

**Cape Breton Regional Municipality**

**Council Meeting**

**AGENDA**

**TUESDAY, DECEMBER 14, 2021**

**6:00 P.M.**

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

**This page is blank for copying purposes.**

# Cape Breton Regional Municipality

## Council Meeting

Tuesday, December 14, 2021  
6:00 p.m.

### **AGENDA ITEMS**

---

#### Land Acknowledgement

#### O' Canada

#### Roll Call

1. **APPROVAL OF MINUTES:** (Previously Distributed)
  - Special Council – October 26, 2021
  - Council – November 9, 2021
  
2. **APPROVAL OF AGENDA:** (Motion Required)
  
3. **PROCLAMATION:**
  - 3.1 **RETT Syndrome Awareness (for ratification):**  
Councillor Darren O'Quinn (See page 7)
  
4. **PRESENTATION:**
  - 4.1 **Wolfpack Team Recognition:** Councillor Cyril MacDonald
  
5. **DELEGATION:**
  - 5.1 **Munro Academy - Municipal Government Student Leadership Pilot Project Proposal:** Naomi Barrett and Sarwat Naeem, Students; and Doug Beane, MS/HS Principal Munro Academy (See page 8)

Continued...

**Council Meeting Agenda  
December 14<sup>th</sup>, 2021 (Cont'd)**

---

**6. PLANNING ISSUES**

**6.1 FINAL APPROVAL – PUBLIC HEARING:**

- a) **Zoning Amendment Application – 1085: Harbourside Business Park Zone Sydney:** Karen Neville, Senior Planner (See page 13)

**6.2 APPROVAL TO ADVERTISE: N/A**

**7. REPORTS:**

- 7.1 **Economic Development Update – CBRM REN:** Tyler Mattheis, Director of Economic Development - Cape Breton Partnership (See page 23)

- 7.2 **“Vision to Action” - Report on Strategic Vision:** Mike Targett, Community Consultation Coordinator (See page 38)

**8. BUSINESS ARISING:**

**8.1 Council – November 19, 2019 and General Committee – February 4, 2020:**

- a) **Financing Water, Septic and Energy Efficiency Upgrades:** Jennifer Campbell, Chief Financial Officer (See page 52)

**8.2 Council – July 6, 2021 and November 9, 2021:**

- a) **CBRM Asset Naming:** Michael Ruus, Director of Planning and Development (See page 56)

**8.3 Council – October 12, 2021:**

- a) **Request to Relocate Memorial Plaque from Jail Field Playground to Atlantic Street Playground:** Allan Clarke, Manager, Buildings and Parks (See page 60)

Continued...

**Council Meeting Agenda  
December 14<sup>th</sup>, 2021 (Cont'd)**

---

**BUSINESS ARISING (Cont'd):**

- 8.4 Council – November 9, 2021:**
- a) **North Sydney Food Bank:** Marie Walsh, Chief Administrative Officer (See page 63)
- 8.5 Nominating Committee – November 17, 2021:**
- a) **Citizen Vacancy on Accessibility Advisory Committee:** Deborah Campbell Ryan, Municipal Clerk (See page 66)
- 8.6 Heritage Advisory Committee – November 24, 2021:**
- a) **Municipal Heritage Registration Requests:** Karen Neville, Senior Planner / Heritage Officer (See page 69)
- i. **Menelik Hall (88 Laurier Street, Whitney Pier)**  
(See page 70)
- ii. **The Cedars Club (30 MacKenzie Street, Sydney)**  
(See page 75)
- iii. **8399 Grand Narrows Highway, Christmas Island**  
(See page 79)
- 9. CORPORATE SERVICES ISSUES:**
- 9.1 Surplus Schools and Properties:** Allan Clarke, Manager, Buildings and Parks (See page 88)
- 10. COMMITTEE REPORTS:**
- 10.1 Review of the Taxi Bylaw:** Councillor Steve Gillespie (See page 90)

Continued...

**Council Meeting Agenda  
December 14<sup>th</sup>, 2021 (Cont'd)**

---

**11. FINANCIAL STATEMENTS:** Jennifer Campbell, Chief Financial Officer

**11.1 CBRM to October 31, 2021:** (See page 92 )

**For Information Only.**

**11.2 Port of Sydney Development Corporation to October 31, 2021:**  
(See page 115 )

**For Information Only.**

**12. Review of Action Items from this Meeting:** Mayor Amanda M. McDougall

**ADJOURNMENT**

**Cape Breton Regional Municipality**  
**Proclamation**  
***“RETT Syndrome Awareness Month”***

---

**Whereas:** RETT syndrome is a neurological condition that almost exclusively affects females and is believed to occur once in every 10,000 female births, although symptoms do not appear until a regression between 6 and 18 months of age;

**And Whereas:** Throughout their lives these courageous children will need total care and constant support from their families;

**And Whereas:** Children with RETT syndrome combat many medical challenges, including seizures, osteoporosis, scoliosis, breath holding, hyperventilation, nutritional problems and apraxia - the inability to motor plan - which, along with loss of speech, is one of the most challenging symptoms of RETT syndrome;

**And Whereas:** In 1999 it was discovered that RETT syndrome is primarily caused by sporadic mutation in the MECP2 gene on the X chromosome, and since the discovery many research projects are taking place across Canada to learn more about RETT syndrome;

**Be It Therefore Resolved:** That Mayor Amanda M. McDougall and CBRM Council hereby proclaim the month of **October 2021** as RETT Syndrome Awareness Month to raise awareness within our community.

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

December 14<sup>th</sup>, 2021



CAPE BRETON  
REGIONAL MUNICIPALITY




MUNRO  
ACADEMY

# MUNICIPAL GOVERNMENT STUDENT LEADERSHIP PILOT PROJECT PROPOSAL


1

## ABOUT US



**NAOMI BARRETT**

- Grade 10 Student
- Student Council President



**SARWAT NAEEM**

- Grade 9 Student
- Yearbook Member

2



3



1. SMALL CLASS SIZES

2. INTERNATIONAL STUDENTS

3. CHRISTIAN WORLDVIEW

The complex block contains a light blue background. On the left, there are two photographs: the top one shows the letters "MMA" and a heart shape made of small white flowers on a green lawn; the bottom one shows a group of students standing in a line outdoors. On the right, there is a list of three features, each with a numbered square icon in a different color (yellow, teal, and dark blue).

4

## PROJECT GOAL:

Facilitate greater understanding and appreciation of municipal governance within school age students through an approach engaging student leadership and a students-teaching-students model.



5

## ENVISIONED APPROACH

- Orientation session facilitated by the CBRM administration describing municipal structure and functioning
- 1 meeting/briefing with CBRM Mayor
- Shadowing experience with councilors
- Observation of 2 CBRM municipal meetings (if possible, participating in some way)
- Students prepare a briefing presentation and have it reviewed by CBRM representative and school administration



6

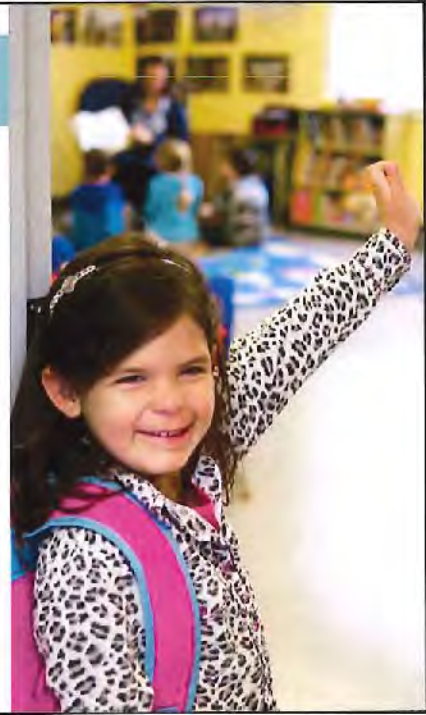
## SUGGESTED PROCESS

2021/22:

- Munro Academy facilitates a pilot 'Student Municipal Leadership Experience' with 2-3 students.

2022/23+:

- CBRM implements a 'Student Municipal Leadership Experience' for HS students within the municipality.



7



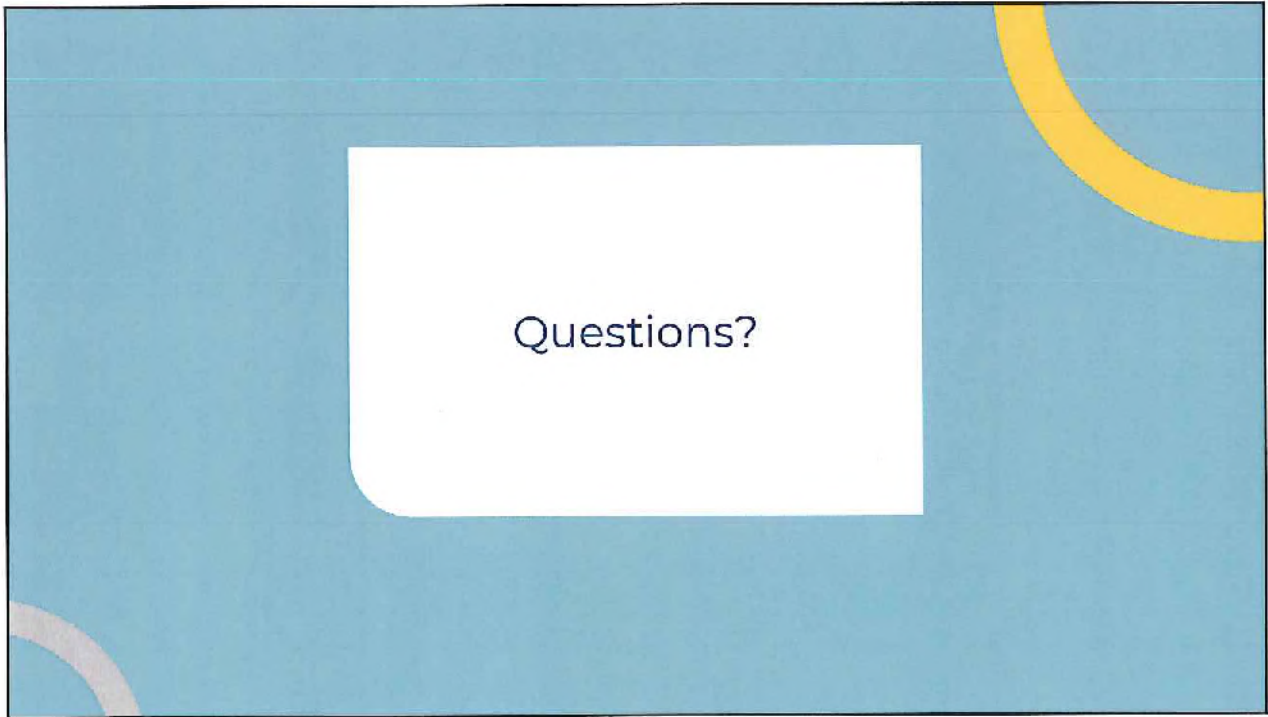
CAPE BRETON  
REGIONAL MUNICIPALITY



# Thank you!

CREDITS: This presentation template was created by **Slidesgo**, including icons by **FlatIcon**, and infographics & images by **Freepik**

8



9

**Approval to Advertise - Zoning Amendment Application – 1085: Harbourside Business Park Zone, Sydney**

**Motion:**

Moved by Councillor Green, seconded by Councillor Paruch, approval to advertise Notice of a Public Hearing to consider the application by Nova Scotia Lands Inc. for land within the Harbourside Commercial park to amend the boundaries of the subzone categories of the Harbourside Business Park (HBZ) zone to allow for stand-alone sales and service uses to facilitate the sale of the property

**Motion Carried.**



**TO: CBRM Council**

**FROM: Karen Neville**

**SUBJECT: ZONING AMENDMENT APPLICATION – 1085  
Harbourside Business Park Zone  
Sydney**

**DATE: December 6<sup>th</sup>, 2021**

---

**Introduction**

The Planning and Development Department has received an amendment request from Nova Scotia Lands Inc. for land within the Harbourside Commercial Park (Attachment A). Nova Scotia Lands Inc. has requested an amendment to boundaries of the subzone categories of the Harbourside Business Park (HBZ) zone to facilitate the sale of property.

**Discussion**

At the time the Municipal Planning Strategy (MPS) and Land Use By-law (LUB) were adopted, the vision for the Harbourside Commercial Park was for sales and service uses to be permitted in the southern area of the park and more industrial uses in the northern portion of the park. As a result, two subzones were created in the Harbourside Business Park (HBZ) Zone (Attachment B and C). To achieve the vision of the park, sales and service use as stand-alone uses (main uses) are directed to HBZ-2 subzone, while the sales and service can only be established in the HBZ-1 subzone when they are accessory to a permitted main use. This means a permit cannot be issued for a stand-alone service use in the HBZ-1 zone.

Nova Scotia Lands has an opportunity to sell property in the HBZ-1 subzone of the park; however, the intended purchasers want to establish service uses. The HBZ-1 subzone only permits services uses accessory/secondary to a permitted main use; therefore, Nova Scotia Lands Inc. is requesting Council consider amending the subzone boundaries. Part 10, Policy 17, of the Municipal Planning Strategy Policy (MPS) allows Council to consider a zone amendment to the zone immediately adjacent provided the intent of all other policies are satisfied. In this case, the applicant is requesting to amend the boundary lines of the subzones within the (HBZ) zone; therefore, the request is in keeping with the Part 10, Policy 17.

*Part 10 Policy 17*

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

**Notice of the Public Hearing**

In accordance with the *Municipal Government Act*, notice of this application was placed in the November 29<sup>th</sup> and December 6<sup>th</sup> editions of the Cape Breton Post. Notice was also mailed to assessed property owners in the vicinity of the properties in question. In addition, notice of the Public Hearing was posted on CBRM's Facebook and webpage. At the time this report was prepared no written comments were received by the Planning and Development Department.

**Recommendation**

Based on Part 10, Policy 17, of the Municipal Planning Strategy Policy, I recommend that Council approve amending the zoning for the properties identified on Attachment A from Harbourside Business Park-1 (HBZ-1) Zone to Harbourside Business Park-2 (HBZ-2) Zone.

A copy of the Amending By-law can be found in Attachment D.

**Submitted by:**

**Originally Signed by**

**Karen Neville  
Planning and Development Department**

## PART 82 HARBOURSIDE BUSINESS PARK (HBZ) ZONE

### Section 1 HBZ Uses Permitted

The HBZ Zone shall be divided into two sub-zones; HBZ-1 and HBZ-2. Development Permits shall only be issued in the HBZ Zone for one or more of the following uses in compliance with any relevant section of the General Provisions Part, and any specific section of this Part devoted to the use.

- **agricultural uses on the same site as an agricultural products manufacturer**
- **fishery uses subject to Section 3** - *all fishery uses are only permitted as a main use in the HBZ-1 sub zone.*
- **manufacturing** – *all in both the HBZ-1 and HBZ-2 sub-zones*
- **marine related assembly and repair** - *all in both the HBZ-1 and HBZ-2 sub-zones*
- **recreational** – *all public and business recreational establishments, with the exception of racetracks for motor vehicles and campgrounds, are permitted in both the HBZ-1 and HBZ-2 sub-zane. Racetracks for motor vehicles and campgrounds are prohibited throughout the HBZ Zone*
- **sales** – *all sales business developments are only permitted as a main use in the HBZ-2 sub zane. All sales business developments are only permitted in the HBZ-1 sub-zone as an ancillary use to a main use.*
- **service** – *all service business developments are only permitted as a main use in the HBZ-2 sub zane. All service business developments are only permitted in the HBZ-1 sub-zone as an ancillary use to a main use.*
- **transportation** – *all in both the HBZ-1 and HBZ-2 sub-zones*
- **utility** – *all in both the HBZ-1 and HBZ-2 sub-zones*

### Section 2 Outdoor Display and Storage

Outdoor display and storage shall be permitted.

### Section 3 Fish Offal Reduction Plants

Fish offal reduction plants shall only be permitted in the HBZ Zone by development agreement in compliance with the criteria of Part 6, policy 3.c of the Municipal Planning Strategy.

### Section 4 Hard Services

For the purposes of this Part, and in addition to their normal meaning, piped water, sanitary sewer system and public street/road shall mean those owned and maintained by a Federal, or Provincial Crown Corporation.

### Section 5 HBZ Lot Parcel Development Requirements

- a. All permitted uses in the HBZ Zone are subject to the higher of either:
  - the lot parcel development requirements in the General Provision Part; or
  - the lot parcel development requirements in the Table below

Minimum public street/road required boundary	150 feet (see <i>Conversions and New Construction</i> below for explanation of provisions)
--	--

#### **b. Conversions and New Construction**

1. The 150 foot minimum public street/road frontage provision is in effect for the following types of development if any driveway access is to be provided to the public streets/roads listed at the end of this Section:

- the construction of any new main buildings; or
- the establishment of any new business development land use (e.g. car sales lot, paid parking lot), and
- the expansion of any other use, except very minor extensions to comply with Building Code, Fire Code and building accessibility improvements.

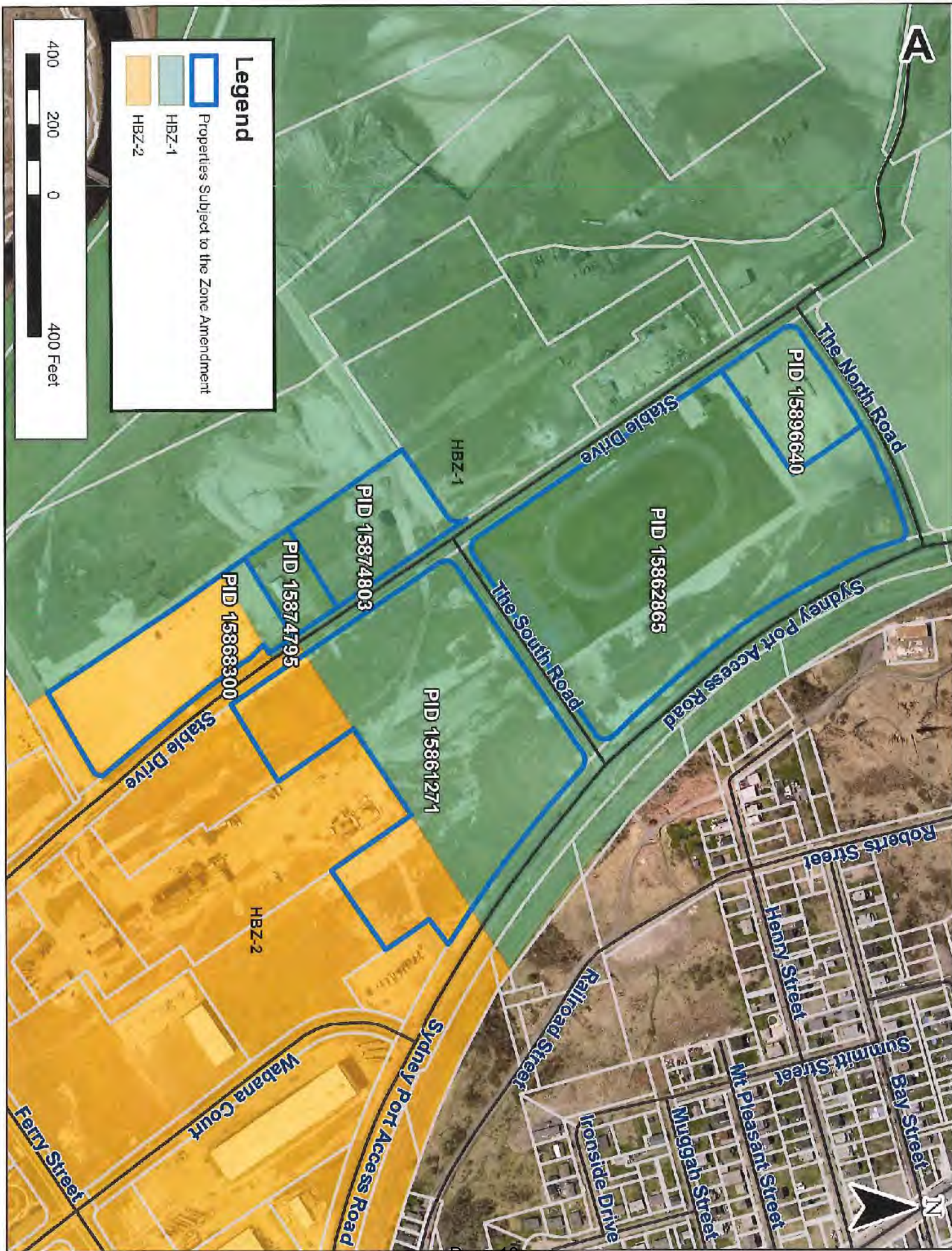
#### **2. Exception to this Provision**

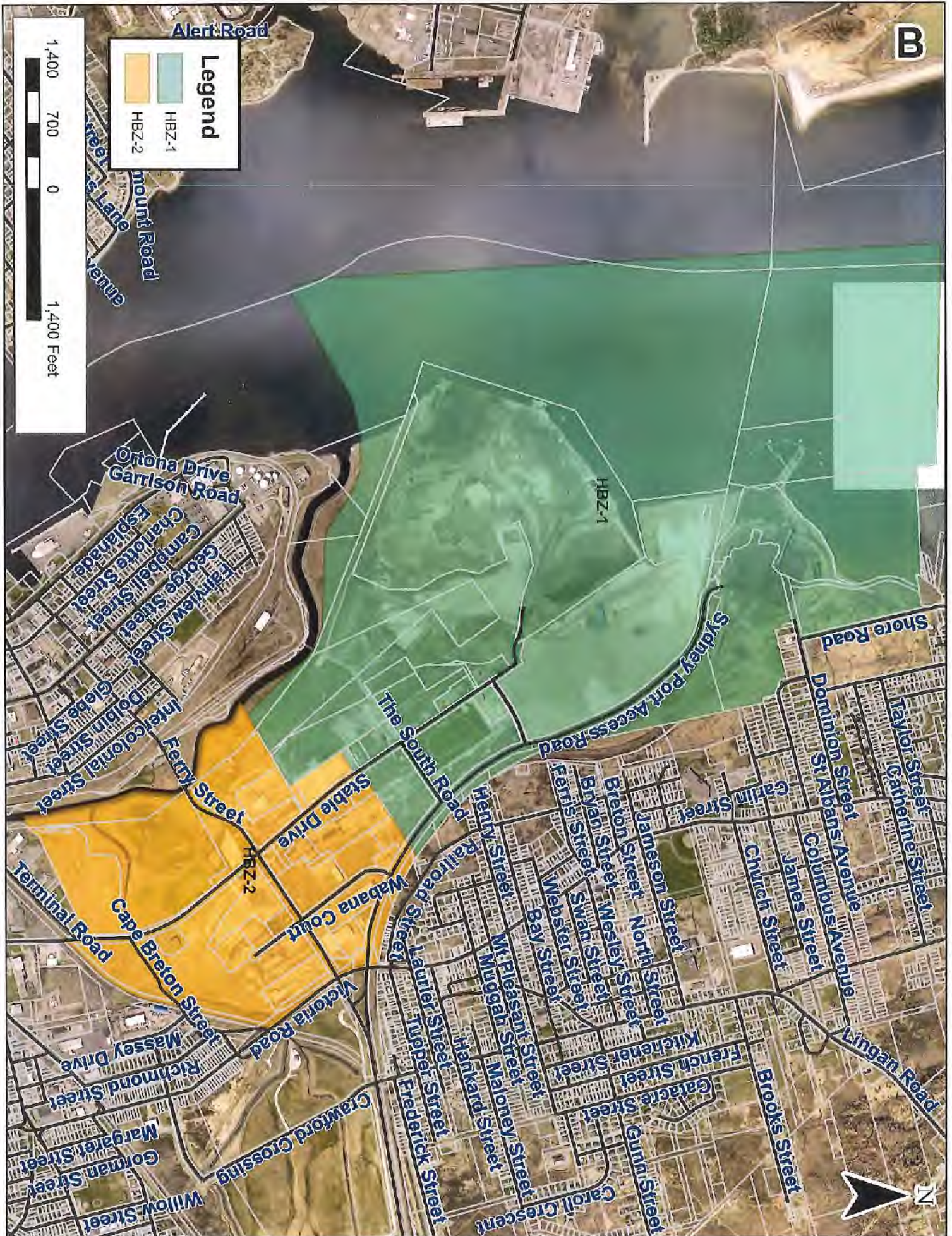
The 150 ft. provision of this Section may be waived where two or more adjacent lot parcels share the same entrance/exit ramps provided:

- the boundaries of the lot parcels affected that are shared with the public street/road boundary shall have a combined length of at least 150 ft.;
- an easement describing the entrance/exit ramp and any driveway leading to the adjacent lot parcel(s) serviced by the entrance/exit ramp is included in the deed description of the lot parcel(s) on which the easement is/are over; and
- the present owners of the lot parcels benefiting from this provision provide an affidavit or restrictive covenant relinquishing any rights for additional public street/road entrance/exit ramps to their property.

**3. Public streets/roads** in this Zone affected by the conversions and new construction frontage provisions:

- Inglis Street from its intersection with Ferry Street south to its intersection with Terminal Road and the railway crossing;
- Ferry Street.





## PART 82 HARBOURSIDE BUSINESS PARK (HBZ) ZONE

### Section 1 HBZ Uses Permitted

The HBZ Zone shall be divided into two sub-zones; HBZ-1 and HBZ-2. Development Permits shall only be issued in the HBZ Zone for one or more of the following uses in compliance with any relevant section of the General Provisions Part, and any specific section of this Part devoted to the use.

- **agricultural uses on the same site as an agricultural products manufacturer**
- **fishery uses subject to Section 3** - *all fishery uses are only permitted as a main use in the HBZ-1 sub zone.*
- **manufacturing** – *all in both the HBZ-1 and HBZ-2 sub-zones*
- **marine related assembly and repair** - *all in both the HBZ-1 and HBZ-2 sub-zones*
- **recreational** – *all public and business recreational establishments, with the exception of racetracks for motor vehicles and campgrounds, are permitted in both the HBZ-1 and HBZ-2 sub-zone. Racetracks for motor vehicles and campgrounds are prohibited throughout the HBZ Zone*
- **sales** – *all sales business developments are only permitted as a main use in the HBZ-2 sub zone. All sales business developments are only permitted in the HBZ-1 sub-zone as an ancillary use to a main use.*
- **service** – *all service business developments are only permitted as a main use in the HBZ-2 sub zone. All service business developments are only permitted in the HBZ-1 sub-zone as an ancillary use to a main use.*
- **transportation** – *all in both the HBZ-1 and HBZ-2 sub-zones*
- **utility** – *all in both the HBZ-1 and HBZ-2 sub-zones*

### Section 2 Outdoor Display and Storage

Outdoor display and storage shall be permitted.

### Section 3 Fish Offal Reduction Plants

Fish offal reduction plants shall only be permitted in the HBZ Zone by development agreement in compliance with the criteria of Part 6, policy 3.c of the Municipal Planning Strategy.

### Section 4 Hard Services

For the purposes of this Part, and in addition to their normal meaning, piped water, sanitary sewer system and public street/road shall mean those owned and maintained by a Federal, or Provincial Crown Corporation.

### Section 5 HBZ Lot Parcel Development Requirements

- a. All permitted uses in the HBZ Zone are subject to the higher of either:
  - the lot parcel development requirements in the General Provision Part; or
  - the lot parcel development requirements in the Table below

Minimum public street/road required boundary	150 feet (see <i>Conversions and New Construction below for explanation of provisions</i> )
--	---

**b. Conversions and New Construction**

1. The 150 foot minimum public street/road frontage provision is in effect for the following types of development if any driveway access is to be provided to the public streets/roads listed at the end of this Section:

- the construction of any new main buildings; or
- the establishment of any new business development land use (e.g. car sales lot, paid parking lot), and
- the expansion of any other use, except very minor extensions to comply with Building Code, Fire Code and building accessibility improvements.

**2. Exception to this Provision**

The 150 ft. provision of this Section may be waived where two or more adjacent lot parcels share the same entrance/exit ramps provided:

- the boundaries of the lot parcels affected that are shared with the public street/road boundary shall have a combined length of at least 150 ft.;
- an easement describing the entrance/exit ramp and any driveway leading to the adjacent lot parcel(s) serviced by the entrance/exit ramp is included in the deed description of the lot parcel(s) on which the easement is/are over; and
- the present owners of the lot parcels benefiting from this provision provide an affidavit or restrictive covenant relinquishing any rights for additional public street/road entrance/exit ramps to their property.

**3. Public streets/roads** in this Zone affected by the conversions and new construction frontage provisions:

- Inglis Street from its intersection with Ferry Street south to its intersection with Terminal Road and the railway crossing;
- Ferry Street.

By-law  
of the Cape Breton Regional Municipality

amending the

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

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

**THAT:** Council amends the CBRM's Land Use Bylaw map by deleting Harbourside Business Park -1 (HBZ-1) Zone in effect for PID 15896640, PID 15862865, PID 15874803, PID 15874795, and PID 15868300 replacing it with the Harbourside Business Park - 2 (HBZ-2) Zone.

**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 Land Use By-law.

\_\_\_\_\_  
Deborah Campbell Ryan, CLERK



CAPE BRETON  
REGIONAL MUNICIPALITY



# Economic Development Update CBRM REN

## CBRM's Dedicated Economic Development Team



**Mickey Freeman**  
Business Development Officer  
(902) 202-4034  
[mickey@capebretonpartnership.com](mailto:mickey@capebretonpartnership.com)



**Lan Zheng**  
Business Growth Advisor  
(902) 217-3065  
[lan@capebretonpartnership.com](mailto:lan@capebretonpartnership.com)



CAPE BRETON  
REGIONAL MUNICIPALITY



# Cape Breton Partnership

## Vision:

A thriving Cape Breton – Unama’ki



## Promote:

Our Island as a great place to live and invest.

## Grow:

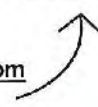
A culture that values and celebrates creativity, innovation and entrepreneurship.

## Connect:

Entrepreneurs and companies to the resources they need to succeed.



[CapeBretonPartnership.com](http://CapeBretonPartnership.com)  
>> [investors](#)



# Regional Enterprise Networks



# 2021 CBRM REN Board of Directors

- Tracey Boutilier, Vibe Creative Group (Chair)
- Brad Jacobs, Colbourne Auto Group
- Damien Barry, Louisbourg Seafoods
- Howie Doiron, Lindsay Construction
- James Wooder, JBW Consulting



## 2021 Cape Breton Partnership Board of Directors

### Executive

- Sandra Kanchuk – Chair  
Seaside Wireless Communications Inc.
- Brian Purchase – Vice-Chair  
Schwartz & Company
- Rob Wadden – Treasurer  
Grant Thornton
- Dan MacDonald – Executive Member  
CBCL

### Board Members

- Paul Breski, Nova Scotia Power
- Jennifer Martin, Membertou First Nation
- James Wooder, JBW Consulting
- Osborne Burke, Victoria Co-op Fisheries

- Allan Eddy, Port Hawkesbury Paper
- Monica McCarthy, East Coast Credit Union
- Tracey Boutillier, Vibe Creative Group
- Howie Doiron, Lindsay Construction
- Damlen Barry, Louisbourg Seafoods
- Jen Ryan, Quincy Street Market
- Nagy Abdou, 7by7
- Brad Jacobs, Colbourne Auto Group
- Shaowei Xu, SW East International Trading & Consulting
- Vivek Saxena – NSCC Strait Area Campus
- Ron Blinkhorn – Casino Nova Scotia (Sydney)
- Alyssia Jeddore – Eskasoni Corporate Division
- Adam Bateman – Business Development Bank of Canada



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## Promoting, Growing and Connecting Business



### 1) Support Local Business

- Business Advisory Services
- Support businesses with red tape and regulatory challenges
- Connect businesses to opportunities to grow



### 2) Attract New Business and Investment

- Investment attraction support
- Site selection assistance
- Marketing and promotion



### 3) Coordinate Economic Development Projects

- Commercial land inventory
- Studies, research and strategic plans
- Municipal priority projects



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## Promoting Growing and Connecting Business in CBRM



**Mickey Freeman**  
Business Development Officer  
(902) 202-4034  
[mickey@capebretonpartnership.com](mailto:mickey@capebretonpartnership.com)



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## Supporting CBRM Businesses in 2021

*insightly*

### 310 New Files Started YTD

*Including services to:*

- **34** Businesses Expanding In CBRM
- **115** Startups and Exploring Entrepreneurs
- **30** Businesses seeking to Locate, Buy or Sell a business in the CBRM

### Types of Services Provided YTD

*The 310 new files started in 2021 have included:*

- **35** Investment Attraction Files
- **132** Business Advisory Files
- **30** Immigration and Labour Market Consults

### Industries / Sectors Served YTD

*The 310 new files started in 2021 have included:*

- **30** Accommodation and Food Services
- **7** Agriculture/Forestry/Fishing/Hunting
- **17** Manufacturing
- **15** Retail Trade
- **4** Construction
- **12** Arts, Entertainment and Recreation

**187 Current open Files Across all Services** *(As of December 5<sup>th</sup>, 2021)*



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## Supporting CBRM Businesses – Business Planning Service



**Shannon McNell**  
Business Planning Advisor  
[shannon@capebretonpartnership.com](mailto:shannon@capebretonpartnership.com)



[CapeBretonPartnership.com](https://CapeBretonPartnership.com)  
>> [initiatives](#) >> [Business Planning Services](#)

- **54** CBRM files currently open as of December 5th, 2021
- **56** New CBRM Business Planning Files opened YTD 2021
- **21** Business Planning Files closed YTD 2021



CAPE BRETON  
REGIONAL MUNICIPALITY



## Promoting Growing and Connecting Business in CBRM



**Lan Zheng**  
Business Growth Advisor  
(902) 217-3065  
[lan@capebretonpartnership.com](mailto:lan@capebretonpartnership.com)



CAPE BRETON  
REGIONAL MUNICIPALITY



## Supporting CBRM Businesses



[www.Cape-Breton-First.com](http://www.Cape-Breton-First.com)



#CapeBretonFirst  
video on YouTube



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## Supporting CBRM Businesses



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## Attracting New Business and Investment



Up to Date Information & Tools



Specialized and Targeted Initiatives



Partners in Promotion and Projects



## Economic Development Projects



Strait of Canso Gateway Project

### Housing Studies



## Supporting the Creative Economy



**Creative Economy Education Project**  
Workshops, online resources, videos and the development of marketing and management skills.

**Creative Economy Legacy Project**  
Audio visual production, a book, traditional Mi'kmaq art, sculpture, a theatre script, photography and more.



**Choose to Support Arts & Culture:**  
Cape Breton's Creative Sector



Scan to watch  
on YouTube



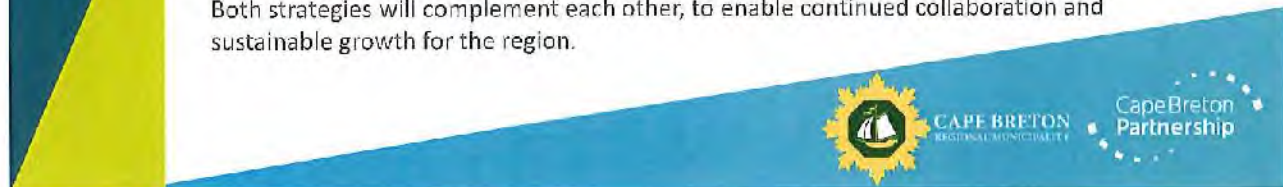
## Economic Development Plan

Going forward, the CBRM REN's work and annual business plans will be directed by the CBRM's Economic Development Strategy which is expected to be completed in early 2022 through the CBRM Forward initiative.



The Cape Breton – Unama'ki Economic and Population Growth Strategy, originally planned to be completed in the spring of 2020 is also expected to be completed in early 2022.

Both strategies will complement each other, to enable continued collaboration and sustainable growth for the region.



# Human Resources and Immigration Support

- A team dedicated to **Human Resources & Immigration**, focused on supporting employers in meeting their staffing needs.



**Kelly MacKinnon**  
Immigration Consultant  
(w) 902-562-0122 | (c) 902-202-5119  
[kelly@capebretonpartnership.com](mailto:kelly@capebretonpartnership.com)



## Human Resources & Immigration Support

### **Immigration Services:**

- Guide employers, and their foreign worker candidates, in navigating the Canadian immigration system.
- Preemptively identify complications before they happen and resolve them.
- Provide support to candidates and companies who provide a clear economic benefit.
  - Biotechnology startups
  - Healthcare professionals

### **Federal Referral Programs:**

- *Global Skills Strategy (IRCC)*
- *Global Talent Stream (ESDC)*

### **Provincial Referral Programs:**

- *Atlantic Immigration Pilot*
- *Nova Scotia Nominee Program*

### **International:**

- *Mobilitéé Francophone*



# Human Resources and Immigration Support

- A team dedicated to **Human Resources & Immigration**, focused on supporting employers in meeting their staffing needs.



**Jessica MacDonald**  
Human Resources Consultant  
(w) 902-562-0122 | (c) 902-202-6887  
[jessica@capebretonpartnership.com](mailto:jessica@capebretonpartnership.com)



## Human Resources & Immigration Support

### Human Resources Services

- Support employers' strategic HR plans to build capacity in dealing with labour market challenges.
- Develop understanding to engage in national and international recruitment practices and events.
- Help employers to remain competitive in the labour market.



## Human Resources and Immigration Support

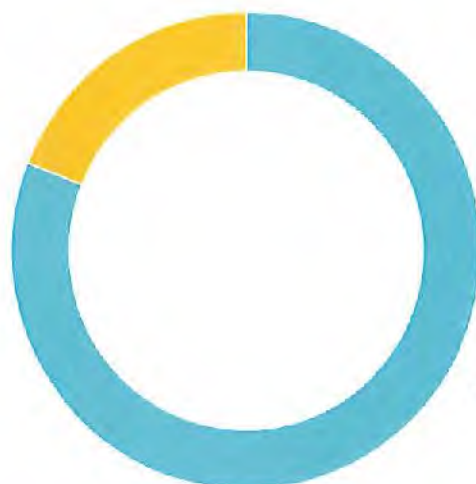
### Atlantic Immigration Pilot Program (AIPP)

- **145 employers** designated in CBRM.
- We have supported over 100 of these employers to become designated and helped them in filling **285 positions** through the AIPP.
- The Partnership supported **443 new permanent residents** to your region. This figure includes foreign workers, their spouses and accompanying dependents.
- Immigration, Refugees and Citizenship Canada (IRCC) has committed to launching a permanent Atlantic Immigration Program (AIP). As a result, the Pilot comes to an end, and the new program starts in January 2022.



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership



Human Resources &  
Immigration Support

Endorsements (AIPP)

■ International Graduates ■ Other - In Canada



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

## The Role of Post-Secondary Institutions



## Human Resources & Immigration Support



## Human Resources and Immigration Support

### CAPE BRETON JOB BOARD

- Cape Breton's only Job Board, exclusively for Cape Breton employment opportunities with features mirroring national standards from the Job Bank of Canada.
- This November, the Cape Breton Partnership deployed its 3<sup>rd</sup> update for the Cape Breton Job Board. This update includes the option for an organization to post **board** and **volunteer** opportunities.
- We have had **188 Cape Breton employers** signed up and actively posting; **Over 470 positions posted** and growing organically.



CAPE BRETON  
REGIONAL MUNICIPALITY



## Settlement, Integration and Inclusion

A team dedicated to **Settlement, Integration & Inclusion**.

These programs play an exceptional role to help make Cape Breton a destination of choice and support the settlement and integration of professionals and their families.



Fostering more welcoming, inclusive communities for newcomers.



Highlighting newcomer stories and the roles that individuals, businesses, and organizations can play in building welcoming communities.



[WelcometoCapeBreton.ca](http://WelcometoCapeBreton.ca)

A guide to living, working, and moving to Cape Breton.



CAPE BRETON  
REGIONAL MUNICIPALITY



# Settlement, Integration and Inclusion

A team dedicated to **Settlement, Integration & Inclusion**.

These programs play an exceptional role to help make Cape Breton a destination of choice and support the settlement and integration of professionals and their families.



Welcome groups led by community volunteers to help welcome newcomers.

CAPE BRETON  
**CONNECTOR**  
PROGRAM



Connecting new graduates, relocated or returned Canadians, and newcomers to industry professionals to grow their networks.



CAPE BRETON  
REGIONAL MUNICIPALITY

Cape Breton  
Partnership

Economic Development  
Update - CBRM REN



CAPE BRETON  
REGIONAL MUNICIPALITY



Thank you – Questions?

# VISION TO ACTION

# Vision

*An inclusive, prosperous, vibrant community through culture, diversity, and innovation.*

# Mission

*To work with the community to create a safe and welcoming CBRM that fosters wellbeing and inclusive opportunity.*

# Values

*Inclusion · Innovation · Community Pride · Collaboration · Accountability*

# Strategic Vision

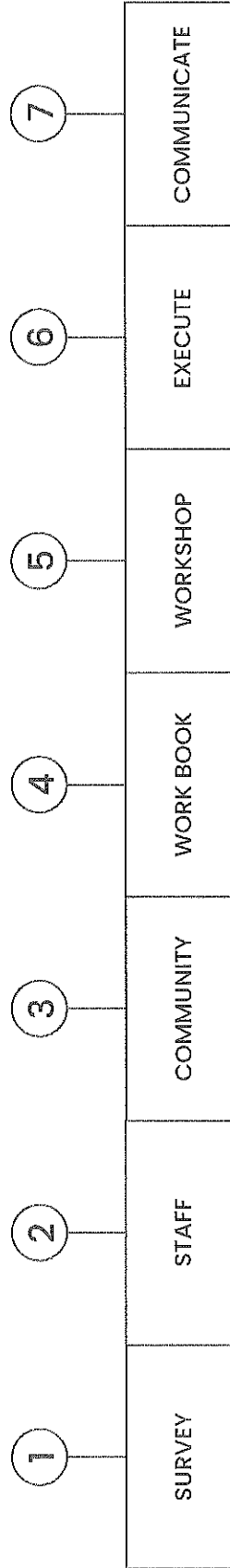
1. Economic Development
2. CBRM Charter
3. Development of Harbours
4. Population Growth & Inclusivity
5. Municipal Revenue Streams

# Strategic Vision

## 1. Economic Development

1. Affordable Housing
2. Employment
3. Public Transit
4. Addictions & Mental Health
5. Environment
6. Downtown Revitalization
7. Family-friendly Recreation

Strategic Vision Action Plan



BUDGET CONSULTATIONS



# Strategic Vision: Survey



Question 11 of 15

75% done

## What's this all about?

### Demographic Info

### Economic Development

- Housing & Homelessness
- Employment
- Public Transit
- Downtown Revitalization
- Mental Health/Addictions
- Environment
- Family-Oriented Recreation

### CBRM's Brand

### CBRM Charter

### Development of Harbours

### Population Growth & Inclusivity

### Municipal Revenue Streams

### Did we miss anything?

## CBRM Charter

No, CBRM should *not* prioritize this

I don't feel strongly either way

Yes, CBRM *should* prioritize this

## CBRM Charter

- Re-engage Charter Committee
  - Define Terms of Reference
    - Parameters
    - Expectations
    - Schedule
    - Reporting
- Define Goal of Charter
  - Historical review of issues w/ MGA
  - Research best practices
  - Define goal
- Draft legislation
- Build Relationship with Municipal Affairs
  - Preliminary meetings
  - Define next steps

ALIGNMENT	Priority Area	Vision/Mission	Values
	X	X	X

STATUS	Active	Inactive	New
		X	

CAPACITY	Internal	External	None
	X		

RESOURCES	Sufficiently	Under	None
			X

URGENCY	Immediate	Mid-Term	Long-Term
	X		

## Population Growth & Inclusivity

- Identify current/expected shortages in workforce
- Review hiring practices
  - Develop plan to address shortages
    - Provincial Immigration programs
    - Federal Immigration programs
    - “Foreign Worker” recruitment programs

ALIGNMENT	Priority Area	Vision/Mission	Values
	X	X	X

STATUS	Active	Inactive	New
	X		

CAPACITY	Internal	External	None
	X		

RESOURCES	Sufficiently	Under	None
		?	

URGENCY	Immediate	Mid-Term	Long-Term
	X		

**Vision**

*An inclusive, prosperous, vibrant community through culture, diversity, and innovation.*

**Vision**

*A united, vibrant, inclusive community that prospers through innovation, while embracing its rich heritage and culture, where all residents have a strong quality of life.*

**Mission**

*To work with the community to create a safe and welcoming CBRM that fosters wellbeing and inclusive opportunity.*

**Mission**

*CBRM fosters community collaboration and productive partnerships to build economic and social opportunities for all and offers efficient and cost-effective services that uphold our safe and welcoming community.*

**Values**

- Inclusion*
- Innovation*
- Community Pride*
- Collaboration*
- Accountability*

**Values**

- Inclusive*
- Innovative*
- Community Pride*
- Collaborative*
- Accountable*

## Strategic Priorities

### 1. ECONOMIC DEVELOPMENT

- A. CBRM Forward (Economic Development Strategy, Growth Management Strategy)
  - i. Affordable Housing
  - ii. Employment (Empowering workforce: see 4.C.i., and 4.D.ii)
  - iii. Public Transit
  - iv. Mental Health/Addictions
  - v. Environment
  - vi. Downtown Revitalization
  - vii. Family-Focused Recreation
- B. Brand (“CBRM’s Image Issue”)
  - i. Renewed Brand
  - ii. Accessible Website
  - iii. Wayfinding/Signage
  - iv. Engagement/Trust

## Strategic Priorities

### 2. CERM CHARTER

- A. Re-engage Charter Committee
  - i. Define Terms of Reference
  - ii. Parameters
  - iii. Expectations
  - iv. Schedule
  - v. Reporting
- B. Define Goal of Charter
  - i. Historical review of issues with MGA
  - ii. Research best practices
  - iii. Define goal
  - iv. Draft legislation
- C. Build Relationship with Municipal Affairs
  - i. Preliminary meetings
  - ii. Define next steps

## Strategic Priorities

### 3. DEVELOPMENT OF HARBOURS

- A. Ongoing Communications with Develop NS
  - i. Community Development Coordinator (REN) liaise b/w harbour communities and Develop NS to identify opportunities and leverage municipal resources
    - Quarterly meeting b/w REN + Develop NS
- B. Ongoing Communications with Port of Sydney Development Corporation
  - Quarterly meeting b/w CBRM Corporate + Port
- C. Develop Marketing & Communications (1 Year)
  - i. Develop marketing & communications (REN)
    - Commercialization
    - Development
    - Enhancing experience for harbours
- D. Engage Membertou/Eskasoni
  - i. Increased engagement with Indigenous partners
- E. Lobby Provincial & Private Sector re Rail/Highway Infrastructure

## Strategic Priorities

### 4. POPULATION GROWTH

- A. Maximize immigration pathways
  - i. Municipal Nominee Program
    - (When launched by IRCC) REN to notify if CBRM eligible; support CBRM in applying to participate in program; explain the process after policy review.
  - ii. Identify federal immigration pathways
  - iii. Identify provincial immigration pathways
- B. Increase retention of newcomers/immigrants/graduates
  - i. Partner w/ public and private institutions
    - CBU/NSCC
    - Connector Program
    - Settlement Providers
  - Engagement/events for newcomers
  - Engagement/events for immigrants
  - Engagement/events for recent graduates
    - Support labour market entry
    - Engage in “political life”

- C. Review hiring policies
  - i. Labour Market Development & Immigration Officer (REN) to review current hiring practices
    - Identify current/expected shortages in workforce
      - Develop plan to address shortages (see 1.A.ii. and 4.D.ii.)
    - Participation in Provincial Immigration programs
    - Participation in Federal Immigration programs
    - Participation in “Foreign Worker” programs
- D. CBRM workforce diversification
  - i. CBRM HR Department + REN
    - Develop workforce-based strategy
    - Measure + report on effectiveness
- E. Marketing & Communications
  - i. Promote services/amenities with focus on population growth (See 1.B.)
    - Strengthen services/amenities
  - ii. “Repatriation” campaign
    - Start a business; Find a job (see 1.A.ii. and 4.C.i.); Buy property

## Strategic Priorities

### 5. DIVERSIFIED REVENUE SOURCES

- A. Access new federal and provincial funds.
  - i. Strengthen partnership w/ other levels of government
  - ii. Quarterly meeting w/ Minister of Municipal Affairs, MLA's, and MP's
- B. Waste disposal revenue
  - i. Medical waste disposal systems
  - ii. International waste disposal
  - iii. Port-related waste
  - iv. Bio-solids
  - v. Waste-to-energy processes
    - Consult Verschuren Centre
    - Consult municipal colleagues across NS for best practices (Mayor)
- C. Municipal/Home Lotto
  - i. Use to fund non-profits/community groups
    - Determine legal/logistics
    - Arms-length entity? (Board of Directors?)
    - Public support?
- D. New fees for existing services
  - i. Jurisdictional scan of other municipalities
  - ii. CBRM Directors to review departments to identify potential new fees
    - Include in Budget 2022
  - iii. Review services vs cost recovery (March 2022)

**Excerpt - Council Minutes - November 19, 2019**

---

**CBRM's ability to offer homeowner loans for installation or replacement of septic systems**

**Motion:**

Moved by Councillor MacMullin, seconded by Councillor Coombes, that staff be directed to prepare an Issue Paper reviewing the CBRM's ability to offer homeowner loans for installation or replacement of septic systems.

**Discussion:**

During discussion, some Councillors expressed concerns, referencing the Viability Study and programs that are available to assist homeowners.

**Motion Carried.**

**3. DELEGATION:**

**3.1 Clean Foundation re: Clean Energy Financing (PACE):**

Mayor Clarke welcomed Ms. Katie Giles, Senior Lead, Clean Energy Initiatives, and she provided a presentation on the Clean Energy Financing and discussed the following:

- Background on Clean Energy Financing (PACE)
- What makes Clean Energy Financing different?
- Clean Energy Financing Steps for Homeowners
- Homeowner Service Fees
- Upgrades
- Renewable Energy and Solar PV
- Participation and Energy Savings
- Startup information
- Municipal Process:
  - By-Law
  - Onboarding
  - Financing Payments
- Onboarding Package
- Marketing and Communications
- Year one marketing and communications package
- Customization
- Video link – Clean Energy Financing Overview
- Contact information

After the presentation, Council discussed the following:

- Federal and Provincial rebates
- Average amount of homeowner loans
- Is there a guarantee CBRM would receive their money back?
- Monitoring repayment

The CFO indicated that she would incorporate the Clean Energy Financing (PACE) program in the staff Issue Paper regarding CBRM's ability to offer homeowner loans for installation or replacement of septic systems

Mayor Clarke thanked Ms. Giles for her presentation.

**For information only.**



# CBRM

*A Community of Communities*

---

**Cape Breton Regional Municipality**

## Issue Paper

**Date:** December 7, 2021  
**To:** Mayor and Council  
**From:** Jennifer Campbell, CPA, CA Chief Financial Officer  
**Re:** Financing Water, Septic, and Energy Efficiency Upgrades

---

### Background:

In recent years, the MGA was amended to allow municipalities to offer up-front financing for the costs associated with installing energy efficiency equipment. The Clean Foundation, who presented to Council in October 2021, offers program administration to assist homeowners with upgrades and ensuring that any improvements meet or exceed energy reduction targets. Municipalities would provide a low interest loan to the property owner to finance the upgrades.

Piggy backing off this legislation, the MGA was further amended in 2019 to offer similar financing options for the installation or repair of well and septic systems. For these arrangements, however, there is no intermediary and the administration of the financing falls solely on municipal staff.

Under the legislation, all financed upgrades would be considered first liens on the property and would be collectable in the same manner as taxes.

Council has requested an issue paper that explores CBRM's ability to provide financing for such equipment upgrades.

### Jurisdictional Scan:

A limited number of municipalities (13) have adopted bylaws permitting property assessed clean energy program (PACE) financing and 6 MU's have adopted bylaws for the provision of financing for well/septic repair/replacement. Only 2 municipalities offer financing for both programs.

A general scan of the financing bylaws have several risk mitigations in place. For example, there are limits on the annual value of financing offered in a fiscal year, as well as a ceiling on the value that may be financed. Other conditions require taxes be current at the time of application, and at least one require that the account has been current for the last 3 years. Many charge an administration fee. Interest rates on the financed amount range from Prime +1% or 2% and some units use the same interest rate applied

for unpaid taxes. Also worthy of note is that all but 1 municipal units that offer financing score low or moderate risk for the “uncollected taxes” financial condition indicator as of their 2020 Municipal Profile Report. The municipal unit that is assessed high risk is discontinuing their financing program citing difficulties in administration and collection of the financed amounts.

CBRM recently adopted a tax financing program for the 2019 tax bill due to Covid impacts on household incomes. CBRM’s experience with this program, while largely positive, has had some issues with collections, even with a very limited uptake to the program. Some have defaulted on the arrangement, while others may be current with the arrangement, but have fallen in arrears with their 2020 tax bill.

Recommendation:

Based on our experience with the tax financing program, feedback from other municipal units, and considering CBRM’s continued high risk assessment respecting uncollected taxes, staff recommend against establishing a bylaw to provide financing for Water, Septic, and Energy Efficiency Upgrades at this time. The current cost of borrowing through traditional lending institutions is at an all-time low. Those institutions have the expertise and tools to evaluate applicant credit risk and ability to pay, whereas municipalities are limited to base their assessment on tax account status.

Should Council direct staff to move forward with implementing a financing bylaw under the PACE program and/or water and septic systems, I strongly advise that the bylaws incorporate measures that mitigate the municipality’s financial risk exposure, including but not limited to the following:

- PACE program financing only proceed if the one-time onboarding fee is waived or funded (no cost to CBRM);
- Annual limits for financing established to control/minimize collection risk;
- Include a maximum eligible amount for financing per application;
- Interest rates mirror those for tax arrears (10%);
- Eligibility include the requirement for tax and water accounts to be in good standing for each of the (3) preceding years;
- The bylaw be subject to review after 4 years to assess uptake and success of administration/collections.

Respectfully submitted,

Jennifer Campbell, CPA, CA  
Chief Financial Officer



---

## **ISSUE PAPER**

**TO:** CBRM Council

**DATE:** November 24, 2021

**FROM:** Director, Planning and Development

**RE:** CBRM ASSET NAMING

---

### **BACKGROUND**

In July of this year, CBRM's Council passed a motion for staff to provide an issue paper outlining steps and consultation requirements to begin the process of changing the name of "Indian Beach" in North Sydney. Since that time, Council has also requested the renaming of playgrounds in the Sydney and Whitney Pier areas.

While the CBRM currently does not have a policy on naming of municipal parks, facilities and other assets, the *Municipal Government Act* (MGA) authorizes Council to exercise its power to rename by resolution. Alternatively, Council has the authority to adopt policies on any matter that they consider conducive to the effective management of the municipality.

Previously, staff had initiated a study to determine corporate sponsorship opportunities for key municipal assets as an alternative revenue source. This work will influence any policy direction taken by Council and staff.

### **DISCUSSION**

Municipal properties often function as social and recreational gathering areas within CBRM's communities. The naming of these contribute to the identity of the area and should be done thoughtfully, with respect to unique cultures, geography, traditions, and legacies.

The purpose of a policy for asset naming would be to provide appropriate names for CBRM owned assets, ensure a standardized approach with a transparent process, and provide guidelines for community engagement in contributing to the community's legacy. Given that legacy, the

communities of CBRM should be engaged in determining the framework and criteria for these municipal assets.

Through a public engagement strategy, it is important to understand the public's expectation around commemorative naming and renaming requests. Generally, municipalities consider names that reflect:

- community identity;
- historical significance of specific locations;
- cultural significance of the area to indigenous peoples;
- people who are historically important to the area;
- events, people, and places significant to the community locally, nationally, or internationally; and
- flora and fauna significant or important to the history of the area.

As a community made of diverse cultures and people, special consideration should also be given to consult with groups such as Membertou, Eskasoni, and African Nova Scotians.

### **OPTIONS**

1. Council continues renaming municipal assets by resolution.
2. Council direct staff to add a municipal asset naming policy to the priority list of bylaws and policy for development.
3. Council direct staff to include a municipal asset naming policy to the scope of work for a future Parks & Open Space Master Plan.

Staff are currently engaged in multiple other policy and regulatory projects, and capacity is limited. If Council is supportive of moving forward with a Parks & Open Space Master Plan, it is reasonable to include this policy within the scope of work to be completed.

Respectfully submitted by:

### **ORIGINAL SIGNED BY**

Michael Ruus  
Director, Planning and Development

Excerpt – Council Minutes – July 6, 2021

---

**Renaming Indian Beach – North Sydney**

**Motion:**

Moved by Deputy Mayor MacMullin, seconded by Councillor O’Quinn, that staff be directed to provide an Issue Paper outlining steps and consultation requirements to begin the process of changing the name of “Indian Beach”.

**Discussion:**

Council discussed the intent of the motion, and the process for public consultation.

**Motion Carried.**

**Renaming the MacKessey Drive Playground**

**Motion:**

Moved by Councillor Green, seconded by Councillor Paruch, that staff be directed to provide an Issue Paper for the December Council meeting on the renaming of the MacKessey Drive playground located in Victoria Mines to The Cody Burke & Sonya Chiasson Playground, and this park will be dedicated to the memory of both individuals.

**Motion Carried.**

**Move Memorial Plaque from Jail Field Playground to Atlantic Street Playground**

**Motion:**

Moved by Councillor Paruch, seconded by Councillor Gillespie, to direct staff to investigate the relocation of the memorial plaque from the Jail Field Playground to the Atlantic Street Playground and if feasible, complete the relocation.

**Discussion:**

- No CBRM policy for naming municipal assets
- Request was made by the Joseph family to have David's Memorial Plaque moved closer to their home
- Status of property next to the Jail Field (i.e. proposed development of affordable housing project)
- The Joseph family maintained the playground since 1990, until about 2-3 years ago

**Motion Carried.**

**MEMO**

**TO: CBRM Council**

**FROM: Allan Clarke, Manager, Buildings & Parks**

**SUBJECT: Request to Relocate Memorial Plaque from Jail Field Playground to Atlantic Street Playground**

**DATE: December 8, 2021**

---

**Background:**

At the October 12, 2021 meeting of CBRM Council, a motion was passed directing staff to investigate the relocation of the "David's Playground" memorial plaque from the Jail Field Playground to the Atlantic Street Playground and if feasible, complete the relocation.

Attached is a photo of the subject plaque. As you can see, it is actually a granite monument that is set in two granite pillars which would be very heavy. Therefore we contacted John D. Steele's Monuments in North Sydney to request a price to relocate this monument to the Atlantic Street playground. Leo Steele advised that it would cost approximately \$1500 plus tax to move and reinstall the monument, and the quote allows for some concrete work that may be required. Further, they would not be able to do the work until the spring and would need permission from the family.

**Issues:**

Although the cost to relocate the memorial monument is a concern, we feel it can be absorbed in the current operating budget. However, the placement of that monument at the Atlantic Street Playground will essentially change the name of that site to "David's Playground" without any public consultation.

I would note the Issue Paper from the Director of Planning and Development on CBRM Asset Naming which is on the agenda for the December 14, 2021 Council meeting outlines options for dealing with requests to rename municipal assets.

**Options:**

- Include this request in conjunction with whatever option Council chooses regarding the naming of CBRM assets.
- Pass a motion directing staff to carry out the relocation of the memorial monument which will rename the Atlantic Street Playground to David's Playground.

**Submitted By:**

Allan Clarke  
Manager, Buildings & Parks



---

**Proceeds of Sale – Former Foodbank Building**

**Motion:**

Moved by Deputy Mayor MacMullin, seconded by Councillor Cyril MacDonald, that staff be directed to provide an Issue Paper for the next meeting of Council outlining the current appraisal of the Station Street foodbank property, the financial capacity of the CBRM, and to provide the Society with the appraised amount as we await the status of sale and provide any additional information on available avenues of timely financial commitment on behalf of the CBRM.

Following discussion on the motion, Mayor McDougall called for the vote.

**Motion Carried.**



**CBRM**

*A Community of Communities*

---

**Cape Breton Regional Municipality**

# Issue Paper

**Date:** December 7, 2021

**To:** Mayor and Council

**From:** Marie J. Walsh, CPA, CGA - Chief Administrative Officer

**Re:** North Sydney Food Bank

---

At the November meeting of Council, Deputy Mayor MacMullin requested an issue paper outlining the appraisal of the Station Street Food bank property, as well as the financial capacity of the CBRM to provide the Society with the appraised amount as we wait the status of sale.

When CBRM transferred the Seton school to the Food Bank in 2018, there was discussions at the time between the former Mayor, the local Councillor, and the group that CBRM would deem the property surplus and they would advocate that the proceeds go to the renovations for the Seton school location. The Food Bank is attached to an old wing of the School that cannot be rehabilitated. Demolition is required and any funds from CBRM would be used for the demolition.

## Appraisal

Given safety, subdivision, and setback requirements the potential use and function of the property are extremely limited. Given this information the appraised value was \$50,000 which was significantly lower than originally anticipated. Staff have met with the two local Councillors to discuss options for the property. An investment of approx. \$90,000 would have to be made to make the property developable but could potentially increase assessment to \$150,000. CBRM have recently sent letters to local residents to provide a link to a survey to determine what types of development residents are open to in this area. Staff will be bringing this to Council at later date for discussion on the future use of this property.

The relocation of the foodbank opened many opportunities for the Society. They have a community garden, a safer, more accessible location, and a chance to partner with New Dawn on much needed affordable housing. The Food Bank have a dedicated group of people that are doing wonderful work and making a difference in the community.

**Recommendation**

I would recommend that we contribute \$50,000 to the demolition of the old wing. This will reduce operating cost for the Food Bank which we cover. We also have the potential to recoup this amount from the sale of the old property. \$25,000 of this could come from sustainability as a capital contribution and the remaining \$25,000 could come from surplus.

---

**Marie Walsh, CPA, CGA**  
**Chief Administrative Officer**

## M·E·M·O

320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-5010

**To:** Mayor Amanda M. McDougall & Members of Council  
**From:** Deborah Campbell Ryan, Municipal Clerk  
**Date:** November 17, 2021  
**Subject:** Citizen Vacancy on Accessibility Advisory Committee

As discussed at the November 17, 2021 meeting of the CBRM Nominating Committee, we have received notification from Jenny-Rachel Lind that she recently had an employment change and has moved to Newfoundland. Ms. Lind was a citizen appointee on the CBRM Accessibility Advisory Committee and the Diversity Committee (disability community representative). As per Council policy, citizen appointees on CBRM Committees must be residents of the Municipality; thus Ms. Lind is no longer eligible to serve on these two committees.

The Nominating Committee directed staff to call for expressions of interest to replace Ms. Lind on that Diversity Committee.

However with respect to the Accessibility Advisory Committee, the Nominating Committee agreed with my recommendation that the vacant seat not be filled (copy of motion attached). The background on this recommendation was included in my report to the Nominating Committee, as follows:

The Terms of Reference (TOR) for the Accessibility Advisory Committee states that there shall be up to 10 members, which includes 2 Council members. Further, Section 44 the NS *Accessibility Act* requires that at least half of the members must be persons with disabilities or representatives from organizations representing persons with disabilities.

When we called for applications from citizens of CBRM to serve on the Accessibility Advisory Committee, we received 8 applications and all 8 individuals were appointed to this Committee by Council - and 7 of those citizens represent persons with disabilities.

Continued...

In terms of a replacement for Jenny-Rachel Lind, it is important to point out that this Committee can certainly operate with 9 members and still be in compliance with the TOR and the Act. Further, as noted above, everyone who applied to serve on the Committee was appointed, so we have no applications on file that were not successful. I would also point out that I discussed this matter with the Chair of the Accessibility Advisory Committee and the Accessibility Coordinator and they agree with my recommendation.

If Council does not agree with the Nominating Committee's recommendation, then they should direct staff to call for expressions of interest for a citizen to serve on the Accessibility Advisory Committee to fill the vacant seat.

Thank you.

**Yours truly,**

*Original signed by:*

---

**Deborah Campbell Ryan,  
Municipal Clerk**

**Citizen Vacancies on Various Committees - Accessibility Advisory Committee:**

**Motion:**

Moved by Councillor Paruch, seconded by Councillor Parsons, that a recommendation be made to Council that the vacant seat on the Accessibility Advisory Committee not be filled, leaving the composition of the Committee at nine (9) members.

**Motion Carried.**

DRAFT



---

# MEMO

**To: CBRM Council**

**FROM: Karen Neville**

**SUBJECT: Municipal Heritage Registration Requests**

**DATE: November 25, 2021**

---

Presentations for Municipal Heritage Registration consideration were made during the November 24<sup>th</sup>, 2021, Heritage Advisory Committee Meeting. Copies of the staff issue papers are attached.

Municipal Heritage Registration requests included:

- Menelik Hall (88 Laurier Street, Whitney Pier)
- The Cedars Club (30 MacKenzie Street, Sydney)
- 8399 Grand Narrows Highway, Christmas Island

A motion was passed by the Heritage Advisory Committee for each property advising Council to initiate the process for Municipal Heritage Property Registration.

#### Recommendation

Because there are three separate requests for Municipal Heritage Registration, three Motions are required from Council; therefore, there are three staff recommendations:

I recommend Council initiate the process for registering Menelik Hall (88 Laurier Street, Whitney Pier) as a Municipal Heritage Property.

I recommend Council initiate the process for registering the Cedars Club (30 MacKenzie Street, Sydney) as a Municipal Heritage Property.

I recommend Council initiate the process for registering 8399 Grand Narrows Highway, Christmas Island as a Municipal Heritage Property.

**Submitted by:**

**Originally Signed by**

**Karen Neville**  
**Planning and Development Department**

**Menelik Hall (88 Laurier Street, Whitney Pier)**

**Motion:**

Moved by Councillor Edwards, seconded by Councillor Paruch, that a recommendation be made to Council to initiate the process for registering the Menelik Hall (88 Laurier Street, Whitney Pier) as a Municipal Heritage Property.

**Motion Carried.**



**To: Heritage Advisory Committee**

**FROM: Karen Neville**

**SUBJECT: Request for Municipal Heritage Registration  
– Menelik Hall (Laurier Street, Whitney Pier)**

**DATE: November 15, 2021**

---

The Menelik Hall, located on Laurier Street in Whitney Pier, was constructed between 1935 and 1936 by people of African descent who had recently immigrated to Cape Breton to work in the coal and steel industries (Attachment A). After its construction, the hall became the focal point for the social life of the community, hosting dances, recreational events, and children’s activities.

The drive to build the hall can be linked to the impact that activists such as Marcus Garvey had on people of African descent in Cape Breton. Marcus Garvey was a Jamaican political activist, publisher, journalist, entrepreneur, and orator. He was the founder and first President-General of the Universal Negro Improvement Association and African Communities League. In 1937, Mr. Garvey gave a famous speech at the Menelik Hall.

The building is a typical hall configuration with an off-set front door facing the street. The value of the hall is not in its architectural design, but rather the impact it has had on the community. The Menelik Hall is valued for its associations with the history of the Universal Negro Improvement Association and the African Nova Scotian community of Whitney Pier; and the continued role it plays in the social fabric of the African Nova Scotian community in Whitney Pier, and across the Cape Breton Regional Municipality.

The photo found in Attachment B is the earliest photo available from the Beaton Institute. The scoring criteria for this property can be found in Attachment C

**Recommendation**

I recommend that the Heritage Advisory Committee advise Council to initiate the process for registering the Menelik Hall (88 Laurier Street, Whitney Pier) as a Municipal Heritage Property.

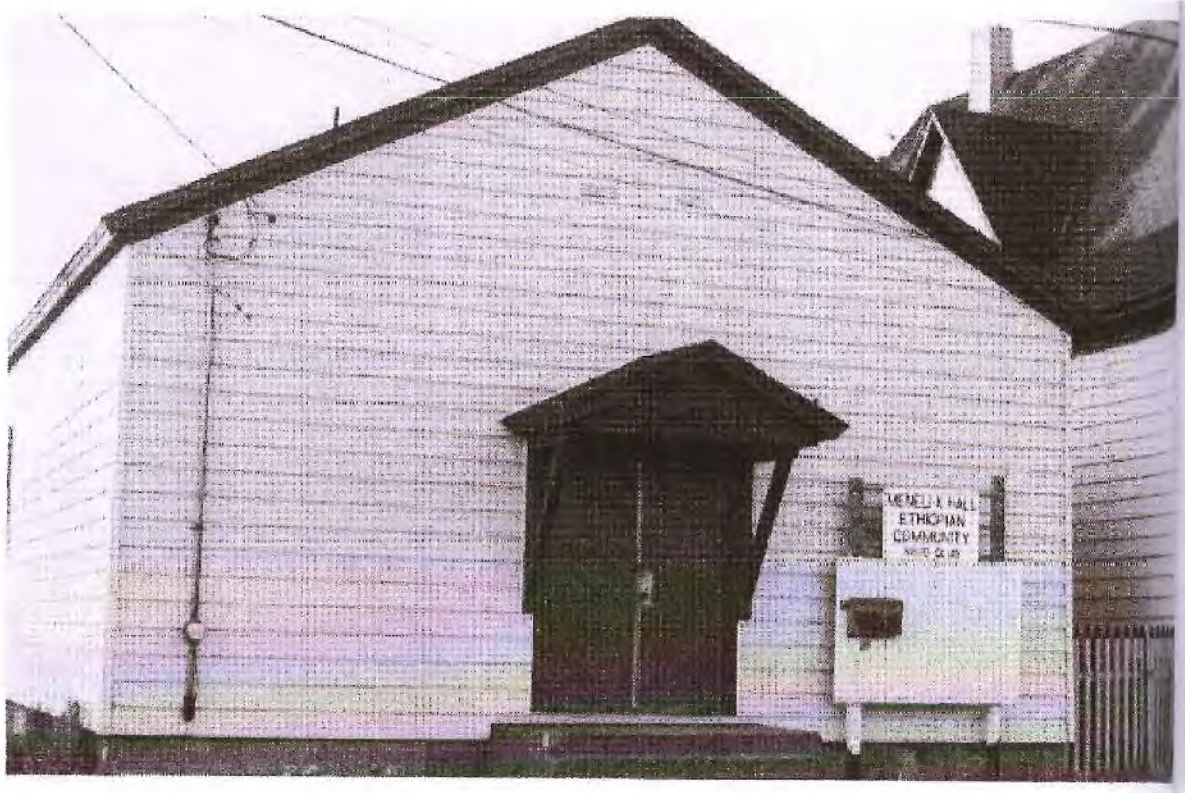
**Submitted by:****Originally Signed by****Karen Neville  
Heritage Officer**

A



Menelik Hall Location

B



## Property Requesting Registration: Menelik Hall, Whitney Pier

<b>Historic Significance</b>		
Age of Property (1935)	30 points	15 points
Association of the property with the community's economic, social, political, athletic or cultural history	20 points	20 points
Association of the property with a well-known person locally, provincially or nationally	10 points	10 points
Association of the property with a significant event in a community's history (such as incorporation of a former municipal unit, a famous labour dispute, a famous court case)	10 points	10 points
<b>Architectural Significance</b>		
Presence of rare or unique architectural features on the exterior (such as stained glass windows, Scottish dormers, turrets, unique pre-fabricated features on modern buildings, etc.)	20 points	0 points
Exceptional example of a particular architectural style; in order to score high in this category a structure need not be old or elaborately designed (a modern building that is unique or is a particularly good example of a particular style could score high in this category, as could a modest, relatively unornamented structure if it is a very good example of a particular style (such as a semi-detached coal company house)	50 points	15 points
Exterior is wood, clay brick or natural stone	10 points	0 points
Has been very substantially altered in recent years; most or all original features (dormers, windows, doors, verandahs, etc.) have been changed in size and/or style or have been removed	-25 points	-10 points
Property is in a deteriorated state, requiring major repairs	-15 point	0 points
Presence of unique interior features (such as a Casavant Freres organ, exceptional interior wood work, unique light fixtures) - <i>points to be awarded only in cases where the building is open to the public on a regular basis (places of foith, theatres, public buildings)</i>	5 points	0 points
<b>Cultural Significance</b>		
Association of the property with the history of a particular religious or ethnic group in the CBRM	25 points	25 points
Association of the property with social or sports events within a community over a long period of time	25 points	0 points
<b>*Total</b>	<b>165 points</b>	<b>85 points</b>

\* It is intended that this scoring criteria will be used as a guide; it is not recommended that a specific score in each category would be required in order for registration to proceed. However, it is assumed that in order to be registered a property should score at least 50 points overall.

**The Cedars Club (30 MacKenzie Street, Sydney)**

**Motion:**

Moved by Councillor Paruch, seconded by Councillor O'Quinn, that a recommendation be made to Council to initiate the process for registering the Cedars Club, 30 MacKenzie Street, Sydney (PID 15866437, PID 15866445, PID 158664542, PID 15866460, PID 15087125, PID 15087133, and PID 15087166) as a Municipal Heritage Property.

**Motion Carried.**



**To: Heritage Advisory Committee**

**FROM: Karen Neville**

**SUBJECT: Request for Municipal Heritage Registration  
– The Cedars Club (30 MacKenzie Street,  
Sydney)**

**DATE: November 15, 2021**

---

The St. Joseph's Lebanese and Syrian Benevolent Society of Sydney is requesting Municipal Heritage Registration for the Cedars Club located at 30 MacKenzie Street, Sydney (Attachment A)

In the early 1900's, many Lebanese families immigrated to Sydney and settled in the Townsend Street area of Sydney. Around 1910 the St. Joseph's Lebanese and Syrian Benevolent Society was organized. Their original club was located on the site of the present Cedars Club on MacKenzie Street in Sydney. Since its establishment, the St. Joseph's Lebanese and Syrian Benevolent Society and the Cedars Club has fostered a pride and an awareness of Lebanese and Syrian culture in Cape Breton through their many cultural events.

While the building is not an exceptional example of a particular architectural style, the Cedars Club scores high on historical and cultural significance. Therefore, it is reasonable to consider this building for Municipal Heritage Designation.

The scoring criteria for this property can be found in Attachment C.

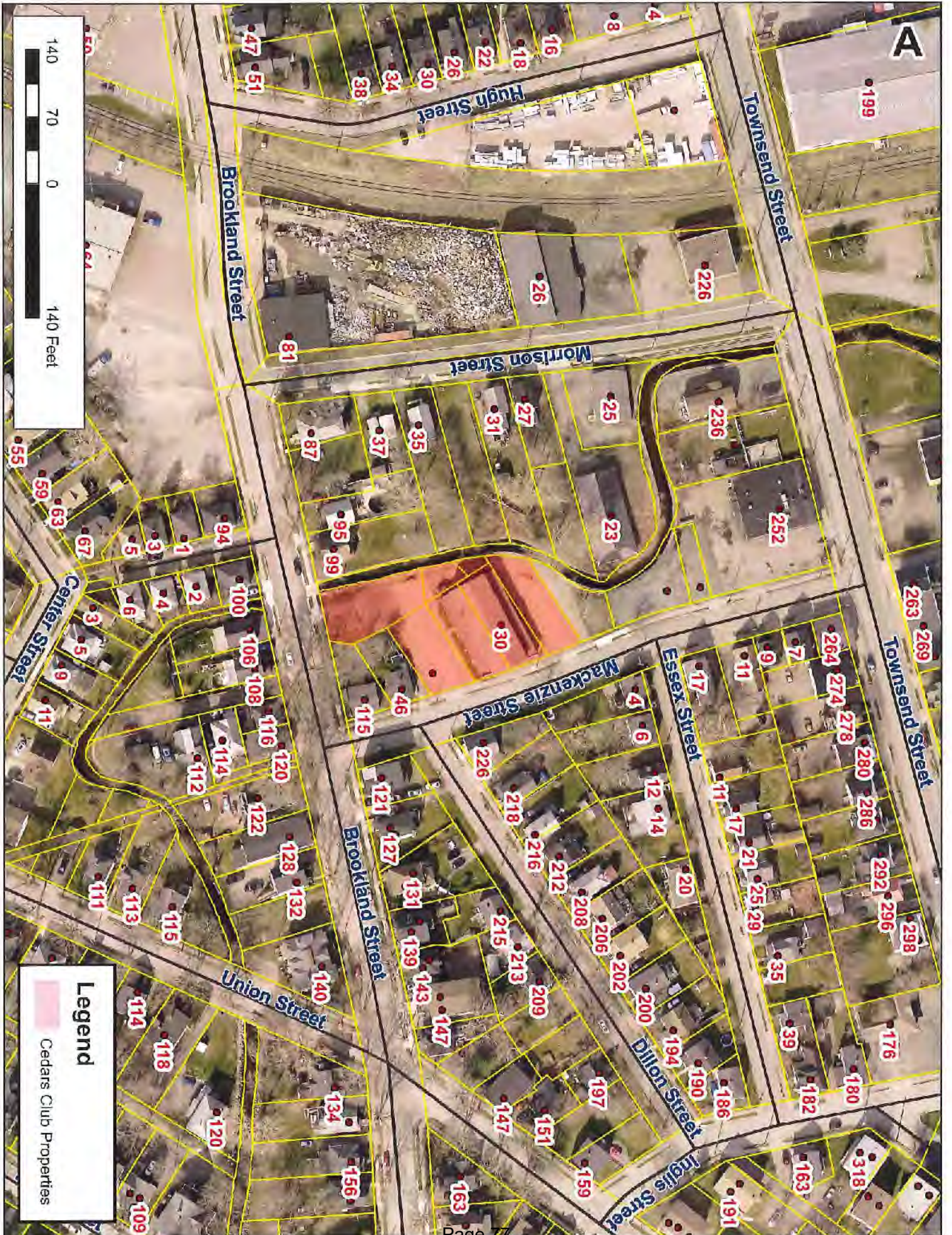
**Recommendation**

I recommend that the Heritage Advisory Committee advise Council to initiate the process for registering the Cedars Club (30 MacKenzie Street, Sydney (PID 1S866437, PID 1S86644S, PID 1S8664S2, PID 1S866460, PID 1S08712S, PID 1S087133, and PID 1S087166) as a Municipal Heritage Property.

**Submitted by:**

**Originally Signed by**

**Karen Neville  
Heritage Officer**



**Legend**

Cedars Club Properties

## B

### Property Requesting Registration: Cedars Club, Sydney

<b>Historic Significance</b>		
Age of Property (original hall 1910, new hall 1954)	30 points	15 points
Association of the property with the community's economic, social, political, athletic or cultural history	20 points	20 points
Association of the property with a well-known person locally, provincially or nationally	10 points	0 points
Association of the property with a significant event in a community's history (such as incorporation of a former municipal unit, a famous labour dispute, a famous court case)	10 points	10 points
<b>Architectural Significance</b>		
Presence of rare or unique architectural features on the exterior (such as stained glass windows, Scottish dormers, turrets, unique pre-fabricated features on modern buildings, etc.)	20 points	0 points
Exceptional example of a particular architectural style; in order to score high in this category a structure need not be old or elaborately designed (a modern building that is unique or is a particularly good example of a particular style could score high in this category, as could a modest, relatively unornamented structure if it is a very good example of a particular style (such as a semi-detached coal company house)	50 points	0 points
Exterior is wood, clay brick or natural stone	10 points	4 points
Has been very substantially altered in recent years; most or all original features (dormers, windows, doors, verandahs, etc.) have been changed in size and/or style or have been removed	-25 points	0 points
Property is in a deteriorated state, requiring major repairs	-15 point	0 points
Presence of unique interior features (such as a Casavant Freres organ, exceptional interior wood work, unique light fixtures) - <i>points to be awarded only in cases where the building is open to the public on a regular basis (places of faith, theatres, public buildings)</i>	5 points	0 points
<b>Cultural Significance</b>		
Association of the property with the history of a particular religious or ethnic group in the CBRM	25 points	25 points
Association of the property with social or sports events within a community over a long period of time	25 points	0 points
*Total	165 points	74 points

\* It is intended that this scoring criteria will be used as a guide; it is not recommended that a specific score in each category would be required in order for registration to proceed. However, it is assumed that in order to be registered a property should score at least 50 points overall.

---

**8399 Grand Narrows Highway, Christmas Island**

**Motion:**

Moved by Councillor Paruch, seconded by Citizen Ashford, that a recommendation be made to Council to initiate the process for registering 8399 Grand Narrows Highway, Christmas Island as a Municipal Heritage Property.

**Discussion:**

In response to a question, Heritage Officer Neville advised that liability insurance on vacant buildings is up to the property owner, however proof of insurance is not required for registering a heritage property. Further, it is her understanding that the owners intend to occupy the subject property.

**Motion Carried.**



**To: Heritage Advisory Committee**

**FROM: Karen Neville**

**SUBJECT: Request for Municipal Heritage Registration  
– 8399 Grand Narrows Highway, Christmas  
Island**

**DATE: November 15<sup>th</sup>, 2021**

---

The Planning and Development has received a request from Kaitlyn Sheppard to register the single unit dwelling located at 8399 Grand Narrows Highway, Christmas Island, as a Municipal Heritage Property (Attachment A).

Based on information from community and family members, the applicant estimates the house was built between 1870-1890. It is thought the house was built by local ship builder turned merchant and farmer Michael McDougall. Nova Scotia's eighth premier, George H. Murray, is believed to have owned the property 1892-1904, but it is unclear if Murray lived on the property.

At the time of their request, the house was vacant and need of repair. The exterior of the house cedar shingled and contains some decorative shingles (Attachment B). The front of the house contains a bay window (Attachment C). A cross-gabled roof can be found on the west side of the house along with bay windows on both stories (Attachment D). There are windows located on the attic level of house. The foundation is believed to be made with sand and rock from Christmas Island Beach.

The scoring criteria for this property can be found in Attachment E.

**Recommendation**

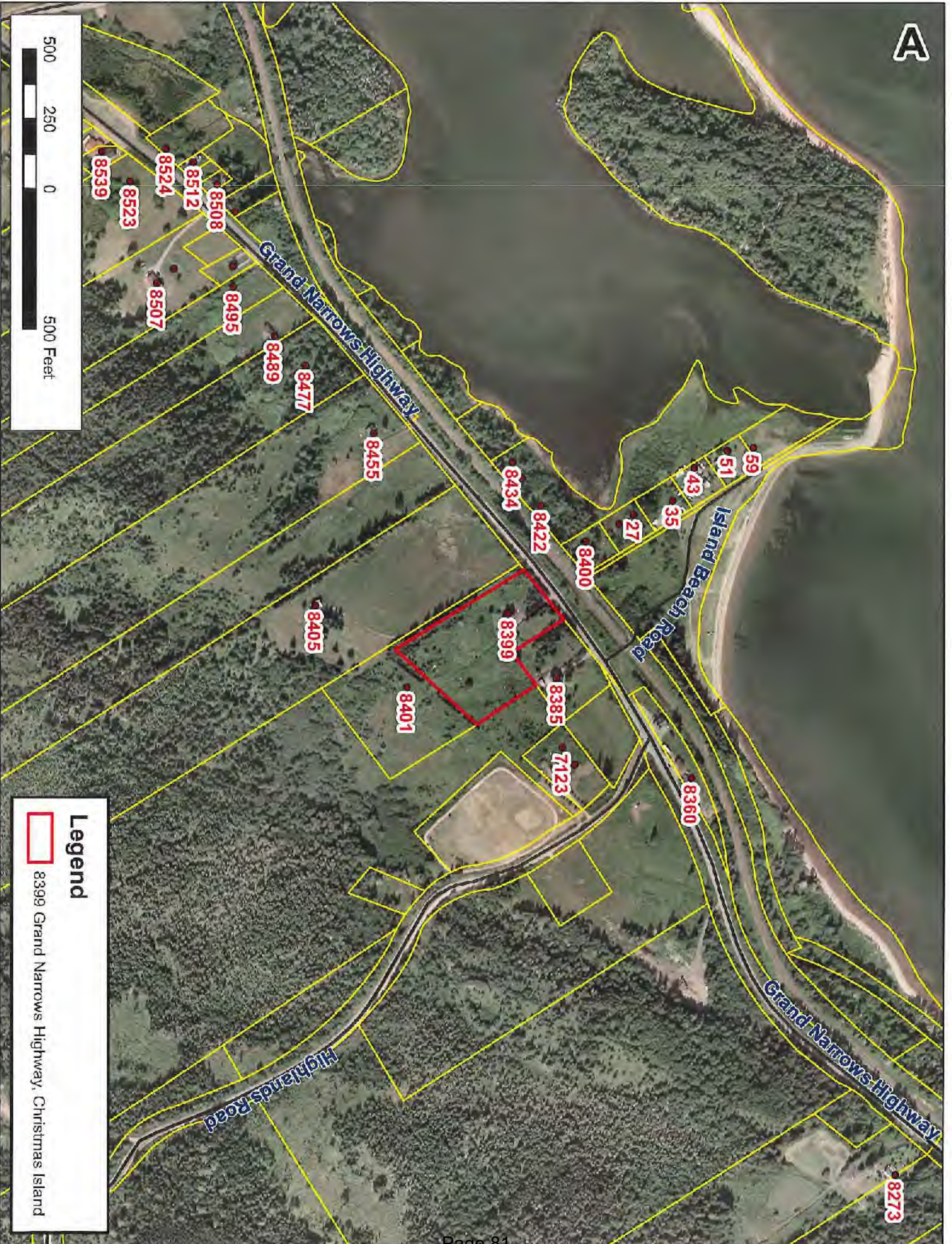
I recommend that the Heritage Advisory Committee advise Council to initiate the process for registering 8399 Grand Narrows Highway, Christmas Island as a Municipal Heritage Property.

**Submitted by:**


**ORIGINAL SIGNED BY**

**Karen Neville  
Heritage Officer**

A



**Legend**

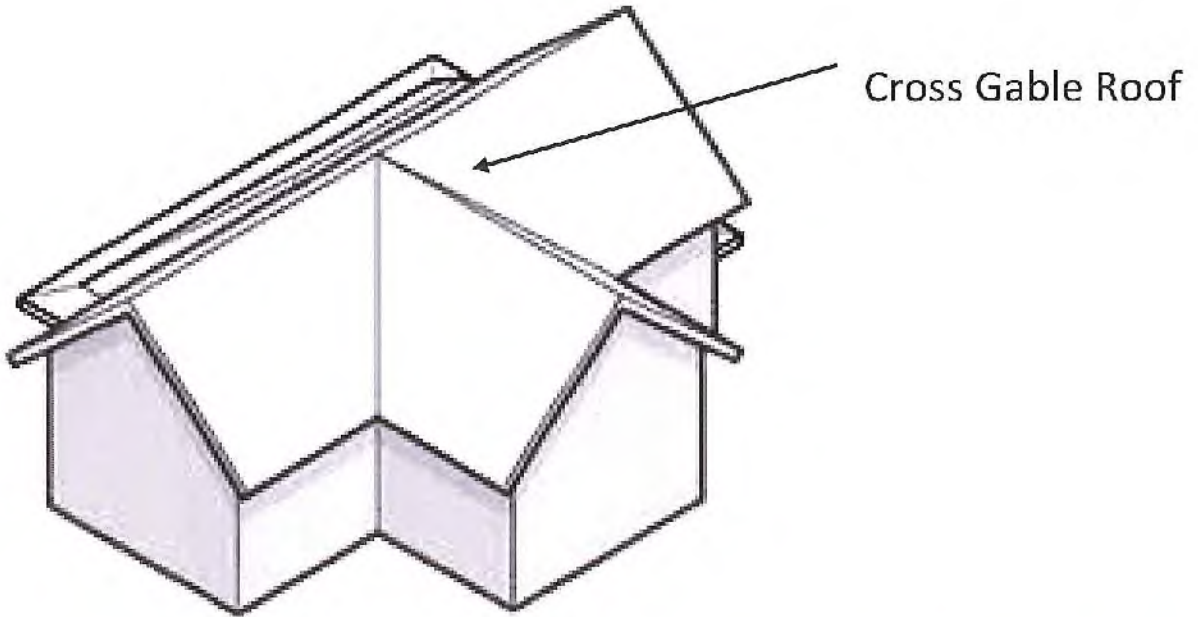
 8399 Grand Narrows Highway, Christmas Island







D



D



# E

## Property Requesting Registration: 8399 Grand Narrows Highway, Christmas Island

<b>Historic Significance</b>		
Age of Property (1870-1890)	30 points	25 points
Association of the property with the community's economic, social, political, athletic or cultural history	20 points	10 points
Association of the property with a well-known person locally, provincially or nationally	10 points	5 points
Association of the property with a significant event in a community's history (such as incorporation of a former municipal unit, a famous labour dispute, a famous court case)	10 points	0 points
<b>Architectural Significance</b>		
Presence of rare or unique architectural features on the exterior (such as stained glass windows, Scottish dormers, turrets, unique pre-fabricated features on modern buildings, etc.)	20 points	10 points
Exceptional example of a particular architectural style; in order to score high in this category a structure need not be old or elaborately designed [(a modern building that is unique or is a particularly good example of a particular style could score high in this category, as could a modest, relatively unornamented structure if it is a very good example of a particular style (such as a semi-detached coal company house)]	50 points	20 points
Exterior is wood, clay brick or natural stone	10 points	10 points
Has been very substantially altered in recent years; most or all original features (dormers, windows, doors, verandahs, etc.) have been changed in size and/or style or have been removed	-25 points	0 points
Property is in a deteriorated state, requiring major repairs	-15 point	-15 points
Presence of unique interior features (such as a Casavant Freres organ, exceptional interior wood work, unique light fixtures) - <i>points to be awarded only in cases where the building is open to the public on a regular basis (places of faith, theatres, public buildings)</i>	5 points	0 points
<b>Cultural Significance</b>		
Association of the property with the history of a particular religious or ethnic group in the CBRM	25 points	0 points
Association of the property with social or sports events within a community over a long period of time	25 points	0 points
<b>*Total</b>	<b>165 points</b>	<b>65 points</b>

**\* It is intended that this scoring criteria will be used as a guide; it is not recommended that a specific score in each category would be required in order for registration to proceed. However, it is assumed that in order to be registered a property should score at least 50 points overall.**



**TO: CBRM General Committee of Council**

**FROM: Allan Clarke**

**SUBJECT: Surplus Schools and Properties**

**DATE: December 14, 2021**

---

### Introduction

In 1982 the Municipality of the County of Cape Breton, City of Sydney, Town of Glace Bay, Town of New Waterford, Town of Dominion, Town of Louisbourg and the Minister of Education for the Province of Nova Scotia entered into an Interim District School Agreement. As a result of this Agreement, the Cape Breton Regional Municipality (CBRM) retains those schools closed by Cape Breton-Victoria Regional School Board (the Board) in the former City of Sydney, Town of Glace Bay, Town of New Waterford, Town of Dominion, and Town of Louisbourg.

### Recommendation

Buildings staff is requesting that the following school be declared as surplus:

Name	PID	Land Area Size	Assessment Value
Portage School	15039860	2.9 Acres	\$177,000.00

Buildings staff recommends that Council declare Portage School as surplus to the needs of the Municipality.

The following conditions are required.

- CBRM has clear marketable title to the properties
- No Department of the CBRM has a vested interest (e.g. infrastructure, right of ways and easements) regarding any of these properties
- The sale of property does not contravene CBRM policy

The list below was already approved surplus by Council:

<b>Name</b>	<b>PID</b>	<b>Land Area Size</b>	<b>Assessment Value</b>
Bridgeport School, Glace Bay	15450349	2.3 Acres	\$487,400.00
	15450356	.55 Acres	\$2,200.00
	15064900	10.9 Acres	\$ 13,500.00
George D Lewis Louisbourg	15462393	.367 Acres	\$258,000.00
East Bay School	15334170	5.7 Acres	\$236,000.00

Submitted By: Allan Clarke

Allan Clarke  
Manager, Buildings & Parks

## **Committee Report to CBRM Council**

### **Review of the Taxi Bylaw**

A few years ago, an Issue Paper was brought to Council regarding the Taxi Bylaw, at that time a motion was passed by Council requesting a review of the Taxi Bylaw.

A committee was formed this year which included the CBRM Bylaw Department, the Cape Breton Regional Police Service, myself (Council representative), a member of the community, a member of the United Way, and members of the taxi industry, and was led by Paul Burt, Manager - Building, Planning & Licensing Laws.

To-date the Committee had three meetings.

The first meeting was held in September it was designed to get to know each other to lay out the current bylaws and ask all members of the Committee for their input on what changes would be needed and what CBRM can do to help facilitate a better taxi service for CBRM.

The second meeting was held in October. In this meeting more discussion was had on issues such as:

- Taxi zones
- Rates for passengers
- Fees and rates for taxi owners
- Insurance issues
- Operational concerns
- Safety concerns for both drivers and passengers
- Licensing
- Inspections
- The difference between an employee, a driver, and a contractor
- Additional and increased enforcement powers for the CBRM Bylaw Department
- Overall perception of the industry.

A third meeting was held in November with the taxi owners and the Committee to review what was done up to this point and to gather input, opinions, and information from the owners themselves. This was a very productive meeting where owners expressed their concerns regarding misinformation on what this Committee's role is and added their thoughts for what could be a very good new and progressive taxi bylaw.

Topics of conversation were:

- Rising insurance rates
- Need for changes - passenger rates
- Changing taxi zones
- Inspections
- Safety concerns
- Communications
- Creating a taxi app
- The owners creating an association to be able to work with the CBRM.

The group was appreciative that the CBRM has decided to address the concerns in the current Bylaw that are outdated and unnecessary.

The Committee will now look at having a discussion with drivers who are either employees or contractors with the industry and a possible discussion with the public on their thoughts and concerns.

The hope of this Committee is to have recommendations from the taxi industry, drivers, and the public to come back to Council within a six-month period from September.

**Respectfully submitted,**

**Councillor Steve Gillespie – CBRM District #4  
December 8, 2021**

Revenue	Year To Date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	69,086,877	67,088,977	2,017,900	114,975,389	45,888,512
Total Federal Government	1,925,785	1,925,785	-	3,301,346	1,375,561
Total Federal Government Agencies	444,928	444,928	-	762,734	317,806
Total Provincial Government	1,250,774	1,250,774	-	2,144,184	893,410
Total Provincial Government Agencies	1,971,928	1,977,806	(5,878)	3,390,524	1,418,596
Total Services to Other Local Government	558,067	558,066	1	956,685	398,618
Total Transit	354,963	623,750	(268,787)	1,255,000	900,037
Total Environmental Development Services	152,526	143,617	8,910	246,200	93,674
Total Licenses & Permits	92,664	88,083	4,581	151,000	58,336
Total Fines & Fees	336,379	498,791	(162,411)	855,070	273,284
Total Rentals	341,937	341,937	0	586,177	244,240
Total Concessions & Franchises	105,072	113,250	(8,178)	1,017,000	245,407
Total Interest on Taxes	861,008	883,750	(22,742)	1,515,000	653,992
Total Finance Revenue	23,596	13,125	10,471	22,500	(1,096)
Total Solid Waste Revenue	1,732,248	1,585,417	146,831	2,450,000	717,752
Total Recreation & Cultural Service Programs	233,325	355,250	(121,925)	1,071,000	1,749,603
Total Water Utility Charges	2,888,381	2,888,381	-	4,951,510	2,063,129
Total Unconditional Transfers	18,185,939	9,237,572	8,948,367	15,835,838	(2,350,101)
Total Conditional Transfers	16,237	16,237	-	125,000	108,763
Total Extraordinary Revenue	-	1,020,833	(1,020,833)	1,750,000	1,750,000
<b>Year To Date Assigned</b>	<b>\$ 100,562,633</b>	<b>\$ 91,036,328</b>	<b>\$ 9,526,306</b>	<b>\$ 157,362,157</b>	<b>\$ 56,799,524</b>

Departmental

Reviewed

Summary

Statement of Expenditures

October 31, 2021

Expenditures	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 698,700	\$ 886,254	\$ 187,554	\$ 1,505,992	\$ 807,292
Administration	213,902	271,939	58,038	459,094	245,192
Finance	1,289,569	1,545,520	255,951	2,654,307	1,364,738
Legal	1,881,700	1,919,740	38,039	2,206,286	324,586
Human Resources	661,345	803,824	142,479	1,353,103	691,758
Technology & Communications	1,731,006	2,157,857	426,851	3,710,255	1,979,249
Municipal Clerk	227,615	255,666	28,051	523,783	296,168
Fiscal Services	12,998,552	13,218,244	219,692	32,662,089	19,663,537
Police Services	14,756,002	15,748,939	992,937	26,836,654	12,080,652
Fire Services (Incl EMO)	11,210,221	11,554,236	344,015	18,260,025	7,049,804
Engineering & Public Works	28,681,365	28,522,162	(159,203)	50,899,990	22,218,625
Planning	2,024,693	2,224,765	200,073	3,392,070	1,367,377
Facilities C200 & Arenas	1,658,409	2,050,126	391,717	3,724,475	2,066,066
Parks & Grounds	1,900,596	1,971,014	70,417	2,976,699	1,076,103
Buildings	1,747,101	2,059,243	314,046	3,441,674	1,694,573
Recreation	1,331,781	1,524,479	192,698	2,755,661	1,322,374
<b>Total expended to date</b>	<b>\$ 83,012,557</b>	<b>\$ 86,714,007</b>	<b>\$ 3,703,354</b>	<b>\$ 157,362,157</b>	<b>\$ 74,248,094</b>

Departmental

Reviewed

Legislative	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 543,083	\$ 616,530	\$ 73,447	\$ 1,049,929	\$ 506,846
6010 BENEFITS	85,729	109,898	24,168	184,344	98,615
6030 TRAVEL/CONFERENCES	15,548	46,065	30,518	78,969	63,421
6040 PROF MEM/DUES & FEES	21,224	46,667	25,442	80,000	58,776
6050 OFFICE SUPPLIES	1,301	7,233	5,933	12,400	11,099
6060 OFFICE EQUIPMENT	3,662	3,660	(3)	5,000	1,338
6080 ADVERTISING	2,888	8,458	5,571	14,500	11,612
6100 COURIER	21	146	125	250	229
6110 TELEPHONE/FAX	6,512	14,525	8,013	24,900	18,388
6120 PUBL./SUBSCRIPTIONS	1,181	1,225	44	2,100	919
6130 COMPUTER HARDWARE	1,621	4,430	2,810	6,600	4,980
6150 MEETING EXPENSES	11,566	14,583	3,017	25,000	13,434
6170 PROMOTION	4,364	12,833	8,470	22,000	17,636
<b>Total expended to date</b>	<b>\$ 698,700</b>	<b>\$ 886,254</b>	<b>\$ 187,554</b>	<b>\$ 1,505,992</b>	<b>\$ 807,292</b>

Departmental

Finance

Administration (CAO)

Statement of Expenditures

October 31, 2021

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>CAO</b>					
6000 WAGES/SALARIES	\$ 159,717	\$ 164,191	\$ 4,474	\$ 279,612	\$ 119,895
6010 BENEFITS	23,561	28,976	5,416	48,607	25,046
6020 TRAINING/EDUCATION	-	1,925	1,925	3,300	3,300
6030 TRAVEL/CONFERENCES	5,153	5,000	(153)	5,000	(153)
6040 PROF MEM/DUES & FEES	636	1,050	414	1,800	1,164
6050 OFFICE SUPPLIES	197	1,633	1,436	2,800	2,603
6080 ADVERTISING	-	-	-	-	-
6110 TELEPHONE/FAX	1,029	1,750	721	3,000	1,971
6120 PUBL./SUBSCRIPTIONS	-	277	277	475	475
6130 COMPUTER HARDWARE	-	-	-	-	-
6150 MEETING EXPENSES	2,970	2,970	0	4,500	1,530
6170 PROMOTION	97	2,917	2,820	5,000	4,903
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	20,542	61,250	40,708	105,000	84,458
<b>Total expended to date</b>	<b>\$ 213,902</b>	<b>\$ 271,939</b>	<b>\$ 58,038</b>	<b>\$ 459,094</b>	<b>\$ 245,192</b>

Departmental

Finance

Finance	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,046,843	\$ 1,164,276	\$ 117,432	\$ 1,955,897	\$ 909,054
6010 BENEFITS	226,344	227,007	663	380,785	154,441
6020 TRAINING/EDUCATION	7,221	9,042	1,821	15,500	8,279
6030 TRAVEL/CONFERENCES	4,509	4,508	(1)	7,000	2,491
6040 PROF MEM/DUES & FEES	3,171	3,171	1	5,325	2,154
6050 OFFICE SUPPLIES	3,315	8,458	5,144	14,500	11,185
6060 OFFICE EQUIPMENT	1,816	6,125	4,309	10,500	8,684
6080 ADVERTISING	15,382	24,879	9,497	42,650	27,268
6090 POSTAGE	132,271	132,271	(0)	181,000	48,729
6100 COURIER	19,295	19,454	160	33,350	14,055
6110 TELEPHONE/FAX	10,659	10,642	(17)	16,100	5,441
6130 COMPUTER HARDWARE	3,327	3,328	0	13,050	9,723
6140 COMPUTER SOFTWARE	278	300	22	50,000	49,722
6180 COST RECOVERY	(305,943)	(276,250)	29,693	(325,000)	(19,057)
8010 OPERATIONAL MAT/SUPP	3,351	3,350	(1)	4,500	1,149
8100 PROFESSIONAL SERVICE	32,941	33,000	60	52,000	19,059
8110 CONTRACTS/AGREEMENTS	19,140	19,140	0	44,200	25,060
8120 LEASES	7,050	7,554	504	12,950	5,900
8180 TAX EXEMPT/WRITE OFF	58,598	58,598	(0)	140,000	81,402
<b>Total expended to date</b>	<b>\$ 1,289,569</b>	<b>\$ 1,458,853</b>	<b>\$ 169,284</b>	<b>\$ 2,654,307</b>	<b>\$ 1,364,738</b>

Departmental

Finance

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Legal</b>					
6000 WAGES/SALARIES	\$ 238,217	\$ 248,616	\$ 10,399	\$ 417,034	\$ 178,817
6010 BENEFITS	51,171	51,339	168	86,117	34,946
6020 TRAINING/EDUCATION	-	3,792	3,792	6,500	6,500
6030 TRAVEL/CONFERENCES	1,810	2,625	815	4,500	2,690
6040 PROF MEM/DUES & FEES	10,844	10,844	0	13,500	2,656
6050 OFFICE SUPPLIES	1,129	2,042	913	3,500	2,371
6060 OFFICE EQUIPMENT	1,968	2,450	482	4,200	2,232
6070 PHOTOCOPIER LEASE	1,034	2,042	1,007	3,500	2,466
6080 ADVERTISING	466	1,750	1,284	3,000	2,534
6100 COURIER	86	467	381	800	714
6110 TELEPHONE/FAX	1,831	1,983	152	3,400	1,569
6120 PUBL./STATUTES	10,598	10,597	(0)	13,000	2,402
6130 COMPUTER HARDWARE	43	2,042	1,999	3,500	3,457
6140 COMPUTER SOFTWARE	-	-	-	-	-
6150 MEETING EXPENSE	-	292	292	500	500
6160 LIABILITY INSURANCE	1,489,236	1,488,735	(502)	1,488,735	(501)
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	75,017	90,125	15,108	154,500	79,483
<b>Total expended to date</b>	<b>\$ 1,881,700</b>	<b>\$ 1,919,740</b>	<b>\$ 38,039</b>	<b>\$ 2,206,286</b>	<b>\$ 324,586</b>

Departmental

Finance

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Human Resources</b>					
6000 WAGES/SALARIES	\$ 493,652	\$ 522,206	\$ 28,554	\$ 875,958	\$ 382,306
6010 BENEFITS	118,255	113,147	(5,108)	189,795	71,540
6020 TRAINING/EDUCATION	2,113	5,746	3,633	9,850	7,737
6030 TRAVEL/CONFERENCES	1,992	10,208	8,216	17,500	15,508
6040 PROF MEM/DUES & FEES	631	1,167	536	2,000	1,369
6050 OFFICE SUPPLIES	7,614	8,750	1,136	15,000	7,386
6060 OFFICE EQUIPMENT	780	1,458	678	2,500	1,720
6080 ADVERTISING	-	1,750	1,750	3,000	3,000
6110 TELEPHONE/FAX	5,723	5,833	111	10,000	4,277
6120 PUBL./SUBSCRIPTIONS	-	1,750	1,750	3,000	3,000
6130 COMPUTER HARDWARE	-	3,500	3,500	6,000	6,000
6140 COMPUTER SOFTWARE	-	292	292	500	500
6150 MEETING EXPENSE	3,488	3,475	(13)	4,500	1,012
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	24,177	120,167	95,990	206,000	181,823
8110 CONTRACTS/AGREEMENTS	2,836	4,375	1,539	7,500	4,664
<b>Total expended to date</b>	<b>\$ 661,345</b>	<b>\$ 803,824</b>	<b>\$ 142,479</b>	<b>\$ 1,353,103</b>	<b>\$ 691,758</b>

Departmental

Finance

Technology Including  
911 Comm Centre

Statement of Expenditures

October 31, 2021

Technology/Communications	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,007,881	\$ 1,303,614	\$ 295,733	\$ 2,186,707	\$ 1,178,826
6010 BENEFITS	205,955	267,819	61,864	449,246	243,291
6020 TRAINING/EDUCATION	1,936	12,833	10,898	22,000	20,064
6030 TRAVEL/CONFERENCES	8,336	7,625	(711)	10,625	2,289
6040 PROF MEM/DUES & FEES	1,758	1,450	(308)	1,450	(308)
6050 OFFICE SUPPLIES	5,799	5,126	(672)	5,800	1
6060 OFFICE EQUIPMENT	2,658	7,583	4,925	13,000	10,342
6080 ADVERTISING	356	1,750	1,394	3,000	2,644
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	69,599	85,867	16,267	147,200	77,601
6120 PUBL./SUBSCRIPTIONS	-	-	-	-	-
6130 COMPUTER HARDWARE	71,660	80,500	8,840	138,000	66,340
6140 COMPUTER SOFTWARE	279,746	282,294	2,547	375,177	95,431
6150 MEETING EXPENSE	53	583	530	1,000	947
7010 ELECTRICAL	4,264	5,629	1,366	9,650	5,386
7060 BLDG/FACILITY RENOV	4,797	-	(4,797)	-	(4,797)
7070 BLDG/FACILITY RENTAL	29,891	37,858	7,967	64,900	35,009
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8040 COMM EQUIPMENT LINES	405	4,375	3,970	7,500	7,095
8100 PROFESSIONAL SERVICES	3,162	8,750	5,588	15,000	11,838
8110 CONTRACTS/AGREEMENTS	32,751	42,450	9,699	62,000	29,249
8120 LEASES SAP	-	-	-	95,000	95,000
8130 LICENSES/PERMITS	-	1,750	1,750	103,000	103,000
<b>Total expended to date</b>	<b>\$ 1,731,006</b>	<b>\$ 2,157,857</b>	<b>\$ 426,851</b>	<b>\$ 3,710,255</b>	<b>\$ 1,979,249</b>

Departmental

Finance

Municipal Clerk	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 161,910	\$ 170,087	\$ 8,177	\$ 285,307	\$ 123,397
6010 BENEFITS	38,156	36,784	(1,372)	61,701	23,545
6020 TRAINING/EDUCATION	-	1,604	1,604	2,750	2,750
6030 TRAVEL/CONFERENCES	1,363	1,458	95	2,500	1,137
6040 PROF MEM/DUES & FEES	636	650	14	725	89
6050 OFFICE SUPPLIES	837	1,750	913	3,000	2,163
6060 OFFICE EQUIPMENT	395	2,333	1,938	4,000	3,605
6070 PHOTOCOPY SUPPLIES	6,920	14,000	7,080	24,000	17,080
6080 ADVERTISING	-	438	438	750	750
6100 COURIER	98	438	340	750	652
6110 TELEPHONE/FAX	1,344	1,750	406	3,000	1,656
6120 PUBL./SUBSCRIPTIONS	1,574	1,600	26	1,800	226
6130 COMPUTER HARDWARE	4,041	4,342	301	6,500	2,459
6140 COMPUTER SOFTWARE	9,964	9,975	11	12,500	2,536
6150 MEETING EXPENSES	377	8,458	8,081	14,500	14,123
8110 CONTRACTS/AGREEMENTS	-	-	-	100,000	100,000
<b>Total expended to date</b>	<b>\$ 227,615</b>	<b>\$ 255,666</b>	<b>\$ 28,051</b>	<b>\$ 523,783</b>	<b>\$ 296,168</b>

Departmental

Finance

Fiscal Services	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 116,718	\$ 340,041	\$ 223,323	\$ 582,927	\$ 466,209
9020 INT ON DEBT	572,117	572,116	(0)	1,328,944	756,827
9050 PRINC ON DEBT	-	-	-	8,756,070	8,756,070
9052 DEBT/CAP BOND DISC	-	-	-	98,000	98,000
9090 BANK CHARGES	34,829	35,000	171	60,000	25,171
9200 ALLOWANCE FOR UNCOL. TAXES	-	-	-	800,000	800,000
9420 APPROP TO CAPITAL FUND	52,500	52,500	-	90,000	37,500
9430 APPROP TO B.I.D.C.	108,816	102,806	(6,010)	176,239	67,423
9600 PROV. CORRECTIONS	622,230	624,439	2,209	1,070,466	448,236
9610 CB REG. HOUSING	1,354,901	1,354,901	(0)	2,322,687	967,786
9620 REGIONAL LIBRARY	410,550	410,550	-	703,800	293,250
9630 CB/VIC. SCHOOL BOARD	8,914,552	8,914,552	0	15,282,089	6,367,537
9640 PROPERTY ASSESSMENT	811,339	811,339	-	1,390,867	579,528
<b>Total expended to date</b>	<b>\$ 12,998,552</b>	<b>\$ 13,218,244</b>	<b>\$ 219,692</b>	<b>\$ 32,662,089</b>	<b>\$ 19,663,537</b>

Departmental

Finance

Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
\$ 13,298,885	\$ 14,068,040	\$ 769,155	\$ 23,594,829	\$ 10,295,944
<b>Police Services</b>				
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY				84,214
6020 TRAINING/EDUCATION	15,786	42,548	100,000	63,791
6030 TRAVEL/CONFERENCES	6,209	34,625	70,000	346
6040 PROF MEM/DUES & FEES	2,154	2	2,500	20,870
6050 OFFICE SUPPLIES	19,130	4,203	40,000	25,066
6060 OFFICE EQUIPMENT	19,934	6,316	45,000	14,355
6070 PHOTOCOPIY SUPPLIES	3,645	1,855	18,000	5,000
6080 ADVERTISING	-	2,917	5,000	8,458
6090 POSTAGE & 6100 COURIER	6,542	2,208	15,000	109,676
6110 TELEPHONE/FAX	115,324	926	225,000	3,556
6120 PUBL/SUBSCRIPTIONS	2,444	1,056	6,000	75,154
6130 COMPUTER HARDWARE	79,846	10,571	155,000	95,067
6140 COMPUTER SOFTWARE	34,933	901	130,000	6,459
6150 MEETING EXPENSES	5,041	1,667	11,500	11,422
6170 PROMOTION	(422)	10,622	25,000	21,039
7000 HEAT	3,961	11,577	110,350	57,556
7010 ELECTRICAL	52,794	773	10,000	4,940
7020 WATER	5,060	795	83,000	40,378
7030 BLDG/FACILITY MAINT	42,622	795	15,000	10,838
7040 BLDG/FACILITY REPAIR	4,162	4,588	15,000	5,847
7060 BLDG/FACILITY RENOV	9,153	97	25,000	10,350
7070 BLDG/FACILITY RENTAL	14,650	(67)	2,000	1,765
7110 SECURITY	235	932	48,020	43,971
7500 VEH/EQUIP MAINT	4,049	23,962	405,000	168,778
7505 GASOLINE & DIESEL	236,222	28	287,717	94,461
7510 VEH/EQUIP REPAIRS	193,256	79	580,000	458,633
7530 VEH/EQUIP REPLACEMENT	121,367	16,966	2,000	2,000
7540 VEH/EQUIP RENTAL	-	1,167	5,000	3,358
7550 VEH/EQUIP TOWING	1,643	1,274	135,000	75,702
8000 OPERATIONAL EQUIP	59,298	19,452	135,000	53,829
8010 OPERATIONAL MAT/SUPP	81,171	79	135,000	4,461
8020 MAINTENANCE EQUIP	3,109	1,306	175,000	53,171
8090 UNIFORMS/CLOTHING	121,829	21	135,000	68,098
8100 PROFESSIONAL SERVICE	66,902	11,848	28,000	13,196
8110 CONTRACTS/AGREEMENTS	14,804	1,529	129,168	51,689
8125 MAJOR INVESTIGATIONS	77,479	119	50,000	17,213
8150 GRANTS/SUBS TO ORG	32,787	0		
<b>Total expended to date</b>	<b>\$ 14,756,002</b>	<b>\$ 992,937</b>	<b>\$ 26,836,654</b>	<b>\$ 12,080,652</b>

Departmental

Finance

**Police Services**

**Statement of Revenue**

**October 31, 2021**

Police Services Revenue	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 70,294	\$ 61,250	\$ 9,044	\$ 105,000	\$ 34,706
5151 FINES	88,534	131,250	(42,716)	225,000	136,466
<b>Total Revenue to date</b>	<b>\$ 158,829</b>	<b>\$ 192,500</b>	<b>\$ (33,671)</b>	<b>\$ 330,000</b>	<b>\$ 171,171</b>

Departmental

Finance

Statement of Expenditures

Fire Services Including EMO	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 3,622,632	\$ 3,652,821	\$ 30,188	\$ 6,161,170	\$ 2,538,538
6010 BENEFITS	715,354	749,866	34,512	1,264,960	549,596
6011 MISC. BENEFITS	5,042	15,698	10,646	26,892	21,850
6020 TRAINING/EDUCATION	13,070	96,317	83,248	165,115	152,045
6030 TRAVEL/CONFERENCES	2,441	24,850	22,409	42,600	40,159
6040 PROF. MEM/DUES & FEES	9,612	9,612	0	12,082	2,470
6050 OFFICE SUPPLIES	10,191	10,191	(0)	12,100	1,909
6060 OFFICE EQUIPMENT	5,893	7,554	1,661	12,950	7,057
6080 ADVERTISING	3,211	3,211	(0)	5,350	2,139
6110 TELEPHONE/FAX	21,858	23,396	1,538	40,108	18,250
6120 PUBL./SUBSCRIPTIONS	-	1,575	1,575	2,700	2,700
6130 COMPUTER HARDWARE	8,556	8,556	0	11,507	2,951
6140 COMPUTER SOFTWARE	278	1,404	1,126	2,406	2,128
6150 MEETING EXPENSES	3,098	3,098	0	4,104	1,006
6170 PROMOTION	9,476	13,942	4,465	23,900	14,424
7000 HEAT	29,868	56,788	26,921	97,351	67,483
7010 ELECTRICAL	30,827	37,645	6,818	64,535	33,708
7020 WATER	25,448	25,470	22	29,727	4,279
7030 BLDG/FACILITY MAINT	37,953	37,953	0	53,729	15,776
7040 BLDG/FACILITY REPAIR	8,084	12,981	4,887	22,253	14,159
7060 BLDG/FACILITY RENOV	-	2,917	2,917	5,000	5,000
7500 VEH/EQUIP MAINT.	149,974	149,472	(503)	192,550	42,576
7505 GASOLINE/DIESEL	23,265	33,424	10,160	57,300	34,035
7510 VEH/EQUIP REPAIRS	6,075	4,000	(2,075)	4,000	(2,075)
7530 VEH/EQUIP REPLACEMENT	23,280	51,042	27,762	87,500	64,220
7550 VEH/EQUIP TOWING	-	-	-	-	-
7560 VEH/EQUIP GEN SUPPLY	8,341	9,333	992	16,000	7,659
8000 OPERATIONAL EQUIP	148,346	235,805	87,459	404,238	255,892
8010 OPERATIONAL MATS/SUPP	63,451	63,397	(54)	105,870	42,419
8020 MAINTENANCE EQUIP	35,376	29,934	(5,442)	51,316	15,940
8040 COMM EQUIPMENT LINES	2,555	2,555	(10)	4,360	1,815
8090 UNIFORMS/CLOTHING	40,505	46,537	6,032	79,777	39,272
8100 PROFESSIONAL SERVICE	2,250	4,981	2,730	8,538	6,288
8110 CONTRACTS/AGREEMENTS	65,656	63,890	(1,766)	90,638	24,982
8120 LEASES	70,531	70,531	0	110,821	40,290
8130 LICENSES/PERMITS	17,446	5,187	(12,259)	5,187	(12,259)
8150 GRANTS/SUBS TO ORG	1,860,419	1,860,419	0	1,904,997	44,578
8195 WATER SUPPLY & HYDR	4,127,895	4,127,895	(0)	7,076,384	2,948,489
<b>Total expended to date</b>	<b>\$ 11,210,221</b>	<b>\$ 11,554,236</b>	<b>\$ 344,015</b>	<b>\$ 18,260,025</b>	<b>\$ 7,049,804</b>

Departmental

Finance

**Municipal Services Agreement**

**Statement of Revenue**

**October 31, 2021**

<b>Fire Services Revenue</b>	<b>Year to date Assigned</b>	<b>7 Month Budget</b>	<b>7 Month Budget Variance</b>	<b>Annual Budget</b>	<b>Annual Budget Remaining</b>
4776 PROV NS FIRE PROTECTION GRANT	\$ 90,735	\$ 90,735	\$ -	\$ 155,545	\$ 64,810
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	467,332	467,332	-	801,140	333,808
<b>Total Revenue to date</b>	<b>\$ 558,067</b>	<b>\$ 558,067</b>	<b>\$ -</b>	<b>\$ 956,685</b>	<b>\$ 398,618</b>

Departmental

Finance

**Engineering and Public Works Actuals to October 31, 2021**

REVENUE	Actual & Committed		Budget		Variance		Total Annual Budget	Annual Budget Remaining	% of Annual Budget
	Y-T-D Oct 31, 2021	Y-T-D Oct 31, 2021	Y-T-D Oct 31, 2021	Y-T-D Oct 31, 2021	Y-T-D Oct 31, 2021	Y-T-D Oct 31, 2021			
TRANSIT	\$354,963	\$623,750	-\$268,787	\$1,255,000	-\$900,037	28.28%			
SOLIDWASTE TIP FEES	\$1,388,327	1,210,417	177,910	2,075,000	-686,673	66.91%			
SOLIDWASTE COST RECOVERIES	\$343,921	375,000	-31,079	\$375,000	-31,079	91.71%			
SEWER PERMIT FEES	\$72,184	58,333	13,851	\$100,000	-27,816	72.18%			
WATER UTILITY ADMIN FEE	\$2,888,381	2,888,381	0	\$4,951,510	-2,063,129	58.33%			
<b>TOTAL PW REVENUES</b>	<b>\$5,047,775</b>	<b>\$5,155,881</b>	<b>-\$108,105</b>	<b>\$8,756,510</b>	<b>-3,708,735</b>	<b>57.65%</b>			
<b>EXPENDITURES</b>									
ADMINISTRATION	\$2,380,385	2,458,139	77,754	4,510,505	2,130,120	52.77%			
ENGINEERING	\$442,800	460,649	17,849	773,086	330,286	57.28%			
CENTRAL DIVISION	\$4,834,943	4,255,079	-579,864	7,621,751	2,786,808	63.44%			
EAST DIVISION	\$3,872,140	4,051,371	179,231	6,981,988	3,109,848	55.46%			
NORTH DIVISION	\$1,613,491	1,773,376	159,885	3,294,402	1,680,911	48.98%			
SOLID WASTE	\$7,951,013	8,210,264	259,251	14,518,711	6,567,698	54.76%			
MECHANICAL FLEET	\$2,198,452	1,974,914	-223,538	3,648,634	1,450,182	60.25%			
TRANSIT	\$3,779,470	3,681,810	-97,660	6,276,317	2,496,847	60.22%			
QUALITY CONTROL	\$1,608,671	1,656,560	47,889	3,274,596	1,665,925	49.13%			
<b>TOTAL PW EXPENDITURES</b>	<b>\$28,681,365</b>	<b>\$28,522,162</b>	<b>-\$159,203</b>	<b>\$50,899,990</b>	<b>\$22,218,625</b>	<b>56.35%</b>			

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

Director of Engineering & Public Works

Chief Financial Officer

Statement of Expenditures

Planning

Planning Department	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 803,850	\$ 882,465	\$ 78,615	\$ 1,480,264	\$ 676,414
6010 BENEFITS	183,019	190,629	7,610	319,764	136,745
6020 TRAINING/EDUCATION	4,395	10,786	6,391	17,500	13,105
6030 TRAVEL/CONFERENCES	3,071	6,834	3,762	11,000	7,929
6040 PROF MEM/DUES & FEES	2,079	5,341	3,263	8,800	6,721
6050 OFFICE SUPPLIES	7,871	10,408	2,537	17,500	9,629
6060 OFFICE EQUIPMENT	5,109	8,508	3,399	14,500	9,391
6080 ADVERTISING	6,926	12,542	5,616	21,500	14,574
6110 TELEPHONE/FAX	7,734	11,375	3,641	19,500	11,766
6120 PUBL./SUBSCRIPTIONS	-	467	467	800	800
6130 COMPUTER HARDWARE	9,699	8,301	(1,398)	10,500	801
6140 COMPUTER SOFTWARE	5,528	8,458	2,930	14,500	8,972
6150 MEETING EXPENSE	195	1,138	943	1,950	1,755
6170 PROMOTION	22,817	27,558	4,741	40,000	17,183
7130 DEMOLITIONS	-	-	-	120,000	120,000
8000 OPERATIONAL EQUIPMENT	1,623	19,250	17,627	33,000	31,377
8010 OPERATIONAL MAT/SUPP	1,515	2,333	818	4,000	2,485
8090 UNIFORMS / CLOTHING	5,136	6,067	931	8,000	2,864
8100 PROFESSIONAL SERVICE	138,290	128,500	(9,791)	131,000	(7,290)
8110 CONTRACTS/AGREEMENTS	224,434	252,579	28,145	432,992	208,558
8130 LICENSES/PERMITS	78,431	78,266	(165)	79,000	569
8135 REGULATORY FEES	35,821	35,812	(9)	41,000	5,179
8150 GRANTS/SUBS TO ORG	477,149	517,149	40,000	565,000	87,851
<b>Total expended to date</b>	<b>\$ 2,024,693</b>	<b>2,224,765</b>	<b>\$ 200,073</b>	<b>\$ 3,392,070</b>	<b>\$ 1,367,377</b>

Departmental

Finance

	Year to date Assigned	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Bylaw Revenue</b>					
5112 Vendor Licenses	\$ 4,762	\$ 8,458	\$ (3,696)	\$ 14,500	\$ 9,738
5113 Animal Licenses	4,969	6,417	(1,448)	11,000	6,031
5114 Taxi Licenses	10,749	10,500	249	18,000	7,251
5115 Vending Machine Licenses	-	4,375	(4,375)	7,500	7,500
5301 Parking Meter Revenue	34,593	163,333	(128,740)	280,000	245,407
<b>Total Bylaw Revenue</b>	\$ 55,073	\$ 193,083	\$ (138,010)	\$ 331,000	\$ 275,927
<b>Development / Planning Revenue</b>					
5496 Mapping Sales	\$ -	\$ 1,225	\$ (1,225)	\$ 2,100	\$ 2,100
5495 Other Sales	2,765	2,392	373	4,100	1,335
5101 Building Permits	115,286	116,667	(1,380)	200,000	84,714
5102 Subdivision Fees	31,710	21,000	10,710	40,000	8,290
5497 LUB Ammendment Fees	2,765	2,333	432	-	(2,765)
<b>Total Develop / Planning Rev</b>	\$ 152,526	\$ 143,617	\$ 8,910	\$ 246,200	\$ 93,674
<b>Total Bylaw / Dev / Planning Revenue</b>	\$ 207,600	\$ 336,700	\$ (129,100)	\$ 577,200	\$ 369,600

Departmental

Finance

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 736,199	\$ 930,555	\$ 194,356	\$ 1,560,930	\$ 824,731
6010 BENEFITS	151,609	177,979	26,370	298,545	146,936
6020 TRAINING	69	2,042	1,973	3,500	3,431
6030 TRAVEL/CONFERENCES	2,232	3,500	1,268	6,000	3,768
6040 PROF MEM/DUES & FEES	1,500	1,750	251	3,000	1,500
6050 OFFICE SUPPLIES	1,914	3,500	1,586	6,000	4,086
6060 OFFICE EQUIPMENT	-	1,167	1,167	2,000	2,000
6080 ADVERTISING	451	3,500	3,049	6,000	5,549
6100 COURIER	487	583	96	1,000	513
6110 TELEPHONE/FAX	11,813	11,958	146	20,500	8,687
6130 COMPUTER HARDWARE	3,123	3,000	(123)	3,000	(123)
6140 COMPUTER SOFTWARE	995	1,458	464	2,500	1,505
6150 MEETING EXPENSES	1,450	1,000	(450)	1,000	(450)
7000 HEAT	28,244	38,500	10,256	66,000	37,756
7010 ELECTRICAL	234,210	320,833	86,623	550,000	315,790
7020 WATER	19,217	24,792	5,574	42,500	23,283
7030 BLDG/FACILITY MAINT	14,867	49,583	34,716	85,000	70,133
7040 BLDG/FACILITY REPAIR	63,843	55,000	(8,843)	55,000	(8,843)
7060 BLDG/FACILITY REOV					
7070 BLDG/FACILITY RENTAL					
7080 PLANT MAINTENANCE	66,441	51,425	(15,016)	81,000	14,559
7110 SECURITY	72,073	72,067	(6)	110,000	37,927
7510 VEH/EQUIP REPAIRS	9,459	9,460	1	10,500	1,041
7540 VEH/EQUIP RENTAL	-	-	-	-	-
8000 OPERATIONAL EQUIPMENT	15,994	2,500	(13,494)	2,500	(13,494)
8010 OPERATIONAL MAT/SUPP	57,788	107,500	49,712	215,000	157,212
8050 COST OF SALES	118,722	121,042	2,320	507,500	388,778
8090 UNIFORMS/CLOTHING	7,643	7,650	7	9,000	1,357
8100 PROFESSIONAL SERVICE	18,615	18,615	0	26,500	7,885
8110 CONTRACTS/AGREEMENTS	19,452	29,167	9,715	50,000	30,549
<b>Total expended to date</b>	<b>\$ 1,658,409</b>	<b>\$ 2,050,126</b>	<b>\$ 391,717</b>	<b>\$ 3,724,475</b>	<b>\$ 2,066,066</b>

Departmental

Finance

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 177,063	\$ 167,500	\$ 9,563	\$ 630,000	\$ 452,937
GL 5002 Public Skating	1,204	583	621	1,000	(204)
GL 5004 Arena Rental	5,000	5,000	-	30,000	25,000
GL 5005 Gym Rental	-	11,667	(11,667)	20,000	20,000
GL 5006 Canteen Sales	69,509	76,667	(7,157)	500,000	430,491
GL 5009 Major Events	-	-	-	60,000	60,000
GL 5010 Other Revenue	35,563	36,583	(1,020)	517,000	481,437
GL 5033 Program Equipment	874	3,583	(2,709)	25,000	24,126
GL 5034 Facility Rentals	17,787	118,750	(100,963)	237,500	219,713
<b>Total Revenue To Date</b>	<b>\$ 307,001</b>	<b>\$ 420,333</b>	<b>\$ (113,333)</b>	<b>\$ 2,020,500</b>	<b>\$ 1,713,499</b>

Departmental

Finance

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Parks &amp; Grounds</b>					
6000 WAGES/SALARIES	\$ 886,171	\$ 959,451	\$ 73,280	\$ 1,609,402	\$ 723,231
6010 BENEFITS	213,031	212,289	(742)	356,097	143,066
6011 MISC BENEFITS	8,198	1,458	(6,740)	2,500	(5,698)
6020 TRAINING/EDUCATION	570	3,792	3,222	6,500	5,930
6030 TRAVEL/CONFERENCES	5,521	7,438	1,916	12,750	7,229
6040 PROF MEM/DUES & FEES	-	117	117	200	200
6050 OFFICE SUPPLIES	262	875	613	1,500	1,238
6060 OFFICE EQUIPMENT	-	583	583	1,000	1,000
6080 ADVERTISING	200	-	(200)	-	(200)
6110 TELEPHONE/FAX	5,207	5,208	2	8,500	3,293
6130 COMPUTER HARDWARE	-	146	146	250	250
7000 HEAT	1,809	3,150	1,341	5,400	3,591
7010 ELECTRICAL	34,187	45,208	11,022	77,500	43,313
7020 WATER	17,708	17,708	0	25,000	7,292
7030 BLDG/FACILITY MAINT	3,062	3,062	(0)	5,000	1,938
7040 BLDG/VACILITY REPAIR	-	-	-	-	-
7060 BLDG/FACILITY RENOV	-	-	-	-	-
7080 PLANT MAINTENANCE	-	-	-	-	-
7110 SECURITY	-	4,958	4,958	8,500	8,500
7510 VEH/EQUIP REPAIRS	146	642	496	1,100	954
7530 VEH/EQUIP REPLACEMENT	10,220	14,583	4,363	25,000	14,780
7540 VEH/EQUIP RENTAL	5,888	8,750	2,862	15,000	9,112
8000 OPERATIONAL EQUIP	51,493	28,000	(23,493)	28,000	(23,493)
8010 OPERATIONAL MAT/SUPP	283,976	285,417	1,441	350,000	66,024
8020 MAINTENANCE EQUIP	52,680	40,000	(12,679)	40,000	(12,680)
8040 COMM EQUIP LINES (GPS)	5,344	5,833	489	10,000	4,656
8080 STREET LIGHTS	1,792	3,208	1,416	5,500	3,708
8090 UNIFORMS/CLOTHING	3,866	7,000	3,134	12,000	8,134
8100 PROFESSIONAL SERV	45	2,917	2,871	5,000	4,955
8110 CONTRACTS & AGRMNT	309,219	309,220	0	365,000	55,781
<b>Total expended to date</b>	<b>\$ 1,900,596</b>	<b>\$ 1,971,014</b>	<b>\$ 70,417</b>	<b>\$ 2,976,699</b>	<b>\$ 1,076,103</b>

Departmental

Finance

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Buildings</b>					
6000 WAGES/SALARIES	\$ 783,257	\$ 836,879	\$ 53,623	\$ 1,403,798	\$ 620,541
6010 BENEFITS	188,378	189,026	649	317,076	128,698
6020 TRAINING/EDUCATION	2,938	2,479	(459)	4,250	1,312
6030 TRAVEL/CONFERENCES	0	729	729	1,250	1,250
6040 PROF MEM/DUES & FEES	-	-	-	-	-
6050 OFFICE SUPPLIES	186	583	397	1,000	814
6060 OFFICE EQUIPMENT	1,473	1,758	285	2,500	1,027
6110 TELEPHONE/FAX	10,322	5,958	(4,364)	8,800	(1,522)
6130 COMPUTER HARDWARE	-	1,750	1,750	3,000	3,000
6140 COMPUTER SOFTWARE	-	3,792	3,792	6,500	6,500
7000 HEAT	26,684	58,333	31,649	100,000	73,316
7010 ELECTRICAL	231,009	296,042	66,937	507,500	276,491
7020 WATER	30,481	27,042	(3,439)	28,500	(1,981)
7030 BLDG/FACILITY MAINT	9,742	24,792	15,050	42,500	32,758
7040 BLDG/FACILITY REPAIR	-	-	-	-	-
7060 BLDG/FACILITY RENOV	23,665	58,333	34,668	100,000	76,335
7070 BLDG/FACILITY RENTAL	114,942	118,917	3,975	203,000	88,058
7080 PLANT MAINTENANCE	14,553	14,542	(11)	15,500	947
7100 MAINT. TOOLS/EQUIP	2,409	2,417	7	3,500	1,091
7110 SECURITY	68,585	72,333	3,748	124,000	55,415
7120 PROPERTY TAXES	28,526	28,542	16	36,500	7,974
7540 VEH/EQUIP RENTAL	527	1,458	932	2,500	1,973
8000 OPERATIONAL EQUIP	-	1,458	1,458	2,500	2,500
8010 OPERATIONAL MATS/SUPP	69,916	73,042	3,126	120,500	50,584
8020 MAINTENANCE EQUIP	95	1,750	1,655	3,000	2,905
8040 COMM EQUIP LINES (GPS)	1,878	2,333	455	4,000	2,122
8090 UNIFORMS/CLOTHING	2,989	3,792	802	6,500	3,511
8100 PROFESSIONAL SERVICE	39,654	46,667	7,013	80,000	40,346
8110 CONTRACTS/AGREEMENTS	59,892	147,453	87,561	250,000	190,108
8120 LEASES	-	1,458	1,458	2,500	2,500
8130 LICENSES/PERMITS	-	583	583	1,000	1,000
8150 GRANTS/SUBS TO ORG	35,000	35,000	-	60,000	25,000
<b>Total expended to date</b>	<b>\$ 1,747,101</b>	<b>\$ 2,059,243</b>	<b>\$ 314,046</b>	<b>\$ 3,441,674</b>	<b>\$ 1,694,573</b>

Departmental

Finance

Recreation Cultural Services

Statement of Expenditures

October 31, 20201

	Year to date Expended	7 Month Budget	7 Month Budget Variance	Annual Budget	Annual Budget Remaining
Recreation/Cultural Services					
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 655,746	\$ 719,298	\$ 63,552	\$ 1,206,566	\$ 449,314
6020 TRAINING/EDUCATION	17	9,333	9,316	16,000	15,983
6030 TRAVEL/CONFERENCES	8,281	14,583	6,302	25,000	16,719
6040 PROF MEM/DUES & FEES	1,107	2,042	935	3,500	2,393
6050 OFFICE SUPPLIES	2,368	3,500	1,132	6,000	3,632
6060 OFFICE EQUIPMENT	3,135	4,667	1,532	8,000	4,865
6080 ADVERTISING	18,002	40,833	22,831	70,000	51,998
6110 TELEPHONE/FAX	4,505	6,417	1,911	11,000	6,495
6120 PUBL./SUBSCRIPTIONS	54	117	62	200	146
6130 COMPUTER HARD/SOFTWARE	3,123	4,083	961	7,000	3,877
7070 BLDG/FACILITY RENTAL	21,606	15,333	(6,273)	15,333	(6,273)
8000 OPERATIONAL MAT/SUPPLY	72,366	102,083	29,718	175,000	102,634
8025 COMMUNITY EVENTS	134,698	195,417	60,719	335,000	200,302
8150 SCHOLARSHIPS	20,000	20,000	(0)	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	41,499	41,499	(0)	356,562	315,063
8170 OPERATING GRANTS POLICY	345,275	345,274	(0)	500,500	155,225
<b>Total expended to date</b>	<b>\$ 1,331,781</b>	<b>\$ 1,524,479</b>	<b>\$ 192,698</b>	<b>\$ 2,755,661</b>	<b>\$ 1,322,374</b>

Departmental

Finance

Recreation/Cultural Services			Variance	Remaining
5031 PROGRAM REVENUE	\$ 24,000	\$ 24,000	\$ -	\$ 6,000
5034 FACILITY RENTALS	7,397	4,375	3,022	103
<b>Total Revenue To Date</b>	<b>\$ 31,397</b>	<b>\$ 28,375</b>	<b>\$ 3,022</b>	<b>\$ 6,103</b>

Departmental

Finance

## Port of Sydney Development Corporation

October 31, 2021 Income Statement

	This Year Actual	This Year Budget	Variance to Budget	Annual Budget
Wharfage and Berthage	224,975.12	182,361.60	42,613.52	360,941.00
Event Revenue	24,424.18	42,400.00	(17,975.82)	48,400.00
Miscellaneous Revenue	6,093.16	1,250.00	4,843.16	4,850.00
Storage and Rental	98,959.29	92,977.48	5,981.81	133,817.00
Passenger tax	0.00	0.00	0.00	0.00
Security/Traffic Control	32,587.72	31,171.75	1,415.97	57,465.00
Government Grants	57,012.45	10,000.00	47,012.45	20,000.00
Craft Market Revenue	0.00	0.00	0.00	0.00
	<u>444,051.92</u>	<u>360,160.83</u>	<u>83,891.09</u>	<u>625,473.00</u>
Wages	278,850.14	307,559.85	(28,709.71)	515,906.89
Benefits	54,479.41	60,144.24	(5,664.83)	100,887.11
Professional Fees	92,461.55	23,450.00	69,011.55	35,200.00
Advertising & Promotions	6,113.80	7,360.00	(1,246.20)	10,610.00
Cruise Activities	(570.26)	11,150.00	(11,720.26)	17,650.00
Dues & Membership Fees	3,821.43	25,784.00	(21,962.57)	39,226.00
Event Expense	89.76	0.00	89.76	2,600.00
Insurance	27,079.45	23,800.00	3,279.45	53,300.00
Interest & Bank Charges	2,295.08	2,020.00	275.08	3,270.00
Office & Admin	2,497.01	4,621.00	(2,123.99)	7,787.00
Office Rent	30,520.00	30,520.00	0.00	52,320.00
Miscellaneous	905.00	2,450.00	(1,545.00)	4,200.00
Repairs & Maintenance	49,807.52	65,406.00	(15,598.48)	124,331.00
Repairs -JHCP	5,245.80	10,000.00	(4,754.20)	10,000.00
Travel	5,801.58	3,000.00	2,801.58	4,000.00
Utilities	63,920.93	81,930.00	(18,009.07)	157,880.00
Bad Debts	1,610.00	500.00	1,110.00	1,000.00
Security Expense	20,125.68	24,785.00	(4,659.32)	43,326.00
Leasehold Improvements	0.00	10,000.00	(10,000.00)	10,000.00
	<u>645,053.88</u>	<u>694,480.09</u>	<u>(49,426.21)</u>	<u>1,193,494.00</u>
Net income (loss)	<u>(201,001.96)</u>	<u>(334,319.26)</u>	<u>133,317.30</u>	<u>(568,021.00)</u>

