

**Cape Breton Regional Municipality**

**Council Meeting**

**AGENDA**

**TUESDAY, MARCH 14<sup>TH</sup>, 2023**

**6:00 P.M.**

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

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# Cape Breton Regional Municipality

## Council Meeting

Tuesday, March 14<sup>th</sup>, 2023

6:00 p.m.

### **AGENDA ITEMS**

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#### Land Acknowledgement

6:00 p.m.

#### Roll Call

#### O' Canada

1. APPROVAL OF AGENDA: (Motion Required)

2. APPROVAL OF MINUTES: (Previously Distributed)

- Council – January 17, 2023
- Council – February 14, 2023

3. PROCLAMATIONS:

6:05 p.m.

3.1 International Day for the Elimination of Racial Discrimination:  
Councillor Lorne Green (See page 5 )

3.2 World Water Day:  
Councillor Steve Gillespie (See page 6 )

3.3 Purple Day for Epilepsy:  
Councillor Darren O'Quinn (See page 7 )

4. BUSINESS ARISING:

6:15 p.m.

4.1 Fire & Emergency Services Committee:

- a) Volunteer Firefighter Recruitment: Michael Seth, Fire Chief, Director of Fire & Emergency Services (See page 8 )

Continued...

**Council Meeting Agenda  
March 14, 2023 (Cont'd)**

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5. **CORPORATE SERVICES ISSUES:** **6:30 p.m.**
- 5.1 **REQUEST FOR EASEMENT – NSPI: Morrison Road/Broughton Rd., Birch Grove Area (District 8) PID 15688906/15553001/15523533:** Sheila Kolanko, Property Manager (See page 13)
- 5.2 **Request for Street Closure – PID 15740988: Beach Street, Glace Bay (District 10):** Sheila Kolanko, Property Manager (See page 21)
- 5.3 **Request to Take Ownership of Emera Centre Northside:** Kirk Durning, Director of Parks, Recreation, Buildings and Facilities (See page 25)
- 5.4 **Mandatory Policy Update – Engagement Programs:** Michael Ruus, Director of Planning and Development (See page 29)
6. **COMMITTEE REPORTS:**
- N/A
7. **FINANCIAL STATEMENTS:** **7:30 p.m.**  
Jennifer Campbell, Chief Financial Officer
- 7.1 **CBRM to January 31, 2023:** (See page 35)
- For Information Only.**
- 7.2 **Port of Sydney Development Corporation to January 31, 2023:**  
(See page 60)
- For Information Only.**
8. **Review of Action Items from this Meeting:** **7:35 p.m.**  
Mayor Amanda M. McDougall-Merrill

**ADJOURNMENT**

## *Cape Breton Regional Municipality*

### **Proclamation**

#### ***International Day for the Elimination of Racial Discrimination***

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**Whereas:** In 1966, the United Nations declared March 21<sup>st</sup> as International Day for the Elimination of Racial Discrimination. Today, we commemorate the 69 anti-apartheid protestors killed and those wounded by police in Sharpeville, South Africa in 1960 during a peaceful demonstration against a system that segregated the black population;

**And Whereas:** Racism and discrimination continue to exist within our community and is a universal problem that divides communities, destroys lives and undermines the struggle for equity, equality, inclusiveness and social justice. Racial discrimination threatens human rights, equal access to jobs, healthcare, housing, education, and other essential and community services. Individual and institutionalized racism continues to oppress and exclude people while creating barriers to opportunities, equal participation, and democracy;

**And Whereas:** Today, we must renew our commitment to ending racial discrimination and acknowledge the struggles and challenges First Nation Peoples and racial minorities face due to racial discrimination and prejudice. To quote James Baldwin “Not everything that is faced can be changed, but nothing can be changed until it is faced”.

**Be It Therefore Resolved:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim Tuesday, March 21<sup>st</sup>, 2023, as “International Day for the Elimination of Racial Discrimination” in the Cape Breton Regional Municipality.

*Councillor Lorne Green - District # 12 - CBRM*

March 14<sup>th</sup>, 2023

# PROCLAMATION

## “World Water Day”

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**Whereas:** The United Nations has declared Monday, March 22nd, 2023, as World Water Day themed **Be the Change**.

**And Whereas:** The global campaign, called Be the Change, encourages people to take action in their own lives to change the way they use, consume and manage water.

**Be It Therefore Resolved:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim Monday, March 22<sup>nd</sup>, 2023 as “World Water Day” in the Cape Breton Regional Municipality in hopes that residents will be inspired and encouraged to take action in their own lives to change the way they use, consume and manage water. The world is encouraged to celebrate by remembering our need for clean water to support the most basic human needs.

*Councillor Steve Gillespie CBRM - District #4*

March 14<sup>th</sup>, 2023

## CBRM PROCLAMATION “PURPLE DAY FOR EPILEPSY”

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- Whereas:** Purple Day is a global effort dedicated to promoting epilepsy Awareness in countries around the world;
- And Whereas:** Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people to know that if you have epilepsy, you are not alone;
- And Whereas:** Epilepsy is one of the most common neurological conditions, estimated to affect more than 50 million people worldwide, and more than 300,000 people in Canada;
- And Whereas:** The public is often unable to recognize the common seizure types, or how to respond with appropriate first aid;
- And Whereas:** Purple Day will be celebrated on March 26<sup>th</sup> annually to increase understanding, reduce stigma and improve the quality of life for people with epilepsy throughout the country and globally;
- Be It Therefore Resolved:** That CBRM Mayor Amanda M. McDougall-Merrill and Council proclaim March 26, 2023 as “Purple Day” in the Cape Breton Regional Municipality in an effort to raise epilepsy awareness.

Councillor Darren O’Quinn, CBRM District #11

March 14, 2023

**Excerpt – Draft Fire & Emergency Services Minutes - March 8, 2023**

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**Volunteer Firefighter Recruitment**

**Motion:**

Moved by Councillor Parsons, seconded by Councillor O’Quinn, that the Cape Breton Regional Municipality provide the necessary authority for Fire Service administration to ensure that all CBRFES VFDs participate in the development and implementation of a regionalized volunteer firefighter recruitment process.

**Discussion:**

During discussion Council and staff shared their thoughts on the motion in regards to the words “necessary authority”. It was **agreed** that this motion be brought to Council for consideration and approval.

**Motion Carried.**



PH: (902) 563.5140; 563-5350  
FX: (902) 574-4130  
Email: cdmarch@cbm.ns.ca

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## ISSUE PAPER

**DATE:** January 12, 2022  
**TO:** Michael Seth, Fire Chief/Director Fire & Emergency Services  
**FROM:** Chris March Deputy Fire Chief  
**RE:** VOLUNTEER FIREFIGHTER RECRUITMENT

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### PURPOSE

The following is an Issue Paper requested by the Cape Breton Regional Fire & Emergency Services Committee outlining the need for a Cape Breton Regional Fire & Emergency Service (CBRFES) volunteer firefighter recruitment process.

### ISSUE

The request by Committee was to have staff write an Issue Paper on Recruitment & Retention. The focus of this Issue Paper will be on recruitment. Currently in the CBRFES we do not see an issue with retention. In the CBRFES what we typically observe is that VFDs lose members for one, or more, of three (3) reasons, all of which are beyond any improvement in processes,

1. Members, due to employment and/or family requirements, are forced to move away.
2. Members, due to age and/or physical conditions, retire.
3. Members resign, the Fire Service is not for them.

Typically, we do not see members leaving due to motivational factors. Therefore, I will leave this item, retention, for another paper.

### HISTORY & DATA

Volunteer firefighter recruitment and the associated challenges are not exclusive to the CBRFES. Volunteer firefighter recruitment and the declining numbers are a Canada wide problem. Training requirements are more expansive and specialized while public expectations and demands are increasing. Fire fighters are aging, while new quality recruits are increasingly more difficult to find. It is perennially difficult to generate enthusiasm in the experienced volunteer ranks between calls with routine training sessions.

In 2021 the Canadian Association of Fire Chiefs (CAFC) completed a nation-wide volunteer firefighter census. As expected, the census results showed a decline in the numbers of volunteer firefighters throughout Canada. In 2016 there were 126,000 volunteer firefighters in our country. The 2021 census indicated that there are currently 99,919 volunteer firefighters, if these numbers are accurate, that is a decline of one fifth of the country's volunteer firefighters in a five (5) year period. Of those 99,919 firefighters the census identified that 32% of Canada's volunteer fire service is over the age of 50. This highlights recruitment challenges ahead to find younger volunteers to fill for those aging members.

The 2016 volunteer census not only identified that there was a 20% reduction of volunteer firefighters in Canada, but the census also identified that there has been a reduction of 9% in fire departments. In 2016 there were 3500 organized volunteer fire departments as opposed to 3200 currently.

The CBRFES currently has thirty-four (34) volunteer emergency services, thirty-three (33) localized volunteer fire departments (VFDs) and one (1) regionalized volunteer Hazardous Materials Response Team.

To be properly supported by human resources, collectively our departments require 800 to 850 volunteer members (25 p/dept.). Our current regional volunteer level is at 750 members.

In 1997 the CBRFES had an estimated compliment of 830 volunteer firefighters This number reduced to roughly 800 in 2001 and has steadily declined from then until present with 750 members. This is a 10% reduction over a 15-year period. If the same trend continues at the same rate, over the next fifteen tears there will be an estimated volume of less than 20 members per department from an average of thirty members in 1997.

The issue is, with citizen outmigration due to several factors, in conjunction with our aged population, CBRM currently being one of the oldest population municipalities in Canada, it has become ever more difficult for CBRFES VFDs to acquire new members.

Another challenge in the volunteer firefighter recruitment process is the fact that each of the CBRFES VFDs operate independently as their own not-for profit entity registered with the Nova Scotia Registry of Joint Stock Companies, independent of authority from CBRFES's administration. As a result, any recruitment process is usually conducted by the individual VFD as it is the most familiar with it's needs and local community abilities from which to draw. Any attempt(s) by the regional Fire Service at the administrative level, it is not guaranteed full, partial, or any inclusion and/or involvement from any of our thirty-four (34) VFDs. This makes it difficult to develop and provide a unified, collaborative, and inclusive recruitment process. Departments that may choose to not be involved in a regional process would negatively impact the effect on the taxpayer's investment on the development of a recruitment process. For this reason, the VFDs involvement in a recruitment process must be tied to the department's registration and/or other administrative mechanisms.

A further challenge that we observe in the CBRM, which is also a nation-wide occurrence, is that any new construction or incoming new population(s) tend to locate in the urban & suburban areas of the CBRM. This creates challenges for our rural VFDs in recruiting new members, as there is limited growth in these areas.

## OPTIONS

There are three (3) options,

1. Status Quo
2. Assist with individual departments on localized recruitment processes.
3. With authority provided to administration to require all CBRFES VFDs to participate in a regionalized developed approach for a CBRFES VFD recruitment process.

Status quo we do not see as a viable option, the current VFD recruitment processes are not, as a majority, effective. Some departments are achieving recruitment success, but the majority are not. CBRFES VFDs do not have the budget or logistical abilities to properly develop and implement an effective recruitment process.

The second option is not one administration would recommend. Although assistance from a regional perspective may provide some localized success, we do not believe it would provide the best success possible for the entire CBRFES' thirty-four (34) VFDs, nor would it be an effective and efficient way to utilize budget, taxpayers' money.

The third option would provide a regionalized approach, drawing on the successes of other VFD recruitment processes, as was successfully demonstrated by Halifax Regional Fire & Emergency, and would create an inclusive and collaborative regional recruitment process. This process would be a responsible, effective, and efficient expenditure of budget.

Recruitment is not something that the CBRFES administration is currently responsible for however, with the proper authority for Fire Service administration tied to process for the VFDs, administration could certainly assist with recruitment through support, funding, guidance, organization, and implementation. A regionalized process would allow for standardized and consistent training for all new CBRFES firefighter recruits.

## CONCLUSION

It is clear that a firefighter recruitment process is required for the CBRFES VFDs. A regional approach would be recommended with several ideas being put forth by administration including, but not limited to,

- A collective brainstorming session for all CBRFES VFDs together (shared ideas)
- PSAs radio, information dissemination.
- Ads/articles print distribution & media, TV.
- Social Media activity
- A professionally developed video for our CBRFES Fire Service.
- Open House(s) all departments, same day regionally/radio remotes.
- Media coverage, stories, articles etc....
- Regular and easily accessible familiarisation sessions for possible recruits.
- Easily accessible points of contact(s) for information and requirements information.
- "About Our Fire Service" print brochures
- Robust interactive web site (recruitment section)

Lessons learned from the CAFC's volunteer firefighter census, along with localized observations, clearly tells a story for our three levels of government to be aware of some sobering facts. The cost-efficient volunteer fire service is declining while being expected to

● Page 4

maintain and expand specialized emergency services in our municipalities. The safety of our CBRM citizens, firefighters, and environment depend on greater advocacy, not only in reactive fire protection, but in proactive Public Education, Emergency Management, and preparedness.

### **RECOMMENDATION**

It is the Cape Breton Regional Fire & Emergency Service's request/recommendation that the Cape Breton Regional Municipality provide the necessary authority for Fire Service administration to ensure that all CBRFES VFDs participate in the development and implementation of a regionalized volunteer firefighter recruitment process.

Sincerely,  
DC C. March

Chris March BBA, ECFO, C.Mgr., AIFireE  
Deputy Fire Chief  
Volunteer Coordinator/Manager Fleet, Training, Prevention  
Public Information Officer  
Cape Breton Regional Fire & Emergency Service  
Cape Breton Regional Municipality



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## ISSUE PAPER

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**TO:** Mayor and Council

**FROM:** Sheila Kolanko – Property Manager

**SUBJECT:** REQUEST FOR EASEMENT - NSPI  
Morrison Road/Broughton Rd., Birch Grove Area  
(District 8 )- PID 15688906/15553001/15523533

**DATE:** March 14<sup>th</sup>, 2023

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### INTRODUCTION

A request has been received from Osprey Land Services Inc., on behalf of Nova Scotia Power seeking an Easement in favor of Nova Scotia Power Incorporation (NSPI) for vegetation and electrical management related to existing transmission lines in the Birch Grove area which crosses land presently owned by CBRM. The properties are identified herein as PID 15688906; 15553001, and 15523533. (Attachment "A1, A2, and A3").

### INFORMATION

In response to hurricane Fiona, NSPI has been taking steps to improve the reliability and safety of the transmission system near Morrison Road, Birch Grove. NSPI is looking to widen the existing right of way for future vegetation and electrical management to the lines and asking CBRM to grant an easement to NSPI for the expansion. Attached herein are 3 site plans showing the proposed easement. (Attachment "B1", "B2" and "B3").

The requested acreage of the PIDs would equate to 2.48 acres. Based on the standard compensation formula used by NSPI, CBRM would receive compensation in the amount of \$2480.00 (equates to \$1000 per acre).

An internal staff review was carried out and it was determined the properties currently fall within the MacAskill Brook Dam watershed area. Staff concluded as long as NSPI meets the following conditions staff foresees no issue with granting an easement to NSPI. The easement should be subject to following conditions:

1. Herbicide application prohibited in vegetation management;
2. Staff be notified of any and all work carried out in the watershed area one (1) week prior to commencement of work;
3. All crew, employees or agents of NSPI maintain a fully stocked emergency spill kit in the event of hydrocarbon release on the properties and notify CBRM immediately of any such spill and/or release.

**RECOMMENDATION:**

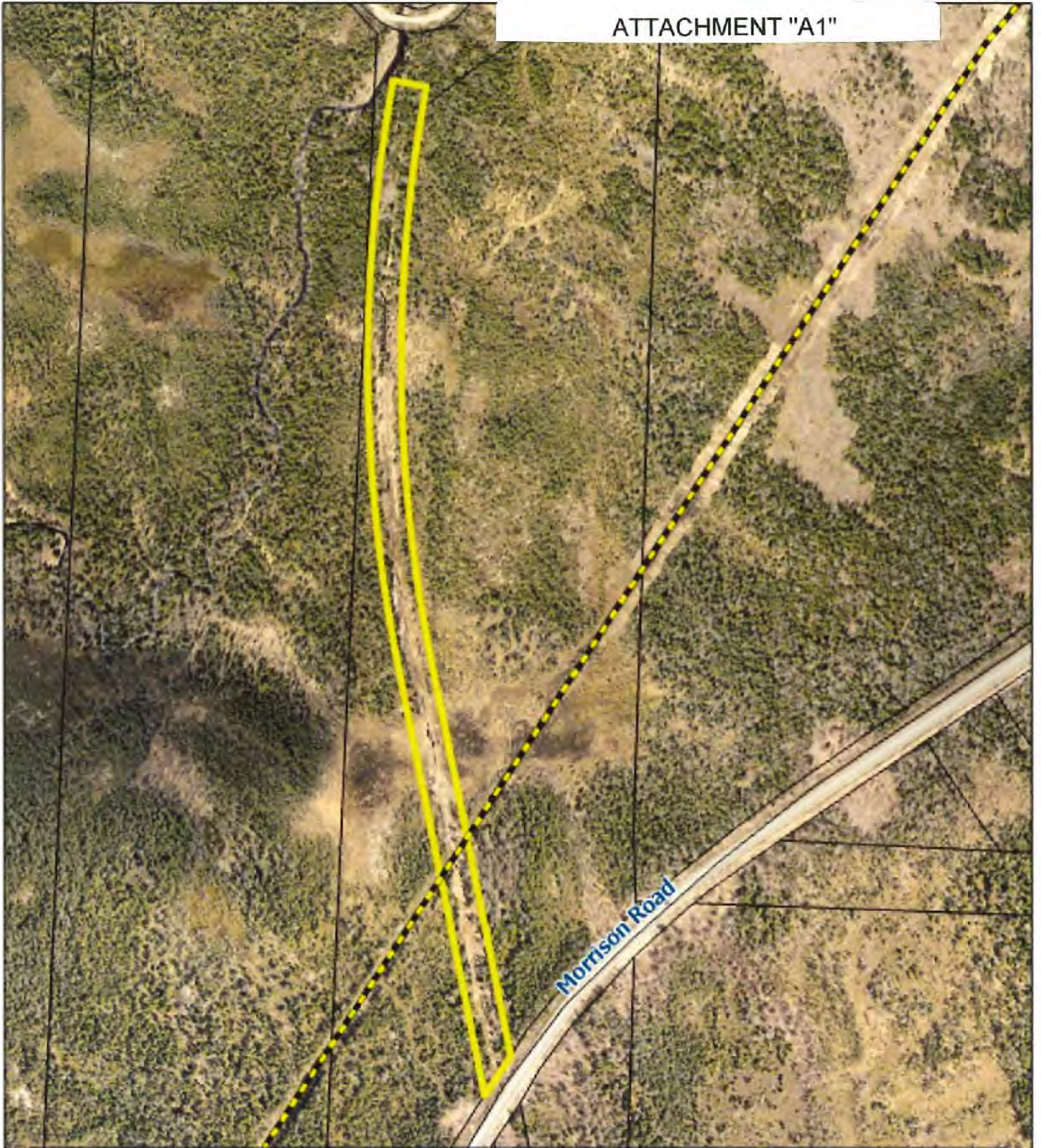
Staff's recommendation to Council is to pass a Motion authorizing the Mayor and Clerk to execute an Easement Agreement in favour of Nova Scotia Power Incorporation across the CBRM properties subject to items 1, 2 and 3 outlined above.

All cost and fees associated with the Easement shall be the responsibility of NSPI.

**Respectively Submitted by:**



*Original Signed By*

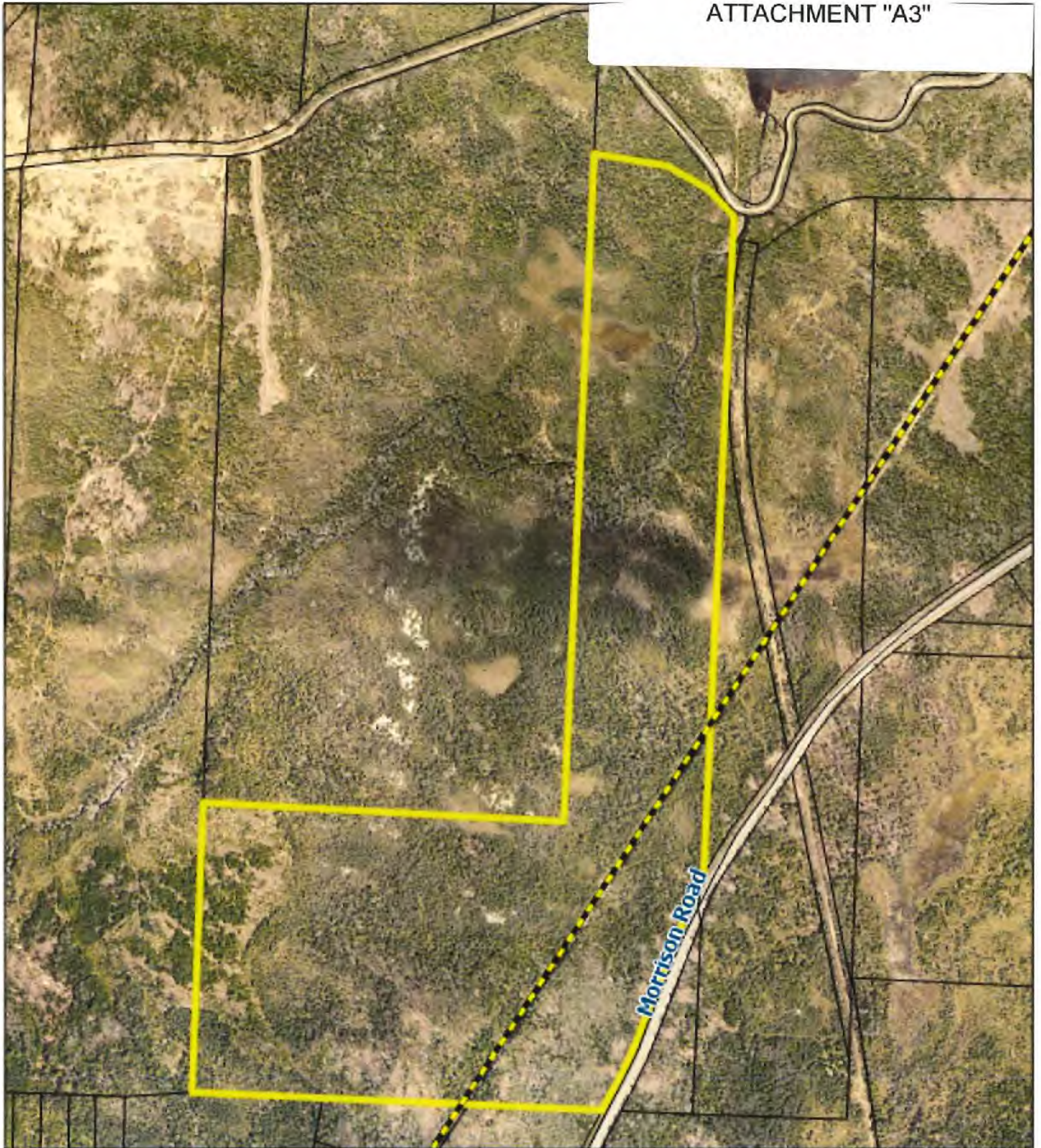
**Sheila Kolanko**  
**Property Manager - CBRM**





	PID 15688906 Owner: CBRM
	Electrical Transmission Line



	PID 15553001 Owner: CBRM
	Electrical Transmission Line



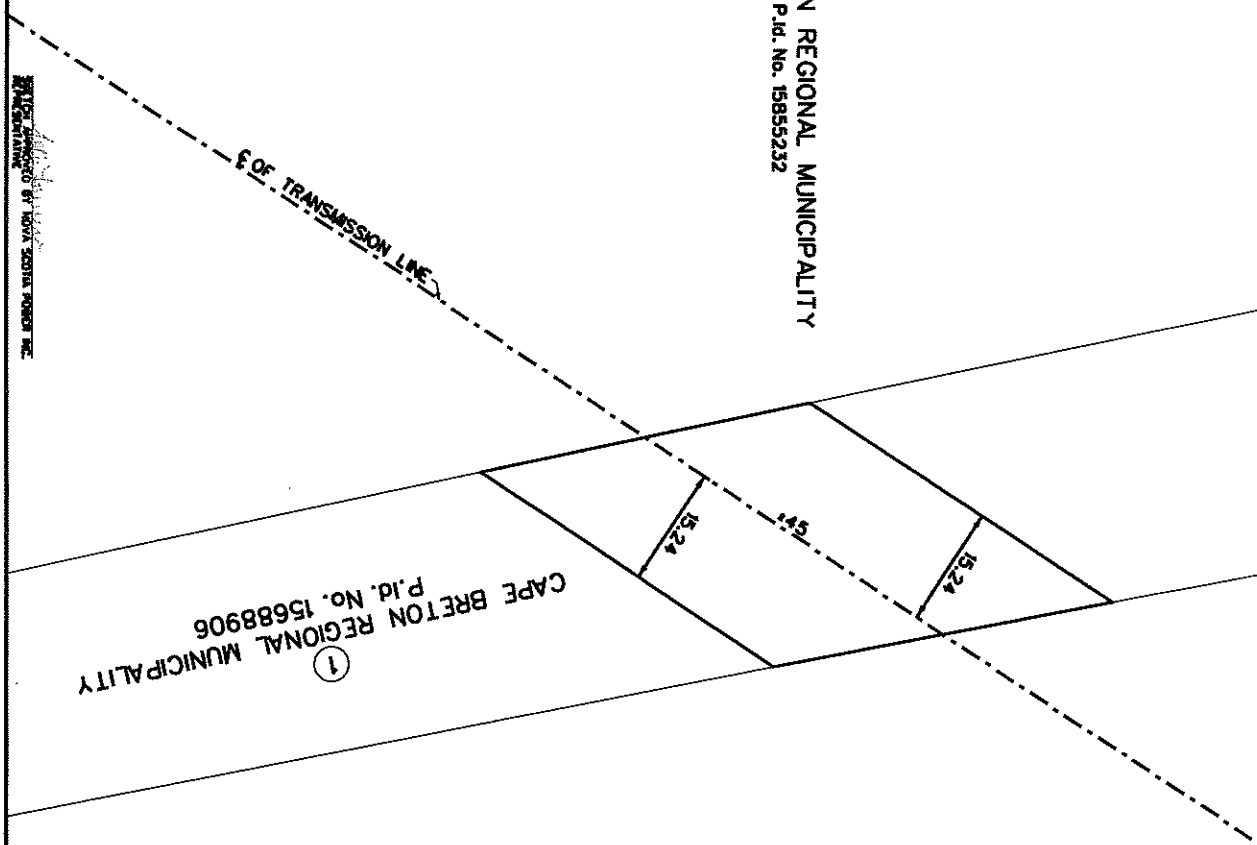
 PID 15523533 Owner: CBRM

 Electrical Transmission Line

# ATTACHMENT "B1"

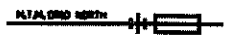
## PID 15688906

BRETON REGIONAL MUNICIPALITY  
P.I.d. No. 15855232



ENGINEERED BY NOVA SCOTIA POWER INC.

CAPE BRETON REGIONAL MUNICIPALITY  
P.I.d. No. 15125854



SCALE	DATE	BY	REVISION
1:1	07/20/2022		
DESIGNED			
DRAWN			
CHECKED			
CHECKED			
DATE	07/20/2022		
W.O.			

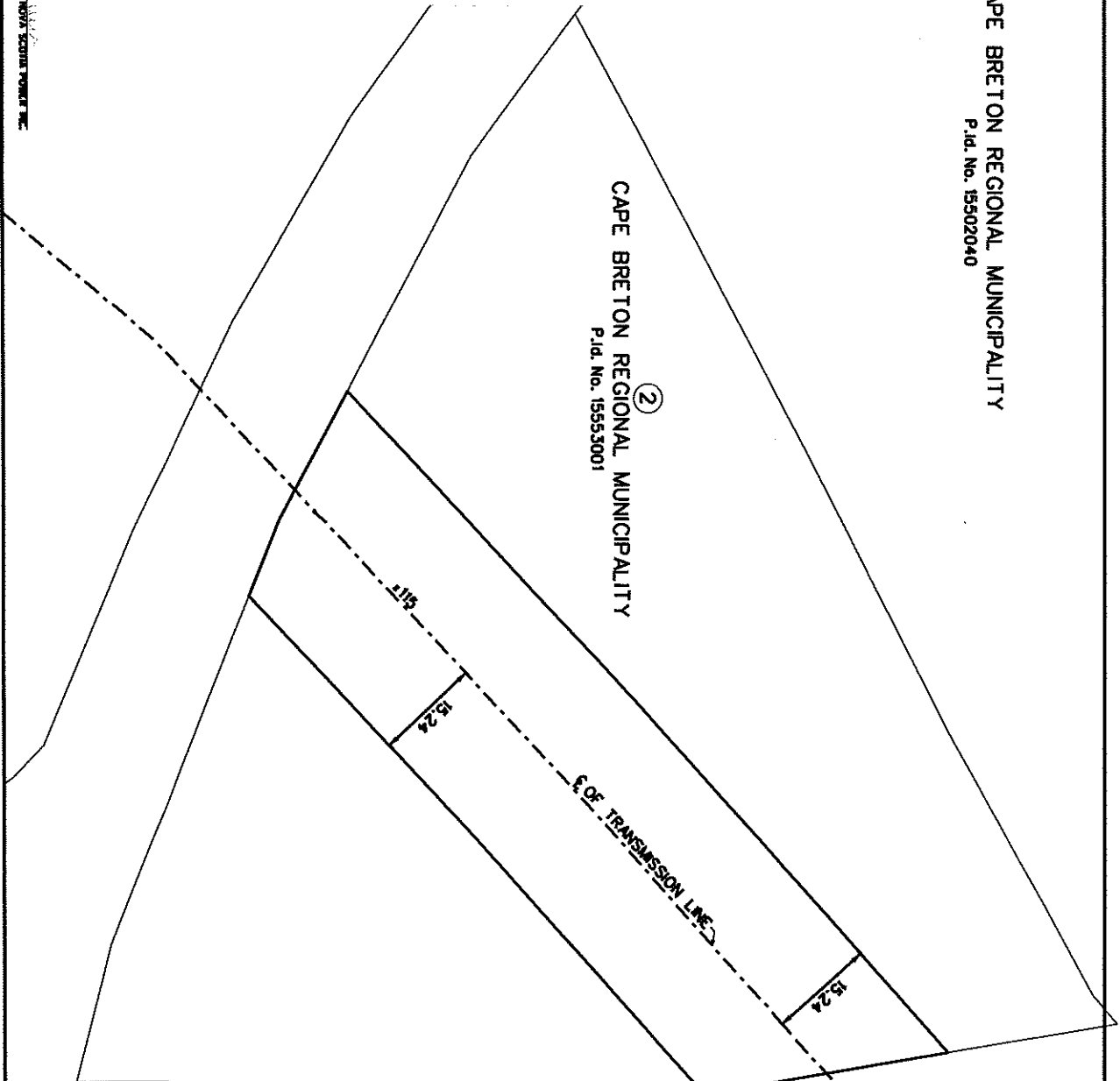
  

<p><b>SCHEDULE "A"</b></p> <p>SKETCH SHOWING EASEMENT OVER LOT 1 BIRCH GROVE, CAPE BRETON COUNTY</p>	
NO.	REV
10	5
5	6
5	0
0	0
0	1
0	6
0	0
0	1

# ATTACHMENT "B2" PID 15553001

CAPE BRETON REGIONAL MUNICIPALITY  
P.I.d. No. 15502040

CAPE BRETON REGIONAL MUNICIPALITY  
P.I.d. No. 15553001



CAPE BRETON REGIONAL MUNICIPALITY  
P.I.d. No. 15574267



SCHEDULE "A"

SCALE	DATE	BY
UNITS	DESIGNED	POWER
NETWORKS	CHECKED	
	CHECKED	
	DATE	
	NO.	
SKETCH SHOWING EASEMENT OVER LOT 2 BIRCH GROVE, CAPE BRETON COUNTY		
DWG. NO. R055650106106102		





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## ISSUE PAPER

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**TO:** Mayor and Council

**FROM:** Sheila Kolanko – Property Manager

**SUBJECT:** Request for Street Closure – PID 15740988  
Beach Street, Glace Bay (District 10)

**DATE:** March 14<sup>th</sup>, 2023

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### **INTRODUCTION:**

An internal request from Engineering & Public Works Department was received by the legal department seeking a street closure of a public street known as Beach Street, Glace Bay. The public street is identified as PID 15740988 and shown on the attached map (Attachment “A”) and Parcel 2023-3 on attached survey plan (Attachment “B”).

### **BACKGROUND INFORMATION:**

At a council meeting held on January 15<sup>th</sup>, 2019 council passed a motion to approve the project funding application for Wastewater Treatment Infrastructure. Matt Viva, Manager of Wastewater Operations for CBRM has been working with the design team and consultants related to the site required for the Glace Bay Wastewater Treatment Plant. It has been determined that the property that encompasses the public street is required for the final placement and construction of the facility. The closing of Beach Street is necessary in order to consolidate the street parcel with existing CBRM properties required for the facility.

### **REVIEW**

Internal review by staff supports this request for the required project.

**RECOMMENDATION:**

Staff is seeking a motion from Council directing the Legal Department to proceed with the request of a formal street closure under Section 31S of the Municipal Government Act, for the closure of Beach Street, Glace Bay (as identified in Attachments "A" and "B") for municipal purposes.

Respectively Submitted,

Original signed by

**Sheila Kolanko**  
Property Manager



## Public Street Closure



PID 15740988 Owner: CBRM





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**Cape Breton Regional Municipality**

**Date:** March 8, 2023  
**To:** Mayor and Council  
**From:** Kirk Durning - Director of Parks, Recreation, Buildings and Facilities  
**Re:** Request to take ownership of Emera Centre Northside

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## **Background**

As Council is aware, the Northside Community Civic Centre Society Board held a community meeting on February 27<sup>th</sup> to discuss the future of the Emera Centre Northside. As a result of that meeting, staff has received a formal request from the board to take ownership and assume operations of the Emera Centre Northside on May 15<sup>th</sup>, 2023 (Attachment A).

## **Discussion**

Identified as an essential regional asset in the Recreation Master Plan, the Emera Centre Northside is a 12-year-old single pad facility with 8 change rooms, a special event room with kitchen, minor hockey office and storage space, a canteen, and an indoor walking track. The facility is home to the Northside & District Minor Hockey program, Memorial High School, and the Nova Scotia U-15 Major Cougars and plays host to many special events and programs for the community.

For consideration of municipal ownership and operation, staff have reviewed the current financials and organizational structure. Currently the facility operates with a general manager, two operators, one administrative staff. The general manager role is currently vacant, and the lead operator is retiring at the end of the season.

As municipal owned and operated facility we would have three operators and one part-time cleaner assigned to the building. Given that these positions would fall under the collective bargaining agreement with CBRM, it would result in two current employees of the Emera Centre Northside being displaced.

Staff have prepared the below budget projection for the facility which shows a projected subsidy of just over \$250,000.

<b>Emera Centre</b>	<b>Requested Budget 2023-24</b>
6000 WAGES/SALARIES	\$ 212,290
6010 BENEFITS	49,717
6020 TRAINING	
6030 TRAVEL/CONFERENCES	
6040 PROF MEM/DUES & FEES	1,000
6050 OFFICE SUPPLIES	500
6060 OFFICE EQUIPMENT	1,500
6080 ADVERTISING	2,500
6100 COURIER	
6110 TELEPHONE/FAX	9,500
6130 COMPUTER HARDWARE	
6140 COMPUTER SOFTWARE	
6150 MEETING EXPENSES	
7000 HEAT	
7010 ELECTRICAL	200,000
7020 WATER	10,000
7030 BLDG/FACILITY MAINT	10,000
7040 BLDG/FACILITY REPAIR	15,000
7080 PLANT MAINTENANCE	10,000
7110 SECURITY	30,000
7510 VEH/EQUIP REPAIRS	1,000
7540 VEH/EQUIP RENTAL	
8000 OPERATIONAL EQUIPMENT	2,500
8010 OPERATIONAL MAT/SUPP	35,000
8040 COMM EQUIPMENT LINES	
8050 COST OF SALES	
8090 UNIFORMS/CLOTHING	1,500
8100 PROFESSIONAL SERVICE	15,000
8110 CONTRACTS/AGREEMENTS	
8165 STORM RECOVERY COST	
<b>Total Expenditures</b>	<b>\$ 607,007</b>

<b>ARENA Emera Centre</b>	
Advertising	\$ 25,000
Ice Rentals	250,000
Public Skating	2,500
Arena Rental	
Gym Rental	
Canteen Sales	25,000
Major Events	
Other Revenue	20,000
Equipment Rentals	3,500
Facilities Rental	30,000
<b>Total Revenue</b>	<b>\$ 356,000</b>

In conclusion, the Emera Centre Northside remains in good condition with a significant lifespan. Municipal ownership would result in the CBRM owning and operating a major ice/community facility in North, Central and East Division of the municipality.

**Recommendation**

At the risk of losing an important community facility, staff recommends that Council agree to accept ownership of the Emera Centre Northside.

**Respectfully submitted by:**

Kirk Durning  
 Director of Parks, Recreation, Buildings and Facilities

**Attachment A**

06 March 2023

Cape Breton Regional Municipality

Attention: Kirk Durning,

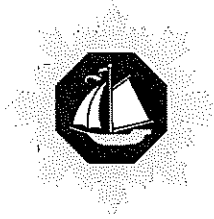
The Board of Directors of the Emera Centre Northside are requesting that CBRM assume ownership of the facility effective 15 May 2023. The Board of Directors cannot continue to operate the facility due to increasing financial costs. These findings were presented to the community at a public meeting on February 27<sup>t</sup>, 2023 and it was agreed by an overwhelming majority that the Board of Directors formally request CBRM take over the Centre to insure its long term future as a CBRM Recreation Facility.

Regards

Original Signed By

Lloyd Wilkie

Chair, Board of Directors



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## **MEMO**

**TO:** CBRM Council

**DATE:** March 08, 2023

**FROM:** Director, Planning and Development

**RE:** MANDATORY POLICY UPDATE – ENGAGEMENT PROGRAMS

### **BACKGROUND**

In 2019, the Province required that all parts of municipalities have a planning strategy and land use by-law that meet the *Regulations Respecting Minimum Planning Requirements* made under Section 214(4) of the *Municipal Government Act* (“MGA”) by the end of 2022.

In terms of the new standards for planning, the legislative amendments to the MGA require:

- Land use planning for all lands within a municipality;
- Municipal planning strategies to meet requirements set in regulation;
- Planning documents to be reviewed at least every 10 years; and
- Municipalities to engage with abutting municipalities on land use issues that impact one another.

In the April 2019 correspondence from the Provincial Director of Planning, it was expected that all municipalities would come into compliance with the new regulations by the end of 2022. With CBRM’s participation in the Regulatory Modernization Pilot, CBRM has partnered with the other island municipalities to find opportunities for alignment and reduce regulatory burden for possible investment within the communities. Final public engagement on the new plan was originally planned for the fourth quarter of 2022, but the impacts of Hurricane Fiona forced a deferral. A request for extension was granted by Provincial Municipal Affairs, and this will instead proceed this spring.

Municipal Affairs has however requested that CBRM update its policy for public engagement by the end of March 2023.

## **DISCUSSION**

While CBRM currently meets the majority of the minimum planning requirements, Council should be aware of the mandatory requirement in **Section 204A(I) of the MGA**:

Council shall adopt, by policy, *an engagement program for engaging with abutting municipalities when the council is adopting or amending a municipal planning strategy.*

This is subject to the *Regulations Respecting the Content for Engagement Programs* made under Section 204A (3) of the MGA (**APPENDIX A**). To meet this requirement, Council must:

- Adopt amendments to its existing Public Participation Programs Policy to solicit and consider comments from abutting municipalities on any proposed adoption or amendments to a Municipal Planning Strategy;
- Provide a means for Council to consider this feedback; and
- Engage with these regional partners prior to first notice of a public hearing to consider adoption of amendments to a Municipal Planning Strategy.

The amendments would require staff to circulate notice of CBRM's intent to consider adopting or amending a Municipal Planning Strategy to administrators in the abutting municipalities. As partners in the development of our region, Council may also consider soliciting feedback to the abutting First Nations communities.

## **RECOMMENDATION**

Council shall:

- Direct staff to draft the required amendment to its Public Participation Programs Policy in alignment with the *Regulations Respecting the Content for Engagement Programs* for consideration at the next regular meeting of Council; and
- Request feedback from Membertou and Eskasoni on if and how they would like to be engaged within the scope of this policy.

Respectfully submitted by:

Original Signed By

Michael Ruus  
Director, Planning and Development

## APPENDIX A: ENGAGEMENT PROGRAMS CONTENT REGULATIONS

**Engagement Programs Content Regulations  
made under Section 204A of the  
*Municipal Government Act*  
S.N.S. 1998, c. 18  
N.S. Reg. 139/2019 (effective December 3, 2019)**

### Table of Contents

Please note: this table of contents is provided for convenience of reference and does not form part of the regulations.

[Click here to go to the text of the regulations.](#)

[Citation](#)

[Definitions](#)

[Recording of policy](#)

[Mandatory content of engagement program](#)

[Limiting engagement program to areas impacted](#)

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#### **Citation**

**1** These regulations may be cited as the *Engagement Programs Content Regulations*.

#### **Definitions**

**2** In these regulations,

“Act” means the *Municipal Government Act*;

“adoption or amendment” means adoption or amendment of a municipal planning strategy;

“engagement program” means an engagement program, which a council must adopt by policy, as required by subsection 204A(1) of the Act for engaging with abutting municipalities when a council is adopting or amending a municipal planning strategy.

#### **Recording of policy**

**3** A policy adopting an engagement program must be recorded in the by-law records of the municipality.

#### **Mandatory content of engagement program**

**4** An engagement program must include all of the following:

- (a) a requirement that council solicit comments from abutting municipalities on the proposed adoption or amendment;

## APPENDIX A: ENGAGEMENT PROGRAMS CONTENT REGULATIONS

- (b) provisions ensuring that engagement deals with topics associated with the statements of provincial interest;
- (c) a means for council to consider any comments received from abutting municipalities; and
- (d) a requirement that engagement with abutting municipalities be completed before the first notice for a public hearing for considering a proposed adoption or amendment.

### **Limiting engagement program to areas impacted**

- S** An engagement program may provide that engagement with an abutting municipality be limited to the geographical area or areas or topics that are likely to be impacted by a proposed adoption or amendment.



# **CBRM**

*A Community of Communities*

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**Cape Breton Regional Municipality**

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## **PUBLIC PARTICIPATION PROGRAMS POLICY**

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### **LEGISLATIVE AUTHORITY**

1. This policy derives its authority from Section 204 of the *Municipal Government Act* of the Province of Nova Scotia

### **PURPOSE**

2. The purpose is to provide ample opportunity for the public to actively participate in decisions concerning the adoption or amendment of a CBRM planning document as defined by the Municipal Government Act i.e. the adoption of a Municipal Planning Strategy or Subdivision Bylaw or any amendment to either of these planning documents.

### **EXCEPTION**

3. This Policy does not apply to land use by-law amendments which do not also require an amendment to the Municipal Planning Strategy.

### **STATEMENTS OF POLICY**

4. Due to the complexity and large scale of the landscape throughout the Cape Breton Regional Municipality, the possibility planning documents or their amendments could be initiated by CBRM staff or the general public, and the range of planning documents could be site specific or have an effect throughout a neighbourhood, a community or the entire Regional Municipality, it shall be a policy of Council to consider a wide range of acceptable formats for a public participation program dependant on the type of planning document under consideration for adoption.

### **APPLICATION AND PROCEDURE**

5. The appropriate format for each Public Participation Program will be drafted by staff of the Planning and Development Department based on the specifics of the proposed amendment. Where applicable, staff will work with the local councillor, or councillors, when a proposed planning document will not be in effect throughout the Regional Municipality.
6. Acceptable formats of public participation programs include, but are not limited to the following:
  - a) Public Meeting  
Notice of such public meeting shall be by one, or a combination of, the following:

- an advertisement in the local newspaper;
- notice mailed to surrounding land owners; or
- notice on the CBRM website or other social media.

Notice of the public meeting shall briefly describe the undertaking or proposed amendment, the time, date and place of the public meeting, as well as a source for obtaining background or additional information. The radius of mail notification will be determined by the Planning and Development Department based on the geography affected by the proposed planning document.

b) Open House

Notice of an open house shall be an advertisement in the local newspaper, notice mailed to surrounding land owners, or notice on the CBRM website and/or other social media. Notice of the open house shall briefly describe the undertaking or proposed amendment, the time, date and place of the open house, as well as a source for obtaining background or additional information. The radius of mail notification will be determined by the Planning and Development Department based on the geography affected by the proposed planning document.

c) Notification Requesting Input

Notice shall be mailed to land owners in the vicinity of the proposed development. The radius of this notification will be determined by the Planning and Development Department. The notice shall briefly describe the undertaking or proposed amendment, the deadline date for comments, how comments may be submitted, as well as a source for obtaining background or additional information.

d) Survey

Surveys should be considered when the jurisdiction of the proposed amendment is too large for public notification by mail.

7. The Planning and Development will present the result of the public participation program to the General Committee of Council and/or Council.

**PASSED AND ADOPTED:** by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on February 6<sup>th</sup>, 2018.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

***THIS IS TO CERTIFY*** that the attached is a true and correct copy of the Policy of the Cape Breton Regional Municipality adopted by Regional Council during a meeting held on February 6<sup>th</sup>, 2018.

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

Summary

Statement of Revenue

January 31, 2023

Revenue	Year To Date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	99,300,588	97,851,121	1,449,467	117,421,345	18,120,757
Total Federal Government	2,569,616	2,569,616	-	3,083,539	513,923
Total Federal Government Agencies	605,731	605,712	20	726,854	121,123
Total Provincial Government	1,673,175	1,673,175	-	2,007,810	334,635
Total Provincial Government Agencies	2,971,661	2,822,283	149,378	3,386,739	415,078
Total Services to Other Local Government	816,591	816,591	-	979,909	163,318
Total Transit	1,903,928	1,679,571	224,357	2,100,000	196,072
Total Environmental Development Services	265,134	208,750	56,384	250,500	(14,634)
Total Licenses & Permits	114,025	125,833	(11,808)	151,000	36,975
Total Fines & Fees	554,983	718,685	(163,702)	862,422	307,439
Total Rentals	490,781	488,481	2,300	586,177	95,396
Total Concessions & Franchises	732,622	533,333	199,289	702,000	(30,622)
Total Interest on Taxes	2,484,483	1,262,500	1,201,983	1,515,000	(949,483)
Total Finance Revenue	36,995	25,000	11,995	30,000	(6,995)
Total Solid Waste Revenue	2,546,208	2,416,667	129,542	2,825,000	278,792
Total Recreation & Cultural Service Programs	765,310	874,708	(109,399)	1,118,500	353,190
Total Water Utility Charges	4,126,258	4,126,258	-	4,951,510	825,252
Total Unconditional Transfers	13,209,982	13,196,532	13,450	15,835,838	2,625,856
Total Conditional Transfers	2,904,035	2,904,035	-	3,689,842	785,807
Total Extraordinary Revenue	4,266,225	-	4,266,225	-	(4,266,225)
<b>Year To Date Assigned</b>	<b>\$ 142,318,331</b>	<b>\$ 134,898,851</b>	<b>\$ 7,419,481</b>	<b>\$ 162,223,985</b>	<b>\$ 19,905,654</b>

Departmental

Reviewed

Summary

Statement of Expenditures

January 31, 2023

Expenditures	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	1,209,654	1,362,036	152,382	1,611,016	401,520
Administration	393,560	388,287	(5,273)	481,819	108,068
Finance	2,658,810	2,979,878	321,067	3,413,905	755,095
Legal	2,110,577	2,242,362	131,785	2,353,597	243,020
Human Resources	1,056,504	1,176,633	120,130	1,393,597	337,093
Technology & Communications	3,024,590	3,164,181	139,591	3,984,042	969,828
Municipal Clerk	340,482	370,936	30,454	571,000	230,518
Fiscal Services	27,648,567	27,752,678	104,111	32,363,405	4,714,837
Police Services	22,860,611	23,432,758	572,147	27,870,130	5,009,519
Fire Services (Incl EMO)	15,977,556	15,712,073	(265,483)	18,642,740	2,665,184
Engineering & Public Works	51,719,732	43,491,034	(8,228,698)	52,927,051	1,207,319
Planning	2,565,084	2,853,676	288,592	3,560,909	996,326
Facilities C200 & Arenas	3,319,792	2,926,617	(393,175)	3,496,799	184,263
Parks & Grounds	2,968,422	2,771,601	(196,820)	3,210,874	242,452
Buildings	2,982,845	2,973,175	(9,670)	3,489,843	456,624
Recreation	2,094,406	2,291,191	196,786	2,853,260	758,854
<b>Total expended to date</b>	<b>\$ 142,931,191</b>	<b>\$ 135,889,117</b>	<b>\$ (7,042,073)</b>	<b>\$ 162,223,987</b>	<b>\$ 19,280,522</b>

Departmental

Reviewed

**Legislative**

**Statement of Expenditures**

**January 31, 2023**

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Legislative</b>					
6000 WAGES/SALARIES	889,164	921,117	31,953	1,085,632	196,468
6010 BENEFITS	145,333	164,267	18,934	194,134	48,801
6030 TRAVEL/CONFERENCES	69,185	100,833	31,649	121,000	51,815
6040 PROF MEM/DUES & FEES	24,188	73,333	49,145	88,000	63,812
6050 OFFICE SUPPLIES	4,185	10,333	6,148	12,400	8,215
6060 OFFICE EQUIPMENT	2,854	4,583	1,729	5,500	2,646
6080 ADVERTISING	4,640	12,083	7,443	14,500	9,860
6100 COURIER	-	208	208	250	250
6110 TELEPHONE/FAX	22,794	26,000	3,206	31,200	8,406
6120 PUBL./SUBSCRIPTIONS	3,181	2,300	(881)	2,300	(881)
6130 COMPUTER HARDWARE	1,439	4,392	2,953	6,600	5,161
6150 MEETING EXPENSES	22,287	24,252	1,965	27,500	5,213
6170 PROMOTION	16,467	18,333	1,866	22,000	5,533
8100 PROFESSIONAL SERVICES	3,780	-	(3,780)	-	(3,780)
8165 STORM RECOVERY COST	158	-	(158)	-	(158)

**Total expended to date**      \$ 1,209,654      \$ 1,362,036      \$ 152,382      \$ 1,611,016      \$ 401,520

**Departmental**

**Finance**

**Administration (CAO) Statement of Expenditures January 31, 2023**

CAO	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	239,135	245,368	6,234	289,192	50,057
6010 BENEFITS	39,183	43,790	4,607	51,752	12,569
6020 TRAINING/EDUCATION	201	2,750	2,549	3,300	3,099
6030 TRAVEL/CONFERENCES	11,899	12,500	601	15,000	3,101
6040 PROF MEM/DUES & FEES	1,695	1,695	-	1,800	105
6050 OFFICE SUPPLIES	869	2,333	1,464	2,800	1,931
6110 TELEPHONE/FAX	2,090	2,500	410	3,000	910
6120 PUBL./SUBSCRIPTIONS	-	396	396	475	475
6130 COMPUTER HARDWARE	224	-	(224)	-	(224)
6150 MEETING EXPENSES	4,438	4,438	-	4,500	62
6170 PROMOTION	6,501	5,000	(1,501)	5,000	(1,501)
8100 PROFESSIONAL SERVICE	67,517	67,517	-	105,000	37,483
8165 STORM RECOVERY COST	19,809	-	(19,809)	-	-
<b>Total expended to date</b>	<b>\$ 393,560</b>	<b>\$ 388,287</b>	<b>\$ (5,273)</b>	<b>\$ 481,819</b>	<b>\$ 108,068</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Finance</b>					
6000 WAGES/SALARIES	1,526,997	1,659,720	132,723	1,960,939	433,942
6010 BENEFITS	347,362	348,481	1,119	411,841	64,479
6020 TRAINING/EDUCATION	1,204	12,083	10,880	14,500	13,296
6030 TRAVEL/CONFERENCES	7,511	10,833	3,322	13,000	5,489
6040 PROF MEM/DUES & FEES	2,247	3,654	1,407	5,025	2,778
6050 OFFICE SUPPLIES	7,556	10,750	3,194	12,900	5,344
6060 OFFICE EQUIPMENT	4,578	8,750	4,172	10,500	5,922
6080 ADVERTISING	24,560	31,250	6,690	37,500	12,940
6090 POSTAGE	142,300	169,500	27,200	181,000	38,700
6100 COURIER	32,552	27,792	(4,761)	33,350	798
6110 TELEPHONE/FAX	12,629	14,875	2,246	17,850	5,221
6130 COMPUTER HARDWARE	11,015	11,375	360	13,650	2,635
6140 COMPUTER SOFTWARE	265	265	-	50,000	49,735
6180 COST RECOVERY	(311,573)	(303,333)	8,240	(325,000)	(13,427)
8010 OPERATIONAL MAT/SUPP	4,716	4,500	(216)	4,500	(216)
8100 PROFESSIONAL SERVICE	54,671	55,500	829	55,500	829
8110 CONTRACTS/AGREEMENTS	52,230	43,200	(9,030)	43,200	(9,030)
8120 LEASES	10,683	10,683	-	13,650	2,967
8180 TAX EXEMPT/WRITE OFF	727,308	860,000	132,691	860,000	132,692
<b>Total expended to date</b>	<b>\$ 2,658,810</b>	<b>\$ 2,979,878</b>	<b>\$ 321,067</b>	<b>\$ 3,413,905</b>	<b>\$ 755,095</b>

Departmental

Finance

**Legal**

**Statement of Expenditures**

**January 31, 2023**

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Legal</b>					
6000 WAGES/SALARIES	356,786	364,966	8,180	431,323	74,537
6010 BENEFITS	77,651	78,586	935	92,874	15,223
6020 TRAINING/EDUCATION	602	5,417	4,815	6,500	5,898
6030 TRAVEL/CONFERENCES	4,196	4,196	-	4,500	304
6040 PROF MEM/DUES & FEES	12,683	14,000	1,317	14,000	1,317
6050 OFFICE SUPPLIES	2,354	2,917	562	3,500	1,146
6060 OFFICE EQUIPMENT	66	3,500	3,434	4,200	4,134
6070 PHOTOCOPIER LEASE	1,395	2,917	1,522	3,500	2,105
6080 ADVERTISING	1,865	1,865	-	2,000	135
6100 COURIER	580	667	87	800	220
6110 TELEPHONE/FAX	3,577	2,833	(744)	3,400	(177)
6120 PUBL./STATUTES	16,221	13,000	(3,221)	13,000	(3,221)
6130 COMPUTER HARDWARE	121	3,333	3,213	4,000	3,879
6150 MEETING EXPENSE	-	417	417	500	500
6160 LIABILITY INSURANCE	1,620,919	1,615,000	(5,919)	1,615,000	(5,919)
8100 PROFESSIONAL SERVICE	27,229	128,750	101,521	154,500	127,271
<b>Total expended to date</b>	<b>\$ 2,110,577</b>	<b>\$ 2,242,362</b>	<b>\$ 131,785</b>	<b>\$ 2,353,597</b>	<b>\$ 243,020</b>

**Departmental**

**Finance**

Human Resources

Statement of Expenditures

January 31, 2023

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Human Resources</b>					
6000 WAGES/SALARIES	757,080	768,832	11,753	908,619	151,539
6010 BENEFITS	171,165	167,224	(3,941)	197,628	26,463
6020 TRAINING/EDUCATION	1,088	8,208	7,121	9,850	8,762
6030 TRAVEL/CONFERENCES	8,734	14,583	5,850	17,500	8,766
6040 PROF MEM/DUES & FEES	1,731	1,731	-	2,000	269
6050 OFFICE SUPPLIES	9,166	12,500	3,334	15,000	5,834
6060 OFFICE EQUIPMENT	-	2,083	2,083	2,500	2,500
6080 ADVERTISING	-	2,500	2,500	3,000	3,000
6110 TELEPHONE/FAX	6,922	8,333	1,412	10,000	3,078
6120 PUBL./SUBSCRIPTIONS	-	2,500	2,500	3,000	3,000
6130 COMPUTER HARDWARE	5,305	5,305	-	6,000	695
6140 COMPUTER SOFTWARE	-	417	417	500	500
6150 MEETING EXPENSE	5,343	4,500	(843)	4,500	(843)
8100 PROFESSIONAL SERVICE	83,686	171,667	87,981	206,000	122,314
8110 CONTRACTS/AGREEMENTS	6,286	6,250	(36)	7,500	1,214
<b>Total expended to date</b>	<b>\$ 1,056,504</b>	<b>\$ 1,176,633</b>	<b>\$ 120,130</b>	<b>\$ 1,393,597</b>	<b>\$ 337,093</b>

Departmental

Finance

Technology Including  
911 Comm Centre

Statement of Expenditures

January 31, 2023

Technology/Communications	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,913,571	1,963,802	50,232	2,320,857	407,286
6010 BENEFITS	398,198	419,447	21,249	495,710	97,512
6020 TRAINING/EDUCATION	6,164	20,417	14,253	24,500	18,336
6030 TRAVEL/CONFERENCES	16,637	12,625	(4,013)	12,625	(4,012)
6040 PROF MEM/DUES & FEES	1,789	1,789	-	1,800	11
6050 OFFICE SUPPLIES	7,218	5,466	(1,751)	5,800	(1,418)
6060 OFFICE EQUIPMENT	10,362	12,500	2,138	13,000	2,638
6080 ADVERTISING	2,781	1,500	(1,281)	1,500	(1,281)
6110 TELEPHONE/FAX	80,821	125,167	44,345	150,200	69,379
6130 COMPUTER HARDWARE	149,836	161,588	11,752	180,000	30,164
6140 COMPUTER SOFTWARE	307,756	307,756	-	425,000	117,244
6150 MEETING EXPENSE	1,601	916	(684)	1,000	(601)
7010 ELECTRICAL	7,823	8,042	219	9,650	1,827
7070 BLDG/FACILITY RENTAL	41,100	54,083	12,983	64,900	23,800
8040 COMM EQUIPMENT LINES	12,842	6,250	(6,592)	7,500	(5,342)
8100 PROFESSIONAL SERVICES	1,529	8,333	6,805	10,000	8,471
8110 CONTRACTS/AGREEMENTS	54,187	54,500	313	62,000	7,813
8120 LEASES SAP	-	-	-	95,000	95,000
8130 LICENSES/PERMITS	-	-	-	103,000	103,000
8165 STORM COST RECOVERYT	10,376	-	(10,376)	-	-
<b>Total expended to date</b>	<b>\$ 3,024,590</b>	<b>\$ 3,164,181</b>	<b>\$ 139,591</b>	<b>\$ 3,984,042</b>	<b>\$ 969,828</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Municipal Clerk</b>					
6000 WAGES/SALARIES	238,373	249,679	11,306	295,075	56,702
6010 BENEFITS	55,574	52,801	(2,773)	62,400	6,826
6020 TRAINING/EDUCATION	2,876	4,583	1,707	5,500	2,624
6030 TRAVEL/CONFERENCES	3,108	5,417	2,309	6,500	3,392
6040 PROF MEM/DUES & FEES	636	636	-	725	89
6050 OFFICE SUPPLIES	2,149	2,500	351	3,000	851
6060 OFFICE EQUIPMENT	800	3,333	2,534	4,000	3,200
6070 PHOTOCOPY SUPPLIES	16,656	20,000	3,344	24,000	7,344
6080 ADVERTISING	-	625	625	750	750
6100 COURIER	113	625	512	750	637
6110 TELEPHONE/FAX	2,486	2,500	14	3,000	514
6120 PUBL./SUBSCRIPTIONS	1,607	1,607	-	1,800	193
6130 COMPUTER HARDWARE	3,272	5,417	2,145	6,500	3,228
6140 COMPUTER SOFTWARE	9,129	9,130	-	42,500	33,371
6150 MEETING EXPENSES	3,702	12,083	8,381	14,500	10,798
8110 CONTRACTS/AGREEMENTS	-	-	-	100,000	100,000
<b>Total expended to date</b>	<b>\$ 340,482</b>	<b>\$ 370,936</b>	<b>\$ 30,454</b>	<b>\$ 571,000</b>	<b>\$ 230,518</b>

Departmental

Finance

**Fiscal Services**

**Statement of Expenditures**

**January 31, 2023**

Fiscal Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	163,217	240,801	77,583	388,262	225,045
9020 INT ON DEBT	1,223,689	1,223,689	-	1,223,689	-
9051 PRINC ON DEBT	8,416,443	8,416,443	-	8,416,443	-
9052 DEBT/CAP BOND DISC	-	-	-	98,000	98,000
9090 BANK CHARGES	57,570	57,570	-	60,000	2,430
9200 ALLOWANCE FOR UNCOL. TAXES	-	-	-	800,000	800,000
9420 APPROP TO CAPITAL FUND	75,000	75,000	-	90,000	15,000
9430 APPROP TO B.I.D.C.	157,641	143,043	(14,598)	171,651	14,010
9600 PROV. CORRECTIONS	878,789	920,012	41,223	1,104,014	225,225
9610 CB REG. HOUSING	2,003,318	2,003,318	-	2,403,981	400,664
9620 REGIONAL LIBRARY	586,500	586,500	-	703,800	117,300
9630 CB/MIC. SCHOOL BOARD	12,945,519	12,945,423	(97)	15,534,507	2,588,988
9640 PROPERTY ASSESSMENT	1,140,882	1,140,882	-	1,369,058	228,176
<b>Total expended to date</b>	<b>\$ 27,648,567</b>	<b>\$ 27,752,678</b>	<b>\$ 104,111</b>	<b>\$ 32,363,405</b>	<b>\$ 4,714,837</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Police Services</b>					
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF CQST	20,064,167	20,841,687	777,520	24,628,305	4,564,138
RECOVERY					
6020 TRAINING/EDUCATION	142,623	83,333	(59,289)	100,000	(42,623)
6030 TRAVEL/CONFERENCES	42,175	58,333	16,159	70,000	27,825
6040 PROF MEM/DUES & FEES	3,738	2,500	(1,237)	2,500	(1,238)
6050 OFFICE SUPPLIES	40,779	40,000	(779)	40,000	(779)
6060 OFFICE EQUIPMENT	53,367	45,000	(8,367)	45,000	(8,367)
6070 PHOTOCOPY SUPPLIES	9,443	13,333	3,890	16,000	6,557
6080 ADVERTISING	3,259	4,167	908	5,000	1,741
6090 POSTAGE & 6100 COURIER	12,960	12,500	(460)	15,000	2,040
6110 TELEPHONE/FAX	161,608	175,000	13,392	210,000	48,392
6120 PUBL./SUBSCRIPTIONS	4,977	5,000	23	6,000	1,023
6130 COMPUTER HARDWARE	167,196	167,196	-	195,000	27,804
6140 COMPUTER SOFTWARE	80,110	108,333	28,223	130,000	49,890
6150 MEETING EXPENSES	11,858	9,583	(2,274)	11,500	(358)
6170 PROMOTION	5,668	9,167	3,499	11,000	5,332
7000 HEAT	24,736	20,833	(3,902)	25,000	264
7010 ELECTRICAL	76,308	91,958	15,650	110,350	34,042
7020 WATER	5,262	8,333	3,071	10,000	4,738
7030 BLDG/FACILITY MAINT	104,023	83,000	(21,023)	83,000	(21,023)
7040 BLDG/FACILITY REPAIR	21,194	15,000	(6,194)	15,000	(6,194)
7060 BLDG/FACILITY RENOV	66,258	15,000	(51,258)	15,000	(51,258)
7070 BLDG/FACILITY RENTAL	19,431	20,833	1,402	25,000	5,569
7110 SECURITY	-	1,667	1,667	2,000	2,000
7500 VEH/EQUIP MAINT	15,389	19,183	3,794	23,020	7,631
7505 GASOLINE & DIESEL	421,573	337,500	(84,073)	405,000	(16,573)
7510 VEH/EQUIP REPAIRS	308,181	287,717	(20,463)	287,717	(20,464)
7530 VEH/EQUIP REPLACEMENT	206,088	206,088	-	580,000	373,912
7540 VEH/EQUIP RENTAL	-	1,667	1,667	2,000	2,000
7550 VEH/EQUIP TOWING	2,246	4,167	1,921	5,000	2,754
8000 OPERATIONAL EQUIP	166,146	135,000	(31,146)	135,000	(31,146)
8010 OPERATIONAL MAT/SUPP	160,031	135,000	(25,031)	135,000	(25,031)
8020 MAINTENANCE EQUIP	2,882	6,308	3,427	7,570	4,688
8090 UNIFORMS/CLOTHING	153,388	153,388	-	175,000	21,612
8100 PROFESSIONAL SERVICE	144,199	135,000	(9,199)	135,000	(9,199)
8110 CONTRACTS/AGREEMENTS	14,076	25,000	10,924	30,000	15,924
8125 MAJOR INVESTIGATIONS	93,033	107,640	14,607	128,168	36,135
8150 GRANTS/SUBS TO ORG	47,341	47,341	-	50,000	2,659
8165 STORM RECOVERY COST	4,900	-	(4,900)	-	(4,900)
<b>Total expended to date</b>	<b>\$ 22,860,611</b>	<b>\$ 23,432,758</b>	<b>572,147</b>	<b>\$ 27,870,130</b>	<b>\$ 5,009,519</b>

Departmental

Finance

**Police Services**

**Statement of Revenue**

**January 31, 2023**

Police Services Revenue	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	123,593	87,500	36,093	105,000	(18,593)
5151 FINES	121,796	187,500	(65,704)	225,000	103,204
<b>Total Revenue to date</b>	<b>\$ 245,389</b>	<b>\$ 275,000</b>	<b>\$ (29,611)</b>	<b>\$ 330,000</b>	<b>\$ 84,611</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Fire Services including EMO</b>					
6000 WAGES/SALARIES	5,790,487	5,334,044	(456,443)	6,328,382	537,895
6010 BENEFITS	1,090,645	1,158,643	67,998	1,374,765	284,120
6011 MISC. BENEFITS	4,389	22,485	18,097	26,982	22,593
6020 TRAINING/EDUCATION	64,253	141,158	76,905	169,389	105,136
6030 TRAVEL/CONFERENCES	39,199	39,199	-	43,600	4,401
6040 PROF MEM/DUES & FEES	10,007	10,249	242	12,299	2,292
6050 OFFICE SUPPLIES	13,886	11,650	(2,236)	11,650	(2,236)
6060 OFFICE EQUIPMENT	7,245	10,792	3,546	12,950	5,705
6080 ADVERTISING	6,246	5,350	(896)	5,350	(896)
6110 TELEPHONE/FAX	29,934	33,645	3,711	40,374	10,440
6120 PUBL./SUBSCRIPTIONS	1,183	2,250	1,067	2,700	1,517
6130 COMPUTER HARDWARE	5,595	9,589	3,994	11,507	5,912
6140 COMPUTER SOFTWARE	594	35,338	34,744	42,406	41,812
6150 MEETING EXPENSES	6,655	4,104	(2,551)	4,104	(2,551)
6170 PROMOTION	22,564	22,564	-	23,900	1,336
7000 HEAT	81,590	85,417	3,827	102,500	20,910
7010 ELECTRICAL	73,020	57,206	(15,814)	68,647	(4,373)
7020 WATER	31,480	26,169	(5,311)	31,403	(77)
7030 BLDG/FACILITY MAINT	71,062	44,774	(26,288)	53,729	(17,333)
7040 BLDG/FACILITY REPAIR	18,462	18,544	82	22,253	3,791
7060 BLDG/FACILITY RENOV	35	4,167	4,132	5,000	4,965
7500 VEH/EQUIP MAINT.	232,653	166,667	(65,987)	200,000	(32,653)
7505 GASOLINE/DIESEL	58,778	48,469	(10,309)	58,163	(615)
7530 VEH/EQUIP REPLACEMENT	9,568	72,917	63,348	87,500	77,932
7560 VEH/EQUIP GEN SUPPLY	5,466	13,333	7,867	16,000	10,534
8000 OPERATIONAL EQUIP	208,443	336,865	128,422	404,238	195,795
8010 OPERATION MAT/SUPP	141,545	46,340	(95,205)	46,340	(95,205)
8020 MAINTENANCE EQUIP	18,199	42,763	24,564	51,316	33,117
8040 COMM EQUIPMENT LINES	3,650	3,650	-	4,380	730
8090 UNIFORMS/CLOTHING	57,294	64,479	7,185	77,375	20,081
8100 PROFESSIONAL SERVICE	8,165	8,165	-	8,538	373
8110 CONTRACTS/AGREEMENTS	102,481	91,938	(10,543)	91,938	(10,543)
8120 LEASES	105,975	94,868	(11,106)	113,842	7,867
8130 LICENSES/PERMITS	15,280	18,387	3,107	18,387	3,107
8150 GRANTS/SUBS TO ORG	1,728,907	1,728,907	-	1,994,449	265,542
8195 WATER SUPPLY & HYDR	5,896,993	5,896,987	(6)	7,076,384	1,179,392
8165 STORM RECOVERY COST	15,626	-	(15,626)	-	(15,626)
<b>Total expended to date</b>	<b>\$ 15,977,556</b>	<b>\$ 15,712,073</b>	<b>\$ (265,483)</b>	<b>\$ 18,642,740</b>	<b>\$ 2,665,184</b>

Departmental

Finance

**Municipal Services Agreement**

**Statement of Revenue**

**January 31, 2023**

<b>Fire Services Revenue</b>	<b>Year to date Assigned</b>	<b>10 Month Budget</b>	<b>10 Month Budget Variance</b>	<b>Annual Budget</b>	<b>Annual Budget Remaining</b>
4776 PROV NS FIRE PROTECTION GRANT	148,974	148,974	-	178,769	29,795
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	667,617	667,617	-	801,140	133,523
<b>Total Revenue to date</b>	<b>\$ 816,591</b>	<b>\$ 816,591</b>	<b>\$ -</b>	<b>\$ 979,909</b>	<b>\$ 163,318</b>

Departmental

Finance

Engineering and Public Works Actuals to Jan 31, 2023

REVENUE	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	1,903,928	1,679,571	224,357	2,100,000	(196,072)	0.91
SOLIDWASTE TIP FEES	2,169,456	2,041,667	127,789	2,450,000	(280,544)	0.89
SOLIDWASTE COST RECOVERIES	376,744	375,000	1,744	375,000	1,744	1.00
SEWER PERMIT FEES	80,630	83,333	(2,703)	100,000	(19,370)	0.81
WATER UTILITY ADMIN FEE	4,126,258	4,126,258	-	4,951,510	(825,252)	0.83
<b>TOTAL PW REVENUES</b>	<b>8,657,016</b>	<b>8,305,830</b>	<b>351,187</b>	<b>8,976,510</b>	<b>(1,319,494)</b>	<b>0.87</b>
<b>EXPENDITURES</b>						
ADMINISTRATION	3,414,951	3,500,191	85,239	4,418,960	1,004,009	0.77
ENGINEERING	609,238	668,036	58,798	787,624	178,386	0.77
CENTRAL DIVISION	8,370,239	6,810,809	(1,559,430)	8,343,710	(28,529)	1.00
EAST DIVISION	8,365,314	5,915,730	(2,449,584)	7,423,644	(941,670)	1.13
NORTH DIVISION	2,719,672	2,819,537	99,866	3,431,329	711,857	0.79
SOLID WASTE	14,308,523	12,179,125	(2,130,398)	14,431,318	121,795	0.99
MECHANICAL FLEET	4,634,174	3,470,505	(1,163,889)	4,172,889	(461,285)	1.11
TRANSIT	6,444,255	5,719,290	(724,965)	6,855,813	411,558	0.94
QUALITY CONTROL	2,852,366	2,407,812	(444,554)	3,061,764	209,398	0.93
<b>TOTAL PW EXPENDITURES</b>	<b>51,719,732</b>	<b>43,491,034</b>	<b>(8,228,697)</b>	<b>52,927,051</b>	<b>1,207,319</b>	<b>0.98</b>

Signature:

Director of Engineering & Public Works

Chief Financial Officer

Statement of Expenditures

Planning

Planning Department	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,111,919	1,290,513	178,594	1,525,151	413,232
6010 BENEFITS	284,308	292,073	27,765	345,177	80,869
6020 TRAINING/EDUCATION	12,492	16,083	3,591	17,500	5,008
6030 TRAVEL/CONFERENCES	14,705	10,917	(3,788)	11,500	(3,205)
6040 PROF MEM/DUES & FEES	3,373	7,417	4,044	8,900	5,527
6050 OFFICE SUPPLIES	11,795	13,917	2,121	15,500	3,705
6060 OFFICE EQUIPMENT	11,809	13,750	1,941	14,500	2,691
6080 ADVERTISING	16,645	17,917	1,272	21,500	4,855
6110 TELEPHONE/FAX	12,801	16,750	3,949	19,500	6,699
6120 PUBL./SUBSCRIPTIONS	-	667	667	800	800
6130 COMPUTER HARDWARE	13,306	8,759	(4,547)	12,500	(806)
6140 COMPUTER SOFTWARE	11,184	12,017	833	14,500	3,316
6150 MEETING EXPENSE	2,301	1,833	(468)	1,950	(351)
6170 PROMOTION	18,521	33,333	14,813	40,000	21,479
7130 DEMOLITIONS	4,656	4,656	-	120,000	115,344
8000 OPERATIONAL EQUIPMENT	11,307	28,000	16,693	33,000	21,693
8010 OPERATIONAL MAT/SUPP	3,853	4,000	147	4,000	147
8090 UNIFORMS / CLOTHING	4,737	6,667	1,929	8,000	3,263
8100 PROFESSIONAL SERVICE	48,965	48,965	-	211,000	162,035
8110 CONTRACTS/AGREEMENTS	347,713	375,147	27,434	444,931	97,218
8130 LICENSES/PERMITS	70,497	85,000	14,503	85,000	14,503
8135 REGULATORY FEES	43,320	40,921	(2,400)	41,000	(2,320)
8150 GRANTS /SUBS TO ORG	524,374	524,374	-	565,000	40,626
8160 STORM RECOVERY COST	501	-	(501)	-	(501)
<b>Total expended to date</b>	<b>\$ 2,565,084</b>	<b>2,853,676</b>	<b>\$ 288,592</b>	<b>\$ 3,560,909</b>	<b>\$ 996,326</b>

Departmental

Finance

	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Bylaw Revenue</b>					
5112 Vendor Licenses	8,080	12,083	(4,003)	14,500	6,420
5113 Animal Licenses	2,256	9,167	(6,911)	11,000	8,744
5114 Taxi Licenses	23,060	15,000	8,060	18,000	(5,060)
5115 Vending Machine Licenses	-	6,250	(6,250)	7,500	7,500
5301 Parking Meter Revenue	82,364	233,333	(150,970)	280,000	197,636
Total Bylaw Revenue	\$ 115,759	\$ 275,833	\$ (160,074)	\$ 331,000	\$ 215,241
<b>Development / Planning Revenue</b>					
5101 Building Permits	217,945	166,667	51,278	200,000	(17,945)
5495 Other Sales	4,795	3,750	1,045	4,500	(295)
5102 Subdivision Fees	39,525	33,333	6,192	40,000	475
5496 Mapping Sales	-	833	(833)	1,000	1,000
5497 Lun Ammendment Fees	2,870	4,167	(1,297)	5,000	2,130
Total Develop / Planning Rev	\$ 265,134	\$ 208,750	\$ 56,384	\$ 250,500	\$ (14,634)
<b>Total Bylaw / Dev / Planning Revenue</b>	<b>\$ 380,893</b>	<b>\$ 484,583</b>	<b>\$ (103,690)</b>	<b>\$ 581,500</b>	<b>\$ 200,607</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	1,469,525	1,286,760	(182,766)	1,520,717	58,448
6010 BENEFITS	263,620	259,416	(4,205)	306,582	42,962
6020 TRAINING	2,842	3,750	908	4,500	1,658
6030 TRAVEL/CONFERENCES	7,320	6,000	(1,320)	6,000	(1,320)
6040 PROF MEM/DUES & FEES	2,247	2,500	253	3,000	753
6050 OFFICE SUPPLIES	4,454	5,000	546	6,000	1,546
6060 OFFICE EQUIPMENT	-	1,667	1,667	2,000	2,000
6080 ADVERTISING	4,701	4,701	-	5,000	299
6110 TELEPHONE/FAX	16,433	17,500	1,067	21,000	4,567
6130 COMPUTER HARDWARE	611	2,083	1,472	2,500	1,889
6140 COMPUTER SOFTWARE	11,211	1,000	(10,210)	1,000	(10,210)
6150 MEETING EXPENSES	2,995	2,000	(995)	2,000	(995)
7000 HEAT	133,014	68,500	(64,514)	68,500	(64,514)
7010 ELECTRICAL	446,405	438,667	(7,738)	585,000	138,595
7020 WATER	50,274	40,000	(10,274)	40,000	(10,274)
7030 BLDG/FACILITY MAINT	61,003	68,750	7,747	82,500	21,497
7040 BLDG/FACILITY REPAIR	69,080	60,000	(9,080)	60,000	(9,080)
7080 PLANT MAINTENANCE	67,574	67,575	-	80,000	12,426
7110 SECURITY	107,049	91,667	(15,382)	110,000	2,952
7510 VEH/EQUIP REPAIRS	16,906	11,000	(5,907)	11,000	(5,906)
8000 OPERATIONAL EQUIPMENT	35,326	8,500	(26,825)	8,500	(26,826)
8010 OPERATIONAL MAT/SUPP	124,598	150,833	26,235	181,000	56,402
8050 COST OF SALES	336,116	250,000	(86,116)	300,000	(36,116)
8090 UNIFORMS/CLOTHING	4,786	6,250	1,464	7,500	2,714
8100 PROFESSIONAL SERVICE	51,966	22,500	(29,466)	22,500	(29,466)
8110 CONTRACTS/AGREEMENTS	12,258	50,000	37,742	60,000	47,742
8165 STORM RECOVERY COST	17,478	-	(17,478)	-	(17,478)
<b>Total expended to date</b>	<b>\$ 3,319,792</b>	<b>\$ 2,926,617</b>	<b>\$ (393,175)</b>	<b>\$ 3,496,799</b>	<b>\$ 184,263</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 4808 Advertising Revenue	-	69,583	-	90,000	90,000
GL 5001 Ice Rentals	439,470	502,500	(63,030)	670,000	230,530
GL 5002 Public Skating	1,904	2,625	(721)	3,500	1,596
GL 5004 Arena Rental	-	-	-	-	-
GL 5005 Gym Rental	-	-	-	-	-
GL 5006 Canteen Sales	613,021	465,000	148,021	620,000	6,979
GL 5010 Other Revenue	119,602	68,333	51,268	82,000	(37,602)
GL 5033 Program Equipment	15,979	12,500	3,479	15,000	(979)
GL 5034 Facility Rentals	275,144	200,000	75,144	302,500	27,356
<b>Total Revenue To Date</b>	<b>\$ 1,465,119</b>	<b>\$ 1,320,542</b>	<b>\$ 214,161</b>	<b>\$ 1,783,000</b>	<b>\$ 317,881</b>

Departmental

Finance

**Parks and Grounds  
Operations**

**Statement of Expenditures**

**January 31, 2023**

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Parks &amp; Grounds</b>					
6000 WAGES/SALARIES	1,430,843	1,429,852	(991)	1,689,825	258,982
6010 BENEFITS	318,938	328,857	9,919	388,649	69,711
6011 MISC BENEFITS	16,801	2,083	(14,718)	2,500	(14,301)
6020 TRAINING/EDUCATION	2,697	5,417	2,720	6,500	3,803
6030 TRAVEL/CONFERENCES	3,014	10,625	7,611	12,750	9,736
6040 PROF MEM/DUES & FEES	-	167	167	200	200
6050 OFFICE SUPPLIES	417	1,000	583	1,200	783
6060 OFFICE EQUIPMENT	-	833	833	1,000	1,000
6080 ADVERTISING	-	167	167	200	200
6110 TELEPHONE/FAX	7,929	7,083	(846)	8,500	571
6130 COMPUTER HARDWARE	2,212	250	(1,961)	250	(1,962)
7000 HEAT	6,394	5,500	(894)	5,500	(894)
7010 ELECTRICAL	60,529	64,583	4,054	77,500	16,971
7020 WATER	27,177	25,000	(2,177)	25,000	(2,177)
7030 BLDG/FACILITY MAINT	7,287	5,000	(2,287)	5,000	(2,287)
7110 SECURITY	7,468	8,500	1,032	10,200	2,732
7510 VEH/EQUIP REPAIRS	-	917	917	1,100	1,100
7530 VEH/EQUIP REPLACEMENT	6,502	6,502	-	25,000	18,498
7540 VEH/EQUIP RENTAL	45,681	15,000	(30,681)	15,000	(30,681)
8000 OPERATIONAL EQUIP	32,411	29,167	(3,244)	35,000	2,589
8010 OPERATIONAL MAT/SUPP	572,407	390,000	(182,407)	390,000	(182,407)
8020 MAINTENANCE EQUIP	57,444	57,444	-	57,500	56
8040 COMM EQUIP LINES (GPS)	8,905	8,904	-	10,000	1,095
8080 STREET LIGHTS	3,997	4,583	586	5,500	1,503
8090 UNIFORMS/CLOTHING	12,668	10,000	(2,668)	12,000	(668)
8100 PROFESSIONAL SERV	1,966	4,167	2,201	5,000	3,034
8110 CONTRACTS & AGRMNT	224,917	350,000	125,083	420,000	195,083
8165 STORM RECOVERY COST	109,817	-	(109,817)	-	(109,817)
<b>Total expended to date</b>	<b>2,968,422</b>	<b>\$ 2,771,601</b>	<b>\$ (196,820)</b>	<b>\$ 3,210,874</b>	<b>\$ 242,452</b>

Departmental

Finance

	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
<b>Buildings</b>					
6000 WAGES/SALARIES	1,240,190	1,250,284	10,094	1,477,608	237,419
6010 BENEFITS	283,409	293,433	10,025	346,785	63,376
6020 TRAINING/EDUCATION	3,165	4,583	1,418	5,500	2,335
6030 TRAVEL/CONFERENCES	2,874	1,250	(1,624)	1,250	(1,624)
6050 OFFICE SUPPLIES	356	833	477	1,000	644
6060 OFFICE EQUIPMENT	1,659	1,917	257	2,000	341
6080 ADVERTISING	331	-	(331)	-	(331)
6110 TELEPHONE/FAX	10,329	11,625	1,296	13,950	1,350
6120 PUBL./SUBSCRIPTIONS	423	-	(423)	-	(423)
6130 COMPUTER HARDWARE	-	2,500	2,500	3,000	3,000
6140 COMPUTER SOFTWARE	-	5,417	5,417	6,500	6,500
7000 HEAT	129,181	105,000	(24,181)	105,000	(24,181)
7010 ELECTRICAL	406,072	422,917	16,845	507,500	94,817
7020 WATER	39,565	27,917	(11,648)	28,500	(10,131)
7030 BLDG/FACILITY MAINT	12,717	35,417	22,700	42,500	22,627
7060 BLDG/FACILITY RENOV	79,298	83,333	4,035	100,000	20,702
7070 BLDG/FACILITY RENTAL	170,795	170,917	122	205,100	(1,759)
7080 PLANT MAINTENANCE	1,010	12,917	11,907	15,500	14,490
7100 MAINT. TOOLS/EQUIP	4,155	2,917	(1,238)	3,500	(655)
7110 SECURITY	41,382	45,833	4,451	55,000	13,618
7120 PROPERTY TAXES	27,468	36,500	9,032	36,500	9,032
7540 VEH/EQUIP RENTAL	2,856	2,083	(773)	2,500	(356)
8000 OPERATIONAL EQUIP	-	2,083	2,083	2,500	2,500
8010 OPERATIONAL MAT/SUPP	82,337	100,417	18,080	120,500	37,513
8020 MAINTENANCE EQUIP	-	2,500	2,500	3,000	3,000
8040 COMM EQUIP LINES (GPS)	3,130	3,667	537	4,400	1,270
8090 UNIFORMS/CLOTHING	2,084	5,417	3,332	6,500	4,416
8100 PROFESSIONAL SERVICE	100,045	80,000	(20,046)	80,000	(20,045)
8110 CONTRACTS/AGREEMENTS	274,142	208,333	(65,809)	250,000	(22,697)
8120 LEASES	-	2,083	2,083	2,500	2,500
8130 LICENSES/PERMITS	903	833	(69)	1,000	97
8150 GRANTS/SUBS TO ORG	50,000	50,000	-	60,000	10,000
8165 STORM RECOVERY COST	12,552	-	(12,552)	-	(12,552)
<b>Total expended to date</b>	<b>\$ 2,982,845</b>	<b>\$ 2,973,175</b>	<b>\$ (9,670)</b>	<b>\$ 3,489,843</b>	<b>\$ 456,624</b>

Departmental

Finance

Recreation Cultural Services

Statement of Expenditures

January 31, 2023

Recreation/Cultural Services	Year to date Expended	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	1,012,819	1,077,575	64,756	1,273,498	260,679
6020 TRAINING/EDUCATION	7,015	13,333	6,319	16,000	8,985
6030 TRAVEL/CONFERENCES	11,094	20,833	9,740	25,000	13,906
6040 PROF MEM/DUES & FEES	364	2,917	2,553	3,500	3,136
6050 OFFICE SUPPLIES	5,290	5,290	-	6,000	710
6060 OFFICE EQUIPMENT	4,977	6,667	1,690	8,000	3,023
6080 ADVERTISING	39,653	58,333	18,680	70,000	30,347
6110 TELEPHONE/FAX	7,404	9,167	1,762	11,000	3,596
6120 PUBL./SUBSCRIPTIONS	41	167	126	200	159
6130 COMPUTER HARD/SOFTWARE	4,069	5,833	1,764	7,000	2,931
7070 BLDG/FACILITY RENTAL	32,146	38,333	6,187	46,000	13,854
8000 OPERATIONAL MAT/SUPPLY	159,924	159,923	-	175,000	15,076
8025 COMMUNITY EVENTS	195,957	279,167	83,210	335,000	139,043
8150 SCHOLARSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	264,523	264,523	-	356,562	92,039
8170 OPERATING GRANTS POLICY	329,129	329,129	-	500,500	171,371
<b>Total expended to date</b>	<b>\$ 2,094,406</b>	<b>\$ 2,291,191</b>	<b>\$ 196,786</b>	<b>\$ 2,853,260</b>	<b>\$ 758,854</b>

Departmental

Finance

Recreation/Cultural Services	Year to date Assigned	10 Month Budget	10 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	30,000	30,000	-	30,000	0
5034 FACILITY RENTALS	2,812	6,250	(3,438)	7,500	4,688
<b>Total Revenue To Date</b>	<b>\$ 32,812</b>	<b>\$ 36,250</b>	<b>\$ (3,438)</b>	<b>\$ 37,500</b>	<b>\$ 4,688</b>

Departmental

Finance

**Cape Breton Regional Municipality Water Utility**  
**Statement of Operations - period ending January 31, 2023**

	Actual January 31, 2022	Budget January 31, 2022	Variance January 31, 2022	Total Annual Budget 2022-2023
<b>Revenue</b>				
Operating:				
Metered Sales	16,027,509	16,015,516	11,993	19,218,619
Public Fire Protection	5,896,993	5,896,993	-	7,076,391
Interest on Overdue Accounts	644,762	291,667	353,095	350,000
Other Operating Revenue	7,404	55,000	(47,596)	66,000
	<u>22,576,668</u>	<u>22,259,175</u>	<u>317,493</u>	<u>26,711,010</u>
<b>Expenditures</b>				
Operating Expenses				
Source of Supply	386,386	447,951	61,565	537,541
Power and Pumping	1,386,466	1,652,136	265,670	1,982,563
Water Treatment	3,881,163	4,082,727	201,564	4,899,272
Transmission & Distribution	4,417,818	4,093,640	(324,178)	4,912,368
Administration & General	2,304,338	2,801,758	497,420	3,362,110
Depreciation	3,208,333	3,208,333	0	3,850,000
Taxes	1,580,191	1,700,672	120,480	2,040,806
	<u>17,164,695</u>	<u>17,987,217</u>	<u>822,521</u>	<u>21,584,660</u>
<b>Total Operating Expenses</b>				
	<u>17,164,695</u>	<u>17,987,217</u>	<u>822,521</u>	<u>21,584,660</u>
<b>Operating Profit/(Loss)</b>	<u>5,411,972</u>	<u>4,271,958</u>	<u>1,140,014</u>	<u>5,126,350</u>

Cape Breton Regional Municipality Water Utility  
Statement of Operations - period ending January 31, 2023

	Actual January 31, 2022	Budget January 31, 2022	Variance January 31, 2022	Total Annual Budget 2022-2023
<b>Non Operating Revenue</b>				
Debt Charge Income	-	-	-	-
Interest Income	-	-	-	-
Amortization of Oerferred Capital contribution	248,753	248,753	(0)	298,504
<b>Total Non Operating Revenue</b>	248,753	248,753	(0)	298,504
<b>Non Operating Expenses</b>				
Short term interest charges	170,068	170,067	(0)	204,081
<b>Debt Charges</b>				
Principal	2,970,417	2,970,417	(0)	3,564,500
Interest	888,202	888,202	(0)	1,065,842
Amortization of Debt Discount	30,927	30,927	(0)	37,112
Capital Expenditures out of operations	1,041,667	1,041,667	(0)	1,250,000
<b>Total Non Operating Expenses</b>	5,101,280	5,101,279	(1)	6,121,535
<b>Non- Operating Profit/(Loss)</b>	(4,852,527)	(4,852,526)	(1)	(5,823,031)
TOTAL UTILITY REVENUES (OPERATING & NON-OPERATING)	22,825,421	22,507,928	317,493	27,009,514
TOTAL UTILITY EXPENSES (OPERATING & NON-OPERATING)	22,265,975	23,088,496	822,520	27,706,195
<b>CBRM WATER UTILITY PROFIT/(LOSS)</b>	559,446	(580,567)	1,140,013	(696,681)

## Port of Sydney Development Corporation

January 31, 2023 Income Statement

	This Year Actual	This Year Budget	Variance to Budget	Annual Budget
Wharfage and Berthage	580,441.86	552,733.39	27,708.47	601,293.38
Event Revenue	84,467.90	45,150.00	39,317.90	46,750.00
Miscellaneous Reveue	7,760.70	4,400.00	3,360.70	4,600.00
Storage and Rental	255,989.67	268,160.68	(12,171.01)	290,694.04
Passenger tax	876,697.00	785,622.75	91,074.25	785,622.75
Security/Traffic Control	251,378.27	213,929.02	37,449.25	219,642.21
Government Grants	26,817.28	0.00	26,817.28	10,000.00
Craft Market Revenue	67,278.40	36,473.25	30,805.15	36,473.25
Gain on Disposal of Assets	6,500.00	0.00	6,500.00	0.00
	<u>2,157,331.08</u>	<u>1,906,469.09</u>	<u>250,861.99</u>	<u>1,995,075.63</u>
Wages	480,136.60	534,501.00	(54,364.40)	656,961.00
Benefits	139,115.94	105,658.65	33,457.29	129,873.21
Professional Fees	46,607.60	41,828.00	4,779.60	47,328.00
Advertising & Promotions	14,348.39	15,750.00	(1,401.61)	17,750.00
Cruise Activities	29,633.26	31,750.00	(2,116.74)	32,000.00
Dues & Membership Fees	25,252.06	22,929.96	2,322.10	23,539.96
Event Expense	13,000.99	2,600.00	10,400.99	2,600.00
Insurance	56,871.66	37,500.00	19,371.66	56,800.00
Interest & Bank Charges	4,485.89	3,370.00	1,115.89	3,870.00
Office & Admin	14,968.37	10,104.00	4,864.37	11,287.00
Office Rent	43,600.00	43,600.00	0.00	52,320.00
Miscellaneous	1,207.56	4,400.00	(3,192.44)	5,100.00
Repairs & Maintenance	169,436.95	164,337.94	5,099.01	181,231.24
Repairs -JHCP	81,334.62	80,000.00	1,334.62	80,000.00
Travel	13,125.19	10,500.00	2,625.19	10,500.00
Utilities	158,713.29	136,370.00	22,343.29	169,320.00
Bad Debts	0.00	2000.00	(2,000.00)	2,000.00
Security Expense	160,545.20	155,537.86	5,007.34	160,435.86
Leasehold Improvements	4,600.35	2,000.00	2,600.35	2,000.00
	<u>1,456,983.92</u>	<u>1,404,737.41</u>	<u>52,246.51</u>	<u>1,644,916.27</u>
	700,347.16	501,731.68	198,615.48	350,159.36
Less Amortization	<u>(333,333.30)</u>	<u>(333,333.30)</u>	0.00	<u>(400,000.00)</u>
	<u>367,013.86</u>	<u>168,398.38</u>	<u>198,615.48</u>	<u>(49,840.64)</u>

