

Cape Breton Regional Municipality

Council Meeting

AGENDA

TUESDAY, JULY 18TH, 2017

11:00 A.M.

***Note New Time & Location**

Eugene “Eagle” Denny Boardroom
Fisheries Building - Crane Cove Seafoods
4115 Shore Road, Eskasoni, NS

Cape Breton Regional Municipal Council

Tuesday, July 18th, 2017

11:00 a.m.

AGENDA ITEMS

ROLL CALL

O' Canada

Moment of Silent Reflection

1. APPROVAL OF MINUTES: (Previously Distributed)

- General Committee – May 2nd, 2017
- General Committee – June 6th, 2017
- Regular Council – June 19th, 2017

2. PROCLAMATIONS & RESOLUTIONS:

- 2.1 Canadian Multiculturalism Day:
Councillor Jim MacLeod (See page 7)
- 2.2 2017 Pride Week:
Councillor Kendra Coombes (See page 8)
- 2.3 100th Anniversary of the Colliery 12 Explosion - A Day of Mourning:
Councillor Kendra Coombes (See page 9)
- 2.4 New Waterford Coal Dust Days:
Councillor Kendra Coombes (See page 10)
- 2.5 The Two Bills:
Councillor Amanda McDougall (See page 11)
- 2.6 50th Anniversary Celebration MacGillivray Guest Home:
Deputy Mayor Eldon MacDonald (See page 12)

Continued...

3. **PLANNING ISSUES:**

3.1 **Final Approval – Public Hearings:** N/A

3.2 **Approval to Advertise:**

a) **Parking Requirements for Residential Development in the Downtown Cores:**

Staff recommends approval to advertise notice of Public Hearing to be held at the next scheduled meeting of Council to consider eliminating the parking requirements for the Core Area of the Downtown Central Business District (CBD) Zone. Karen Neville, Planner (See page 13)

3.3 **Request to Re-name Middle Street to Galicia Street, Sydney:** Malcolm Gillis, Director of Planning and Development (See page 16)

4. **BUSINESS ARISING:**

4.1 **General Committee – March 7, 2017:**

a) **Approval of Recreation Master Plan and Implementation Strategy:** Bill Murphy, Director of Recreation, Parks & Grounds, Buildings and Facilities (See page 20) (*Draft Master Plan distributed separately*)

4.2 **General Committee – June 6, 2017:**

a) **Arterial / Collector Roads Paving Programs Applications:**

Committee recommends approval of the Arterial/Collector Roads Paving Priority and Local Roads Paving Priority recommendations as presented in the staff Issue Paper dated June 6, 2017. Bruce Hardy, Manager of Engineering Services (See page 22)

Continued...

BUSINESS ARISING (Cont'd):

4.3 Fire & Emergency Services Committee – June 19, 2017:

a) Proposed Amendments to RC4 Committees Policy – Committee Meeting Dates:

Committee recommends approval of the amendments to the RC4 Committees Policy to state that when possible, meetings of the Fire and Emergency Services Committee will be held on the second Wednesday of the month commencing at 10:00 a.m. Deborah Campbell Ryan, Municipal Clerk (See page 34)

5. CORPORATE SERVICES ISSUES:

5.1 CBRM Diversity Committee Governance Policy – Proposed Amendments: Scott Thomas, Diversity Manager (See page 47)

5.2 Proposed CBRM Breastfeeding Policy: Scott Thomas, Diversity Manager (See page 54)

5.3 Port Morien Development Association Request for Extension of License Agreement with PWGSC - File No. 04917: Demetri Kachafanas, Regional Solicitor (See page 58)

6. BYLAWS:

6.1 Second / Final Reading – N/A

6.2 First Reading:

a) Necessary Amendments to the Taxi Bylaw because of the Establishment of the Appeals Standing Committee:

Staff recommends first reading of the proposed amendments to the CBRM Taxi Bylaw outlined in the staff report of June 29, 2017. Malcolm Gillis, Director of Planning and Development (See page 59)

Continued...

7. **FINANCIAL STATEMENTS:**

7.1 **Cape Breton Regional Municipality to May 31, 2017:**
For Information Only. (See page 94)

7.2 **Port of Sydney Development Corporation to May 31st, 2017:**
For Information Only. (See page 120)

Adjournment

Proclamation

“Canadian Multiculturalism Day”

- Whereas:** Multiculturalism is a fundamental characteristic of the Canadian heritage;
- And Whereas:** Canadians of all backgrounds have made and continue to make valuable contributions to Canadian society;
- And Whereas:** It is considered appropriate that there be, in each year, a day to mark and celebrate those contributions and to recognize Canadian diversity;
- And Whereas:** By order in Council P.C. 2002-1869 of October 31, 2002, the Governor in Council has directed that a proclamation be issued declaring June 27 as “Canadian Multiculturalism Day,” a celebration of the contributions of Canada’s diverse people to Canadian society;
- And Whereas:** the CBRM, in partnership with CBU, will commemorate our collective strength, diversity, and pride of community with a celebration of a concert and fireworks during Canada’s 150th birthday year;
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke & Council of CBRM, proclaim June 27, 2017, as “Canadian Multiculturalism Day” in the Cape Breton Regional Municipality, in celebration of the contributions of Canada’s diverse people to our society.

Councillor Jim MacLeod
District #12 – CBRM
July 18th, 2017

A PROCLAMATION IN RECOGNITION
OF AN HONOUR & ACHIEVEMENT



CAPE BRETON REGIONAL MUNICIPALITY
A COMMUNITY OF COMMUNITIES

PROCLAMATION

Whereas: The 2017 Pride Festival begins today across the Cape Breton Regional Municipality and we celebrate the past, present and future of our community's LGBT2SQ residents;

Whereas: The founders of Eskasoni Pride Week, Kepmitelsi, will lead the Pride Parade this year. Sherise Paul, Bertram Bernard Junior, Lisa Johnson, Geordy Marshall and Pride Eskasoni are to be commended for organizing the first Pride Week in Eskasoni;

Whereas: Pride Week 2017 will conclude with a Youth Day Out, to ensure the youth in our community are engaged in the Pride celebrations in our community;

Whereas: Every year, Pride Week grows thanks to the leadership of the Pride Cape Breton Society and their efforts to ensure Pride Week is inclusive of all people in our community and;

Be it therefore resolved that:

The Cape Breton Regional Municipality, Mayor Cecil P. Clarke and Council, proclaim the week of August 4th to 12th as "Pride Week" and encourage all citizens to support a safe, inclusive community.

ORIGINAL SIGNED BY

*Cecil P. Clarke, Mayor of the Cape Breton Regional Municipality
Dated this 4th day of August, 2017*

Cape Breton Regional Municipality

Proclamation

100th Anniversary of the Colliery 12 Explosion: A Day of Mourning

Whereas: On July 25, 1917 at approximately 7:20am an explosion occurred in the No. 12 Colliery in New Waterford, NS. The explosion occurred between the fifth and eighth levels, about 2000 feet into the mine. At the time of the explosion there were 270 men in the mine;

And Whereas: Fifteen hours after the disaster 62 bodies had been removed from the mine, and over 100 men had been reported injured. At the time 90 men were still unaccounted for after the initial rescue efforts 25 of these were rescued, leaving the final count of the dead at 65. The dead ranged from ages 14 to 65;

And Whereas: The rescue work was handled primarily by firemen, the Miner's union, and the company and volunteer miners. As all mines in the New Waterford district were closed, miners from those mines aided in the rescue work. The rescue work was difficult and risky due to the gasses within the mine, despite efforts to vent them. At least three men died after re-entering the mine in an attempt to save others. Despite these risks many miners showed their courage, entering the mine several times in order to assist in the rescue efforts.

Be It Therefore Resolved: That the CBRM Mayor and Council proclaim July 25th, 2017 as a day of mourning in the CBRM as we mark the 100th Anniversary in a ceremony at Colliery Lands Park in New Waterford.

Councillor
Kendra Coombes
District # 11 - CBRM
July 18, 2017

Cape Breton Regional Municipality

Proclamation

***“New Waterford Coal Dust Days”
July 14th -23rd 2017***

Whereas: “New Waterford Coal Dust Days” began in 1983 as a way to celebrate New Waterford’s 70th Anniversary. Building on the momentum of 1983 and the success of the 1983 celebrations then Mayor Jerry Marsh asked community volunteers to form a committee to be responsible for developing a summer festival which became known as “Coal Dust Days”;

And Whereas: The first committee was established 1984 with Clare Larade at the helm. The other founding members included Jim MacKinnon, Donnie Blackwood, Tom Cummings, and Mike Feukes;

And Whereas: In 1985, the Town Council decided Recreation Director Greg MacDonald would join the Organizing Committee, thus starting a long relationship with the Municipal Recreation Department that continues to this day with Charlotte MacDonald;

And Whereas: This year, 2017, marks the 34th Anniversary of the “New Waterford Coal Dust Days”. The Festival Committee and the CBRM Recreation have worked hard to ensure this year’s schedule will have something for everyone. The highlights include: Concerts, Children’s Festival, Halloween in July, Plummer Avenue Day, Tavern Tour, and so much more;

Be It Therefore Resolved: That Mayor Cecil P. Clarke & Council of the Cape Breton Regional Municipality request that July 14th to 23rd, 2017 be proclaimed as “New Waterford Coal Dust Days.

Councillor
Kendra Coombes
District # 11 - CBRM
July 18, 2017

Cape Breton Regional Municipality

Resolution

“The Two Bills”

- Whereas:** Recently I had the pleasure of presenting a “Plaque of Recognition” to the Bates & Bussey Families from the Community of Louisbourg;
- And Whereas:** This presentation was in memory of their loved ones the “Late William (Bill) Mullins” & the “Late William (Bill) Bussey;
- And Whereas:** Both gentlemen are fondly remembered by family, friends & community as “The Two Bills”;
- And Whereas:** They have demonstrated a great love and compassion for the S & L Railway, Louisbourg Playhouse and left us with a legacy in that they worked tirelessly in many other aspects and have inspired others to volunteer their time and talents;
- And Whereas:** Their volunteer action was a powerful force for the solution of problems and people who follow in the footsteps of “The Two Bills” will reap the rewards of giving back to their communities;
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke and Council of the Cape Breton Regional Municipality go on record in honoring “The Late Two Bills” and to most importantly bring about recognition of how they made such a positive impact in their communities in numerous ways.



Councillor
Amanda McDougall
District # 8 - CBRM

July 18, 2017

Resolution – 50th Anniversary Celebration MacGillivray Guest Home

- Whereas:** For 50 years R.C. MacGillivray Guest Home has been enhancing the quality of life and dignity and independence for the elderly;
- And Whereas:** When the new facility was opened in 1967 the Sisters of St. Martha were welcomed to MacGillivray Guest Home to care for the elderly volunteering their time and services where they continued their ministry after their facility “St. Anthony’s Guest Home closed”;
- And Whereas:** The dedicated staff go above and beyond to deliver a positive experience for their patients and deliver healthcare built on principles of compassion, respect, reliability, and patience;
- And Whereas:** They are also fondly known to provide quality health care and deliver a unique experience to bring comfort to the residents that reflects their renewed commitment to patients, families and community;
- And Whereas:** The volunteers at the home play a vital role improving the quality of life for the residents and also assist in providing comfort and support;
- Be It Therefore Resolved:** That Mayor Cecil P. Clarke & Council of the Cape Breton Regional Municipality extend sincere congratulations to the dedicated staff, volunteers and the residents of R.C. MacGillivray Guest Home on the celebration of their 50th Anniversary and recognize their dedication and service in providing quality care, and compassion to the residents.

Deputy Mayor Eldon MacDonald – District #5 CBRM

Dated this 18th day of July, 2017



TO: CBRM Council

FROM: Karen Neville

SUBJECT: Parking Requirements for Residential Development in the Downtown Cores

DATE: July 11th, 2017

Introduction

On June 6th, 2017 at the General Committee on Planning and Economic Development a motion was passed requesting staff to prepare an Issue Paper and an amending by-law addressing the residential parking requirements in the Core Area of the Downtown Central Business District Zone (CBD). Please consider this Issue Paper to be staff's response to that motion.

A key ingredient for creating a diverse downtown district is to have major destinations that draw people to downtown for reasons other than employment. One way to do this is to increase the number of people living downtown, having reduced parking requirements for residential development in our central business districts is one method to encourage people to live in our downtowns. In recognition of this, the Municipal Planning Strategy already has a policy which significantly reduces the parking requirements for residential development throughout the central business districts of the CBRM in the hopes of facilitating residential development back into our downtowns.

Although many of the ground floor spaces of buildings within our traditional downtown cores are occupied, much of their higher storeys are vacant. A possible reason for their vacancy, in terms of residential development, is inability to meet the reduced residential parking requirements. Therefore, the elimination of the residential parking requirements within the Core Area may further entice residential development on the second storey and higher of existing buildings within our downtown Core Areas.

This proposed change will only apply to existing and new buildings within the Core Areas and the current reduced parking requirements will remain in the areas of the CBD zone outside of the Core Area. The Core Areas of the CBD zone includes properties adjacent Commercial Street in North Sydney, Commercial Street in Glace Bay and Charlotte Street in Sydney. There are a variety of services and employment opportunities within walking distance of these Core Areas which could mean many potential tenants may not need or want a car.

The suggested change provides flexibility to a property owner who wishes to develop residential units in the downtown Core Area. As a result, each property owner has the ability to decide whether or not they want to provide parking for their tenants, and if they do voluntarily decided to provide residential parking spaces, they can either be on or off-site.

Conclusion

It is recommended that Council pass a Motion to schedule a Public Hearing to consider eliminating the parking requirements for the Core Area of the Downtown Central Business District (CBD) Zone at the next scheduled meeting of Council.

The Amending Land Use By-law can be found in Attachment A.

Submitted by:

Originally Signed by

Karen Neville

Planning and Development Department

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 3 Downtown Central Business District (CBD) Zone, Section 4 Residential Development of the Land Use By-law is hereby amended by deleting Subsection e. and replacing it with the following:

e. Parking standards

- i. Residential development within the Core Area shall not be obligated to provide off-street parking.
- ii. Parking standards for residential development outside the Core Area shall be:
 - 1 parking space per dwelling unit for single detached dwellings; and
 - 1 parking space per 2 dwelling units or apartments.

There is no obligation to provide the required number of parking spaces on the same lot parcel occupied by the apartments or apartment building. However, the so-designated parking spaces shall be a maximum of 150 meters from the entrance to the building in which the apartments are located.

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 Land Use Bylaw amendment 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



TO: CBRM Council

FROM: Malcolm Gillis

SUBJECT: REQUEST TO RE-NAME MIDDLE STREET TO GALICIA STREET

DATE: July 12th, 2017

CBRM is in receipt of a written request from St. Mary's Polish Parish and Holy Ghost Ukrainian Catholic Parish to re-name Middle Street in the Whitney Pier neighbourhood of Sydney to Galicia Street. The very good reasons they are making this request are explained in their July 8th letter included with this report. CBRM's Civic Addressing Policy describes the criteria to be applied and the procedure to be followed when such a request is made. As CBRM's Civic Addressing Coordinator I am responsible for the administration and enforcement of that Policy.

Middle Street is a 1,300 ft. long public street reserve beginning at Bay Street and ending at Jamieson Street. It is colored yellow on the air photo map with this report. Only the block between Swan Street and Wesley Street has been constructed and maintained. No civic addresses use the name Middle Street. Although developed properties abut it, they are all corner lots and their civic addresses use the name of the other Street they abut.

I am confident the request is in compliance with the criteria to be applied. There is currently no public street/road in the Regional Municipality with the name Galicia. By eliminating the name Middle Street there will now only be one public street/road in the CBRM using the name Middle Street (i.e. Middle Street Donkin).

The Civic Addressing Policy's procedure obliges the proponents of the name change to submit their request to the Civic Addressing Coordinator. The Civic Addressing Coordinator's responsibility is to present the request to the General Committee of Council with a recommendation.

Recommendation:

I recommend that the General Committee of Council pass a Motion re-naming Middle Street in the Sydney neighbourhood of Whitney Pier to Galicia Street.

Submitted by:

ORIGINAL SIGNED BY

Malcolm Gillis
Civic Addressing Coordinator

8 July 2017

Request of St. Mary's Polish Parish and Holy Ghost Ukrainian Catholic Parish to rename Middle St. in Whitney Pier (a short street with no residences or businesses) to "Galicia St."

Dear Mayor Clarke and Members of Council of the Cape Breton Regional Municipality,
Please consider this the formal, collective request of St. Mary's Polish Parish and Holy Ghost Ukrainian Catholic Parish to rename Middle St. in Whitney Pier to become "Galicia St."

Middle St. is a short street situated mid-way between our two churches. Both churches are provincially designated heritage landmarks. There are no residences or businesses on Middle St. To our knowledge, no one uses Middle St. as an address.

This request emerged as a collective opinion of members of the planning committee for the upcoming Whitney Pier Slavic Heritage Festival, which is scheduled for August 25, 26, and 27, 2017. The planning committee brings together our parishes and affiliated organizations.

If possible, we would be delighted and honoured to have the unveiling or announcement of the new name as a memorable milestone event during the Whitney Pier Slavic Heritage Festival.

This is the same request that was the subject of earlier informal enquiries on our collective behalf by Frank Starzomski and Tom Urbaniak. We are grateful to Councillor Jim MacLeod and Director of Planning Malcolm Gillis for being so prompt and helpful in response to those enquiries. It is a pleasure working with the CBRM.

"Galicia" is the region and province that was home to many of our Ukrainian and Polish ancestors, including the majority of the early groups of Polish and Ukrainian immigrants to this area. The name evokes the richness, complexity, struggle and resilience of the immigrant experience of many Polish and Ukrainian Cape Bretoners, including people who settled in the immediate vicinity of this street. Also, at the corner of this street and Wesley St. was the original hall (1911) of the St. Michael's Polish Benefit Society. As you know, the Society is going strong to this day (albeit based, since 1949, on Victoria Road), and its founders (who also included Ukrainians) were many of these same immigrants.

We believe that putting this name into the public realm will serve as one more visible tool to help profile the diversity and uniqueness of the Pier to residents and visitors. As such, the benefits are educational, promotional, and economic.

In short, the name Galicia better suits this part of the Pier than "Middle." And there would be minimal disruption from the change.

If you have any questions or concerns, please contact the undersigned or Tom Urbaniak at 902-563-1226; tom_urbaniak@cbu.ca.

We love our multicultural community. We are committed to working with you to keep it vibrant, welcoming, and creative.

Yours sincerely,

ORIGINAL SIGNED BY

Rev. Richard Philiposki, S.Chr.
St. Mary's Polish Parish
902-564-4847

ORIGINAL SIGNED BY

Rev. Roman Dusanowskyj
Holy Ghost Ukrainian Catholic Parish
902-577-7929

Whitney Pier - Middle Street



Approval of Recreation Master Plan and Implementation Strategy & Plan:

Mr. Jim Scott, Trace Planning & Design, provided a presentation regarding the Implementation Strategy and Plan of the Recreation Master Plan, which included:

- Comprehensive database of evaluated facilities
- Review of recreation program needs
- Network of facilities & maintenance programs
- Updated administrative structure
- Implementation Strategy & plan
 - Communicate the mandate
 - Communicate the support
 - Populate the database
 - Update Organization
 - Delivery network

During discussion there was consensus among Council that staff be directed to arrange a workshop between Council and the Director of Recreation, Parks and Grounds, Buildings and Facilities, the Manager of Recreation and their team regarding the Recreation Master Plan to review the different elements involved and bring back a report to Council for consideration.

Mayor Clarke thanked Mr. Jim Scott, Mr. Bill Murphy and his team for their work regarding the Recreation Master Plan.

For Information Only.



A Community of Communities

Issue Paper

TO: CBRM Council

July 2017

RE: Approval of Recreation Masterplan and Implementation Strategy

Introduction

Since January 2016 the municipality has engaged the recreation planning firm of Trace Planning and Design to carry out a recreation masterplan for the CBRM. This process included both programs and facilities; and provided consultation and direction for the future provision of recreation programs and services for the municipality.

The plan, facility inventory and implementation strategy have been presented in parts for the Council at various stages. Community consultations have been conducted to gather input and expectations of both support groups providing recreation as well as individual citizens.

As Council is aware, the masterplan document is a living document and is to be shared with the recreation community to test the recommendations and provide guidance to Council on the future provision of the service.

Recommendation

The following recommendation is made for consideration;

That Council approve the Recreation Masterplan and Implementation strategy as presented at the March 7, 2017 General Committee Meeting.

Further, Council direct Recreation staff to make the plan available to the public through our website and create a program of information exchange with our many community partners on the plans' recommendations. This will include a regional recreation expo where groups and citizens hear the details of the plan and provide input and feedback on future policy direction for the recreation service.

ORIGINAL SIGNED BY

Bill Murphy,
Director
Recreation, Parks& Grounds, Building & Facilities

Arterial / Collector Roads Paving Programs Applications:

Motion:

Moved by Councillor Coombes, seconded by Councillor George MacDonald, that a recommendation be made to Council, to approve the Arterial / Collector Roads Paving Priority and Local Roads Paving Priority recommendations as presented in the staff Issue Paper dated June 6, 2017.

Motion Carried.



A Community of Communities

Issue Paper

TO: General Committee

June 6, 2017

RE: “Arterial / Collector Roads Paving Programs Applications”

In 2014 CBRM applied for cost share funding of our “Collector Roads” program under the New Building Canada Fund - Small Communities Fund (NBCF-SCF). The NBCF-SCF program incorporated a prerequisite of greater than 3,000 AADT (Average Annual Daily Traffic) to qualify. This qualifier restricted our projects to our major Collector Routes route’s only. CBRM’s application was not approved for 2015, 2016 or 2017.

In late 2016, the AADT requirement to qualify under the NRP Program was reduced from >10,000 AADT to >3,000 AADT. As per Council earlier directive (see attached motion of Council), CBRM submitted a Phase 3 Application on March 13, 2017 to reflect this reduction in the AADT requirement. Pending Federal/Provincial approval, the Phase 3 Application is a 5-Year, \$21 Million program. See attached List “C” for the “Arterial & Collector Roads” submitted.

Recommendation A:

Council approve the “Arterial / Collector Roads” Paving priority list as presented in attached List C”,

“Local Roads Paving Program”

Also in late 2016, the AADT requirement to qualify under the SCF Program was removed entirely. CBRM will be submitting a revised “2014 SCF Application” to reflect this removal of the AADT requirement in the near future. Pending Federal/Provincial approval, this revised Application will be a 5-Year, \$33 million program. See attached List “D” for the “Local Roads” to be submitted.

Recommendation B:

Council approve the “Local Roads” Paving priority list as presented in attached List “D”
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We respectfully request a motion of Council to adopt the "*Arterial / Collector Roads*" Paving & "*Local Roads*" Paving Priority recommendations.

Respectfully submitted:

ORIGINAL SIGNED BY

Bruce Hardy, c.e.t.,
Manager Engineering Services

Excerpt – Special CBRM Council Minutes of June 19, 2014

Wastewater Systems Effluent Regulations:

Council moved into open session to deal with this issue.

Motion:

Moved by Councillor Keagan, seconded by Councillor MacLeod, approval of the following three (3) major projects to allow CBRM to become "in-compliance" with the Wastewater System Effluent Regulations (WSER) in the *Fisheries Act* and to make application under the New Build Canada Fund – National Infrastructure Component (NBCF-NIC) and Small Communities Fund (NBCF-SCF) Programs, for cost sharing of CBRM Arterial and Collector Roads Rehabilitation Programs:

1. Municipal Infrastructure – "Arterial Roads" (NBCF-NIC)
2. Municipal Infrastructure – "Collector Roads" (NBCF-SCF)
3. Wastewater – (NBCF-NIC- revised current application to reflect 10 year timeline, and revised cash-flow).

Motion Carried

I CERTIFY that the foregoing is a true and correct copy of an excerpt from the Minutes of a Special Meeting of the Council of the Cape Breton Regional Municipality held on June 19, 2014.

DATED at Sydney, NS this 4th day of July, 2014.

Deborah Campbell
CBRM Municipal Clerk

LIST "C" – Submitted March 13, 2017

Arterial / Collector Program - NRP Phase 3 (Years 1 – 5) >1000 AADT Roads

2018

Ferry Street(George to Walker)
Ortona Drive (Esplanade to George)
Prince Street (Inglis to Victoria)
Dominion Street (Brookside to Highland)
Main Street (MacKay to Pond)
Vulcan Avenue (Forrest to Maple)
Victoria Road (overpass)
St. Peters Road (Terrace to Ashby)
Legatto Street (Pitt to Atlantic)
Union Street (Reserve to Commercial)
Fraser Avenue (Main to Shore)
Cabot Street (Terrace to Ashby)
Beacon Street (Reservoir to Wallace)

2019

George Street (Prince to Dorchester)
Main Street (Pond to Meadowbrook)
Queen Street(Musgrave to Peppett)
Upper Prince (Cabot to Reeves)
Lorne Street (Beech to Prince)
Charlotte Street (Debarres to Dorchester)
Bentinck Street (Townsend to Byng)
Highland Street (Park to Grove)
Lower King (Plummer to Hinchey)
Victoria Road (Broadway to Town Line)

2020

Connaught Avenue (Woodward to MacIntyre)
Charlotte Street (Dorchester to Townsend)
Disco Street (Prince to Victoria)
George Street (Desbarres to Ortona)
St. Peters Road (Cottage to Hospital)
Dorchester Street (Dodd to George)
Plummer Avenue (King to Mahon)
Main Street (Minto to Bell)
Phalen Road (Civic #360 to Main)
Dodd Street (Prince to Dorchester)
Brodie/Duncan (Main to Commercial)
Brookland Street (George to Hospital)

LIST "C" CONTINUED

2021

Memorial Drive (Pleasant to Civic #65)
Station Street (King to Blower)
Cottage Road (Christopher to Donna)
Connaught Avenue (Woodward to Wallace)
Purves Street (Dinault to Town line)
Argyle Street Phase I (Box Culvert)
Mechanic Street (Reserve to Park)
Wallace Road (Poloni to Connaught)
George Street (Dorchester to Desbarres)
Terrace Street (Herbert to Townswend)

2022

King Edward (Reserve to McKeen)
McKeen Street (Main to Sterling)
Gannon Street (Noland to Reserve)
Argyle Street Phase II (George to Alexandra)
Kings Road (Cadagan to Royal)
Rotary Drive (George to Town line)
Ellsworth Avenue (Heelan to 8th)
Gannon Road (West to Civic #124)
Hudson Avenue (William to Plummer)
Sterling Road (Hay to McKeen)
Dominion Street (Highland to MacLeod)
Connaught Avenue (Wallace to West)
Townsend Street (George to High)

LIST "D"

Local Roads Paving - Central Division

2018

- 1 Brooks Street (Lingan to Gatacre)
- 2 Lorne Street Phase 1 (Prince to Beech)
- 3 Center Street (Rigby to Union)
- 4 Cape Breton Street (Ramps to Victoria Rd.)
- 5 Acadia Drive (Ashby to Ranna Drive)
- 6 Gunn Street Phase 2 (French to dead end)
- 7 Norwood Avenue (Welton to Prince)
- 8 Mercer Street (Victoria to Manse)
- 9 Nepean Street (Charlotte to Esplanade)
- 10 Stanfield Street (Upper Prince to End)
- 11 Hankard Street (Lingan to Victoria)
- 12 Shandwick Phase 2 (Tain To Bentinick)
- 13 Spruce Street (Lorne to St Peters)
- 14 Linview Drive (Lingan Loop)
- 15 Lower Dominion Street (St Anne to End)

2019

- 16 Beech Street (Welton to Vulcan)
- 17 Colby Street (George to Rockdale)
- 18 French Street (#150 to Gunn)
- 19 Cartier Street (Ashby to Ainsley)
- 20 Herbert Street (Ainsley to Cornwallis)
- 21 Worgan Street (Kings to Leonard)
- 22 Kitchener Street (Gunn to end)
- 23 Highland Street (George to Rockdale)
- 24 Christopher Crescent Ph I (Cottage west to Civic #83)
- 25 Charlotte Street (Dorchester to Amelia)
- 26 South Bentinck (Cromarty to Shandwick)
- 27 Ranna (Centennial to #55)
- 28 St. Lawrence Street (Albans to James)
- 29 Amelia Street (George to Charlotte)
- 30 Cherry Street (Ashby to Cornwallis)
- 31 Cross Street (Louisa To Cossitt)
- 32 Rockdale Avenue (Grandview to Harold)
- 33 Spring Street (George to Rockdale)
- 34 Union Street (Center to Brookland)

2020

- 35 MacLeod Street (Broadway to Taylor)
- 36 Carlin Street (James to Church)
- 37 Forrest Street (Prince to Vulcan)
- 38 Ingleside Street (Cottage to Rockdale)
- 39 Kendall Street (Pitt to end)
- 40 Newbury Street (George to Rockdale)
- 41 Breton Street (Victoria to Robert)
- 42 Payne Street (Victoria to Civic #24)
- 43 Mt. Kemmel (Alexandra to Kent)
- 44 North Street (Lingan to West)
- 45 Summit Street (Mt. Pleasant to Muggah)
- 46 Davenport Road (Prince to Chestnut)
- 47 Carleton Drive (Ranna to End)
- 48 Christopher Crescent Phase 2 (#83 north to Cottage)
- 49 Mechanic Street (Prince to Disco)
- 50 Gatacre (Brooks to Gunn)
- 51 Jameson Street (Cameron to Robert)
- 52 Sutherland Street (Prince to St. Peters)

LIST "D" CONTINUED**2021**

- 53 Hillside Street (Brookview to Lise)
- 54 Cossitt Street (George to Cross)
- 55 McConnell Drive (Ainsley to Cul-De-Sac)
- 56 Armstrong Court (Ferry to York)
- 57 Archibald Avenue (Cottage to end)
- 58 Robert Street Phase 2 (Breton to Ferris)
- 59 Dillon Street (Inglis to MacKenzie)
- 60 Champlain Avenue (Kennedy to Cottage)
- 61 Oakwood Crescent (Newlands to #28)
- 62 St. Anthony Drive (Alexandra to #77)
- 63 Cornishtown Road (St. Peters to Prince)
- 64 Common St. Phase 2 (Rockdale to George)
- 65 Kingswood Drive (Silver to Beech)
- 66 Atlantic Street (Hospital to Garden)
- 67 Bryan Street (Victoria to Robert)
- 68 Manse Street Phase 1 (Mercer to Oakville)
- 69 Brookland Street (George to Park)

2022

- 70 Elmwood Street (Gatacre to end)
- 71 Oakville Street (Manse to Borden)
- 72 Woodside Drive (Newlands to Kings)
- 73 Elmer Drive (Elmbank to end)
- 74 St. Ann Street (Taylor to Dominion)
- 75 Bay Street Phase 2 (West to Victoria)
- 76 St. Albans (Victoria to St. Lawrence)
- 77 Manse Street Phase 2 (Oakville to Brookdale)
- 78 Ferris Street (Victoria to Robert)
- 79 Swan Street (Victoria to West)
- 80 Gorman Street (Wellon to Vulcan)
- 81 Silverwood (Calderwood to end)
- 82 James Street (Victoria to end)
- 83 Marlborough (Maple to Newlands)
- 84 Rosemount Drive (Kings to Holyrod)
- 85 Taylor Street Phase 2 (Victoria to Manse)
- 86 Richardson Avenue (Bentinick to School)
- 87 William Street (Laurier to Hankard)
- 88 Columbus Avenue (Victoria to Lawrence)
- 89 Topshee Drive (Alexandra to Spruce Haven)
- 90 Harold Street (Cottage to End)
- 91 Taylor Street Phase 1 (Anne to Manse)

LIST"D"

Local Roads Paving - East Division

2018

- 1 Duke Street (Union to Mahon)
- 2 Second St. (Plummer to Wood)
- 3 Sterling Lane (Dominion to Dorchester)
- 4 1st. Street (Park to West)
- 5 MacNamarra Street (Connaught to end)
- 6 Gordon Street (MacLean to Hinchey)
- 7 Levattes Lane (Main to End)
- 8 Blackett Street (South to Museum)
- 9 John Avenue (Mahon to Patrick)
- 10 Plummer Avenue (1st to 2nd.)
- 11 Mahon Avenue (Ellsworth to Bay)
- 12 Waterview Street (Morley to Marine)
- 13 Nolans Lane (Main to Gannon)
- 14 Hulmes Lane (Roaches Road to End)
- 15 Manfield Street (Lorway to Emery)
- 16 Sydney Street (Roost to Sterling)
- 17 Woodward Street (Connaught to Tracks)

2019

- 18 George Street Phase 2 (Mt. Carmel to Wilson)
- 19 Morley Ave. (Waterview to Mahon)
- 20 Poplar Street (full length)
- 21 Woodward Street (Tracks to End)
- 22 Ryan Street (Sterling to End)
- 23 Victoria Avenue (MacLeod to Rink)
- 24 Main Street- Louisbourg (Strathcona to Wolfe)
- 25 David Street (Ingraham to Sydney)
- 26 Tanners lane (Kent to Huntington)
- 27 Dorchester Street (Lorway to Peel)
- 28 Timmerman Street (Ryan to End)
- 29 Pleasant Street - Dominion (Mitchell to Dominion)
- 30 Eva Lane (Heelan to Dominion)
- 31 George Street Phase 1 (Nicholson to Mt. Carmel)
- 32 Dolbin Street (Douglas to MacAulay)
- 33 Beach Street (Veriot to End)

2020

- 34 Brookland Street (South to Atlantic)
- 35 Hill Street (Sterling west to End)
- 36 Ninth Street (Walsh to Plummer)
- 37 Hill Street (Sterling east to End)
- 38 Hay Street (Sterling west to #20 Mine)
- 39 Douglas Avenue (Borden to Dawe)
- 40 Hay Street (Sterling to End)
- 41 Gibbon Avenue (Wilson to Victoria)
- 42 Tennyson Street (Ryan to End)
- 43 Dominion Street - Dominion (Commercial to End)
- 44 Hugh Street (MacDonald to Hillside)
- 45 Brook Avenue (Bay to Irish Brook)
- 46 11th. Street (West to Center)
- 47 Mary Street (Duncan to End)

LIST "D" CONTINUED**2021**

- 48 Douglas Avenue (Dawe to Warren)
- 49 Railroad Street - Dominion (Mitchell to Birch)
- 50 MacDonald Lane (Curry to Main)
- 51 Upper North Street (Sterling to Vivian)
- 52 Argyle Street (Curry to Beacon)
- 53 Edina Street (Lake to Maple)
- 54 Main Street - Louisbourg (Town line to Marvin)
- 55 Seaview Street (Civic #168 to Quarry)
- 56 Winifred Square
- 57 Fletcher Street (Union to York)

2022

- 58 Seaview Street (South St. to Civic #168)
- 59 MacDonald Lane (Curry to Main)
- 60 School Street - Sidewalk (Brookside to Pitt)
- 61 Morrison Street (School to End)
- 62 Upper Mclean Street (Park to end)
- 63 Essex Street (Ocean to end)
- 64 Lower Mitchell Avenue (Dominion Beach)
- 63 4th. Avenue (Bain to End)
- 63 3rd. Avenue (Hub to End)
- 67 Douglas Avenue (South to Borden)
- 68 MacLeod Street (Wilson to end)

LIST "D"

Local Roads Paving - North Division

2018

- 1 William St.(King St. to Peppett St.)
- 2 Guy St. (Pitt to Convent)
- 3 York Sleet (Butts to Civic # 185)
- 4 Stafford Ave. (Fraser to Clyde)
- 5 Cottage Street (Purves to End)
- 6 Forrest Street (Butts to King)

2019

- 7 Howell Street (Ocean to Atlantic)
- 8 Church St. (Crescent to Amber)
- 9 Cambridge Avenue (Clyde to Beech)
- 10 Caledonia Street (Stanley to End)
- 11 Beacon St. (King to Caledonia)
- 12 Lorne Street (Queen to Pleasant)
- 13 James Street (Notre Dame to Oram)
- 14 Huron Street (Beech to King)

2020

- 15 Clyde Avenue (King to Beech)
- 16 Notre Dame St. (Convent to Shore)
- 17 Cornwall Street (Brook to Regent)
- 18 Clearyville Street (Stanley to Pierce)
- 19 Waterview Dr. (Dominic to End)
- 20 Tutty Street (Church to End)
- 21 Arthur Crescent (Amber to Amber)

2021

- 22 Williams Street (King to Caledonia)
- 23 Wall Street (Memorial to Connaught)
- 24 Davis Street (Musgrave to End)
- 25 Collins Street (Musgrave to End)
- 26 Dominic Drive (Waterview to Muir)
- 27 Birchwood Street (Waterview to Muir)
- 28 MacNamara Street (Burke to Main)
- 29 Seaview Drive (McInnis to End)
- 30 Thistle Drive (Musgrave to End)
- 31 Vale Street (View to Victoria)
- 32 Riggs Avenue (Meech to End)
- 33 Felixs Lane (Williams to End)
- 34 Jacob Street (Guy to Civic #21)

2022

- 35 William Street (Brown to End)
- 36 Cook Street (Crescent to Jacob)
- 37 Jacob Street (Guy to Civic #21)
- 38 Prince Street (Union to King)
- 39 Hartigan Drive (Tobin to Memorial)
- 40 Jacob Street (Crescent to Convent)
- 41 Crescent/Crandall

Excerpt: Draft Fire & Emergency Services Committee Minutes – June 19, 2017

Committee Meeting Dates – Proposed Amendments to RC4 Committees Policy

Motion:

Moved by Councillor Coombes, seconded by Councillor McDougall, that a recommendation be made to Council to amend the RC4 Committees Policy to state that when possible, meetings of the Fire and Emergency Services Committee will be held on the second Wednesday of the month commencing at 10:00 a.m.

Motion Carried.



M·E·M·O

320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-5010

To: Fire and Emergency Services Committee

From: Deborah Campbell, Municipal Clerk

Date: June 9, 2017

Subject: Committee Meeting Dates – Proposed Amendments to RC4 Committees Policy

In accordance with the RC4 Committees Policy (see excerpt attached), the regular quarterly meetings of the Fire and Emergency Services Committee are to be scheduled on the first Wednesday of the month at 10:00 a.m. This timeframe now conflicts with the scheduling of the meetings for the *General Committee on Planning and Economic Development*.

Recommendation:

That the Fire and Emergency Services Committee recommend to Council that the RC4 Committees Policy be amended to state that when possible, meetings of the Fire and Emergency Services Committee will held on the second Wednesday of the month commencing at 10:00 a.m.

The proposed amended Policy (excerpt) is attached.

ORIGINAL SIGNED BY

Deborah Campbell
Municipal Clerk

Attachments

19. Fire and Emergency Services Committee

The Terms of Reference for the Fire and Emergency Services Committee is as follows: (Council - August 19, 2014:

Mission

The mission of the Fire and Emergency Services Committee is to manage community risk through a system of engineering, enforcement, education and consultation; and to provide a standard of emergency response meeting the defined needs of the CBRM.

Committee Structure

The Committee shall consist of five (5) members of Council. The Deputy Mayor is to serve as Chair with the annual election of a Vice Chair. Half of the Committee members are replaced annually to maintain Committee continuity.

Committee Duties

The Committee is to report to Council, carry out the requests of Council, conduct research, create draft bylaws, policies and budgets for Council's consideration, and provide an annual report to Council on the state of service delivery including recommended service direction.

Areas of Responsibility

The Fire and Emergency Services Committee will accomplish their mission through their oversight and recommendations to Council pertaining but not limited to the delivery of:

1. Registration of Fire Services;
2. Registration of Emergency Service;
3. Volunteer Support;
4. Fire Service Operations;
5. Fire - Emergency Services;
6. Fire Service Prevention;
7. Fire Service Training;
8. Emergency Management; and
9. Budget.

Proposed Meeting Schedule

Meetings will be held at a minimum quarterly or more frequently as determined by the Chair. Meetings will commence on the first Wednesday of the month at 10am. The schedule is as follows:

March - Budget Proposal
June - Activities Reports
September – Activities Reports
December – Activities Reports

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2. Registration of Emergency Service;
3. Volunteer Support;
4. Fire Service Operations;
5. Fire - Emergency Services;
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March - Budget Proposal
June - Activities Reports
September – Activities Reports
December – Activities Reports

When possible, meetings will held on the second Wednesday of the month commencing at 10:00 a.m.

CAPE BRETON REGIONAL MUNICIPALITY

Resolution RC4

COMMITTEES

1. Standing Committees

The following standing committees shall be appointed annually:

Fire and Emergency Services Committee
Audit Committee
Heritage Advisory Committee
Appeals Standing Committee

2. Police Commission

Some members of the CBRM Council will also be sworn as Police Commissioners. The Police Commission will act autonomous of Council and will carry out the prescribed responsibilities as outlined in the Cape Breton Regional Municipality By-laws governing the operation of its Police Commission and the Nova Scotia *Police Act*. The Commission shall meet on a quarterly basis (i.e. March, June, September and December), with the proviso that a special meeting could be called by the Chair should a pressing issue arise. (Police Commission – February 25, 2014). The Chair shall be selected by the Commission at the December meeting for a term of two consecutive years. The Chair shall also represent CBRM on the Nova Scotia Association of Police Boards.

3. General Committee

Following a trial period utilizing a Committee of the Whole system, the General Committee replaced the Protective Services, Public Services, Water Utility, Planning Advisory and Corporate Services Committees (Council - February 19, 2013). General Committee membership is comprised of all members of Council and chaired by the Mayor. The General Committee was empowered with certain decision-making powers as per Section 23(1)(c) of the *Municipal Government Act* (MGA) (Council – April 16, 2013). The delegated powers include:

- a. Declaring CBRM property as surplus to the needs of the Municipality in accordance with the CBRM Property Management Policies;
- b. Building Inspection;

-
- c. Development;
 - d. Animal Control
 - e. Non-service delivery revenue i.e. licenses, permits, etc.
 - f. Public Works;
 - g. Engineering;
 - h. Transit;
 - i. Solid Waste Collection and Disposal;
 - j. Parks and Recreation;
 - k. Oversight of the CBRM Water Utility operation, including Regulatory Responsibility, Service Procedures, Rate Structure, Budget Preparation for Council consideration, and recommendations on Capital Projects;
 - l. will make decisions on all issues pertaining to the legislative branches of government, including:
 - i. The Chief Administrative Officer's Department
 - ii. The Clerk's Department
 - iii. Solicitor
 - iv. Finance Department
 - v. Human Resources
 - vi. Economic Development Initiatives
 - m. Issues relating to fiscal services;
 - n. Oversight of the business operation of Centre 200 and the Northside Industrial Park;
 - o. Advise the Council in the preparation, amendment or revision of planning strategies, land-use by-laws, and subdivision by-laws and on land use matters generally, and to carry out the functions of a Planning Advisory Committee pursuant Sections 200-203 of the *MGA*;
 - p. The General Committee will report to Council periodically during the year concerning:
 - financial status, actual vs. budget
 - to seek approval for deviation from approved policy
 - departmental performance issues.

4. Residual Power

In recognition of the ultimate power of the Council, especially on occasions when it would be prudent to retrieve an issue from the General Committee, CBRM Council reserves the right to require an issue to be returned to Council in formal session.

5. Committee Chair

The position of Chair of each standing committee shall be rotated annually unless otherwise directed in this or another CBRM Policy.

6. Policies, By-Laws and Budgets

Council shall approve policies, by-laws and budgets for each of its standing committees which will govern the action of the standing committees.

7. Members of Standing Committees

Except when otherwise provided by these By-laws or any statute, all standing committees consist of a minimum of three councillors. It shall be a guideline to strive for at least one half of the membership of committees to rotate off annually.

8. Mayor

The Mayor is an ex-officio voting member of all Committees except the Audit Committee and the Police Commission.

9. Special Committees

- (1) Special or select committees may be appointed on motion, by recorded resolution, at any time.
- (2) Upon presenting its final report to Council on matters referred to it, a special or select committee is dissolved.

10. Citizen Advisory Committees

The Council may from time to time appoint citizen advisory committees to advise the Council on the subjects and at the times set out in the resolution establishing the committee.

11. No Additional Remuneration

No member of a committee is entitled to remuneration for serving on the committee.

12. Nominating Committee

(1) At the first regular meeting of Council held in October of each year, the Council shall appoint, or authorize the Mayor to appoint, the Nominating Committee. The Committee shall consist of the Mayor and at least five (5) Councillors.

(2) Upon appointment, or soon thereafter, the Nominating Committee shall convene and nominate persons to serve for the ensuing year on the standing committees and external agencies/committees.

(3) The Council may ratify the report of the nominating committee or may substitute the name of any person instead of the person nominated by the committee.

13. Non-Committee Council Members

Council members not serving on Committees will not be permitted to participate in the Committee debate or the vote, but are authorized to make comments, presentations and participate at Committee meetings.

14. Committee Procedure

(1) Unless otherwise determined by statute or by-law, the members of a committee shall at their first meeting following the appointment of the committee choose a chair and a vice-chair from among their number.

(2) The Clerk shall call the first meeting of any committee after its appointment on the request of the Mayor or a majority of the members of the committee.

(3) The procedures to be followed by any committee are those prescribed by the rules of order resolution.

(4) A majority of the members of a committee is a quorum.

(5) All meetings of a committee are public except meetings to discuss matters related to personnel, land acquisition, legal opinions and other similar matters as outlined in Section 22(2) of the Nova Scotia *Municipal Government Act*.

15. Vacancies in Committees

(1) A councillor appointed to a committee ceases to be a member of the committee upon ceasing to be a councillor.

(2) The Council may by majority vote remove any member from a committee, remove any committee, or remove any member of a board or commission appointed by the Council.

(3) The Council shall fill any vacancy occurring in any committee or with respect to any person appointed by the Council as soon as practicable after the vacancy occurs.

16. Council Authority

The Council may confirm, alter, modify or annul any act, requirement or direction of any committee.

17. Committee Reports

(1) The report of a committee shall be in writing and signed by the Chair.

(2) When there is a difference of opinion among the members of the committee, the minority may report their views in writing to the Council, if they see fit.

18. Duties of Standing Committees

It is the general duty of all standing committees:

- (a) to report to the Council from time to time, whenever desired by the Council and as often as the interests of the Regional Municipality may require, on all matters connected with the duties imposed on them;
- (b) to carry out action in relation to those matters connected with their duties as may be deemed necessary;

- (c) to draft and introduce for Council consideration and adoption of the by-laws, policies and budgets necessary to empower Committees to carry out their mandate;
- (d) to consider and report on any and all matters referred to them by the Council or the Mayor;

19. Fire and Emergency Services Committee

The Terms of Reference for the Fire and Emergency Services Committee is as follows: (Council - August 19, 2014):

Mission

The mission of the Fire and Emergency Services Committee is to manage community risk through a system of engineering, enforcement, education and consultation; and to provide a standard of emergency response meeting the defined needs of the CBRM.

Committee Structure

The Committee shall consist of five (5) members of Council. The Deputy Mayor is to serve as Chair with the annual election of a Vice Chair. Half of the Committee members are replaced annually to maintain Committee continuity.

Committee Duties

The Committee is to report to Council, carry out the requests of Council, conduct research, create draft bylaws, policies and budgets for Council's consideration, and provide an annual report to Council on the state of service delivery including recommended service direction.

Areas of Responsibility

The Fire and Emergency Services Committee will accomplish their mission through their oversight and recommendations to Council pertaining but not limited to the delivery of:

1. Registration of Fire Services;
2. Registration of Emergency Service;
3. Volunteer Support;
4. Fire Service Operations;
5. Fire - Emergency Services;
6. Fire Service Prevention;
7. Fire Service Training;
8. Emergency Management; and
9. Budget.

Proposed Meeting Schedule

Meetings will be held at a minimum quarterly or more frequently as determined by the Chair. Meetings will commence on the first Wednesday of the month at 10am. The schedule is as follows:

March - Budget Proposal
June - Activities Reports
September – Activities Reports
December – Activities Reports

20. Audit Committee

The Audit Committee shall consist of five members of Council, including the Deputy Mayor as Chair, and is responsible for the subjects prescribed by the Public Sector Accounting Board, and any other regulations passed pursuant to Section 44 of the *Municipal Government Act*.

21. Heritage Advisory Committee

The Heritage Advisory Committee shall be appointed in accordance with the provisions of the Heritage Property By-Law to perform the duties and exercise the powers prescribed by the Heritage Property By-Law and the *Heritage Property Act*.

22. Pension (Retirement) Committee

The Pension (Retirement) Committee members shall be appointed in accordance with the provisions of Section XIII of the Cape Breton Regional Municipality By-law Respecting Pension Plan to perform the duties, exercise the powers and report to Council as prescribed in the said By-law.

23. External Agencies and Committees

While Council supports the efforts of external agencies and committees within CBRM and acknowledge the exemplary service provided to the community, it is the Policy of CBRM that direct representation by Council members will not be provided, with the exception of the following organizations (or by future motion of Council), to which the required number of Councillors will be appointed for a one year term unless otherwise stated:

- Cape Breton Regional Library Board (3 members);
- Pitu'paq (one member);

- Nova Scotia Solid Waste-Resource Management Regional Chairs Committee (one member for a two year term);

Members of Council are at liberty to offer their service to community organizations as a citizen of the Municipality (Council - June 18, 2013).

24. Appeals Standing Committee

The Terms of Reference for the Appeals Standing Committee shall be as follows:

Purpose:

- a. The purpose of the Appeals Standing Committee is to provide a single forum for the hearing of certain appeals of decisions by staff of the Municipality and other duties as assigned.

Composition:

- b. The Appeals Standing Committee shall consist of all members of Council.
- c. The Mayor will be the Chair and the Deputy Mayor will be the Vice-Chair of the Appeals Standing Committee.

Duties and Responsibilities:

- d. To hear appeals as delegated to the Committee by the Council, including appeals in accordance with the dangerous and unsightly premises provisions in Part XV of the *Municipal Government Act*; appeals in accordance with the CBRM Taxi By-law (as authorized under Section 305 of the *Motor Vehicle Act*); and to issue demolition orders in accordance with the dangerous and unsightly premises provisions in Part XV of the *Municipal Government Act*.

Administration and Procedures:

- e. The Appeals Standing Committee shall meet as required to fulfil its duties and responsibilities, and within sixty (60) days from the date the Clerk is in receipt of:
 - an appeal of a decision of staff; or
 - a Notice of Staff Intent to Request an Order to Demolish; or
 - a request by an owner to appear and be heard pursuant to Section 346(3) of the *Municipal Government Act*.

-
- f. While the meetings of the Appeals Standing Committee are open to the public, the proceedings will not be live streamed or videotaped, and the background information for the agenda items will not be posted on the CBRM website.

Approved by Council August 1, 1995

As amended by Council:

- **May 21, 1996**
- **Occupational Health and Safety Committee deleted as per motion of Council**
- **December 17, 1996**
- **November 28, 2000**
- **December 18, 2001 (quorum at Planning Advisory)**
- **February 17, 2004 (creation of Water Utility Committee)**
- **March 11, 2005 (various amendments)**
- **January 19, 2010 (re: Police Commission)**
- **October 20, 2015 (General Committee and other amendments)**
- **June 19, 2017 (Appeals Standing Committee)**

ISSUE PAPER

May 31st, 2017

To: Mayor and Council

RE: Cape Breton Regional Municipality Diversity Committee Policy

Issue:

The paper is written in response to changes to the Cape Breton Regional Municipality's Diversity Committee.

Knowledge:

The Committee was changed from Affirmative Action to Diversity in May of 2011 to reflect the current approach to Human Rights. The Committee make-up was designed to reflect the community in which we service, with reflection of the *Human Rights Act* of Nova Scotia.

The purpose of the Committee was to advise, make aware and educate the greater community around the issue of diversity.

The Committee has not met since changes were made to the committee structures at the CBRM.

Recommendation:

As Diversity Manager for the Cape Breton Regional Municipality, I am recommending Council approve the changes to the governance policy for the Diversity Committee. This Committee would act as a community-driven committee electing their own recording secretary and chair. The major changes to the policy are replacing the two elected council seats with two members at large from the greater community.

ORIGINAL SIGNED BY

Scott Thomas
CBRM Diversity Manager

Cape Breton Regional Municipality Diversity Committee Governance Policy

1.0 MEMBERSHIP:

The Cape Breton Regional Municipality Diversity Committee shall consist of twelve voting members:

# of Members	Committee Structure	Term (years)
1	African Nova Scotia Community	2
1	Mental Health Community	2
1	New Comer Community	2
1	First Nation Community	2
1	Women's Group	2
1	Disability Community	2
1	Gay, Lesbian and Transgendered Community	2
1	Cape Breton University	2
1	Cape Breton Victoria Regional School Board	2
1	Community Member at Large	2
2	Council	2
TOTAL 12		

2.0 METHOD OF APPOINTMENT:

All representatives shall be appointed by the Council following a publication of a notice in the Cape Breton Post calling for members to fill these positions. Members may reapply for the representative positions. Members may be appointed as individuals or as representatives of a registered non-profit organization.

3.0 MEETINGS:

The Cape Breton Regional Diversity Committee shall meet monthly if possible. Agendas should be circulated one week prior to the meeting.

The Committee shall designate one of the meetings as an Annual Meeting. This meeting could be used for such things as an annual report of activities or committee work over the past year, setting goals for the upcoming year and as a time to recognize outgoing members.

4.0 ROLE:

The Cape Breton Regional Municipality Diversity Committee will work in partnership with the community as a whole. The committee will embrace and promote diversity and understanding within economic, social and cultural development of the community.

The Committee shall: advise Council about issues relating to diversity within the community; focus on diversity within the community; ensure information relating to the community is brought to the Committee which will present the information to the greater community; and develop advocacy approaches to issues relating to the community.

The Committee will advise Council as required on issues arising in the community. Sub committees within the Committee must report back to the full Cape Breton Regional Municipality Diversity Committee.

The Committee shall:

- Commit to the principle that everyone is equal in dignity and rights,
- Promote the principle of equal opportunity and mutual exchange of feelings, ideas and opinions,
- Create an enduring atmosphere of diversity and all that it encompasses by increasing accessibility, employment equity and human rights awareness.

5.0 RESOURCE STAFF:

The CBRM Director of Human Resources or designate will be the CBRM staff resource for this committee.

The following government departments and agencies shall be invited to attend the meetings to assist on issues arising within the committee i.e.:

- Cape Breton District Health Authority
- Cape Breton Regional Police Services
- Nova Scotia Human Rights Commission

6.0 CHAIR OF THE COMMITTEE:

The Chair should be appointed at the annual general meeting by election or acclamation. The chair may serve multi year terms with a maximum of three consecutive years.

7.0 QUORUM:

The quorum of the Cape Breton Regional Municipality Diversity Committee shall be five (5) members.

8.0 RULES OF ORDER:

The procedural rules of the Committee shall be the same as the rules of order used by the CBRM Council and its committees.

9.0 GENERAL RULES OF ORDER:

In all cases where procedure is in question, the Committee shall be governed by Robert's Rules of Order.

Approved by Council: **May 17, 2011**



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The Committee shall designate one of the meetings as an Annual Meeting. This meeting could be used for such things as an annual report of activities or committee work over the past year, setting goals for the upcoming year and as a time to recognize outgoing members.

→ The committee will be responsible to elect both a chair and a recording secretary.

4.0 ROLE:

→ The Cape Breton Regional Municipality Diversity Committee will work in partnership with the community as a whole. The committee will embrace and promote diversity and understanding within economic, social and cultural development of the community.

The Committee will bring to light issues relating to diversity within the community; ensure information relating to the community is brought to the Committee which will present the information to the greater community; and develop advocacy approaches to issues relating to the community.

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Approved by Council: May 17, 2011
Amended: _____, 2017

Cape Breton District Health Authority, Public Health Services: “Baby Friendly Initiative”

Dr. Monika Dutt, Medical Officer of Health of CBDHA, provided a baby friendly initiative presentation on the importance of breastfeeding which included:

- World Health Organization and Health Canada recommendations;
- Breastfeeding data;
- Importance of breastfeeding;
- Nova Scotia Human Rights Act;
- Policy to reflect Human Rights Act;
- Creating a breastfeeding culture in CBRM;
- Make breastfeeding your business;
- Public Health Services.

Ms. Kim Shebib, Public Health Nurse with the Department of Health and Wellness, asked that Council consider adopting a Breastfeeding Policy for CBRM owned facilities. She advised that Public Health Services will provide assistance in the developing a breastfeeding policy and help educate staff.

Motion:

Moved by Councillor Rowe, seconded by Deputy Mayor Saccary, that Staff be directed to prepare an Issue Paper on the development of a CBRM Breastfeeding Policy for CBRM owned facilities.

Motion Carried.

ISSUE PAPER

August 27, 2014

To: Mayor and Council

RE: Breastfeeding Policy for CBRM

Issue:

The paper is written in response to Council's request to develop a Breastfeeding Policy for the Cape Breton Regional Municipality.

Knowledge:

On February 18, 2000 the Nova Scotia Human Rights Act defined breastfeeding as a human right and stated that women cannot be discriminated against based on sex or family status. In 2005 the provincial government adopted a breastfeeding policy supporting the Baby-Friendly Initiative™ (BFI).

The Baby-Friendly Initiatives; an international initiative that helps organizations adopt practices that protect, promote and support breastfeeding. It has been created by the World Health Organization and UNICEF to support breastfeeding and its importance for the baby, the mother, families and the community. This initiative is also supported by the federal and provincial governments.

Throughout Nova Scotia, committees exist that provide leadership for the protection, promotion, and support of breastfeeding in local communities. The goal is for communities to become baby friendly, with breastfeeding becoming the cultural norm for infant feeding. Although it is recognized that breastfeeding is not an option for all women, by developing supportive spaces within our communities, barriers are removed that may influence a woman's decision to begin and/or continue breastfeeding their babies.

Conclusion:

This policy speaks to the values outlined by the Nova Scotia Human Rights Act as well as the World Health Organization; offering a supportive and welcoming environment for all families and staff in the CBRM.

Recommendation:

As Diversity Officer for the Cape Breton Regional Municipality, I am recommending council approve this policy. Along with the approval of this policy I will develop an educational plan/ toolkit for staff of the Cape Breton Regional Municipality.

ORIGINAL SIGNED BY

Scott D. Thomas

Cape Breton Regional Municipality Policy Baby/Family Friendly (Breastfeeding) Policy

1.0 Policy Statement

The Cape Breton Regional Municipality is an organization that supports breastfeeding mothers and the right to breastfeed undisturbed in public places. The Municipality also recognizes that breast milk is the optimal food for healthy growth and development of infants.

2.0 Purpose

To support breastfeeding mothers to breastfeed within Cape Breton Regional Municipality facilities. Also when requested to provide the conditions, time, space and support necessary to facilitate breastfeeding by both the public and employees.

3.0 Definitions

1.1 *Breastfeeding*-Includes pumping or expressing milk, as well as nursing directly from the breast

1.2 *Employee*-Refers to any individual hired by the Cape Breton Regional Municipality

1.3 *Municipal Facilities*- Refers to the buildings owned by the Municipality

4.0 Applications Cape Breton Regional Municipality

1.1 The Cape Breton Regional Municipality promotes and supports breastfeeding and the expression of breastmilk by employees who are breastfeeding when they return to work.

1.2 Staff of the Cape Breton Regional Municipality shall work with breastfeeding employees to determine mutually agreeable hours of work, assignments and breaks, which support breastfeeding practices and are compatible with other policies (accommodation) where possible.

Public

1.3 The Cape Breton Regional Municipality promotes and supports breastfeeding and the expression of breastmilk by the public who are breastfeeding when they are visitors to Municipal facilities

1.4 Staff of the Cape Breton Regional Municipality upon request shall provide assistance to visitors who wish to breastfeed their baby by providing a location comfortable to both baby and mother, where space is available.

1.5 Pursuant to the Human Rights Act, staff will not ask a mother to leave the premises, cover up or suggest using a restroom to breastfeed an infant.



CBRM

A Community of Communities

Demetri Kachafanas
Regional Solicitor
563-5047

ISSUE PAPER

TO: General Committee

FROM: Demetri Kachafanas
Regional Solicitor

SUBJECT: Port Morien Development Association
Request for Extension of License Agreement with PWGSC
My File No. 04917

DATE: July 18th, 2017

I am in receipt of a request to extend the term under the existing License and Indemnification Agreement between Her Majesty The Queen- Public Works and Government Services of Canada (PWGSC) and CBRM for a further five (5) year period with all other terms to remain the same.

PWGSC has advised they are in the process of doing their due diligence requirements and upon completion the property will be conveyed to CBRM. In order for the Port Morien Development Association to secure funding from ACOA for their project, the group is required to have a 5 year lease.

Therefore, I would ask for a Motion to have Mayor and Clerk sign an Agreement to extend the term under the existing License and Indemnification Agreement on behalf of CBRM in favour of the Port Morien Development Association.

Sincerely,

Original Signed By

Demetri Kachafanas
Regional Solicitor

DK/spk



ISSUE PAPER

TO: Council

From: Malcolm Gillis

**RE: NECESSARY AMENDMENTS TO THE TAXI BYLAW
BECAUSE OF THE ESTABLISHMENT OF THE
APPEALS STANDING COMMITTEE**

Date: June 29th, 2017

During its June 19th meeting, Council passed a Motion to establish an Appeals Standing Committee. One of the responsibilities of this Committee is to hear all appeals under the CBRM Taxi Bylaw. The Taxi Bylaw currently states that all such appeals should be heard by either a Taxi Steering Committee or the General Committee of Council.

The Taxi Bylaw therefore needs to be amended to:

- delete any reference to the Taxi Steering Committee or the General Committee of Council;
- state all appeals shall be heard by the Appeals Standing Committee of Council; and
- delete any clauses in the Bylaw or its schedules that describe the composition of the Taxi Steering Committee.

By adopting the Amending Bylaw with this issue paper, the necessary amendments to the Taxi Bylaw will be made.

Recommendation:

For the reasons explained above, I recommend that Council pass a Motion to adopt the Amending Bylaw included with this report in the agenda.

Submitted by:

ORIGINAL SIGNED BY

Malcolm Gillis
Planning and Development Department

**By-law
of the
Cape Breton Regional Municipality
amending the
Taxi Bylaw**

Pursuant to Section 305 of the Motor Vehicle Act of Nova Scotia, the Council of the Cape Breton Regional Municipality hereby amends the text and map of the Cape Breton Regional Municipality's Land Use By-law in the following manner:

THAT: the Taxi Bylaw is amended in the following manner:

- Section 5.e is amended by replacing the words "Steering Committee" with the words "Appeals Standing Committee".
- Section 5.1.e is amended by replacing the words "Steering Committee" with the words "Appeals Standing Committee of the Municipality".
- Section 5.2.c.j. is amended by replacing the words "General Committee" with the words "Appeals Standing Committee of the Municipality".
- Section 9.e is amended by replacing the words "General Committee" with the words "Appeals Standing Committee".
- Section 20.c is amended by replacing the words "General Committee" with the words "Appeals Standing Committee of the Municipality".
- Schedule F is amended by replacing the words "Taxi Steering Committee" in the first and last bulleted clauses under the heading "Basic Principles" with the words "Appeals Standing Committee of the Municipality".
- Schedule "F" is also amended by replacing the heading "Taxi Steering Committee" on the last page with the words "Appeals Standing Committee of the Municipality" and by deleting the 3rd paragraph under this newly named heading which begins with the words 'The Committee will comprise ...'

PASSED AND ADOPTED: by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipal Council held on 2017.

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 which was adopted by Regional Council during a meeting held on 2017.

DEBORAH CAMPBELL RYAN, CLERK

Taxi By-law

of the

Cape Breton Regional Municipality

Pursuant to Section 305 of the Motor Vehicle Act, Chapter 293 of the Revised Statutes of Nova Scotia, 1995

WHEREAS the Motor Vehicle Act of the Province of Nova Scotia enables a municipality to adopt a by-law regulating and licencing persons transporting passengers for hire by means of any vehicle; and

WHEREAS the Cape Breton Regional Municipality intends to regulate the taxi business in the Regional Municipality to ensure:

- vehicles are adequately maintained;
- vehicles and drivers are adequately insured;
- vehicles are easily identifiable;
- drivers are legitimately qualified to operate a taxi;
- the high profile taxi business becomes an exemplary ambassador for the Regional Municipality;
- passengers receive a high degree of service; and
- a fair and equitable schedule of rates is imposed.

The Council of the Cape Breton Regional Municipality hereby adopts this Taxi By-law, pursuant to the Motor Vehicle Act.

1. Definitions

By-law Enforcement Officer means an employee of the Cape Breton Regional Municipality under the direction of the Manager responsible for this By-law who is sworn in under the Police Act as a Special Constable with authority to administer and enforce this By-law.

Cape Breton Regional Municipality means the Cape Breton Regional Municipality established pursuant to the Cape Breton Regional Municipality Act, Bill 63 S.N.S. 1994, c.3 as amended by 1994-95, c.7 and includes the area over which that body corporate has jurisdiction.

Limousine means a stretch limousine or any of the four-door, full-size luxury class vehicles identified in Schedule "E" having a standard seating capacity for at least 5 persons exclusive of the driver and furnished with top quality interior appointments, being of leather or other plush upholstery as well as a minimum of 4 of the following features:

- glass partition separating the front and rear seats;
- power windows;
- one-way tinted glass;
- television;
- stereo system;
- cellular telephone; and
- air conditioning.

Municipality means the Cape Breton Regional Municipality, in the County of Cape Breton, Province of Nova Scotia.

Peace Officer means as defined in the Criminal Code of Canada, R.S.C. 1985, Chapter C-46.

Local Shuttle Service means a van, limo or bus used to transport individuals or organizational groups of people collected at a given point, such as the Government Wharf, and dropped off at pre-determined destinations within CBRM (For Tourism Purposes Only). If a fee is charged to the individual being transported, then the owner of the service will require a licence; otherwise, the service provided will be a courtesy service.

Taxi means a motor vehicle used to transport passengers and goods for compensation:

- equipped with an engine of at least 4 cylinders;
- 4-door sedan or a 4-door station wagon excluding hatchbacks
- which has a height from the top of the floor to the underneath side of the roof of at least 44.5 inches; and
- an interior width where passengers are to be seated of at least 51 inches with a capacity, determined by the number of seat belts, of not more than 6 passengers.

Van for the purposes of this By-law means a motor vehicle used to transport 7 to 14 passengers.

Bus for the purposes of this By-law means a motor vehicle used to transport up to 14 passengers.

Local Tour means a predetermined service contract commencing in CBRM with designated locations along the route. Fees applicable within CBRM. Local Tours shall include vans, Limos, buses and taxis.

Operator's Licence means the licence issued to a person pursuant to the By-law authorizing the person to drive a vehicle such as a Taxi, Limo, Local Shuttle or Local Tour vehicle in the Cape Breton Regional Municipality.

Owner's Licence means a licence for a vehicle such as a Taxi, Limo, Local Shuttle or Local Tour issued pursuant to this By-law.

Traffic Authority means the Chief of the Regional Police and/or the representative of the office of the Manager responsible for the By-Law delegated by the Chief of the Regional Police to administer and enforce this By-law, pursuant to Section 305 of the Motor Vehicle Act, Chapter 293 of the Revised Statutes of Nova Scotia, 1989.

Vehicle means a motor vehicle as defined in the Motor Vehicle Act.

2. Licencing Control

- a. The Manager responsible for this By-law shall be responsible for the administration and enforcement of this By-law.
- b. The By-law Enforcement Officers under the direction of the Manager responsible for this By-law and any Peace Officer shall have authority to enforce any and all provisions of this By-law.

3. Areas of Jurisdiction

The jurisdiction of this Taxi By-law is the Cape Breton Regional Municipality. Within the Municipality there shall be five service areas. A Taxi Driver's Licence is valid throughout the Municipality, but a Taxi Vehicle Owner's Licence is only valid for one service area. The boundaries of the service areas are as described in Schedule "A" of this By-law. No Taxi Driver's Licence and/or Taxi Vehicle Owner's Licence shall be issued unless the business address of the taxi business to be hiring the applicant, or owning the taxi vehicle, is in the service area intended to be served by the driver or taxi vehicle.

4.1 Requirements to Operate a Taxi Business

Every person engaged in the business of operating a taxi or owning a taxi vehicle shall be in the employ of a taxi business:

- a. which has a separate address and phone number other than the proprietor's place of residence;
- b. for which the taxi stand depot(s) shall be in compliance with the provisions of the Land Use By-law of the Regional Municipality in effect for the property on which the stand depot is located on *unless the stand depot existed at the site prior to the coming into effect of the Taxi By-law; (amendment April 21st, 1998)*
- c. which is registered in good standing with the Nova Scotia Registry of Joint Stock Companies; and
- d. which operates a 24 hour service, unless the taxi business is listed in Schedule "D" of this By-law, or the address and depot of the taxi business is a minimum of 20 kilometers from the boundary of any of the five service areas illustrated in Schedule "A" of this By-law;
- e. which operates a dispatch-to-taxi two-way radio system only, or the address and depot of the taxi business is a minimum of 20 kilometers from the boundary of any of the five service areas illustrated in Schedule "A" of this By-law;
- f. which is primarily operating a fleet of taxi vehicles providing passengers with a *one call - one direct route to the point of destination service*, except for limousine services. Specialized services such as a shuttle service within the Municipality shall only be permitted as a subsidiary use to the primary operation.

4.2 Requirements to Operate a Local Shuttle Business

Every person engaged in the business of operating a local Shuttle Service with reference to the Cruise Industry shall, if applicable, require the following:

- a. name of the business and phone number of business;
- b. registered in good standing with the Nova Scotia Registry of Joint Stock companies;
- c. must have a fee schedule on file, if applicable;
- d. must have a route schedule available
- e. General information course requirement for operators – Sydney Ports Corp.

4.3 Requirements to Operate a Local Tour Business

Every person engaged in the business of operating a local Tour business shall require the following:

- a. name of the business and phone number of business;
- b. which is registered in good standing with the Nova Scotia Registry of Joint Stock Companies;
- c. must have a fee schedule on file, if applicable;
- d. must have a route schedule available
- e. General tour information course requirement for operators – Sydney Ports Corp.

5. Taxi Vehicle Owner's Licence Requirements

- a. No person shall own and operate a taxi for the purpose of transporting persons for hire in the Cape Breton Regional Municipality unless that person has a valid Taxi Vehicle Owner's Licence in respect of the vehicle issued pursuant to this By-law.
- b. A Taxi Vehicle Owner's Licence is required with respect to each Vehicle used as a taxi in the Cape Breton Regional Municipality.
- c. Every application for a Taxi Vehicle Owner's Licence shall be made in writing to the Traffic Authority by the owner. An application for a Taxi Vehicle Owner's Licence shall contain:
 1. the name, address and telephone number of the applicant;
 2. the business address, business mailing address (if different from the business address) and business telephone number of the taxi business to be hiring, or owned by, the applicant;
 3. a description of the Vehicle sufficient to identify it;
 4. information regarding the insurance policy in effect for the vehicle to be used sufficient to ensure the vehicle is adequately insured in compliance with this By-law, and that the Cape Breton Regional Municipality will be notified by the insurance company if and when the insurance policy on the vehicle in effect with respect to the vehicle to be used has expired;
 5. proof the vehicle to be used has been inspected by the Motor Vehicle Branch of the Department of Transportation or someone delegated with the authority to inspect vehicles;
 6. identification of the service area for which the licence is required (see Section 3); and
 7. if the Taxi Vehicle Owner is not also applying for a Taxi Driver's Licence, they are obliged to comply with Part 9, Section c, sub-section 6 of this By-law.
- d. After receiving a completed application for a Taxi Vehicle Owner's Licence, the Traffic Authority shall refuse to issue a licence if:
 1. the amount of insurance required by this By-law is not in effect for the vehicle to be licenced;
 2. the vehicle is not in good condition in accordance with Section 7 of this By-law;
 3. the vehicle, if to be operated as a taxi in the Sydney Service Area, is not equipped with a properly operating taximeter in accordance with Section 13 of this By-law;
 4. the vehicle has not been issued a valid vehicle inspection certificate by, or on behalf of, the Motor Vehicle Branch of the Department of Transportation and the verification sticker issued by the Municipality is not displayed in the front windshield.

- e. Notice of refusal by the Traffic Authority to issue a Taxi Vehicle Owner's Licence shall be by letter sent by certified mail to the applicant. The letter shall state that the applicant has the right to appeal to the Steering Committee of the Municipality. The Steering Committee may confirm the decision of the Traffic Authority or order that a licence be issued subject to compliance with the provisions of Section 5.d. of this By-law.
- f. A Taxi Vehicle Owner's Licence issued under this By-law shall be valid until the last day of April next following its issue, unless sooner revoked or suspended.
- g. A Taxi Vehicle Owner's Licence shall be issued for one vehicle only, a description of the vehicle shall be given on the licence, provided that if the owner wishes to discontinue the use of that vehicle and to substitute another, the Traffic Authority shall, if the latter vehicle complies with this By-law, authorize the use of the licence for such vehicle instead of for the one with respect to which it was originally issued, and endorse the licence accordingly.
- h. A Taxi Vehicle Owner's Licence may be revoked at any time if it has been determined that the applicant has falsified any provision of the application.

5.1 Local Shuttle Vehicle Owner's Licence Requirements

- a. No person shall own and operate a shuttle for the purpose of transporting persons for hire in the Cape Breton Regional Municipality (for Tourism purposes) unless that person has a valid Local Shuttle Vehicle Owner's Licence in respect of the vehicle issued pursuant to this By-law.
- b. A Local Shuttle Vehicle Owner's Licence is required with respect to each vehicle used as a shuttle (for Tourism purposes, if applicable) in the Cape Breton Regional Municipality.
- c. Every application for a Local Shuttle Vehicle Owner's Licence shall be made in writing to the Traffic Authority by the owner. An application for a Shuttle Vehicle Owner's shall contain:
 - 1. the name, address and telephone number of the applicant;
 - 2. the business address, business mailing address (if different from the business address) and business telephone number of the shuttle business to be hiring, or owned by, the applicant;
 - 3. a description of the Vehicle sufficient to identify it;
 - 4. information regarding the insurance policy in effect for the vehicle to be used sufficient to ensure the vehicle is adequately insured in compliance with this By-law, and that the Cape Breton Regional Municipality will be notified by the insurance company if and when the insurance policy on the vehicle in effect with respect to the vehicle to be used has expired;
 - 5. proof the vehicle to be used has been inspected by the Motor Vehicle Branch of the Department of Transportation or someone delegated with the authority to inspect vehicles;
 - 6. if the Shuttle Vehicle Owner is not also applying for a Shuttle Operator's Licence, they are obliged to comply with Part 9, Section c, sub-section 6 of this By-law.

- d. After receiving a completed application for a Local Shuttle Vehicle Owner's Licence, the Traffic Authority shall refuse to issue a licence if:
 - 1. the amount of insurance required by this By-law is not in effect for the vehicle to be licenced;
 - 2. the vehicle is not in good condition in accordance with Section 7 of this By-law;
 - 3. the vehicle has not been issued a valid vehicle inspection certificate by, or on behalf of, the Motor Vehicle Branch of the Department of Transportation and the verification sticker issued by the Municipality is not displayed in the front windshield.
- e. Notice of refusal by the Traffic Authority to issue a Local Shuttle Vehicle Owner's Licence shall be by letter sent by certified mail to the applicant. The letter shall state that the applicant has the right to appeal to the Steering Committee. The Steering Committee may confirm the decision of the Traffic Authority or order that a licence be issued subject to compliance with the provisions of Section 5.d. of this By-law.
- f. A Local Shuttle Vehicle Owner's Licence issued under this By-law shall be valid until the last day of April next following its issue, unless sooner revoked or suspended.
- g. A Local Shuttle Vehicle Owner's Licence shall be issued for one vehicle only, a description of the vehicle shall be given on the licence, provided that if the owner wishes to discontinue the use of that vehicle and to substitute another, the Traffic Authority shall, if the latter vehicle complies with this By-law, authorize the use of the licence for such vehicle instead of for the one with respect to which it was originally issued, and endorse the licence accordingly.
- h. A Local Shuttle Vehicle Owner's Licence may be revoked at any time if it has been determined that the applicant has falsified any provision of the application.

5.2 Local Tour Vehicle Owner's Licence Requirements

- a. No person shall own and operate a vehicle for the purpose of transporting persons for hire in the Cape Breton Regional Municipality (for Tourism purposes only) unless that person has a valid Local Tour Vehicle Owner's Licence in respect of the vehicle issued pursuant to this By-law.
- b. A Local Tour Vehicle Owner's Licence is required with respect to each vehicle used as a limo, taxi or bus in the Cape Breton Regional Municipality.
- c. Every application for a Local Tour Vehicle Owner's Licence shall be made in writing to the Traffic Authority by the owner. An application for a Local Tour Vehicle Owner's Licence shall contain:
 - a. the name, address and telephone number of the applicant;
 - b. the business address, business mailing address (if different from the business address) and business telephone number of the shuttle business to be hiring, or owned by, the applicant;
 - c. a description of the Vehicle sufficient to identify it;
 - d. information regarding the insurance policy in effect for the vehicle to be used sufficient to ensure the vehicle is adequately insured in compliance with this By-law, and that the Cape Breton Regional Municipality will be notified by the insurance company if and when the insurance policy on the vehicle in effect with respect to the vehicle to be used has expired;
 - e. proof the vehicle to be used has been inspected by the Motor Vehicle Branch of the Department of Transportation or someone delegated with the authority to inspect vehicles;

- f. if the Local Tour Vehicle Owner is not also applying for a Local Tour Operator's Licence, they are obliged to comply with Part 9, Section c, sub-section 6 of this By-law.
- g. A Local Tour Vehicle Owner's Licence shall be issued for one vehicle only, a description of the vehicle shall be given on the licence, provided that if the owner wishes to discontinue the use of that vehicle and to substitute another, the Traffic Authority shall, if the latter vehicle complies with this By-law, authorize the use of the licence for such vehicle instead of for the one with respect to which it was originally issued, and endorse the licence accordingly.
- h. A Local Tour Vehicle Owner's Licence may be revoked at any time if it has been determined that the applicant has falsified any provision of the application.
- i. After receiving a completed application for a Local Tour Vehicle Owner's Licence, the Traffic Authority shall refuse to issue a licence if:
 - i. the amount of insurance required by this By-law is not in effect for the vehicle to be licenced;
 - ii. the vehicle is not in good condition in accordance with Section 7 of this By-law;
 - iii. the vehicle has not been issued a valid vehicle inspection certificate by, or on behalf of, the Motor Vehicle Branch of the Department of Transportation and the verification sticker issued by the Municipality is not displayed in the front windshield.
- j. Notice of refusal by the Traffic Authority to issue a Local Tour Vehicle Owner's Licence shall be by letter sent by certified mail to the applicant. The letter shall state that the applicant has the right to appeal to the General Committee. The General Committee may confirm the decision of the Traffic Authority or order that a licence be issued subject to compliance with the provisions of Section 5.d of this By-law.
- k. A Local Tour Vehicle Owner's Licence issued under this By-law shall be valid until the last day of April next following its issue, unless sooner revoked or suspended.

6. Insurance

The owner of a taxi, local shuttle, limo and local tour licenced under this By-law shall at all times while engaging in the taxi, local shuttle, local tour or limo business or driving a taxi, local shuttle, tour vehicle, or limo for compensation have in force on the vehicle licenced and operated:

- 1. public liability;
- 2. property damage; and
- 3. cargo or passenger hazard insurance

in the amount of \$1,000,000 without any limit on any particular claim up to the herein mentioned amount, regardless of the number of persons involved or the nature of the damage.

7. Condition of Vehicle and Inspections

- a. Every vehicle licenced under this By-law shall be kept in a clean, sanitary condition and in good repair at all times when in use and has no visible body fillers, rust, primer paint, accidental damage or similar defects.
- b. The owner of every vehicle in respect of which:
 - 1. an application is being made; or
 - 2. a licence has been issued;

shall, when required by a By-law Enforcement Officer or Peace Officer, forthwith submit the vehicle for examination to determine compliance with Section 7.a. of this By-law and the Motor Vehicle Act.

- c. A minimum of 2 vehicle inspections conducted by, or on behalf of, the Motor Vehicle Branch of the Department of Transportation of the Province of Nova Scotia shall be required for each vehicle licenced under this By-law. The inspections shall be coordinated to ensure no vehicle licenced under this By-law is operating without a valid vehicle inspection certificate issued by, or on behalf of, the Motor Vehicle Branch of the Department of Transportation with an inspection date older than 6 months.
- d. Vehicle Owners shall be permitted to choose a mechanic of their choice in their local area. Additional vehicle inspections to be carried out at a CBRM designated location at the vehicle owner's expense.
- e. Should the vehicle not meet the requirements of Section 7.a. or fail an inspection conducted under the Motor Vehicle Act, the Traffic Authority may notify the owner of the vehicle to cease operating the same as a vehicle licenced under the authority of this By-law, until such time as the same has been put in a clean, sanitary condition and/or in good repair.

8. Vehicle Identification

Every taxi licenced under this By-law shall have a sign affixed upon the roof of such vehicle which is illuminated:

1. when the meter is operating in all areas of jurisdiction which require a taximeter in each vehicle; and
2. as the headlights of the vehicle are turned on in accordance with the provisions of the Motor Vehicle Act.
3. The roof light shall be removed or covered by opaque material when the vehicle is not in service as a taxi.

The sign shall identify the name of the taxi business and the identification number of the vehicle. The name of the taxi business shall be placed on the sign so that it can be read while standing to the front or rear of the vehicle. The identification number of the vehicle shall be placed on the sign so that it can be read while standing adjacent both sides of the vehicle. The sign shall be of such size, color, design and style which ensures the name of the taxi business and the identification number of the vehicle can be identified within 50 feet of the sign.

9. Taxi Driver's Licence Requirements

- a. No person shall drive a taxi for the purpose of transporting persons for hire in the Cape Breton Regional Municipality unless the person has a valid Taxi Driver's Licence issued pursuant to this By-law.
- b. No person issued a valid Taxi Driver's Licence shall drive a vehicle in the Cape Breton Regional Municipality other than a vehicle with a licence to be used as a taxi in the Municipality.
- c. Every application for a Taxi Driver's Licence shall be made in writing to the Traffic Authority. An application for a Taxi Driver's Licence shall contain:
 1. the name, address and telephone number of the applicant;
 2. the residence address, residence mailing address (if different from the residence address) and home telephone number of the applicant;
 3. the business address, business mailing address (if different from the business address) and business telephone number of the taxi business to be hiring, or owned by, the applicant;

4. the age of the applicant;
5. the number and classification of the applicant's driver's licence then in force; and
6. for the first time applicant, a statement of record of any convictions against the applicant in the 5 years preceding the date of the application under the Criminal Code of Canada and the Motor Vehicle Act.

Operators/Owners Licence	Criminal record statement for last 5 years required
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Criminal Records checks will be conducted with new drivers and owners initially. These checks will also be conducted for any licenced taxi driver upon the expiration of a Province of Nova Scotia driver's licence. Criminal Records checks are only processed through the CBRM By-law office via Police Central.

- d. After receiving a completed application for a **Operator's Licence**, the Traffic Authority shall refuse to issue a licence if:
 1. the applicant is not in possession of a Class 1, 2, 3, or 4 Driver's Licence issued by the Province of Nova Scotia;
 2. the applicant does not hold a valid, current Motor Vehicle Licence from the Province of Nova Scotia required under the Motor Vehicle Act for a person operating a taxi;
 3. in the judgment of the Traffic Authority, the applicant is not a fit and proper person to hold such a licence.
- e. Notice of refusal by the Traffic Authority to issue an **Operator's Licence** shall be by letter sent by certified mail to the applicant. The letter shall state that the applicant has the right to appeal to the General Committee of the Municipality **within 30 days of the decision**. The General Committee may confirm the decision of the Traffic Authority or order that a licence be issued subject to compliance with the provisions of Section 9.d. of this By-law.
- f. A Taxi Driver's Licence issued under this By-law shall be valid until the last day of April next following its issue, unless sooner revoked or suspended.
- g. No Taxi Driver's Licence under this By-law may be transferred from one person to another.

10. Driver - Dress Code and Conduct

- a. When engaged in the operation of a taxi for hire licenced under this By-law, every driver issued a Taxi Driver's Licence under this By-law shall:
 1. wear a shirt or blouse;
 2. wear ankle length cuffed or hemmed trousers, or cuffed or hemmed shorts; female drivers shall also have the option to wear a skirt or dress;
 3. have on footwear;
 4. wear the required clothing in a neat and tidy condition;
 5. conduct himself/herself in an orderly manner with no solicitation of any kind.
- b. Every person licenced under this By-law shall notify the office of the Manager responsible for this By-law of a change of address within 7 days.

11. Customer Service

- a. Every licenced driver shall proceed by the most direct route to the point of destination, unless otherwise directed by the passenger.
- b. A licenced driver shall only convey the person or persons engaging his vehicle and shall not pick up other passengers, unless agreed to by the person or persons who engaged the licenced driver's services.

- c. The owner or driver of a licenced vehicle shall not refuse or neglect to convey any orderly, fare paying, person, or persons upon request, unless previously engaged, or unable to or prohibited by the provisions of this By-law. A licenced driver may refuse to drive a person whose conduct is disorderly or when such person's conduct may cause the driver to fear for his/her safety.
- d. Every licenced driver shall offer assistance to the passenger:
 - 1. entering and exiting the taxi; and
 - 2. carrying luggage or any goods to and from the taxi.

12. Rates

- a. The rates as set out in the Resolution of the Council of the Municipality as per Schedule "C" attached to this By-law will be those established annually by Resolution of the General Committee or, from time to time, at any regularly scheduled meeting thereof. The rates shall be charged for conveyance in a licenced vehicle used for transporting passengers for hire, from point to point within the Municipality.
- b. Copies of the Schedule of Fares shall be furnished by a By-law Enforcement Officer to every person issued a Taxi Driver's Licence or Taxi Vehicle Owner's Licence and a copy of such schedule shall be kept available for perusal by a passenger in every motor vehicle for which a Taxi Vehicle Owner's Licence has been issued. The fare schedule established by Committee shall be affixed to the rear passenger window of each vehicle.
- c. Every taxi vehicle owner or taxi driver who receives or demands a fare greater than or less than that required by the Schedule of Fares shall be guilty of an offence under this By-law.

*13. Local Shuttles

Local Shuttle Service means a van, limo or bus used to transport individuals or organizational groups of people collected at a given point, such as the Government Wharf, (for Tourism purposes only), and dropped off at predetermined destinations within CBRM. If a fee is charged to the individual being transported, then the owner of the service will require a licence; otherwise the service provided will be a courtesy service.

*

- a. *A shuttle shall carry no more than 7 to 14 persons;*
- b. *Vans, limos and buses are permitted;*
- c. *Cars are excluded;*
- d. *Taxis are excluded from a shuttle business;*
- e. *Magnetic Signage required;*
- f. *No deck light or meter is required;*
- g. *A general information course is a requirement of operators – Sydney Ports Corp.*

***14. Local Tours**

A local tour means a predetermined service contract commencing in the Cape Breton Regional Municipality with designated locations along the route. Fees applicable within CBRM.

*

- a. *Local Tours shall include Limos, taxis, vans and buses;*
- b. *No deck light or meter necessary;*
- c. *Service contracts will be predetermined;*
- d. *Tours to commence in CBRM;*
- e. *Signage on site shall be required and will include:*
 - 1. *Listing of tour area, price, duration of tour;*
 - 2. *Minimum size of 30" x 40";*
 - 3. *Signage on side of vehicle 1" in height to include company name, Phone #, CBRM licence # (magnetic type);*
- f. *General tour information course requirement for operators – Sydney Ports Corp.*

***15. Taxi**

Taxi means a motor vehicle used to transport passengers and goods for compensation.

*

- a. *Shall not be more than 6 passengers and be a licenced vehicle;*
- b. *Must be a vehicle (4 door car – minimum 4 doors excluding hatchbacks);*
- c. *Mid-size or larger;*
- d. *4 cylinder or larger;*
- e. *Limo can be a taxi maximum 6 passengers;*
- f. *Deck light and meter required;*
- g. *General tour information course requirement of operators.*

16. Limousines

- a. No person shall own and operate a Limousine service for the purpose of transporting persons for hire within the Municipality unless a Limousine Licence in respect of the vehicle has been issued pursuant to this By-law.
- b. An application for a Limousine Licence shall contain all of the information required for an application for a Taxi Vehicle Owner's Licence except for the identification of a service area.
- c. All of the provisions regulating taxi vehicles are applicable for a Limousine except the requirements to:
 - 1. be properly equipped with a taxi meter;
 - 2. have an illuminated sign affixed upon the roof; and
 - 3. schedule of fares affecting taxis.
- d. Limousines are prohibited from:
 - 1. parking at common taxi stand depots;
 - 2. being held out as being available for the conveyance of persons in a public place except at an airport or wharf where a cruise ship is about to be (or is) docking.

17. Exemptions

- a. Outside Tours
- b. Charter Buses – 15 persons or more.

18. Taximeters - Sydney Service Area

- a. Every owner of a motor vehicle in the Sydney Service Area, as described in Schedule "A" of this By-law, shall provide such vehicle with a taximeter of a model approved by the General Committee. Such taximeter shall:
 - 1. be at all times in full view of the passengers;
 - 2. be kept sealed and intact;
 - 3. be operated from one of the front wheels of the motor vehicle or from the transmission; and
 - 4. illuminated by a suitable light while in operation after dark.
- b. A By-law Enforcement Officer or Peace Officer of the Municipality may at any time inspect any taximeter which is installed in a motor vehicle, and no Taxi Vehicle Owner's Licence shall be issued or renewed unless the taximeter is in compliance with Section 13.a. of this By-law.
- c. Every owner or driver of a taxi licenced in the Sydney Service Area who transports for hire passengers without causing the taximeter in such vehicle to operate shall be guilty of an offence against this By-law.
- d. Any passenger who has used a taxi in the Sydney Service Area who refused to pay the tariff rates as shown on a properly operating taximeter shall be guilty of an offence against this By-law.

19. Emergency Call Number

No taxi licence shall be issued with the number 13. This number shall be available to all taxi driver's when calling dispatch to notify of an emergency situation requiring immediate police help.

20. Penalties

- a. Every person who contravenes or fails to comply with any provisions of this By-law shall, for each offence, be liable to a penalty of not less than \$100.00 and not more than \$200.00; and, in default of payment, the Manager responsible for this By-law may cancel or suspend the licence of such person.
- b. Every person who does not have a valid Owner's Licence or Operator's Licence in compliance with this By-law who contravenes or fails to comply with any provisions of this By-law shall, for each offence, be liable to a penalty of not less than \$200.00 and not more than \$500.00. Every proprietor of a taxi business who knowingly:
 - 1. hires an individual to operate a taxi who is not properly licenced in compliance with Part 9 of this By-law; and/or
 - 2. allows an independent Taxi Vehicle Owner to operate from their taxi stand/depot using a vehicle which is not properly licenced in compliance with Part 5 of this By-law;shall also be liable to a penalty of not less than \$200.00 and not more than \$500.00 per individual offence.

- c. Any person whose licence has been canceled or suspended may appeal to the General Committee which may confirm or disallow the action of the Manager responsible for this By-law.

21. Previous By-laws Repealed

All Taxi By-laws of the former municipalities of Cape Breton County adopted pursuant to the Motor Vehicle Act to regulate the transporting of persons for hire by means of a motor vehicle are hereby repealed and the provisions of this By-law substituted therefore.

PASSED AND ADOPTED by a majority of the whole Council at a duly called meeting of the Cape Breton Regional Municipality held on September 23rd, 1997 and as amended on November 17, 1998, October 19, 1999, May 20, 2003, July 8, 2003, February 17, 2004 and May 17, 2016.

MAYOR CECIL P. CLARKE

DEBORAH CAMPBELL, CLERK

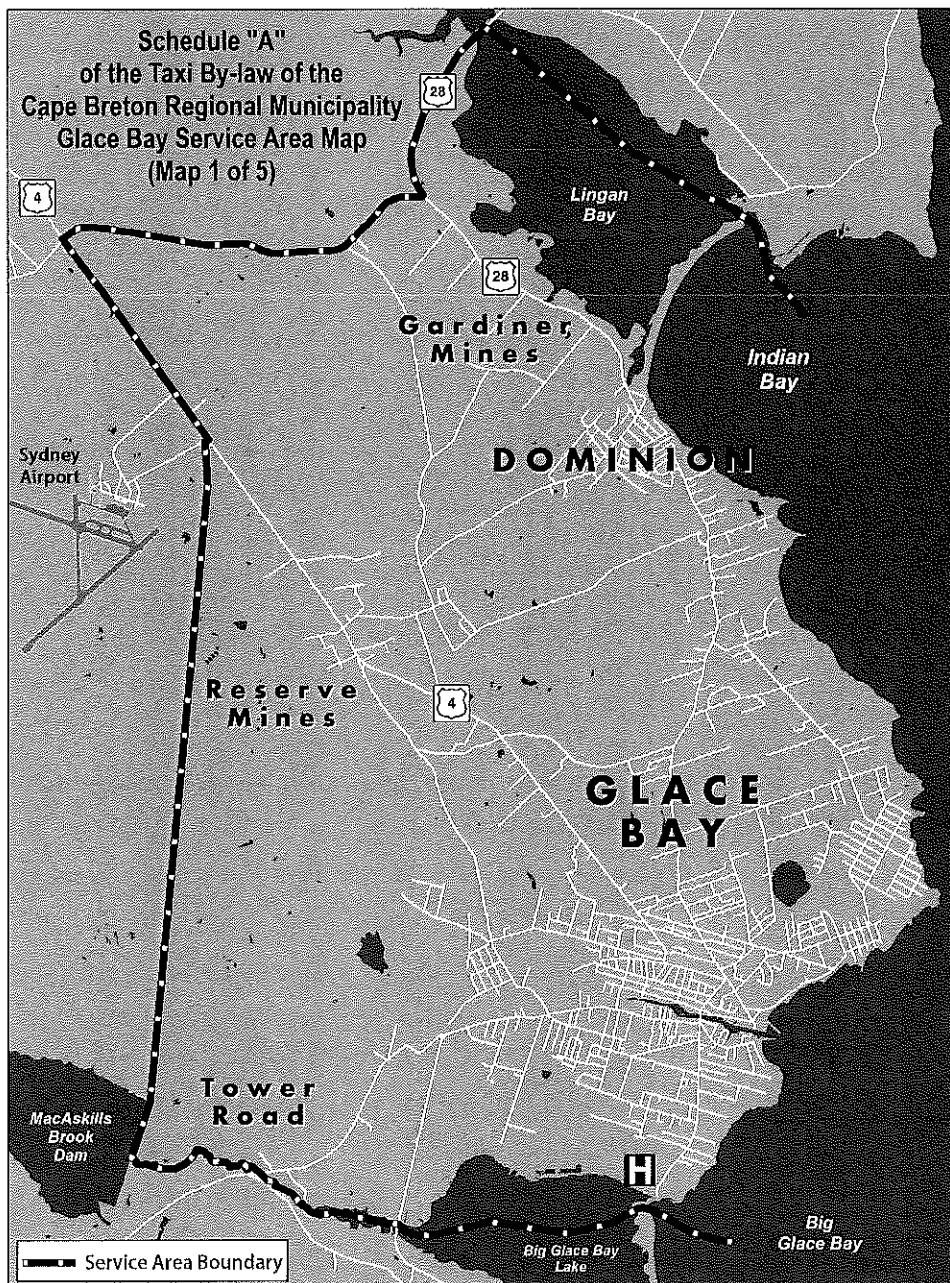
***THIS IS TO CERTIFY** that the attached is a true and correct copy of the Taxi By-law of the Cape Breton Regional Municipality adopted on September 23rd, 1997 and as amended on November 17, 1998, October 19, 1999, May 20, 2003, July 8, 2003, February 17, 2004 and May 17, 2016.*

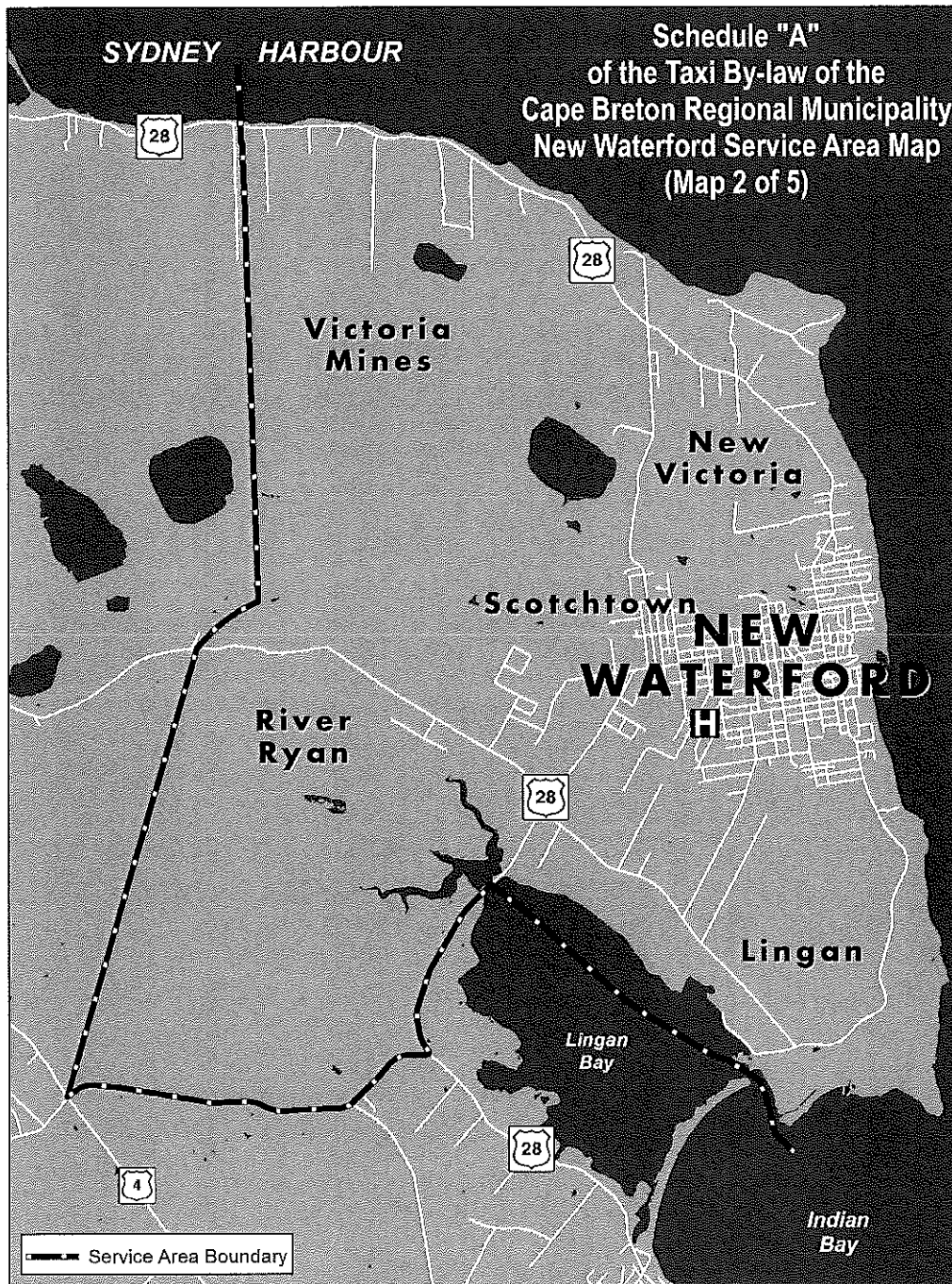
DEBORAH CAMPBELL, CLERK

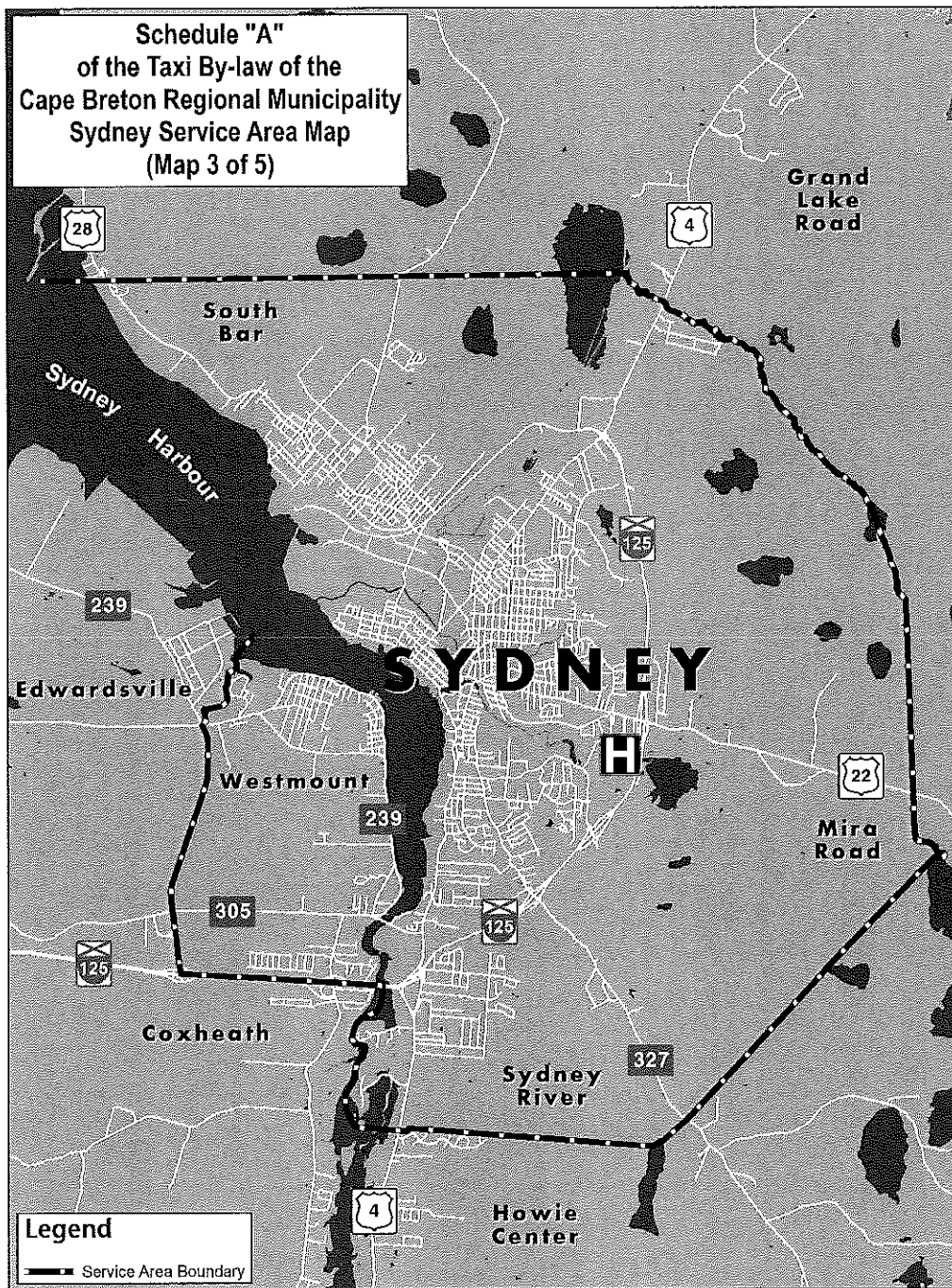
Publication Date: February 25, 2004; May 26, 2016

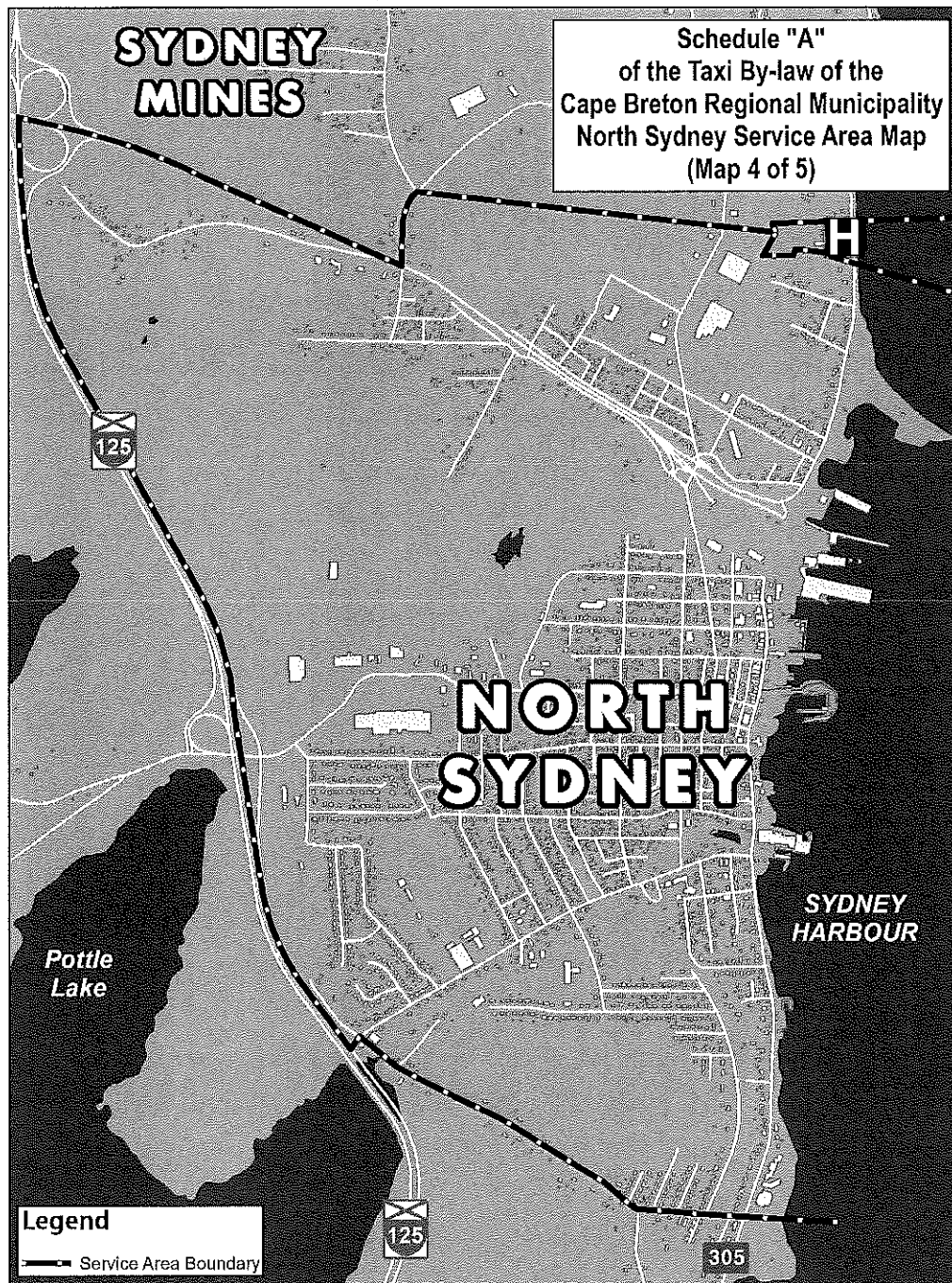
Schedule "A"
of the
Taxi By-law
of the
Cape Breton Regional Municipality

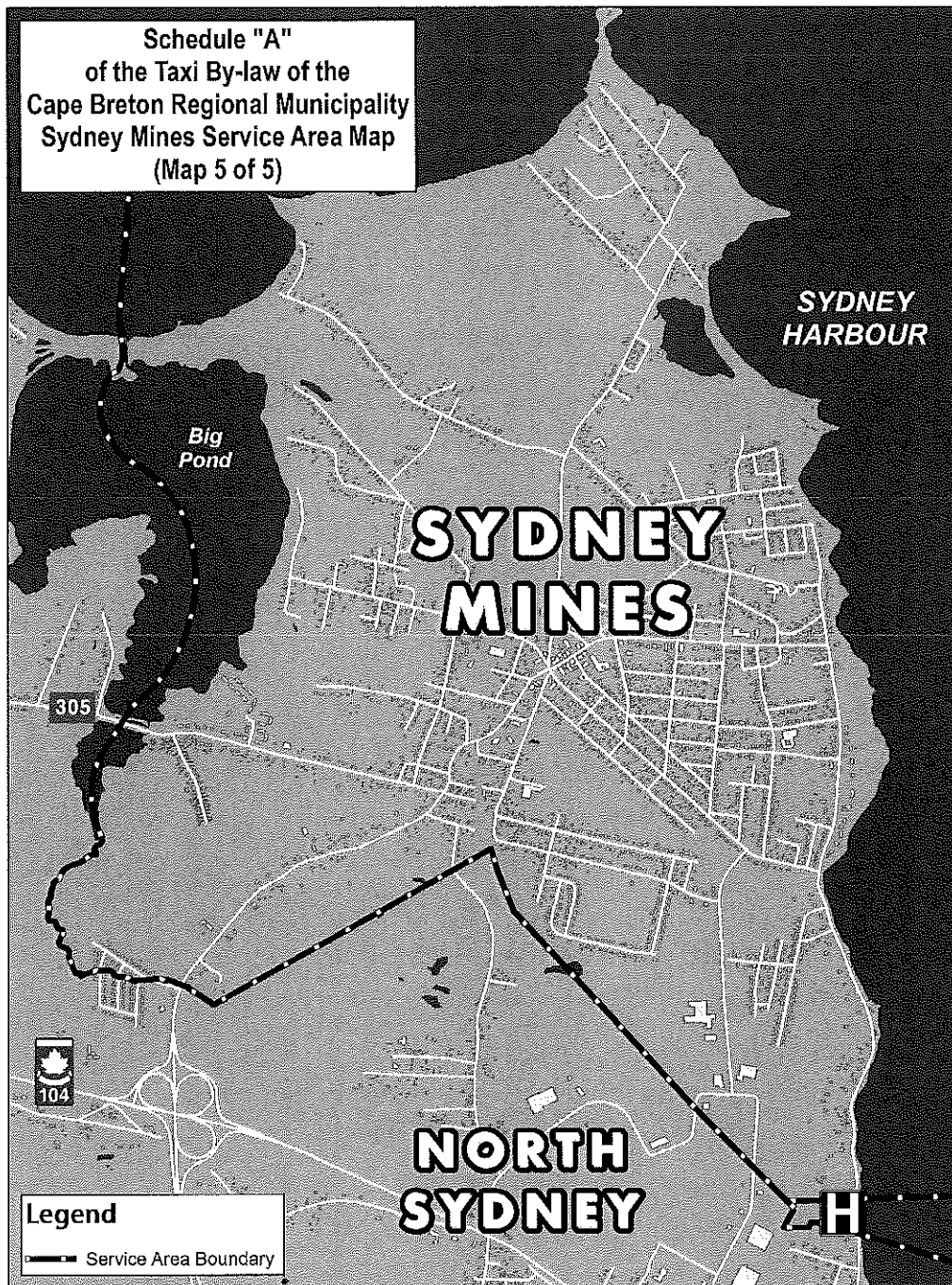
Schedule "A" includes the Glace Bay, New Waterford, Sydney, North Sydney and the Sydney Mines Service Areas Maps.











Schedule "B"

THAT: the Table of licencing fees in Schedule "B" of the Taxi By-law is amended to read as follows:

"Licencing Fees"

ALL OPERATOR LICENCE FEES ARE PRO-RATED FOR CBRM FISCAL YEAR		
Operator's Licence (Taxi, Shuttle, Tour)		
- Annual Licence	\$45	
Owner's Licence (Taxi)		
- Annual Licence	\$45	
Limo Operator's Licence		
- Annual Licence	\$30	
Limo Owner's Licence		
- Annual Licence	\$30	
Local Shuttle Licence (Owner)		
- Annual Licence	\$30	
- An add on (e.g. Limo & Local Shuttle Licence – same vehicle)	\$10	
Local Tour Licence (Owner)		
- Annual Licence	\$25	
- An add on (e.g. Taxi & Local Tour Licence – same vehicle)	\$10	

Criminal Record Check As Per Police Central Fee Schedule.

1. When a licenced vehicle is transferred from one owner to another within the same licencing year. Fee = \$45
2. Any vehicle that is replaced will be subjected to a fee.
Fee = \$15 outside a metered area - Taxi Fee = \$30 within a metered area -- Taxi
3. Fees can be amended from time to time via the General Committee.
4. If an application is either rejected or withdrawn, an administrative processing fee of 10% will be applied as part of the Refund Policy.

Schedule "C"
of the
Taxi By-law
of the
Cape Breton Regional Municipality

Schedule of Fares Within Service Areas

All Fares include H.S.T.	Sydney (metered)	Sydney Mines (non-metered)	North Sydney (non-metered)	New Water. (non-metered)	Glace Bay (non-metered)	Florence (non-metered)	Whitney Pier (metered)
Local Rate* Additional Charge per passenger over 1 Tendered Rates & Special Rates for the conveyance of groups may be made by private arrangement with the owner of the taxi business, owner of the vehicle, or driver of the vehicle.	\$3.00 initial charge (\$1.75 per mile) no extra charge	\$4.50 flat rate 0.50 cents (per person after 2)	\$4.50 flat rate 0.50 cents (per person after 2)	\$4.50 flat rate 0.50 cents (per extra person)	\$4.50 flat rate within Glace Bay; within Dominion; or Reserve Mines as described below this table \$5.50 flat rate between any two of the above communities 0.50 cents (per extra passenger)		
Rate for Fares outside the service area	\$1.15 per kilom.	\$1.15 per kilom.	\$1.15 per kilom.	\$1.15 per kilometer	\$1.15 per kilometer		
Waiting Time	\$16.00 per hour	\$30.00 per hour	\$30.00 per hour	\$30.00 per hour	\$30.00 per hour		
Limousine Rate per hour	\$57.50	\$57.50	\$57.50	\$57.50	\$57.50		
Sydney		\$24.00	\$24.00	\$20.00	\$20.00	\$24.00	
Glace Bay	\$20.00	\$45.00	\$45.00	\$15.00	\$ 4.50	\$45.00	
New Waterford	\$20.00	\$45.00	\$45.00	\$ 4.50	\$15.00	\$45.00	\$16.00
North Syd.	\$24.00	\$ 7.00	\$ 4.50	\$45.00	\$45.00	\$ 7.00	
Syd Mines	\$24.00	\$ 4.50	\$ 7.00	\$45.00	\$45.00	\$ 7.00	
Florence	\$25.00	\$ 7.00	\$ 7.00	\$45.00	\$45.00	\$ 4.50	

Rates are current based on travel within and between communities noted above. Glace Bay and New Waterford - additional charges for extra passengers .50 cents per person; North Sydney and Sydney Mines additional charges for 3rd passenger or more .50 cents per person.

- - In the Sydney service area the metered rate is in effect within the area bounded by:
 - the Sydney River bridge along Keltic Drive;
 - Highway 125 by-pass intersecting King's Road, Alexandra Street, George Street and Grand Lake Road;
 - up to and including the properties fronting MacLeod Street in South Bar which intersects Victoria Road. (Briands and City Wide request) *
- - In the Sydney Mines and North Sydney service areas the local rate is in effect throughout the service areas.
- - In the New Waterford service area the local rate is in effect in New Waterford and Scotchtown. This local area is bounded by:
 - the Ligan/Phalen Colliery to the east along Hinchey Avenue;
 - Hulme's Lane to the east along Roach's Road;
 - the intersection of Ryan Street and Route 28 to the south;
 - the railroad right-of-way along May Street to the west; and
 - MacNeil's and Webb's Lane along Ellsworth Avenue to the west.
- - In the Glace Bay service area the local rate is in effect for fares where the passenger(s) *are picked up and delivered*
 - *within* the boundary of the former Town of Glace Bay;
 - *within* the boundary of the former Town of Dominion; and
 - *within* Reserve Mines, bounded by the boundaries of the former towns of Glace Bay, Dominion, and the intersection of the Old Airport Road and the Sydney-Glace Bay Highway.

Schedule "D"
of the
Taxi By-law
of the
Cape Breton Regional Municipality

Taxi Businesses in operation prior to the coming into effect of the Cape Breton Regional Municipality Taxi By-law which were not operating a 24 hour a day service.

Schedule "E"
Of the
Taxi By-law
Of the
Cape Breton Regional Municipality

Other than a stretch limousine, only the following makes of vehicle shall be considered a limousine, as defined in the Taxi By-law:

- Cadillac;
- Lincoln;
- Rolls Royce;
- Jaguar;
- Mercedes-Benz;
- Bentley;
- Royal Princess.
- Luxury SUV

**Schedule “F”
of the
Taxi By-Law
of the
Cape Breton Regional Municipality**

**CBRM TAXI BY-LAW
LICENSING STANDARDS**

BASIC PRINCIPLES

THE FOLLOWING ARE GUIDELINES TO BE USED BY THE TRAFFIC AUTHORITY AND BY THE CAPE BRETON REGIONAL TAXI BY-LAW ENFORCEMENT OFFICERS WHILE EXERCISING THEIR AUTHORITY UNDER THE BY-LAW TO SUSPEND, REFUSE OR HEAR AN APPEAL REGARDING THE SUSPENSION, CANCELLATION OR REFUSAL OF A TAXI, LIMOUSINE, LOCAL SHUTTLE, LOCAL TOUR OWNER'S OR OPERATOR'S LICENCE.

- It is acknowledged that each case must be reviewed to determine whether the application of the guidelines is appropriate in all of the circumstances. The ultimate decision continues to rest with the Traffic Authority, subject to the applicant's right of appeal to the Taxi Steering Committee.
- Repeated offences may result in greater suspension lengths, at the discretion of the Enforcement Officer. However, steps voluntarily taken by the individual to correct or improve his conduct (for example, completion of the Driver Education Course, regular attendance at Alcoholic Anonymous meetings, completion of a recognized defensive driving course) may result in a shorter suspension.
- In the case of criminal or ordinance charges, provided there is no potential risk to the public safety, suspensions are to commence upon conviction for the offence, regardless of the filing of an appeal.
- Where there has been a suspension prior to conviction, such suspension shall be reviewed by the Enforcement Officer upon a “not guilty” finding by the Courts.
- Where applicable, the suspension is to commence at the completion of any sentence or penalty, including probation, parole or the carrying out of a period of community service.

- In cases where no charges are laid, the suspension shall commence upon the Enforcement Officer notifying the operator or owner that he is satisfied that acts have been committed which render the operator or owner an unfit and improper person to hold a taxi license.
- Offences, which occur while a person is engaged in the operation of a taxi or limousine, may be treated with greater severity than other offences.
- The Enforcement Officer may, at his discretion and where circumstances warrant, suspend the operation of a suspension pending the outcome of an appeal before the Taxi Steering Committee.

REFUSED OR SUSPENSION WITHOUT RENEWAL

The following offences may result in the immediate refusal to grant or suspension of both the operator and owner's licenses. A license will not be renewed or issued where these offences have occurred. The operator's license will be suspended upon the operator being charged. The owner's license will be suspended upon conviction.

- **ABDUCTION**
- **ACTS OF TERRORISM** (i.e., hijacking, hostage taking, pirating)
- **ATTEMPTED MURDER**
- **MURDER**
- **IMPAIRED DRIVING** (second offence)
- **LIVING OFF THE AVAILS OF PROSTITUTION**
- **MANSLAUGHTER**
- **SEXUAL OFFENCES** (i.e., sexual assault, child molestation)
- **DRUG TRAFFICKING/ALCOHOL – BOOTLEGGING**

10 YEAR SUSPENSION

The following offences shall result in the suspension of the operator and owner's license for a period of ten (10) years or refusal to grant a licence for a (10) year period from the completion of any sentence or suspended sentence, including parole, probation, time spent performing community service, or the payment of any time.

Unless otherwise stated, the suspension of the operator's license is to commence upon the charge, the suspension of the owner's license upon conviction.

- ASSAULT CAUSING BODILY HARM
- ROBBERY

5 YEAR SUSPENSION

The following offences shall result in the suspension of the owner's and operator's license for a period of five (5) years or refusal to grant a licence for (5) years from the completion of any sentence or suspended sentence, including parole, probation, time spent performing community service, or the payment of any fine.

Unless otherwise stated, the suspension shall take place upon conviction.

- **BREAK AND ENTER**
- **CRIMINAL NEGLIGENCE CAUSING DEATH**
(Motor vehicle-related)
- **POSSESSION OF FIREARMS**

2 YEAR SUSPENSION

The following offences shall result in the suspension of the operator's license for a period of two (2) years or refusal to grant a licence for a period of (2) years from the completion of any sentence or suspended sentence, including parole, probation, time spent performing community service, or the payment of any fine.

Unless otherwise stated, the suspension shall take place upon conviction.

- **INDECENT EXPOSURE** (while on duty as a taxi operator)
- **POSSESSION OF WEAPONS** (other than firearms)
- **FRAUD**

1 YEAR SUSPENSION

The following offences shall result in the suspension of the operator's license for a period of one (1) year or refusal to grant a licence for a period of (1) year from the completion of any sentence or suspended sentence, including parole, probation, time spent performing community service, or the payment of any fine.

Unless otherwise stated, the suspension shall take place upon conviction.

- CARELESS AND IMPRUDENT DRIVING
- DANGEROUS DRIVING (Criminal Code Charges)
- IMPAIRED DRIVING (first offence)
- POSSESSION OF DRUGS
- THEFT UNDER \$1,000
- POSSESSION OF STOLEN GOODS
- PROSTITUTION

4 WEEK SUSPENSION

The following offences shall result in the suspension of the operator and/or owner's licenses for a period of four (4) weeks or refusal to grant a licence for a (4) week period from the completion of any sentence or suspended sentence, including parole, probation, time spent performing community service or the payment of any fine.

- **DRIVING WITHOUT INSURANCE AS REQUIRED IN THE BY-LAW** (suspension is to continue for four weeks Following proof of reinstatement of insurance)
- **DRIVING WHILE TAXI OPERATOR'S LICENSE IS SUSPENDED** (suspension is to continue for four weeks after reinstatement of license)

TAXI STEERING COMMITTEE

There will be a Taxi Steering Committee set up to review the by-law from time to time and to hear disputes between drivers/ owners and enforcement officers.

This committee will have authority to rule on issues regarding suspensions and refusals.

The committee will comprise of one taxi business owner, one taxi driver who is not an owner, one citizen at large, representative from police services, CBRM by-law staff person, other individuals, group or organization appointed by the manager responsible for this by-law.

APPEAL PROCESS

All appeals to actions of the Enforcement Officer shall be in writing. Forms are to be made available at the office of the manager responsible for this by-law. Prescribed written form will be as developed by the taxi steering committee from time to time and must be signed by both the Complainant and the Enforcement Officer.

A fee of \$25.00 will accompany all applications for appeal. No appeal will be heard with out both the prescribed form and fee submitted. Fees submitted with applications for appeal will be refunded should the applicants appeal be upheld.

The Taxi Steering Committee will develop a guideline for setting up and hearing such disputes that may arise and attached as Appendix A of the taxi by-law.

Appeals Standing Committee

Ms. Deborah Campbell, Municipal Clerk, advised that at the June 6th General Committee meeting, a motion was passed to establish an Appeals Standing Committee similar to the HRM model, and it was agreed that it should consist of all Council members with the Mayor as the Chair.

The Clerk advised that amendments to the RC4 Committees Policy are required to formally establish the Appeals Standing Committee, and the proposed amendments with the Terms of Reference are included in the agenda package. The Clerk also noted that in consultation with Planning Department staff, it was agreed that the duties and responsibilities of the Appeals Standing Committee should include appeals made pursuant to the CBRM Taxi Bylaw.

In regards to meeting dates, it is recommended that the Committee meet as required, but within 60 days of receipt of a request for an appeal, etc. She also advised that in consolidation with Solicitor, the meeting procedures are not included the Policy itself but a suggested guideline was included in the agenda for Council's information.

Motion:

Moved by Councillor George MacDonald, seconded by Councillor McDougall, to establish an Appeals Standing Committee similar to the HRM model and to amend the RC4 Policy to include the CBRM Appeals Standing Committee.

Motion Carried.

Summary

Statement of Revenue

May 31, 2017

Revenue	Year To Date Assigned	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
Total Taxes	\$ 17,959,474	\$ 17,844,595	\$ 114,879	\$ 107,067,569	\$ 89,108,095
Total Federal Government	512,975	512,975	0	3,077,849	2,564,874
Total Federal Government Agencies	128,331	128,331	(0)	769,983	641,653
Total Provincial Government	334,804	334,809	(5)	2,008,825	1,674,021
Total Provincial Government Agencies	484,967	484,966	0	2,909,799	2,424,833
Total Services to Other Local Government	101,680	101,680	0	610,078	508,398
Total Transit	97,546	110,667	(13,121)	664,000	566,454
Total Environmental Development Services	40,704	34,562	6,142	207,370	166,666
Total Licenses & Permits	23,660	24,667	(1,007)	148,000	124,340
Total Fines & Fees	146,588	92,228	54,359	553,370	406,782
Total Rentals	90,297	90,297	-	680,079	589,782
Total Concessions & Franchises	65,149	60,986	4,163	365,915	300,766
Total Interest on Taxes	245,996	220,516	25,480	1,323,098	1,077,102
Total Finance Revenue	4,550	5,582	(1,032)	33,489	28,939
Total Solid Waste Revenue	355,683	383,333	(27,650)	2,300,000	1,944,317
Total Recreation & Cultural Service Programs	252,542	175,364	77,178	1,862,000	1,609,458
Total Water Utility Charges	825,252	825,252	(0)	4,951,510	4,126,258
Total Unconditional Transfers	2,640,825	2,640,825	(0)	15,844,951	13,204,126
Total Conditional Transfers	577,160	577,160	-	3,512,960	2,935,800
Year To Date Assigned Before Cost Recovery 2016 Flood Claims	\$ 24,888,181	\$ 24,648,794	\$ 239,387	\$ 148,890,845	\$ 124,002,664
Cost Recovery 2016 Flood Claim	28,071	-	28,071	-	(28,071)
Year To Date Assigned After Cost Recovery 2016 Flood Claims	\$ 24,916,252	\$ 24,648,794	\$ 267,458	\$ 148,890,845	\$ 123,974,593

ORIGINAL SIGNED BY

Departmental

Reviewed

Summary

Statement of Expenditures

May 31, 2017

Expenditures	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
Legislative	\$ 245,356	\$ 309,771	\$ 64,415	\$ 1,470,936	\$ 1,225,580
Administration	350,085	357,203	7,118	1,233,343	883,258
Finance	391,139	527,938	136,799	2,897,017	2,505,878
Legal	98,180	122,564	24,384	664,515	566,335
Human Resources	255,509	295,546	40,037	1,650,262	1,394,753
Technology & Communications	215,204	238,073	22,869	1,244,687	1,029,483
Municipal Clerk	53,753	77,171	23,419	527,594	473,841
Fiscal Services	4,260,027	4,332,963	72,936	35,570,603	31,310,576
Occupational Health & Safety	38,107	41,407	3,301	222,183	184,076
Police Services	5,140,744	5,194,409	53,665	26,231,264	21,090,520
Fire Services (Incl EMO)	3,405,722	3,625,510	219,787	17,977,844	14,572,122
Engineering & Public Works	6,782,602	7,332,140	549,538	44,367,637	37,585,035
Planning	443,056	489,885	46,829	2,599,518	2,156,462
Facilities C200 & Arenas	586,427	666,602	80,175	3,306,912	2,720,485
Parks & Grounds	467,521	529,192	61,671	2,893,786	2,426,265
Buildings	512,089	580,527	68,438	3,346,211	2,834,122
Recreation	733,198	757,909	24,711	2,686,533	1,953,335
Total expended to date excluding 2016 Flood Costs	\$ 23,978,719	\$ 25,478,810	\$ 1,500,091	\$ 148,890,845	\$ 124,912,126
2016 Flood Costs	28,071	-	(28,071)	-	(28,071)
Total expended to date including 2016 Flood Costs	\$ 24,006,790	\$ 25,478,810	\$ 1,472,020	\$ 148,890,845	\$ 124,884,055

ORIGINAL SIGNED BY

Departmental

Reviewed

Legislative	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 173,579	\$ 174,348	\$ 769	\$ 926,330	\$ 752,751
6010 BENEFITS	20,929	24,755	3,826	145,900	124,971
6030 TRAVEL/CONFERENCES	32,148	66,333	34,186	210,000	177,852
6040 PROF MEM/DUES & FEES	750	14,718	13,968	55,931	55,181
6050 OFFICE SUPPLIES	3,556	3,456	(100)	20,000	16,444
6060 OFFICE EQUIPMENT	615	3,239	2,625	6,550	5,935
6080 ADVERTISING	1,050	5,560	4,510	14,500	13,450
6100 COURIER	57	63	5	375	318
6110 TELEPHONE/FAX	4,011	6,600	2,589	39,600	35,589
6120 PUBL./SUBSCRIPTIONS	178	292	114	1,750	1,573
6130 COMPUTER HARDWARE	1,044	1,150	106	5,000	3,956
6150 MEETING EXPENSES	2,009	5,590	3,581	23,000	20,991
6170 PROMOTION	5,430	3,667	(1,763)	22,000	16,570
6180 COST RECOVERY	-	-	-	-	-
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICES	-	-	-	-	-
Total expended to date excluding 2016 Flood Costs	\$ 245,356	\$ 309,771	\$ 64,415	\$ 1,470,936	\$ 1,225,580
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 245,356	\$ 309,771	\$ 64,415	\$ 1,470,936	\$ 1,225,580

ORIGINAL SIGNED BY

Departmental

ORIGINAL SIGNED BY

Finance

Administration	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 63,561	\$ 61,539	\$ (2,022)	\$ 355,513	\$ 291,952
6010 BENEFITS	10,007	9,870	(137)	57,017	47,010
6020 TRAINING/EDUCATION	-	1,519	1,519	4,800	4,800
6030 TRAVEL/CONFERENCES	1,861	9,380	7,519	36,500	34,639
6040 PROF MEM/DUES & FEES	263	430	167	1,675	1,412
6050 OFFICE SUPPLIES	10	288	278	2,800	2,790
6060 OFFICE FURNITURE	-	-	-	-	-
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	695	567	(129)	3,400	2,705
6120 PUBL./SUBSCRIPTIONS	-	33	33	200	200
6130 COMPUTER HARDWARE	-	-	-	-	-
6140 COMPUTER SOFTWARE	-	167	167	1,000	1,000
6150 MEETING EXPENSES	765	487	(278)	2,920	2,155
6170 PROMOTION	830	830	0	20,000	19,170
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICES	15,000	15,000	-	280,000	265,000
8150 GRANTS/SUBS TO ORG	257,093	257,093	-	467,518	210,425
Total expended to date excluding 2016 Flood Costs	\$ 350,085	\$ 357,203	\$ 7,118	\$ 1,233,343	\$ 883,258
8165 FLOOD COSTS	-	0	0	0	0
Total expended to date including 2016 Flood Costs	350,085	\$ 357,203	\$ 7,118	\$ 1,233,343	\$ 883,258

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Finance

Finance	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 306,535	\$ 337,537	\$ 31,002	\$ 1,949,952	\$ 1,643,417
6010 BENEFITS	58,351	61,736	3,385	356,650	298,299
6020 TRAINING/EDUCATION	175	3,882	3,707	23,290	23,115
6030 TRAVEL/CONFERENCES	2,126	4,183	2,057	25,100	22,974
6040 PROF MEM/DUES & FEES	-	863	863	5,175	5,175
6050 OFFICE SUPPLIES	3,291	2,583	(708)	15,500	12,209
6060 OFFICE EQUIPMENT	3,494	2,502	(991)	14,000	10,506
6080 ADVERTISING	5,984	7,108	1,124	42,650	36,666
6090 POSTAGE	43,641	58,060	14,419	161,200	117,559
6100 COURIER	4,184	3,967	(218)	23,800	19,616
6110 TELEPHONE/FAX	2,535	3,117	582	18,700	16,165
6130 COMPUTER HARDWARE	-	3,300	3,300	19,800	19,800
6140 COMPUTER SOFTWARE	1,022	9,500	8,478	57,000	55,978
6160 LIABILITY INSURANCE	45,014	55,775	10,761	334,650	289,636
6180 COST RECOVERY	(108,238)	(53,692)	54,546	(322,150)	(213,912)
8010 OPERATIONAL MAT/SUPP	949	1,417	468	8,500	7,551
8100 PROFESSIONAL SERVICE	-	-	-	55,000	55,000
8110 CONTRACTS/AGREEMENTS	18,835	17,500	(1,335)	56,600	37,765
8120 LEASES	1,990	1,933	(57)	11,600	9,610
8180 TAX EXEPT/WRITE OFF	1,250	6,667	5,417	40,000	38,750
Total expended to date excluding 2016 Flood Costs	\$ 391,139	\$ 527,938	\$ 136,799	\$ 2,897,017	\$ 2,505,878
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 391,139	\$ 527,938	\$ 136,799	\$ 2,897,017	\$ 2,505,878

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Legal	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 64,083	\$ 65,929	\$ 1,846	\$ 380,873	\$ 316,790
6010 BENEFITS	13,866	12,609	(1,257)	72,842	58,976
6020 TRAINING/EDUCATION	350	3,015	2,664	6,500	6,150
6030 TRAVEL/CONFERENCES	553	1,417	864	8,500	7,947
6040 PROF MEM/DUES & FEES	4,674	6,648	1,974	7,100	2,426
6050 OFFICE SUPPLIES	654	583	(71)	3,500	2,846
6060 OFFICE EQUIPMENT	-	1,400	1,400	4,200	4,200
6070 PHOTOCOPIER LEASE	655	517	(139)	3,100	2,445
6080 ADVERTISING	-	167	167	1,000	1,000
6100 COURIER	-	800	800	1,000	1,000
6110 TELEPHONE/FAX	436	900	464	5,400	4,964
6120 PUBL./STATUTES	2,069	1,346	(723)	10,000	7,931
6130 COMPUTER HARDWARE	-	500	500	3,000	3,000
6140 COMPUTER SOFTWARE	-	-	-	2,500	2,500
6150 MEETING EXPENSE	85	83	(2)	500	415
6180 COST RECOVERY	-	-	-	-	-
8100 PROFESSIONAL SERVICE	10,754	26,651	15,896	154,500	143,746
Total expended to date excluding 2016 Flood Costs	\$ 98,180	\$ 122,564	\$ 24,384	\$ 664,515	\$ 566,335
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 98,180	\$ 122,564	\$ 24,384	\$ 664,515	\$ 566,335

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Human Resources	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 98,849	\$ 103,847	\$ 4,997	\$ 599,922	\$ 501,073
6010 BENEFITS	125,925	128,399	2,473	741,760	615,835
6020 TRAINING/EDUCATION	4,424	4,500	76	6,000	1,576
6030 TRAVEL/CONFERENCES	585	4,179	3,594	16,250	15,665
6040 PROF MEM/DUES & FEES	833	888	55	1,730	897
6050 OFFICE SUPPLIES	2,105	2,617	511	15,700	13,595
6060 OFFICE EQUIPMENT	-	1,500	1,500	2,500	2,500
6080 ADVERTISING	2,503	2,719	216	5,000	2,497
6110 TELEPHONE/FAX	989	1,667	677	10,000	9,011
6120 PUBL./SUBSCRIPTIONS	1,033	1,066	32	2,400	1,367
6130 COMPUTER HARDWARE	-	3,333	3,333	4,000	4,000
6150 MEETING EXPENSE	-	333	333	2,000	2,000
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	16,628	38,417	21,788	230,500	213,872
8110 CONTRACTS/AGREEMENTS	1,633	2,083	451	12,500	10,867
Total expended to date excluding 2016 Flood Costs	\$ 255,509	\$ 295,546	\$ 40,037	\$ 1,650,262	\$ 1,394,753
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 255,509	\$ 295,546	\$ 40,037	\$ 1,650,262	\$ 1,394,753

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Finance

**Technology/
Communications**

Statement of Expenditures

May 31, 2017

Technology/Communications	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 72,431	\$ 84,717	\$ 12,286	\$ 489,413	\$ 416,982
6010 BENEFITS	16,265	16,786	521	96,974	80,709
6020 TRAINING/EDUCATION	-	3,000	3,000	18,000	18,000
6030 TRAVEL/CONFERENCES	920	3,333	2,413	20,000	19,080
6040 PROF MEM/DUES & FEES	-	167	167	1,000	1,000
6050 OFFICE SUPPLIES	388	1,000	612	3,000	2,612
6060 OFFICE EQUIPMENT	918	1,000	82	3,000	2,082
6080 ADVERTISING	391	83	(308)	500	109
6100 COURIER	42	50	8	300	258
6110 TELEPHONE/FAX	8,250	10,833	2,583	65,000	56,750
6120 PUBL./SUBSCRIPTIONS	-	167	167	1,000	1,000
6130 COMPUTER HARDWARE	22,000	21,667	(333)	130,000	108,000
6140 COMPUTER SOFTWARE	83,923	85,186	1,263	175,000	91,077
6150 MEETING EXPENSE	-	83	83	500	500
8110 CONTRACTS/AGREEMENTS	9,675	10,000	325	42,000	32,325
8120 LEASES SAP	-	-	-	100,000	100,000
8130 LICENSES/PERMITS	-	-	-	99,000	99,000
Total expended to date excluding 2016 Flood Costs	\$ 215,204	\$ 238,073	\$ 22,869	\$ 1,244,687	\$ 1,029,483
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 215,204	\$ 238,073	\$ 22,869	\$ 1,244,687	\$ 1,029,483

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Municipal Clerk	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 40,637	\$ 46,127	\$ 5,490	\$ 266,478	\$ 225,841
6010 BENEFITS	9,111	9,307	195	53,766	44,655
6020 TRAINING/EDUCATION	1,491	1,534	43	5,500	4,009
6030 TRAVEL/CONFERENCES	3,015	3,020	5	6,500	3,485
6040 PROF MEM/DUES & FEES	-	167	167	1,000	1,000
6050 OFFICE SUPPLIES	397	950	553	5,700	5,303
6060 OFFICE EQUIPMENT	827	6,111	5,285	10,000	9,173
6070 PHOTOCOPY SUPPLIES	2,458	3,500	1,042	21,000	18,542
6080 ADVERTISING	-	125	125	750	750
6100 COURIER	-	125	125	750	750
6110 TELEPHONE/FAX	413	667	254	4,000	3,587
6120 PUBL./SUBSCRIPTIONS	-	480	480	1,800	1,800
6130 COMPUTER HARDWARE	-	1,125	1,125	6,750	6,750
6140 COMPUTER SOFTWARE	(4,805)	1,833	6,638	11,000	15,805
6150 MEETING EXPENSES	209	2,100	1,891	12,600	12,391
8110 CONTRACTS/AGREEMENTS	-	-	-	120,000	120,000
Total expended to date excluding 2016 Flood	\$ 53,753	\$ 77,171	\$ 23,419	\$ 527,594	\$ 473,841
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 53,753	\$ 77,171	\$ 23,419	\$ 527,594	\$ 473,841

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Fiscal Services	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
9010 INT SHRT TERM BORROW	\$ 73,941	\$ 50,000	\$ (23,941)	\$ 300,000	\$ 226,059
9020 INT ON DEBT	798,550	798,550	-	1,704,972	906,422
9050 PRINC ON DEBT	166,665	166,665	-	13,659,145	13,492,480
9052 DEBT/CAP BOND DISC	15,833	15,833	-	95,000	79,167
9090 BANK CHARGES	13,088	14,333	1,245	86,000	72,912
9200 ALLOWANCE FOR UNCOL. TAXES	66,667	66,667	-	400,000	333,333
9420 APPROP TO CAPITAL FUND	15,000	15,000	-	90,000	75,000
9430 APPROP TO B.I.D.C.	15,219	16,199	981	97,197	81,978
9600 PROV. CORRECTIONS	180,741	183,333	2,593	1,100,000	919,259
9610 CB REG. HOUSING	303,584	356,000	52,416	2,136,000	1,832,416
9620 REGIONAL LIBRARY	110,046	111,667	1,621	670,000	559,954
9630 CB/VIC. SCHOOL BOARD	2,274,086	2,312,013	37,927	13,872,080	11,597,994
9640 PROPERTY ASSESSMENT	226,607	226,702	94	1,360,209	1,133,602
Total expended to date	\$ 4,260,027	\$ 4,332,963	\$ 72,936	\$ 35,570,603	\$ 31,310,576

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Departmental

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Finance

**Occupational Health /
Safety**

Statement of Expenditures

May 31, 2017

Occupational Health & Safety	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 25,746	\$ 26,489	\$ 742	\$ 153,025	\$ 127,279
6010 BENEFITS	5,935	6,175	241	29,898	23,963
6020 TRAINING/EDUCATION	1,985	2,175	190	5,850	3,865
6030 TRAVEL/CONFERENCES	1,298	1,833	535	11,000	9,702
6040 PROF MEM/DUES & FEES	-	89	89	535	535
6050 OFFICE SUPPLIES	501	500	(1)	3,000	2,499
6060 OFFICE EQUIPMENT	-	-	-	-	-
6110 TELEPHONE/FAX	245	563	318	3,375	3,130
6120 PUBL/SUBSCRIPTIONS	-	333	333	2,000	2,000
6130 COMPUTER HARDWARE	-	333	333	2,000	2,000
6140 COMPUTER SOFTWARE	-	83	83	500	500
6150 MEETING EXPENSES	1,479	1,417	(63)	2,500	1,021
8010 OPERATIONAL MAT/SUPP	-	-	-	-	-
8100 PROFESSIONAL SERVICE	623	917	294	5,500	4,877
8120 LEASES	295	500	205	3,000	2,705
Total expended to date excluding 2016 Flood Costs	\$ 38,107	\$ 41,407	\$ 3,301	\$ 222,183	\$ 184,076
 8165 2016 FLOOD COSTS	 -	 -	 -	 -	 -
Total expended to date including 2016 Flood Costs	\$ 38,107	\$ 41,407	\$ 3,301	\$ 222,183	\$ 184,076

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Finance

Police Services

Statement of Expenditures

May 31, 2017

Police Services	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 WAGES & BENEFITS NET OF COST RECOVERY	\$ 4,515,752	\$ 4,506,318	\$ (9,434)	\$ 22,386,035	\$ 17,870,283
6020 TRAINING/EDUCATION	20,381	46,560	26,179	145,927	125,546
6030 TRAVEL/CONFERENCES	39,622	17,500	(22,122)	105,000	65,378
6040 PROF MEM/DUES & FEES	491	833	342	5,000	4,509
6050 OFFICE SUPPLIES	5,933	9,083	3,151	53,000	47,067
6060 OFFICE EQUIPMENT	5,973	8,333	2,360	50,000	44,027
6070 PHOTOCOPY SUPPLIES	1,827	3,000	1,173	18,000	16,173
6080 ADVERTISING	-	833	833	5,000	5,000
6090 POSTAGE & 6100 COURIER	1,792	1,166	(626)	7,000	5,208
6110 TELEPHONE/FAX	45,745	43,473	(2,271)	260,840	215,095
6120 PUBL./SUBSCRIPTIONS	582	1,000	418	6,000	5,418
6130 COMPUTER HARDWARE	8,956	10,667	1,711	200,000	191,044
6140 COMPUTER SOFTWARE	58,135	54,167	(3,968)	115,000	56,865
6150 MEETING EXPENSES	2,631	2,833	202	17,000	14,369
6160 LIABILITY INSURANCE	-	667	667	4,000	4,000
6170 PROMOTION	1,783	1,833	50	11,000	9,217
7000 HEAT	6,815	8,333	1,518	50,000	43,185
7010 ELECTRICAL	17,532	16,608	(923)	99,650	82,118
7020 WATER	-	1,333	1,333	8,000	8,000
7030 BLDG/FACILITY MAINT	11,636	7,810	(3,826)	71,000	59,364
7040 BLDG/FACILITY REPAIR	1,824	8,167	6,342	49,000	47,176
7050 BLDG/FACILITY INSURANCE	-	5,625	5,625	12,500	12,500
7060 BLDG/FACILITY RENOV	1,206	3,333	2,127	20,000	18,794
7070 BLDG/FACILITY RENTAL	9,674	11,333	1,659	68,000	58,326
7110 SECURITY	133	617	483	3,700	3,567
7505 GASOLINE & DIESEL	56,000	62,500	6,500	375,000	319,000
7510 VEH/EQUIP REPAIRS	24,404	47,953	23,549	287,717	263,313
7520 VEH/EQUIP INSURANCE	10,000	10,000	0	60,000	50,000
7530 VEH/EQUIP REPLACEMENT	-	-	-	580,000	580,000
7540 VEH/EQUIP RENTAL	-	1,500	1,500	9,000	9,000
7550 VEH/EQUIP TOWING	-	833	833	5,000	5,000
7560 VEH/EQUIP GEN SUPPLY	136	1,667	1,531	10,000	9,864
8000 OPERATIONAL EQUIP	16,872	32,297	15,426	193,784	176,912
8010 OPERATIONAL MAT/SUPP	37,975	30,229	(7,746)	181,373	143,398
8020 MAINTENANCE EQUIP	-	416	416	3,570	3,570
8030 MAINTENANCE MAT/SUPP	-	3,167	3,167	19,000	19,000
8040 COMM EQUIPMENT LINES	1,250	1,667	417	10,000	8,750
8090 UNIFORMS/CLOTHING	17,958	36,667	18,709	220,000	202,042
8100 PROFESSIONAL SERVICE	40,947	11,308	(29,639)	95,000	54,053
8110 CONTRACTS/AGREEMENTS	21,165	28,750	7,585	102,000	80,835
8120 LEASES	-	-	-	-	-
8125 MAJOR INVESTIGATIONS	17,580	21,528	3,948	129,168	111,588
8130 LICENSES/PERMITS	1,125	-	(1,125)	10,000	8,875
8150 GRANTS/SUBS TO ORG	136,911	132,500	(4,411)	170,000	33,089
Total expended to date excluding 2016 Flood Costs	5,140,744	5,194,409	53,665	26,231,264	21,090,520
8165 2016 FLOOD COSTS	469	-	(469)	-	(469)
Total expended to date including 2016 Flood Costs	\$ 5,141,213	\$ 5,194,409	\$ 53,196	\$ 26,231,264	\$ 21,090,051

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Finance

Police Services Revenue	Year to date Assigned	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
4751 RECORDS INQUIRIES	\$ 17,301	\$ 2,468	\$ 14,833	\$ 14,808	\$ (2,493)
5151 FINES	99,286	59,760	39,526	358,562	259,276
Total Revenue to date	<u>\$ 116,588</u>	<u>\$ 62,228</u>	<u>\$ 54,359</u>	<u>\$ 373,370</u>	<u>\$ 256,782</u>

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Finance

Fire Services

Statement of Expenditures

May 31, 2017

Fire Services Including EMO	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 857,254	\$ 977,847	\$ 120,593	\$ 5,649,030	\$ 4,791,776
6010 BENEFITS	193,191	182,456	(10,736)	1,054,049	860,858
6011 MISC. BENEFITS	33,861	23,400	(10,461)	123,165	89,304
6020 TRAINING/EDUCATION	6,955	33,064	26,109	177,539	170,584
6030 TRAVEL/CONFERENCES	7,471	6,667	(804)	51,100	43,629
6040 PROF MEM/DUES & FEES	5,992	1,939	(4,053)	11,732	5,740
6050 OFFICE SUPPLIES	646	2,017	1,371	12,100	11,454
6060 OFFICE EQUIPMENT	2,834	2,158	(676)	12,950	10,116
6070 PHOTOCOPY SUPPLIES	-	83	83	500	500
6080 ADVERTISING	423	892	469	5,350	4,927
6100 COURIER	93	75	(17)	451	358
6110 TELEPHONE/FAX	6,429	7,500	1,070	44,999	38,570
6120 PUBL./SUBSCRIPTIONS	-	450	450	2,700	2,700
6130 COMPUTER HARDWARE	250	3,341	3,090	14,007	13,757
6140 COMPUTER SOFTWARE	799	2,584	1,785	16,006	15,207
6150 MEETING EXPENSES	674	734	60	4,404	3,730
6160 LIABILITY INSURANCE	-	-	-	-	-
6170 PROMOTION	3,694	6,333	2,640	38,000	34,306
6180 COST RECOVERY	-	-	-	-	-
7000 HEAT	9,870	15,392	5,522	92,351	82,481
7010 ELECTRICAL	6,203	8,936	2,734	64,536	58,333
7020 WATER	3,893	1,069	(2,824)	24,523	20,630
7030 BLDG/FACILITY MAINT	12,456	10,622	(1,834)	63,729	51,273
7040 BLDG/FACILITY REPAIR	2,050	37,595	35,545	225,571	223,521
7050 BLDG/FACILITY INS	-	1,369	1,369	8,217	8,217
7060 BLDG/FACILITY RENOV	-	-	-	-	-
7070 BLDG/FACILITY RENTALS	-	-	-	-	-
7080 PLANT MAINTENANCE	-	67	67	400	400
7500 VEH/EQUIP MAINT.	24,004	17,913	(6,092)	107,476	83,472
7505 GASOLINE/DIESEL	10,947	13,460	2,512	80,758	69,811
7510 VEH/EQUIP REPAIRS	130	667	536	4,000	3,870
7520 VEH/EQUIP INSURANCE	12,358	10,018	(2,340)	80,109	47,751
7530 VEH/EQUIP REPLACEMENT	152	8,333	8,182	85,000	84,848
7540 VEH/EQUIP RENTAL	-	-	-	204	204
7550 VEH/EQUIP TOWING	-	333	333	2,000	2,000
7560 VEH/EQUIP GEN SUPPLY	4,404	2,667	(1,737)	16,000	11,596
8000 OPERATIONAL EQUIP	52,023	59,167	7,144	355,000	302,977
8010 OPERATIONAL MAT/SUPP	2,639	7,709	5,070	45,870	43,231
8020 MAINTENANCE EQUIP	750	8,767	8,016	52,599	51,849
8040 COMM EQUIPMENT LINES	1,256	6,667	5,411	40,000	38,744
8090 UNIFORMS/CLOTHING	4,593	13,242	8,648	79,452	74,859
8100 PROFESSIONAL SERVICE	1,907	1,590	(317)	9,538	7,631
8110 CONTRACTS/AGREEMENTS	5,175	14,940	9,765	89,638	84,463
8120 LEASES	48,621	54,198	5,576	325,193	276,572
8130 LICENSES/PERMITS	19,809	17,335	(2,474)	17,335	(2,474)
8135 REGULATORY FEES	-	-	-	-	-
8140 EASEMENTS/ROW COSTS	-	-	-	-	-
8150 GRANTS/SUBS TO ORG	864,638	864,638	-	1,726,594	861,956
8195 WATER SUPPLY & HYDR	1,197,278	1,197,278	0	7,183,669	5,986,391
Total expended to date excluding 2016 Flood Costs	\$ 3,405,722	\$ 3,625,510	\$ 219,787	\$ 17,977,844	\$ 14,572,122
8185 2016 FLOOD COSTS	3,931	-	(3,931)	-	(3,931)
Total expended to date including 2016 Flood Costs	\$ 3,409,653	\$ 3,625,510	\$ 215,856	\$ 17,977,844	\$ 14,568,191

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Finance

Fire Services**Statement of Revenue****May 31, 2017**

Fire Services Revenue	Year to date Assigned	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
4776 PROV NS FIRE PROTECTION GRANT	26,927	26,927	-	161,563	134,636
4776 MEMBERTOU MUNICIPAL SERVICES AGRMNT	74,753	74,752	0	448,515	373,763
Total Revenue to date	\$ 101,680	\$ 101,680	\$ 0	\$ 610,078	\$ 508,398

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Engineering and Public Works Actuals to May 31, 2017 - Including Committed Items

	Actual & Committed Y-T-D May 31, 2017	Budget Y-T-D May 31, 2017	Variance Y-T-D May 31, 2017	Total Annual Budget	Annual Budget Remaining	% of Annual Budget
REVENUE						
TRANSIT	\$97,546	\$110,667	-\$13,121	\$664,000	-\$566,454	14.69%
SOLIDWASTE TIP FEES	\$355,683	\$333,333	\$22,350	\$2,000,000	-\$1,644,317	17.78%
SOLIDWASTE COST RECOVERIES	\$0	\$50,000	-\$50,000	\$300,000	-\$300,000	0.00%
SEWER PERMIT FEES	\$13,610	\$16,667	-\$3,057	\$100,000	-\$86,390	13.61%
MISCELLANEOUS REVENUE			\$0		\$0	0.00%
WATER UTILITY ADMIN FEE	\$825,252	\$825,252	\$0	\$4,951,510	-\$4,126,258	16.67%
TOTAL PW REVENUES	\$1,292,090	\$1,335,918	-\$43,828	\$8,015,510	-\$6,723,420	16.12%
EXPENDITURES						
ADMINISTRATION	\$672,177	\$794,925	\$122,748	\$4,848,377	\$4,176,200	13.86%
ENGINEERING	\$95,073	\$126,126	\$31,052	\$726,956	\$631,883	13.08%
CENTRAL DIVISION	\$893,342	\$875,726	-\$17,616	\$6,632,216	\$5,738,874	13.47%
EAST DIVISION	\$868,900	\$1,070,381	\$201,481	\$6,392,426	\$5,523,526	13.59%
NORTH DIVISION	\$380,401	\$504,261	\$123,860	\$3,128,159	\$2,747,758	12.16%
SOLID WASTE	\$2,058,052	\$2,301,309	\$243,257	\$11,997,594	\$9,939,542	17.15%
MECHANICAL FLEET	\$833,496	\$701,652	-\$131,844	\$4,119,178	\$3,285,682	20.23%
TRANSIT	\$554,629	\$623,228	\$68,599	\$3,677,162	\$3,122,533	15.08%
QUALITY CONTROL	\$426,531	\$334,533	-\$91,999	\$2,845,569	\$2,419,038	14.99%
TOTAL PW EXPENDITURES	\$6,782,602	\$7,332,140	\$549,538	\$44,367,637	\$37,585,035	15.29%
Flood Costs	\$11,338	\$0	-\$11,338			
TOTAL PW EXPENDITURES Including Flood Costs	\$6,793,940	\$7,332,140	\$538,200			

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Director of Engineering & Public Works

Chief Financial Officer

Planning / ByLaw / Fire Inspection	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 204,115	\$ 222,938	\$ 18,823	\$ 1,287,913	\$ 1,083,798
6010 BENEFITS	46,436	44,305	(2,131)	255,950	209,514
6020 TRAINING/EDUCATION	641	2,833	2,192	17,000	16,359
6030 TRAVEL/CONFERENCES	5,272	7,167	1,895	31,000	25,728
6040 PROF MEM/DUES & FEES	2,173	2,367	194	7,000	4,827
6050 OFFICE SUPPLIES	1,562	3,250	1,688	19,500	17,938
6060 OFFICE EQUIPMENT	1,160	2,417	1,257	14,500	13,340
6070 PHOTOCOPY SUPPLIES	-	-	-	-	-
6080 ADVERTISING	892	5,333	4,442	32,000	31,108
6100 COURIER	-	-	-	-	-
6110 TELEPHONE/FAX	2,604	4,000	1,396	24,000	21,396
6120 PUBL./SUBSCRIPTIONS	-	217	217	1,300	1,300
6130 COMPUTER HARDWARE	-	2,167	2,167	13,000	13,000
6140 COMPUTER SOFTWARE	-	1,167	1,167	7,000	7,000
6150 MEETING EXPENSE	370	700	330	4,200	3,830
6170 PROMOTION	(0)	-	0	30,000	30,000
7130 DEMOLITIONS	-	-	-	120,000	120,000
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	1,833	1,833	11,000	11,000
8000 OPERATIONAL EQUIPMENT	-	3,833	3,833	23,000	23,000
8010 OPERATIONAL MAT/SUPP	102	667	565	4,000	3,898
8090 UNIFORMS / CLOTHING	547	1,417	869	8,500	7,953
8100 PROFESSIONAL SERVICE	128	1,333	1,205	53,000	52,872
8110 CONTRACTS/AGREEMENTS	64,438	69,120	4,683	436,795	372,358
8130 LICENSES/PERMITS	74,166	73,860	(306)	73,860	(306)
8135 REGULATORY FEES	27,487	28,000	513	45,000	17,513
8150 GRANTS /SUBS TO ORG	10,963	10,963	-	80,000	69,038
Total expended to date excluding 2016 Flood Costs	\$ 443,056	\$ 489,885	\$ 46,829	\$ 2,599,518	\$ 2,156,462
 8165 2016 FLOOD COSTS	 -	 -	 -	 -	 -
Total expended to date including 2016 Flood Costs	\$ 443,056	\$ 489,885	\$ 46,829	\$ 2,599,518	\$ 2,156,462

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	Year to date Assigned	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
Bylaw Revenue					
5112 Vendor Licenses	\$ 6,525	\$ 2,167	\$ 4,358	\$ 6,475	\$ (50)
5113 Animal Licenses	30	1,167	(1,137)	6,970	6,940
5114 Taxi Licenses	3,495	3,000	495	14,505	11,010
5115 Vending Machine Licenses	-	1,667	(1,667)	10,000	10,000
5301 Parking Meter Revenue	65,149	60,986	4,163	300,766	235,617
Total Bylaw Revenue	\$ 75,199	\$ 68,986	\$ 6,213	\$ 338,716	\$ 263,517
Development / Planning Revenue					
5496 Mapping Sales	-	333	(333)	2,000	2,000
5495 Other Sales	977	467	510	1,823	846
5101 Building Permits	33,387	28,428	4,959	137,183	103,796
5102 Subdivision Fees	6,340	5,333	1,007	25,700	19,360
Total Develop / Planning Rev	\$ 40,704	\$ 34,562	\$ 6,142	\$ 166,706	\$ 126,002
Total Bylaw / Dev / Planning Revenue	\$ 115,903	\$ 103,548	\$ 12,355	\$ 505,422	\$ 389,519

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Finance

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

Statement of Expenditures

May 31, 2017

	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 285,706	\$ 290,865	\$ 5,159	\$ 1,218,168	\$ 932,462
6010 BENEFITS	43,175	46,688	3,512	211,944	168,769
6020 TRAINING	475	1,000	525	6,000	5,525
6030 TRAVEL/CONFERENCES	669	1,333	664	8,000	7,331
6040 PROF MEM/DUES & FEES	260	1,083	824	1,500	1,240
6050 OFFICE SUPPLIES	1,710	833	(876)	5,000	3,290
6060 OFFICE EQUIPMENT	2,320	333	(1,987)	2,000	(320)
6080 ADVERTISING	2,094	1,667	(427)	10,000	7,906
6100 COURIER	-	250	250	1,500	1,500
6110 TELEPHONE/FAX	3,090	4,083	994	24,500	21,410
6120 PUBL./SUBSCRIPTIONS	-	-	-	-	-
6130 COMPUTER HARDWARE	-	667	667	4,000	4,000
6140 COMPUTER SOFTWARE	2,137	500	(1,637)	3,000	863
6150 MEETING EXPENSES	-	167	167	1,000	1,000
6160 LIABILITY INSURANCE	-	4,667	4,667	28,000	28,000
7000 HEAT	6,732	7,583	851	41,500	34,768
7010 ELECTRICAL	66,149	66,667	518	520,000	453,851
7020 WATER	-	7,333	7,333	44,000	44,000
7030 BLDG/FACILITY MAINT	9,839	15,000	5,161	90,000	80,161
7040 BLDG/FACILITY REPAIR	8,730	13,333	4,604	60,000	51,270
7050 BLDG/FACILITY INS	-	3,283	3,283	19,700	19,700
7060 BLDG/FACILITY RENOV	175	4,167	3,992	25,000	24,825
7070 BLDG/FACILITY RENTAL	-	-	-	45,000	45,000
7080 PLANT MAINTENANCE	6,286	14,167	7,881	-	(6,286)
7100 MAINT. TOOLS/EQUIP	-	-	-	-	-
7110 SECURITY	8,306	10,833	2,527	65,000	56,694
7500 VEH/EQUIP MAINT	126	167	41	1,000	874
7505 GAS/DIESEL	-	-	-	-	-
7510 VEH/EQUIP REPAIRS	150	2,083	1,933	12,500	12,350
7520 VEH/EQUIP INSURANCE	-	600	600	3,600	3,600
7530 VEH/EQUIP REPLACEMENT	-	-	-	-	-
7540 VEH/EQUIP RENTAL	(2,347)	2,500	4,847	2,500	4,847
7570 VEH/EQUIP TOOLS	-	-	-	-	-
8000 OPERATIONAL EQUIPMENT	21	833	813	5,000	4,979
8010 OPERATIONAL MAT/SUPP	21,116	31,417	10,301	142,500	121,384
8020 MAINT. EQUIP	-	-	-	-	-
8025 COMMUNITY EVENTS	-	-	-	-	-
8030 MAINT. MAT/SUPP	-	-	-	-	-
8050 COST OF SALES	107,218	109,167	1,948	565,000	457,782
8090 UNIFORMS/CLOTHING	1,194	1,250	56	7,500	6,306
8100 PROFESSIONAL SERVICE	5,000	417	(4,584)	2,500	(2,500)
8110 CONTRACTS/AGREEMENTS	6,097	21,667	15,570	130,000	123,903
8130 LICENSES/PERMITS	-	-	-	-	-
8150 GRANTS/SUBS TO ORG	-	-	-	-	-
8160 SUSTAINABILITY EVENTS	-	-	-	-	-
8170 SUSTAINABILITY	-	-	-	-	-
Total expended to date excluding 2016 Flood Costs	\$ 586,427	\$ 666,602	\$ 80,175	\$ 3,306,912	\$ 2,720,485
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 586,427	\$ 666,602	\$ 80,175	\$ 3,306,912	\$ 2,720,485

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

Statement of Revenue

May 31, 2017

	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 5001 Ice Rentals	\$ 26,780	\$ 62,012	\$ (35,232)	\$ 758,000	\$ 731,220
GL 5002 Public Skating	1,907	-	1,907	-	(1,907)
GL 5004 Arena Rental	5,922	-	5,922	-	(5,922)
GL 5005 Gym Rental	-	-	-	-	-
GL 5006 Canteen Sales	70,604	80,158	(9,554)	870,000	799,396
GL 5009 Major Events	12,397	11,789	607	75,000	62,603
GL 5010 Other Revenue	96,062	14,904	81,158	120,000	23,938
GL 5033 Program Equipment	600	-	600	-	(600)
GL 5034 Facility Rentals	36,985	-	36,985	-	(36,985)
GL 4808 Advertising Revenue	2,000	-	2,000	-	(2,000)
Total Revenue To Date	\$ 253,258	\$ 168,864	\$ 84,394	\$ 1,823,000	\$ 1,569,742

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**Parks and Grounds
Operations**

Statement of Expenditures

May 31, 2017

Parks & Grounds	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 233,754	\$ 288,485	\$ 54,731	\$ 1,666,580	\$ 1,432,826
6010 BENEFITS	58,316	59,802	1,485	345,475	287,159
6020 TRAINING/EDUCATION	12,092	2,387	(9,705)	2,387	(9,705)
6030 TRAVEL/CONFERENCES	724	1,351	627	8,104	7,381
6040 PROF MEM/DUES & FEES	-	10	10	200	200
6050 OFFICE SUPPLIES	(164)	258	422	2,153	2,317
6060 OFFICE EQUIPMENT	-	50	50	500	500
6080 ADVERTISING	-	-	-	300	300
6110 TELEPHONE/FAX	1,127	771	(357)	5,750	4,623
6130 COMPUTER HARDWARE	-	42	42	250	250
7000 HEAT	1,100	518	(581)	3,866	2,767
7010 ELECTRICAL	5,983	7,246	1,263	75,000	69,017
7020 WATER	-	3,028	3,028	22,600	22,600
7030 BLDG/FACILITY MAINT	386	-	(386)	5,100	4,714
7040 BLDG/VACILITY REPAIR	(125)	-	125	7,750	7,875
7060 BLDG/FACILITY RENOV	-	979	979	7,303	7,303
7080 PLANT MAINTENANCE	-	50	50	1,664	1,664
7100 MAINT. TOOLS/EQUIP	-	-	-	7,100	7,100
7110 SECURITY	-	526	526	-	-
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	-	-	-	-
7510 VEH/EQUIP REPAIRS	147	225	78	1,350	1,203
7520 VEH/EQUIP INSURANCE	-	-	-	-	-
7530 VEH/EQUIP REPLACEMENT	-	4,167	4,167	25,000	25,000
7540 VEH/EQUIP RENTAL	-	2,500	2,500	15,000	15,000
8000 OPERATIONAL EQUIP	2,321	2,424	103	25,423	23,102
8010 OPERATIONAL MAT/SUPP	69,437	69,776	339	345,000	275,563
8020 MAINTENANCE EQUIP	4,999	5,400	401	32,000	27,001
8080 STREET LIGHTS	251	-	(251)	-	(251)
8090 UNIFORMS/CLOTHING	1,844	3,590	1,746	12,283	10,439
8100 PROFESSIONAL SERV	-	52	52	313	313
8110 CONTRACTS & AGRMNT	75,331	75,556	225	275,335	200,004
Total expended to date excluding 2016 Flood Costs	\$ 467,521	\$ 529,192	\$ 61,671	\$ 2,893,786	\$ 2,426,265
8165 2016 FLOOD COSTS	11,970	-	(11,970)	-	(11,970)
Total expended to date including 2016 Flood Costs	\$ 479,491	\$ 529,192	\$ 49,701	\$ 2,893,786	\$ 2,414,295

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Buildings	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
6000 WAGES/SALARIES	\$ 214,000	\$ 239,707	\$ 25,707	\$ 1,384,787	\$ 1,170,787
6010 BENEFITS	51,436	54,525	3,089	314,994	263,558
6011 MISC BENEFITS	-	-	-	-	-
6020 TRAINING/EDUCATION	198	508	309	2,500	2,302
6030 TRAVEL/CONFERENCES	-	508	508	2,500	2,500
6040 PROF MEM/DUES & FEES	-	20	20	100	100
6050 OFFICE SUPPLIES	214	144	(70)	800	586
6060 OFFICE EQUIPMENT	-	708	708	3,700	3,700
6080 ADVERTISING	-	-	-	-	-
6110 TELEPHONE/FAX	1,393	1,369	(24)	8,150	6,757
6130 COMPUTER HARDWARE	1,659	1,712	53	4,000	2,341
6140 COMPUTER SOFTWARE	173	667	493	4,000	3,827
7000 HEAT	19,156	20,300	1,144	100,000	80,844
7010 ELECTRICAL	83,743	65,333	(18,410)	465,000	381,257
7020 WATER	-	3,578	3,578	17,980	17,980
7030 BLDG/FACILITY MAINT	-	2,697	2,697	14,000	14,000
7040 BLDG/FACILITY REPAIR	-	11,373	11,373	56,250	56,250
7050 BLDG/FACILITY INS	30,782	31,364	582	154,500	123,718
7060 BLDG/FACILITY RENOV	14,842	20,300	5,458	100,000	85,158
7070 BLDG/FACILITY RENTAL	28,957	29,297	340	175,000	146,043
7080 PLANT MAINTENANCE	112	4,422	4,310	22,500	22,388
7100 MAINT. TOOLS/EQUIP	739	583	(156)	3,500	2,761
7110 SECURITY	16,727	23,142	6,415	114,000	97,273
7120 PROPERTY TAX	-	-	-	-	-
7500 VEH/EQUIP MAINT.	-	-	-	-	-
7505 GASOLINE & DIESEL	-	812	812	4,000	4,000
7510 VEH/EQUIP REPAIRS	-	333	333	2,000	2,000
7520 VEH/EQUIP INSURANCE	-	-	-	-	-
7530 VEH/EQUIP REPLACEMENT	-	-	-	-	-
7540 VEH/EQUIP RENTAL	-	125	125	750	750
7570 VEH/EQUIP TOOLS	-	500	500	3,000	3,000
8000 OPERATIONAL EQUIP	1,520	725	(796)	3,650	2,130
8010 OPERATIONAL MAT/SUPP	17,337	12,773	(4,564)	80,500	63,163
8020 MAINTENANCE EQUIP	-	812	812	4,000	4,000
8030 MAINTENANCE MAT/SUPP	-	1,320	1,320	6,500	6,500
8080 STREET LIGHTS	-	-	-	-	-
8090 UNIFORMS/CLOTHING	146	964	819	4,750	4,604
8100 PROFESSIONAL SERVICE	-	9,906	9,906	48,800	48,800
8110 CONTRACTS/AGREEMENTS	18,953	30,000	11,047	180,000	161,047
8150 GRANTS/SUBS TO ORG	10,000	10,000	-	60,000	50,000
Total expended to date excluding 2016 Flood Costs	\$512,089	\$580,527	\$68,438	\$3,346,211	\$2,834,122
8165 2016 FLOOD COSTS	363	-	(363)	-	(363)
Total expended to date including 2016 Flood Costs	\$ 512,452	\$ 580,527	\$ 68,075	\$ 3,346,211	\$ 2,833,759

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Recreation Cultural Services

Statement of Expenditures

May 31, 2017

Recreation/Cultural Services	Year to date Expended	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
GL 6000, 6010, & 6011 Wages & Benefits Including Summer Students	\$ 141,084	\$ 149,283	8,199	\$ 1,145,956	\$ 1,004,872
6020 TRAINING/EDUCATION	4,656	4,667	11	16,000	11,344
6030 TRAVEL/CONFERENCES	3,631	5,833	2,202	35,000	31,369
6040 PROF MEM/DUES & FEES	3,011	3,123	113	3,500	489
6050 OFFICE SUPPLIES	371	1,333	963	8,000	7,629
6060 OFFICE EQUIPMENT	241	3,232	2,991	8,000	7,759
6080 ADVERTISING	2,784	3,273	489	75,000	72,216
6110 TELEPHONE/FAX	1,510	2,500	990	15,000	13,490
6120 PUBL./SUBSCRIPTIONS	-	202	202	400	400
6130 COMPUTER HARDWARE	2,741	5,133	2,392	7,000	4,259
6140 COMPUTER SOFTWARE	-	-	-	-	-
6160 LIABILITY INSURANCE	-	1,667	1,667	10,000	10,000
7010 ELECTRICAL	-	-	-	-	-
7070 BLDG/FACILITY RENTAL	6,677	7,667	990	46,000	39,323
8000 OPERATIONAL MAT/SUPPLY	57,141	59,167	2,026	175,000	117,859
8025 COMMUNITY EVENTS	32,623	34,103	1,480	384,615	351,992
8150 SCHOLORSHIPS	11,800	11,800	-	20,000	8,200
8160 SPECIAL EVENTS & FESTIVALS	246,360	246,360	-	356,562	110,202
8170 OPERATING GRANTS POLICY	218,567	218,567	-	380,500	161,933
Total expended to date excluding 2016 Flood Costs	\$ 733,198	\$ 757,909	\$ 24,711	\$ 2,686,533	\$ 1,953,335
8165 2016 FLOOD COSTS	-	-	-	-	-
Total expended to date including 2016 Flood Costs	\$ 733,198	\$ 757,909	\$ 24,711	\$ 2,686,533	\$ 1,953,335

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**Recreation /
Cultural Services**

Statement of Revenue

May 31, 2017

Recreation/Cultural Services	Year to date Assigned	2 Month Budget	2 Month Budget Variance	Annual Budget	Annual Budget Remaining
5031 PROGRAM REVENUE	\$ -	\$ 4,000	\$ (4,000)	\$ 24,000	\$ 24,000
5034 FACILITY RENTALS	1,285	2,500	(1,216)	15,000	13,716
Total Revenue To Date	\$ 1,285	\$ 6,500	\$ (5,216)	\$ 39,000	\$ 37,716

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Cape Breton Regional Municipality Water Utility
Statement of Operations to June 30, 2017

Revenue	Actual Y-T-D June 30, 2017	Budget Y-T-D June 30, 2017	Variance Y-T-D June 30, 2017	Total Annual Budget 2017-2018
Operating:				
Metered Sales	\$ 3,818,119.00	4,522,236.00	\$ 704,117.00	18,088,943.00
Public Fire Protection	\$ 1,795,917.00	1,795,919.00	\$ 2.00	7,183,675.00
Interest on Overdue Accounts	\$ 83,638.00	\$ 83,281.00	\$ (10,357.00)	333,125.00
Other Operating Revenue	\$ 35,762.00	\$ 52,044.00	\$ 16,282.00	208,178.00
Total Operating Revenue	\$ 5,743,436.00	\$ 6,453,480.00	\$ 710,044.00	25,813,921.00
Expenditures				
Operating Expenses				
Source of Supply	\$ 75,882.00	141,250.00	\$ 65,368.00	565,000.00
Power and Pumping	\$ 328,186.00	510,633.00	\$ 182,447.00	2,042,530.00
Water Treatment	\$ 712,398.00	931,048.00	\$ 218,650.00	3,724,190.00
Transmission & Distribution	\$ 967,670.00	1,145,341.00	\$ 177,671.00	4,581,366.00
Administration & General	\$ 1,257,574.00	736,818.00	\$ (520,756.00)	2,947,273.00
Depreciation	\$ 968,495.00	968,495.00	\$ -	3,873,980.00
Taxes	\$ 251,086.00	561,687.00	\$ 310,601.00	2,246,750.00
Total Operating Expenses	\$ 4,561,291.00	\$ 4,995,272.00	\$ 433,981.00	19,981,089.00
Operating Profit/(Loss)	\$ 1,182,145.00	\$ 1,458,208.00	\$ 276,063.00	5,832,832.00

Non Operating Revenue	Actual Y-T-D June 30, 2017	Budget Y-T-D June 30, 2017	Variance Y-T-D June 30, 2017	Total Annual Budget 2017-18
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Debt Charge Income
Interest Income
Transfer from Depreciation

Total Non Operating Revenue

Non Operating Expenses				
Short term interest charges	\$ 32,031.00	\$ 32,031.00	\$ -	128,125.00
Debt Charges				
Principal	\$ 974,458.00	\$ 974,458.00	\$ -	3,897,833.00
Interest	\$ 406,216.00	\$ 406,216.00	\$ -	1,624,874.00
Amortization of Debt Discount	\$ 8,000.00	\$ 8,000.00	\$ -	32,000.00
Capital Expenditures out of operations	\$ 37,500.00	\$ 37,500.00	\$ -	150,000.00
Appropriation - Rolling stock -Fleet			\$ -	

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Total Non Operating Expenses	\$ 1,458,205.00	\$ 1,458,205.00	\$ -	\$ 5,832,832.00
Non- Operating Profit/Loss	\$ 1,458,205.00	\$ 1,458,205.00	\$ -	\$ 5,832,832.00
TOTAL UTILITY REVENUES (OPERATING & NON-OPE	\$ 5,743,436.00	\$ 6,453,480.00	\$ 710,044.00	\$ 25,813,921.00
TOTAL UTILITY EXPENSES (OPERATING & NON-OPE	\$ 6,019,496.00	\$ 6,453,477.00	\$ 433,981.00	\$ 25,813,921.00
CBRM WATER UTILITY PROFIT/(LOSS)	\$ (276,060.00)	\$ 3.00	\$ 276,063.00	\$ -

Original Signed By

Prepared by Judy Sampson

Review by Greg Penny

Date 10-Jul-17

Port of Sydney Development Corporation

Income Statement May 31, 2017

	YTD Actual	YTD Budget	Variance to Budget
Wharfage & Berthage	54,081.57	63,166.41	-9,084.84
Event Revenue	8,221.87	7,600.00	621.87
Miscellaneous Revenue	3,753.41	3,200.00	553.41
Storage & Rental	36,526.23	34,005.25	2,520.98
Passenger tax	49,944.00	47,390.40	2,553.60
Security/Traffic Control	10,095.83	12,116.32	-2,020.49
Craft Market Revenue	3,686.95	5,600.00	-1,913.05
Business Development - Harbour	32,493.19	34,000.00	-1,506.81
Port Days Revenue	46,530.66	55,000.00	-8,469.34
	\$ 245,333.71	\$ 262,078.38	-\$ 16,744.67
Wages & Salaries	113,963.26	136,746.09	-22,782.83
Professional Fees	2,617.93	22,333.00	-19,715.07
Advertising & Promotions	9,135.15	10,564.00	-1,428.85
Cruise activities	10,359.13	4,780.00	5,579.13
Dues & Memberships	12,711.46	12,820.00	-108.54
Insurance	10,856.05	10,938.00	-81.95
Interest & Bank Charges	855.88	760.00	95.88
Office & Admin	5,886.06	14,806.50	-8,920.44
Miscellaneous	8,399.55	12,400.00	-4,000.45
Repairs & Maintenance	24,692.18	150,502.84	-125,810.66
Travel	3,571.67	9,300.00	-5,728.33
Utilities	12,903.97	21,230.00	-8,326.03
Security Expense	18,266.09	22,947.33	-4,681.24
Business Development - Harbour	32,493.19	34,000.00	-1,506.81
Leasehold Improvements	5,300.00	50,000.00	-44,700.00
Ports Day Expenses	47,333.73	55,000.00	-7,666.27
	\$ 319,345.30	\$ 569,127.76	-\$ 249,782.46
Defecit	-\$ 74,011.59	-\$ 307,049.38	\$ 233,037.79

