee for the use of debit or credit to be a reasonable request.

Debit and credit are increasingly more common in smaller day to day financial transactions. While the consumer benefits from the convenience of this system, it comes at a cost to the merchant. With a consistent business volume, as cash transactions decline and debit and / or credit usage increase, the cost to the merchant increases.

It is reasonable that this cost (of consumer convenience) be passed along from the merchant to the consumer. Unregulated commodity retail prices (such as a slice of pizza for example) can simply be increased by the merchant to "bury" the debit and /or credit fees in the "sticker price". As the local taxi industry is prohibited from this approach (regulated fares), an addition of a fee to recover this cost is the only viable alternative.

However, due to the variability of the merchant to provider agreements, mandating a fixed fee of any amount may violate this agreement. For example, AMEX does not permit merchants to charge more than the bona fide cost of goods or services (Schedule of Fares in this context). This puts the taxi operator in situation where they are either in conflict with CBRM rules or their debit/credit agreements and will inevitably result in consumer complaints, both to the debit/credit company and / or CBRM.

In a similar note, as debit or credit fees are a variable cost such as price of fuel or the actual trip distance within a fixed fare zone, a mandated fixed fee does not seem to be a reasonable approach to a variable cost, especially on large number of small and variable dollar amount transactions.

Conclusion

It is reasonable for the Passenger Vehicle for Hire By-law to be amended to include provision that:

- Taxi operators MAY charge a service fee if total fare not fully paid in cash.
- Limits the maximum service fee that MAY be charged.

This approach allows/ensures:

- Taxi operators have the discretion not to charge any service fee if customer is paying in debit or credit fostering competition amongst taxi operators.
- Puts the onus on taxi operators to comply with both CBRM Bylaw and their debit/credit provider agreement.
- Does not contain any language referencing the terms "debit" or "credit", negating the possibility of CBRM mandating any requirement to the taxi operator that may either positively or negatively impact any agreement between any taxi operator and any debit/credit provider.

Recommendation

Staff recommends Council give First Reading of the Amending By-law found in Attachment B and pass a motion to schedule a Public Hearing to consider adoption of the Amending By-law at an upcoming meeting of Council.

Respectfully submitted by:

John Crane
Manager ByLaws and Building Inspections

APPENDIX A

Council Meeting - Minutes
April 11, 2023

Approved May 23, 2023

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BY-LAWS & MOTIONS: By-laws - Second / Final Reading:

ii) **P-500: Passenger Vehicle for Hire By-law (and Repeal of Taxi By-law) (Cont'd):**

After Council discussion, the following motions were put forward:

Motion

Moved by Councillor Paruch, seconded by Councillor Green, to approve for second/final reading the P-500 Passenger Vehicle for Hire By-law as presented.

Motion Carried.

Motion:

Moved by Councillor Parsons, seconded by Councillor Eldon MacDonald, that staff be directed to prepare an Issue Paper outlining the options to amend the Schedule of Fares found in Schedule "C" of the Passenger Vehicle for Hire By-law to include a provision for a service fee of \$2.00 per transaction for the use of Debit or Credit.

Motion Carried.

6. BUSINESS ARISING:

6.1 Council – January 17, 2023:

a) Municipal Rodent Control (Rats):

Michael Ruus, Director of Planning & Development, reviewed the Issue Paper included in the agenda package and recommended that Council direct CBRM staff to develop an educational campaign to provide guidance to property owners on how to mitigate rodent issues on private property. He advised that if Council wishes to escalate the issue further, Council should consider advocating for Provincial operational funding to retain a consultant for the purposes of implementing an Integrated Pest Management Program, such as those pioneered in other jurisdictions.

Motion:

Moved by Councillor Gordon MacDonald, seconded by Councillor Tracey, that staff be directed to develop an educational campaign to provide guidance to property owners on how to mitigate rodent issues on private property.

Motion Carried.

APPENDIX B

By-law

of the Cape Breton Regional Municipality

amending the

Cape Breton Regional Municipality's Passenger Vehicle for Hire By-law

Pursuant to Section 168 of the *Municipal Government Act* of Nova Scotia and Section 305 of the *Motor Vehicle Act*, Chapter 293, R.S.N.S. 1989 and amendments thereto, the Council of the Cape Breton Regional Municipality hereby amends the text of the Cape Breton Regional Municipality's Passenger Vehicle for Hire By-law, No. P-500, 2022 in the following manner:

THAT: Section 12 Taxi Fares of the Passenger Vehicle for Hire By-law is hereby repealed and replaced with the following:

- (1) The rates as set out in the Resolution of the Council of the Municipality as per Schedule "C" (Schedule of Taxi Fares) attached to this By-law will be those established annually by Resolution of Council, from time to time, at any regularly scheduled meeting thereof. The rates shall be charged for conveyance in a licenced vehicle used for transporting passengers for hire, from point to point within the Municipality.
- (2) A Taxi Owner or Operator may charge a service fee if total fare is not fully paid in cash subject to the following:
 - a. The maximum service fee that may be charged is:
 - i. \$2.00 for total fare up to and including \$100;
 - ii. \$5.00 for total fare exceeding \$100;
 - b. Only 1 service fee per may be charged by either the Taxi Owner or the Taxi Operator, but not by both parties.
 - c. The total fare plus service charge must be charged on a single transaction and shall not be divided into more than one transaction with the intent to increase the overall service fee collected from the passenger;
 - d. A receipt must separately itemize total fare and service fee; and
 - e. The total fare for the purposes of this Subsection 12(1) is the amount, or aggregate of amounts as allowed, as defined in Schedule "C" (Schedule of Fares).
- (3) Copies of the Schedule of Taxi Fares shall be furnished by a By-law Enforcement Officer to every person issued a Taxi Operator's Licence or Taxi Vehicle Owner's Licence and a copy of such schedule shall displayed in a manner that it is easily viewed by passenger in all vehicles for which an Owner's Licence has been issued. The fare schedule established by Committee shall be affixed.
- (4) Every Taxi Vehicle Owner or Taxi Operator who receives or demands a fare greater than or less than that required by the Schedule of Taxi Fares shall be guilty of an offence under this By-law. Unless a previous written agreement is arranged. Said agreement shall be made available to Bylaw officer on demand or as soon as reasonably possible. Written agreement

Added

will show terms of prearranged agreement, date and individuals covered under the agreement.

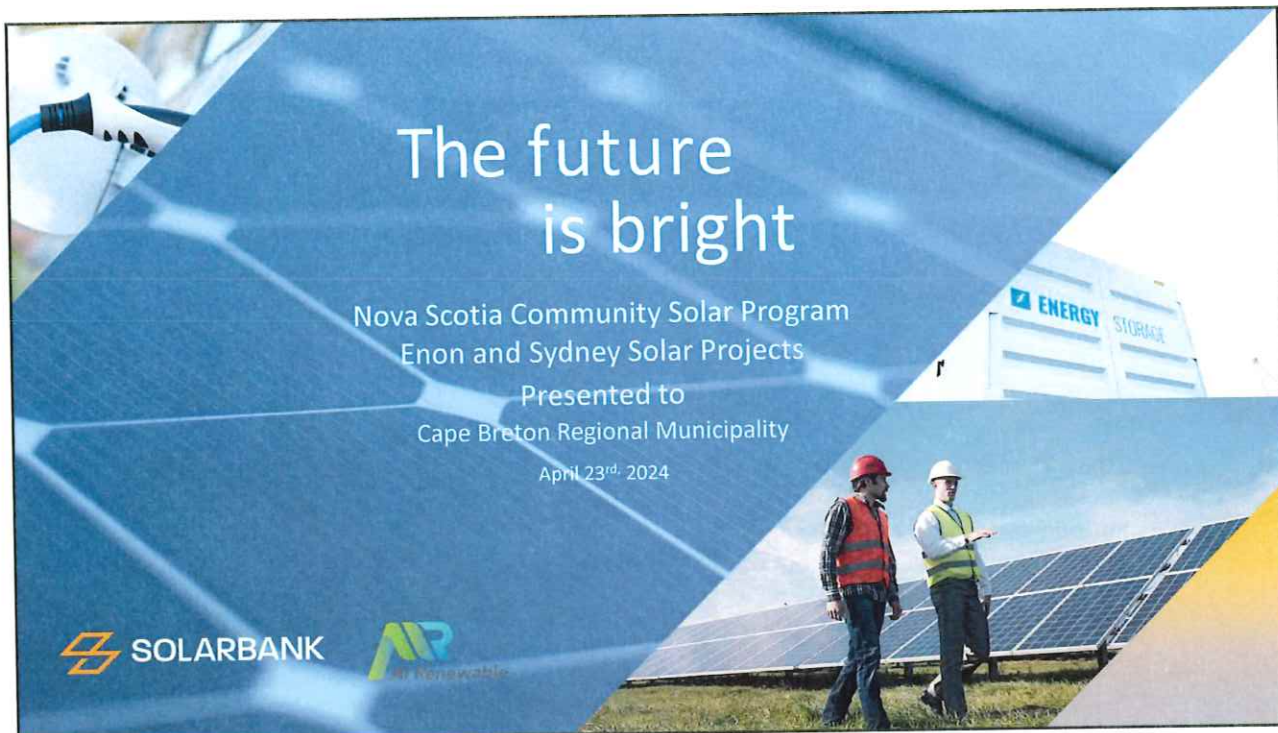
PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on _____.

MAYOR

CLERK

THIS IS TO CERTIFY that the attached is a true and correct copy of the Amending By-law of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on _____ to amend the Cape Breton Regional Municipality's Passenger Vehicle for Hire By-law.

Christa Dicks, CLERK



1

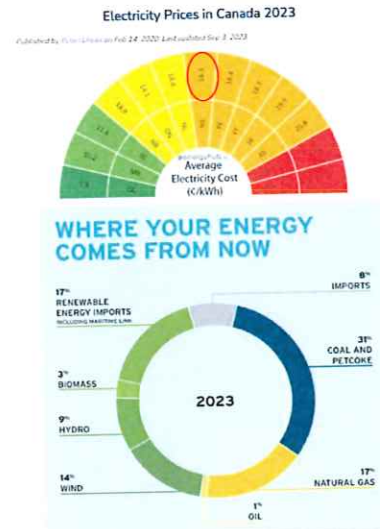
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Community Solar Program
Company Information
The Sites
Community Engagement, Municipal Support

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Nova Scotia Needs Renewable Energy

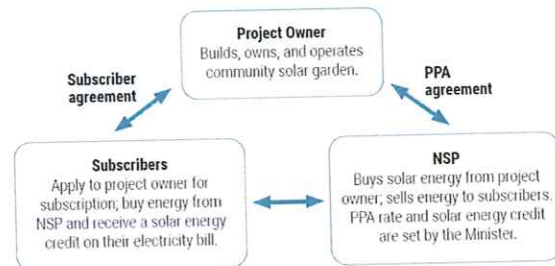
- NS has the following challenges:
 - High electricity price: \$0.183/kWh
 - High emission on electricity generation
 - Fossil fuel reduction: 31% of electricity from Coal; 17% from Natural Gas
- NS has the most ambitious goals in Canada for cutting GHG emissions.
- NS will get 80% of its electricity from renewable resources by 2030 by:
 - Rate-Based Procurement (RFP): 350 MW of PPA issued in February 2022
 - Green Choice Program (RFP): up to 350 MW of PPA issued December 2023,
 - Community Solar Programs: 100 MW (2024)
- AI Renewable Flow-through LP will participate in the current and future solar programs in Nova Scotia and will consider further Atlantic Canada expansion opportunities.



3

Nova Scotia's Community Solar Program

- ✓ The NS Community Solar Program seeks Expand solar energy to those residences or businesses who are interested in using green energy but unable to install solar PV panel
 - ✓ to build a community solar garden between 500 kW to 10 MW AC
 - ✓ Total Capacity for 2024 procurement: 100 MW AC
- ✓ How it works:
 - ✓ Project owners construct, generate and operate the community solar garden
 - ✓ Generated solar energy is connected to Nova Scotia Power Incorporated (NSPI)
 - ✓ Residences or businesses (Subscribers) enter a Power Purchase Agreement (PPA) with the Project Owner
 - ✓ NSPI administers the solar energy to subscribers, such as billing, payments
 - ✓ Project owners continue to engage subscribers and manage subscription
- ✓ Program was Launched on March 1, 2024.
Review at first come first serve basis.
- ✓ Contract Term: 25 Years



4

Community Benefits

Community solar projects in Cape Breton Regional Municipality have community benefits, and can play a significant role in strengthening future renewable energy initiatives in the community in several ways:

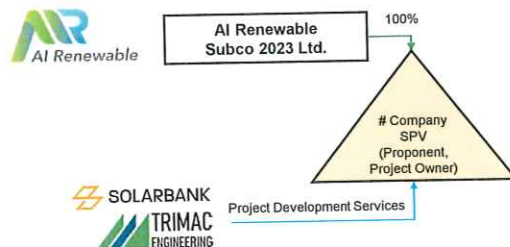
- Energy Cost Savings: Subscriber will receive \$0.02/kWh credit on their bills for the solar electricity subscribed
- Local job creation and economic growth
- Local green energy generation to increase grid resilience
- Reduce emissions (GHG)

5

The Proponent

Proponents

Proponent means a Person registered under the Community Solar Program for the purpose of applying for the process, who is responsible to develop, finance, own and operate the Project. For greater certainty, the Proponent must have a Controlling interest in the Project at the time of Proposal submission and at the time that the Agreement is executed.



6



AI Renewable 2023 Limited Partnership

The AI Renewable 2023 LP, is A Flow-through Limited Partnership, To invest on **Clean Infrastructure** and/or **Renewable Energy** Projects That Help To Reduce Energy Costs and GHG Emissions In Canada While Producing **Tax Benefits** And **Long-term Steady Cash Flows** For Investors.

MISSION STATEMENT:

To Be Part Of The Solution To Climate Change Through Tax-effective Sustainable Investments In Clean Infrastructure & Renewable Energy Technologies.



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1,000+ Development Projects	1,000MW+ Potential Development Pipeline	100+ Solar Plants Under Management	60 MW+ Projects Built	4,000+ Homes Powered	24/7/365 Control Center	\$100M+ Managed Project Financing
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WE ARE A LEADER IN DISTRIBUTED AND UTILITY-SCALE SOLAR AND STORAGE PROJECTS ACROSS U.S. AND CANADA

SolarBank is an established and trusted developer, engineer, and asset operator in the economy-wide pursuit of Net-Zero carbon emissions. We specialize in behind-the-meter (BTM) solar power plants, grid-connected community solar gardens, battery energy storage systems (BESS) and EV Chargers.

We are a first mover led by seasoned management team. Our end-to-end solution has been validated by our 100% customer retention rate over more than a decade in projects of varying scope and scale. Our customers are stable, comprised of 90% government, utility and large commercial contracts. Against the backdrop of a favorable regulatory climate and surging customer demand for renewable energy and reduced emissions, we are uniquely positioned to expand into new markets throughout Canada and the U.S. while also transitioning to a more lucrative model that includes both "build and manage" and "build and own" renewable energy projects.

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Full Vertical Integration

- While most of our competitors focus on single areas of the renewable energy value chain, our expertise at every stage makes us highly competitive on cost and volume.
- We create value by designing, constructing and operating projects to maximize long-term performance and returns.
- Our in-house development, engineering and construction expertise means that we can finish turnkey solar projects in an efficient and timely manner.

ORIGINATION:

- Policy analysis
- Financial analysis
- Site control

DEVELOPMENT:

- Grid Interconnection
- Regulatory Permitting
- Environmental Approvals
- Incentives & Tax Agmt.
- Power Purchase Agmt.

FINANCING:

- Equity
- Investment Tax Credit (ITC)
- Long-term Debt
- Construction financing

DELIVERY:

- Engineering
- Procurement
- Construction
- Commercial Operation

On-going Operation:

- Operation & Maintenance
- Subscriber Management
- Asset Management

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Trimac Engineering

TriMac Engineering is a locally owned engineering firm with offices located in Sydney and Halifax, Nova Scotia. We are Mechanical and Electrical Engineering Consultants. Incorporated in 2015 with roots dating back to 1991, we offer our clients a wide range of Engineering Consulting and Project Management services in the industrial, institutional and commercial sectors.

The firm has particular expertise in the design and implementation of piping, mechanical, electrical and control systems with extensive experience in the power generation and construction industries.

Our Engineering process is guided by a value-added and client-focused philosophy. No matter the project complexity, the goal is simple – optimize project outcome, minimize project lifetime cost (www.trimaceng.ca).





Andrew MacNeil, P.Eng, Senior Mechanical Engineer, Principal

Andrew has over 18 years of mechanical engineering experience including HVAC planning, the production process equipment and piping, metals fabrication, commissioning and project management. He has oversight in all aspects of projects from scoping/concept through detailed design, construction to final commissioning and completion. Andrew has worked in the engineering consulting, power generation and manufacturing industries.



Blair MacNeil, P.Eng, Senior E&I Engineer, Principal

Blair has over 10 years of E&I engineering experience with designing, programming & commissioning PLC/DCS based industrial control systems, electrical instruments & final control elements. He also has experience in electrical distribution & motor control systems up to 480V and building electrical services such as lighting, fire detection and communications. Blair has worked in a wide range of industries including mining, pulp & paper, power generation, & multi-utility.



Joel MacNeil, P.Eng, Mechanical Engineer, Principal

Joel has over 10 years of mechanical engineering experience, the majority of which has focused on renewable energy. Joel's experience includes pumping systems, oil/water separation, process piping and equipment instrumentation & control (I&C), metals fabrication, machinery, and the safety and health. As a design engineer, project manager, and commissioning engineer, Joel uses his diverse knowledge base and skill portfolio to quickly find solutions to any challenge.

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Progress Update – Requirements for Application

Community solar projects require activities/plans in the program application process. Examples include but are not limited to:

- Community Engagement
- Municipal Support
- First Nations Engagement
- Permitting
- Geotechnical preliminary assessment
- Preliminary engineering and design
- Plans to subscribe to the community solar project
- Financing Plan
- Construction Plan
- The long-term economic viability of your project and risk assessment
- How the Project will benefit your community
- Interconnection Preliminary Assessment

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Community Engagement Plan

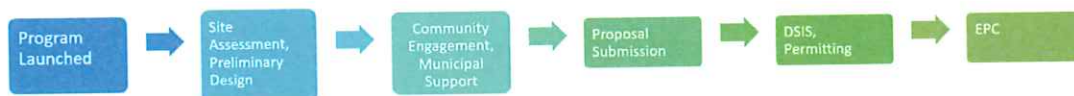
We are planning on the following Community Engagement:

- For Public:
 - Public Meeting hosted near the project site
 - Website Notification
 - Emailed or sent letter correspondence, notifying of project outline and public meeting to:
 - Residents and property owners in close proximity of the site (Canada Post Neighborhood Mail)
 - The municipal staff and council.
- First Nations Engagement

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Municipal Support Letter or Resolution

- We are currently in the phase of preparing a proposal to submit to the Nova Scotia Community Solar Program for review. If selected, we will be back in CBRM to seek all site plan and permitting approvals required by the municipality.



- A Municipal Support Resolution or Letter is one of the requirements for project submission.
- If selected for a contract, permitting and development would commence after the contract is granted; and all protocols including, but not limited to site plan approval, environmental protection, applicable visual screening and building permit, will be followed.

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Thank You

Q&A

Stock Symbol CBOE:SUNN
NASDAQ: SUUN

Contact:

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mila.simon@solarbankcorp.com

Joel MacNeil, Trimac Engineering
902-217-7128
jmacneil@trimaceng.ca



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CBRM

A Community of Communities

ISSUE PAPER

TO: Mayor and Council

FROM: Sheila Kolanko – Property Manager

SUBJECT: Request to deem CBRM property Surplus
PID 15528805 – Lingan Road (District 12)

DATE: April 23rd, 2024

REQUEST:

CBRM received a letter of interest from Sheldon Nathanson Law Office on behalf of his client, Cletus Hallahan, seeking to purchase a CBRM property situated at Lingan Road. The property is identified as PID 15528805 and outlined in yellow on the attached map (Attachment “A”).

INFORMATION:

The subject property lies adjacent to property currently registered to Mr. Hallahan as outlined in blue on the attached map (Attachment “A”). The CBRM lot parcel is subject to a 130-foot easement in favour of Nova Scotia Power as evidenced by a copy of the Plan of survey showing the lands of the applicant (Attachment “B”). The applicant is looking to purchase the property from CBRM to add it to his existing property. He has advised he does not intend to develop the property now or in the future given the location of the existing transmission line running through the subject property. He only wishes to acquire the property for improving the overall appearance of the subject property lying adjacent to his property.

INTERNAL REVIEW:

The subject property is very limited for development based on the location of the transmission line easement. Staff has determined the property is not required for municipal purposes and therefore can be deemed surplus. Planning has recommended lot consolidation if sold to an adjacent property owner.

RECOMMENDATION:

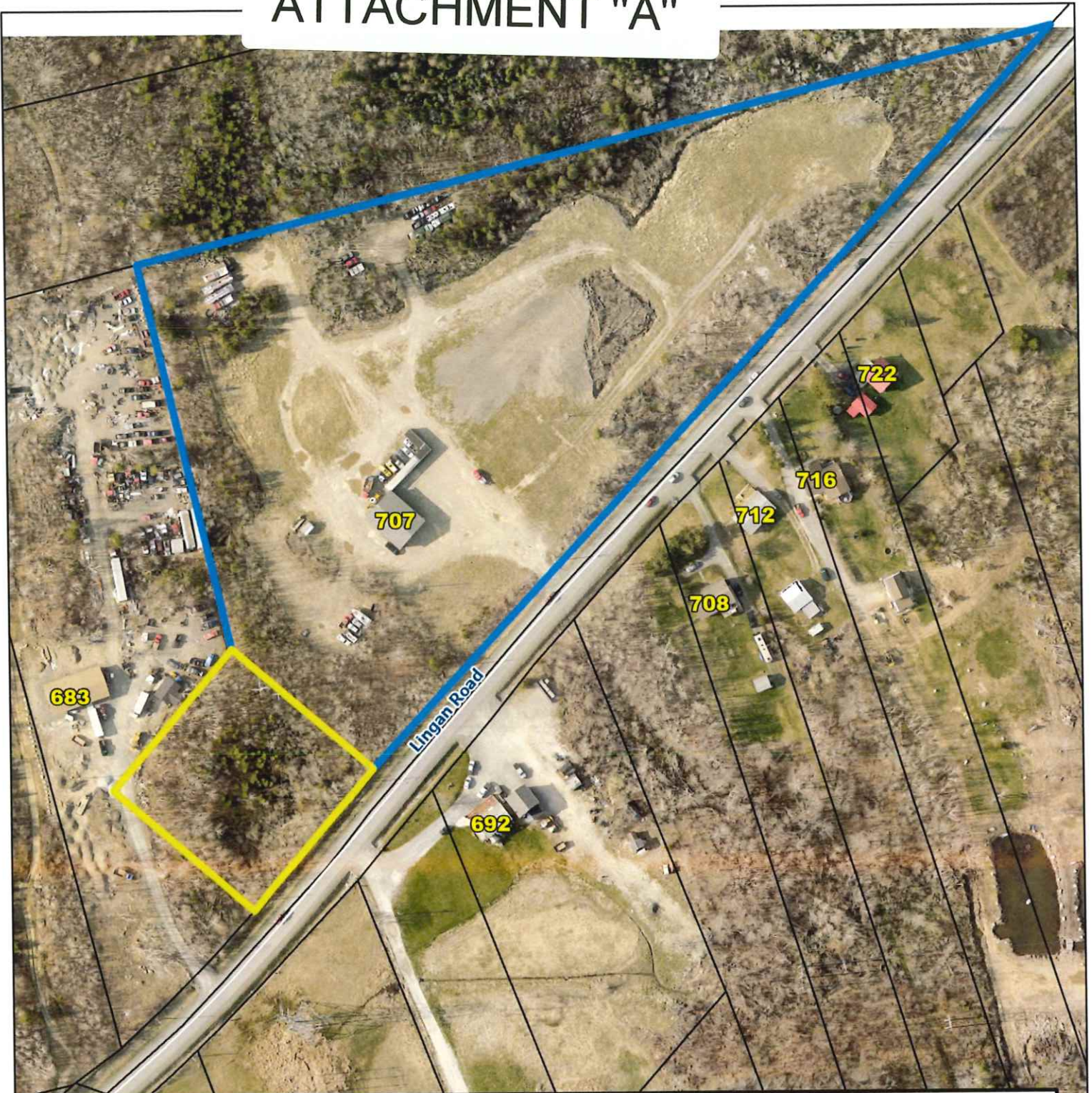
It is staff's recommendation to Council to pass a Motion declaring the subject property, identified herein as PID 15528805, surplus and to be sold at market value.

Respectively Submitted,

ORIGINAL SIGNED BY

Sheila Kolanko
Property Manager

ATTACHMENT "A"



PID 15528805 - Owner: CBRM



PID 15528847 - Owner: CLETUS HALLAHAN

Affordable Housing Policies

Motion

Moved by Councillor Bruckschwaiger, seconded by Councillor O’Quinn, to direct staff to bring the CBRM Affordable Housing Grant Policy and CBRM Affordable Housing Property Tax Adjustment Policy to an upcoming Council meeting for their consideration.

Discussion:

- Clarification between tier 1 and tier 2
- Rental costs

Motion Carried

DRAFT



CAPE BRETON
REGIONAL MUNICIPALITY

TO: CBRM Mayor & Council

DATE: April 15, 2024

FROM: Karen Neville

RE: Affordable Housing Policies

Introduction

Council passed a motion on March 26, 2024 directing staff to bring the CBRM Affordable Housing Grant Policy and CBRM Affordable Housing Property Tax Adjustment Policy to an upcoming Council meeting for their consideration. During the March 26th Council meeting, Staff provided a detailed overview of each policy (Attachments B and C). Both policies support CBRM in achieving the initiatives associated with CBRM's funding under the Housing Accelerator Fund (HAF) [Attachment A].

Statutory Authority

Subsection 57(4) of the *Municipal Government Act* gives Council the authority to provide financial assistance to the increase the availability of affordable housing in the municipality.

Before a motion can be passed on the adoption of a policy, the *Municipal Government Act* requires Council receive notice at least seven days prior to making a decision. Staff requested the Clerks Office provide copies of the attached policies to Council on April 16th in accordance with the *Municipal Government Act*.

Recommendation

As there are two polices, two motions are required from Council; therefore, there are two staff recommendations:

1. For Council to pass a motion to adopt the CBRM Affordable Housing Grant Policy;
2. For Council to pass a motion to adopt the CBRM Affordable Housing Property Tax Adjustment Policy.

Submitted by:

Originally Signed

Karen Neville
Planning and Development Department

Initiative 1: Community Climate Adaptation & Land Banking**Description**

Develop approach for land banking for the purposes of assembling parcels of tax-delinquent or abandoned properties for affordable housing redevelopment and acquiring properties to convert to other uses such as retail, parks, or open space for flood mitigation and hazard reduction.

Separately implement regulatory changes to mitigate flood plain/climate change risk and strategy development for implementation of relocation and property purchases.

This approach will encourage sustainable development through climate sensitive design for proposed developments, encourage complete communities through the creation of diverse housing types and sustainable infrastructure, strategically provide a process for property acquisition to create new non-market housing within the CBRM.

Initiative 2: Transit Oriented Development & Promotion of High-Density Development**Description**

Regulatory changes to promote intensification and mixed-use housing developments in urban serviced areas, implementation of supporting services/infrastructure for increased density in proximity to community cores, public education advising of new housing/development opportunities.

This initiative will deliver reduced risk for developers by eliminating lengthy discretionary approval processes and increase the maximum dwelling unit number on all residential properties within the CBRM. This will also enable complete communities through increased densities and development in transit-oriented neighbourhoods, diverse housing options, and encouraging multi-modal transportation.

Initiative 3: Parking Requirement Modernization**Description**

Review and regulatory changes to reduce barriers for housing development through the elimination of parking minimums. This will include an accompanying parking strategy and parking management implementation through areas designated for dense residential development.

This initiative supports all the objectives of the program by reducing regulatory barriers for approvals, encouraging complete and walkable communities, and enabling more diverse housing types through regulatory reduction.

Initiative 4: Affordable Housing Construction Program**Description**

Construction incentives for affordable housing projects, public education, engagement with non-profit housing industry and Cape Breton University, and internal capacity building/monitoring of programs.

This initiative supports all the objectives of the program by providing an opportunity to financially incentivize the construction of affordable housing units in alignment with CBRM's new Municipal

Planning Strategy and Land Use Bylaw to locate dense, affordable housing in areas that can support residents.

Initiative 5: Infill & Gentle Density Initiative

Description

Pre-approved housing plans for small scale infill development (up to 6 units), regulatory changes to allow Accessory Dwelling Units and Secondary Suites, public education, engagement, Unit legalization program.

This initiative will deliver reduced risk for developers by enabling additional permitted (small-scale) units for all residential properties (six units per lot) within the CBRM, along with reducing review time through the use of pre-approved housing designs. This will also enable complete communities through increased densities and development in transit-oriented neighbourhoods, diverse housing options, and encouraging multi-modal transportation.

Initiative 6: Housing Incentives Initiative

Description

Analysis and implementation of tax incentive program for residential development, review and creation of surplus lands inventory for housing development (inclusive of legal review of real property issues), creation of CBRM Housing Plan.

This initiative will accelerate the pace of housing development by exploring options and implementing incentives for residential development in the CBRM. This will also enable complete communities by incentivizing development in proximity to services and transit-oriented neighbourhoods.

Initiative 7: E-Permitting System

Description

Design and implementation of a new online permitting system to improve the permit review process. Creation of a customer portal, promotion, and public/internal training.

This initiative will improve customer service and streamline permitting and licensing in the CBRM to accelerate residential development. This will also allow administration to better prioritize development by typology to expedite approvals with large impact on housing supply.



CBRM

A Community of Communities

Cape Breton Regional Municipality

CBRM AFFORDABLE HOUSING GRANT POLICY

1. LEGISLATIVE AUTHORITY

- (1) This Policy derives its authority from Section 57(4) of the *Municipal Government Act*.

2. PURPOSE

- (1) The purpose of this Policy is to:
- (a) provide a framework for increasing the number of Affordable Housing Dwelling Units within Municipality, and
 - (b) state the objectives of a one-time grant program which will provide support for the creation of affordable housing opportunities in the Municipality through the construction of new dwelling units;

3. STATEMENT OF POLICY

- (1) This Policy applies to property owners who create new Affordable Housing Dwelling Units and agree to keep the units affordable for a period of 10 years.

4. DEFINITIONS

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

“Affordable Housing Dwelling Unit” means a dwelling unit for which the rent:

- does not exceed 30 percent of the gross annual household income; or
- is at 80% or less than the average market rent as defined by the Canada Mortgage and Housing Corporation (CMHC) for the CBRM.

“Affordable Housing Reserve” means the Cape Breton Regional Municipality reserve fund for the specific purpose of promoting affordable housing.

“CAO” means the Chief Administrative Officer of the Municipality;

“Canada Mortgage and Housing Corporation (CMHC)” is a Canadian crown corporation that serves as the national housing agency of Canada.

“Contribution Agreement” means an agreement signed between the Municipality and the property owner under this Policy. The Contribution Agreement defines the terms and

conditions under which the Affordable Housing Grant will be made and cannot be altered without prior approval.

“Dwelling Unit” means one or more habitable rooms designed or intended for use by one or more individuals as an independent and separate housekeeping establishment in which separate kitchen and sanitary facilities are provided for the exclusive use of such individual or individuals, with a private entrance from outside the building or from a common hallway or stairway inside the building. For example, a dwelling unit can be a one-unit dwelling, one of two dwellings units in a two-unit dwelling, or one dwelling unit in an apartment building.

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

“Dwelling, Apartment” means a building containing three or more dwelling units and includes a converted dwelling.

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

“Dwelling, Townhouse” means a building containing three or more dwelling units arranged side-by-side each with a separate exterior entrance and separated vertically by a common wall extending from the foundation to the roof located on a lot abutting a public street.

“Dwelling, Two-unit” means a building containing two-dwelling units, and may included a duplex, semi-detached dwelling, or a converted one-unit dwelling as defined by the Land Use By-law.

“Municipality” means the Cape Breton Regional Municipality (CBRM);

“Secondary Suite” means a suite is located within a one or two unit dwelling in compliance with the provisions of CBRM’s Land Use By-law.

5. ROLES AND RESPONSIBILITIES

- (1) The CAO, or their delegate, shall expend the funds contained in the Affordable Housing Reserve for affordable housing in accordance with the provisions contained in this Policy.
- (2) The CAO may further delegate any or all the authorities under this Policy to one or more employees of the Municipality.

6. ELIGIBILITY FOR CONSIDERATION FOR AFFORDABLE HOUSING GRANT

- (1) To be eligible for consideration for an Affordable Housing Grant under this Policy, the Applicant must have a valid Building and Development Permit issued between 2024 and 2026.
- (2) The Building and Development Permit referenced in Subsection (1), shall be for
 - (a) the installation of a new secondary suite,
 - (b) a converted dwelling, or
 - (c) the construction of accessory dwelling unit, two unit dwelling, apartment dwelling, or townhouse.
- (3) Where an Applicant is found to be in violation or contravention to any Municipal By-law or is subject to any outstanding work orders or any other enforcement procedures of the Municipality or any other governmental authority, the application may be refused, or pending grant disbursements may be cancelled.
- (3) Properties must be located within the Service Area Boundary as defined by the Municipality's Municipal Planning Strategy.

7. GENERAL REQUIREMENTS

- (1) Applications will be accepted until December 31, 2026 or until of the funds in the Affordable Housing Reserve have been awarded.
- (2) All applications must be received by the Municipality by mail, in person, or by e-mail.
- (3) The Affordable Housing Grant consists of two tiers based on the rent being charged:
 - (a) Tier 1: Rent does not exceed 30 percent of the gross annual household income for the duration of time specified in the Contribution Agreement:

A Tier 1 grant base amount of \$20,000 per Affordable Housing Dwelling Unit to a maximum of \$200,000 per project is available to the Applicant that meets the Policy requirements.

An additional \$2,000 per Affordable Housing Dwelling Unit is available in bonus funds for projects that have additional funding is being provided by the Province of Nova Scotia and/or the Government of Canada. A letter from the Province of Nova Scotia and/or the Government of Canada confirming approval of funding shall be submitted to be eligible for bonus funds.

- (b) Tier 2: Rent is 80% or less than the average market rent, as defined by this Policy, for the duration of time specified in the Contribution Agreement:

A Tier 2 grant base amount of \$18,000 per Affordable Housing Dwelling Unit to a maximum of \$160,000 per project is available to the Applicant that meets the Policy requirements.

An additional \$2,000 per Affordable Housing Dwelling Unit is available in bonus funds for projects that have additional funding is being provided by the Province of Nova

Scotia and/or the Government of Canada. A letter from the Province of Nova Scotia and/or the Government of Canada confirming approval of funding shall be submitted to be eligible for bonus funds. Applications will not be considered if construction has already commenced on the project.

- (4) All costs associated with the preparation and submission of an application under this Policy are the responsibility of the Applicant. The Municipality shall not pay any costs incurred by an Applicant in the preparation and submission of an application under this Policy, or any costs incurred in relation to the execution and delivery of a Grant Agreement.

8. REQUIRED INFORMATION FOR APPLICATIONS

- (1) All applications must include:
 - (a) legal names of the property owner(s) are required and if an Applicant is acting on behalf of the owner, property authorization from the owner of the property;
 - (b) a copy of an approved Building and Development Permit;
 - (c) a summary describing the project, including:
 - i. the total number of Affordable Housing Dwelling Units, and the approximate size and number of bedrooms
 - ii. the address and location of the proposed development
 - (d) all sources of other approved funding, whether confirmed or unconfirmed, that will be used to construct the Affordable Housing Dwelling Units;
 - (e) if funding is being provided by the Province of Nova Scotia and/or the Government of Canada, then a letter from them confirming approval or eligibility of such funding shall be submitted;
 - (f) a valid email address for communication by the Municipality
 - (g) any other information that may be required by the CAO, or delegate.

9. ELIGIBLE EXPENDITURES

- (1) The total Affordable Housing Grant cannot comprise more than 50% of the overall construction costs as determined at the time of Building and Development Permit application.

10. ALLOCATION OF FUNDS

- (1) Final approval of all applications for an Affordable Housing Grant, and the amount thereof, is at the sole discretion of the CAO or delegate.
- (2) Notification of the decision of the CAO will be emailed to Applicants after it is made.
- (3) The Affordable Housing Grant is disbursed upon completion of the project and issuance of an Occupancy Permit.
- (4) Substantial revisions to the Building and Development Permit submission attached to an application, including but not limited to the reduction in number of Affordable Housing Dwelling Units, may void the application or require the application be resubmitted.
- (5) Due to limited funds, not all eligible applications may receive funding.

- (6) Affordable Housing Grants will be disbursed in order of successfully completed applications and approval by the CAO or their delegates.
- (7) Should an Affordable Housing Grant expire, the funds allocated to that project will revert to the Affordable Housing Reserve and the next eligible project will be evaluated.
- (8) Prior to payment of any Affordable Housing Grant under this Policy, the Municipality may withhold payment should any of the following be determined:
 - (a) the property taxes and/or water fees for the property have not been paid in full, or,
 - (b) the property is in violation of Municipal By-laws including but not limited to the Building By-law, Land Use By-law, or Municipal Planning Strategy.
- (9) This Policy shall expire upon the disbursement of all budgeted Affordable Housing Reserve funds.
- (10) Staff of the Municipality will provide an information report annually to the Council on the Affordable Housing Grants approved under this Policy.

11. CONDITIONS OF APPROVAL AND PAYMENT OF GRANTS

- (1) A successful Applicant must sign a Contribution Agreement with the Municipality prior to any funds being issued.
- (2) Affordable Housing Grant provided through this Policy will be detailed in the Contribution Agreement.

12. CONTRIBUTION AGREEMENT

- (1) The term of the Contribution Agreement shall not be less than 10 years.
- (2) The Contribution Agreement must be registered on title.
- (3) The Contribution Agreement signed by the parties will be substantially the same as the form agreement attached as Appendix A" to this By-Law and forming part of the By-Law.

13. MONITORING AND REPORTING

- (1) The Applicant must annually provide a statement to the Municipality confirming that each unit remains an Affordable Housing Dwelling Unit as defined by this Policy and subsequent Contribution Agreement.
- (2) Records of all Affordable Housing Grants issued under this Policy shall be maintained by Municipal Staff and the following shall be documented:
 - (a) number and location of Affordable Housing Dwelling Units;
 - (b) construction value of all projects;
 - (c) increased assessment value of participating properties; and
 - (d) confirmation of annual reporting period by successful Applicants.

Approved by Council:

**APPENDIX A
AFFORDABLE HOUSING GRANT CONTRIBUTION AGREEMENT**

This AGREEMENT made this _____ day of _____, A.D. 20__

Between

CAPE BRETON REGIONAL MUNICIPALITY, a body corporate and politic in and for the Province of Nova Scotia hereinafter called the "**MUNICIPALITY**"

-and-

[Property Owner Name], a property owner duly registered on the assessment roll of the Municipality, hereinafter referred to as the "**Property Owner**"

WHEREAS, the Municipality has established the Affordable Housing Grant Policy, herein referred to as the "Policy", to increase the number of Affordable Housing Dwelling Units within the Municipality;

AND WHEREAS, the Property Owner has applied for an Affordable Housing Grant under the provisions of the Policy for the purpose of [Describe Purpose];

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. Property Information

Name of registered Property Owner:

Address of Property:

Property Identification Number(s):

Mailing Address of Owner:

Name of Agreement Recipient:

Mailing Address of Recipient:

2. Term of Agreement

The term of this Agreement shall commence on the date of execution and shall continue for a period 10 years.

3. Registration on Title

The Property Owner agrees that the portion of the building or property identified in Section 6 shall only be used for the purposes of providing Affordable Housing Dwelling Units for the term of this Agreement, and that the Agreement shall constitute a charge upon the land.

4. Transfer of Property Ownership

(1) The Property Owner covenants to the CBRM that if the Property Owner intends to sell, transfer or assign the Property or if for any reason the Property ceases to be registered in

the Property Owner's name prior to the advance of all of the adjustment, the Property Owner will immediately notify the CAO in writing of such change or proposed change of ownership.

- (2) Repayment as outlined in section 11 shall be required upon the sale, transfer or assignment of the Property, unless, prior to the completion of such sale, transfer or assignment, the Property Owner and the new Property Owner enter into an Agreement with the CBRM, in a form and content satisfactory to the CAO and the CBRM Solicitor, in which it is agreed that the new Property Owner shall have the right to participate in the Affordable Housing Property Tax Adjustment.

5. Definition of Affordable Rent:

For the purposes of this Agreement, the Property Owner shall agree that "Affordable Housing Dwelling Unit" shall mean a dwelling unit for which the rent:

- does not exceed 30 percent of the gross annual household income; or
- is at 80% or less than the average market rent as defined by the Canada Mortgage and Housing Corporation (CMHC) for the Municipality.

6. Grant Amount:

The Municipality agrees to provide an Affordable Housing Grant to the Property Owner in the amount of \$[Amount] for [Number] Affordable Housing Dwelling Units for the duration of this Agreement.

7. Use of Funds

The Property Owner agrees to use the funds received from the Municipality solely for the purpose of [Describe Purpose], in accordance with the Policy.

8. Eligible Expenditures

- (1) The Property Owner agrees the Affordable Housing Grant shall only be used for the following expenditures:
 - (a) construction costs, materials;
 - (b) construction costs, labour;
 - (c) construction costs, other; at the discretion of the CAO or their delegate; and
 - (d) consultant fees for professional services (e.g. drawings and design)
- (2) The Property Owner agrees the Affordable Housing Grant shall not be use for the cost of individual dwelling unit furnishings, including furniture and appliances, are not eligible.

9. Terms of Grant Contribution Agreement

The Property Owner agrees to the following terms and conditions:

- (a) the work identified on the Property Owner's Building and Development Permit application is to be to be completed by [DATE];
- (b) to notify the Municipality if;
 - i. there is a change in scope of the project from that description in the Affordable Housing Grant Application,
 - ii. the project does not proceed, or
 - iii. the project is not completed;
- (c) to maintain [number of Affordable Housing Dwelling Units] as an Affordable Housing Dwelling Units for the duration of this Agreement;

- (d) the rent charge for the duration of this Agreement shall be [select either does not exceed 30 percent of the gross annual household income or is 80% or less than the average market rent as defined by the Canada Mortgage and Housing Corporation (CMHC) for the Municipality];
- (e) provide an annual report to the Municipality confirming the rent charge for each Affordable Housing Dwelling Unit as defined by the Policy and this Agreement by [DATE] each year;
- (f) to notify the Municipality if any Dwelling Units cease to meet the criteria of Affordable Housing Dwelling Units.

10. Termination:

This Agreement may be terminated by mutual consent of the parties or by the Municipality if the Property Owner is found to be in breach of any provision herein. Termination of this Agreement shall not relieve the Property Owner of their obligations to repay any amounts owed to the Municipality as outlined in Section 11.

11. Repayment on a Pro-Rated Basis

In the event of non-compliance with the terms of this Agreement, including but not limited to failure to complete the project, changes in project scope, non-compliance with affordable housing requirements, failure to report to the Municipality, the property is in a position of tax arrears, property is sold, or misuse of grant funds, the repayment of the grant shall be calculated on a pro-rated basis, together with any applicable costs and interest. The pro-rated amount shall be determined based on the number of years the units remained affordable compared to the agreed-upon duration in the Agreement.

12. Compliance

The Property Owner shall comply with all requirements and conditions set forth in the Policy, this Agreement, and any applicable municipal by-laws or regulations.

13. Schedule

The following Schedule is attached to and form part of this Agreement:

- Schedule A - Affordable Housing Grant Policy

14. Notice

Any notice required to be given by either party to the other shall be given in writing and delivered in person or by facsimile transmission to:

- (a) In the case of the CBRM to:
Attn: Chief Administrative Officer, CBRM,
320 Esplanade
Sydney, Nova Scotia
B1P 7B9
- (b) In the case of the Applicant to:
- (c) In the case of the Owner to:

Notice shall be deemed to have been received on the day of personal delivery or facsimile transmission if such day is a business day and delivery is made prior to 4:00 p.m. and otherwise on the next business day. The parties agree to notify each other immediately, in writing, of any changes of address from those set out above.

15. Entire Agreement

This Agreement and the Schedule attached to it constitute the entire Agreement between the parties and there are no Agreements collateral to it other than as referred to herein and no representations or warranties, express or implied, written or verbal, statutory or otherwise, other than as expressly set forth or referred to in this Agreement.

16. Municipal Government Act

Nothing in this Agreement limits or fetters the CBRM in exercising its statutory jurisdiction under the *Municipal Government Act*, or under any other legislative authority or By-law and in the event that the CBRM decides to grant or deny any request or oppose or appeal any decision made pursuant to any such legislation, such action by the CBRM is not in any manner affected or limited by reason of the CBRM entering into this Agreement.

17. Governing Law

This Agreement will be exclusively governed, construed, and enforced in accordance with the laws of the Province of Nova Scotia and the Owner agrees to attorn to the jurisdiction of the Province of Nova Scotia.

18. Waiver and Consent

No consent or waiver, express or implied, by either party to or of any breach or Default by either party of any or all of its obligations under this Agreement or any amendment of this Agreement will:

- (a) be valid unless it is in writing and stated to be a consent or waiver pursuant to this Agreement;
- (b) be relied upon as a consent or waiver to or of any other breach or Default of the same or any other obligation;
- (c) constitute a general waiver under this Agreement, or
- (d) eliminate or modify the need for a specific consent or waiver pursuant to this section in any other instance.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Cape Breton Regional Municipality (CBRM):

By: [Authorized Signatory] Name: [Name] Title: [Title] Date: [Date]

Property Owner:

By: [Authorized Signatory] Name: [Name] Title: [Title] Date: [Date]



CBRM

A Community of Communities

Cape Breton Regional Municipality

CBRM AFFORDABLE HOUSING PROPERTY TAX ADJUSTMENT POLICY

1. LEGISLATIVE AUTHORITY

- (1) This Policy derives its authority from Section 57(4) of the *Municipal Government Act*.

2. PURPOSE

- (1) The purpose of this Policy is to encourage and assist developers in the creation of new Affordable Housing Dwelling Units within the Municipality by providing an annual partial adjustment on property taxes.

3. STATEMENT OF POLICY

- (1) This Policy applies to Property Owners who create four or more new Affordable Housing Dwelling Units and agree to keep the units affordable for a period of 10 years.

4. DEFINITIONS

“Actual Taxable Assessed Value” means the Taxable Assessed Value of the Affordable Housing Dwelling Units pursuant to the published assessment roll applicable for the taxation year in which the Tax Adjustment Eligible Assessment is to be determined, subject to any adjustments to taxes arising from assessment appeals or changes to the Taxable Assessed Value made by PVSC through requests for reconsideration.

“Affordable Housing Dwelling Unit” means a dwelling unit for which the rent:

- does not exceed 30 percent of the gross annual household income; or
- is at 80% or less than the average market rent as defined by the Canada Mortgage and Housing Corporation (CMHC) for the Municipality.

“Base Year Taxable Assessed Value” means the Taxable Assessed Value applicable for the taxation year in which a Tax Adjustment Agreement is signed for the eligible property upon which development is to be constructed or completed.

“Canada Mortgage and Housing Corporation (CMHC)” is a Canadian crown corporation that serves as the national housing agency of Canada.

“CFO” means the Chief Financial Officer of the Municipality;

“Dwelling Unit” means one or more habitable rooms designed or intended for use by one or more individuals as an independent and separate housekeeping establishment in which separate kitchen and sanitary facilities are provided for the exclusive use of such individual or individuals, with a private entrance from outside the building or from a common hallway or stairway inside the building. For

example, a dwelling unit can be a one-unit dwelling, one of two dwelling units in a two-unit dwelling, or one dwelling unit in an apartment building.

“Municipality” means the Cape Breton Regional Municipality (CBRM);

“Property Owner” means the person named on the assessment roll as responsible for the taxes for the eligible property.

“PVSC” Property Valuation Services Corporation

“Tax Adjustment Eligible Assessment” means the amount calculated using the following formula:

Tax Adjustment Eligible Assessment = Actual Taxable Assessed Value - Base Year Taxable Assessed Value.

“Tax Adjustment Agreement” means an agreement signed between the Municipality and the Property Owner under this Policy which defines the terms and conditions of the property tax adjustment and cannot be altered without prior approval.

5. TAX ADJUSTMENT AGREEMENT

- (1) The term of the Tax Adjustment Agreement shall not be greater than 10 years.
- (2) The Tax Adjustment Agreement must be registered on title.
- (3) The Applicant must agree in the Tax Adjustment Agreements to the following items:
 - (a) the portion of the building or property that will be considered under the Tax Adjustment Agreement;
 - (b) duration of the Tax Adjustment Agreement;
 - (c) the process for reporting annually to the Municipality; and
 - (d) to notify the Municipality if Dwelling Units cease to be considered Affordable Housing Dwelling Units in accordance with this Policy.
- (4) The Tax Adjustment Agreement signed by the parties will be substantially the same as the form agreement attached as Appendix A" to this By-Law and forming part of the By-Law.

6. AFFORDABLE HOUSING TAX ADJUSTMENT

- (1) A successful Applicant must sign a Tax Adjustment Agreement with the Municipality prior to any property tax adjustment being issued.
- (2) The Tax Adjustment issued through this Policy will be detailed in the Tax Adjustment Agreement.
- (3) The property tax adjustment shall begin on the taxation year after:
 - (a) the issuance of an Occupancy Permit for Affordable Housing Dwelling Unit(s); and
 - (b) the eligible property is first reassessed by PVSC to fully reflect the development that the Property Owner is receiving the property tax adjustment for.
- (4) The property tax adjustment may be provided that:

CBRM AFFORDABLE HOUSING PROPERTY TAX ADJUSTMENT POLICY

- (a) the Applicant provides a documentation to the Municipality confirming that each unit remains an Affordable Housing Dwelling Unit as defined by this Policy and subsequent Tax Adjustment Agreement.
 - (b) there are no outstanding taxes, water rates, or other sums owed to the Municipality with respect to any property within the Municipality that is legally registered in the name of the Applicant;
 - (c) there are no outstanding work orders and/or orders or requests to comply from any municipal or provincial entity; and
 - (d) all other criteria and conditions are met of the Tax Adjustment Agreement.
- (5) All property tax adjustment will cease if during the duration of the Tax Adjustment Agreement if the building is demolished except to expand an eligible use. Tax Adjustment amounts that would have been payable in the year in which the demolition occurs will be adjusted on a pro-rated basis to reflect the date of the demolition and will cease thereafter.
- (6) If the Applicant breaches the terms and conditions outlined in the Tax Adjustment Agreement, the subject property shall be fully taxable in the year in which the breach of conditions occurs and in all subsequent years.
- (7) In case of an assessment appeal to PVSC, the Municipality reserves the right to withhold any forthcoming property tax adjustment pending final disposition of the appeal.
- (8) For Applicants on preauthorized payment arrangements, once the property tax adjustment has been processed, the total taxes levied, net of the adjustment for the taxation year must be paid no later than March 31. Failing this condition, the adjustment shall be reversed, and interest will be assessed on the balance owing.

7. PROPERTY TAX ADJUSTMENT AVAILABILITY

- (1) The property tax adjustment issued under this Policy is based on the amount of property tax collected on the increased taxable assessment resulting from a development containing Affordable Housing Dwelling Unit(s).
- (2) The property tax adjustment offered under this Policy shall only apply to the residential portion of any project that meets the criteria of Affordable Housing Dwelling Units outlined in the Tax Adjustment Agreement.
- (3) The property tax adjustment offered under this Policy shall only apply to properties containing four or more Affordable Housing Dwelling Units.
- (4) The CFO shall conclusively determine the portion of the development and individual Affordable Housing Dwelling Units used in the calculation Actual Taxable Assessed Value.
- (5) The Municipality will offer a diminishing property adjustment tax for on all new Affordable Housing Dwelling Units outlined in a Tax Adjustment Agreement for a period up to 10 years. The increase in property tax which results from all new Affordable Housing Dwelling Units shall be diminished by:
 - 90% municipal property tax in years 1-2
 - 75% municipal property tax in years 3-4
 - 60% municipal property tax in years 5-6
 - 45% municipal property tax in Year 7-8

- 30% municipal property tax in Year 9-10

8. ADJUSTMENTS BASED ON FILE ASSESSMENT

In the event there are any subsequent changes in the total taxes payable in any year due to reductions resulting from assessment appeals, and where such tax changes occur after property tax adjustment amounts have been paid, future year property tax adjustment entitlements may be reduced accordingly. Any overpayment of property tax adjustment amounts arising from subsequent assessment or tax reductions will be deemed to be a debt owing to the Municipality.

9. APPLICATION REQUIREMENTS

- (1) All applications must be received by the Municipality by mail, in person, or by e-mail.
- (2) All applications must include:
 - (a) legal names of the Property Owner(s) are required and if an Applicant is acting on behalf of the owner, property authorization from the owner of the property;
 - (b) a copy of an approved Building and Development Permit issued in 2024 or later;
 - (c) a summary describing the project, including:
 - i. the total number of Affordable Housing Dwelling Units, and the approximate size and number of bedrooms
 - ii. the address and location of the proposed development
 - (d) verification to the satisfaction of the CFO that that the property contains four or more Affordable Housing Dwelling Unit(s) as outlined by this Policy;
 - (e) documentation demonstrating that there has been an increase in the property tax assessment and showing the amount of the increase over the beginning year;
 - (f) a valid email address for communication by the Municipality; and
 - (g) any other information that may be required by the CFO, or delegate.

10. STAGE DEVELOPMENT

In the case of a staged development, where one portion of a property is developed in advance of others, each portion of the property will be treated as a separate eligible property. The first property tax adjustment will be based on the Tax Adjustment Eligible Assessment arising from the increased assessment on the first portion of the development. As other portions of the eligible property are developed, and which result in further assessment increases, the Property Owner may apply to further participate based on the additional Tax Adjustment Eligible Assessment, subject to the continued availability of this Policy and the Property Owner's ability to meet the eligibility requirements and property tax adjustment entitlements in place at that time.

11. POLICY REVIEW OR REPEAL

- (1) This Policy shall be reviewed by the CBRM within six years of its coming into force to ensure the purpose of the Policy is still being met.
- (2) If this Policy, or any portion thereof, is repealed, any Applicant who has entered into a Tax Adjustment Agreement prior to the date of the repeal will continue to until the duration agreement has been completed be, despite its whole or partial repeal.
- (3) In the event of a repeal, the Applicants who are accepted into the program as of the date of the repeal, this Policy will continue to be in force and effect only for the limited purpose of providing for

CBRM AFFORDABLE HOUSING PROPERTY TAX ADJUSTMENT POLICY

the continuation of the Tax Adjustment Agreement for those Applicants until the ten-year term is completed.

Approved by Council:

**APPENDIX A
AFFORDABLE HOUSING PROPERTY TAX ADJUSTMENT AGREEMENT**

This AGREEMENT made this day of _____, A.D. 20 ____

Between

CAPE BRETON REGIONAL MUNICIPALITY, a body corporate and politic in and for the Province of Nova Scotia hereinafter called the "**MUNICIPALITY**"

-and-

[Property Owner Name], a property owner duly registered on the assessment roll of the Municipality, hereinafter referred to as the "**Property Owner**"

WHEREAS, the Municipality has established an Affordable Housing Property Tax Adjustment Policy (the "Policy") to encourage and assist developers in the creation of new Affordable Housing Dwelling Units within the Municipality by providing an annual partial adjustment on property taxes; and

WHEREAS, the Property Owner intends to create [Number] new Affordable Housing Dwelling Units within the Municipality and has agreed to keep the units affordable for a period of 10 years in accordance with the terms of the Policy.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereby agree as follows:

1. Property Information

Name of registered Property Owner:

Address of Property:

Property Identification Number(s):

Mailing Address of Owner:

Name of Agreement Recipient:

Mailing Address of Recipient:

2. Term of Agreement

The term of this Agreement shall commence on the date of execution and shall continue for a period 10 years.

3. Registration on Title

The Property Owner agrees that the portion of the building or property identified in Section 6 shall only be used for the purposes of providing Affordable Housing Dwelling Units for the term of this Agreement, and that the agreement shall constitute a charge upon the land.

4. Assignment

- (1) The Property Owner covenants to the CBRM that if the Property Owner intends to sell, transfer or assign the Property or if for any reason the Property ceases to be registered in the Property Owner's name prior to the advance of all of the adjustment, the Property Owner will immediately notify the CAO in writing of such change or proposed change of ownership.
- (2) Property tax adjustments shall cease upon the sale, transfer or assignment of the Property, unless, prior to the completion of such sale, transfer or assignment, the Property Owner and the new Property Owner enter into an Agreement with the CBRM, in a form and content satisfactory to the CAO and the CBRM Solicitor, in which it is agreed that the new Property Owner shall have the right to participate in the Affordable Housing Property Tax Adjustment.

5. Definition of Affordable Housing Dwelling Unit

For the purposes of this Agreement, the Property Owner shall agree that "Affordable Housing Dwelling Unit" shall mean a dwelling unit for which the rent:

- does not exceed 30 percent of the gross annual household income; or
- is at 80% or less than the average market rent as defined by the Canada Mortgage and Housing Corporation (CMHC) for the Municipality.

6. Terms of Tax Adjustment Agreement

The Property Owner agrees to the following terms and conditions:

- (a) the portion of the building or property covered eligible for a property tax adjustment shall be _____ m²;
- (b) [number of Affordable Housing Dwelling Units] are eligible for a property tax adjustment;
- (c) to maintain [number of Affordable Housing Dwelling Units] as an Affordable Housing Dwelling Units for the duration of this Agreement;
- (d) the rent charge for the duration of this Agreement shall be [select either does not exceed 30 percent of the gross annual household income or is 80% or less than the average market rent as defined by the Canada Mortgage and Housing Corporation (CMHC) for the Municipality]
- (e) provide an annual report to the Municipality confirming the rent charge for each Affordable Housing Dwelling Unit as defined by the Policy and this Agreement by [DATE] each year; and
- (f) to notify the Municipality if any Dwelling Units cease to meet the criteria of Affordable Housing Dwelling Units.

7. Property Tax Adjustment

The Property Owner shall receive a property tax adjustment subject to compliance with the terms and conditions of the Policy and this Agreement.

8. Diminishing Property Tax Adjustment

Based on the Policy, the increase in property tax which results from all new Affordable Housing Dwelling Units as identified in Subsection 6(b) shall be diminished for a period up to 10 years at the following rates:

- 90% municipal property tax in years 1-2
- 75% municipal property tax in years 3-4
- 60% municipal property tax in years 5-6
- 45% municipal property tax in Year 7-8
- 30% municipal property tax in Year 9-10

9. Compliance

The Property Owner shall comply with all requirements and conditions set forth in the Policy, this Agreement, and any applicable municipal by-laws or regulations.

10. Breach of Agreement

In the event of a breach of this Agreement by the Property Owner, the property shall become fully taxable in the year in which the breach occurs and in all subsequent years.

11. Review and Appeals

The Municipality reserves the right to review and withhold property tax adjustments pending the final disposition of any assessment appeals.

12. Policy Repeal

In the event the Policy is repealed by the Municipality, this Agreement shall continue until its completion.

13. Dissolution of Agreement

Either party may request to dissolve this Agreement by providing written notice to the other party. The requesting party must provide a valid reason for the dissolution request. Upon receipt of such notice, the parties shall enter into good faith negotiations to resolve any issues or concerns. If the parties are unable to reach a mutually agreeable resolution within [number] days of receipt of the notice, either party may seek appropriate legal remedies available under the law. Upon dissolution of the Agreement, any remaining property tax adjustments shall cease, and the property shall become fully taxable from the date of dissolution forward.

14. Schedule

The following Schedule is attached to and form part of this Agreement:

- Schedule A - Affordable Housing Property Tax Adjustment Policy

15. Notice

Any notice required to be given by either party to the other shall be given in writing and delivered in person or by facsimile transmission to:

- (a) In the case of the CBRM to:
Attn: Chief Administrative Officer, CBRM,
320 Esplanade
Sydney, Nova Scotia
B1P 7B9

- (b) In the case of the Applicant to:

(c) In the case of the Owner to:

Notice shall be deemed to have been received on the day of personal delivery or facsimile transmission if such day is a business day and delivery is made prior to 4:00 p.m. and otherwise on the next business day. The parties agree to notify each other immediately, in writing, of any changes of address from those set out above.

16. Entire Agreement

This Agreement and the Schedule attached to it constitute the entire Agreement between the parties and there are no agreements collateral to it other than as referred to herein and no representations or warranties, express or implied, written or verbal, statutory or otherwise, other than as expressly set forth or referred to in this Agreement.

17. Municipal Government Act

Nothing in this Agreement limits or fetters the CBRM in exercising its statutory jurisdiction under the *Municipal Government Act*, or under any other legislative authority or By-law and in the event that the CBRM decides to grant or deny any request or oppose or appeal any decision made pursuant to any such legislation, such action by the CBRM is not in any manner affected or limited by reason of the CBRM entering into this Agreement.

18. Governing Law

This Agreement will be exclusively governed, construed, and enforced in accordance with the laws of the Province of Nova Scotia and the Owner agrees to attorn to the jurisdiction of the Province of Nova Scotia.

19. Waiver and Consent

No consent or waiver, express or implied, by either party to or of any breach or Default by either party of any or all of its obligations under this Agreement or any amendment of this Agreement will:

- (a) be valid unless it is in writing and stated to be a consent or waiver pursuant to this Agreement;
- (b) be relied upon as a consent or waiver to or of any other breach or Default of the same or any other obligation;
- (c) constitute a general waiver under this Agreement, or
- (d) eliminate or modify the need for a specific consent or waiver pursuant to this section in any other instance.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Cape Breton Regional Municipality (CBRM):

By: [Authorized Signatory] Name: [Name] Title: [Title] Date: [Date]

Property Owner:

By: [Authorized Signatory] Name: [Name] Title: [Title] Date: [Date]



320 Esplanade Sydney, Nova Scotia, B1P 7B9 902-563-5010

To: CBRM Mayor and Council
From: Christa Dicks, Municipal Clerk/Returning Officer
Demetri Kachafanas, K.C., Regional Solicitor/Assistant Returning Officer
Date: April 18, 2024
Subject: 2024 Municipal and CSAP Elections – Polling Divisions (updated)

Polling Divisions: For Information Only

Section 9(1) of the *Municipal Elections Act* states that on or before the 31st day of March in a regular election year, the Returning Officer shall divide the polling districts in the Municipality into divisions for better taking the vote as (s)he deems necessary and shall report the divisions to Council without delay.

The boundaries for polling districts have changed since the 2020 Election and are included in this package along with maps indicating polling divisions within each district.

Additionally, following Section 9(4) of the Act, any nursing homes licensed under the *Homes for Special Care Act* with ten or more residents will be included in the corresponding District as a separate polling division.

This memo is in accordance with Section 9(1) of the *Municipal Elections Act* and requires no action from Council.

Yours truly,

Original signed by:

Original signed by:

Christa Dicks
Municipal Clerk/Municipal Returning Officer

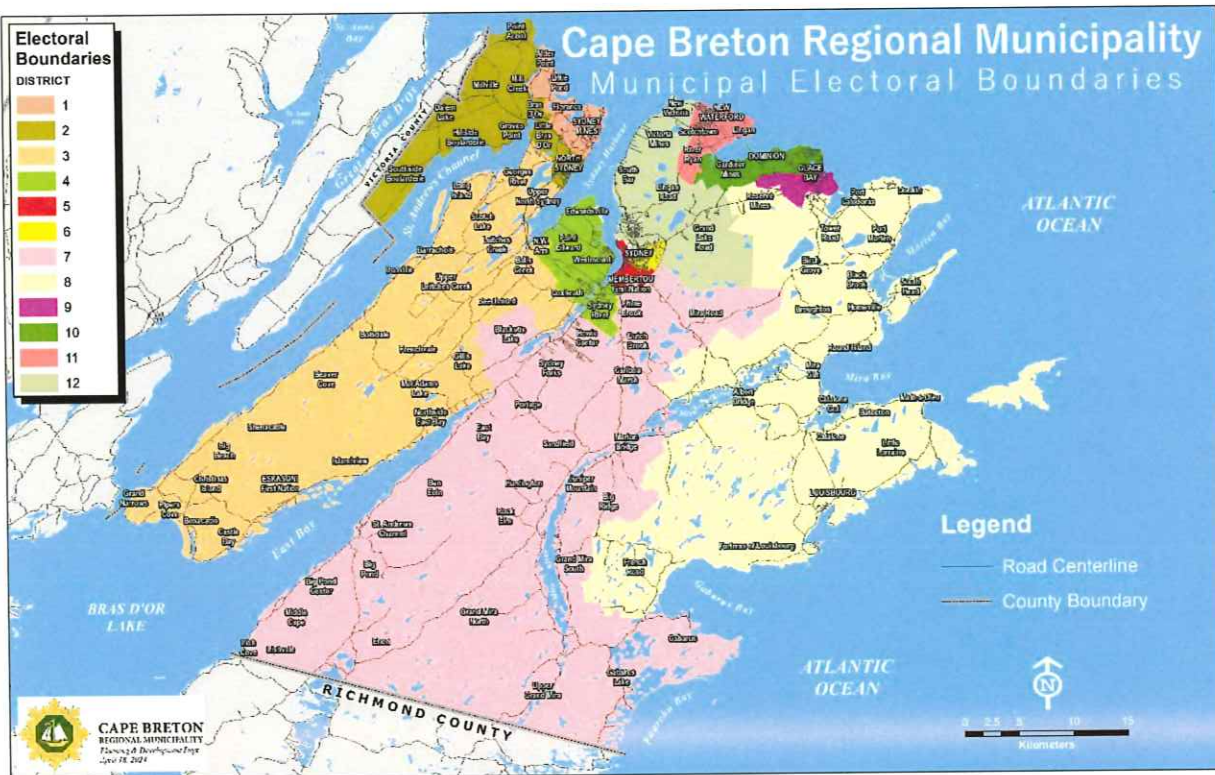
Demetri Kachafanas, K.C.
Regional Solicitor/Assistant Municipal Returning Officer

Attachment

**Polling Division Descriptions by District
CBRM Municipal Election October 2024
Maps & Descriptions**



CBRM Electoral Districts Overall



District 1 Polling Divisions

District 1 is divided into two Polling Divisions:

1. Polling Division 1A is the community of Sydney Mines
2. Polling Division 1B is comprised of the communities of Florence, Little Pond and Alder Point

Additionally, there are two mobile polling divisions:

1. Miners' Memorial Manor
15 Lorne Street, Sydney Mines, NS B1V 3B9
2. Harbour View Facility
22 Richard Street, Sydney Mines, NS B1V 2H7



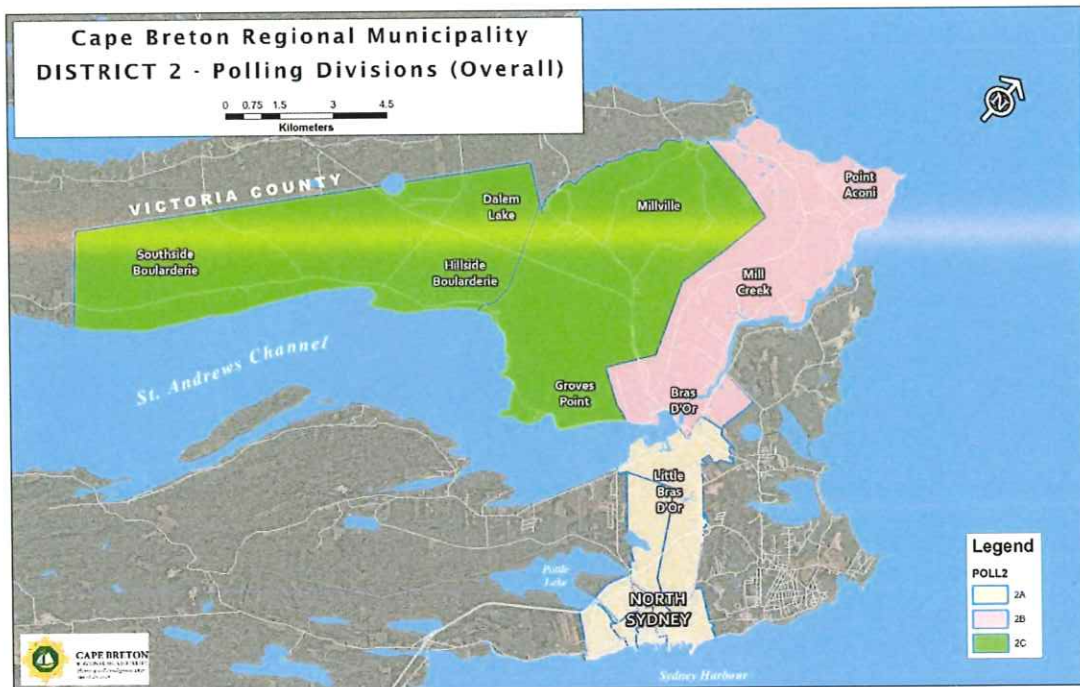
District 2 Polling Divisions

District 2 is divided into three Polling Divisions:

1. Polling Division 2A includes the communities of North Sydney and Little Bras D'Or
2. Polling Division 2B includes Bras D'Or, Millcreek and Point Aconi
3. Polling Division 2C includes Millville, Hillside Boularderie, Dalem Lake, Groves Point and Southside Boularderie

Additionally, there are three mobile polling divisions:

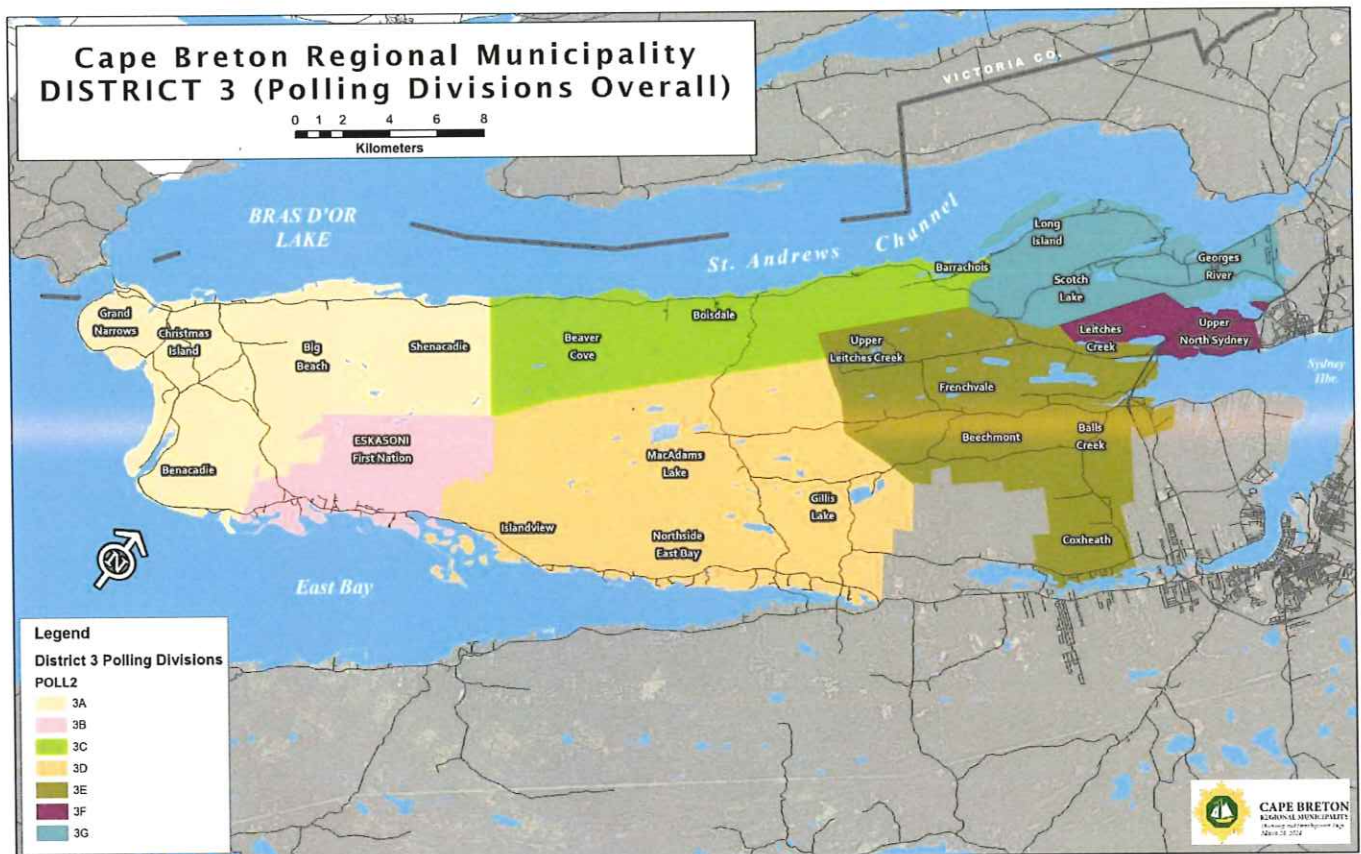
1. Northside General Hospital & Taigh Solas (in Northside General Hospital)
520 Purves Street, North Sydney, NS B2A 3M4
2. My Cape Breton Home for Seniors (North Sydney)
77 Campbell Street, North Sydney, NS B2A 2C8
3. Northside Community Guest Home
11 Queen Street, North Sydney, NS B2A 1A2
and
Enriched Housing Apartments (CB Regional Housing)
9 Queen Street, North Sydney, NS B2A 1A2



District 3 Polling Divisions

District 3 is divided into seven Polling Divisions:

1. Polling Division 3A includes the communities of Grand Narrows, Christmas Island, Benacadie, Big Beach, and Shenacadie
2. Polling Division 3B includes the community of Eskasoni
3. Polling Division 3C includes the communities of Beaver Cove, Boisdale into Barrachois
4. Polling Division 3D includes the communities of Islandview, Northside East Bay, MacAdams Lake, and Gillis Lake
5. Polling Division 3E includes the communities of Upper Leitches Creek, Frenchvale, Beechmont, Balls Creek and Coxheath
6. Polling Division 3F includes Leitches Creek and Upper North Sydney
7. Polling Division 3G includes the communities of Long Island, Scotch Lake, and Georges River



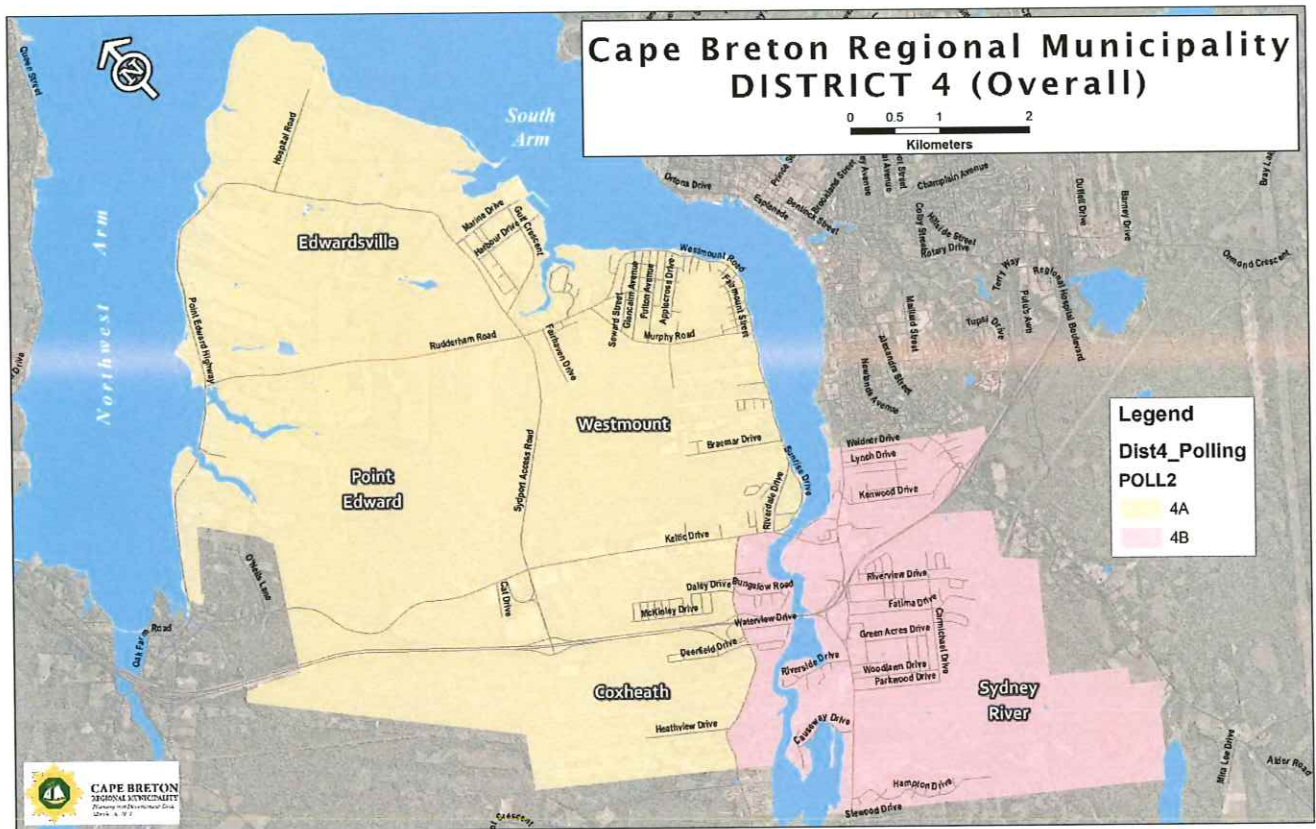
District 4 Polling Divisions

District 4 is divided into two Polling Divisions and three mobile Polling Divisions.

1. Polling Division 4A includes the communities of Westmount, Point Edward, Edwarsville and a portion of Coxheath
2. Polling Division 4B is comprised of Sydney River, and a small portion of Coxheath

Mobile polling divisions include:

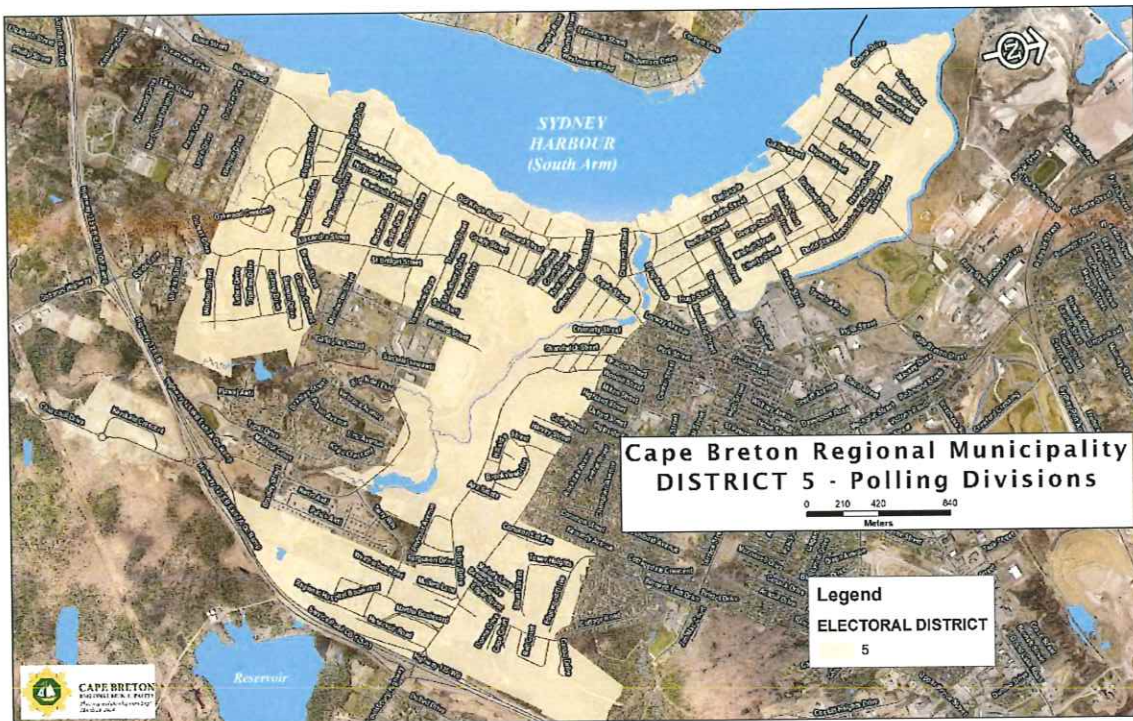
1. Breton Ability Center
1300 Kings Road, Sydney River NS, B1S 1P4
2. My Cape Breton Home for Seniors (Sydney)
137 Riverdale Drive, Sydney River, NS B1R 0A9
3. Harbourstone Enhanced Care and Parkland Retirement Living
84 and 118 Kenwood Drive, Sydney, NS B1S 0H2



District 5 Polling Divisions

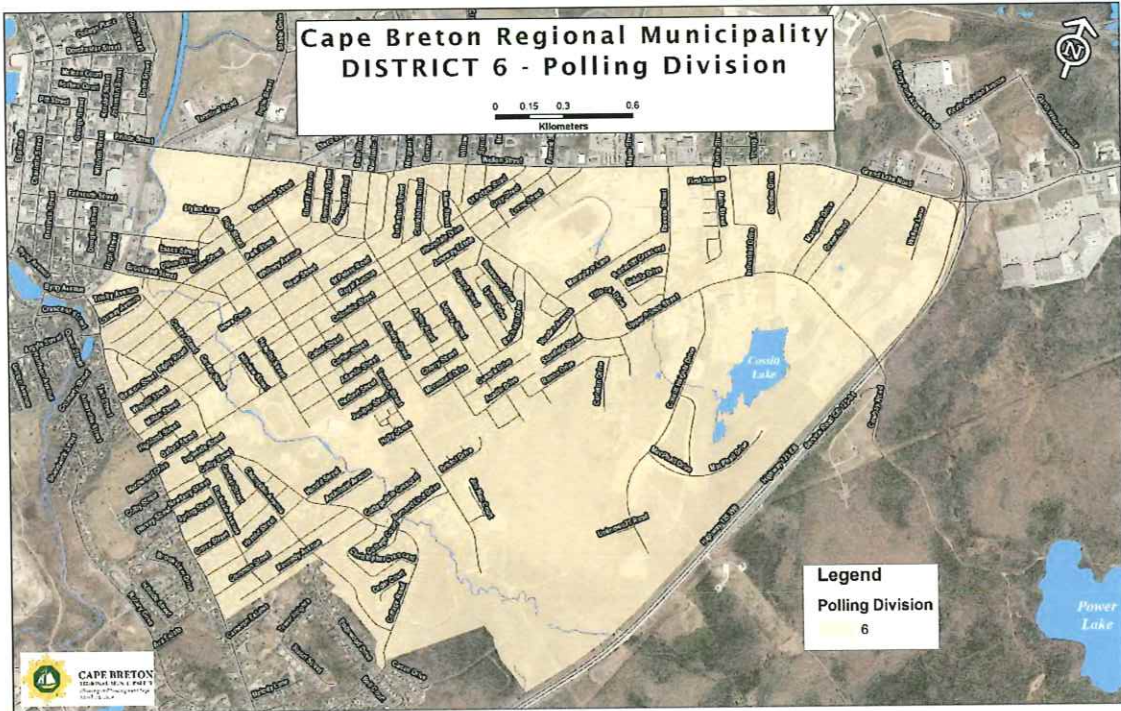
District 5 is comprised of one Polling Division that includes the entire district and three mobile polling divisions including:

1. Celtic Court
16 St. Anthony Drive, Sydney, NS B1S 2R5
2. MacGillivray Guest Home
25 Xavier Drive, Sydney, NS B1S 2R9
and
RC Hines Manor
27 Xavier Drive, Sydney, NS B1S 2G1
3. The Cove Guest Home
320 Alexandra Street, Sydney, NS B1S 2G1
and
Williston House
65 Churchill Drive, Sydney, NS B1S 3N6
and
Carl E. Rideout House
49 Churchill Drive, Sydney, NS B1S 3N6



District 6 Polling Divisions

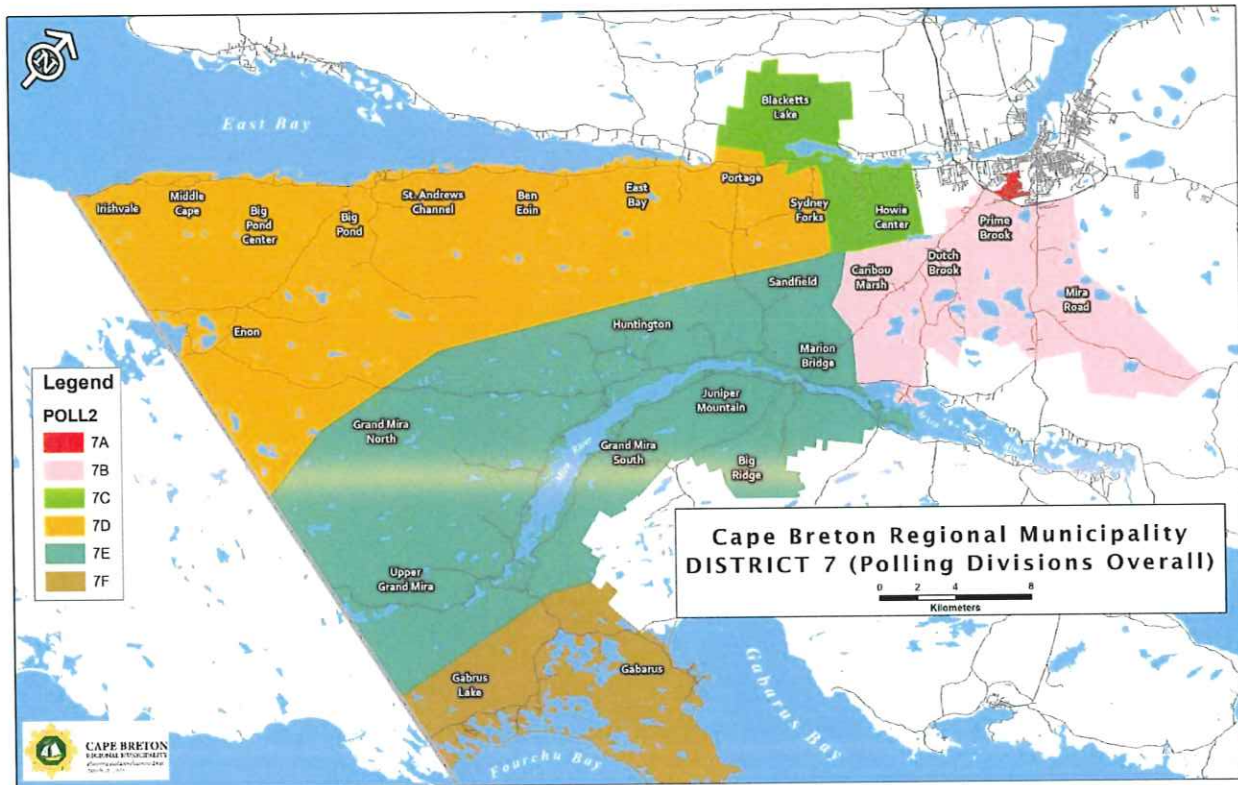
District 6 is comprised of only one Polling Division which includes the entire district.



District 7 Polling Divisions

District 7 is divided into six Polling Divisions including:

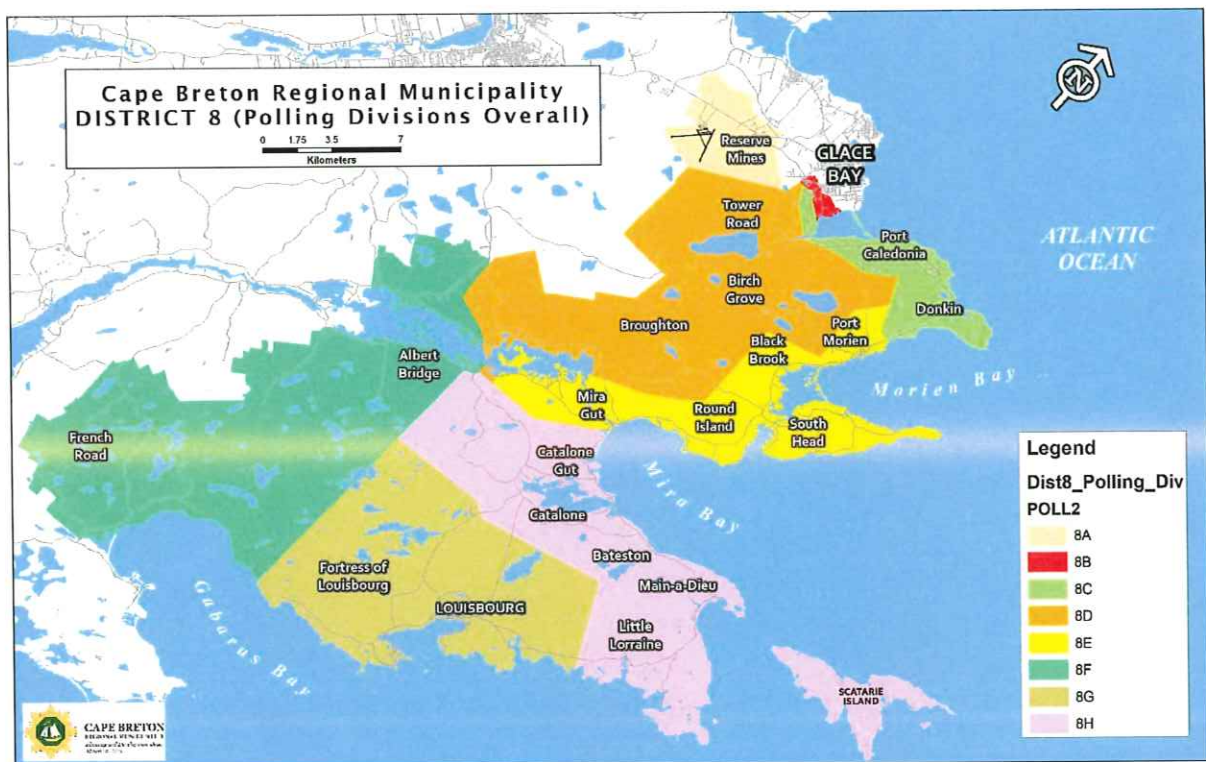
1. Polling Division 7A includes the community of Membertou
2. Polling Division 7B includes the communities of Caribou Marsh, Dutch Brook, Prime Brook and Mira Road
3. Polling Division 7C includes Howie Center and Blackett's Lake
4. Polling Division 7D includes the communities of Enon, Irish Vale, Middle Cape, Big Pond Center, Big Pond, St. Andrew's Channel, Ben Eoin, East Bay, Portage, and Sydney Forks
5. Polling Division 7E includes Upper Grand Mira, Grand Mira North, Huntington, Sandfield, Marion Bridge, Grand Mira South, Juniper Mountain, Big Ridge, and Marion Bridge
6. Polling Division 7F includes Gabarus and Gabarus Lake



District 8 Polling Divisions

District 8 is divided into eight polling divisions:

1. Polling Division 8A includes a portion of Reserve Mines
2. Polling Division 8B includes a portion of Glace Bay
3. Polling Division 8C includes Port Caledonia and Donkin
4. Polling Division 8D includes communities of Tower Road, Birch Grove and Broughton
5. Polling Division 8E includes Port Morien, Black Brook, South Head, Round Island to Mira Gut
6. Polling Division 8F includes communities from French Road to Albert Bridge
7. Polling Division 8G includes Louisbourg
8. Polling Division 8H includes communities from Little Lorraine, Main-a-Dieu, Bateston, Catalone and Catalone Gut

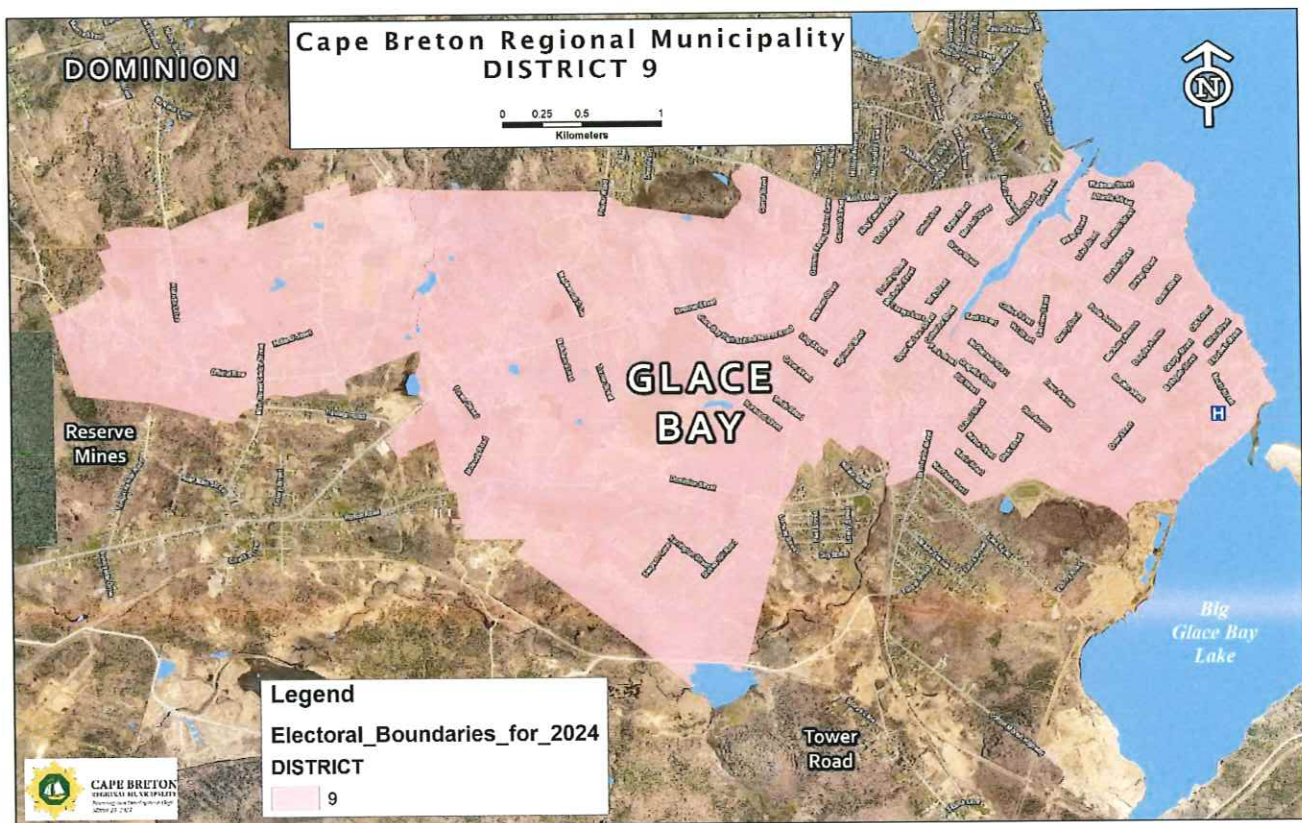


District 9 Polling Divisions

District 9 is one polling division within the community of Glace Bay into Reserve Mines.

Additionally, there are two mobile Polling Divisions:

1. Glace Bay Hospital
300 South Street, Glace Bay, NS B1A 1W5
2. Seaview Manor
275 South Street, Glace Bay, NS B1A 1W6



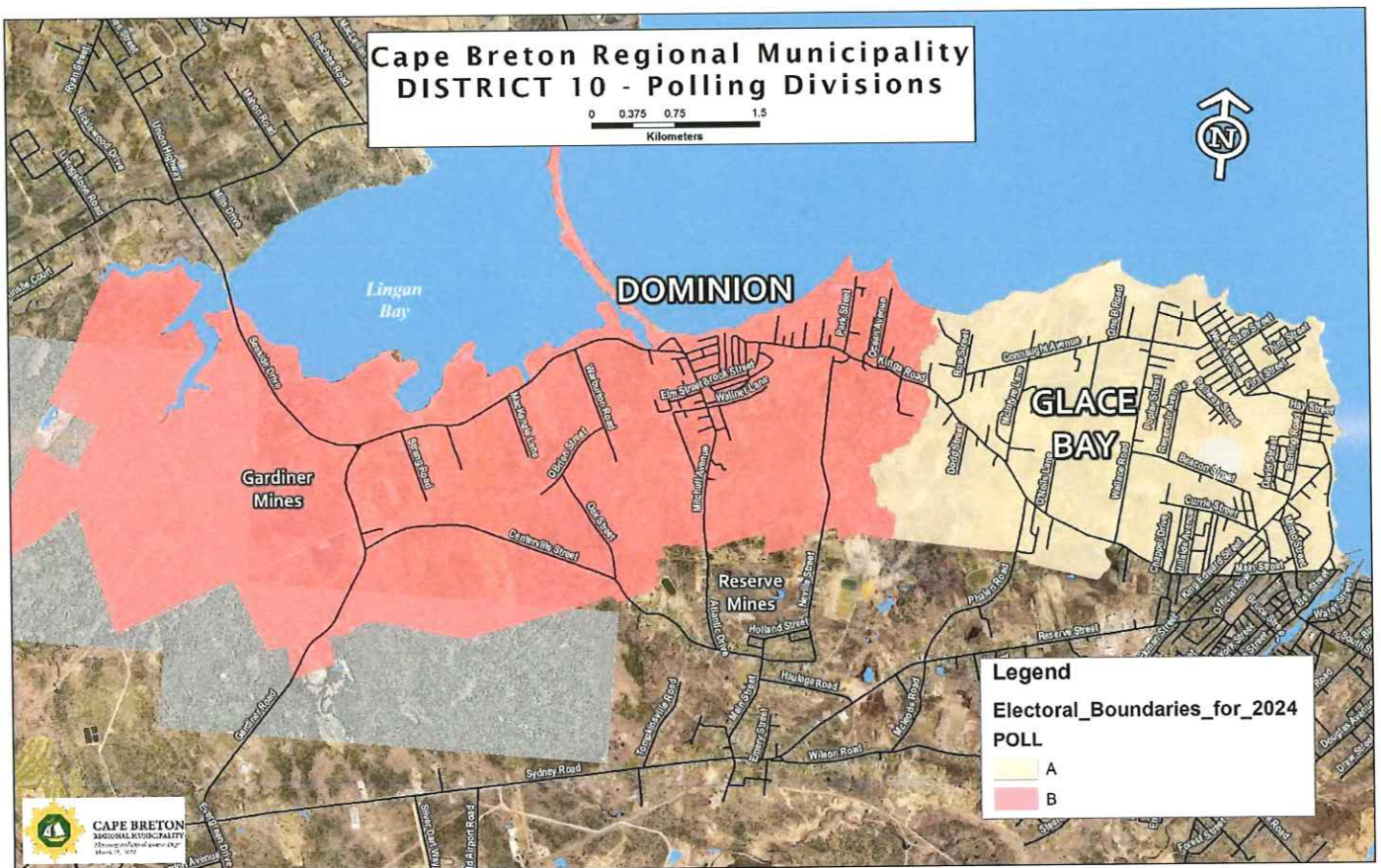
District 10 Polling Divisions

District 10 is divided into two Polling Divisions and two mobile Polling Divisions.

1. Polling Division 10A includes a portion of the community of Glace Bay
2. Polling Division 10B includes the communities of Dominion and Gardiner Mines

The two mobile polling divisions include:

1. Victoria Haven Nursing Home
5 Third Street, Glace Bay, NS B1A 5V2
2. Taigh Na Mara
974 Main Street, Glace Bay, NS B1A 4Z8



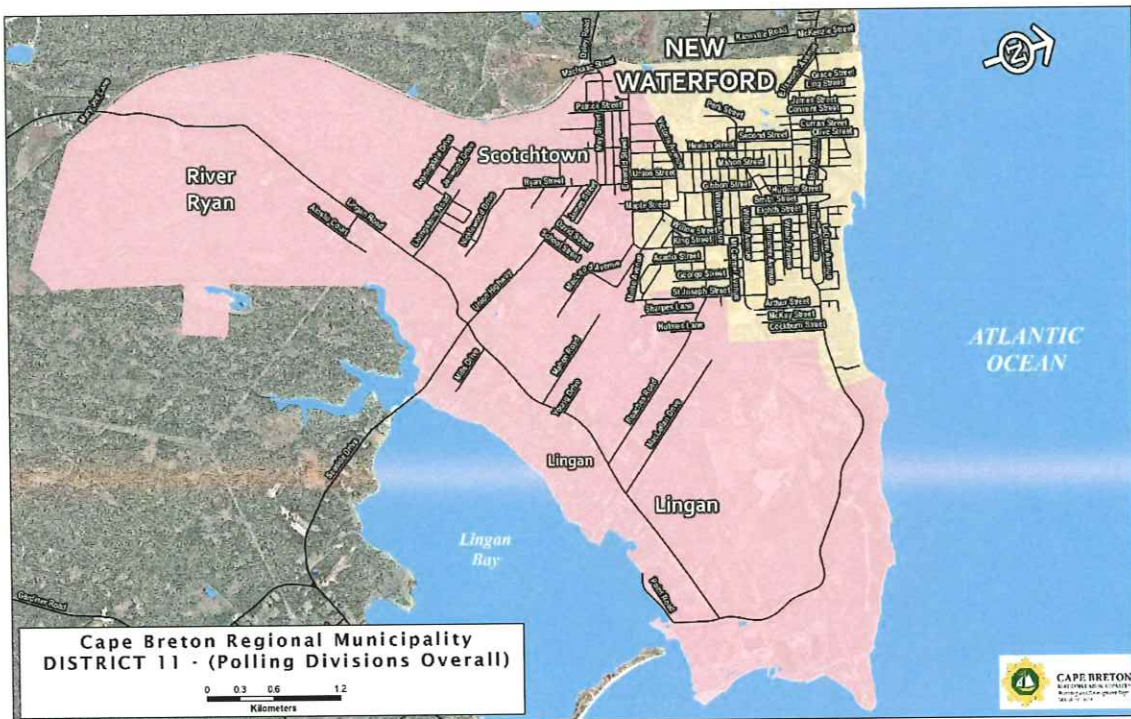
District 11 Polling Divisions

District 11 is divided into two Polling Divisions and two mobile Polling Division:

1. Polling Division 11A is the community of New Waterford
2. Polling Division 11B is comprised of River Ryan, Lingan and Scotchtown

The mobile Polling Divisions are:

1. Maple Hill Manor
700 King Street, New Waterford, NS B1H 3Z5
2. Waterford Heights (New Waterford Consolidated Hospital)
716 King Street, New Waterford, NS B1H 3Z5



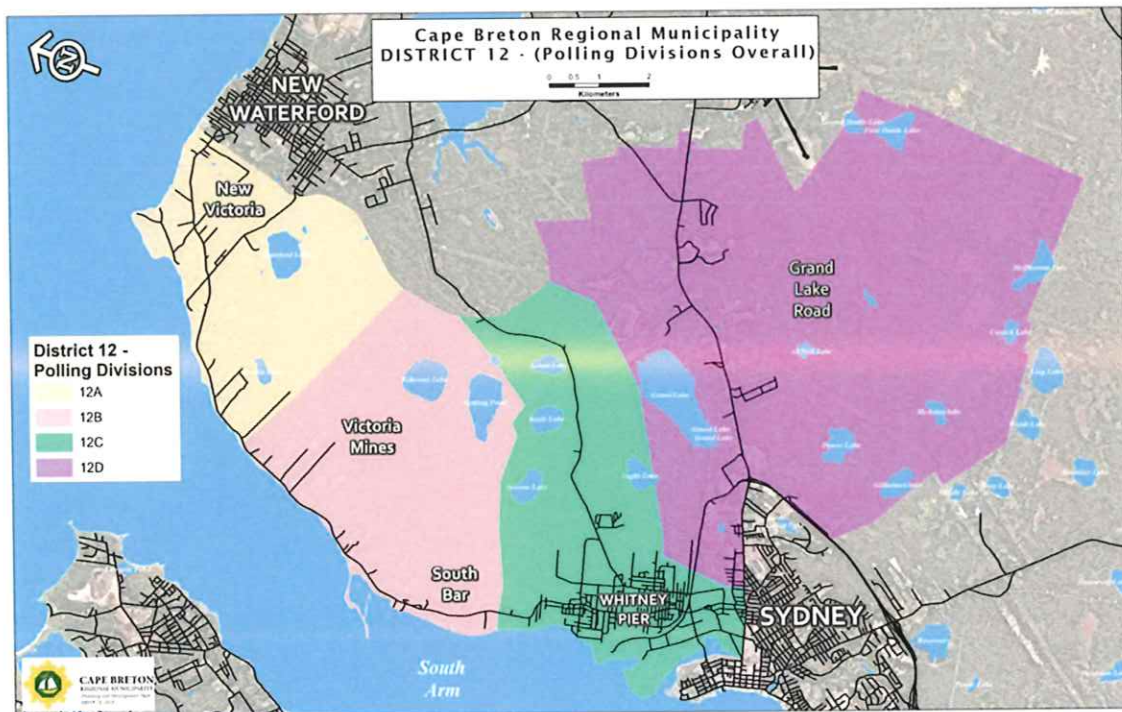
District 12 Polling Divisions

District 12 is divided into four Polling Divisions and one mobile Polling Division.

1. Polling Division 12A includes the community of New Victoria
2. Polling Division 12B includes the communities of Victoria Mines and South Bar
3. Polling Division 12C is comprised of the neighbourhood of Whitney Pier and Lingan Road
4. Polling Division 12D includes Grand Lake Road and surrounding areas

The mobile Polling Division includes:

1. Carefield Manor
1 Dryden Avenue, Sydney, NS B1N 3K4



End.

Summary

Statement of Revenue

February 29, 2024

Revenue	Year To Date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	120,238,952	119,543,494	695,459	130,411,084	10,172,132
Total Federal Government	2,932,770	2,932,770	-	3,199,385	266,615
Total Provincial Government Agencies	710,116	710,116	-	774,672	64,555
Total Provincial Government	1,972,580	1,972,580	-	2,151,906	179,326
Total Provincial Government Agencies	3,690,045	3,689,925	120	4,025,373	335,328
Total Services to Other Local Government	1,073,562	1,073,562	-	1,171,159	97,597
Total Transit	1,953,405	1,961,417	(8,012)	2,107,000	153,595
Total Environmental Development Services	330,079	229,625	100,454	250,500	5,836
Total Licenses & Permits	157,586	136,125	21,461	148,500	(9,086)
Total Fines & Fees	695,842	835,368	(139,526)	911,310	100,396
Total Rentals	467,854	479,671	(11,817)	523,277	55,423
Total Concessions & Franchises	660,158	729,208	(69,051)	795,500	145,844
Total Interest	2,967,744	1,388,750	1,578,994	1,515,000	(1,452,744)
Total Finance Revenue	36,675	32,083	4,592	35,000	(1,675)
Total Solid Waste Revenue	2,790,395	2,620,817	169,578	3,010,000	219,605
Total Recreation & Cultural Service Programs	925,848	1,523,041	(597,194)	1,661,500	870,995
Total Water Utility Charges	4,629,662	4,629,662	-	5,050,540	420,878
Total Unconditional Transfers	14,462,893	14,516,185	(53,292)	15,835,838	1,372,945
Total Conditional Transfers	383,167	383,167	-	418,000	34,833
Total Extraordinary Revenue	4,031,771	-	4,031,771	-	(4,031,771)
Year To Date Assigned	\$ 165,111,103	\$ 159,387,566	\$ 5,723,537	\$ 173,995,545	\$ 9,000,628

Reviewed

Departmental

Statement of Expenditures

Summary

Expenditures	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	1,397,980	1,514,430	116,450	1,629,933	231,953
Administration	384,738	426,233	41,495	462,452	77,714
Finance	2,626,983	3,199,755	572,772	3,419,887	792,904
Legal	2,526,264	2,658,544	132,279	2,717,266	186,902
Human Resources	1,124,782	1,371,704	246,921	1,487,476	362,694
Technology & Communications	3,388,374	3,858,819	470,444	4,187,983	799,609
Municipal Clerk	305,600	439,471	133,871	576,707	271,107
Fiscal Services	30,896,867	31,205,251	308,384	33,986,180	3,089,313
Police Services	26,092,872	28,093,865	2,000,992	30,500,486	4,416,018
Fire Services (Incl EMO)	17,918,702	17,493,633	(425,069)	18,875,742	957,040
Engineering & Public Works	56,754,999	52,377,549	(4,377,450)	58,165,336	1,410,337
Planning	2,914,433	3,359,667	445,234	3,589,859	675,426
Facilities C200 & Arenas	4,821,139	4,065,860	(755,279)	4,409,505	(411,634)
Parks & Grounds	2,943,652	3,078,194	134,543	3,318,875	375,223
Buildings	3,158,627	3,327,926	169,299	3,611,363	522,099
Recreation	2,296,472	2,321,104	24,632	3,056,495	760,023
Total expended to date	\$ 159,552,484	\$ 158,792,004	\$ (760,480)	\$ 173,995,545	\$ 14,516,727

Reviewed

Departmental

Statement of Expenditures

Legislative

Legislative	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	947,335	1,023,275	75,940	1,107,164	159,829
6010 BENEFITS	153,541	184,754	31,213	200,149	46,608
6030 TRAVEL/CONFERENCES	83,627	100,833	17,006	110,000	26,173
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	89,989	88,495	(1,503)	88,495	(1,504)
6050 OFFICE SUPPLIES	8,857	11,367	2,510	12,400	3,543
6060 OFFICE EQUIPMENT	7,138	5,042	(2,096)	5,500	(1,638)
6080 ADVERTISING	17,713	14,500	(3,214)	14,500	(3,213)
6100 COURIER	49	229	180	250	201
6110 TELEPHONE/FAX	30,887	27,042	(3,845)	29,500	(1,387)
6120 PUBL./SUBSCRIPTIONS	3,271	2,635	(635)	2,875	(396)
6130 COMPUTER HARDWARE	2,659	6,050	3,191	6,600	3,741
6150 MEETING EXPENSES	17,394	25,208	7,815	27,500	10,106
6170 PROMOTION	32,018	25,000	(7,018)	25,000	(7,018)
8100 PROFESSIONAL SERVICES	3,092	-	(3,092)	-	(3,092)
Total expended to date	\$ 1,397,980	\$ 1,514,430	\$ 116,450	\$ 1,629,933	\$ 231,953

Departmental

Finance

Statement of Expenditures

Administration (CAO)

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
CAO					
6000 WAGES/SALARIES	265,920	272,286	6,366	294,976	29,056
6010 BENEFITS	39,706	47,632	7,926	51,601	11,895
6020 TRAINING/EDUCATION	-	3,025	3,025	3,300	3,300
6030 TRAVEL/CONFERENCES	9,909	18,333	8,424	20,000	10,091
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	1,747	1,747	-	1,800	53
6050 OFFICE SUPPLIES	1,297	2,567	1,270	2,800	1,503
6080 ADVERTISING	-	-	-	-	-
6110 TELEPHONE/FAX	1,695	2,750	1,055	3,000	1,305
6120 PUBLICATIONS/SUBSCRIPTIONS	-	435	435	475	475
6150 MEETING EXPENSES	4,614	4,125	(489)	4,500	(114)
6170 PROMOTION	3,120	4,583	1,464	5,000	1,881
8100 PROFESSIONAL SERVICES	56,731	68,750	12,019	75,000	18,269
Total expended to date	\$ 384,738	\$ 426,233	\$ 41,495	\$ 462,452	\$ 77,714

Finance

Departmental

Statement of Expenditures

Finance

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Finance					
6000 WAGES/SALARIES	1,696,862	1,907,840	208,978	2,065,571	367,709
6010 BENEFITS	364,567	404,650	40,083	438,371	73,804
6020 TRAINING/EDUCATION	14,186	11,917	(2,269)	13,000	(1,186)
6030 TRAVEL/CONFERENCES	13,220	13,220	-	13,500	280
6040 PROFESSIONAL MEMBERSHIPS/DUES & FEES	1,088	3,713	2,624	4,050	2,962
6050 OFFICE SUPPLIES	17,968	11,900	(5,968)	11,900	(5,968)
6060 OFFICE EQUIPMENT	5,155	7,333	2,178	8,000	2,845
6080 ADVERTISING	32,072	34,375	2,303	37,500	5,428
6090 POSTAGE	150,160	170,500	20,340	186,000	35,840
6100 COURIER	30,374	19,250	(12,124)	18,250	(12,124)
6110 TELEPHONE/FAX	34,274	14,758	(19,516)	16,100	(18,174)
6130 COMPUTER HARDWARE	17,381	13,700	(3,680)	13,700	(3,681)
6140 COMPUTER SOFTWARE	52,016	50,280	(1,736)	50,280	(1,736)
6180 COST RECOVERY	(387,112)	(325,000)	62,113	(325,000)	62,112
8010 OPERATIONAL MATERIALS/SUPPLIES	3,376	6,417	3,041	7,000	3,624
8100 PROFESSIONAL SERVICES	50,012	52,401	2,389	57,165	7,153
8110 CONTRACTS/AGREEMENTS	50,860	48,400	(2,460)	48,400	(2,460)
8120 LEASES	20,321	15,100	(5,221)	15,100	(5,221)
8180 TAX EXEMPT/WRITE OFF	458,303	740,000	281,697	740,000	281,697
Total expended to date	\$ 2,626,913	\$ 3,199,755	\$ 572,773	\$ 3,419,887	\$ 792,904

Departmental

Finance

Legal

Statement of Expenditures

February 29, 2024

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legal					
6000 WAGES/SALARIES	399,879	473,661	73,782	513,133	113,254
6010 BENEFITS	80,021	103,507	23,487	112,133	32,112
6020 TRAINING/EDUCATION	365	5,958	5,593	6,500	6,135
6030 TRAVEL/CONFERENCES	4,849	4,500	(349)	4,500	(349)
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	13,624	15,000	1,376	15,000	1,376
6050 OFFICE SUPPLIES	1,879	3,208	1,329	3,500	1,621
6060 OFFICE EQUIPMENT	261	2,017	1,756	2,200	1,939
6070 PHOTOCOPYING SUPPLIES	1,273	3,208	1,936	3,500	2,227
6080 ADVERTISING	932	2,292	1,359	2,500	1,568
6100 COURIER	288	733	446	800	512
6110 TELEPHONE/FAX	3,645	3,667	21	4,000	355
6120 PUBLICATIONS/SUBSCRIPTIONS	21,389	15,000	(6,389)	15,000	(6,389)
6130 COMPUTER HARDWARE	-	3,667	3,667	4,000	4,000
6150 MEETING EXPENSES	-	458	458	500	500
6160 LIABILITY INSURANCE	1,938,822	1,930,000	(8,822)	1,930,000	(8,822)
8100 PROFESSIONAL SERVICES	63,137	91,667	28,530	100,000	36,863
Total expended to date	\$ 2,526,264	\$ 2,658,544	\$ 132,279	\$ 2,717,266	\$ 186,902

Finance

Departmental

Human Resources

Statement of Expenditures

February 29, 2024

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Human Resources					
6000 WAGES/SALARIES	801,176	935,698	134,522	1,013,674	212,498
6010 BENEFITS	172,365	203,494	31,129	220,452	48,087
6020 TRAINING/EDUCATION	3,008	9,029	6,021	9,850	6,842
6030 TRAVEL/CONFERENCES	6,365	16,042	9,677	17,500	11,135
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	2,423	2,000	(423)	2,000	(423)
6050 OFFICE SUPPLIES	12,797	13,750	953	15,000	2,203
6060 OFFICE EQUIPMENT	250	2,292	2,041	2,500	2,250
6080 ADVERTISING	661	2,750	2,089	3,000	2,339
6110 TELEPHONE/FAX	9,066	9,167	101	10,000	934
6120 PUBLICATIONS/SUBSCRIPTIONS	780	2,750	1,970	3,000	2,220
6130 COMPUTER HARDWARE	4,553	5,500	947	6,000	1,447
6140 COMPUTER SOFTWARE	-	458	458	500	500
6150 MEETING EXPENSES	1,649	5,958	4,309	6,500	4,851
8100 PROFESSIONAL SERVICES	102,705	155,833	53,128	170,000	67,295
8110 CONTRACTS/AGREEMENTS	6,982	6,982	-	7,500	518
Total expended to date	\$ 1,124,782	\$ 1,371,704	\$ 246,922	\$ 1,487,476	\$ 362,694

Departmental

Finance

**Technology Including
911 Comm Centre**

Statement of Expenditures

February 29, 2024

Technology/Communications	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	2,014,533	2,273,626	259,094	2,453,095	448,562
6010 BENEFITS	416,092	489,021	72,929	529,773	113,681
6020 TRAINING/EDUCATION	23,654	22,458	(1,195)	24,500	846
6030 TRAVEL/CONFERENCES	14,411	15,583	1,172	17,000	2,589
6040 PROFESSIONAL MEMBERSHIP/DUES	1,829	2,017	187	2,200	371
6050 OFFICE SUPPLIES	16,688	5,800	(10,888)	5,800	(10,888)
6060 OFFICE EQUIPMENT	11,371	11,917	546	13,000	1,629
6080 ADVERTISING	3,690	3,750	59	4,000	310
6110 TELEPHONE/FAX	105,630	137,683	32,053	150,200	44,570
6130 COMPUTER HARDWARE	90,458	165,000	74,542	180,000	89,542
6140 COMPUTER SOFTWARE	324,245	407,000	82,755	444,000	119,755
6150 MEETING EXPENSES	1,999	1,000	(999)	1,000	(999)
7010 ELECTRICAL	10,870	9,625	(1,245)	10,500	(370)
7070 BLDG/FACILITY RENTAL	52,649	45,833	(6,816)	50,000	(2,649)
8040 COMM EQUIPMENT LINES	793	7,792	6,999	8,500	7,707
8100 PROFESSIONAL SERVICES	821	9,167	8,346	10,000	9,179
8110 CONTRACTS/AGREEMENTS	124,071	58,071	(66,000)	63,350	(60,721)
8120 LEASES SAP	89,170	92,918	3,748	101,365	12,195
8130 LICENSES/PERMITS	85,400	100,558	15,158	109,700	24,300
Total expended to date	\$ 3,388,374	\$ 3,858,819	\$ 470,444	\$ 4,187,983	\$ 799,609

Departmental

Finance

Fiscal Services

Statement of Expenditures

February 29, 2024

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Fiscal Services					
9010 INTEREST ON SHORT TERM BORROWING	33,568	366,667	333,099	400,000	366,432
9020 INTEREST ON LONG TERM DEBT	1,283,948	1,283,948	-	1,346,399	62,451
9050 PRINCIPLE ON LONG TERM DEBT	8,796,065	8,796,065	-	8,796,065	-
9052 DEBT/CAPITAL BOND DISC	-	-	-	98,000	98,000
9090 BANK CHARGES	67,146	55,000	(12,146)	60,000	(7,146)
9200 ALLOWANCE FOR UNCOLLECTABLE TAXES	-	-	-	700,000	700,000
9420 APPROPRIATION TO CAPITAL FUND	82,500	82,500	-	90,000	7,500
9430 APPROPRIATION TO B.I.D.C.s	180,599	168,031	(12,568)	183,307	2,708
9600 PROVINCIAL CORRECTIONS	1,041,101	1,041,101	-	1,135,747	94,646
9610 CAPE BRETON REGIONAL HOUSING	2,366,140	2,366,140	-	2,581,244	215,104
9620 REGIONAL LIBRARY	645,150	645,150	-	703,800	58,650
9630 CAPE BRETON/VICTORIA SCHOOL BOARD	15,152,782	15,152,782	-	16,530,308	1,377,526
9640 PROPERTY ASSESSMENT COSTS	1,247,868	1,247,868	-	1,361,310	113,443
Total expended to date	\$ 30,896,867	\$ 31,205,251	\$ 308,385	\$ 33,986,180	\$ 3,089,313

Departmental

Finance

Police Services

Statement Expenditures

February 29, 2024

Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY	22,703,843	2,267,465	27,049,916	4,346,073
6020 TRAINING/EDUCATION	228,943	(58,942)	170,000	(58,943)
6030 TRAVEL/CONFERENCES	61,051	3,116	70,000	8,949
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	1,993	2,590	5,000	3,007
6050 OFFICE SUPPLIES	44,884	(3,634)	45,000	116
6060 OFFICE EQUIPMENT	105,549	(52,549)	53,000	(52,549)
6070 PHOTOCOPYING SUPPLIES	7,339	1,827	10,000	2,661
6080 ADVERTISING	3,887	597	5,000	1,013
6100 COURIER	9,857	3,893	15,000	5,143
6110 TELEPHONE/FAX	187,500	5,000	210,000	22,500
6120 PUBLICATIONS/SUBSCRIPTIONS	14,555	(8,555)	6,000	(8,555)
6130 COMPUTER HARDWARE	138,185	60,732	217,000	78,815
6140 COMPUTER SOFTWARE	92,658	17,342	120,000	27,342
6150 MEETING EXPENSES	10,116	426	11,500	1,384
6170 PROMOTION	9,364	720	11,000	1,636
7000 HEAT	26,102	3,232	32,000	5,898
7010 ELECTRICAL	101,389	1,736	112,500	11,111
7020 WATER	7,460	(1,043)	7,000	(460)
7030 BUILDING/FACILITY MAINTENANCE	112,718	83,000	83,000	(29,718)
7040 BUILDING FACILITY REPAIR	185,218	(170,218)	15,000	(170,218)
7060 BUILDING/FACILITY RENOVATION	2,538	11,212	15,000	12,462
7070 BUILDING/FACILITY RENTAL	24,218	1,448	28,000	3,782
7110 SECURITY	1,583	251	2,000	417
7500 VEHICLE/EQUIPMENT MAINTENANCE	25,890	(2,889)	23,000	(2,890)
7505 GASOLINE & DIESEL	455,970	2,363	500,000	44,030
7530 VEHICLE/EQUIPMENT REPAIRS	334,861	(34,861)	300,000	(34,861)
7540 VEHICLE/EQUIPMENT REPLACEMENT	425,782	-	580,000	154,218
7550 VEHICLE/EQUIPMENT RENTAL	-	1,833	2,000	2,000
8000 OPERATIONAL EQUIPMENT	114,430	2,977	5,000	3,394
8020 MAINTENANCE EQUIPMENT	68,026	9,321	135,000	20,571
8090 UNIFORMS/CLOTHING	1,678	55,724	135,000	68,974
8100 PROFESSIONAL SERVICES	138,864	5,261	7,570	5,892
8110 CONTRACTS/AGREEMENTS	297,430	21,553	175,000	36,136
8125 MAJOR INVESTIGATIONS	10,022	(162,430)	135,000	(162,430)
8150 GRANTS/SUBSIDIES TO ORGANIZATIONS	103,862	17,478	30,000	19,978
8190 STORM COST RECOVERY	25,000	15,305	130,000	26,138
	8,404	(8,404)	50,000	25,000
Total expended to date	\$ 26,092,872	\$ 2,000,992	\$ 30,500,486	\$ 4,407,514

Departmental

Finance

Statement of Expenditures

Fire Services

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Fire Services Including EMO					
6000 WAGES/SALARIES	6,599,569	5,987,449	(612,120)	6,497,936	(101,633)
6010 BENEFITS	1,228,573	1,292,191	63,618	1,402,430	173,857
6011 MISCELLANEOUS BENEFITS	33,960	24,734	(9,227)	26,982	(6,978)
6020 TRAINING/EDUCATION	48,301	157,909	109,607	172,264	123,963
6030 TRAVEL/CONFERENCES	33,934	43,450	9,516	47,400	13,466
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	10,150	11,274	1,124	12,299	2,149
6050 OFFICE SUPPLIES	8,691	11,046	2,355	12,050	3,359
6060 OFFICE EQUIPMENT	7,334	7,746	412	8,450	1,116
6080 ADVERTISING	2,636	4,904	2,268	5,350	2,714
6110 TELEPHONE/FAX	36,516	37,010	494	40,374	3,858
6120 PUBLICATIONS/SUBSCRIPTIONS	111	2,475	2,364	2,700	2,589
6130 COMPUTER HARDWARE	16,346	8,000	(8,346)	8,000	(6,346)
6140 COMPUTER SOFTWARE	30,716	37,125	6,409	40,500	9,784
6150 MEETING EXPENSES	1,518	4,675	3,157	5,100	3,582
7000 HEAT	17,225	21,908	4,684	23,900	6,675
7010 ELECTRICAL	107,182	95,334	(11,848)	104,000	(3,182)
7020 WATER	91,983	90,089	(1,894)	98,279	6,296
7030 BUILDING/FACILITY MAINTENANCE	27,327	32,911	5,584	35,903	8,576
7040 BUILDING/FACILITY REPAIR	75,599	53,729	(21,871)	53,729	(21,870)
7050 VEHICLE/EQUIPMENT MAINTENANCE	27,219	22,253	(4,966)	22,253	(4,966)
7505 GASOLINE & DIESEL	332,277	4,774	-	5,000	225
7560 VEHICLE/EQUIPMENT REPLACEMENT	57,932	200,000	(132,276)	200,000	(132,277)
8000 OPERATIONAL MATERIALS/SUPPLIES	8,156	53,316	(4,616)	58,163	231
8010 OPERATIONAL EQUIPMENT	6,750	48,125	39,969	52,500	44,344
8020 MAINTENANCE EQUIPMENT	293,808	14,567	7,917	16,000	9,250
8040 COMMUNICATION EQUIPMENT LINES	160,072	370,552	76,743	404,238	110,430
8090 UNIFORMS/CLOTHING	13,518	42,478	(117,594)	46,340	(113,732)
8100 PROFESSIONAL SERVICES	3,650	45,833	32,315	50,000	36,482
8110 CONTRACTS/AGREEMENTS	58,353	4,015	365	4,380	730
8120 LEASES	640	70,927	12,574	77,375	19,022
8130 LICENSES/PERMITS	43,690	15,125	14,485	16,500	15,860
8150 GRANTS/SUBSIDIES TO ORGANIZATIONS	128,874	87,027	43,337	94,938	51,248
8195 WATER SUPPLY & HYDRANTS	1,912,828	100,051	(28,822)	109,147	(19,727)
Total expended to date	6,486,692	17,493,633	(425,069)	18,875,742	957,040

Departmental

Finance

Municipal Services Agreement

Statement of Revenue

February 29, 2024

	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Fire Services Revenue					
4776 PROV NS FIRE PROTECTION GRANT	133,782	133,782	-	145,944	12,162
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	939,780	939,780	-	1,025,215	85,435
Total Revenue to date	\$ 1,073,562	\$ 1,073,562	\$ -	\$ 1,171,159	\$ 97,597

Departmental

Finance

Engineering and Public Works Actuals to February 29, 2024

REVENUE	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	1,953,405	1,961,417	(8,012)	2,107,000	(153,595)	0.93
SOLIDWASTE TIP FEES	2,522,853	2,415,417	107,436	2,635,000	(112,147)	0.96
SOLIDWASTE COST RECOVERIES	267,542	267,542	-	375,000	(107,458)	0.71
SEWER PERMIT FEES	109,673	91,667	18,007	100,000	9,673	1.10
WATER UTILITY ADMIN FEE	4,629,662	4,629,662	-	5,050,540	(420,878)	0.92
TOTAL PW REVENUES	9,483,135	9,365,704	117,431	10,267,540	(784,406)	0.92

EXPENDITURES

ADMINISTRATION	4,017,880	3,998,284	(19,595)	4,557,342	539,462	0.88
ENGINEERING	649,116	731,545	82,429	809,030	159,914	0.80
CENTRAL DIVISION	7,791,642	7,666,161	(125,481)	8,528,461	736,819	0.91
EAST DIVISION	7,213,727	6,815,278	(398,449)	7,520,485	306,758	0.96
NORTH DIVISION	3,266,051	3,263,724	(2,327)	3,640,485	374,434	0.90
SOLID WASTE	17,441,800	14,557,162	(2,884,638)	15,867,558	(1,574,242)	1.10
MECHANICAL FLEET	5,907,698	4,438,454	(1,469,245)	4,909,477	(998,221)	1.20
TRANSIT	7,504,841	7,714,463	209,621	8,555,620	1,050,779	0.88
QUALITY CONTROL	2,962,244	3,192,478	230,234	3,776,878	814,634	0.78
TOTAL PW EXPENDITURES	56,754,999	52,377,549	(4,377,449)	58,165,336	1,410,337	0.98

Signature: _____

Director of Engineering & Public Works

Chief Financial Officer

Statement of Revenue

Planning

	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 7,580	\$ 13,292	\$ (5,712)	\$ 14,500	\$ 6,920
5113 Animal Licenses	4,713	10,083	(5,370)	11,000	6,287
5114 Taxi Licenses	31,620	18,333	13,286	20,000	(11,620)
5115 Vending Machine Licenses	4,000	2,750	1,250	3,000	(1,000)
5301 Parking Meter Revenue	84,928	183,333	(98,406)	200,000	115,072
Total Bylaw Revenue	\$ 132,840	\$ 227,792	\$ (94,951)	\$ 248,500	\$ 115,660
Development / Planning Revenue					
5496 Mapping Sales	\$ -	\$ 458	\$ (458)	\$ 500	\$ 500
5495 Other Sales	5,244	4,583	660	5,000	(244)
5497 Lun Ammendment Fees	1,600	4,583	(2,983)	5,000	3,400
5101 Building Permits	285,052	183,333	101,718	200,000	(85,052)
5102 Subdivision Fees	38,184	36,667	1,517	40,000	1,816
Total Develop / Planning Rev	\$ 330,079	\$ 229,625	\$ 100,454	\$ 250,500	\$ (79,579)
Total Bylaw / Dev / Planning Revenue	\$ 462,920	\$ 457,417	\$ 5,503	\$ 499,000	\$ 36,080

Departmental

Finance

Statement of Expenditures

Planning

Planning Department	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,292,310	1,498,692	206,382	1,623,583	331,273
6010 BENEFITS	302,958	339,950	36,992	368,279	65,321
6020 TRAINING/EDUCATION	12,979	18,792	5,812	20,500	7,521
6030 TRAVEL/CONFERENCES	44,611	24,500	(20,111)	24,500	(20,111)
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	4,905	5,958	1,053	6,500	1,585
6050 OFFICE SUPPLIES	17,662	15,500	(2,151)	15,500	(2,152)
6060 OFFICE EQUIPMENT	11,700	13,292	1,592	14,500	2,800
6080 ADVERTISING	34,046	26,500	(7,546)	26,500	(7,546)
6110 TELEPHONE/FAX	14,013	16,042	2,029	17,500	3,487
6120 PUBL/SUBSCRIPTIONS	473	733	260	800	327
6130 COMPUTER HARDWARE	14,621	13,500	(1,121)	13,500	(1,121)
6140 COMPUTER SOFTWARE	8,901	13,292	4,390	14,500	5,599
6150 MEETING EXPENSES	1,677	5,683	4,006	6,200	4,523
6170 PROMOTION	10,286	27,500	17,214	30,000	19,714
7130 DEMOLITIONS	-	110,000	110,000	120,000	10,000
8000 OPERATIONAL EQUIPMENT	33,356	33,000	(356)	33,000	(356)
8010 OPERATIONAL MATERIALS/SUPPLIES	5,099	4,000	(1,100)	4,000	(1,099)
8090 UNIFORMS / CLOTHING	6,228	7,333	1,105	8,000	1,772
8100 PROFESSIONAL SERVICES	12,296	42,167	29,871	46,000	33,704
8110 CONTRACTS/AGREEMENTS	467,779	485,833	18,055	530,000	62,221
8130 LICENSES/PERMITS	71,947	84,247	12,300	85,497	13,550
8135 REGULATORY FEES	41,531	41,000	(531)	41,000	(531)
8150 GRANTS /SUBS TO ORG	505,057	532,153	27,087	540,000	34,934
Total expended to date	\$ 2,914,433	\$ 3,359,667	\$ 445,234	\$ 3,589,859	\$ 675,426

Departmental

Finance

Statement of Revenue

Facilities (C200 / Arenas)

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 4808 Advertising Revenue	-	151,250	(151,250)	165,000	165,000
GL 5001 Ice Rentals	611,929	925,833	(313,904)	1,010,000	398,071
GL 5002 Public Skating	1,668	5,500	(3,831)	6,000	4,332
GL 5005 Gym Rental	14,609	47,667	(33,058)	52,000	37,391
GL 5006 Canteen Sales	620,744	671,458	(50,714)	732,500	111,756
GL 5010 Other Revenue	39,413	57,750	(18,337)	63,000	23,587
GL 5033 Program Equipment	18,224	28,417	(10,193)	31,000	12,776
GL 5034 Facility Rentals	245,727	330,000	(84,273)	360,000	114,273
Total Revenue To Date	\$ 1,552,315	\$ 2,217,875	\$ (665,559)	\$ 2,419,500	\$ 867,185

Departmental

Finance

Facilities (C200 / Arenas)

Statement of Expenditures

February 29, 2024

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,917,502	1,698,528	(218,974)	1,840,072	(77,430)
6010 BENEFITS	321,986	351,169	29,183	380,433	58,447
6020 TRAINING	2,256	4,125	1,869	4,500	2,244
6030 TRAVEL/CONFERENCES	14,979	7,000	(7,979)	7,000	(7,979)
6040 PROFESSIONAL MEMBERSHIP/	1,432	3,667	2,234	4,000	2,568
6050 OFFICE SUPPLIES	3,847	4,583	736	5,000	1,153
6060 OFFICE EQUIPMENT	190	3,208	3,019	3,500	3,310
6080 ADVERTISING	1,607	6,875	5,268	7,500	5,893
6110 TELEPHONE/FAX	21,824	27,500	5,676	30,000	8,176
6130 COMPUTER HARDWARE	7,321	2,292	(5,029)	2,500	(4,821)
6140 COMPUTER SOFTWARE	-	917	917	1,000	1,000
6150 MEETING EXPENSES	2,777	2,750	(27)	3,000	223
7000 HEAT	151,922	109,000	(42,922)	109,000	(42,922)
7010 ELECTRICAL	735,218	751,664	16,446	820,000	84,782
7020 WATER	70,059	47,208	(22,851)	51,500	(18,559)
7030 BLDG/FACILITY MAINT	69,918	83,417	13,499	91,000	21,082
7040 BLDG/FACILITY REPAIR	344,442	80,000	(264,442)	80,000	(264,442)
7080 PLANT MAINTENANCE	166,678	90,000	(76,678)	90,000	(76,678)
7110 SECURITY	164,243	128,332	(35,910)	140,000	(24,243)
7510 VEH/EQUIP REPAIRS	35,533	15,500	(20,033)	15,500	(20,033)
8000 OPERATIONAL EQUIPMENT	54,968	13,500	(41,468)	13,500	(41,468)
8010 OPERATIONAL MATERIALS/SUF	194,960	188,833	(6,126)	206,000	11,040
8050 COST OF SALES	448,310	354,583	(93,727)	405,000	(43,310)
8090 UNIFORMS/CLOTHING	5,481	8,708	3,228	9,500	4,019
8110 CONTRACTS/AGREEMENTS	83,686	82,500	(1,186)	90,000	6,314
Total expended to date	\$ 4,821,139	\$ 4,065,860	\$ (755,279)	\$ 4,409,505	\$ (411,534)

Departmental

Finance

Statement of Expenditures

Parks and Grounds
Operations

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Parks & Grounds					
6000 WAGES/SALARIES	1,454,990	1,590,361	135,371	1,722,891	267,901
6010 BENEFITS	332,336	368,016	35,680	398,684	66,348
6011 MISCELLANEOUS BENEFITS	11,246	2,292	(8,954)	2,500	(8,746)
6020 TRAINING/EDUCATION	1,012	5,958	4,947	6,500	5,488
6030 TRAVEL/CONFERENCES	6,579	11,688	5,108	12,750	6,171
6040 PROFESSIONAL MEMBERSHIP/DUES & FEES	-	183	183	200	200
6050 OFFICE SUPPLIES	786	1,100	314	1,200	414
6060 OFFICE EQUIPMENT	-	917	917	1,000	1,000
6080 ADVERTISING	-	183	183	200	200
6110 TELEPHONE/FAX	9,122	9,167	45	10,000	878
6130 COMPUTER HARDWARE	8,888	2,500	(6,389)	2,500	(6,388)
7000 HEAT	3,063	11,000	7,937	12,000	8,937
7010 ELECTRICAL	68,671	75,946	7,275	82,850	14,179
7020 WATER	23,568	22,917	(651)	25,000	1,432
7030 BUILDING/FACILITY MAINTENANCE	1,449	8,708	7,259	9,500	8,051
7110 SECURITY	6,723	9,350	2,627	10,200	3,477
7510 VEHICLE/EQUIPMENT REPAIRS	2,921	1,008	(1,913)	1,100	(1,821)
7530 VEHICLE/EQUIPMENT REPLACEMENT	106,690	50,000	(56,689)	50,000	(56,690)
7540 VEHICLE/EQUIPMENT RENTAL	56,618	15,000	(41,618)	15,000	(41,618)
8000 OPERATIONAL EQUIPMENT	49,419	35,000	(14,418)	35,000	(14,419)
8010 OPERATIONAL MATERIALS/SUPPLIES	390,325	380,000	(10,325)	400,000	9,676
8020 MAINTENANCE EQUIPMENT	31,658	59,583	27,926	65,000	33,342
8040 COMMUNICATION EQUIPMENT LINES	9,814	10,083	269	11,000	1,186
8080 STREET LIGHTS	4,152	5,317	1,165	5,800	1,648
8090 UNIFORMS/CLOTHING	9,727	11,917	2,190	13,000	3,273
8100 PROFESSIONAL SERVICES	26,054	5,000	(21,053)	5,000	(21,054)
8110 CONTRACTS/AGREEMENTS	282,800	385,000	102,200	420,000	137,200
8165 STORM RECOVERY COST	45,040	-	(45,040)	-	(45,040)
Total expended to date	2,943,652	\$ 3,078,194	\$ 134,543	\$ 3,318,875	\$ 375,223

Departmental

Finance

Building Operations

Statement of Expenditures

February 29, 2024

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Buildings					
6000 WAGES/SALARIES	1,320,313	1,390,975	70,662	1,506,890	186,577
6010 BENEFITS	296,867	318,734	21,866	345,295	48,468
6020 TRAINING/EDUCATION	2,240	7,792	5,551	8,500	6,260
6030 TRAVEL/CONFERENCES	-	1,146	1,146	1,250	1,250
6050 OFFICE SUPPLIES	610	917	307	1,000	390
6060 OFFICE EQUIPMENT	3,957	2,000	(1,956)	2,000	(1,957)
6110 TELEPHONE/FAX	12,224	12,788	564	13,950	1,726
6120 PUBLICATIONS/SUBSCRIPTI	473	-	(473)	-	(473)
6130 COMPUTER HARDWARE	1,565	2,750	1,185	3,000	1,435
6140 COMPUTER SOFTWARE	5,944	5,958	14	6,500	556
7000 HEAT	127,713	110,000	(17,713)	120,000	(7,713)
7010 ELECTRICAL	512,061	514,459	2,398	561,228	49,167
7020 WATER	36,697	29,792	(6,905)	32,500	(4,197)
7030 BLDG/FACILITY MAINT	19,087	38,958	19,871	42,500	23,413
7060 BLDG/FACILITY RENOV	24,727	91,667	66,940	100,000	75,273
7070 BLDG/FACILITY RENTAL	189,895	189,895	-	205,100	15,205
7080 PLANT MAINTENANCE	1,165	13,750	12,565	15,000	13,815
7100 MAINT. TOOLS/EQUIP	6,241	3,208	(3,033)	3,500	(2,741)
7110 SECURITY	45,628	52,708	7,080	57,500	11,872
7120 PROPERTY TAXES	28,176	38,000	9,824	36,000	9,824
7540 VEH/EQUIP RENTAL	4,493	2,500	(1,993)	2,500	(1,993)
8000 OPERATIONAL EQUIP	4,837	2,500	(2,338)	2,500	(2,337)
8010 OPERATIONAL MATERIALS/S	93,408	110,458	17,050	120,500	27,092
8020 MAINTENANCE EQUIP	-	1,833	1,833	2,000	2,000
8040 COMM EQUIP LINES (GPS)	3,468	4,033	565	4,400	932
8090 UNIFORMS/CLOTHING	2,291	4,125	1,834	4,500	2,209
8100 PROFESSIONAL SERVICES	74,146	91,667	17,520	100,000	25,854
8110 CONTRACTS/AGREEMENTS	214,872	229,167	14,294	250,000	35,128
8130 LICENSES/PERMITS	691	917	226	1,000	309
8150 GRANTS/SUBS TO ORG	55,000	55,000	-	60,000	5,000
8165 STORM RECOVERY COST	69,322	-	(69,322)	-	(69,322)
Total expended to date	\$ 3,158,627	\$ 3,327,926	\$ 169,299	\$ 3,611,363	\$ 522,099

Departmental

Finance

Recreation /
Cultural Services

Statement of Revenue

February 29, 2024

Recreation/Cultural Services	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	27,500	27,500	-	30,000	2,500
5034 FACILITY RENTALS	6,190	6,875	(685)	7,500	1,310
Total Revenue To Date	\$ 33,690	\$ 34,375	\$ (685)	\$ 37,500	\$ 3,810

Departmental

Finance

Recreation Cultural Services

Statement of Expenditures

February 29, 2024

Recreation/Cultural Services	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	1,191,319	1,211,754	20,434	1,312,733	121,414
6020 TRAINING/EDUCATION	9,765	14,667	4,902	16,000	6,235
6030 TRAVEL/CONFERENCES	18,948	22,917	3,968	25,000	6,052
6040 PROFESSIONAL MEMBERSHIP/DU	3,911	3,500	(411)	3,500	(411)
6050 OFFICE SUPPLIES	5,390	5,500	111	6,000	611
6060 OFFICE EQUIPMENT	7,492	7,492	-	8,000	508
6080 ADVERTISING	56,506	64,167	7,661	70,000	13,494
6110 TELEPHONE/FAX	7,727	8,250	523	9,000	1,273
6120 PUBLICATIONS/SUBSCRIPTIONS	150	183	33	200	50
6130 COMPUTER HARDWARE	4,919	6,417	1,498	7,000	2,081
7070 BUILDING/FACILITY RENTAL	37,886	42,167	4,281	46,000	8,114
8000 OPERATIONAL EQUIPMENT	193,367	175,000	(18,368)	175,000	(18,367)
8025 COMMUNITY EVENTS	290,512	290,512	-	501,000	210,488
8150 GRANTS/SUBSIDIES TO ORGANIZ	20,000	20,000	-	20,000	-
8160 SUSTAINABILITY EVENTS	190,671	190,672	-	356,562	165,891
8170 SUSTAINABILITY	257,908	257,908	-	500,500	242,592
8165 STORM RECOVERY COST	-	-	-	-	-
Total expended to date	\$ 2,296,472	\$ 2,321,104	\$ 24,632	\$ 3,056,495	\$ 760,023

Departmental

Finance

Cape Breton Regional Municipality Water Utility
Statement of Operations - period ending February 29, 2024

	Actual Feb 29, 2024	Budget Feb 29, 2024	Variance Feb 29, 2024	Total Annual Budget 2023-24
Revenue				
Operating:				
Metered Sales	18,762,672	17,617,067	1,145,605	19,218,619
Public Fire Protection	6,486,692	6,486,692	-	7,076,391
Interest on Overdue Accounts	666,500	320,833	345,666	350,000
Other Operating Revenue	7,921	60,500	(52,579)	66,000
Total Operating Revenue	25,923,784	24,485,092	1,438,692	26,711,010
Expenditures				
Operating Expenses				
Source of Supply	385,501	507,528	122,027	553,667
Power and Pumping	1,494,963	1,871,870	376,907	2,042,040
Water Treatment	5,192,124	4,631,748	(560,376)	5,062,816
Transmission & Distribution	4,350,719	4,638,094	287,375	5,059,739
Administration & General	3,006,642	3,810,846	804,205	4,157,287
Depreciation	3,614,045	3,614,045	0	3,942,595
Taxes	1,816,826	1,889,446	72,620	2,061,214
Total Operating Expenses	19,860,821	20,963,578	1,102,758	22,869,358
Operating Profit/(Loss)	6,062,964	3,521,514	2,541,450	3,841,652

Cape Breton Regional Municipality Water Utility
Statement of Operations - period ending January 31, 2024

	Actual Feb 29, 2024	Budget Feb 29, 2024	Variance Feb 29, 2024	Total Annual Budget 2023-24
Non Operating Revenue				
Debt Charge Income	-	-	-	-
Interest Income	-	-	-	-
Amortization of Deferred Capital contribution	-	-	-	-
Total Non Operating Revenue	-	-	-	-
Non Operating Expenses				
Short term interest charges	137,500	137,500	-	150,000
Debt Charges				
Principal	3,267,458	3,380,641	113,183	3,687,972
Interest	807,111	807,111	0	880,485
Amortization of Debt Discount	-	-	-	-
Capital Expenditures out of operations	137,500	137,500	-	150,000
Total Non Operating Expenses	4,349,569	4,462,752	113,183	4,868,457
Non- Operating Profit/(Loss)	(4,349,569)	(4,462,752)	113,183	(4,868,457)
TOTAL UTILITY REVENUES (OPERATING & NON-OPERATING)	25,923,784	24,485,092	1,438,692	26,711,010
TOTAL UTILITY EXPENSES (OPERATING & NON-OPERATING)	24,210,390	25,426,330	1,215,940	27,737,815
CBRM WATER UTILITY PROFIT/(LOSS)	1,713,395	(941,238)	2,654,632	(1,026,805)

Port of Sydney Development Corporation

February 29, 2024 Income Statement

	This Year Actual	This Year Budget	Variance to Budget	Annual Budget
Wharfage and Berthage	798,341.19	681,620.70	116,720.49	708,360.70
Event Revenue	180,027.23	196,650.00	(16,622.77)	198,800.00
Miscellaneous Reveue	13,160.84	4,500.00	8,660.84	4,800.00
Storage and Rental	348,931.35	312,846.22	36,085.13	324,735.43
Passenger tax	1,624,440.75	1,489,595.05	134,845.70	1,489,595.05
Security/Traffic Control	375,312.75	331,319.70	43,993.05	336,529.19
Government Grants	3,957.48	-	3,957.48	-
Craft Market Revenue	130,026.96	70,500.00	59,526.96	70,500.00
	<u>3,474,198.55</u>	<u>3,087,031.67</u>	<u>387,166.88</u>	<u>3,133,320.37</u>
Wages & Benefits	756,591.18	819,478.65	(62,887.47)	922,968.14
Professional Fees	81,018.27	83,200.00	(2,181.73)	86,300.00
Advertising & Promotions	8,908.97	11,775.00	(2,866.03)	12,775.00
Cruise Activities	58,259.04	69,140.00	(10,880.96)	69,140.00
Dues & Membership Fees	34,290.74	28,064.00	6,226.74	28,327.00
Event Expense	55,635.81	97,600.00	(41,964.19)	97,600.00
Insurance	68,357.43	80,365.00	(12,007.57)	87,375.00
Interest & Bank Charges	5,136.41	4,320.00	816.41	4,720.00
Office & Admin	21,462.56	20,454.00	1,008.56	21,087.00
Office Rent	47,960.00	34,880.00	13,080.00	34,880.00
Miscellaneous	10,220.94	8,310.00	1,910.94	8,610.00
Repairs & Maintenance	235,175.39	190,925.44	44,249.95	201,069.44
Major Repairs	-	75,000.00	(75,000.00)	75,000.00
Travel	18,811.15	19,500.00	(688.85)	19,500.00
Utilities	205,426.89	203,660.00	1,766.89	224,520.00
Bad Debts	-	1,500.00	(1,500.00)	2,000.00
Security Expense	249,937.10	224,193.86	25,743.24	227,699.86
Leasehold Improvements	14,619.18	13,000.00	1,619.18	13,000.00
	<u>1,871,811.06</u>	<u>1,985,365.95</u>	<u>(113,554.89)</u>	<u>2,136,571.44</u>
	1,602,387.49	1,101,665.72	500,721.77	996,748.93
	(353,287.88)	(353,287.88)	-	(385,405.00)
	<u>1,249,099.61</u>	<u>748,377.84</u>	<u>500,721.77</u>	<u>611,343.93</u>

