

Cape Breton Regional Municipality

General Committee Meeting

AGENDA

TUESDAY, APRIL 3RD, 2018

6:00 P.M.

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

Cape Breton Regional Municipality

General Committee Meeting

Tuesday, April 3rd, 2018

6:00 p.m.

AGENDA ITEMS

Roll Call

1. **APPROVAL OF MINUTES:** (Previously Distributed)

- General Committee – January 9th, 2018

2. **DELEGATIONS:**

- a) **Navy League of Canada Cape Breton Division – 100th Year of Operation:**
Mr. Ben Haighway, President Navy League of Canada Cape Breton Division
(See page 4)
- b) **The Cape Breton Innovation District & the CBRM:** Spokespersons: Ms. Carla Arsenault, Chief Operating Officer and Mr. Morgan Murray, Project Lead, Innovation District, Cape Breton Partnership (See page 5)

3. **PLANNING ISSUES:**

3.1 **APPROVAL TO ADVERTISE:**

- a) **Zoning Amendment Application #1044 - Ray Embree, Herbert Street, Sydney (PID 15092505):** Karen Neville, Planner (See page 8)
- b) **Land Use By-Law Text Amendment Application #1045 -Keltic Drive Business Corridor (KBC) Zone Breton Law Group:**
Karen Neville, Planner (See page 15)

**General Committee Meeting Agenda
(Continued)
April 3rd, 2018**

4. CORPORATE SERVICES ISSUES:

4.1 Surplus Property in Sydney: Sheila Kolanko, Property Manager (See page 20)

4.2 Library Lease Renewals Dominion Library and Florence Library: Sheila Kolanko, Property Manager (See page 25)

5. PUBLIC SERVICES ISSUES:

5.1 Engineering & Public Works Asset Management: Ray Boudreau, Public Works Central Manager (See page 27)

5.2 Provincial Capital Assistance Program (PCAP): Matt Viva, Manager of Wastewater Operations (See page 30)

6. FINANCIAL STATEMENTS:

6.1 CBRM to February 28, 2018: Jennifer Campbell, Chief Financial Officer (See page 32) **For Information Only**

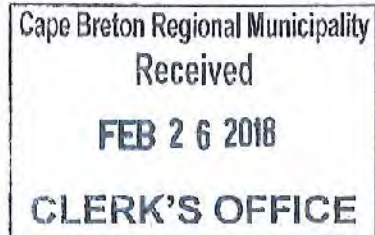
- | | |
|--------------------------------|---|
| ➤ Legislative | ➤ Police Services |
| ➤ Administration | ➤ Fire Services (Including EMO) |
| ➤ Finance | ➤ Engineering & Public Works |
| ➤ Legal | ➤ Planning |
| ➤ Human Resources | ➤ Facilities: Centre 200 & Arenas |
| ➤ Technology & Communications | ➤ Parks and Grounds Operations |
| ➤ Municipal Clerk | ➤ Buildings |
| ➤ Fiscal Services | ➤ Recreation |
| ➤ Occupational Health & Safety | ➤ Water Utility (<i>to Dec. 31, 2017</i>) |

6.2 Port of Sydney Development Corporation to February 28, 2018: (See page 56) **For Information Only.**

ADJOURNMENT



NAVY LEAGUE
Oceans of Opportunity



Navy League of Canada Cape Breton Division
124 Holland Street; Reserve Mines,
Nova Scotia, B1E1C3
(902)565-6542

Mr. Mayor and Council:

We the Division of Cape Breton would like the chance to address you on a matter of importance to us and the Island. This year 2018 marks a milestone in our history and we would like to speak with you all on soliciting your help in our celebration to share with us and the Island our 100th year of operation in Canada.

The Cadet program has been a wonderful means for the youth of the Island to reach potential that they may never have been able to before and we hope to promote it more in this Year of SEA CADET celebration.

We would like to take a few moments of your time to extend a handshake for all your former aid given in the past and hope we can convince you our very necessary program will be extended and with your assistance move and better it in our future.

Together we can increase the aid to the youth in our educational, mentoring, skills training and leadership goals that will increase the progressive ideals that the corps youth can bring not only to us but the communities in which they live and the Island in their futures.

I hope you will extend us a few moments to bring to you our focus on the poverty and goals that these children face and can see how in this we both can work together to bring some very good results to many youth that can face a brighter future if we work as a team to commit to them in this way.

Original Signed by

Ben Haighway
President Navy League of Canada Cape Breton Division



March 12, 2018

Deborah Campbell, Clerk
Cape Breton Regional Municipality
291 Esplanade
Sydney, Nova Scotia
B1P 6P4

Dear Ms Campbell:

On behalf of the Board of Directors of the Cape Breton Partnership and the Cape Breton Regional Enterprise Network, I would like to formally request the opportunity to appear before the Cape Breton Regional Municipality Economic Development Committee that had to be rescheduled from March to proceed on April 4, 2018.

The Cape Breton Partnership and the Cape Breton Regional Enterprise Network continue to work diligently in partnership with key stakeholders to grow the economy of Cape Breton and Nova Scotia. Through these entities a collaborative approach is taken to address the economic opportunities and challenges this region faces.

The Cape Breton Partnership would like to provide a presentation on the Cape Breton Regional Enterprise Network. On April 4, this presentation will provide Committee members with an update on this initiative and review opportunities for the Cape Breton Regional Municipality to collaborate further with the Cape Breton Partnership and the Cape Breton Regional Enterprise Network.

Thank you for the opportunity to present and I look forward to hearing from you regarding the timing for this presentation.

If you have any questions or require clarification, please contact me any time at 902-562-7182, or by email at carla@capebretonpartnership.com.

Sincerely,

ORIGINAL SIGNED BY

Carla Arsenault
Chief Operating Officer

285 Alexandra Street 609 Church Street, Suite 101
Sydney, NS | B1S 2E8 Port Hawkesbury, NS | B9A 2X4
(902) 562-7182 (902) 625-0958

capebretonpartnership.com

What's an innovation hub?

Innovation hubs combine **co-working**, start-up **incubation** and **acceleration**, and, in some cases, **makerspaces**. In addition to providing space for entrepreneurs, freelancers, and artists to work, they also are a platform for **networking** and **capacity building** activities—key elements of a vibrant innovation culture.



Co-Working

Shared workspace for entrepreneurs, free-lancers, small businesses, and remote workers.



Incubators & Accelerators

Long or short-term entrepreneur support programs. With training, space, mentorship, and funding.



Makerspaces

Shared workshops with large or sophisticated tools and equipment such as 3D printers, laser cutters, CNC routers, etc.

Benefits for workers

- Access to space and equipment.
- Access to services and programming to help grow your business.
- Connect with peers, mentors, collaborators and investors.
- Be part of a broader community.
- Reduce loneliness and isolation.

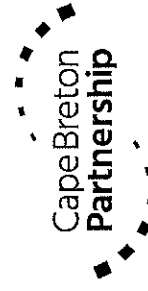
Benefits for communities

- Grow the economy: More businesses starting and succeeding.
- Grow the population: Attract and retain creative and innovative students and professionals.
- More amenities catering to these professionals.



Chancery Row Co-Working Space, London, UK.

The Cape Breton Innovation District & the CBRM

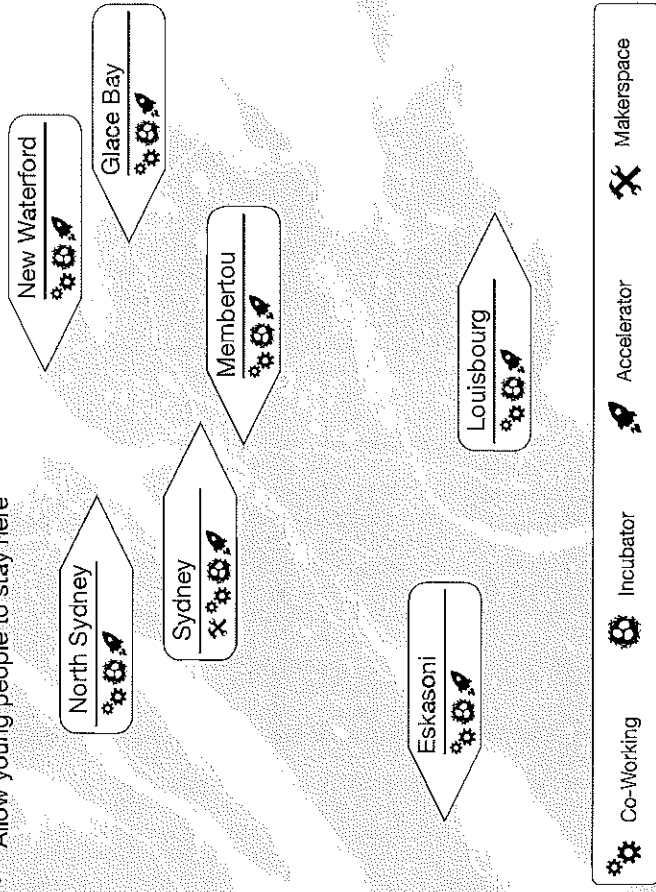


The Cape Breton Innovation District

The Cape Breton Partnership has received support from Cape Breton University as part as a provincial innovation districts and hubs initiative, to develop a Cape Breton Innovation District.

The Innovation District will:

- Grow an innovation and entrepreneurial culture, and the knowledge economy in Cape Breton.
- Encourage Cape Bretoners to start businesses
- Help established Cape Breton companies grow
- Convince creative people to move here
- Allow young people to stay here



What it means for the CBRM

New innovation infrastructure

The Cape Breton Innovation District will establish an island-wide network of innovation centres, including:

- Establish an innovation centre and co-working hub in downtown **Sydney**.
- Work with Innovacorp on developing a downtown makerspace.
- Establish hubs will be established in outlying CBRM communities like: **Eskasoni, Glace Bay, Louisbourg, Membertou, New Waterford, and North Sydney**.

New & improved innovation programs

Working with key partners, the Cape Breton Partnership will establish and support high quality innovation support programming, such as:

- Entrepreneurship support (e.g. incubators/accelerators, networking, training, mentorship)
- Export growth
- International student retention
- Talent attraction
- Building Creative capacity

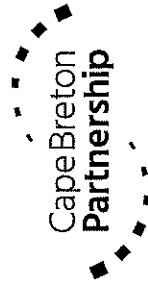
A Role for the CBRM

To ensure the lasting success of the Cape Breton Innovation District, the Cape Breton Partnership seeks the assistance of the Cape Breton Regional Municipal Government to:

- Provide long-term, low/no-cost leases on underutilized municipal buildings to be transformed into community innovation centres.
- Participate on planning committees as required.
- Other opportunities as they arise.

What is "innovation"?

Innovation is the hottest trend in economic development but, its overuse can sometimes lead to confusion. At its core, innovation is all about **creating new value**. For the Cape Breton Innovation District, innovation means creating new economic value.





TO: CBRM Council

FROM: Karen Neville

**SUBJECT: ZONING AMENDMENT APPLICATION – 1044
Ray Embree
Herbert Street, Sydney
PID 15092505**

DATE: March 26th, 2018

Introduction

The Planning and Development Department has received a zoning amendment application from Ray Embree requesting permission to construct a four unit apartment building on Herbert Street, Sydney (PID 15092505) [Attachment A]. The property is zoned Residential Urban C (RUC) which only permits one and two unit residential dwellings; as a result, Mr. Embree has requested the zoning on the property be amended.

The area surrounding the property in question is predominantly low density residential. According to CBRM records, the immediate area, which is outlined in blue on Attachment A, is comprised of 62 single detached dwellings, 15 two-unit dwellings, the Centennial Complex and a church. With the exception of the Cape Breton Housing Authority development located on Terrace Street, the neighbourhood is comprised of low density one and two unit dwellings. Only 15% of the homes in this area (11 out of 72) are owner unoccupied, which means the majority of the property owners in this area actually live in the neighbourhood. It would appear the current zoning evidently fits the streetscape.

What Does the Municipal Planning Strategy Say?

The Land Use By-law defines an apartment building as a residential building containing three or more dwelling units. Less than 16% of the dwelling units in the CBRM are within an apartment building. For this reason there are very few urban residential neighbourhoods with a concentration of high density development that would warrant permitting apartment building development as-of-right. That being said there are several statements and policies in the Municipal Planning Strategy (MPS) which outline the circumstances where higher density residential developments like apartment buildings should be considered.

In the Part of the MP5 devoted to residential development, the introductory policy statement focused on apartment building development reads as follows...

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

- 1. apartment building developments are essentially an urban type of land use with urban service needs (the rare exceptions are primarily public housing for seniors or the conversion of former community service buildings);*

2. *the majority of apartment building tenants often have different service needs than those of our constituency who own their own homes;*
3. *the larger scale of apartment building development has a likely potential to conflict with smaller scale low density residential development in cloistered neighbourhoods (i.e. residential neighbourhoods only accessible via local streets that are overwhelmingly used by neighbourhood traffic); and*
4. *apartment building development can contribute to the vitality of our downtowns if allowed to proliferate within, in proximity to, or along the major routes leading to, our central business districts."*

Evaluation of this development proposal's compliance with each of the above mentioned policy statements:

1. This is a fully serviced urban neighbourhood (i.e. both CBRM water and sanitary sewer is available).
2. Tenants of an apartment building are often less likely to own a car and are more inclined to want to be close to the amenities and services found in the center of urban communities or in proximity to regional shopping centers.
3. While the apartment building proposed is only one storey (Attachment C) it will be more than two times the footprint of the average residential building on Herbert Street (between Terrace Street and High Street)
4. The subject property is more than a kilometre away from downtown Sydney.

The next pertinent policy statement in the MPS says...

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

1. *Within the central business districts of the major urban concentrations of the CBRM;*
2. *Within neighbourhoods in proximity to the central business districts;*
3. *Along the higher level public streets/roads linking our central business districts with the surrounding neighbourhoods and communities;*
4. *In proximity to other concentrations of retail/service/business developments;*
5. *In other locales where they are already prevalent; and*
6. *All other urban service areas."*

The property is more than a kilometre away from downtown Sydney. Herbert Street is a Level S street with a very low traffic volume. Other than a convenience store located on Terrace Street, there are no other business developments within the neighbourhood. The neighbourhood is predominantly comprised of low density developments of one and two unit dwellings. Based on the above criteria, this is not the most ideal location for higher density residential development.

When the current zoning does not permit the scale of a proposed residential development it is a policy of the MPS that Council may consider a zoning amendment. If a zoning amendment is considered, the MPS provides a list of six criteria Council must use to evaluate the merits of the zoning amendment application. The criteria are listed below along with an evaluation of the proposed application.

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

Other than showing a landscaped area between parking spaces, the site plan does not indicate the applicant's plan for landscaping (Attachment B). Mature vegetation borders the property, provisions for the retention of existing vegetation could be included in a site specific zone.

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

Four parking spaces must be provided to be in compliance with the parking standards of the Land Use Bylaw. The proposed site plan depicts the location of the proposed parking (Attachment B). The criteria to evaluate increased traffic is more relevant when considering a zone amendment for a much larger apartment building.

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

The proposed four unit building will be more than double the footprint of the average residential buildings along Herbert Street. While landscaping on the surrounding properties is modest, the applicant has not provided a landscaping plan for the property. A site specific zone could include requirements for retention of existing vegetation or the installation of screening to mitigate impacts on surrounding development.

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

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

Development aspirations of those who invested in the immediate area and the above mentioned zoning provisions have provided a level of consistency which has resulted in the low density residential development in this area. Herbert Street is Level S Street in the CBRM street network hierarchy (i.e. a street with a very low traffic volume) which only serves local traffic. With the exception of the Cape Breton Housing Authority development located on Terrace Street, the area immediately surrounding Herbert Street is comprised of low density residential development majority of which are single unit dwellings. Planning Department staff believe approving this zoning amendment sets a precedent for all low density residential neighbourhood comprised of exclusively one and two unit dwellings that may require a Planning Strategy policy change to support it.

Recommendation

Based on the reasons explained in this issue paper, there are justifiable reasons according Municipal Planning Strategy policy to reject this zoning amendment application and that is my recommendation. However, at this stage of the legal process Council is only being asked to schedule a Public Hearing. If you want to hear what the residents and property owners of the neighbourhood have to say a Public Hearing

would be their forum. A site specific, use specific zone would be created to regulate this development if Council approves it.

Council's choices are to:

Reject this application without conducting a Public Hearing.

Pass a Motion to conduct the Public Hearing and render a decision afterwards.

Submitted by:

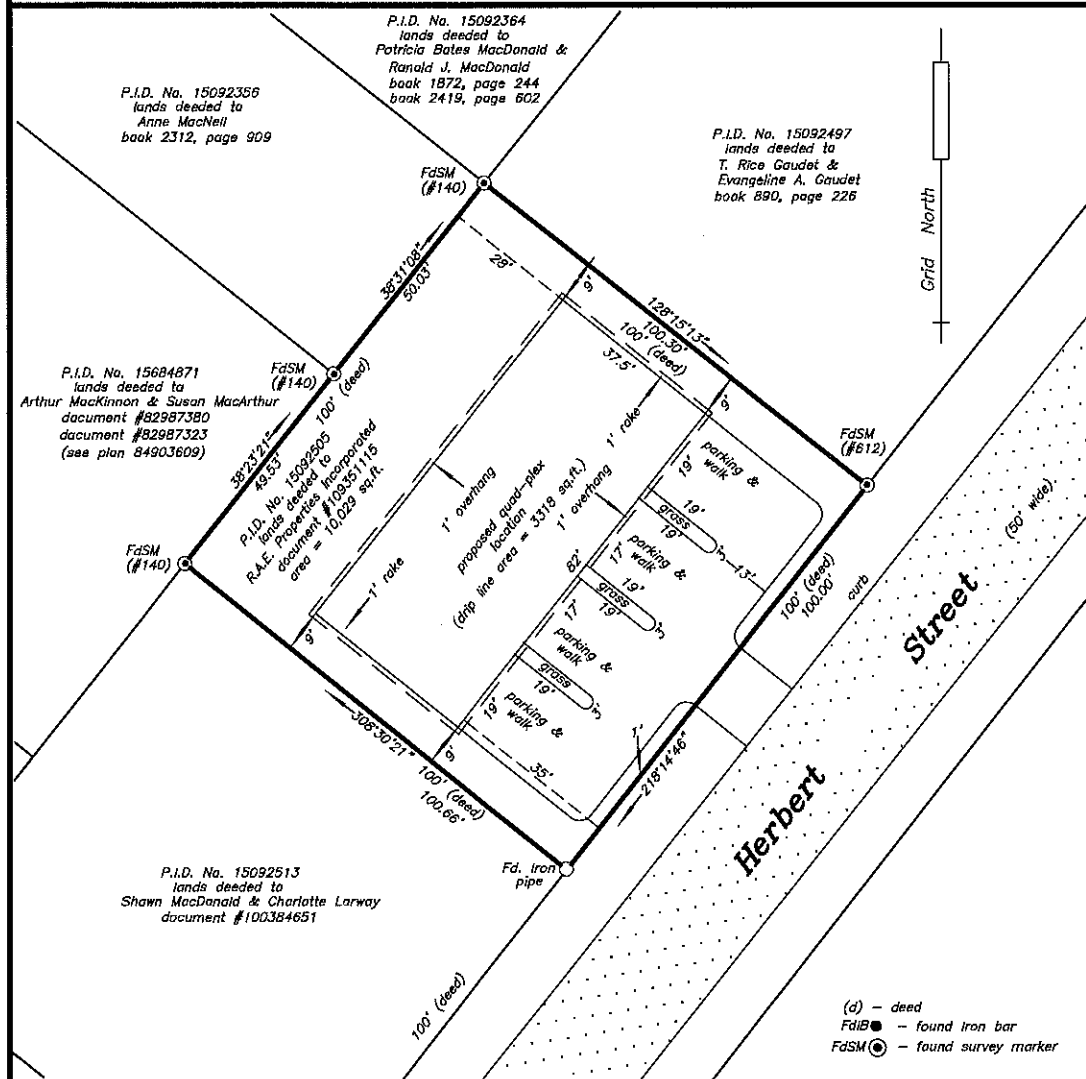
Originally Signed by

Karen Neville

Planning and Development Department



Plot Plan



Certified to: R.A.E. Properties Incorporated
169 Herbert Street, Sydney
Cape Breton Regional Municipality, Nova Scotia

NOTE: Clearances shown are perpendicular to the boundary and are to the closest corners of the facing of the structure. Clearances are defined to a tolerance of 1_____.

I, David Attwood, Nova Scotia Land Surveyor, hereby certify that this Surveyor's Location Certificate was prepared under my supervision and in accordance with the Land Surveyors Act, Regulations and Standards made there under.

Dated _____

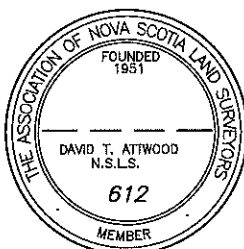
I have supervised an inspection of the subject lands and have caused such measurements to be made as I deemed necessary to certify that:

(1) The proposed quad-plex shown hereon is located entirely within the boundaries of the subject lands as said boundaries are defined by deed; see document #109351115

(2) Cultural features shown hereon are located to plotting accuracy unless specifically dimensioned.

(3) All easements, documented in the deed recorded in n/a in the County of Cape Breton, are reflected hereon.

No further certification or assurance is implied by or to be inferred from this document.
This Surveyor's Location Certificate is not to be used for boundary definition or as a reference
document for the preparation of legal descriptions.



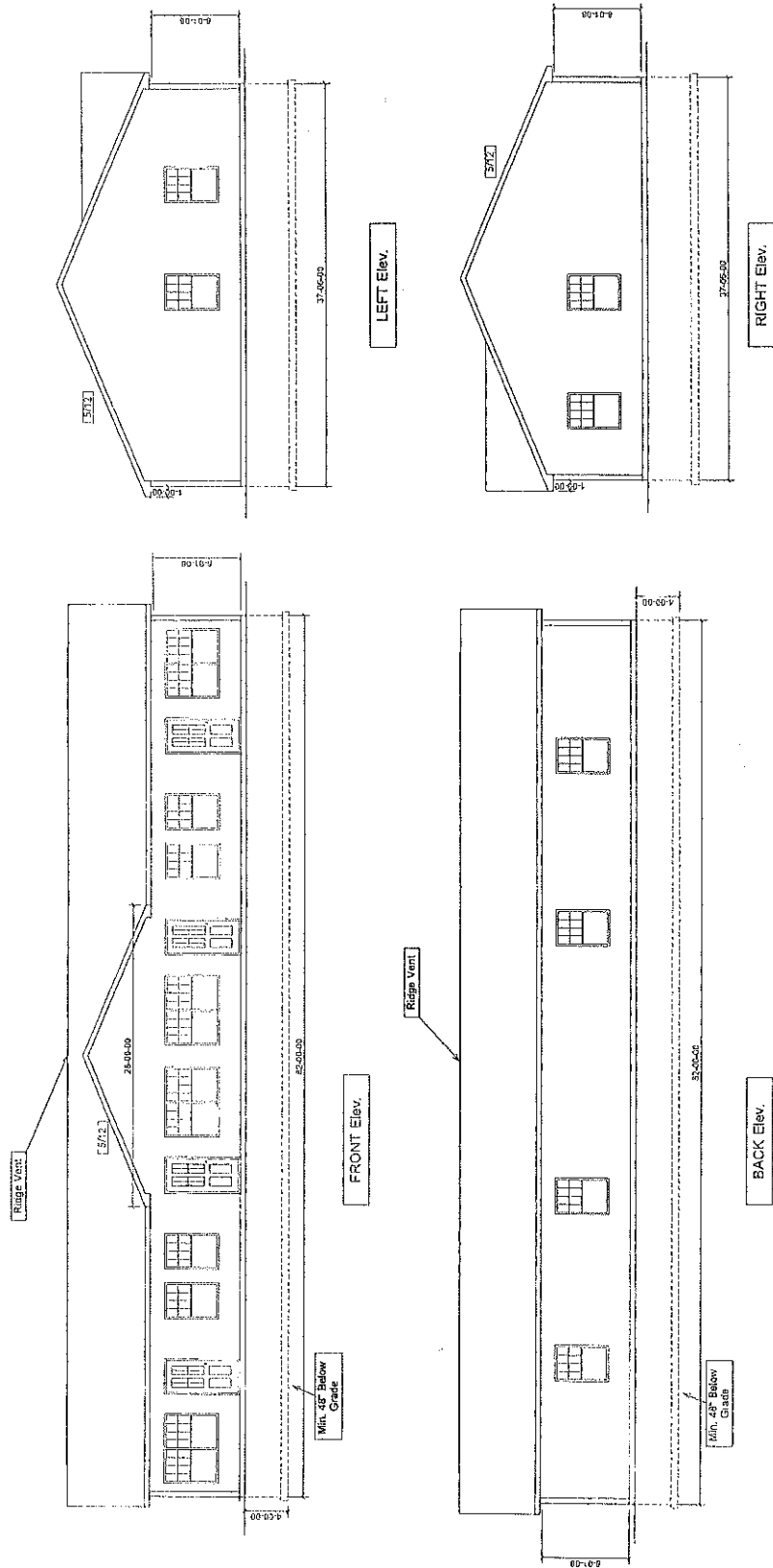
Attwood
Surveys
Limited

441 MORRISON ROAD, SYDNEY
CAPE BRETON, NS B1M 1B7
PHONE: 564-9163 FAX: 564-9066
E-mail: attwoods-surveys@seasidehighspeed.com

DATE: field: _____
office: _____

SCALE: 1"=30'

SLC#:





TO: General Committee Council

FROM: Karen Neville

**SUBJECT: LAND USE BY-LAW TEXT AMENDMENT
APPLICATION – 1045
Keltic Drive Business Corridor (KBC) Zone
Breton Law Group**

DATE: March 26th, 2018

Introduction

The Planning and Development Department has received a text amendment application from the Breton Law Group on behalf of their client. Breton Law Group is representing an individual that would like to operate a boarding kennel and an animal sitting establishment on a property on Keltic Drive (PID 15199870) [Attachment A].

Why an amendment is necessary for this development?

The property in question (PID 15199870) is located in the Keltic Drive Business Corridor (KBC) Zone (Attachment A). The KBC zones permits a range of manufacturing, recreational, residential, sales, service, and transportation uses. That being said, the KBC zone specifically identifies kennels, animal shelters, and animal sitting establishments as not permitted in areas with municipal water and sewer. PID 15199870 is located in an area of the KBC Zone serviced by municipal water and sewer; as a result, the applicant is requesting Council consider a text amendment to permit the proposed uses.

Evaluation

Since only a small percentage of the area zoned KBC is serviced by municipal water and sewer, the proposed uses would be permitted as of right in the majority of the area zoned KBC. In fact, the area of the KBC zone serviced by both municipal water and sewer is comprised predominantly of sales and service uses. It is reasonable to locate a kennel and animal sitting establishment in a sales and service area away from residential development (Attachment B).

The commercial self-storage facility located on the property will continue to operate and it is the applicant's intention to construct a new building for their boarding kennel operation to the rear of the existing buildings. The applicant also plans on planting trees to screen the new operation from adjacent sales and service businesses.

In addition to complying with the provisions of the Land Use By-law, boarding kennels and animal sitting establishment are regulated under the CBRM's Dog By-law and must be licenced in accordance with this By-law.

Recommendation

I recommend that the General Committee of Council request that Council schedule a Public Hearing to consider this amendment at the May meeting of Council.

A draft of the Amending By-law can be found in Attachment C.

Submitted by:

Originally Signed by

Karen Neville

Planning and Development Department



B

- Keltic Drive Business Corridor (KBC) Zone
- Municipal Water
- Municipal Sewer
- PID 15199870



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 text of the Cape Breton Regional Municipality's Land Use By-law in the following manner:

THAT: Part 10 Keltic Drive Business Corridor (KBC) ZONE, Section 1 KBC Uses Permitted of the Land Use By-law is hereby amended by deleting the following:

kennels are not permitted in areas serviced with both Municipal water and sewer

THAT: Part 10 Keltic Drive Business Corridor (KBC) ZONE, Section 1 KBC Uses Permitted of the Land Use By-law is hereby amended by deleting the following:

animal shelters and animal sitting establishments are not permitted in areas serviced with both Municipal water and sewer

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

**CBRM***A Community of Communities*

ISSUE PAPER

TO: General Committee

FROM: Sheila Kolanko – Property Manager

SUBJECT: Surplus Property in Sydney

DATE: April 3rd, 2018

Information:

The following properties are currently deemed essential in CBRM's existing inventory. Attached for your review is a copy of the maps showing the location of each parcel. The properties subject to this issue paper are identified as follows:

1. PID 15822547 – Laurier Street, Sydney (Whitney Pier)
2. PID 15130461 – Laurier Street, Sydney (Whitney Pier)
3. PID 15715493 – Road Reserve off Brooks Street, Sydney (Whitney Pier)
4. PID 15154081 – off Road Reserve running off Brooks Street, Sydney (Whitney Pier)
5. PID 15144173 – French Street, Sydney (Whitney Pier)

A meeting was held with internal staff from various departments (Legal, Engineering and Public Works, Planning and Recreation, Parks, Grounds, Buildings & Facilities) regarding the current status of the parcels noted above. Upon full review and evaluation of each property, it was determined they are no longer required for municipal purposes.

Recommendation:

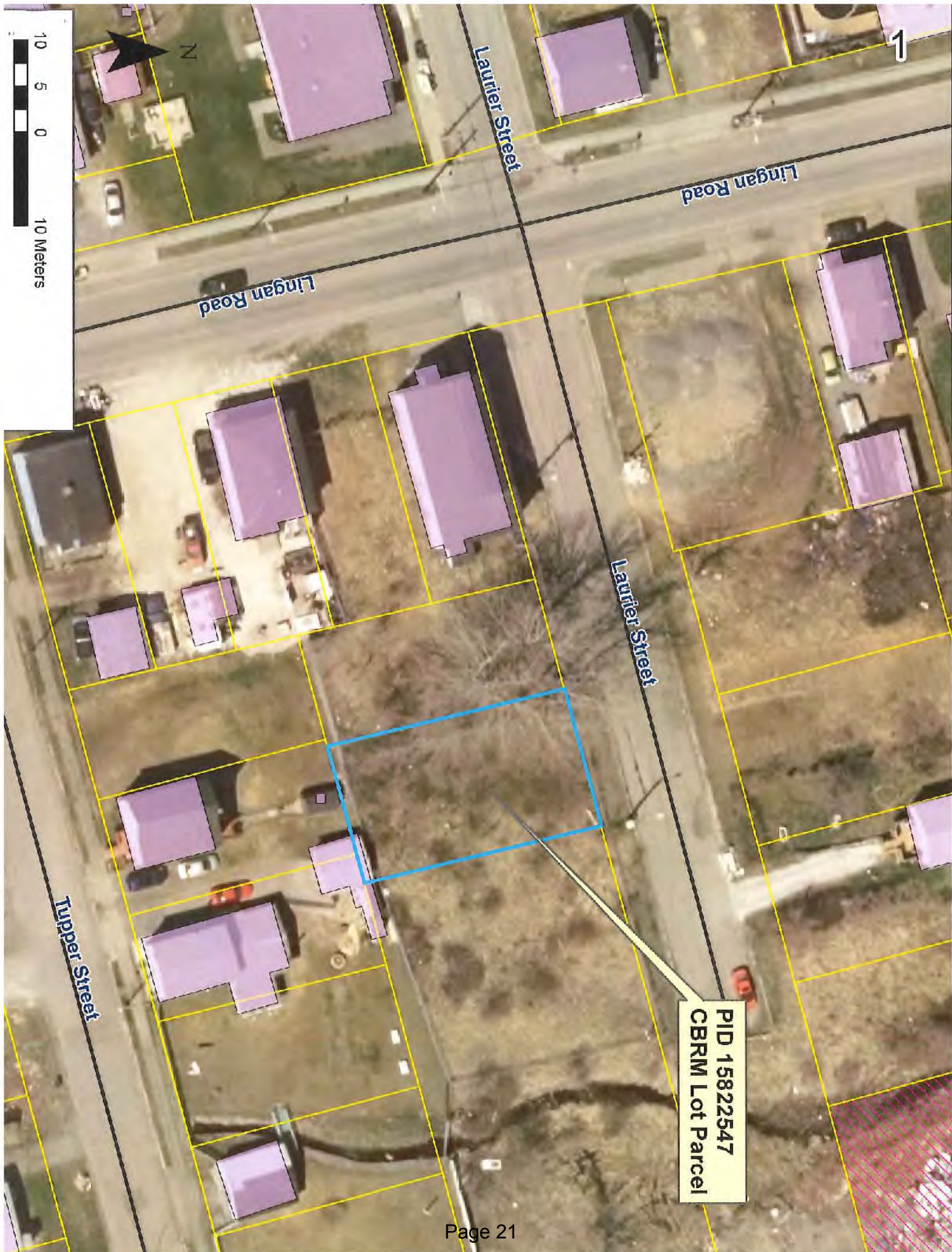
Staff recommends council deem the properties surplus to the needs of the Municipality and marketable for sale pursuant to the Municipal Government Act and current policies.

Respectfully Submitted,

Original Signed By

Sheila Kolanko
Property Manager

Attachments (4)



PID 15822547
CBRM Lot Parcel



Victoria Road

Victoria Road

2

Laurier Street

Tupper Street

PID 15130461
CBRM Lot Parcel

3 & 4

Church Street

McGuish Lane

Lingan Road

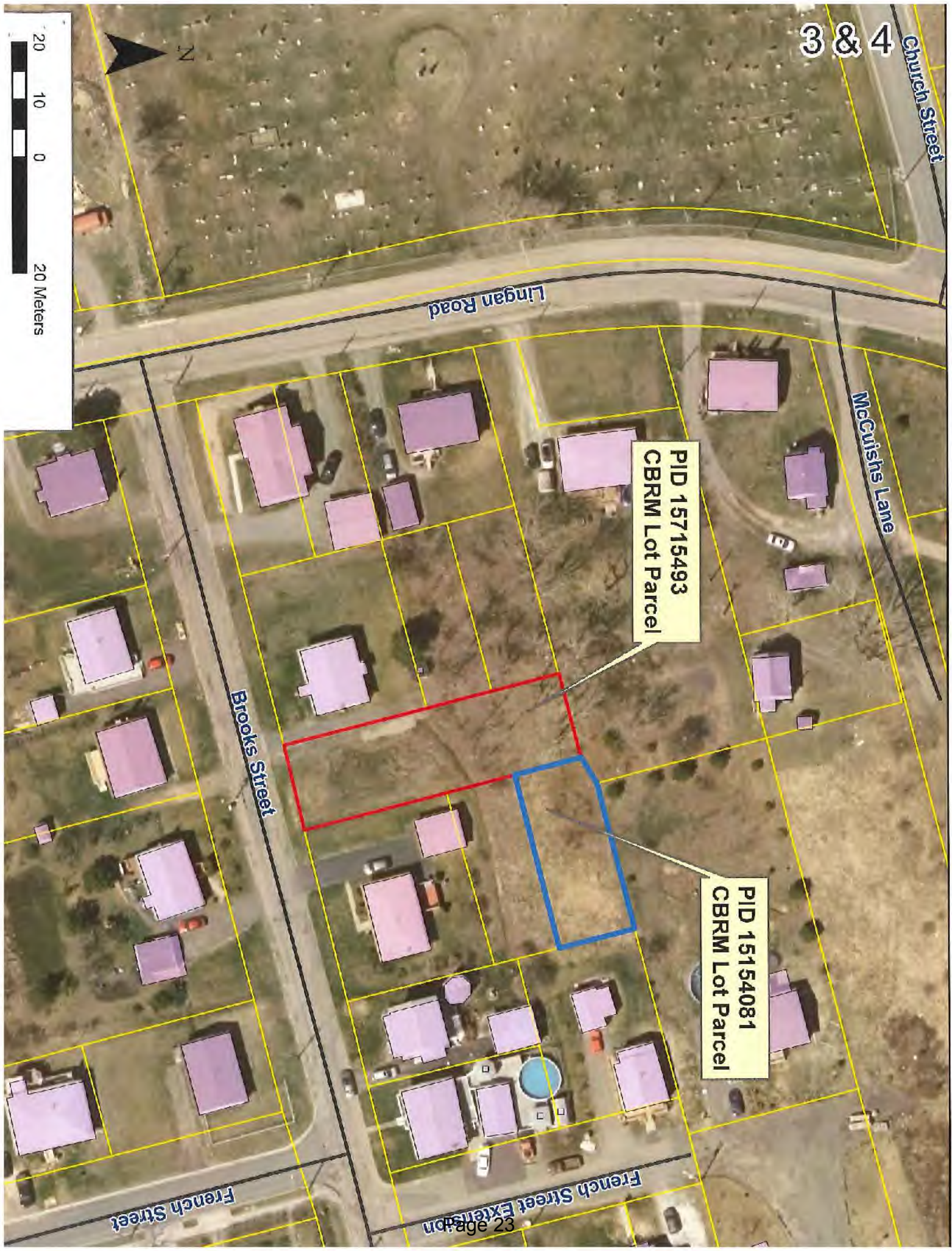
Brooks Street

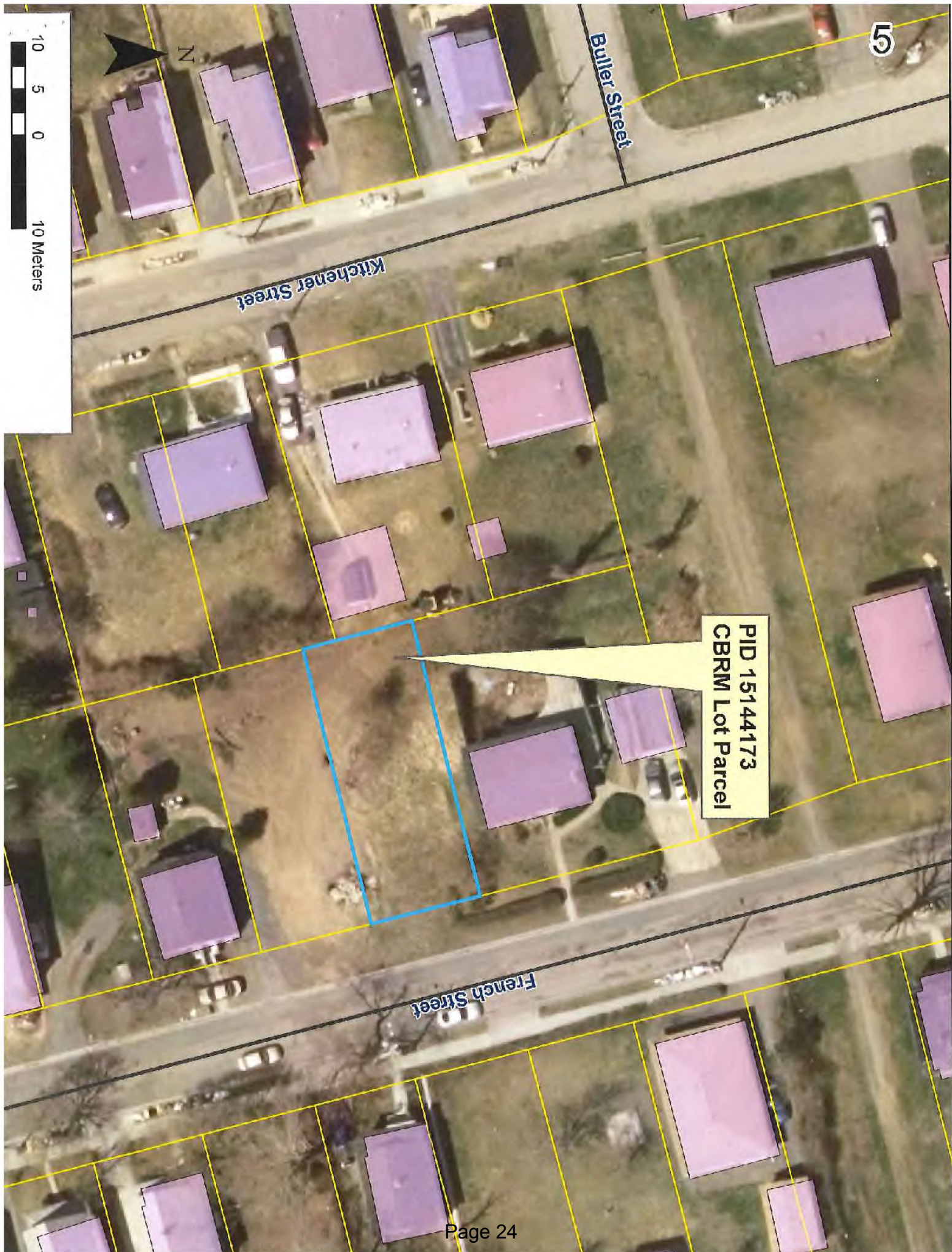
French Street

French Street Extension

PID 15715493
CBRM Lot Parcel

PID 15154081
CBRM Lot Parcel





PID 15144173
CBRM Lot Parcel



CBRM

A Community of Communities

Sheila Kolanko
Legal Department
563-0865

ISSUE PAPER

TO: General Committee

FROM: Sheila Kolanko, Property Manager

SUBJECT: Library Lease Renewals
Dominion Library and Florence Library

DATE: April 3rd, 2018

BACKGROUND INFORMATION:

The existing Leases for the Dominion Library and the Florence Library are up for renewal. In keeping with the terms of the current leases, we are seeking to renew for an additional five (5) years on both leases.

1. DOMINION LIBRARY – Dominion, NS

Currently renting 1,125 square feet from V&D Holdings Limited for the Dominion Library located at 78 Commercial Street, Dominion.

Previous Lease Term: 5 years

Yearly Rent: \$12,741.24 plus HST based on \$11.33 per square feet (plus utilities)

*2% cost of living increase each year during the term of the Lease

Landlord has agreed to lease under the same terms and conditions subject to a 2% cost of living increase each year as committed in the prior lease.

2. FLORENCE LIBRARY – Florence, NS

CBRM presently rents 650 square feet from Edward J. MacDonald for the Florence Library situated at 676 Bras D'or Florence Road, Florence, NS.

Previous Lease – Term: 5 years

Yearly Rent: \$5,845.80 plus HST based on approx. \$9.00 per sq. ft. (plus electricity)

*2% cost of living increase each year during the term of the Lease

Landlord has agreed to lease under the same terms as conditions subject to a 2% cost of living increase each year as committed in the prior lease.

We have sought input from both CAO, Marie Walsh and Director of Buildings, Bill Murphy and have been advised that they have no issues with granting a renewal for these lease agreements.

RECOMMENDATION:

It is a recommendation of staff to renew both leases for a further 5 years. Therefore, I ask that a Motion be granted for the Mayor and Clerk to execute Lease Agreements for both Libraries.

Thank you.

Respectfully submitted

Original signed by

Sheila Kolanko
Property Manager



CBRM

ENGINEERING & PUBLIC WORKS ASSET MANAGEMENT



EPW – ASSET MANAGEMENT



Purpose of the Presentation

- 1. Introduce the topic of Asset Management? (FCM Video)**
- 2. Request that Council pass a motion for staff to apply to the Municipal Asset Management Program (MAMP)**





EPW – ASSET MANAGEMENT

- **Vintage Infrastructure (Installed in 50s & 60s)**
 - This means increased operating, maintenance, and replacement costs now and into the future
- **2012 Canadian Infrastructure Report Card Findings**
 - Canada's core public infrastructure requires sustained funding
 - The state of Asset Management across the country has to be improved
- **Initiatives to Improve Asset Management in Canada**
 - % of Federal Gas Tax Program to be spent on Asset Management
 - Funding to assist municipalities develop Asset Management Plans (MAMP)



EPW – ASSET MANAGEMENT

- **Municipal Asset Management Program Fund (MAMP)**
 - Will provide 80% of the cost of an asset management related project up to \$50,000
- **EPW Project to Consolidate Asset Data into an Asset Register**
 - The purpose of the project being proposed is to collect and consolidate data on existing assets. (size, quantity, material, elevation, etc..)
 - Existing data would be consolidated in an AutoCad based Mapping software (AutoCad Map 3D)
 - The funding would be used to pay for some specific software training as well as the salaries for coop students to help with the data acquisition.
- **The Funding Application Requires a Motion by Council**



EPW – ASSET MANAGEMENT

Staff Recommendation:

That council passes a motion which directs staff to apply for funding from the Municipal Asset Management Program in the total amount of \$50,000 with a direct cost to CBRM of \$10,000, in order to carry out the following activities:

- Complete a data collection Pilot Project in AutoCad Map
- Compile asset attributes on EPW assets from existing engineering drawings and GIS information (desktop exercise)

CBRM's portion of the funding (\$10,000) is included in the Engineering and Public Works 2018/2019 Operating Budget.

.....
Questions



Cape Breton Regional Municipality

DISCUSSION PAPER

April 3rd, 2018

To: Mayor and Council

Re: Provincial Capital Assistance Program (PCAP)

Background:

Over the last few years, a large number of sanitary sewer improvement projects focusing on storm water separation have been identified through CBRMs stormwater inflow and infiltration (I/I) reduction program. The purpose of this program is to identify and carry out infrastructure improvement initiatives that will reduce treatment and pumping costs. Generally, stormwater (I/I) reduction is established by a number of techniques including pipe repairs, manhole replacements, disconnecting catch basins from sanitary sewers and redirecting stormwater flow via the installation of designated stormsewer systems.

Objective:

During the 2018 construction season, EPW will continue to improve the condition and function of underground sewer infrastructure through stormwater separation work. To date, projects have been identified in areas of Sydney, Dominion and Glace Bay. Considering the age of our sewer systems and historical installation techniques, stormwater separation work will be an ongoing endeavor for CBRM for many years to come. It is our objective to obtain financial assistance from the Provincial PCAP program to perform stormwater separation work this construction season.

Recommendation:

That council passes a motion directing staff to apply for funding from the 2018 PCAP Program prior to the application deadline of April 26th in the total amount of \$500,000 with a direct cost to CBRM of \$250,000. CBRMs \$250,000 portion is included in the 2018-19 capital budget under the Sanitary Sewer Inflow and Infiltration Reduction Program.

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Matt Viva, P.Eng
Manager of Wastewater Operations

Cc. Wayne MacDonald, P.Eng., Director of Engineering and Public Works.

Summary

Statement of Revenue

February 28, 2018

Revenue	Year To Date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 97,563,073	\$ 98,145,272	\$ (582,198)	\$ 107,067,569	\$ 9,504,496
Total Federal Government	2,821,362	2,821,362	0	3,077,849	256,487
Total Federal Government Agencies	705,818	705,818	0	769,983	64,165
Total Provincial Government	1,841,423	1,841,428	(5)	2,008,825	167,402
Total Provincial Government Agencies	2,798,657	2,667,316	131,341	2,909,799	111,142
Total Services to Other Local Government	559,238	559,238	(0)	610,078	50,840
Total Transit	614,276	608,667	5,609	664,000	49,724
Total Environmental Development Services	222,506	190,089	32,417	207,370	(15,136)
Total Licenses & Permits	146,921	135,667	11,254	148,000	1,079
Total Fines & Fees	505,971	507,256	(1,284)	553,370	47,399
Total Rentals	506,333	475,099	31,234	680,079	173,746
Total Concessions & Franchises	350,819	335,422	15,397	365,915	15,096
Total Interest on Taxes	1,540,724	1,212,840	327,885	1,323,098	(217,626)
Total Finance Revenue	26,845	30,698	(3,853)	33,489	6,644
Total Solid Waste Revenue	2,062,785	2,108,333	(45,548)	2,300,000	237,215
Total Recreation & Cultural Service Programs	1,436,940	1,597,820	(160,880)	1,862,000	425,060
Total Water Utility Charges	4,538,884	4,538,884	(0)	4,951,510	412,626
Total Unconditional Transfers	14,538,592	14,524,538	14,053	15,844,951	1,306,359
Total Conditional Transfers	3,174,380	3,174,380	-	3,512,960	338,580
Year To Date Assigned Before Cost Recovery 2016 Flood Claims	\$ 135,955,548	\$ 136,180,126	\$ (224,578)	\$ 148,890,845	\$ 12,935,297
Cost Recovery 2016 Flood Claim	189,810	-	189,810	-	(189,810)
Year To Date Assigned After Cost Recovery 2016 Flood Claims	\$ 136,145,357	\$ 136,180,126	\$ (34,768)	\$ 148,890,845	\$ 12,745,488

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Departmental

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Reviewed

Summary

Statement of Expenditures

February 28, 2018

Expenditures	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 1,279,606	\$ 1,345,095	\$ 65,490	\$ 1,470,936	\$ 191,330
Administration	1,117,044	1,131,837	14,793	1,237,993	120,049
Finance	2,202,512	2,588,688	386,176	2,897,017	694,505
Legal	676,928	619,523	(57,405)	664,515	(12,413)
Human Resources	1,419,490	1,515,391	95,901	1,650,262	230,772
Technology & Communications	781,603	814,489	32,886	1,244,687	463,084
Municipal Clerk	354,702	365,922	11,219	527,594	172,892
Fiscal Services	33,468,604	33,951,465	482,861	35,570,603	2,101,998
Occupational Health & Safety	190,281	200,820	10,539	222,183	31,902
Police Services	23,849,135	24,169,677	320,542	26,231,264	2,382,129
Fire Services (Incl EMO)	15,723,765	16,373,878	650,114	17,977,844	2,254,079
Engineering & Public Works	40,113,681	40,496,448	382,767	44,367,637	4,253,956
Planning	2,419,144	2,197,828	(221,316)	2,599,518	180,374
Facilities C200 & Arenas	3,533,742	3,125,643	(408,099)	3,306,912	(226,830)
Parks & Grounds	2,559,249	2,668,086	108,837	2,893,786	334,537
Buildings	2,963,123	3,136,697	173,574	3,346,211	383,088
Recreation	2,527,130	2,503,784	(23,346)	2,686,533	159,403
Total expended to date excluding 2016 Flood Costs	\$ 135,179,740	\$ 137,205,272	\$ 2,025,532	\$ 148,894,595	\$ 13,714,855
2016 Flood Costs	189,810	-	(189,810)	-	(189,810)
Total expended to date including 2016 Flood Costs	\$ 135,369,550	\$ 137,205,272	\$ 1,835,722	\$ 148,894,595	\$ 13,525,045

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Departmental

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Legislative	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 850,653	\$ 855,095	\$ 4,443	\$ 926,330	\$ 75,677
6010 BENEFITS	96,775	107,680	10,906	145,900	49,125
6030 TRAVEL/CONFERENCES	159,755	198,079	38,323	210,000	50,245
6040 PROF MEM/DUES & FEES	58,113	55,931	(2,182)	55,931	(2,182)
6050 OFFICE SUPPLIES	22,093	20,000	(2,093)	20,000	(2,093)
6060 OFFICE EQUIPMENT	6,416	6,550	134	6,550	134
6080 ADVERTISING	14,322	14,500	178	14,500	178
6100 COURIER	397	375	(22)	375	(22)
6110 TELEPHONE/FAX	23,913	36,452	12,539	39,600	15,687
6120 PUBL./SUBSCRIPTIONS	1,249	1,604	356	1,750	501
6130 COMPUTER HARDWARE	6,892	5,000	(1,892)	5,000	(1,892)
6150 MEETING EXPENSES	17,419	22,220	4,801	23,000	5,581
6170 PROMOTION	21,609	21,609	-	22,000	391
Total expended to date excluding 2016 Flood Costs	\$ 1,279,606	\$ 1,345,095	\$ 65,490	\$ 1,470,936	\$ 191,330
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,279,606	\$ 1,345,095	\$ 65,490	\$ 1,470,936	\$ 191,330

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 Departmental

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 Finance

Administration	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 324,676	\$ 328,174	\$ 3,498	\$ 355,513	\$ 30,837
6010 BENEFITS	50,103	52,632	2,529	57,017	6,914
6020 TRAINING/EDUCATION	725	725	-	4,800	4,075
6030 TRAVEL/CONFERENCES	35,179	39,390	4,211	40,250	5,071
6040 PROF MEM/DUES & FEES	1,581	1,592	10	1,675	94
6050 OFFICE SUPPLIES	1,063	2,722	1,658	2,800	1,737
6100 COURIER	99	-	(99)	-	(99)
6110 TELEPHONE/FAX	3,258	3,150	(108)	3,400	142
6120 PUBL./SUBSCRIPTIONS	929	200	(729)	200	(729)
6140 COMPUTER SOFTWARE	-	-	-	1,000	1,000
6150 MEETING EXPENSES	4,762	2,920	(1,842)	2,920	(1,842)
6170 PROMOTION	21,646	20,000	(1,646)	20,000	(1,646)
8100 PROFESSIONAL SERVICES	212,167	219,477	7,311	280,000	67,833
8150 GRANTS/SUBS TO ORG	460,855	460,855	-	467,518	6,663
Total expended to date excluding 2016 Flood Costs	\$ 1,117,044	\$ 1,131,837	\$ 14,793	\$ 1,237,093	\$ 120,049
8165 FLOOD COSTS	-	0	0	0	0
Total expended to date including 2016 Flood Costs	\$ 1,117,044	\$ 1,131,837	\$ 14,793	\$ 1,237,093	\$ 120,049

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 Finance

Finance	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,569,239	\$ 1,800,001	\$ 230,762	\$ 1,949,952	\$ 380,713
6010 BENEFITS	293,012	329,224	36,212	356,650	63,638
6020 TRAINING/EDUCATION	4,912	9,349	4,437	23,290	18,378
6030 TRAVEL/CONFERENCES	16,838	19,008	2,170	25,100	8,262
6040 PROF MEM/DUES & FEES	4,486	4,744	258	5,175	689
6050 OFFICE SUPPLIES	11,795	14,208	2,413	15,500	3,705
6060 OFFICE EQUIPMENT	7,344	9,083	1,740	14,000	6,656
6080 ADVERTISING	40,102	39,096	(1,006)	42,650	2,548
6090 POSTAGE	125,200	147,767	22,567	161,200	36,000
6100 COURIER	23,705	21,817	(1,888)	23,800	95
6110 TELEPHONE/FAX	12,741	17,142	4,401	18,700	5,959
6130 COMPUTER HARDWARE	2,243	4,150	1,907	19,800	17,557
6140 COMPUTER SOFTWARE	1,088	4,250	3,162	57,000	55,912
6160 LIABILITY INSURANCE	246,583	306,763	60,180	334,650	88,067
6180 COST RECOVERY	(273,037)	(295,304)	(22,267)	(322,150)	(49,113)
8000 OPERATIONAL EQUIP	-	-	-	-	-
8010 OPERATIONAL MAT/SUPP	4,210	7,792	3,582	8,500	4,290
8100 PROFESSIONAL SERVICE	44,843	50,417	5,574	55,000	10,157
8110 CONTRACTS/AGREEMENTS	38,165	51,883	13,718	56,600	18,435
8120 LEASES	10,546	10,633	88	11,600	1,054
8180 TAX EXEPT/WRITE OFF	18,500	36,667	18,167	40,000	21,500
Total expended to date excluding 2016 Flood Costs	\$ 2,202,512	\$ 2,588,688	\$ 386,176	\$ 2,897,017	\$ 694,505
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,202,512	\$ 2,588,688	\$ 386,176	\$ 2,897,017	\$ 694,505

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Finance

Legal	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 339,864	\$ 351,584	\$ 11,720	\$ 380,873	\$ 41,009
6010 BENEFITS	65,154	67,240	2,086	72,842	7,688
6020 TRAINING/EDUCATION	4,646	6,117	1,471	6,500	1,854
6030 TRAVEL/CONFERENCES	8,314	8,500	186	8,500	186
6040 PROF MEM/DUES & FEES	7,533	7,100	(433)	7,100	(433)
6050 OFFICE SUPPLIES	2,205	3,208	1,003	3,500	1,295
6060 OFFICE EQUIPMENT	-	-	-	4,200	4,200
6070 PHOTOCOPIER LEASE	3,984	3,100	(884)	3,100	(884)
6080 ADVERTISING	1,407	1,000	(407)	1,000	(407)
6100 COURIER	462	1,000	538	1,000	538
6110 TELEPHONE/FAX	3,108	4,950	1,842	5,400	2,292
6120 PUBL./STATUTES	12,021	10,000	(2,021)	10,000	(2,021)
6130 COMPUTER HARDWARE	765	765	-	3,000	2,235
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	104	458	354	500	396
8100 PROFESSIONAL SERVICE	227,360	154,500	(72,860)	154,500	(72,860)
Total expended to date excluding 2016 Flood Costs	\$ 676,928	\$ 619,523	\$ (57,405)	\$ 664,515	\$ (12,413)
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2018 Flood Costs	\$ 676,928	\$ 619,523	\$ (57,405)	\$ 664,515	\$ (12,413)

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 Finance

Human Resources	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 534,126	\$ 553,788	\$ 19,662	\$ 599,922	\$ 65,796
6010 BENEFITS	686,911	688,219	1,307	741,760	54,849
6020 TRAINING/EDUCATION	6,017	6,000	(17)	6,000	(17)
6030 TRAVEL/CONFERENCES	10,392	10,589	197	16,250	5,858
6040 PROF MEM/DUES & FEES	1,881	1,730	(151)	1,730	(151)
6050 OFFICE SUPPLIES	14,336	14,392	56	15,700	1,364
6060 OFFICE EQUIPMENT	1,512	2,200	688	2,500	988
6080 ADVERTISING	2,863	3,172	309	5,000	2,137
6110 TELEPHONE/FAX	6,149	9,167	3,017	10,000	3,851
6120 PUBL./SUBSCRIPTIONS	1,343	1,400	57	2,400	1,057
6130 COMPUTER HARDWARE	151	151	-	4,000	3,849
6150 MEETING EXPENSE	672	1,833	1,162	2,000	1,328
8100 PROFESSIONAL SERVICE	145,242	211,292	66,050	230,500	85,258
8110 CONTRACTS/AGREEMENTS	7,895	11,458	3,563	12,500	4,605
Total expended to date excluding 2016 Flood Costs	\$ 1,419,490	\$ 1,515,391	\$ 95,901	\$ 1,650,262	\$ 230,772
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 1,419,490	\$ 1,515,391	\$ 95,901	\$ 1,650,262	\$ 230,772

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 Departmental

 Finance

**Technology/
Communications**

Statement of Expenditures

February 28, 2018

Technology/Communications	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 441,770	\$ 451,777	\$ 10,007	\$ 489,413	\$ 47,643
6010 BENEFITS	91,694	92,517	822	96,974	5,280
6020 TRAINING/EDUCATION	7,638	8,100	462	18,000	10,362
6030 TRAVEL/CONFERENCES	11,930	13,333	1,403	20,000	8,070
6040 PROF MEM/DUES & FEES	503	917	413	1,000	497
6050 OFFICE SUPPLIES	1,195	1,811	616	3,000	1,805
6060 OFFICE EQUIPMENT	935	2,200	1,265	3,000	2,065
6080 ADVERTISING	1,027	500	(527)	500	(527)
6100 COURIER	152	275	123	300	148
6110 TELEPHONE/FAX	47,336	59,583	12,248	65,000	17,664
6120 PUBL./SUBSCRIPTIONS	625	917	292	1,000	375
6130 COMPUTER HARDWARE	45,667	47,167	1,499	130,000	84,333
6140 COMPUTER SOFTWARE	92,379	93,417	1,038	175,000	82,621
6150 MEETING EXPENSE	99	458	359	500	401
8110 CONTRACTS/AGREEMENTS	38,652	41,517	2,865	42,000	3,348
8120 LEASES SAP	-	-	-	100,000	100,000
8130 LICENSES/PERMITS	-	-	-	99,000	99,000
Total expended to date excluding 2016 Flood Costs	\$ 781,603	\$ 814,489	\$ 32,886	\$ 1,244,687	\$ 463,084
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 781,603	\$ 814,489	\$ 32,886	\$ 1,244,687	\$ 463,084

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Departmental

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Finance

Municipal Clerk	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 239,399	\$ 245,986	\$ 6,587	\$ 266,478	\$ 27,079
6010 BENEFITS	49,199	50,431	1,232	53,766	4,567
6020 TRAINING/EDUCATION	4,702	5,067	365	5,500	798
6030 TRAVEL/CONFERENCES	6,103	6,500	397	6,500	397
6040 PROF MEM/DUES & FEES	894	917	23	1,000	106
6050 OFFICE SUPPLIES	2,066	2,425	359	5,700	3,634
6060 OFFICE EQUIPMENT	10,016	10,000	(16)	10,000	(16)
6070 PHOTOCOPY SUPPLIES	19,420	19,450	30	21,000	1,580
6080 ADVERTISING	-	-	-	750	750
6100 COURIER	-	688	688	750	750
6110 TELEPHONE/FAX	2,009	3,667	1,658	4,000	1,991
6120 PUBL./SUBSCRIPTIONS	1,387	1,800	413	1,800	413
6130 COMPUTER HARDWARE	897	897	-	6,750	5,853
6140 COMPUTER SOFTWARE	5,287	5,287	-	11,000	5,713
6150 MEETING EXPENSES	12,066	11,550	(516)	12,600	534
8110 CONTRACTS/AGREEMENTS	1,258	1,258	(0)	120,000	118,742
Total expended to date excluding 2016 Flood	\$ 354,702	\$ 365,922	\$ 11,219	\$ 527,594	\$ 172,892
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 354,702	\$ 365,922	\$ 11,219	\$ 527,594	\$ 172,892

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 Departmental

 Finance

Fiscal Services	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 302,433	\$ 275,000	\$ (27,433)	\$ 300,000	\$ (2,433)
9020 INT ON DEBT	1,679,713	1,679,713	-	1,704,972	25,259
9050 PRINC ON DEBT	13,749,140	13,749,140	-	13,659,145	(89,995)
9052 DEBT/CAP BOND DISC	87,083	87,083	-	95,000	7,917
9090 BANK CHARGES	89,387	78,833	(10,554)	86,000	(3,387)
9200 ALLOWANCE FOR UNCOL. TAXES	366,667	366,667	-	400,000	33,333
9420 APPROP TO CAPITAL FUND	82,500	82,500	-	90,000	7,500
9430 APPROP TO B.I.D.C.	89,143	89,097	(46)	97,197	8,054
9600 PROV. CORRECTIONS	994,072	1,008,333	14,261	1,100,000	105,928
9610 CB REG. HOUSING	1,669,712	1,958,000	288,288	2,136,000	466,288
9620 REGIONAL LIBRARY	604,921	614,167	9,246	670,000	65,079
9630 CB/VIC. SCHOOL BOARO	12,507,495	12,716,073	208,578	13,872,080	1,364,585
9640 PROPERTY ASSESSMENT	1,246,339	1,246,858	519	1,360,209	113,870
Total expended to date	\$ 33,468,604	\$ 33,951,465	\$ 482,861	\$ 35,570,603	\$ 2,101,999

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Departmental

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Finance

**Occupational Health /
Safety**

Statement of Expenditures

February 28, 2018

Occupational Health & Safety	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 137,046	\$ 141,257	\$ 4,211	\$ 153,025	\$ 15,979
6010 BENEFITS	28,078	28,899	821	29,898	1,820
6020 TRAINING/EDUCATION	4,470	5,362	893	5,850	1,380
6030 TRAVEL/CONFERENCES	6,875	7,083	209	11,000	4,125
6040 PROF MEM/DUES & FEES	274	290	16	535	261
6050 OFFICE SUPPLIES	1,843	2,750	907	3,000	1,157
6110 TELEPHONE/FAX	2,733	3,094	361	3,375	642
6120 PUBL/SUBSCRIPTIONS	-	-	-	2,000	2,000
6130 COMPUTER HARDWARE	3,281	2,000	(1,281)	2,000	(1,281)
6140 COMPUTER SOFTWARE	-	-	-	500	500
6150 MEETING EXPENSES	1,479	2,292	812	2,500	1,021
8100 PROFESSIONAL SERVICE	4,201	5,042	840	5,500	1,299
8120 LEASES	-	2,750	2,750	3,000	3,000
Total expended to date excluding 2016 Flood Costs	\$ 190,281	\$ 200,820	\$ 10,539	\$ 222,183	\$ 31,902
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 190,281	\$ 200,820	\$ 10,539	\$ 222,183	\$ 31,902

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Departmental

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Finance

Police Services

Statement of Expenditures

February 28, 2018

Police Services	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010 , & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 20,630,932	\$ 20,688,806	\$ 57,874	\$ 22,386,035	\$ 1,755,103
6020 TRAINING/EDUCATION	91,138	135,982	44,844	145,927	54,789
6030 TRAVEL/CONFERENCES	91,818	96,250	4,433	105,000	13,183
6040 PROF MEM/DUES & FEES	1,825	4,583	2,758	5,000	3,175
6050 OFFICE SUPPLIES	45,436	48,808	3,373	53,000	7,564
6060 OFFICE EQUIPMENT	53,022	50,000	(3,022)	50,000	(3,022)
6070 PHOTOCOPY SUPPLIES	12,917	16,500	3,583	18,000	5,083
6080 ADVERTISING	2,405	4,583	2,179	5,000	2,595
6090 POSTAGE & 6100 COURIER	8,515	7,000	(1,515)	7,000	(1,515)
6110 TELEPHONE/FAX	252,895	239,103	(13,792)	260,840	7,945
6120 PUBL./SUBSCRIPTIONS	4,239	5,500	1,261	6,000	1,761
6130 COMPUTER HARDWARE	124,633	184,167	59,533	200,000	75,367
6140 COMPUTER SOFTWARE	157,298	115,000	(42,298)	115,000	(42,298)
6150 MEETING EXPENSES	17,864	17,000	(864)	17,000	(864)
6160 LIABILITY INSURANCE	4,549	4,000	(549)	4,000	(549)
6170 PROMOTION	9,245	10,083	838	11,000	1,755
7000 HEAT	40,308	45,833	5,525	50,000	9,692
7010 ELECTRICAL	89,770	91,346	1,576	99,650	9,880
7020 WATER	6,374	7,333	959	8,000	1,626
7030 BLDG/FACILITY MAINT	59,291	67,095	7,804	71,000	11,709
7040 BLDG/FACILITY REPAIR	19,342	44,917	25,575	49,000	29,658
7050 BLDG/FACILITY INSURANCE	15,154	12,500	(2,654)	12,500	(2,654)
7060 BLDG/FACILITY RENOV	6,870	18,333	11,463	20,000	13,130
7070 BLDG/FACILITY RENTAL	53,258	62,333	9,075	68,000	14,742
7110 SECURITY	712	3,392	2,679	3,700	2,988
7505 GASOLINE & DIESEL	381,954	375,000	(6,954)	375,000	(6,954)
7510 VEH/EQUIP REPAIRS	315,928	287,717	(28,211)	287,717	(28,211)
7520 VEH/EQUIP INSURANCE	49,861	55,000	5,139	60,000	10,139
7530 VEH/EQUIP REPLACEMENT	483,885	483,885	-	580,000	96,115
7540 VEH/EQUIP RENTAL	224	8,250	8,026	9,000	8,776
7550 VEH/EQUIP TOWING	1,030	4,583	3,553	5,000	3,970
7560 VEH/EQUIP GEN SUPPLY	4,834	9,167	4,333	10,000	5,166
8000 OPERATIONAL EQUIP	33,367	177,635	144,268	193,784	160,417
8010 OPERATIONAL MAT/SUPP	113,780	171,575	57,795	181,373	67,593
8020 MAINTENANCE EQUIP	1,428	3,362	1,934	3,570	2,142
8030 MAINTENANCE MAT/SUPP	-	17,417	17,417	19,000	19,000
8040 COMM EQUIPMENT LINES	5,089	9,167	4,078	10,000	4,911
8090 UNIFORMS/CLOTHING	110,948	121,667	10,719	220,000	109,052
8100 PROFESSIONAL SERVICE	102,512	95,000	(7,512)	95,000	(7,512)
8110 CONTRACTS/AGREEMENTS	183,689	102,000	(81,689)	102,000	(81,689)
8125 MAJOR INVESTIGATIONS	98,595	98,595	-	129,168	30,573
8130 LICENSES/PERMITS	2,992	10,000	7,008	10,000	7,008
8150 GRANTS/SUBS TO ORG	159,209	159,209	-	170,000	10,791
Total expended to date excluding 2016 Flood Costs	\$ 23,849,135	\$ 24,169,677	\$ 320,542	\$ 26,231,264	\$ 2,382,129
8165 2016 FLOOD COSTS	469	-	(469)	-	(469)
Total expended to date including 2016 Flood Costs	\$ 23,849,605	\$ 24,169,877	\$ 320,073	\$ 26,231,284	\$ 2,381,659

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Departmental

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Finance

Police Services Revenue	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 85,166	\$ 13,574	\$ 71,592	\$ 14,808	\$ (70,358)
5151 FINES	255,805	328,682	(72,876)	358,562	102,757
Total Revenue to date	<u>\$ 340,971</u>	<u>\$ 342,256</u>	<u>\$ (1,284)</u>	<u>\$ 373,370</u>	<u>\$ 32,399</u>

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Departmental

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Finance

Fire Services

Statement of Expenditures

February 28, 2018

Fire Services Including EMD	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 4,797,640	\$ 5,214,620	\$ 416,980	\$ 5,649,030	\$ 851,390
6010 BENEFITS	908,018	972,993	64,975	1,054,049	146,031
6011 MISC. BENEFITS	137,098	123,165	(13,933)	123,165	(13,933)
6020 TRAINING/EDUCATION	89,481	93,091	3,611	177,539	88,058
6030 TRAVEL/CONFERENCES	32,606	45,767	13,160	51,100	18,494
6040 PROF MEM/DUES & FEES	9,828	10,930	1,102	11,732	1,904
6050 OFFICE SUPPLIES	7,506	11,092	3,585	12,100	4,594
6060 OFFICE EQUIPMENT	4,094	11,871	7,776	12,950	8,856
6070 PHOTOCOPY SUPPLIES	-	458	458	500	500
6080 ADVERTISING	4,812	4,905	92	5,350	538
6100 COURIER	60	413	353	451	391
6110 TELEPHONE/FAX	32,802	41,249	8,447	44,999	12,197
6120 PUBL./SUBSCRIPTIONS	558	2,475	1,917	2,700	2,142
6130 COMPUTER HARDWARE	4,167	13,215	9,048	14,007	9,840
6140 COMPUTER SOFTWARE	849	14,714	13,864	16,006	15,157
6150 MEETING EXPENSES	2,731	4,037	1,306	4,404	1,673
6170 PROMOTION	28,310	34,833	6,523	38,000	9,690
6180 COST RECOVERY	3,170	-	(3,170)	-	(3,170)
7000 HEAT	65,243	84,655	19,412	92,351	27,108
7010 ELECTRICAL	62,641	57,338	(5,302)	64,536	1,895
7020 WATER	24,945	24,523	(422)	24,523	(422)
7030 BLDG/FACILITY MAINT	37,903	58,418	20,516	63,729	25,826
7040 BLDG/FACILITY REPAIR	32,664	61,773	29,109	225,571	192,907
7050 BLDG/FACILITY INS	10,069	8,217	(1,852)	8,217	(1,852)
7080 PLANT MAINTENANCE	-	367	367	400	400
7500 VEH/EQUIP MAINT.	176,697	107,486	(69,211)	107,476	(69,221)
7505 GASOLINE/DIESEL	61,977	74,028	12,052	80,758	18,781
7510 VEH/EQUIP REPAIRS	507	3,667	3,160	4,000	3,493
7520 VEH/EQUIP INSURANCE	64,798	60,109	(4,689)	60,109	(4,689)
7530 VEH/EQUIP REPLACEMENT	8,490	8,490	-	85,000	76,510
7540 VEH/EQUIP RENTAL	-	204	204	204	204
7550 VEH/EQUIP TOWING	5,162	2,000	(3,162)	2,000	(3,162)
7560 VEH/EQUIP GEN SUPPLY	18,066	16,000	(2,066)	16,000	(2,066)
8000 OPERATIONAL EQUIP	290,804	325,417	34,613	355,000	64,196
8010 OPERATIONAL MAT/SUPP	52,066	45,870	(6,196)	45,870	(6,196)
8020 MAINTENANCE EQUIP	26,565	48,216	21,651	52,599	26,034
8040 COMM EQUIPMENT LINES	57,191	40,000	(17,191)	40,000	(17,191)
8090 UNIFORMS/CLDTHING	53,955	72,831	18,876	79,452	25,497
8100 PROFESSIONAL SERVICE	8,686	8,743	57	9,538	852
8110 CONTRACTS/AGREEMENTS	65,850	82,168	16,319	89,638	23,788
8120 LEASES	250,155	298,092	47,937	325,193	75,038
8130 LICENSES/PERMITS	17,500	17,335	(165)	17,335	(165)
8150 GRANTS/SUBS TO ORG	1,683,074	1,683,074	-	1,726,594	43,520
8195 WATER SUPPLY & HYDR	6,585,030	6,585,030	-	7,183,669	598,639
Total expended to date excluding 2016 Flood Costs	\$ 15,723,765	\$ 16,373,878	\$ 650,114	\$ 17,977,844	\$ 2,254,079
8165 2016 FLDOD COSTS	13,989	-	(13,989)	-	(13,989)
Total expended to date including 2016 Flood Costs	\$ 15,737,754	\$ 16,373,878	\$ 636,124	\$ 17,977,844	\$ 2,240,090

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Departmental

Finance

Fire Services

Statement of Revenue

February 28, 2018

Fire Services Revenue	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	148,099	148,099	-	161,563	13,464
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	411,139	411,139	(0)	448,515	37,376
Total Revenue to date	\$ 559,238	\$ 559,238	\$ (0)	\$ 610,078	\$ 50,840

Departmental

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Finance

Engineering and Public Works Actuals to February 28, 2018
(Period 11)

REVENUE	Actual & Committed Y-T-D Feb 28, 2018	Budget Y-T-D Feb 28, 2018	Variance Y-T-D Feb 28, 2018	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
TRANSIT	\$614,276	\$608,667	\$5,609	\$664,000	-\$49,724	92.51%
SOLIDWASTE TIP FEES	\$1,748,348	\$1,833,333	-\$84,985	\$2,000,000	-\$251,652	87.42%
SOLIDWASTE COST RECOVERIES	\$314,437	\$275,000	\$39,437	\$300,000	\$14,437	104.81%
SEWER PERMIT FEES	\$94,780	\$91,667	\$3,113	\$100,000	-\$5,220	94.78%
BUILDINGS	\$506,333	\$475,093	\$31,240	\$680,079	-\$173,746	74.45%
MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	0.00%
WATER UTILITY ADMIN FEE	\$4,538,884	\$4,538,884	\$0	\$4,951,510	-\$412,626	91.67%
TOTAL PW REVENUES	\$7,817,058	\$7,822,644	-\$5,586	\$8,695,589	-\$878,531	89.90%

EXPENDITURES

ADMINISTRATION	\$4,090,494	\$4,452,507	\$362,013	\$4,848,377	\$757,883	84.37%
ENGINEERING	\$657,478	\$671,936	\$14,458	\$726,956	\$69,478	90.44%
CENTRAL DIVISION	\$5,972,857	\$5,839,807	-\$133,050	\$6,632,216	\$659,359	90.06%
EAST DIVISION	\$5,687,960	\$5,866,638	\$178,678	\$6,392,426	\$704,466	88.98%
NORTH DIVISION	\$2,705,039	\$2,896,974	\$191,935	\$3,128,159	\$423,120	86.47%
SOLID WASTE	\$11,537,821	\$11,126,318	-\$411,503	\$11,997,594	\$459,773	96.17%
MECHANICAL FLEET	\$3,637,317	\$3,792,996	\$155,679	\$4,119,178	\$481,861	88.30%
TRANSIT	\$3,272,785	\$3,386,792	\$114,007	\$3,677,162	\$404,377	89.00%
QUALITY CONTROL	\$2,551,930	\$2,462,480	-\$89,450	\$2,845,569	\$293,639	89.68%
TOTAL PW EXPENDITURES	\$40,113,681	\$40,496,448	\$382,767	\$44,367,637	\$4,253,956	90.41%

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Director of Engineering & Public Works

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Chief Financial Officer

Planning / ByLaw / Planning Inspection	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,129,394	\$ 1,188,873	\$ 59,479	\$ 1,287,913	\$ 158,519
6010 BENEFITS	233,117	245,967	12,851	255,950	22,833
6020 TRAINING/EDUCATION	11,002	13,083	2,081	17,000	5,998
6030 TRAVEL/CONFERENCES	29,535	23,127	(6,407)	31,000	1,465
6040 PROF MEM/DUES & FEES	7,498	6,958	(540)	7,000	(498)
6050 OFFICE SUPPLIES	12,731	17,875	5,144	19,500	6,769
6060 OFFICE EQUIPMENT	6,523	13,292	6,769	14,500	7,977
6080 ADVERTISING	9,240	12,083	2,844	32,000	22,760
6110 TELEPHONE/FAX	13,798	22,000	8,202	24,000	10,202
6120 PUBL./SUBSCRIPTIONS	-	275	275	1,300	1,300
6130 COMPUTER HARDWARE	4,502	5,877	1,375	13,000	8,498
6140 COMPUTER SOFTWARE	5,241	5,833	592	7,000	1,759
6150 MEETING EXPENSE	1,711	3,850	2,139	4,200	2,489
6170 PROMOTION	17,309	17,309	-	30,000	12,691
7130 DEMOLITIONS	329,165	-	(329,165)	120,000	(209,165)
7505 GASOLINE & DIESEL	-	917	917	11,000	11,000
8000 OPERATIONAL EQUIPMENT	24,027	22,750	(1,277)	23,000	(1,027)
8010 OPERATIONAL MAT/SUPP	5,979	4,000	(1,979)	4,000	(1,979)
8090 UNIFORMS / CLOTHING	6,596	7,792	1,196	8,500	1,904
8100 PROFESSIONAL SERVICE	22,526	23,083	557	53,000	30,474
8110 CONTRACTS/AGREEMENTS	360,030	371,232	11,203	436,795	76,765
8130 LICENSES/PERMITS	74,166	73,860	(306)	73,860	(306)
8135 REGULATORY FEES	37,263	40,000	2,737	45,000	7,737
8150 GRANTS /SUBS TO ORG	77,791	77,791	-	80,000	2,209
Total expended to date excluding 2016 Flood Costs	\$ 2,419,144	\$ 2,197,828	\$ (221,316)	\$ 2,599,518	\$ 180,374
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 2,419,144	\$ 2,197,828	\$ (221,316)	\$ 2,599,518	\$ 180,374

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Departmental

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Finance

	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 14,891	\$ 11,917	\$ 2,975	\$ 13,000	\$ (1,891)
5113 Animal Licenses	8,520	6,417	2,103	7,000	(1,520)
5114 Taxi Licenses	18,223	16,500	1,723	18,000	(223)
5115 Vending Machine Licenses	10,507	9,167	1,340	10,000	(507)
5301 Parking Meter Revenue	350,819	335,422	15,397	365,915	15,096
Total Bylaw Revenue	\$ 402,960	\$ 379,422	\$ 23,538	\$ 413,915	\$ 10,955
Development / Planning Revenue					
5426 911 Call Answer Transfers	\$ 32,242	\$ -	\$ 32,242	\$ -	\$ (32,242)
5496 Mapping Sales	460	1,833	(1,373)	2,000	1,540
5495 Other Sales	6,107	2,567	3,540	2,800	(3,307)
5101 Building Permits	182,900	156,356	26,544	170,570	(12,330)
5102 Subdivision Fees	33,040	29,333	3,707	32,000	(1,040)
5103 Development Permits	-	-	-	-	-
Total Develop / Planning Rev	\$ 254,748	\$ 190,089	\$ 64,659	\$ 207,370	\$ (47,378)
Total Bylaw / Dev / Planning Revenue	\$ 657,708	\$ 569,511	\$ 88,197	\$ 621,285	\$ (36,423)

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Finance

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

Statement of Expenditures

February 28, 2018

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES	\$ 1,304,236	\$ 1,124,491	\$ (179,745)	\$ 1,218,168	\$ (86,068)
6010 BENEFITS	206,605	195,646	(10,959)	211,944	5,339
6020 TRAINING	1,063	5,500	4,437	6,000	4,937
6030 TRAVEL/CONFERENCES	9,248	8,000	(1,248)	8,000	(1,248)
6040 PROF MEM/DUES & FEES	2,049	1,500	(549)	1,500	(549)
6050 OFFICE SUPPLIES	8,678	5,000	(3,678)	5,000	(3,678)
6060 OFFICE EQUIPMENT	288	1,833	1,545	2,000	1,712
6080 ADVERTISING	45,394	10,000	(35,394)	10,000	(35,394)
6100 COURIER	1,535	1,500	(35)	1,500	(35)
6110 TELEPHONE/FAX	16,840	22,458	5,618	24,500	7,660
6130 COMPUTER HARDWARE	3,798	3,798	-	4,000	202
6140 COMPUTER SOFTWARE	2,137	2,750	613	3,000	863
6150 MEETING EXPENSES	614	917	303	1,000	386
6160 LIABILITY INSURANCE	12,278	25,667	13,389	28,000	15,722
7000 HEAT	124,916	41,500	(83,416)	41,500	(83,416)
7010 ELECTRICAL	495,761	476,667	(19,095)	520,000	24,239
7020 WATER	18,625	40,333	21,708	44,000	25,375
7030 BLDG/FACILITY MAINT	62,812	82,500	19,688	90,000	27,188
7040 BLDG/FACILITY REPAIR	68,606	60,000	(8,606)	60,000	(8,606)
7050 BLDG/FACILITY INS	24,952	19,700	(5,252)	19,700	(5,252)
7060 BLDG/FACILITY RENOV	322	25,000	24,678	25,000	24,678
7080 PLANT MAINTENANCE	86,258	45,000	(41,258)	45,000	(41,258)
7110 SECURITY	84,550	65,000	(19,550)	65,000	(19,550)
7500 VEH/EQUIP MAINT	362	917	554	1,000	638
7510 VEH/EQUIP REPAIRS	19,489	12,500	(6,989)	12,500	(6,989)
7520 VEH/EQUIP INSURANCE	2,409	3,300	891	3,600	1,191
7540 VEH/EQUIP RENTAL	(781)	2,500	3,281	2,500	3,281
8000 OPERATIONAL EQUIPMENT	22,988	5,000	(17,988)	5,000	(17,988)
8010 OPERATIONAL MAT/SUPP	149,376	142,500	(6,876)	142,500	(6,876)
8050 COST QF SALES	683,294	565,000	(118,294)	565,000	(118,294)
8090 UNIFORMS/CLOTHING	11,644	7,500	(4,144)	7,500	(4,144)
8100 PROFESSIONAL SERVICE	31,737	2,500	(29,237)	2,500	(29,237)
8110 CONTRACTS/AGREEMENTS	31,659	119,167	87,508	130,000	98,341
Total expended to date excluding 2016 Flood Costs	\$ 3,533,742	\$ 3,125,643	\$ (408,099)	\$ 3,306,912	\$ (226,830)
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 3,533,742	\$ 3,125,643	\$ (408,099)	\$ 3,306,912	\$ (226,830)

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Finance

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

Statement of Revenue

February 28, 2018

	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 416,271	\$ 649,714	\$ (233,443)	\$ 758,000	\$ 341,729
GL 5002 Public Skating	14,629	-	14,629	-	(14,629)
GL 5004 Arena Rental	15,850	-	15,850	-	(15,850)
GL 5005 Gym Rental	225	-	225	-	(225)
GL 5006 Canteen Sales	336,352	725,584	(389,232)	870,000	533,648
GL 5009 Major Events	55,215	75,000	(19,785)	75,000	19,785
GL 5010 Other Revenue	354,983	109,771	245,212	120,000	(234,983)
GL 5033 Program Equipment	13,261	-	13,261	-	(13,261)
GL 5034 Facility Rentals	189,478	-	189,478	-	(189,478)
GL 4808 Advertising Revenue	9,000	-	9,000	-	(9,000)
Total Revenue To Date	\$ 1,405,265	1,560,070	\$ (154,805)	\$ 1,823,000	\$ 417,735

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Finance

**Parks and Grounds
Operations**

Statement of Expenditures

February 28, 2018

Parks & Grounds	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,251,377	\$ 1,538,420	\$ 287,043	\$ 1,666,580	\$ 415,203
6010 BENEFITS	297,363	318,908	21,545	345,475	48,112
6020 TRAINING/EDUCATION	13,410	2,005	(11,405)	2,387	(11,023)
6030 TRAVEL/CONFERENCES	12,227	7,429	(4,798)	8,104	(4,123)
6040 PROF MEM/DUES & FEES	-	180	180	200	200
6050 OFFICE SUPPLIES	1,650	2,153	503	2,153	503
6060 OFFICE EQUIPMENT	-	450	450	500	500
6080 ADVERTISING	386	300	(86)	300	(86)
6110 TELEPHONE/FAX	6,494	5,261	(1,233)	5,750	(744)
6130 COMPUTER HARDWARE	-	229	229	250	250
7000 HEAT	4,781	3,537	(1,244)	3,866	(915)
7010 ELECTRICAL	77,635	64,703	(12,932)	75,000	(2,635)
7020 WATER	22,192	20,679	(1,513)	22,600	408
7030 BLDG/FACILITY MAINT	3,401	5,100	1,699	5,100	1,699
7040 BLDG/FACILITY REPAIR	6,333	7,750	1,417	7,750	1,417
7060 BLDG/FACILITY RENOV	239	6,682	6,443	7,303	7,064
7080 PLANT MAINTENANCE	757	1,210	453	1,664	907
7110 SECURITY	5,459	7,100	1,641	7,100	1,641
7510 VEH/EQUIP REPAIRS	447	1,238	791	1,350	903
7530 VEH/EQUIP REPLACEMENT	-	22,917	22,917	25,000	25,000
7540 VEH/EQUIP RENTAL	842	13,750	12,908	15,000	14,158
7560 VEH EQUIP SUPPLY	365	-	(365)	-	(365)
8000 OPERATIONAL EQUIP	24,733	16,101	(8,632)	25,423	690
8010 OPERATIONAL MAT/SUPP	369,018	325,513	(43,505)	345,000	(24,018)
8020 MAINTENANCE EQUIP	34,029	32,000	(2,029)	32,000	(2,029)
8090 UNIFORMS/CLOTHING	11,980	9,826	(2,154)	12,283	303
8100 PROFESSIONAL SERV	-	287	287	313	313
8110 CONTRACTS & AGRMNT	413,850	254,357	(159,493)	275,335	(138,515)
8140 EASEMENTS/ROW COST	280	-	(280)	-	(280)
Total expended to date excluding 2016 Flood Costs	\$ 2,559,249	\$ 2,668,086	\$ 108,837	\$ 2,893,786	\$ 334,537
8165 2016 FLOOD COSTS	162,621	-	(162,621)	-	(162,621)
Total expended to date including 2016 Flood Costs	\$ 2,721,869	\$ 2,668,086	\$ (53,784)	\$ 2,893,786	\$ 171,917

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Finance

Buildings	Year to date Expended	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 1,123,756	\$ 1,278,297	\$ 154,541	\$ 1,384,787	\$ 261,031
6010 BENEFITS	267,906	290,771	22,865	314,994	47,088
6020 TRAINING/EDUCATION	5,176	2,500	(2,676)	2,500	(2,676)
6030 TRAVEL/CONFERENCES	-	2,203	2,203	2,500	2,500
6040 PROF MEM/DUES & FEES	60	88	28	100	40
6050 OFFICE SUPPLIES	1,423	758	(664)	800	(623)
6060 OFFICE EQUIPMENT	3,772	3,403	(370)	3,700	(72)
6110 TELEPHONE/FAX	7,681	7,460	(221)	8,150	469
6130 COMPUTER HARDWARE	3,405	3,524	119	4,000	595
6140 COMPUTER SOFTWARE	173	3,667	3,493	4,000	3,827
6150 MEETING EXPENSE	345	-	(345)	-	(345)
7000 HEAT	83,881	93,100	9,219	105,000	21,119
7010 ELECTRICAL	463,532	461,980	(1,552)	461,980	(1,552)
7020 WATER	18,898	19,667	769	20,000	1,102
7030 BLDG/FACILITY MAINT	1,696	9,956	8,260	11,250	9,554
7040 BLDG/VACILITY REPAIR	4,258	48,455	44,197	55,000	50,742
7050 BLDG/FACILITY INS	186,557	154,500	(32,057)	154,500	(32,057)
7060 BLDG/FACILITY RENOV	174,218	245,216	70,998	271,400	97,182
7070 BLDG/FACILITY RENTAL	3,285	6,838	3,553	7,600	4,315
7080 PLANT MAINTENANCE	236	16,299	16,063	18,500	18,264
7100 MAINT. TOOLS/EQUIP	5,282	3,500	(1,782)	3,500	(1,782)
7110 SECURITY	96,437	100,434	3,997	114,000	17,563
7505 GASOLINE & DIESEL	-	3,524	3,524	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	1,833	1,833	2,000	2,000
7540 VEH/EQUIP RENTAL	2,959	750	(2,209)	750	(2,209)
7570 VEH/EQUIP TOOLS	-	3,163	3,163	3,450	3,450
8000 OPERATIONAL EQUIP	4,943	7,819	2,876	8,700	3,757
8010 OPERATIONAL MAT/SUPP	108,723	75,000	(33,723)	75,000	(33,723)
8020 MAINTENANCE EQUIP	-	3,524	3,524	4,000	4,000
8030 MAINTENANCE MAT/SUPP	-	5,727	5,727	6,500	6,500
8090 UNIFORMS/CLOTHING	6,729	4,750	(1,979)	4,750	(1,979)
8100 PROFESSIONAL SERVICE	27,213	62,993	35,780	68,800	41,587
8110 CONTRACTS/AGREEMENTS	305,544	160,000	(145,544)	160,000	(145,544)
8150 GRANTS/SUBS TO ORG	55,000	55,000	-	60,000	5,000
Total expended to date excluding 2016 Flood Costs	\$2,963,123	\$3,136,697	\$173,574	\$3,346,211	\$383,088
8165 2016 FLOOD COSTS	392	-	(392)	-	(392)
Total expended to date including 2016 Flood Costs	\$ 2,963,515	\$ 3,136,697	\$ 173,182	\$ 3,346,211	\$ 382,696

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Recreation Cultural Services

Statement of Expenditures

February 28, 2018

	Year to date Expended	11 Month Budget	11 Month Budget	Annual Budget	Annual Budget
Recreation/Cultural Services			Variance		Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 1,162,972	\$ 1,082,440	\$ (80,532)	\$ 1,145,956	\$ (17,016)
6020 TRAINING/EDUCATION	11,914	15,129	3,215	16,000	4,086
6030 TRAVEL/CONFERENCES	15,984	20,083	4,100	35,000	19,016
6040 PROF MEM/DUES & FEES	3,381	3,500	119	3,500	119
6050 OFFICE SUPPLIES	5,343	7,490	2,147	8,000	2,657
6060 OFFICE EQUIPMENT	9,591	8,000	(1,591)	8,000	(1,591)
6080 ADVERTISING	54,196	68,898	14,702	75,000	20,804
6110 TELEPHONE/FAX	9,282	13,750	4,468	15,000	5,718
6120 PUBL./SUBSCRIPTIONS	111	377	265	400	289
6130 COMPUTER HARDWARE	2,741	2,741	-	7,000	4,259
6160 LIABILITY INSURANCE	8,863	9,167	304	10,000	1,137
7070 BLDG/FACILITY RENTAL	32,319	42,167	9,847	46,000	13,681
8000 OPERATIONAL MAT/SUPPLY	170,384	170,417	33	175,000	4,616
8025 COMMUNITY EVENTS	282,986	302,564	19,578	384,615	101,629
8150 SCOLORSHIPS	20,000	20,000	-	20,000	-
8160 SPECIAL EVENTS & FESTIVALS	356,562	356,562	-	356,562	-
8170 OPERATING GRANTS POLICY	380,500	380,500	-	380,500	-
Total expended to date excluding 2016 Flood Costs	\$ 2,527,130	\$ 2,503,784	\$ (23,346)	\$ 2,686,533	\$ 159,403
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date Including 2016 Flood Costs	\$ 2,527,130	\$ 2,503,784	\$ (23,346)	\$ 2,686,533	\$ 159,403

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Recreation/Cultural Services	Year to date Assigned	11 Month Budget	11 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ 30,000	\$ 24,000	\$ 6,000	\$ 24,000	\$ (6,000)
5034 FACILITY RENTALS	10,675	13,750	(3,075)	15,000	4,325
Total Revenue To Date	\$ 40,675	\$ 37,750	\$ 2,925	\$ 39,000	\$ (1,675)

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Finance

Port of Sydney Development Corporation
Income Statement for 11 Month Period Ended February 28, 2018

	YTD Actual	YTD Budget	Variance to Budget
Wharfage & Berthage	449,202	443,761	5,441
Event Revenue	72,477	65,030	7,447
Miscellaneous	21,255	4,600	16,655
Storage & Rental	252,138	234,714	17,424
Passenger tax	944,540	936,691	7,849
Security/Traffic Control	144,628	135,169	9,459
Craft Market Revenue	90,389	102,300	(11,911)
Business Development - Harbour	203,968	187,000	16,968
Government Funding	75,187	-	75,187
	<u>2,253,785</u>	<u>2,109,266</u>	<u>144,519</u>
Wages & Salaries	617,358	767,505	(150,147)
Professional Fees	88,409	57,686	10,743
Advertising & Promotions	47,395	48,899	(1,504)
Cruise activities	42,487	34,085	8,402
Dues & Membership Fees	37,011	44,527	(7,516)
Event Expense	3,822	3,585	237
Insurance	57,952	46,659	11,293
Interest & Bank Charges	5,450	4,360	1,070
Office & Admin	31,639	28,115	3,524
Miscellaneous	15,131	34,400	(19,269)
Repairs & Maintenance	265,553	262,809	2,754
Travel	26,188	55,940	(29,752)
Business Development - Harbour	203,968	187,000	16,968
Transport Co	18,962	-	18,962
Office Rent	10,576	-	10,576
Utilities	188,066	182,760	5,306
Leasehold Improvements	51,067	50,000	1,067
Security	153,189	150,119	3,070
	<u>1,844,233</u>	<u>1,958,449</u>	<u>(114,217)</u>
Surplus Before Amortization	409,552	150,816	258,736
Less Amortization	(327,628)	(327,628)	-
Surplus	<u>\$81,924</u>	<u>(176,812)</u>	<u>\$258,736</u>

